

# 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, March 9, 2023 at 9:00 A.M.**  
**14 New Bond St., Worcester, MA 01606**

## Meeting Minutes

Board Members Present:

Michael Lucas, Superintendent of Schools, Oxford Public Schools  
Dr. Rachel H. Monárrez, Superintendent of Schools, Worcester Public Schools via phone

Also Present: Dr. Susan Farrell, Executive Director, CMC  
Beverly Tefft, Director of Finance and Operations, CMC  
John LaFleche, Treasurer, CMC

- 1. Superintendent Lucas called the Meeting to Order at 9:01am.**
- 2. Approval of the February 9, 2023 Board of Directors Meeting Minutes (voting item)**

The board discussed the meeting minutes and noted that a correction was needed to item 4e. The correction requested was to change the district listed for Superintendent Ruthann Goguen from Oxford to Webster.

Superintendent Monárrez made a MOTION to approve the February 9, 2023 Board of Directors meeting minutes with correction to item 4e.

Superintendent Lucas seconds the MOTION.

- 3. Executive Session**

Superintendent Lucas made a MOTION to enter Executive Session to discuss strategy with respect to collective bargaining Unit A and to resume the open meeting upon completion of the Executive Session.

Superintendent Monárrez seconds the MOTION.

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#### 4. Unit A contract (voting item)

Superintendent Monárrez made a MOTION to accept the Unit A contract as presented.

Superintendent Lucas seconds the MOTION.

#### 5. Director of Finance & Operations Report

##### a. Warrants:

Ms. Tefft presented warrants for February 2023.

##### b. Financial Statements:

Ms. Tefft reviewed the FY23 Year-to-Date Profit and Loss Statement. It has been a quiet year and no extraordinary expenses have been incurred. Expenses currently over budget will be covered by those currently under budget such as salaries and employee benefits.

Investments will be made in vocational program offerings in the near future.

CMC's Balance Sheet @ 2.28.23 remains healthy and robust.

##### c. Treasurer's Report:

Mr. LaFleche presented reconciled bank balances as of 2.28.23. Mr. LaFleche reported that he is researching PARS to determine if that would be a better investment tool for the OPEB Trust funds.

An active CMC employee has been identified to sit on the OPEB Trust Board meetings and is expected to resume soon. A discussion occurred regarding the Webster School Business Manager on this Board and if a conflict of interest will occur now that she is Interim Superintendent of Webster Public Schools .

#### 4. Executive Director Report

##### a. CMC Census and Staffing Updates

Dr. Farrell presented the CMC Census for February. The census is currently four hundred and twenty nine (429) students. CMC has many out of member district

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referrals as well as member district referrals and expects census to continue to increase as open staff positions are filled.

CMC has hired nine additional staff since the last board meeting with more positions being filled. Filling these positions will allow CMC to accept more students in referral.

b. Disposal of Surplus Items (voting item)

A list of surplus items to be properly disposed of was presented to the Board for their review.

Superintendent Lucas made a MOTION to declare the list of items presented as obsolete and to direct the Executive Director to auction off, donate or otherwise dispose of this property in conjunction with the provisions of M.G.L. Chapter 30B.

Superintendent Monárrez seconds the MOTION.

c. CMC Presentation of First Draft of FY24 Budget  
i. FY24 Tuition Rates (voting item)

Dr. Farrell discussed expected revenue needs for FY24 and suggested an increase in member district rates of 4.5% and non-member district rates of 3.5%. The proposed rates are within market value but are still lower than other collaboratives and private schools which are increasing by as much as 14.5%. The suggested increases are needed to cover projected operating expenses.

Superintendent Lucas made a MOTION to approve the proposed FY24 tuition rates as outlined.

Superintendent Monárrez seconds the MOTION.

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## **5. Member Requests/New Business**

A discussion was held regarding CMC providing member districts with professional development opportunities, specifically, autism and behavioral intervention training. The Board is interested in learning what supports the Collaborative would need to get this initiative off the ground.

## **6. Adjournment**

Superintendent Lucas made a MOTION to adjourn the meeting.

Superintendent Monárrez seconds the MOTION.

**The meeting adjourned at 9:28 am.**