

Cape Cod Collaborative  
418 Bumps River Road  
Osterville, MA 02655



Board of Directors  
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**Board of Directors Meeting Minutes**  
**418 Bumps River Road, Osterville, MA 02655**  
**June 13, 2018 - 5:00PM**

**I. Call to Order**

The June 13, 2018 meeting of the Cape Cod Collaborative Board of Directors was called to order at 5:01 PM by Robert Fichtenmayer, Acting Chair. In attendance were:

|                       |                               |
|-----------------------|-------------------------------|
| Bourne                | Chris Hyldburg                |
| Cape Cod Technical HS | Scott McGee                   |
| Dennis-Yarmouth       | Phillip Morris                |
| Eastham               | Judy Lindahl                  |
| Falmouth              | John Furnari                  |
| Mashpee               | Nicole Bartlett               |
| Orleans               | Hank Schumacher               |
| Sandwich              | Sheri Erikson (in at 5:09 PM) |
| Upper Cape Cod RTS    | Robert Fichtenmayer           |
| Wareham               | Michael Flaherty              |
| Treasurer             | William (Bill) Friel          |
| Secretary             | Elizabeth (Beth) Deck         |

Also in attendance were:

|  |                        |
|--|------------------------|
| Executive Director                     | Paul Hilton            |
| Business Manager                       | Amy Lipkind            |
| Administration & Finance Coordinator   | Marc Dupuis            |
| Director of Special Education Programs | Dr. Anita Woods        |
| Director of Special Projects           | Dr. Christopher Bogden |

Mr. Fichtenmayer turned the meeting over to Mr. Hilton, to act as chair for the appointment of officers.

## **II. Appointment of Officers**

## **VOTE**

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

Mr. Hyldburg nominated Mr. Furnari for Chairperson. This was seconded by Ms. Lindahl.

SO VOTED – UNANIMOUS

Mr. Furnari assumed the position as Chair for the remainder of the meeting.

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

Mr. McGee nominated Jessica Larsen as Vice-Chair. This was seconded by Mr. Hyldburg. Ms. Lindahl indicated she would be willing to serve as Vice-Chair. Mr. Morris nominated Ms. Lindahl; his nomination was seconded by Ms. Bartlett. A roll call vote was taken, which resulted in a tie. Mr. Furnari, as Chair, appointed Ms. Lindahl to serve as Vice-Chair.

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

This Subcommittee of the Board is composed of five (5) Board members plus the Chairperson and Vice Chairperson.

Mr. Hyldburg, Ms. Bartlett, Ms. Putnam, Mr. Morris and Mr. Fichtenmayer indicated they would be willing to serve.

Mr. McGee made a motion that the Board approve the Executive Committee as a slate. Mr. Fichtenmayer seconded the motion.

SO VOTED – UNANIMOUS

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

Recommendation – William Friel

Mr. Hyldburg, Mr. Morris and Mr. Furnari spoke in favor of Mr. Friel continuing as Treasurer for the Collaborative.

Mr. McGee nominated Mr. Friel to continue as Treasurer for the Cape Cod Collaborative. Mr. Hyldburg seconded the motion.

SO VOTED - UNANIMOUS

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

After discussion, the Board voted to continue without the services of an Assistant Treasurer.

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

Recommendation - Elizabeth Deck

Mr. Morris nominated Ms. Deck to continue as Secretary to the Board of Directors. Mr. McGee seconded the motion.

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.

The Board discussed whether alternative days or times could make it easier for Board members to attend. Mr. Hyldburg suggested some meetings could be held in Sandwich. Mr. McGee suggested the meetings should be held in a location convenient to Collaborative employees.

Ms. Lindahl made a motion that Board meetings for 2018-2019 continue at the current location, meeting time and schedule (monthly, in Osterville, on the second Wednesday of the month at 5:00 PM). Mr. McGee seconded the motion.

SO VOTED - UNANIMOUS

### III. Minutes

#### a. May 9, 2018

#### VOTE

Mr. Morris made a motion that the Board vote to approve the minutes of the May 9, 2018 meeting as written. Mr. Schumacher seconded.

