

# Central Massachusetts Collaborative

Central Office  
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Dr. Susan Farrell, Executive Director  
Beverly Tefft, Finance Director  
[www.cmasscollaborative.org](http://www.cmasscollaborative.org)

**Board of Directors Meeting**  
**Thursday, February 9, 2023 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

- 1. Dr. Ruthann Goguen called the Meeting to Order at 9:03 am.**
- 2. Approval of the January 12, 2023 Board of Directors Meeting Minutes (voting item)**

Superintendent Lucas made a motion to approve the January 12, 2023 Board of Directors meeting minutes.

Dr. Goguen seconds the motion.

### **3. Director of Finance & Operations Report**

a. Warrants:

Ms. Tefft presented warrants for January 2023.

b. Financial Statements:

Ms. Tefft reviewed the FY23 Year-to-Date Profit and Loss statement. Ms. Tefft reported no extraordinary expenses were incurred. Outstanding e-Rate reimbursement has been received. Overall CMC is trending under budget for total expenses directly correlated to staffing shortages. The substitute teacher line is projected to come in over budget due to daily and long-term teacher coverage by instructional assistants.

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CMC's Balance Sheet @ 1.31.23 remains healthy.

- c. Treasurer's Report
  - Mr. LaFleche presented reconciled bank balances as of 1.31.23.

#### 4. Executive Director Report

- a. Acceptance of Donations (voting item)

Dr. Farrell presented the Board with two (2) donations; a donation from Donors Choose for a project in Mr. Weiss's classroom and a donation of clothing worth ~\$250 dollars from Andy's Attic.

Superintendent Goguen made a MOTION to approve the Donations.

Superintendent Lucas seconds the MOTION.

- b. CMC Census and Staffing Updates

Dr. Farrell presented the CMC Census for January. The census continues to grow but is slightly below last year's numbers at this time of year. CMC has a healthy number of referrals and expects census to continue to increase as open staff positions are filled.

CMC has hired two additional staff since the last board meeting. Open positions remain for both teachers and instructional assistants. Applications to work at the collaborative have increased over the past month and the hope is that a number of positions will be filled this month allowing CMC to accept students in referral.

- c. Program Updates

Dr. Farrell introduced Paul Barry, Manager of Vocational Services. Paul has been working on developing internal vocational programs and external vocational opportunities for students at the collaborative.

Mr. Barry began his presentation by providing background regarding the work he has been doing. Mr. Barry began his work by attending events hosted by Worcester Chamber of Commerce where he was able to connect with local businesses and learn about the employment needs of the community. Mr. Barry worked with CMC's college and career staff to survey student career interests and found a strong interest in several fields including the fields of Graphic Arts. This interest matches with the needs of the community. Mr. Barry has been working with Konica Minolta company to evaluate the possibility of setting up a print shop to be located at one of CMC's buildings. This would

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allow for vocational training for the students and also generate funds for the school. This machine has all the functions students need to learn to transition into a job in a local print shop.

Mr. Barry discussed setting up Virtual Reality training labs for students. There are around four hundred (400) careers that can be explored safely with this technology. For example, students interested in welding would be able to take the course in welding and experience what it is like to weld. A minimum of five (5) virtual reality devices would be needed to start the program at CMC.

Mr. Barry also discussed a partnership with Quinsigamond Community College which would allow students to learn skills in the areas of culinary arts, hospitality and hotel management. The fees associated with students participating in QCC classes would be included in the current student tuition rate. Students would receive three (3) college credits when completing the course.

Another option presented was a partnership with the Peterson School. The Peterson School offers eighty (80) trades including electrician, construction, facility maintenance, and fire alarm installation and maintenance.

Mr. Barry noted that college and trade courses would be available to students in their final year at CMC. High school students also have access to learn vocational skills through partnerships that have been developed with Worcester Community Refrigeration, Project New Hope and several other local businesses.

d. CMC preliminary budget discussion

Dr. Farrell reported that development of the budget has begun. She noted that Private Day Schools may be raising their tuition by up to 14.5%. CMC anticipates an increase in tuition rates of 3% to 3.5% for member districts and 4.5% for non-member districts. Dr. Farrell noted that last year, CMC did not raise non-member tuition rates.

e. Recognition of retiring Board Member Superintendent Petruno-Goguen.

Dr. Farrell acknowledged Superintendent Goguen retirement thanking her for her years of support and many contributions to CMC over her tenure as Superintendent of Webster Public Schools.

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## 5. Member Requests/New Business

Election of Board Chair (voting item)

Superintendent Goguen nominated Superintendent Lucas to replace her as board chair upon her retirement. Superintendent Lucas accepted the nomination.

Superintendent Goguen made a MOTION to elect Superintendent Lucas Chair of the CMC Board of Directors.

Superintendent Monárrez seconds the MOTION.

## 6. Executive Session

Superintendent Goguen made a MOTION to enter Executive Session to discuss strategy with respect to collective bargaining (Units A) with no return to open meeting.

Superintendent Monárrez seconds the MOTION.

## 7. Adjournment

Superintendent Goguen made a motion to adjourn the meeting.

**The meeting adjourned at 9:54 am.**