

# Central Massachusetts Collaborative

Central Office  
14 New Bond Street  
Worcester, MA 01606  
Telephone (508) 538-9100  
Fax (508) 854-1689

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

**Board of Directors Meeting  
Wednesday, June 21, 2023 at 9:00 A.M.  
14 New Bond St., Worcester, MA 01606**

## Meeting Minutes

Board Members Present via Zoom:

Michael Lucas, Superintendent of Schools, Oxford Public Schools  
Monique Pierangeli, Superintendent of Schools, Webster Public Schools  
Dr. Rachel H. Monárrez, Superintendent of Schools, Worcester Public Schools

Also Present via Zoom:

Dr. Susan Farrell, Executive Director, CMC  
Beverly Tefft, Director of Finance and Operations, CMC  
John Lafleche, Treasurer, CMC

- 1. Superintendent Lucas called the open session Meeting to Order at 9:05 am.**
- 2. Approval of the May 11, 2023 Board of Directors Meeting Minutes**

Superintendent Monárrez made a MOTION to approve the May 11, 2023 Board of Directors meeting minutes.

Superintendent Lucas seconds the MOTION.

- 3. Director of Finance & Operations Report**

- a. Warrants**

Ms. Tefft presented warrants for May 2023. No extraordinary expenses have been incurred.

- b. Financial Statements**

Ms. Tefft reported that FY23 year-end spending has been completed. A final FY23 encumbrance list is currently being worked on. Expenses that have trended under budget have remained consistent throughout the year.

*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.*

Ms. Tefft reported that the camera upgrade cannot be completed before the end of June. A discussion was held regarding the continuation/completion of the project and the possibility of using FY23 Cumulative Surplus funds for the remainder of the project, if deemed necessary by the auditors.

Priorities remain in investing in curriculum for vocational programs, classroom needs, and facility safety.

Ms Tefft reported that the Collaborative continues to maintain a healthy and robust Balance Sheet.

c. OPEB Trust Fund Transfer

Superintendent Pierangeli made a MOTION to approve the transfer of \$1,00,000 from the projected FY23 Cumulative General Fund Surplus to the OPEB Health Insurance Trust Fund.

Superintendent Monárrez seconds the MOTION.

Superintendent Pierangeli made a MOTION to amend the FY23 budget to reflect this OPEB Transfer as a reclassification

- Increase revenue line “Transfer from Surplus Funds” by \$1,000,000 to \$1,694,547
  - o amended FY23 Budget total revenue is \$21,805,256
- Increase expense line “Surplus Cash Used for Expenses” by \$1,000,000 to \$1,000,000
  - o amended FY23 Budget total expenses is \$21,805,256

Superintendent Lucas seconds the MOTION.

d. Treasurer’s Report

Mr. LaFleche presented reconciled bank balances as of 5.31.23.

Mr. LaFleche reported that the OPEB Trust fund is receiving great interest. \$44,000 earned interest is going to MMDT, \$69,000 earned interest on the OPEB Trust. Mr. LaFleche reported that last month the OPEB Trust Committee voted to join PARS group. There is a 90 day waiting period so quarterly contributions will commence in September 2023.

**4. Executive Director Report**

a. Acceptance of Donations (voting Item)

Superintendent Monárrez made a MOTION to approve the donations as listed.

Superintendent Lucas seconds the MOTION.

b. CMC Census and Staffing Updates

Dr. Farrell presented the CMC census for June 2023. The census is currently four hundred and thirty four (434) students. Dr. Farrell reported that Woodward Day school had lower suspensions this year and has maintained a solid census throughout the year.

Dr. Farrell reported that CMC has hired three (3) additional staff since the last Board meeting.

CMC has 183 staff. Positions were offered to 173 and we have received a healthy response already. Dr. Farrell reported a change in the Custodial positions. Due to high turnover, we are going to use our night cleaning contract provider to provide cleaning services during the day. Funds will be moved as a result.

c. CMC Program Updates

Dr. Farrell described highlights from the school year including field trips and learning activities.

Dr. Farrell reported that twenty (20) High School Seniors graduated. One of the graduating seniors was the first in her family history to ever receive a High School Diploma.

Dr. Farrell reported that CMC has received an invitation to present at the AESA Conference in the fall regarding the CMC/WPS Bus PBIS initiative. As a result of this program, there was a significant reduction in bus incidents. Dr. Farrell played a thank you message from a WPS bus driver for the Board. Superintendent Monárrez is in support of the participation in this conference and in sending a member of the WPS Bus Division to attend. She commented that this is a great reminder that the best way to address safety concerns is by being preventative and with positives.

d. Proposed FY24 CMC's School Calendar (voting item)

Superintendent Lucas made a MOTION to approve the proposed FY24 CMC School Calendar as proposed with the understanding that it will be amended when Worcester Public Schools revises their school calendar

Superintendent Monárrez seconds the MOTION

e. Proposed FY24 CMC BOD Schedule (voting item)

Superintendent Pierangeli made a MOTION to approve the CMC FY24 BOD Schedule as proposed.

Superintendent Monárrez seconds the MOTION.

**5. Member Requests/New Business**

No new business

**6. Executive Session**

Superintendent Pierangeli made a MOTION to enter into Executive Session to discuss strategy sessions with respect to collective bargaining (Units B) and conduct strategy sessions in preparation for negotiations with non-union personnel or to conduct collective bargaining sessions or contract negotiations with non-union personnel. The board will not reconvene in an open meeting.

**7. Adjournment**

The open session meeting adjourned at 9:39 am.