SO VOTED

8 – YEA      0 – NEA      2 – ABSTAIN (Flaherty, Bartlett)

### IV. Old Business

#### a. Transportation

- Invoicing

Ms. Lipkind updated the Board regarding the status for FY18 invoicing to districts. It was expected that May invoices would be ready to mail within the next week.

- Reconciliation

Ms. Lipkind shared the status of the reconciliation of costs and revenues projected for FY18. It was expected that revenue will continue to cover expenses.

Mr. Hilton noted Special Education Out-of-District Transportation services continue to operate with a substantially positive variance due to factors including the ongoing containment of asset costs and some one-time cost efficiencies.

He continued to recommend that the districts using this cost-sharing opportunity meet during the summer to discuss the “network agreement” in preparation for FY19.

#### b. Assistant Director of Special Education Programs

#### VOTE

Dr. Woods and Mr. Hilton met with a field of candidates to consider a recommendation for the appointment of an Assistant Director of Special Education Programs for the Collaborative. Following secondary interviews with two candidates, Dr. Woods and Mr. Hilton recommended the appointment of a Christina Caputo, the current Special Education Administrator in Bourne, and proposed a contract in a format that is consistent with the contract for the Collaborative Business Manager (notification by January 1 each year of subsequent year appointment).

Mr. Hilton and Dr. Woods recommended that the Board formally appoint Ms. Caputo as the Assistant Director of Special Education Programs.

Mr. McGee made a motion that the Board vote to appoint Ms. Caputo as the Assistant Director of Special Education Programs. This motion was seconded by Mr. Fichtenmayer.

SO VOTED

9 – YEA      0 – NEA      1 – ABSTAIN (Hyldburg)

## V. New Business

### a. Warrants

- #43
- #44
- #45
- #46

**VOTES**

**VOTE**

**VOTE**

**VOTE**

**VOTE**

Mr. Morris made a motion that the Board vote to approve Warrants #43, #44, #45 and #46 as a slate. Mr. Fichtenmayer seconded the motion.

SO VOTED – UNANIMOUS

Ms. Lindahl, noting the cost shown on Warrant #44 for food for the last Board of Directors meeting, asked if Board members should consider bringing lunch and save some money. Mr. Hilton provided background. As the meeting is held close to dinner hour, the Collaborative has historically provided food. In fact, meetings were once held at a local restaurant. Mr. Furnari and Mr. Schumacher spoke in favor of continuing the tradition of serving food.

Mr. McGee made a motion that the Board vote to approve the slate of Warrants. Ms. Lindahl seconded the motion.

SO VOTED – UNANIMOUS

### b. FY18 Spending Plan

- **Updates**

**VOTES**

**Discussion**

Mr. Hilton noted current revenue projections were expected to be sufficient to support anticipated expenses for the fiscal year.

- **FY18 Budget Revision**

**VOTE(s)**

Treasurer William Friel and Business Manager Amy Lipkind updated the Board regarding the status of the Budget Closeout and recommended changes to the Budget consistent with projections for the close of FY18.

- **OPEB Charge-Off**

**VOTE**

Ms. Lipkind recommended the “charge off” of the liabilities for Other-Post-Employment-Benefits (OPEB) expenses made from the Operating Budget over the past year (FY18). This “charge off” will decrease the long term liability for OPEB by the associated amounts. In the event that this “charge off” is not made, the liability for these expenses would decrease the balance in the OPEB Trust Fund.

Mr. McGee made a motion that the board vote to approve the recommended charge-off for Other Post-Employment Benefits (OPEB). Ms. Lindahl seconded the motion.

Mr. Morris asked how the amount to be charged off was determined. Mr. Hilton noted the amount is equal to what the Collaborative has paid for retiree health insurance. Mr. Hilton observed the Collaborative currently allocates an amount equal to 3% of employee wages toward OPEB. The Financial SubCommittee was involved in establishing this procedure. Mr. Fichtenmayer commented the Collaborative is far ahead of towns in addressing this issue. Mr. Hilton noted the Collaborative is acting to avoid a potential liability to member school districts.

○ **Modified Line Item Budget** **VOTE**

Ms. Lipkind indicated that no modification to the Line Item Budget was required. No vote was necessary.

