

Cape Cod Collaborative
418 Bumps River Road
Osterville, MA 02655



Board of Directors
508.420.6950
Fax 508.420.6959

Board of Directors Meeting Minutes
418 Bumps River Road, Osterville, MA 02655
February 10, 2021 – 5:15 PM

I. Call to Order

The February 10, 2020 meeting of the Cape Cod Collaborative Board of Directors was called to order by Mr. Furnari, Chair, at 5:20 PM.

Mr. Furnari noted the meeting was scheduled to occur virtually through the Zoom application and that the recommendations associated with conducting a public meeting virtually had been shared with Board members as required.

The posting of the meeting included means for public participation through telephonic means. Attendees were able to join the meeting by calling:

Phone Number: 1-929-205-6099
Meeting ID: 854 8917 8607
Password: CapeCod

Mr. Furnari noted the order of the meeting included the necessity for all votes to occur through a “roll call” process. He that explained each member of the Board was required to verbally “sign in” as well as any other attendees.

Computer access, including video, was recommended for Board members to allow for “sharing” of information on the screen if necessary.

Members, guests, and staff who attended the meeting remotely have “R” noted after their names.

In attendance were:

Falmouth	John Furnari, Chair (R)
Eastham	Judy Lindahl, Vice Chair (R)
Barnstable	Kathy Bent (R)
Bourne	Maureen Fuller (R)
Brewster	Katie Miller-Jacobus (R)

Cape Cod Tech
Dennis-Yarmouth
Mashpee
Monomoy
Nantucket
Orleans
Upper Cape Cod RTS
Wellfleet

Scott McGee (R)
Phillip Morris (R) (in at 6:14 PM)
Don Myers (R)
Joe Auciello (R) (out at 6:18 PM)
Zona Tanner-Butler (R)
Hank Schumacher (R)
Robert Fichtenmayer (R)
Jill Putnam (R)

Treasurer
Secretary

William (Bill) Friel
Elizabeth (Beth) Deck

Also in attendance were:

Executive Director
Business Manager
Admin & Finance Coordinator
Director of Special Projects
Operations Manager
Asst. Director of Special Ed Programs
Waypoint Program Coordinator

Paul Hilton
Amy Lipkind
Marc Dupuis (R)
Dr. Christopher Bogden (R)
Anders Erikson (R)
Christina Caputo
Dr. Kara Peterson (R)

II. Executive Session

Mr. Furnari indicated the necessity to enter into Executive Session:

- a. To conduct strategy sessions in preparation for negotiations with nonunion personnel; Leave Requests, Executive Director Evaluation
An executive session may be held only where an open meeting may have a detrimental impact on the body's negotiating position with a third party
- b. To consider the purchase, exchange, lease or value of real property if the chair declares that an open meeting may have a detrimental effect on the negotiating position of the public body. (Mr. Furnari, Chair, so declared.)

(Under this purpose, as with the collective bargaining and litigation purpose, an executive session may be held only where an open meeting may have a detrimental impact on the body's negotiating position with a third party. At the time that the executive session is proposed and voted on, the chair must state on the record that having the discussion in an open session may be detrimental to the public body's negotiating position.)

Ms. Miller-Jacobus made a motion that the Board vote to enter into Executive Session for the stated purposes. The motion was seconded by Ms. Putnam.

A roll call vote was taken:

Ms. Lindahl – yes, Ms. Tanner-Butler – yes, Mr. Schumacher – yes, Ms. Bent – yes,
Ms. Putnam – yes, Ms. Fuller – yes, Ms. Miller-Jacobus – yes, Mr. McGee –yes,
Mr. Myers – yes, Mr. Auciello – yes, Mr. Fichtenmayer – yes, Mr. Furnari – yes.

The motion passed.

The Board exited Open Session and entered Executive Session at 5:22 PM.

Ms. Putnam made a motion that the Board vote to exit Executive Session and return to Open Session. Ms. Bent seconded the motion.

A roll call vote was taken:

Ms. Lindahl – yes, Ms. Tanner-Butler – yes, Mr. Schumacher – yes, Ms. Bent – yes,
Ms. Putnam – yes, Ms. Fuller – yes, Ms. Miller-Jacobus – yes, Mr. McGee – yes,
Mr. Myers – yes, Mr. Auciello – yes, Mr. Fichtenmayer – yes, Mr. Furnari – yes.
The motion passed.

