



Mr. Hilton asked the Board to consider eliminating some items from the agenda and taking some of the items on the agenda out of order in order to allow as many Board members as possible to participate in votes that are necessary.

## **II. Appointment of Officers**

## **VOTE(S)**

### **A. Election of Chairperson**

Mr. Fichtenmayer nominated Dr. Robert Tankard and Terri Medeiros to continue as Co-Chairs of the Cape Cod Collaborative Board of Directors. Ms. Sette made the motion that the Board vote to accept these nominations. Ms. Putnam seconded the motion.

SO VOTED - UNANIMOUS

### **B. Election of Vice-Chairperson.**

Ms. Hill made the motion that Heather DiPaolo be appointed as Vice-Chairperson for the Cape Cod Collaborative Board of Directors. This motion was seconded by Ms. Sette.

SO VOTED - UNANIMOUS

### **C. Election of Executive Committee.**

This Subcommittee of the Board is composed of five (5) Board members plus the Chairperson and Vice Chairperson. Dr. Tankard, Ms. Medeiros, Ms. DiPaolo, Mr. Fichtenmayer, Mr. McDonald, Mr. Morris, Ms. Hill and Mr. McGee were presented to the Board for confirmation as the Executive Committee of the Cape Cod Collaborative. Mr. McGee made the motion that the Board vote to approve the Executive Committee as presented. Mr. Locke seconded the motion.

SO VOTED - UNANIMOUS

### **D. Appointment of Treasurer.**

Mr. Hilton recommended Judith FitzGerald to be reappointed as Treasurer for the Cape Cod Collaborative. Ms. Putnam made the motion that the Board vote to approve the reappointment of Ms. FitzGerald to the role of Treasurer of the Cape Cod Collaborative. This motion was seconded by Ms. Hill.

SO VOTED - UNANIMOUS

### **E. Appointment of Assistant Treasurer**

Mr. Hilton recommended that Donna Fish be considered for appointment as Assistant Treasurer for the Cape Cod Collaborative, noting that adding this position would benefit the Collaborative by providing for consistency in the event the Treasurer is unavailable. Mr. Fichtenmayer made the motion that the Board vote to approve the appointment of Donna Fish to the position of Assistant Treasurer. This motion was seconded by Mr. McGee.

SO VOTED - UNANIMOUS

### **F. Appointment of Secretary to the Board of Directors**

Mr. Hilton recommended that Elizabeth Deck be reappointed to serve as Secretary to the Board of Directors. Ms. Putnam made the motion that the Board vote to reappoint Elizabeth (Beth) Deck to this position. This motion was seconded by Mr. Fichtenmayer.

SO VOTED - UNANIMOUS

### **G. Approval of a meeting day, time and location.**

The Board currently meets on the second Wednesday of the Month from September through June of each school year and as needed in the summer. The meetings currently occur at 5:00 PM at the Collaborative offices in Osterville.

Board members discussed conflicts in scheduling and possible alternative meeting times. It was decided to keep the meeting schedule as is for the 2014-2015 school year.

## **III. Minutes**

### **a. May 14, 2014**

### **VOTE**

Mr. Morris made the motion that the Board vote to approve the minutes of the May 14, 2014 meeting. This motion was seconded by Ms. Sette.

YEA – 9      NEA – 0      ABSTAIN – 3 (Fichtenmayer, Lazarus, Davol)

## **IV. Old Business**

### **a. Cape Cod Collaborative Articles of Agreement**

### **VOTE**

The Board conducted the First Reading of the proposed articles of agreement at the May 14, 2014 Board meeting in preparation for a vote at this June meeting. The Governance SubCommittee met on May 7<sup>th</sup> to review and discuss changes following a substantial review by Attorney Sarah Catagnani of Murphy, Hesse, Toomey & Lehane. Mr. Hilton noted that the formatting, ordering and some content of the Articles of Agreement had changed; however, the initial intent of each section remained intact. Copies of the Articles with the proposed revisions were distributed to Board members in advance of the May meeting and were distributed again for the June meeting.