• **Personnel**

○ **Additions** **VOTE**

- Holli Ayres, 7D Driver
- Stephanie Conroy, Waypoint Paraprofessional
- David Judge, CDL Driver (Training)

○ **Reductions** **VOTE**

- Sheila Driscoll, 7D Driver (deceased)
- O'Neil McKenley, STAR Paraprofessional
- Nicole Mustacaros, Monitor (spare)
- Brian Pratt, CDL Driver

○ **Status Changes**

- Jennifer Heinlein, step adjustment to TM02 **VOTE**

Mr. McGee made a motion that the Board vote the personnel changes as a slate. Mr. Morris seconded.

SO VOTED – UNANIMOUS

Ms. Erikson made a motion to approve the slate of personnel changes.

Mr. Fichtenmayer seconded.

SO VOTED – UNANIMOUS

**c. FY19 Budget Development**

Mr. Hilton and Ms. Lipkind reviewed the FY19 Spending Plan. FY19 Tuition Rates and FY19 Service Rates were approved by a vote of the Board at the May 9, 2018 meeting. A revised DRAFT of the FY19 Proposed Spending Plan had been included with the Board materials. Mr. Hilton noted that a vote on the Spending Plan and Budget must occur each June. He explained that the following assumptions were used to develop the FY19 Spending Plan and FY19 Budget.

- Service Commitments
  - Programs
    - STAR
      - i. September Projection of 50 students
      - ii. Total School Year Projection of 55 FTEs
      - iii. Extended School Year (Summer) Projection at 44
    - Waypoint Academy
      - i. Commitments Projected at 48
      - ii. Total School Year Projected at 62 (FTEs)
      - iii. Extended School Year (Summer) Projection at 32
  - Transportation
    - Special Education – In-District
      - i. Nauset - Committed through FY18
      - ii. Nantucket – Committed through FY18
      - iii. Mashpee – Committed through FY18
      - 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
      - vi. Mashpee - Committed
  - Therapies
    - CCT – OT (1.5), PT (hourly) –Committed
    - Provincetown – OT (1) –Committed
    - Riverview – OT (1.0) committed
    - Sandwich – PT (3.0) Committed
    - Truro – OT (2.5), PT (.6) Committed
    - UCT – OT (.5) Committed
    - Pilgrim Collaborative (Discontinued)
  - Other
    - ASLP to continue at same levels – FY19 (208 Students)

It is recommended that the Board vote to adopt the FY19 Spending Plan as included in the Board materials.

**VOTE**

Mr. Schumacher made a motion that the Board vote to approve the FY19 Spending Plan as presented. Mr. Morris seconded the motion.

SO VOTED – UNANIMOUS

It was also recommended that the Board vote to adopt the FY19 Budget as included in the Board materials.

**VOTE**

Mr. Schumacher made a motion that the Board vote to approve the FY19 Budget as presented. This was seconded by Mr. Morris.

SO VOTED – UNANIMOUS

#### **d. MOUs – Transportation**

- **Nauset – Special Education** **VOTE**

- **Nantucket – General & Special Education** **VOTE**

Ms. Lipkind noted that it is necessary 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. McGee made a motion that the Board vote to authorize the MOU for Nauset Special Education transportation services. Mr. Hyldburg seconded the motion.

SO VOTED – UNANIMOUS

Ms. Lindahl made a motion that the Board vote to authorize the MOU for Nantucket general and special education transportation. Mr. Fichtenmayer seconded.

SO VOTED - UNANIMOUS

#### **e. Collaborative Handbooks**

**VOTE(S)**

The handbooks associated with policies and procedures for employees and students of the Cape Cod Collaborative had been revised and updated to reflect changes to policies and procedures consistent with legal and regulatory changes.

- **Cape Cod Collaborative Policy and Procedures Manual for Public Day Schools** **VOTE**

Mr. McGee made a motion that the Board vote to approve the Policy and Procedures Manual. Ms. Lindahl seconded the motion.

SO VOTED – UNANIMOUS

- **Waypoint Academy Parent / Student Handbooks** **VOTE**

Mr. Schumacher made a motion to approve Waypoint Academy's Parent / Student Handbooks. Mr. McGee seconded the motion.