The Board exited Executive Session and returned to Open Session at 5:32 PM.

III. Minutes

a. January 13, 2021

VOTE

Ms. Miller-Jacobus made a motion that the Board vote to approve the minutes of the January 13, 2021 meeting. Ms. Tanner-Butler seconded the motion.

Ms. Putnam suggested an edit to page 12 of the minutes. She suggested the wording be changed to clarify her comments were not referring to Collaborative students but were based on her experience observing children throughout the state. Ms. Putnam again stressed her deep concern regarding the emotional / social impact of the pandemic on children. She expressed support for Dr. Bogden's work with school districts to provide additional resources to school teachers and staff.

Ms. Lindahl made a motion that the Board vote to approve the minutes, as amended. Ms. Miller-Jacobus seconded the motion.

A roll call vote was taken:

Ms. Lindahl – yes, Ms. Tanner-Butler – yes, Mr. Schumacher – yes, Ms. Bent – abstain,
Ms. Putnam – yes, Ms. Fuller – yes, Ms. Miller-Jacobus – yes, Mr. Myers – yes,
Mr. Auciello – yes, Mr. Fichtenmayer – yes, Mr. Furnari – yes.
The motion passed.

IV. Old Business

a. Treasurer Evaluation

Discussion & VOTE

Mr. Hilton noted the Board must annually facilitate the evaluation of the Collaborative Treasurer. He noted Mr. William Friel was first appointed as the Treasurer of the Collaborative in May 2017 and had continued to do an exceptional job in this role.

Mr. Hilton indicated that he and Ms. Lipkind had completed Mr. Friel's evaluation as directed by the Board. He explained that a copy of the evaluation had been provided to Board members prior to the meeting. Mr. Hilton recommended the Board approve the evaluation.

Ms. Lindahl made a motion that the Board vote to approve Mr. Friel's evaluation as presented. Ms. Putnam seconded the motion.

Mr. Furnari stated Mr. Friel continues to do a great job in this position.

A roll call vote was taken:

Ms. Lindahl – yes, Ms. Tanner-Butler – yes, Mr. Schumacher – yes, Ms. Bent – yes, Ms. Putnam – yes, Ms. Fuller – yes, Ms. Miller-Jacobus – yes, Mr. McGee – yes, Mr. Myers -yes, Mr. Auciello -yes, Mr. Fichtenmayer – yes, Mr. Furnari – yes.
The motion passed.

b. Executive Director Evaluation

Mr. Furnari noted the Board must agree upon an instrument and process to conduct the evaluation of the Executive Director for Calendar Year (CY) 2020 as well as a format/instrument to be used for Calendar Year 2021.

Mr. Furnari indicated that he and Ms. Lindahl had met to discuss proceeding with the evaluation. He indicated that he had asked Ms. Deck to send the 2020 Evaluation Instrument to all Board members. Mr. Furnari asked that Board members return completed forms to Ms. Deck, to Ms. Lindahl and to Mr. Hilton. He explained that Ms. Deck would compile a summary for the Board’s review and consideration.

Mr. Fichtenmayer asked for a copy of Mr. Hilton’s goals for the year. Mr. Furnari said he would provide a copy.

c. Paycheck Protection Program

Mr. Hilton updated the Board regarding the status of the Paycheck Protection Program loan and the preparation for an application for forgiveness of the loan. Ms. Lipkind indicated that the portal for forgiveness applications had remained closed. Ms. Lipkind noted that the forgiveness application allowed the Collaborative assess payroll and other expenses paid over twenty-four (24) weeks. She indicated that the application was ready to submit when the portal was restored.

d. Transportation

- Invoicing

Mr. Hilton described the process that Ms. Lipkind and Mr. Dupuis had followed in working with districts to analyze differences in (projected) costs due to the operational impacts of COVID-19. He explained that a template had been developed (and adjusted for early COVID associated reductions) which had been used for monthly district invoices. The template was the basis for further adjustments associated with modifications including decreased hours, decreased miles). These monthly invoices for general education and in-district special education transportation had been sent for the entire school/fiscal year.