Mr. Hilton reminded the Board that the Department of Elementary and Secondary Education must approve the any and all revisions to the Articles of Agreement. He asked the Board for a vote to send the Articles in the current form to the DESE.

Attorney Catagnani reminded the Board that the changes to the Articles of Agreement were necessitated by changes to the laws governing educational collaboratives, which sought to mandate increased transparency in collaborative operations. She indicated that the Collaborative is close to an agreement with the state regarding the modifications to the Articles of Agreement, but there are still some areas of discussion, including the use of the term “spending plan” and the Collaborative’s current method for determining transportation costs (rates).

Atty. Catagnani reviewed the change in the language regarding voluntary suspension of voting rights which would allow the Cape Cod Collaborative to maintain a quorum for Board meetings. She noted that this wording is currently under legal review with the MA-DESE legal department.

Mr. McDonald asked when the revised Articles of Agreement should be brought before school committees for discussion.

Mr. Hilton suggested that this should occur after the DESE has indicated approval. Mr. Hilton mentioned that he will be scheduling appointments with superintendents to review the Articles of Agreement and also to discuss ongoing participation and membership in the Collaborative.

Dr. Tankard asked for clarification regarding DESE's concerns and transportation pricing. Atty. Catignani explained that under the Collaborative's current system, rate changes occur when students or routes change. She noted that MA-DESE would prefer to have rates set at the beginning of the year rather than have variable rates. Dr. Tankard wondered why this would raise concern if it is working for our member districts. Mr. McDonald responded that frequent changes create opportunity for malfeasance.

Mr. Hilton noted that member districts appreciate the cost savings available under the Collaborative's usage-based pricing system.

Mr. Davis wondered why the DESE would be uncomfortable with this process, as it is typical for budgets in school districts to change as students move in and out and district needs change.

Atty. Catignani observed that collaboratives operate on such a wide range that the legislation created a quagmire of regulation for multi-functional collaboratives. Having conversations with the DESE is the most effective way of resolving differences.

Mr. McDonald made the motion that the board vote to approve the revisions made to the Collaborative's Articles of Agreement and to authorize the Executive Director to send the Articles in the current form to the DESE. This motion was seconded by Mr. Davol.

SO VOTED – UNANIMOUS

## **V. New Business**

### **a. Warrants**

- |               |              |
|---------------|--------------|
| • #46– FY14   | <b>VOTES</b> |
| • #47 – FY 14 | <b>VOTE</b>  |
| • #48 – FY14  | <b>VOTE</b>  |
| • #49 FY14    | <b>VOTE</b>  |

Ms. Hill made the motion that the Board vote to approve Warrants #46, #47, #48, and #49. This motion was seconded by Ms. Sette.

SO VOTED – UNANIMOUS

## **b. FY14 Spending Plan**

## **VOTES**

- **FY14 Spending Plan & Budget Updates**

Mr. Brown and Mr. Hilton discussed the preparation for the “close out” of FY14 and revisions to projections. The FY14 closeout continues to indicate a positive variance for year end.

- **FY14 Budget Revision**

### **VOTE**

Mr. Brown updated the Board regarding the status of the Budget Closeout and recommend changes to the Budget consistent with projections for the close of FY14. Mr. Brown reviewed the changes in transportation expenses, including some significant maintenance issues and changes in personnel, which have had an impact. Mr. Hilton observed that the Collaborative should still finish the year “in the black”, but will be close to the break-even. Mr. Davol made the motion that the Board vote to approve the FY14 Budget Revision. This motion was seconded by Ms. Medeiros.

SO VOTED - UNANIMOUS

- **Personnel**

- **Additions**

### **VOTE**

- Brian Ing, Temporary Maintenance /STAR ESY Para
- Karen McBride, CDL Driver
- Lisa Stobbart, Dispatcher (FY15)

Mr. McDonald made the motion that the Board vote to approve the additions as indicated on the agenda. This motion was seconded by Ms. Putnam.

SO VOTED - UNANIMOUS

- **Reductions**

### **VOTE**

- Jessica Twitchell, Monitor
- Dale Stanley, CDL Driver
- Annibel McNeil, STAR Paraprofessional
- Resignations (for FY15)
  - i. Corinne Savery, Dispatcher (July 2014)
  - ii. Ingrid Jaeger (June 2014)

Mr. McDonald made the motion that the Board vote to accept the reductions outlined in the agenda. This motion was seconded by Ms. Hill.