Ms. Bartlett suggested the letter be changed so as not to be written in all capital letters. Dr. Woods indicated the adjustment would be made. Mr. Hyldburg, noting some discrepancy between dates in the bullying policy, suggested making dates consistent with Mass General Laws.

Mr. Schumacher's motion was modified to approve Waypoint Academy's Parent / Student Handbooks as amended. Ms. Erikson seconded the amended motion.

SO VOTED – UNANIMOUS

- **STAR Program Parent / Student Handbook** **VOTE**

Ms. Erikson made a motion that the Board vote to approve the STAR Program Parent / Student Handbook. Mr. Morris seconded the motion.

SO VOTED – UNANIMOUS

- Employee Manual / Handbook** **VOTE**  
 Mr. Hilton noted changes regarding Physical Restraint and De-escalation. The Collaborative has changed behavioral programming techniques from PMT to QBS with more focus upon de-escalation. Dr. Woods noted that in-depth staff training (training of trainers) will occur at the end of the month.  
 Mr. Morris asked if the Collaborative would be offering training to other districts. Dr. Woods noted the Collaborative has moved away from providing this training, as trainers have a responsibility for supervision of trainees.  
 Mr. Morris made a motion to approve the Employee Handbook, with updates to Board members listed on Page 7. Ms. Erikson seconded the motion.  
 SO VOTED – UNANIMOUS

- Transportation Employee Handbook** **VOTE**  
 Ms. Erikson made a motion that the Board vote to approve the Transportation Employee Handbook. Mr. Hyldburg seconded the motion.  
 SO VOTED – UNANIMOUS

- Health Care Procedures Manual** **VOTE**  
 Ms. Lindahl made a motion that the Board vote to approve the Health Care Procedures Manual. Mr. Fichtenmayer seconded the motion  
 SO VOTED - UNANIMOUS

- f. Annual Appointment of School Physician** **VOTE**
- Mr. Hilton recommended the Board reappoint Dr. Mathew H Baldasarro as School Physician for Cape Cod Collaborative Programs for the 2018-2019 School Year. Dr. Baldasarro has served in the capacity for the past six (6) years. He is a pediatrician in practice at Bass River Pediatrics in South Yarmouth. The Collaborative has issued a contract each year for \$5,000 to Dr. Baldasarro. Dr. Baldasarro has not yet invoiced the Collaborative in any year. Ms. Lindahl made a motion that the board vote to appoint Dr. Baldasarro as School Physician for the 2018-2019 School Year. The motion was seconded by Ms. Erikson.  
 SO VOTED - UNANIMOUS

- g. Personnel Recommendations FY2019** **VOTE(S)**
- 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

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

- Delegation of personnel authority to Executive Director VOTE

It may become necessary for the Executive Director to add and/or terminate staff during the summer and/or before the school year. The Board may delegate this authority to the Executive Director. 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).

- Vacation Carryover / Carry-Forward VOTE(s)

Mr. Hilton requested authority to grant “carry forward” of up to five (5) days of vacation for “full-year” employees. This practice is consistent with practice in previous years and is not expected to have an adverse impact upon the budget.

It was recommended that the Board authorize Mr. Hilton to grant the “carry-forward” of vacation time for year round (administrative, administrators, business office and transportation central office) employees upon request by each employee.

Mr. Morris made a motion that the Board vote to approve all Personnel Recommendations for FY2019 as noted. Mr. Fichtenmayer seconded the motion.

SO VOTED – UNANIMOUS

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

#### **VOTE**

Mr. Hilton noted that Dr. Marc Hauser has continued to have a very positive impact upon Collaborative staff, students and the programming. He noted that 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 FY19. Mr. Hilton recommended that the Collaborative contract with Dr. Hauser through his (Dr. Hauser’s) consulting organization (Risk-Eraser) for a consulting amount of approximately \$70,000. He noted that the final contract continued to be developed as particular outcomes will be sought to support Collaborative programming (Waypoint, STAR & Transportation). Mr. Hilton also discussed the Collaborative’s intention to procure database development support through this organization (amount expected at approximately \$10,000).

It was recommended that the Board grant Mr. Hilton the authority to continue to negotiate the terms of the contract with Risk-Eraser and to grant Mr. Hilton the authority to sign the contract with Risk-Eraser.

