

Cape Cod Collaborative  
418 Bumps River Road  
Osterville, MA 02655



**Board of Directors**  
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**Board of Directors Meeting**  
**418 Bumps River Road, Osterville, MA 02655**  
**March 11, 2020**

**I. Cracker Barrel**

While waiting for a quorum, the Board convened an information-only session at 5:18 PM. Board members discussed issues related to the Coronavirus including prevention, closures and cancellations.

**II. Call to Order**

The March 11, 2020 meeting of the Cape Cod Collaborative Board of Directors was called to order at 5:24 PM by Mr. Furnari, Chair. In attendance were:

Falmouth	John Furnari, Chair
Barnstable	Barbara Dunn (in at 5:26 PM)
Bourne	Maureen Fuller
Brewster	Marie Enochy
Cape Cod Technical HS	Scott McGee
Dennis-Yarmouth	Phillip Morris
Nantucket	Zona Tanner-Butler (remotely, in at 5:29 PM)
Nauset	Robert Jacobus
Sandwich	Jim Dever (out at 6:31 PM)
Upper Cape Cod RTS	Robert Fichtenmayer
Secretary	Elizabeth (Beth) Deck

Also in attendance were:

Executive Director	Paul Hilton
Business Manager	Amy Lipkind
Admin & Finance Coordinator	Marc Dupuis
Director of Special Education Programs	Dr. Anita Woods
Asst. Director of Special Education Programs	Christina Caputo

Mr. Furnari asked for a motion to suspend voting rights for Mashpee, Martha's Vineyard, Provincetown, Truro and Wellfleet. The motion was made by Mr. McGee and seconded by Mr. Morris.

SO VOTED – UNANIMOUS

### **III. Executive Session**

#### ***a. Contract Discussion for Non-Union Personnel***

Mr. Furnari indicated that it was necessary to enter into Executive Session to discuss preparation for contract discussions with non-union personnel as well as to discuss litigation strategy (separate issues).

#### ***b. To hear complaints or charges brought against a public officer, employee, staff member or individual***

Mr. Furnari also indicated that it was necessary to enter into Executive Session to discuss a complaint made regarding an employee of the Collaborative.

Mr. Furnari asked for a motion to enter into Executive Session and read the purposes stated in the agenda.

Mr. Jacobus made a motion that the Board enter into Executive Session for the purposes stated in the agenda. Mr. Fichtenmayer seconded the motion.

A roll call vote was taken:

Mr. Dever – Yes, Ms. Enochty – Yes, Mr. Morris – Yes, Mr. Fichtenmayer – Yes, Ms. Fuller – Yes, Mr. McGee – Yes, Mr. Jacobus – Yes, Mr. Furnari – Yes

The Board entered into Executive Session at 5:25 PM.

The Board exited Executive Session and returned to Open Session at 5:47 PM.

Mr. Furnari indicated that, during Open Session, public comment will be limited to three minutes. He asked if anyone was present at the meeting who wanted to speak. There was no response; no members of the public were present.

### **IV. Minutes**

#### **a. February 12, 2020**

#### **VOTE**

Mr. Fichtenmayer made a motion that the Board vote to approve the minutes of the February meeting. Mr. Morris seconded the motion.

A roll call vote was taken:

Mr. Dever – Yes, Ms. Enochty – Yes, Mr. Morris – Yes, Mr. Fichtenmayer – Yes, Ms. Fuller – Abstain, Ms. Dunn – Yes, Mr. McGee – Yes, Mr. Jacobus – Yes, Mr. Furnari – Yes, Ms. Tanner-Butler – Yes

## **V. Old Business**

### **a. Transportation**

- Invoicing

Ms. Lipkind updated the Board regarding the status for FY20 invoicing to districts. She noted that January 2020 invoices had been mailed and that February invoicing was in process. Mr. Hilton reminded the Board that several years ago that it took eight to ten weeks to generate invoices. He noted that the business office staff have worked continuously to streamline the process.