SO VOTED - UNANIMOUS

- **Re-Instatement**

- Stephen Cishek, CDL Driver

Mr. McDonald made the motion that the Board vote to reinstate Mr. Cishek. This motion was seconded by Mr. Morris.

SO VOTED - UNANIMOUS

- **Position Change**

### **VOTE**

- Patrice Fraser –Level I to Level II Paraprofessional (FY15)

Mr. McDonald made the motion that the Board vote to approve Ms. Fraser's position change, effective FY15. This motion was seconded by Ms. Hill.

SO VOTED - UNANIMOUS

**c. MOUs – Transportation**

- |  |             |
|--|-------------|
| • <b>Mashpee – Special Education</b>                 | <b>VOTE</b> |
| • <b>Nauset – Special Education</b>                  | <b>VOTE</b> |
| • <b>Nantucket – General &amp; Special Education</b> | <b>VOTE</b> |
| • <b>Truro – General Education</b>                   | <b>VOTE</b> |

Mr. Hilton reminded the Board of the necessity to consider and vote upon the Memoranda of Understanding to memorialize the agreements associated with service provision for the districts indicated above. Copies of these MOUs were included with Board materials.

Mr. Morris made the motion that the Board vote to approve the Mashpee, Nauset, Nantucket and Truro MOUs for transportation services. This motion was seconded by Mr. Fichtenmayer.

SO VOTED – UNANIMOUS

**d. Collaborative Handbooks**

- |  |                |
|--|----------------|
|  | <b>VOTE(S)</b> |
| • Advanced Studies & Leadership Program 2014 | VOTE           |
| • Waypoint Academy/ Student Handbook         | VOTE           |
| • STAR Program Parent / Student Handbook     | VOTE           |
| • Employee Manual / Handbook                 | VOTE           |
| • Transportation Employee Handbook           | VOTE           |
| • Health Care Procedures Manual              | VOTE           |

The handbooks, associated with policies and procedures for employees and students of the Cape Cod Collaborative, have been revised and updated to reflect changes to policies and procedures consistent with legal and regulatory changes. Updates are highlighted in yellow. Mr. Hilton noted that electronic copies of these materials were distributed to Board Members on Monday, June 9<sup>th</sup> as refinements continued to occur as the (paper) Board packets were mailed. Paper copies of each handbook were distributed at the Board meeting.

Changes to the handbook(s) include:

- Updated policies regarding gender identity discrimination
- Updated policies regarding reporting of suspicion or witness of bullying
- Addition of personal time (two days) for monitors and drivers that work “full time” and a definition of “full time”
- Updated job descriptions to more accurately reflect responsibilities for specific positions

- Inclusion of information and policy associated with fingerprinting requirement for employees

Ms. Medeiros made the motion that the Board vote to approve all Collaborative Handbooks. This motion was seconded by Mr. Morris.

SO VOTED – UNANIMOUS

**e. Annual Appointment of School Physician VOTE**

Mr. Hilton recommended that Dr. Mathew H. Baldasarro be reappointed as School Physician for Cape Cod Collaborative Programs for the 2014-2015 School Year. Mr. Hilton noted that Dr. Baldasarro has served in the capacity for the past four (4) years. Mr. Hilton explained that Dr. Baldasarro is a pediatrician in practice at Bass River Pediatrics in South Yarmouth.

Mr. Hilton reminded the Board that the Collaborative has issued a contract each year for \$5,000 to Dr. Baldasarro, yet Dr. Baldasarro has not invoiced the Collaborative for his services.

Ms. Putnam made the motion that the Board gratefully vote to reappoint Dr. Baldasarro as School Physician for the 2014-2015 school year. This motion was seconded by Ms. Hill.

SO VOTED – UNANIMOUS

**f. Personnel Recommendations FY2015 VOTE(S)**

Mr. Hilton requested approval of the Board to hire personnel for FY2015 and reminded Board members that lists of the recommendations were included in Board packets.

