



**Board of Directors Meeting Minutes
September 11, 2024**

Present:	Beverly:	Dr. Charochak
	Danvers:	Mr. Bauer
	Gloucester:	Mr. Lummis
	Hamilton Wenham:	Mr. Tracy
	Ipswich:	Dr. Blake
	*Lynn:	Ms. Collella
	Lynnfield:	Mr. Geary
	Marblehead:	Mr. Robidoux
	Masconomet:	Dr. Harvey
	Nahant:	Mr. Liebow
	North Reading:	Dr. Daly
	Pentucket:	Dr. Bartholomew
	Salem:	Dr. Zrike
	Tri-Town:	Dr. Morrison
	Triton:	Mr. Forget
Swampscott:	Ms. Angelakis	
NEC:	F. Rosenberg	
	L. Fleming	
	K. Mahoney	
	KF. Mahoney	
	M. Bourgault	Facilities Director
	J. Zeigler	AFT Local President
Absent:	Manchester-Essex:	Ms. Beaudoin
	Peabody:	Dr. Vadala
	Reading:	Dr. Milaschewski
	Rockport:	Dr. Branco

- 1. Call to Order:** Dr. Harvey called the meeting to order at 8:02 am. Ms. Rosenberg noted the date of 9/11 and asked for a moment of silence. She welcomed new members and representatives from Marblehead, Nahant, and Lynn
- 2. Approval of Consent Agenda**
MOTION: A motion was made by Dr. Bartholomew and seconded Mr. Forget to approve the May 2024 BOD Minutes, May, June and July warrants and September 2024 Communications.
VOTE: The motion was moved unanimously

3. **Executive Director's Report:** Fran Rosenberg (full report attached)

Ms. Rosenberg gave her report and shared a preview of a 3-minute video highlighting the work of NEC.

Dr. Harvey asked if there has been any response to the Globe article noted in the report. Ms. Rosenberg responded that she had send a letter to parents as well, and has had no response from any stakeholders.

4. **Finance Committee Report:** Brian Forget, Larry Fleming, Kevin Mahoney

Treasurer's Report - Mr. Mahoney reviewed the May, June, July 2024 Treasurer's Reports (which are attached). He stated that our cash flow: remains positive but dipped slightly below the \$3 million mark. Continuous monitoring is needed due to the timing of the capital project

He stated that the year-end numbers are not yet finalized, and that we will continue to work with Mr. Fleming on managing cash flow throughout the HVAC project.

There were no questions.

MOTION: A motion was made by Mr. Tracy and seconded by Ms. Angelakis to accept May, June, July 2024 Treasurers reports as presented.

VOTE: The motion was moved unanimously

Update on year-end financial projections - Mr. Fleming reviewed the numbers with HVAC Project. Final numbers are unaudited, but he is reporting that total annual expenses will be \$31,829,954.77 (over budget by approximately \$788,137) and that total revenue will be \$31,220,776 (under by about \$250,957) E&D (Excess & Deficiency): -\$609,178.34 (variance of -\$1,039,095.44) will be negative due to the timing of payment on the capital project.

If he looks at the budget without HVAC Project, the E & D would be positive by approximately \$255,281 (unaudited numbers).

Variance is due primarily to the HVAC/Fire Suppression project cost and timeline. Mr. Fleming stated that he is working with the auditors to wrap these numbers up for our Oct. meeting.

Mr. Forget acknowledged the budget concerns but emphasized that the HVAC project was the right decision due to long-standing unmet capital needs. He stated that he appreciated everyone's efforts in making and explaining the difficult decisions to stakeholders.

Dr. Morrison thanked L. Fleming and M. Bourgault for their excellent management of the project.

5. **Facilities Committee Report:** HVAC/Capital Project Update: Mr. Fleming reported satisfaction with the OPM and General Contractor and reviewed the project timeline. The Facilities Committee is assessing yearly needs and plans to establish a dedicated budget line for future capital needs. Mr. Fleming reviewed concerns about space and capital needs at our Peabody location.

6. **Policy Committee Report:**

Dr. Bartholomew reported that the Committee had reviewed two policies.