Mr. Hilton indicated that staff from the DESE were at the Collaborative on Monday (March 9<sup>th</sup>) to provide information and training for local districts on “Circuit Breaker Reimbursement” changes that would provide for special education out-of-district transportation reimbursement. He noted that the Collaborative’s current billing system provided the information necessary for districts to appropriately seek reimbursement.

Mr. McGee indicated that he was initially appointed in 2010 as Mashpee representative to the Collaborative Board to “straighten you out.” He indicated that he was pleased to discover that the Collaborative works extremely hard on behalf of districts.

- Reconciliation

Ms. Lipkind shared the status of the reconciliation of costs and revenues projected for FY20. She noted that it was expected that revenue will continue to cover expenses.

### **b. Strategic Planning**

Mr. Hilton discussed the need to develop a timeline and plan for the Strategic Planning process, a process that had been discussed at the previous Board meeting. Mr. Hilton reviewed the many and various administrative staffing changes in member districts which have occurred since the last Strategic Planning process (2011). He explained that, with the onset of the Corona virus, there is an increased need to move forward with a coordinated strategic planning process for the region. He explained that the Collaborative must be ready to assist districts in coordinating and cooperatively addressing challenges as the situation unfolds. He stressed that months of student learning time cannot be regained if lost.

Ms. Tanner-Butler reminded the Board that there has been a recommendation made to maintain a six-foot distance (Social distancing). Mr. Dever indicated that a State of Emergency might relax education rules. Mr. Hilton indicated that there may be an increased need to explore virtualized education and to review federal guidelines for medically fragile special education students.

Mr. Morris asked if the Collaborative could assist in expediting the sharing of ideas and best practices with new comers (to school administration and school committees). Mr. Hilton noted that everything changes constantly. He explained that, as human capital changes, every new person in an administrative position wants to solve problems that they perceive that their predecessor could not solve. He made note of the appreciation of all for the longevity of some members of the Board, including Mr. McGee, Ms. Enochty, and Mr. Fichtenmayer.

**c. Waypoint Relocation Planning**

Mr. Hilton and Ms. Lipkind provided an update regarding the status of planning for the relocation of Waypoint Academy. Mr. Hilton indicated the two proposals that were received for the provision of space for the program. He noted that these spaces were not ideal for Collaborative purposes. Ms. Lipkind indicated that the Collaborative would reject these proposals after the Sandwich Town Meeting, scheduled for March 23, 2020. Mr. Hilton expressed his hope that Waypoint Academy would remain in its current location, at least until December of 2021. He stressed that the Collaborative will continue to evaluate its needs for the long term.

**d. Transportation SubCommittee**

Mr. Hilton noted that the Transportation SubCommittee did not convene during the period following the February Board meeting. He recommended that this subcommittee convene before the April Board meeting to discuss the current and anticipated opportunities and challenges in the transportation area, as well as consideration for the refinement of transportation (staff) policies. He noted that Mr. Erikson would be coordinating the schedule for this meeting with the Members of this SubCommittee (Flaherty/Lindahl/McGee).

**e. Executive Director Evaluation**

Mr. Furnari indicated that he and Vice-Chair, Ms. Lindahl, will meet with Mr. Hilton to discuss the finalization of the evaluation of the Executive Director.

**VI. New Business**

**a. FY2020 Warrants**

**VOTES**

- |       |             |       |             |
|-------|-------------|-------|-------------|
| • #33 | <b>VOTE</b> | • #35 | <b>VOTE</b> |
| • #34 | <b>VOTE</b> | • #36 | <b>VOTE</b> |

Mr. Morris made a motion that the Board vote Warrants #33, #34, #35, and #36 as a slate. Mr. Fichtenmayer seconded.