- |   |      |
|---|------|
| • Advanced Studies & Leadership Program | VOTE |
| • Extended School Year Program(s)       | VOTE |
| • Waypoint Academy                      | VOTE |
| • STAR Program                          | VOTE |
| • Transportation Recommendations        | VOTE |
| • Therapy Recommendations               | VOTE |
| • Administrative Recommendations        | VOTE |

Mr. Morris made the motion that the Board vote to approve the hire of personnel for FY2015. This motion was seconded by Ms. Hill.

YEA – 12      NEA – 0      ABSTAIN – 1 (McDonald)

- Administrative Salary Recommendations (2 % increase) VOTE(S)

Mr. Hilton noted that the agenda provided prior to the meeting requested an increase of 2.5%. As the budget was drafted based on an increase of 2.0%, he recommended that the Board vote to approve the 2.0% increase instead.

- Jim Brown
- Laurence Carroll
- Anita Woods
- Patricia Pawloski

- Joseph Gilbert

Mr. Davol made the motion that the Board vote to approve an increase of 2% for Administrative Personnel. This motion was seconded by Ms. Putnam.

SO VOTED – UNANIMOUS

- Delegation of personnel authority to Executive Director **VOTE**

Mr. Hilton observed that it may become necessary for the Executive Director to add and/or terminate staff during the summer and/or before the school year. He asked that the Board vote to delegate this authority to the Executive Director until the Board reconvenes. The Executive Director will notify the Board at the first meeting following the personnel action for a formal vote by the Board regarding the action(s).

Mr. McDonald made the motion that the Board vote to delegate the authority to hire and/or terminate staff until the Board reconvenes. This motion was seconded by Mr. Davol.

SO VOTED – UNANIMOUS

### **g. FY15 Budget Development**

Mr. Hilton and Mr. Brown reviewed the FY15 Spending Plan. FY15 Tuition Rates and FY15 Service Rates were approved by a vote of the Board at the May 14, 2014 meeting. A revised DRAFT of the FY15 Proposed Spending Plan is included with your Board materials. Mr. Hilton reminded the Board that a final vote on the Spending Plan and Budget must occur at this June meeting.

- Service Commitments

- Programs

- STAR

- i. September Projection of 54 students
- ii. Total School Year Projection of 56.5 FTEs
- iii. Extended School Year (Summer) Projection at 55

- Waypoint Academy

- i. Commitments Projected at 51
- ii. Total School Year Projected at 64.5 (FTEs)
- iii. Extended School Year (Summer) Projection at 32

- Transportation

- Special Education – In-District

- i. Nauset - Committed through FY15
- ii. Nantucket – Committed through FY15
- iii. Mashpee – Committed through FY15
- iv. Truro – As needed

- Special Education – Out-of-District

- i. Nauset – Committed
- ii. Nantucket – As Needed
- iii. Truro – Committed

- iv. Dennis-Yarmouth – Committed
- v. UCT / CCT – If Needed; As Needed
- Mashpee - Committed
  - Therapies
    - Barnstable – SLPA (1?), BCBA (1), ABA-Home (TBD) - Committed
    - Bourne – PT / PTA (4.5) - Committed
    - CCT – OT (1), PT (.5) –Committed
    - D-Y – OT(1.0), BCBA (1+)– Committed
    - Monomoy – PT / PTA (2.5), BCBA(1.0),–Tentatively Committed
    - Martha’s Vineyard- Tentative Commitment – OT (1.0)
    - BCBA (1.0), ABA-Home (TBD) –Committed
    - Provincetown – OT (1), PT (.5) –Committed
    - Sandwich – PT (3.0) Committed
    - Truro – OT (2.5), PT (.5). BCBA (.5), ABA Home (TBD) – Committed
  - UCT – OT (TBD) Awaiting Commitment Level
    - Other
      - Data Specialist Contract (state) – Continues through September and possibly through September 2015
      - ASLP to continue at higher levels – FY15

