

# 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**  
**Thursday, August 13, 2020, at 8:30 a.m.**  
**14 New Bond Street, Worcester, MA 01606**

## *Meeting Minutes*

Board Members Present: Maureen Binienda, Chair, Superintendent of Schools, Worcester Public Schools  
Dr. Ruthann Goguen, Superintendent of Schools, Webster Public Schools  
Dr. Kristine Nash, Interim Superintendent of Schools, Oxford Public Schools

Also Present: Dr. Susan Farrell, Executive Director, CMC  
Beverly Tefft, Director of Finance, CMC  
Joseph Meichelbeck, Treasurer, CMC  
Dr. Susan Henrichon, Assistant Superintendent of Student Services & Special Education, Oxford Public Schools  
Mike Kelly, Director, Robert Goddard Academy, CMC  
Dr. Jean Lindquist-Grady, Director, Clinical Services, CMC  
Evelyn Marrone, Director, Woodward Day School, CMC  
Ann Ortiz, Director, Central MA Academy, CMC  
Elizabeth Pinzino, Director, Hartwell and THRIVE, CMC  
Dan Smachetti, Director, Central MA Prep, CMC  
Rich Cameron, Assistant Director, Woodward Day School, CMC  
Carol DeAngelis, Assistant Director, Hartwell and THRIVE, CMC  
Kelly Hartnett, Instructional Assistant, THRIVE, CMC  
Tara Shaylor, Instructional Assistant, THRIVE, CMC

- 1. Superintendent Binienda called the Meeting to Order at 9:14 a.m.**
- 2. Approval of the June 11, 2020 Board of Directors Meeting Minutes (voting item)**  
Dr. Goguen made a MOTION to approve the June 11, 2020 Board of Directors meeting minutes.

Superintendent Binienda seconds the MOTION.

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

#### **a. Warrants**

Mrs. Tefft introduced the final two (2) warrants for FY20 which will be scanned and sent to the Board for signature. The audit will commence after Labor day with a full presentation in the October or November BOD meeting.

### **4. Executive Director Report**

#### **a. CMC ESY Report**

Dr. Farrell reported that the fully remote Credit Recovery Program began on June 15, 2020 with thirty-three (33) students registered. The Extended School Year Programs began on July 6, 2020 and were also fully remote. Of the one-hundred seventy-four (174) eligible students, one-hundred ten (110) students enrolled and eighty-five (85) participated.

#### **b. Safety Manual & CMC Updates**

Dr. Farrell was pleased to present the Board with a draft CMC Safety Manual. The CMC Safety Committee was led by our Safety Coordinator, John Buckley and his co-chairs, Ann Ortiz and Evelyn Marrone. Throughout the year the Safety Committee reviewed all protocols for emergencies within each building and developed step-by-step protocols for various situations. The next steps are to distribute a safety flip chart to each classroom in all buildings and have professional development for all staff at the beginning of the school year.

To enhance academics, CMC has purchased Study Island and Exact Path. These programs provide assessment tools and programming to improve grade level competency and strengthen skills in ELA and Math.

Additionally, led by Dr. Jean Lindquist-Grady, the Discipline and SEL committee completed their review of CMC's current SEL practices. All programs will receive training in Collaborative Problem Solving. Hartwell and Central MA Prep will receive an updated Second Step Curriculum. Dr. Farrell thanked Dr. Lindquist-Grady and her team for their hard work on this issue.

Dr. Farrell informed the Board that the Recovery High School grant was renewed for another two (2) years.

#### **c. CMC Proposed Reopening Plan (voting item)**

Dr. Farrell presented the CMC Proposed Reopening Plan. The twenty-two (22) member Reopening Committee began by completing a feasibility study which included an examination of the following for each building and each program:

- physical distancing in classrooms and common areas;
- student cohorting;
- scheduling and transitions, and;
- health and safety protocols for staff and students.

Additionally, the Reopening Committee surveyed staff and families, reviewed state and local guidance, consulted with stakeholders including other collaboratives, and reviewed member and non-member plans, where available.

Dr. Farrell discussed the Remote Learning Parent Survey that provided insight on how remote learning was viewed for the Spring. Although the Collaborative received a limited number of responses, the responses represented all programs. Many families felt the workload was manageable and they were able to support their children at home. Families also indicated that they appreciated live lessons with teachers, physical packets and face-to-face time. Of the surveyed families, 68% reported that the remote learning did cause some stress.