#### **VOTE**

Mr. McGee made a motion that the Board grant Mr. Hilton the authority to negotiate the terms of the contract with Risk Eraser and grant Mr. Hilton the authority to sign the contract with Risk Eraser. Mr. Morris seconded the motion.

SO VOTED - UNANIMOUS

## **i. Programs/Services**

### **• Waypoint**

- Programming
- Report regarding Annual Scholarship Golf Tournament

Dr. Woods and Mr. Hilton discussed the enrollment and programming at the Waypoint Academy. Field Day was held at Camp Burgess. Staff evaluations are being completed, and staff are readying for the Extended School Year program.

Dr. Woods and Mr. Hilton also reported on the Annual Program & Scholarship Golf Tournament. Dr. Woods read an essay submitted by a graduating Waypoint senior who had applied for a student scholarship which had been funded by the Golf Tournament fundraiser.

### **• STAR / Osterville**

- Programming
- Summer Planning

Dr. Woods provided an overview of the current and projected enrollment for FY19 as well as highlighting areas regarding program operations. She noted that thirty-five families participated in Family Day; students attended Special Olympics events.

### **• Transportation**

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

- Staffing / Routing

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

- **Vote to Award Bid for Propane Fueling Services** **VOTE**

Ms. Lipkind recommended the bid for propane fueling services be awarded to Eastern Propane at \$1.59 per gallon. She indicated that Eastern Propane was the sole bidder for propane fueling services. Mr. Morris made a motion that the Board vote to award the bid for propane fueling services to Eastern Propane. This was seconded by Mr. Fichtenmayer.

SO VOTED – UNANIMOUS

- **Authorization to Solicit Proposals for Contracted Vehicle Maintenance** **VOTE**

Ms. Lipkind and Mr. Hilton noted it is necessary to seek new / additional contracts for the provision of vehicle maintenance.

- **Authorization to allow Executive Director to enter into agreements for Contracted Vehicle Maintenance** **VOTE**

Mr. Hilton and Ms. Lipkind recommended the Board authorize Mr. Hilton to enter into agreements with vendor(s) to provide vehicle maintenance services. These agreements will be brought before the Board in September for ratification.

Ms. Lindahl made a motion that the Board vote to approve the solicitation of proposals and the authorization to enter into agreements as a slate. This was seconded by Ms. Erikson.

SO VOTED – UNANIMOUS

Ms. Erikson made a motion that the Board vote to approve the slate regarding vehicle maintenance. Mr. Fichtenmayer seconded.

SO VOTED – UNANIMOUS

- **Authorization to Solicit Proposals to Lease Vehicle Maintenance Facility** **VOTE**

As the Transportation Department continues to expand, it has become necessary to seek additional space for vehicle maintenance and parking. Ms. Lipkind sought authorization for the Collaborative to solicit proposals to lease a maintenance facility.

- **Authorization to allow Executive Director to negotiate lease of Vehicle Maintenance Facility** **VOTE**

Mr. Hilton and Ms. Lipkind recommended the Board authorize Mr. Hilton to negotiate a lease for a vehicle maintenance facility, and to bring the resulting lease before the Board for formal approval in September.

Mr. Morris made a motion that the Board vote to authorize the solicitation of proposals and the authorization for negotiation as a slate. This was seconded by Mr. McGee.

SO VOTED – UNANIMOUS

Ms. Erikson moved that the Board vote to approve the slate regarding the lease of a vehicle maintenance facility. Mr. Morris seconded.

SO VOTED - UNANIMOUS

- **Therapies**

Mr. Hilton provided an update regarding the provision of services within the Collaborative and to districts (and others). He noted the demand for therapy services has decreased, as districts have sought to hire their own therapists.

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

Memorandum of Understanding (MOU) renewal for 2018-2019

**VOTE**

- The collaboratives throughout southeastern Massachusetts formed a cooperative / collaborative group in 2009 to alleviate (some) duplicity in services and to enhance resource efficiency. This collaboration has allowed for increased development in regional capacity and service delivery throughout the region. 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 recommended the Board vote to authorize the MOU for 2018-2019. He observed there has been no change in the MOU from what has been approved in previous years.