**h. FY15 Spending Plan & Budget**

**VOTE(s)**

Mr. Hilton noted that the FY15 Budget was reviewed at the April & May Board meetings and that the FY15 Tuition & Service Rates were approved at the May Board meeting. Mr. Hilton indicated that the Spending Plan & Budget for FY15 is based upon several assumptions & priorities (as indicated on the face page of the FY15 Spending Plan):

- Technology Equipment & Service Upgrades are included
- GPS costs are included for Special Education Out-of-District and Mashpee “Big Bus” Routes
- Benefits Increases are Factored at 1%
- Salary Increases are Factored @ 2% for Salary Grid
- Risk-Eraser (Marc Hauser) Contract Continues at Decreased Cost
- Capital & Operating “Reserves” Are Included
- OPEB Allocation Continues @ 3% of Labor
- OPEB Deposit from Fund Balance Will Continue @ \$180,000
- Staff Reductions of 7.0 FTEs Across Program & Support Areas

Mr. Hilton recommended that the Board vote to adopt the FY15 Spending Plan as included in the Board materials

**VOTE**

Ms. Hill made the motion that the Board vote to adopt the FY15 Spending Plan as included in the Board materials. This motion was seconded by Mr. Morris.

SO VOTED – UNANIMOUS

Mr. Hilton recommended that the Board vote to adopt the FY15 Budget as included in the Board materials.

**VOTE**

Mr. Morris made the motion that the Board vote to adopt the FY15 Budget as included in the Board materials. This motion was seconded by Mr. McDonald.  
SO VOTED - UNANIMOUS

Mr. Morris asked how this information is shared with business managers and superintendents at the district level. Mr. Brown indicated that the budget will be sent to each school committee, as required by law.

Mr. Davol and Mr. Carroll left the meeting at 6:15 PM.

**i. Bid Recommendation(s) VOTE**

- Mr. Hilton indicated that the Collaborative sought pricing/bids for vehicles to meet the contract needs associated with service delivery for FY15. Mr. Brown explained that the Collaborative sought to procure five (5) small (short) buses and one large bus. Mr. Brown explained that O'Connor Sales of Augusta Maine is the apparent "low bidder" for this procurement. Mr. Brown noted that a vote will be sought to support the procurement of one of these vehicles (see attached proposed bid recommendations).

- One (1) – 2015- 71 passenger Type D School Bus for Nantucket fleet awarded to O'Connor Bus Sales of Maine; \$87,840.00. **VOTE**

Mr. McDonald made the motion that the Board vote to support the procurement of one (1) – 2015 71-passenger Type D School Bus for Nantucket from O'Connor Bus Sales of Maine at a cost of \$87,840. This motion was seconded by Ms. Hill.

SO VOTED – UNANIMOUS

- Five (5) – 2015 Starcraft Type A mini school buses for out-of-district Special Education transportation awarded to O'Connor Bus Sales of Maine; \$54,026.00 ea. (\$270,130.00) **VOTE**

Mr. Brown asked the Board to "table" the vote on the five (5) – 2015 Starcraft Type A mini school buses until a vendor issue regarding warranty work has been cleared. He asked that the Board vote instead to support the Collaborative obtaining a re-bid on these buses.

Mr. McDonald made the motion that the Board vote to begin a new procurement for the procurement of five mini school buses. This motion was seconded by Ms. Sette.

SO VOTED – UNANIMOUS

- Mr. Hilton explained that the Collaborative also sought to secure space for the Collaborative mechanic to (continue to) provide supportive services for the Collaborative transportation Fleet. Mr. Brown recommended that the Board vote to award the following lease. **VOTE**

- Three (3) year lease of Pocasset school bus maintenance facility awarded to Chipper LLC; \$11,400 per year plus Common Area Maintenance fees of \$600 per year.

Mr. McDonald made the motion that the Board vote to enter into a three (3) year lease of the Pocasset school bus maintenance facility with Chipper LLC for \$11,400 per year plus Common Area Maintenance fees of \$600 per year. This motion was seconded by Mr. Morris.

SO VOTED – UNANIMOUS

#### **j. Contract for Risk-Eraser**

Mr. Hilton observed that Dr. Marc Hauser has continued to have a remarkably positive impact upon Collaborative staff, students and the programming. Dr. Hauser will continue consulting with other collaboratives and non-profit organizations in the coming year.