The Reopening Schools Parent Survey received responses from approximately sixteen (16) percent of parents, which were equally divided among the CMC programs. Of the respondents, ninety-seven (97) percent of families indicated they had internet access. Of those with internet access, sixty-eight (68) percent had access to a laptop, chromebook or desktop computer with forty (40) percent of those sharing a device with a family member. Dr. Farrell explained that ten (10) percent of families indicated their child would participate in on-site learning in the Fall. Forty-eight (48) percent of children will participate in a hybrid model while twenty (20) percent plan to remain fully remote. The remaining families, twenty-two (22) percent, were undecided. Overall, fifty-five (55) percent of the families surveyed indicated they would send their child to school on site. Dr. Farrell informed the Board that follow-up surveys are being conducted to gain more solid results.

Dr. Farrell next presented the results of staff surveys indicating that one-hundred nineteen (119) or fifty-four (54%) of CMC staff responded. Of those who responded, eighty-eight (88) percent of CMC teachers felt confident in their online skills during remote learning in March. Seventy-nine (79) percent of staff reported concern about their students' social emotional well being during the school closure. Thirty (30) percent of staff reported feeling comfortable with returning to in person learning. Additionally, eighty-eight (88) percent of staff reported concerns for the safety of their students and themselves should CMC return to building based instruction.

In summary, Dr. Farrell stated that all CMC programs support high need students including students with disabilities. Due to the nature of CMC programs, Dr. Farrell and the Safety Committee believe the Collaborative should maintain a six (6) foot distance at all times. The Safety Committee also recommends a phased approach to reopening with students beginning in small groups. They suggest slowly building to full attendance as students and staff show competency and comfort with required health and safety protocols.

Dr. Farrell recommends the Collaborative reopen with a Hybrid Learning Model for programs with more than forty (40) students and a Full In-Person Learning Model for programs with less than forty (40) students. Central MA Academy, Robert Goddard Academy, Central MA Prep, Hartwell Learning Center and THRIVE would begin with Hybrid learning under this plan. Rockdale Recovery High School and the Woodward Day sites would begin with full in-person learning, Monday through Thursday. All students in all programs would be remote on Friday.

Dr. Farrell explained in this plan, the CMC hybrid students would be divided into three (3) cohorts. Group A will attend on-site week one (1) and will attend school remotely week two (2). Group B will attend school remotely on week one (1) and attend on-site for week two (2). Group C students will attend school both week one (1) and week two (2), Monday through Thursday. Friday will be a remote learning day for all students each week. Dr. Farrell added that CMC will make every effort to maintain in-person instruction weekly Monday through Thursday for CMC's highest need students, particularly those with complex and significant needs and young elementary students. Dr. Farrell

and the Safety Committee will revisit this plan regularly and revise the plan according to state metrics.

Additionally, after presenting the proposed plan to staff, many expressed concerns about how to maintain safety. Dr. Farrell plans to meet with staff remotely on August 27 to train on PPE and review building expectations along with holding remote all staff meetings to discuss staff concerns. Dr. Farrell's goal is for all staff to express their concerns and feel comfortable with reentering the building. Dr. Farrell added that all staff will be in the building on Monday through Friday and remote on Friday.

Dr. Goguen inquired about the plan for student lunches. Dr. Farrell stated that each program will make decisions based on their individual needs. The Collaborative does have the capacity to bring small cohorts of students to the gym or cafeteria. The Safety Committee and school leaders are working to develop protocols for lunch along with ensuring proper cleaning between cohorts. Dr. Farrell also stated that deep cleaning will occur in the buildings while staff and students are remote each Friday.

Dr. Goguen stated we are all facing uncharted times and safety remains our priority. Superintendent Binienda noted that as a special education school, we are mandated to offer in-person learning to our highest risk students. Dr. Goguen appreciates the tremendous efforts by Dr. Farrell, the Safety Committee and all Collaborative members.

Dr. Farrell thanked the Safety Committee and school leaders for their hard work to create the reopening plan.

Dr. Goguen made a MOTION to approve the CMC Proposed Reopening Plan as presented.

Superintendent Binienda seconds the MOTION.

**d. Update of FY21 Tuition Rates**

Dr. Farrell presented the amended daily rates based on the 170-school year. She noted the FY21 tuition rates are not changing because they are based on a 10-month school year.

**5. Member Requests/New Business**

Joseph Meichelbeck, CMC Treasurer, informed the Board that he identified a new local bank that will meet the Collaborative needs.

**6. Executive Session**

No Executive Session held.

**7. Adjournment**

The meeting adjourned at 10:36 a.m.

Respectfully submitted,  
Lynn NeJaime