He explained that mandated and continued COVID-19 precautions, such as disinfecting, additional “deep cleaning,” and changes to school start times had increased several variables, most especially labor costs (hours). Mr. Hilton indicated that the Collaborative would invoice separately for these (COVID-19 related) expenses, especially as the districts could elect to use CARES funding for the expenses, as the expenses would be eligible.

Ms. Lipkind described work that was being done to “nail down” the charges and credits and get complete the additional COVID adjustments. Mr. Hilton noted each district will be impacted differently.

e. Transportation Subcommittee

Mr. Hilton indicated that the Subcommittee (Mr. Flaherty, Ms. Lindahl and Mr. McGee) met on December 15, 2020 to discuss and make recommendations regarding items impacting Collaborative Transportation Services. He explained that the Collaborative transportation services had been significantly impacted by the SARS-CoV-2 pandemic.

A draft of policies that may address some of these issues had been included with Board packets for review by the Board. Mr. Erikson provided an overview of items that were discussed:

- **Home Lots**
Mr. Erikson explained that drivers were sometimes asked to cover routes or trips outside of their usual location(s). He noted that the Transportation Subcommittee discussed the need for the development of a stipend to compensate drivers who must travel out of the area. He noted that the stipend may differentiate between areas on the Cape to which drivers were assigned (home lots).
- **Spare Driver Assignments**
Mr. Erikson indicated Drivers were assigned to cover routes based on the vehicle, location, and experience of the driver. The Subcommittee discussed the need for documentation regarding the process that is followed in determining “coverage” for routes.
- **Trips**
Mr. Erikson explained that athletic trips and field trips were arranged by the district personnel. He noted that drivers who would like to be considered for athletic and field trips are placed on a “trip wheel” at their home lot. He further explained that, if no lot drivers were available to do a trip, the dispatch staff considers trip “wheels” at other lots, and utilizes spare drivers.
- **Bus Shuttles**
Mr. Erikson discussed the frequent need for Collaborative vehicles to be moved for service and maintenance. He noted the current process was that drivers would be asked to handle shuttles on a rotating basis when and where possible. He stressed the need for a documented process for having drivers called for bus shuttles to ensure that staff understand the process.
- **Schedule Commitment**
Mr. Erikson explained that last minute cancellations of planned trips do occur, often after the driver had already reported to the local lot. He suggested that a written policy be implemented that indicated that drivers who reported to work a trip that was canceled would be paid for two hours at their regular rate. (If the driver is notified in advance and does not travel to the lot, there would be no payment.)

Mr. Flaherty asked whether “spare” drivers were assigned to home lots. Mr. Hilton observed that this had been considered and would make sense. Mr. Erikson indicated that drivers would be generally assigned to “Upper Cape” or “Lower Cape.”

Ms. Miller-Jacobus questioned the “schedule commitment.” Mr. Erikson noted that this concept will continue to be discussed and that the resulting policy would support fair practices.

f. Osterville Playground

Discussion

Ms. Lipkind updated the Board regarding replacement of the playground at the Osterville Campus (STAR Program). She explained that preliminary plans were developed and that work was in process to determine equipment “wants and needs” as well as to assess the associated costs. She indicated that quotes will be required for any considered work/equipment. Ms. Lipkind noted once quotes had been received, the Collaborative could assess fund-raising options. She indicated that the expected cost was approximately \$300,000.

Mr. Hilton noted that the Board had previously voted to provide “seed” money (\$60,000) from the Board to elicit grant participation. He also explained that the Board had not voted to proceed with the playground replacement and that a vote would be necessary if/when the playground replacement moved forward (including identification of funding).

V. New Business

a. FY21 Warrants

VOTES

- | | | | |
|-------|-------------|-------|-------------|
| • #28 | VOTE | • #31 | VOTE |
| • #29 | VOTE | • #32 | |
| • #30 | VOTE | | |

Mr. Furnari suggested a motion to approve Warrants #28, #29, #30, #31 and #32 as a slate.

Ms. Miller-Jacobus made a motion to approve the Warrants as a slate. The motion was seconded by Ms. Putnam.