Mr. Hilton recommended that the Collaborative continue to contract with Dr. Hauser through FY15. Mr. Hilton recommended that the Collaborative contract with Dr. Hauser through his (Dr. Hauser's) consulting organization for a consulting amount of \$60,000. The final contract continues to be developed as particular outcomes are sought to support Collaborative programming (Waypoint, STAR & Transportation). Mr. Hilton will also discuss the Collaborative intention to procure database development support through this organization (amount expected at approximately \$7,500).

Mr. Hilton requested the authority to continue to negotiate the terms of the contract with Risk-Eraser and the authority to sign the contract with Risk-Eraser. **VOTE**

Mr. Morris made the motion that the Board vote to grant Mr. Hilton the authority to continue to negotiate the terms of the contract for FY15 with Risk Eraser, and to grant Mr. Hilton the authority to sign the contract with Risk Eraser. This motion was seconded by Ms. Sette.

SO VOTED – UNANIMOUS

#### **k. Programs/Services**

##### **• Waypoint**

- Programming
- Report regarding Annual Scholarship Golf Tournament
- Calendar Approval – FY15

**VOTE**

Mr. Hilton briefly discussed the enrollment and programming at the Waypoint Academy. He noted that the program recently held graduation for 7 students, one of whom will be attending college.

Mr. Hilton asked that the Board vote to approve the Waypoint Academy calendar for FY15.

Ms. Putnam made the motion that the Board vote to approve the FY15 Calendar for Waypoint Academy. This motion was seconded by Mr. Fichtenmayer.

SO VOTED – UNANIMOUS

• **STAR / Osterville**

- Programming
- Calendar Approval FY15
- Family Fun Day – June 6<sup>th</sup>

**VOTE**

Ms. Woods discussed the “Family Fun Day” that occurred on June 6<sup>th</sup> at the Osterville Campus site. This “field day” allowed STAR families to participate with their students in a variety of activities. Ms. Woods noted that 24 families attended the activities this year.

Ms. Woods noted that STAR students also attended Special Olympics, and have been actively participating in the school’s garden program.

Ms. Woods extended her thanks to Matt’s Organics and to Hart Farm for their donations to the garden. She noted that the Osterville Garden Club continues to support the garden by maintaining their “adopted” garden bed. Ms. Woods also thanked the Town of Barnstable for providing and delivering soil for the new garden beds.

Ms. Woods extended her appreciation to the Olive Garden in Hyannis, which provided a luncheon for a classroom of students at the restaurant. This activity provided the opportunity for students to practice their social skills and to celebrate the end of a successful school year.

Mr. Hilton asked the Board to approve the STAR Calendar for FY15.

Ms. Putnam made the motion that the Board vote to approve the FY15 STAR Calendar. Ms. Hill seconded the motion.

SO VOTED - UNANIMOUS

• **Transportation**

Mr. Hilton provided an update regarding current issues and opportunities with Collaborative transportation.

- Staffing

Mr. Hilton recommended changes to the transportation staffing for FY15.

- Staffing / Routing

Mr. Hilton updated the Board regarding staffing and routing. Please note that the routing and staffing is continually monitored and modified to ensure efficiency (and effectiveness) in operation.

- **Therapies**

Mr. Hilton provided an update regarding the provision of services within the Collaborative and to districts (and others).

- **Southeastern Collaborative Regional Organization (S-CRO)**

Memorandum of Understanding (MOU) renewal for 2014-2015 **VOTE**

- Mr. Hilton noted that the collaboratives throughout southeastern Massachusetts formed a cooperative / collaborative group in 2009 to alleviate some duplicity in services and to enhance resource efficiency. He explained that this collaboration has allowed for increased development in regional capacity and service delivery throughout the region. He noted that there have been grant programs and state projects that have been facilitated through this group including, but not limited to:

- Regional Data Specialist Support (DSAC) – multiple grants
- Regional DSAC Administrative Support – grant funding
- Shared Professional Development
- Regional Information Technology Grant Funding
- Staffing of Executive Director for Southeast Readiness Center

Mr. Hilton asked the Board to approve the MOU renewal for S-CRO for 2014-2015.