A roll call vote was taken:

Mr. Dever – Yes, Ms. Enochty – Yes, Mr. Morris – Yes, Mr. Fichtenmayer – Yes,  
Ms. Fuller – Yes, Ms. Dunn – Yes, Mr. McGee – Yes, Mr. Jacobus – Yes, Ms.  
Tanner-Butler – Yes, Mr. Furnari – Yes.

The motion passed.

Ms. Fuller asked for a point of information regarding Mr. Hauser and Mr. O'Brien, who are both being paid as computer consultants. Mr. Hilton explained that these two individuals provide very different services to the Collaborative. Dr. Woods indicated that Collaborative programs use a data system Dr. Hauser developed, called Risk Eraser. She explained that this "form-based" data system used to track supports and services, as well as "breaks" and "restraints". She also noted that another program, Goal Seeker, tracks progress toward students' IEP goals. She indicated that Dr. Hauser meets weekly with staff in both programs regarding professional and student learning goals and data tracking. She also explained that he also provides professional development and training regarding the impact of trauma. Mr. Hilton indicated Mr. O'Brien provides IT hardware support.

Mr. Jacobus made a motion that the Board vote to approve the slate of Warrants. Mr. Morris seconded.

A roll call vote was taken:

Mr. Dever – Yes, Ms. Enochy – Yes, Mr. Morris – Yes, Mr. Fichtenmayer – Yes,  
Ms. Fuller – Yes, Ms. Dunn – Yes, Mr. McGee – Yes, Mr. Jacobus – Yes, Ms.  
Tanner-Butler – Yes, Mr. Furnari – Yes.

The motion passed.

## **b. FY2020 Spending Plan & Statutory Budget**

### **VOTES**

#### **• Updates**

#### **Discussion**

Mr. Hilton noted that the Board approved changes to the FY2020 Spending Plan and Statutory Budget, consistent with ongoing votes of the Board, at the February Board of Directors Meeting.

Ms. Lipkind reviewed the financial status of the Collaborative and projections through the end of the fiscal year (FY2020). She indicated that, as the close of the fiscal year approaches, the projections become tighter. Mr. Hilton noted that the Collaborative has faced unexpected costs for disinfecting wipes, electrostatic sprayers and disinfectant solutions, as well as the personal protective equipment required to use these products. He indicated that these items are needed to appropriately clean/disinfect buses and school buildings.

#### **Write-Off Requests**

#### **VOTE(s)**

Ms. Lipkind recommended the Board vote to approve the write-off of old transportation invoices which have been deemed uncollectable.

Mr. Hilton noted the Wareham Public Schools had a period wherein there was a somewhat rapid turnover in business managers (twice).

Mr. Fichtenmayer asked about means of notification and enforcement for collecting invoices. Mr. Morris observed that every district has had difficult times. He expressed his confidence the Collaborative had done due diligence

in the collection of this debt, observing the Collaborative is not responsible for auditing other school districts.

- Wareham Public Schools – Write off for transportation invoices from FY18 (see statement) \$16,821.60
- Nauset Regional Schools – Write off for unpaid portion of field trip invoice (see statement) \$ 33.41
- Total write-off \$16,855.01

Ms. Enochy made a motion that the Board vote to approve the write-off of uncollected transportation debt as noted in the agenda. Mr. Morris seconded the motion.

A roll call vote was taken:

Mr. Dever – Yes, Ms. Enochy – Yes, Mr. Morris – Yes, Mr. Fichtenmayer – Yes, Ms. Fuller – Yes, Ms. Dunn – Yes, Mr. McGee – Yes, Mr. Jacobus – Yes, Mr. Funari – Yes, Ms. Tanner-Butler – Yes.

The motion passed.

• Personnel

- Additions **VOTE**
  - Richard Archibald 7D Driver
  - David Callahan CDL Driver – Training
  - Doreen Mayer CDL Driver – Spare
  - Brooke Myland CDL Driver – Training
  - Paul O’Connor CDL Driver – Spare
  - Lori Zamora CDL Driver – Training

Mr. Morris made a motion that the Board vote to approve the additions as noted on the agenda. Mr. Fichtenmayer seconded the motion.