A roll call vote was taken:

- Ms. Lindahl – yes, Ms. Tanner-Butler – yes, Mr. Schumacher – yes, Ms. Bent – yes, Ms. Putnam – yes, Ms. Fuller – yes, Ms. Miller-Jacobus – yes, Mr. McGee – yes, Mr. Myers – yes, Mr. Auciello -yes, Mr. Fichtenmayer – yes, Mr. Furnarin -yes.

The motion passed.

b. FY21 Spending Plan

• Personnel

○ Additions

VOTE

- | | |
|-----------------------|------------------------|
| • Charles Foley | CDL Driver - Training |
| • Stephanie MacKenzie | CDL Driver – Training |
| • Patricia McGrory | Admin Assistant – STAR |
| • Andrew Muchunguzi | CDL Driver - Training |

○ Reductions

VOTE

- | | |
|---------------|-------------------------|
| • Asia Barbel | Paraprofessional – STAR |
|---------------|-------------------------|

- Carol Costa 7D Driver
- Michael D’Amico 7D Driver – Spare
- Gregory DeOliveira CDL Driver – Spare
- Stephanie MacKenzie CDL Driver – Training
- Mark Morgado Mechanic
- Janet North CDL Driver – Nauset
- Richard Dean Peters CDL Driver – Training
- Kenneth Robbins CDL Driver – Spare

○ Changes in Status

VOTE

- Michelle Bradford from Monitor (OOD) to Spare

Mr. Furnari suggested a motion to approve Personnel Additions, Reductions, and Changes in Status as a slate.

Ms. Lindahl made a motion to approve all Personnel changes as a slate. Ms. Putnam seconded the motion.

A roll call vote was taken:

- Ms. Lindahl – yes, Ms. Tanner-Butler -yes, Mr. Schumacher – yes, Ms. Bent – yes, Ms. Putnam – yes, Ms. Fuller – yes, Ms. Miller-Jacobus – yes, Mr. McGee – yes, Mr. Myers – yes, Mr. Auciello -yes, Mr. Fichtenmayer – yes, Mr. Furnari – yes.

The motion passed.

c. FY21 Spending Plan & Statutory Budget

• Updates

Discussion

Mr. Hilton noted that the Finance SubCommittee met prior to the Board meeting to discuss the status of the FY21 Spending Plan as well as the development of the FY22 Spending Plan. Mr. Hilton indicated that the SubCommittee reviewed the transportation template and the Collaborative’s current position in regard to the Spending Plan. He explained that the Collaborative continued to monitor out-of-district transportation revenue and expenses. He further noted that there were fewer(out-of-district) routes this year, and correspondingly fewer expenses. He noted that the capital costs for the vehicles used for this service are an expense item that was being monitored.

- Ms. Lipkind reviewed proposed updates to the Collaborative Spending Plan noted in the status reports included with the Board packet.
- Financial Projection Review

Ms. Lipkind reviewed the status of financial projections through the end of the fiscal year.

- Projection Narrative
- Projection Spreadsheet

d. Eleventh Annual Legislative Breakfast for 2021 Discussion

Mr. Hilton updated the Board regarding planning for the meeting with Legislators from the region on this coming Friday, February 12, 2021(8:30AM-10:30AM). This

date was chosen to allow for integration of the budget proposals from the Governor and consideration of the budget debates of the Massachusetts Senate and House of Representatives (Governors Budget was released January 27, 2021).

Mr. Hilton indicated that over seventy (70) people were expected to attend via Zoom. Facilitated discussion will occur in “breakout rooms” with possible topics for discussion including:

- Reopening schools
- Resources needed to address student learning needs
- MASS / MASC priorities
 - Circuit Breaker
 - Chapter 70 funds

Mr. Hilton noted that Mr. Furnari and Ms. Bartlett would provide an introduction and that Mr. Furnari would provide an overview of the Collaborative – who we are, why we are here, and what services we provide.

Ms. Lindahl asked about Division 7’s involvement. Mr. Hilton observed that the Collaborative had been co-hosting the event with MASC - Division 7 since its inception (2010). He explained that all Board members were part of MASC and were in a subgroup of MASC - Division 7. He noted that MASC-Division 7 would be holding a meeting on equity, inclusion and diversity immediately following the breakfast.

