

Central Massachusetts Special Education Collaborative

March 26, 2013

8:30 AM Administration Office

Board Members:

Present: Ms. Joan Dio

Dr. Melinda Boone

Dr. Barbara Malkas

Meeting began at 8:50 AM

Reviewed and discussed items on agenda:

1. Minutes February 12, 2012 meeting
 - Motion to accept meeting minutes
 - approved
2. Director of Finance Report- Erin McNamara, Director of Finance
 - Review Statement of F14 budget including requested narrative/assumption change on pgs. 1-3
 - Review of OOD enrollment
 - The salary schedule for teachers was adjusted by adding 2 additional steps. Teachers at the top step will receive a 1.5 % increase this year. All other teachers will receive their step increase. The adjustments to the salary schedule allow CMSEC to begin to address significant inadequacies in the pay scales of the Instructional Assistants, Clinicians and Administrative Assistants.
 - Anticipated savings in health insurance will be targeted to address the replacement of the phone system at 100 Hartwell- (safety) and technology infrastructure.
 - Preliminary calculations indicate that tuition for OOD students will not change for 2013-2014. Final recommendations will be provided at the May Board meeting.
 - Board recommended a facility study to be completed by NESDEC; CMSEC may need to pay a small membership fee
 - Board will defer to April meeting for vote on F14 budget
3. Executive Director's Report
 - Update on collaborative agreement
 - Review of follow-up response to State Auditor
 - Review of DESE feedback
 - Review of DESE board member training
 - Board requested a look at cost savings to member districts and review of in district programming (if the number of students being served is worth the money being spent)
 - Reviewed status of social security buyback
 - Former employees are being contacted (with proof of documentation of the number of correspondences being sent out)

- Worcester and Webster School Committee's need to appoint '13'14 board member by June 28, 2013
- Motion made to approve updated personnel report
 - approved
- 4. Member Requests/New Business
 - None
- 5. Motion to enter into Executive Session according to M.G.L.Ch39 S23B to discuss personnel matter at 10:00 AM
- 6. Motion to Return to Public session at 10:40 AM
- 7. Motion to accept the retirement notice of the Executive Director effective July 31, 2013.
 - approved
- 8. Motion to extend the Executive Director's contract through July 31, 2013.
 - approved

Motion to adjourn at 10:50 AM

Minutes submitted by Jo Ann Sivazlian, Office Manager