

Central Massachusetts Collaborative

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Dr. Susan Farrell, Executive Director
Beverly Tefft, Finance Director
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Board of Directors Meeting
Thursday October 13, 2022 at 9:00 A.M.
14 New Bond St., Worcester, MA 01606

Meeting Minutes

Board Members Present:

Dr. Ruthann Goguen, Ed.D., Superintendent of Schools, Webster Public Schools
Michael Lucas, Superintendent of Schools, Oxford Public Schools
Dr. Rachel H. Monárrez, Superintendent of Schools, Worcester Public Schools

Also Present: Dr. Susan Farrell, Executive Director, CMC
Beverly Tefft, Director of Finance and Operations, CMC
John LaFleche, Treasurer, CMC
Paul Barry, Manager of Vocational Services
Mike Moore, Clinical Coordinator

1. Dr. Susan Farrell called the Meeting to Order at 9:10am a.m.

2. Approval of the September 15, 2022 Board of Directors Meeting Minutes (voting item)

Superintendent Monárrez made a MOTION to approve the September 15, 2022 Board of Directors meeting minutes.

Superintendent Lucas seconds the MOTION.

3. Director of Finance & Operations Report

a. Warrants:

Ms. Tefft presented warrants for September 2022.

b. Financial Statements:

Ms. Tefft reviewed the FY23 Year-to-Date Profit and Loss Statement for the period ending September 30, 2022. Revenue: reflective of billing through September 30, 2022. Expenses: inclusive of fixed costs and instructional licensing software for students.

The listing of matters are those reasonably anticipated by the Chair which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law.

FY23 YTD net income of \$1.7m, as of September 30, 2022, is within 4% of last fiscal year. Year-to-date revenues are 2% higher and expenses are less than 1% higher.

The FY23 vs FY22 Comparative Balance Sheet at September 30, 2022 was presented reflecting an increase in net position of \$1.6, \$1.5m of which is the increase in the Collaborative's OPEB fund.

c. Treasurer's report

Mr. LaFleche presented reconciled bank balances with current interest rates.

Mr. LaFleche reported that bank statements are now being received electronically and increasing the speed of reconciliation.

Mr. LaFleche reported a current interest rate of approximately 0.25 (one quarter) % and is exploring a possible interest rate of 3 (three) %.

4. Executive Director Report

a. CMC Census and Staffing updates

Dr. Farrell reported the student census had increased enrollment from three hundred and thirty-seven (337) students to three hundred and forty-three (343). There is a healthy amount of referrals for all programs.

Dr. Farrell discussed census and viability for RHS. Six (6) students are currently enrolled. Transportation to and from this program continues to be a challenge. Options for alternate transportation are being explored.

Dr. Farrell reported that staffing continues to be a challenge. Finding qualified instructional assistants is the greatest need. Alternate recruiting companies are being explored.

b. CMC Program Updates

- i. Paul Barry, Manager of Vocational Services reported on the variety of community-based and in-house vocational programs for students. Programs developed are based on student interest inventories and staff input. Programming is differentiated based on career interest, skill level and grade.
- ii. Mike Moore, Clinical Coordinator reported on the roles and responsibilities of the eighteen (18) Clinicians and four (4) BCBA's in the Collaborative. They support students by promoting positive behaviors utilizing a variety of clinical techniques. Key for students is a fresh start approach and an inclusive culture where they can express themselves and be vulnerable in a safe, non-judgemental environment. This is accomplished by providing clinical support for students and supporting and educating staff.

5. Member Requests/New Business

Dr. Farrell reported on the variety and scope of Professional Development opportunities offered to staff on October 7, 2022.

6. Executive Session

No executive session was held.

7. Adjournment

Superintendent Goguen made a MOTION to adjourn the meeting.

Superintendent Monárrez seconds the MOTION.

The meeting adjourned at 9:57 am.