A roll call vote was taken:

Ms. Dever – Yes, Ms. Enochy – Yes, Mr. Morris – Yes, Mr. Fichtenmayer – Yes, Ms. Fuller – Yes, Ms. Dunn – Yes, Mr. McGee – Yes, Mr. Jacobus – Yes, Mr. Furnari – Yes, Ms. Tanner-Butler – Yes.

The motion passed.

- Reductions **VOTE**
  - Maureen Bittar Paraprofessional, STAR
  - Joseph Hennessy 7D Driver
  - Kaleigh Szymanowski Paraprofessional, STAR

Mr. Jacobus made a motion that the Board vote to approve the reductions as noted on the agenda. The motion was seconded by Ms. Enochy.

A roll call vote was taken:

Mr. Dever – Yes, Ms. Enochy – Yes, Mr. Morris – Yes, Mr. Fichtenmayer – Yes, Ms. Fuller – Yes, Ms. Dunn – Yes, Mr. McGee – Yes, Mr. Jacobus – Yes, Mr. Furnari – Yes, Ms. Tanner-Butler – Yes.

The motion passed.

○ Change of Status

**VOTE**

- John Barron CDL Spare to Mashpee
- Joseph Piccirilli 7D Spare to 7D Route
- Richard Toland CDL-Monomoy to Monitor, Spare

Mr. Jacobus made a motion that the Board vote to approve the changes of status as noted on the agenda. Mr. McGee seconded the motion.

A roll call vote was taken:

Mr. Dever – Yes, Ms. Enochy – Yes, Mr. Morris – Yes, Mr. Fichtenmayer – Yes, Ms. Fuller – Yes, Ms. Dunn – Yes, Mr. McGee – Yes, Mr. Jacobus – Yes, Mr. Furnari – Yes, Ms. Tanner-Butler – Yes.

The motion passed.

Ms. Fuller asked for an updated regarding the Feasibility Study which the Board vote to approve. Ms. Lipkind indicated that this study had been started to focus upon recommending changes to parking conditions for school buses and other vehicles at the Bournedale School. Ms. Lipkind explained that the Collaborative had received an initial sketch and plan. She further noted that both the sketch and plan indicated the need to move existing parking lot lights. She explained that the Collaborative, in an effort to mitigate the costs for this project, had asked for alternatives that would not require light relocation.

Ms. Fuller asked for clarification regarding what the Collaborative would be paying toward this project. Ms. Lipkind responded that the distribution of costs would be determined in coordination with the Bourne Public Schools. She noted that she had been communicating with the Business Manager and Coastal Engineering regarding this project.

**c. Programs/Services**

• **Coordinated Program Review (CPR) – STAR & Waypoint Academy**

Dr. Woods, Ms. Caputo and Mr. Hilton discussed the upcoming Coordinated Program Review (CPR).

Dr. Woods explained that the CPR is a review of the Collaborative programming that occurs on a six-year cycle. She noted that the review, scheduled for late March 2020, would be a “full” review. She indicated that the Collaborative was last reviewed in May 2017 for a “mid-cycle” review and in 2014 for the initial Collaborative Coordinated Program Review.

Mr. Hilton noted that the Massachusetts Department of Elementary & Secondary Education (MA-DESE) conducts these reviews to ensure compliance of programming with state and federal laws and regulations. He explained that the MA-DESE has added components to the review during each review process as laws and regulations change.

Dr. Woods, Ms. Caputo and Mr. Hilton met on February 27, 2020 with a representative from the MA-DESE regarding preparation for the 2020 CPR.