Ms. Rosenberg reviewed the proposed changes to the Transportation Policy. She explained the requirements for 7D drivers/vehicles and the challenges with replacing 7D vans and finding/recruiting

drivers. She reviewed the history of the policy, the risk issues involved, and her reasons for recommending a change now, noting that many collaboratives and districts had moved in this direction, and that she had reviewed with Counsel. The new proposal allows staff to drive students without being 7D-certified, but they will need to undergo training and submit appropriate documentation.

Dr. Morrison asked if attorneys, insurance companies, and parents are aware of the policy change. Ms. Rosenberg stated that our attorney approves of the changes, but she has not yet reviewed with parents or insurance company.

Mr. Lummis inquired if driving licenses and records would still be checked. Ms. Rosenberg stated that the new policy indicates that they would be.

A member suggested that the policy should stipulate that the employee has a license, but not necessarily a MA license as some employees may live in NH.

The board agreed to approve the first reading of the Transportation Policy, pending insurance approval and minor wording revisions discussed during the meeting.

MOTION: A motion was made by Dr. Morrison and seconded by Mr. Tracy to approve 1st reading of the Transportation Policy pending insurance approval and other minor edits discussed at Sept 11 Board Meeting.

VOTE: The motion was moved unanimously

Ms. Rosenberg introduced the updated Acceptable Usage Policy developed in collaboration with Technology Director Eric Aldrich.

MOTION: A motion was made by Mr. Bauer and seconded by Mr. Tracy to approve 1st reading of Acceptable Usage Policy.

VOTE: The motion was moved unanimously

Mr. Lummis asked if we have we updated our Title IX policy and Ms. Rosenberg agreed that this should be done.

7. New and Continuing Business

Regional Transportation Project: Mr. Fleming stated that we are close to getting all the information needed from the districts who were interested in participating

Executive Director Evaluation- Ms. Angelakis and the board expressed their appreciation for Fran's continued leadership, noting that the board feels very fortunate to have her.

Ms. Rosenberg was praised for her self-reflection, meeting goals, and maintaining a culture of proficiency. Her communication skills were highlighted as excellent, including her ability to listen and communicate during this year's HVAC project. Fran's stable leadership, willingness to be solution-oriented, and student-centered approach were all appreciated. The quick emails and lack of surprises were specifically mentioned as positive aspects. Her overall evaluation was Proficient with some areas of Exemplary performance noted.

Ms. Rosenberg thanked Ms. Angelakis and the board for their support.

MOTION: A motion was made by Mr. Bauer and seconded by Mr. Tracy to approve Francine Rosenberg's Executive Director Evaluation.

VOTE: The motion was moved unanimously

Fees for Job-Alike Groups: Ms. Rosenberg noted that some Collaboratives charge for “job-alike groups” to bring in revenue, but that we never had, as we have a membership fee, and saw this as a benefit of membership. She asked if the Board wanted to maintain this practice. There was unanimous agreement that we should.

Strategic Goals Discussion: Ms. Rosenberg asked for input on how formal a process the board wanted to undergo regarding strategic planning and whether to bring in an outside consultant.

Opinions were mixed, with some board members favoring a more formal approach while others preferred a less formal process.

Dr. Morrison stated that we should wait until the HVAC project is finished before doing a formal plan, but that it might make sense to do so before there is a leadership transition.

Mr. Bauer agreed.

Mr. Forget agreed and noted that there were some consultants who were more helpful than others and that it did not make sense to invest a lot of money at this time.

Dr. Zrike stated that it might be worth having an outside voice help us take a step back and question how the collaborative might be able to shift. He noted the high costs associated with special education and thought that there might be value in doing a more formal process.

Ms. Angelakis suggested an informal 2-year plan, led by Ms. Rosenberg. And then consider a five-year plan, with a more formal process prior to Ms. Rosenberg’s retirement.

Mr. Forget and others agreed that this approach made some sense, as there was no immediate need for a formal process or a change in direction. Ms. Rosenberg agreed that she liked this approach as well. She shared her informal goals in the folder.

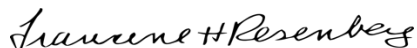
8. Adjourn

MOTION: A motion was made by Mr. Forget and seconded by Dr. Bartholomew to adjourn the meeting at 9:15 am as presented

VOTE: The motion was moved unanimously



Kathy Mahoney, Administrative Assistant to Executive Director



Francine Rosenberg, NEC Executive Director