Mr. Morris made a motion that the Board vote to authorize the S-CRO MOU for 2018-2019. Mr. McGee seconded.

SO VOTED – UNANIMOUS

- **Special Projects**

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

- Bridgewater State University  
Dr. Woods and Mr. Hilton discussed the courses offered through the Collaborative. Eight courses, over two years, have been made available to Collaborative staff at the rate of \$100 per course and at a reduced rate to staff from member districts.  
It was noted that courses were fully enrolled and that the final session was completed in May 2018. Dr. Woods indicated that Collaborative staff have shared their appreciation for the opportunity as well as their pleasure with the quality of the courses.
- Professional Development / Grants
  - Sheltered English Immersion (SEI) Endorsement Courses  
Dr. Bogden noted that the Collaborative will offer SEI endorsement courses through the fall of 2018 at the request of member school districts. He explained that districts utilize their collaborative for the provision of SEI courses which keeps the costs down.
  - Coaching Staff for Sustainable Improvement  
Dr. Bogden noted that the Collaborative will offer a course through Research for Better Teaching (RBT) at the request of

member districts. The offering of this course will be contingent upon sufficient district participation.

- Dr. Bogden discussed participation in the IEP Bootcamp. He explained that this workshop had been recommended by Special Education Directors and will occur over four days, two at the start and two at the end of the summer..

- ASLP

Mr. Hilton discussed planning for the Summer 2018 ASLP Program. He noted Dr. Gilbert and Dr. Newton would be pleased to have Board members visit and attend the graduation ceremony.

- ASLP enrollment is approximately 211
- Acceptance letters were mailed out at the beginning of April
- Scholarship notices were also mailed at the beginning of April
- National Grid continues to support students with financial need through a scholarship program (forty \$1,000 scholarships)

- Massachusetts Tiered Systems of Support (MTSS)

Mr. Hilton provided an update regarding the activities associated with this Tower Foundation Grant that benefits the districts throughout the region. The funding is to the National Center for Learning Disabilities, but managed by the Collaborative.

He noted that a Full Day Administrative Retreat / Conference is scheduled to occur at Sea Crest in Falmouth on June 27, 2018.

## **j. Virtual High School**

## **VOTE**

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

It was recommended that the Board authorize Mr. Hilton to execute a new contract with Virtual High School for the 2018-2019 School Year on behalf of the districts participating in the consortium, at financial terms consistent with previous years.

Mr. Morris made a motion that the Board authorize Mr. Hilton to execute a new contract with Virtual High School for the 2018-2019 School Year. Mr. Fichtenmayer seconded the motion.

SO VOTED – UNANIMOUS

## **VI. Cracker Barrel Discussion**

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

Board members were invited to share current concerns and challenges in local educational budget development. Board members took a few moments to introduce themselves, as new members were present at the meeting.

Mr. Morris spoke about the School Building Committee in Dennis-Yarmouth, which is working toward the construction of a new middle school to be built near DY High. A vote is still required on funding for this project.

Mr. Hilton provided copies of a recent article on school choice together with a copy of the study referenced in the article.

**b. Questions / Concerns**

No additional questions or concerns were brought forth for discussion.

**VII. Other**

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

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

Mr. Hilton indicated that it would be necessary to enter into Executive Session for contract discussions for non-union personnel.

Mr. Fichtenmayer made a motion that the Board enter into Executive Session for this purpose. Ms. Lindahl seconded the motion. A roll call vote was taken:

Mr. Hyldburg – Yes, Mr. Furnari – Yes, Mr. Flaherty – Yes, Ms. Bartlett – Yes, Mr. Fichtenmayer – Yes, Ms. Lindahl – Yes, Mr. Schumacher – Yes, Ms. Erikson – Yes, Mr. McGee – Yes, Mr. Morris – Yes

The Board entered into Executive Session at 7:15 PM.

The Board exited from Executive Session at 7:41 PM.

**IX. Adjournment**

Mr. Fichtenmayer made a motion to adjourn the meeting. This was seconded by Ms. Lindahl.

SO VOTED – UNANIMOUS

The June 13, 2018 meeting of the Cape Cod Collaborative Board of Directors adjourned at 7:41 PM.