Dr. Woods highlighted that the 2020 MA-DESE CPR will review Collaborative programming in regards to compliance with state and federal laws and regulations in the following areas:

- Special Education
- Civil Rights
- English Language Learners

Dr. Woods met with a representative from DESE last week for orientation. She indicated the self-assessment was completed last June; updated rosters and status for staff would be submitted on Friday, March 13, 2020. She also noted that on-site visits would include record reviews, observations and interviews with the process finishing with an exit interview. Dr. Woods indicated that she would be posting a letter to districts and families, as is required.

- Waypoint Academy
  - Enrollment Update
  - Programming
- STAR / Osterville
  - Enrollment
  - Programming

Dr. Woods and Ms. Caputo discussed the status of enrollment and programming at Waypoint Academy and the Osterville STAR Program. Dr. Woods referred to the enrollment information included in the Board packet. She noted that there have been recent reductions in staffing, for various reasons. She also explained that she and Ms. Caputo had been diligently watching for information on the Coronavirus and had sent letters to families providing guidance.

Dr. Woods indicated that she and Ms. Caputo are considering the cancellation of events in the following weeks due to the coronavirus, such as the upcoming family luncheon.

Ms. Caputo spoke about cooperation between program staff and transportation providers. She explained that this began in January with Collaborative drivers who transport students to Waypoint Academy. She noted that three monthly meetings had occurred where non-negotiable behavioral expectations had been discussed by drivers, students and student council members. She explained that an “incident report” format was being revised based on these meetings and that a “positive bus report” is being developed.

- Transportation
  - Mr. Hilton will provide an update regarding current issues and opportunities with Collaborative transportation.



- Staffing  
Mr. Hilton updated the Board regarding current operations and planning for further opportunities to support member school districts.
- **Solicitation of Proposals for Equipment** **VOTE**  
Ms. Lipkind updated the Board regarding the planning for the procurement of vehicles for FY2021.

The identified needs include:

- Nantucket – Two (2) new 71 passenger buses to replace two (2) 71 passenger buses. Ms. Lipkind indicated that this procurement maintains the established process of replacing buses on the island after five (5) years of use. She noted that these buses are placed in service for the Truro Public Schools. Mr. Hilton noted that the Truro Public Schools assumes the primary lease responsibility with the transfer of use.
- Mashpee – Four (4) new 71 passenger buses to replace (4) 2010 model year buses. Ms. Lipkind noted that this procurement supports a replacement process that had been developed with the Mashpee Public Schools. She indicated that these buses would replace buses that have been in service since 2009.
- Special Education – (up to) Five (5) short buses.
  - Two (2) “full seat” short buses – Ms. Lipkind noted that these 29 passenger buses would replace vehicles that have been in service since 2006 & 2007. She explained that these vehicles would support special education transportation services for districts throughout the region.
  - Three (3) “universal” short buses – Ms. Lipkind noted that these wheelchair accessible buses maintain flexibility (track seating) that allows seating to be arranged for various numbers of wheelchair occupants. Mr. Hilton noted that these vehicles will replace vehicles that have been in service since 2007. Ms. Lipkind noted that these vehicles will support special education transportation services for districts throughout the region.
- Five (5) 7D student transport vans  
Mr. Hilton recommended that the Board vote to authorize the procurement officer (Ms. Lipkind) to solicit proposals for the equipment/vehicles.

Mr. Morris made a motion that the Board vote to authorize Ms. Lipkind, as procurement officer, to solicit proposals for the vehicles noted on the agenda. Mr. Fichtenmayer seconded the motion.

A roll call vote was taken:

Mr. Dever – Yes, Ms. Enochy – Yes, Mr. Morris – Yes, Mr. Fichtenmayer – Yes, Ms. Fuller – Yes, Ms. Dunn – Yes, Mr. McGee – Yes, Mr. Jacobus – Yes, Mr. Furnari – Yes, Ms. Tanner-Butler – Yes.

The motion passed.

