

# **Central Massachusetts Special Education Collaborative**

January 9, 2012

10:00 AM Administration Office

Board Members:

Present: Mrs. Joan Dio

Dr. Marco Rodrigues

Absent: Dr. Marilyn Bisbicos

Meeting began at 10:15 AM

Reviewed and discussed items on agenda:

1. Minutes of last meeting Nov. 21, 2011 (voting item)
  - 1 member in attendance-no vote
2. Donation of Computers (voting item)
  - Accept donation of 4 computers from Coughlin Companies for Robert H. Goddard Academy
    - 1 member in attendance-no vote
3. Update on Health Insurance Renewal
  - Joan met with Baystate Benefits and will have a decision on CMSEC's health and dental benefits ready for open enrollment on Feb. 1, 2012
4. Program Updates
  - HLC-program director out on maternity leave
  - CMP-Mike Kelly moved in temporarily as Assistant Director to help stabilize the program
  - WDS-has new referrals coming in on a regular basis
  - CMA-few openings remaining
  - Joan will be meeting with the Foster Co. to review West Boylston Fire Department requests for fire walls in the areas designated for cooking or heating food
5. Member Requests/New Business
  - The CMSEC School Brochure was rewritten to include CMP and the Assessment Center at HLC
  - WPS is drafting new course information for life skills to make information more parent friendly including changes in rubrics, course names, descriptions, and report cards; when complete a staff training will take place and will include life skills staff from CMSEC
  - No additional requests

Meeting adjourned at 11:05 AM

Minutes submitted by Office Manager, Jo Ann Sivazlian