

## Central Massachusetts Special Education Collaborative

November 12, 2014

9:00 AM Administration Office

### Board Members Present:

Dr. Melinda Boone

Dr. Barbara Malkas

### Others in Attendance:

Ms. Mary A. Baker, Executive Director

Ms. Neil Trahan, Director of Curriculum, Data & Technology

Ms. Jessica Pitsillides-HLC/Program Director

Meeting called to order at 9:15 AM

1. Approval of October 16, 2014 Board of Directors meeting minutes
  - a. Motion/approved
2. Director of Finance & Operations Report
  - a. FY15 Budget
    - i. Question regarding Ford Leasing \$314.88 (wage garnishment)
  - b. Warrant Report: FY15
    - i. Contracted services with May Institute line item, was flagged to be over-budget by December secondary to a higher level of training and support of staff within THRIVE than initially anticipated. An action plan with a fading of supports has been developed and implemented and expenditures of resources will be closely monitored.
    - ii. 18 of 24 slots are full at THRIVE; CMSEC would like to reach out to non-member districts to help fill slots
3. Executive Director Report
  - a. Recovery High School
    - i. RFR to be completed by December 2 and include outside agency linkages
    - ii. Pre-bid conference call held and additional questions accepted through November 21, 2014
    - iii. Anticipated award and start date by early February
    - iv. Must have site control of a facility at RFR submission; review board will conduct a walk-through as part of proposal evaluation
  - b. Donation from Harvard Pilgrim Health
    - i. Motion to accept the donation from Harvard Pilgrim Health of computers and monitors worth \$2500/approved
  - c. Agenda amended to include, and motion made to accept, \$518 donation from New England Association for Play Therapy raised from gift basket raffle/Approved

- d. Building committee recommendation
  - i. Committee met on Friday, November 7, 2014 and recommended proposal to be brought before Board
  - ii.1 bidder with a building on Rockdale Street in Worcester
  - iii. Review of the RHS facility proposal
  - iv. Total of 19,000SF includes the central office; board would like the central office separated out relative to costs
  - v. Recommendation by the board to request a meeting with the builder to see if there is room for negotiation of the \$27.00/SF
  - vi. Reminder of the expectation of fundraising for this program
  - vii. Request by the board to review CMSEC's ability to support the move/ space for the central office
    - 1. Discussion included the possibility of combining 2 WDS programs and running a non-traditional program with double sessions
  - viii. Dr. Boone invited Mary Baker to a meeting with the city manager on November 19 at 2:00pm at WPS/DAB to discuss the facility proposal
  - ix. Motion to enter into negotiations with the owner of 15 Rockdale Street, by recommendation of the building committee, for the recovery high school, along with a plan to lease space for the central office/approved

4. Member Requests/New Business

- a. Worcester School Committee has requested tuition rates for Worcester public students enrolled in CMSEC. Detailed analysis of the total cost of running the programs must first be conducted for accuracy of per pupil cost.

Motion to adjourn at 10:37 AM

Minutes submitted by Jo Ann M. Sivazlian, Office Manager