- **Authorization for the Solicitation of Bids for Used School Buses** **VOTE**

Mr. Hilton recommended that the Board vote to authorize the Chief Procurement Officer (Ms. Lipkind) to solicit proposals/bids for used full-size school buses to be used as spare and field trip buses in multiple districts.

Mr. Jacobus made a motion that the Board vote to authorize the Chief Procurement Officer, Ms. Lipkind, to solicit proposals or bids for used full-size school buses. The motion was seconded by Mr. Morris.

A roll call vote was taken:

Mr. Dever – Yes, Ms. Enochy – Yes, Mr. Morris – Yes, Mr. Fichtenmayer – Yes, Ms. Fuller – Yes, Ms. Dunn – Yes, Mr. McGee – Yes, Mr. Jacobus – Yes, Mr. Furnari – Yes, Ms. Tanner-Butler – Yes.

The motion passed.

Mr. Dever left the meeting at 6:31 PM.

- **Financing** **VOTE**

Mr. Hilton recommended that the Board vote to authorize the Chief Procurement Officer (Ms. Lipkind) to solicit proposals/bids for financing the above referenced equipment.

This vote will require that the borrowing is cost-effective and in the best interests of the Collaborative and member municipalities.

Ms. Lipkind discussed the ongoing assessment of the Collaborative fleet of vehicles.

Mr. Jacobus made a motion that the Board authorize the Chief Procurement Officer, Ms. Lipkind, to solicit proposals or bids for financing the equipment referenced on the agenda. It was noted that this borrowing must be cost-effective and in the best interests of the Collaborative and member municipalities. Mr. McGee seconded the motion.

A roll call vote was taken:

Ms. Enochy – Yes, Mr. Morris – Yes, Mr. Fichtenmayer – Yes, Ms. Fuller – Yes, Ms. Dunn – Yes, Mr. McGee – Yes, Mr. Jacobus – Yes, Mr. Furnari – Yes, Ms. Tanner-Butler – Yes.

The motion passed.

- **Determination of Surplus Vehicles for Disposition VOTE**

Mr. Hilton recommended that the Board vote to authorize the list of vehicles below to be determined surplus for disposition as necessary:

	<b>BUS #</b>	<b>VIN #</b>	<b>YEAR</b>	<b>SEAT/WC</b>	<b>MAKE/MODEL</b>	<b>Mileage</b>
1	27	1GBJG31K181215060	2008	14/2	Chevy	167766
2	28	1GBJG31K581217054	2008	12/1	Chevy	215071
3	29	1GBJG31K581214624	2008	14/1	Chevy	221742
4	30	1GBJG31K381215576	2008	14/2	Chevy	197216
5	700	1GBJG31K881216416	2008	14/2	Chevy	151382
6	CC2	4UZAAXDD85CM96352	2005	77/0	FRHT	102387

Mr. Morris made a motion that the Board vote to authorize the vehicles listed in the agenda to be determined as surplus for disposition as necessary. Mr. Fichtenmayer seconded the motion.

A roll call vote was taken:

Ms. Enochty – Yes, Mr. Morris – Yes, Mr. Fichtenmayer – Yes, Ms. Fuller – Yes, Ms. Dunn- Yes, Mr. McGee – Yes, Mr. Jacobus – Yes, Mr. Furnari – Yes, Ms. Tanner-Butler – Yes.

The motion passed.

- Consultation

- Mr. Hilton, Ms. Lipkind and Mr. Dupuis discussed recent and ongoing consultation with districts regarding their current and future transportation services.

Mr. Hilton indicated that Mr. Dupuis had been providing direct consultation services to Wareham. He noted contracts for Sandwich and Falmouth transportation services have been awarded to Lucini Transportation of Bridgewater, MA. Mr. Hilton also noted that The Collaborative coordinated consultation between these districts and Mr. Richard Labrie regarding the procurement process.

- Therapies

Mr. Hilton provided an update regarding the provision of therapy services within Collaborative programs and to school districts.