Mr. Morris made the motion that the Board vote to approve the 2014-2015 MOU for the Southeastern Collaborative Regional Organization (S-CRO). This motion was seconded by Ms. Hill.

SO VOTED –UNANIMOUS

- **Special Projects**

Dr. Gilbert and Mr. Hilton provided updates regarding items considered as “Special Projects” of the Collaborative.

- Professional Development / Grants
  - Early Learning Network – Fund 808 Collaborative Grant  
Dr. Gilbert explained that this Grant has provided funding for 3 “alignment coaches” serving the region, as well as funds for increased professional development opportunities. These professional development activities will occur in conjunction with the All-Cape In-Service, Connecting the Dots III, and individual workshops.

- ASLP

Dr. Gilbert discussed the status of planning for the Summer 2014 ASLP Program.

- ASLP enrollment is currently 205 students, a 35% increase
- Acceptance letters were mailed out at the beginning of April

- Scholarship notices were also mailed at the beginning of April
- The Bilizikian Foundation will underwrite some programming again for Summer 2014
- National Grid continues to support students with financial need through a scholarship program (forty \$1,000 scholarships)
- Fund 235 – Inclusive Concurrent Enrollment Grant  
Mr. Hilton discussed the opportunity of attending classes this fall at the Cape Cod Community College being offered to three students with severe disabilities thanks to the Fund 235 grant.

### **l. Virtual High School**

**VOTE**

Mr. Hilton discussed the consortium for Virtual High School that has existed through the Cape Cod Collaborative since 2001.

Mr. Hilton recommended that the Collaborative postpone the vote on the execution of a new contract with Virtual High School for the 2014-2015 School Year as no contract has been received to date.

### **m. International Student Exchange**

Mr. Hilton provided an update regarding the status of the development of a regional consortium of school districts to host international students. Twenty (20) students are coming for a two month period in September and October to visit local schools. The program will return students 22 months later for 1 year of study.

## **VI. Cracker Barrel Discussion**

### **a. Local District Budgets**

Board members were invited to share current concerns and challenges in local educational budget development.

### **b. Questions / Concerns**

No concerns or issues were raised for discussion.

## **VII. Other**

### **a. Procedures for surplus supplies valued at less than \$5,000 VOTE**

Mr. Brown asked the Board to establish a procedure for handling surplus supplies.

He recommended the following:

Prior to the disposal of tangible property, with a value less than \$5,000, the property must first be declared surplus by a vote of the Board of Directors.

A notice of sale of items declared surplus must be posted on the Cape Cod Collaborative website, sent to each member district, and to other known potential buyers, with a date through which offers will be considered and an award made.

If no offers are tendered and the items are considered unsaleable, suitable disposal, approved by the Executive Director, may be considered. The notice, offers for purchase, award or ultimate disposition will be kept on file.

Ms. Hill made the motion that the Board vote to approve these procedures for supplies valued at less than \$5,000. This motion was seconded by Mr. McDonald.

SO VOTED – UNANIMOUS

**b. Recommend classification as surplus**

**VOTE**

- 2002 Chevy bus (#701) – needs major brake work, cannot be driven – suitable for parts. Vin#1GBHG31R621211301; current mileage 222,400
- 2002 Chevy bus (#702) – runs – current mileage approx. 187,000. Vin# 1GBHG31R321210347
- 1997 Ford e-250 van – extensive rust on chassis – with NOT pass inspection Ms. Hill made the motion that the vehicles so described be declared as surplus. This motion was seconded by Mr. Morris.

SO VOTED – UNANIMOUS

**VIII. Executive Session (if necessary)**

***a. Contract Discussion for non –union Personnel***

Mr. Hilton indicated that it was not necessary for the board to enter into Executive Session at this time.

**IX. Adjournment**

Mr. Fichtenmayer made the motion that the Board vote to adjourn the June 11, 2014 meeting of the Cape Cod Collaborative Board of Directors. This motion was seconded by Ms. Sette.

SO VOTED – UNANIMOUS

The meeting was adjourned at 6:41 PM.