- Special Projects

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

- Bridgewater State University – Mr. Hilton discussed the status of coordinated programming with Bridgewater State University. He explained that the University and the Collaborative developed and

signed a Memorandum of Understanding to coordinate programming on behalf of the region. He also noted that the Collaborative had recently initiated a second Special Education Licensure Cohort program in January 2020, and would be coordinating several one (1) credit professional development courses in coordination with the University in late March 2020.

- Professional Development / Grants - Tower Foundation Grant – Mr. Hilton provided an update regarding the status of the grant programming that is occurring with several districts in the region.
- All-Cape In-Service  
Mr. Hilton discussed recent developments regarding proposals to change the timing of the All-Cape In-Service. He explained that the All-Cape In-Service would be held on Election Day in November 2020.
- ASLP  
Mr. Hilton updated the Board regarding the planning for the Summer 2020 ASLP Program. Most applications have been received from the school districts and are currently being processed. He noted that discussions were occurring regarding a fallback position should the Coronavirus require cancellation or changes for this summer’s program.
- Sheltered English Immersion (SEI) Course Development  
Mr. Hilton discussed the status of the assessment of programmatic needs for each of the districts throughout the region.  
The Collaborative currently offers “for cost” SEI endorsement courses at the Collaborative through a partnership with South Shore Educational Collaborative.

#### **d. FY2021 Spending Plan & Statutory Budget Development**

A meeting of the Finance Subcommittee was scheduled to occur immediately prior to this meeting as the development of the FY2021 Spending Plan and Statutory Budget.

Ms. Lipkind and Mr. Hilton reviewed the proposed changes included with the FY2021 DRAFT Spending Plan & Statutory Budget. They noted that the page showing salaries has been modified, moving driver incentives from payroll projections to “other” as the Board had voted to take these from the General Fund (not the annualized “Spending Plan”).

They noted that salary steps reflect an increase of 2% with expected contribution to the Collaborative OPEB trust fund set at \$180,000. They noted that some changes had been made in expenses for Waypoint Academy and Camp Burgess. They also indicated that driver and monitor rates had been recommended to be increased by \$1.00 per hour. (Nantucket driver and monitor rates will increase by 2%). Finally, services and tuitions in the budget were based on a rate increase of 2.8%.

#### **e. Virtual High School**

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

He noted that the Collaborative had reconciled the district use of the Virtual High School service for the 2019-2020 School Year; districts had been invoiced for their coordinated use of this programming.

Mr. Hilton discussed plans for the reconvening of the Virtual Learning Working Committee. He noted that enabling teachers and students to communicate without disrupting the education model may become critical very soon.

Ms. Fuller asked if all school districts currently participate in the Virtual High School consortium. Mr. Hilton indicated that not all districts opted to participate. He explained that those that do participate do so through the Cape Cod Collaborative. Ms. Enochty observed there is a massive need for online everything. She noted that Zoom offers a model for interaction with individuals and groups, and was being explored by educators as a way to stay connected to their students.

#### **f. International Student Exchange**

Mr. Hilton observed the recent outbreak of the Coronavirus (COVID-19) has significantly impacted planning for further international exchanges. He discussed planning for reconvening the Cape Cod Global Education Initiative in the coming months.

### **VII. Adjournment**

Mr. Fichtenmayer made a motion that the Board vote to adjourn the meeting. Ms. Enochty seconded the motion. A roll call vote was taken:

Ms. Enochty – Yes, Mr. Morris – Yes, Mr. Fichtenmayer – Yes, Ms. Fuller – Yes, Ms. Dunn – Yes, Mr. McGee – Yes, Mr. Jacobus – Yes, Mr. Furnari – Yes, Ms. Tanner-Butler – Yes.

The motion passed.

The March 11, 2020 meeting of the Cape Cod Collaborative Board of Directors adjourned at 6:50 PM.