Ms. Lindahl sought assurance that time would be provided to speak with legislators regarding Collaborative needs.

Mr. Morris joined the meeting at 6:14 PM.

Mr. Hilton observed that school committees and superintendents from different districts bring forward local agendas which may differ from the Collaborative’s. He noted that, ultimately, the well-being of students and the gravity of the work to be completed as education continues throughout the region over the next year is critical. He explained that there were so many concerns that needed to be addressed, including demographics, school choice, and COVID vaccines, among many others.

Ms. Miller-Jacobus asked if everyone was invited to stay for the MASC-Division 7 meeting. Mr. Hilton indicated all school committee members assigned to MASC-Division 7 and would be welcome.

e. Waypoint Program Relocation

Discussion

Mr. Hilton updated the Board regarding the planning for the relocation of Waypoint Academy. He spoke about recent tours of considered sites with Dr. Peterson, Program Coordinator at Waypoint Academy.

Ms. Peterson described their “road trip” to explore eight locations considered by the Collaborative. She noted that the tour ended at the Bridgewater State University campus in South Yarmouth. She indicated that each site had unique challenges and would require some updates. Dr. Peterson observed part of the angst being experienced by staff is the unknown future site of the program.

Mr. Hilton noted Waypoint relocation had been addressed briefly in Executive Session as the Board continued to discuss site options.

Mr. Auciello left the meeting at 6:18 PM.

f. Write-Off for Uncollectable Lunch Debt

VOTE

Ms. Lipkind recommended that the Board vote to write off old cafeteria charges from previous years. She indicated that the total write-off being recommended was \$218.75. Details were provided in the Board packet.

Ms. Bent made a motion that the Board vote to write-off \$218.75 in unpaid cafeteria debt. Ms. Tanner-Butler seconded the motion.

A roll call vote was taken:

Ms. Lindahl – yes, Ms. Tanner-Butler – yes, Mr. Schumacher – yes, Ms. Bent – yes, Ms. Putnam – yes, Ms. Fuller – yes, Ms. Miller-Jacobus -yes, Mr. McGee -yes, Mr. Myers – yes, Mr. Fichtenmeyer – yes, Mr. Morris – yes, Mr. Furnari – yes.

The motion passed.

g. Programs/Services

- **Administrative Restructuring**

Mr. Hilton discussed planning for the retirement of Dr. Anita Woods. He indicated that regularly scheduled meetings had been occurring, and that Ms. Caputo, Ms. Bryant, and Dr. Peterson would be present at the March meeting to discuss the programming as well as the status of the planned transition with the Board.

Ms. Caputo expressed her appreciation that the timing of Dr. Woods' retirement allowed the team time to work on transitioning responsibilities while Dr. Woods' was still available. Dr. Peterson observed that in addition to meetings with Mr. Hilton, she had been meeting regularly with Ms. Caputo and Ms. Bryant to get "into the weeds" of the transition process. Dr. Peterson noted that they were each committed to moving forward and working as a unified team.

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

Mr. Hilton discussed the recently completed Coordinated Program Review (CPR). He explained that the CPR was a review of the Collaborative programming that occurs on a six-year cycle. He noted that the review had begun in late March 2020 and was a "full" review.

It was further explained 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. The MA-DESE has added components to the review during each review process as laws and regulations change.

The 2020-2021 MA-DESE CPR reviewed Collaborative programming regarding compliance with state and federal laws and regulations in the following areas:

- Special Education
- Civil Rights
- English Language Learners

Ms. Caputo noted a virtual site visit occurred in January. She indicated that the Department of Elementary & Secondary Education (MA-DESE) indicated that the programs were “fully compliant” and issued no findings. She also noted that highlights of the DESE review included notations that:

- In both programs, staff felt supported by the administration.
- Staff continued to feel supported through the reopening of schools and COVID-related issues.
- Students come first. The programs will do what is needed to meet student needs.
- Relevant professional development is offered.
- Staff know who to turn to for answers.

Ms. Caputo indicated “technical assistance” had been offered to the Collaborative with regards to its anti-hazing obligation. Mr. Hilton explained the Collaborative must have specific anti-hazing disclosures and attestations, although the Collaborative has no clubs or sports activities.

Mr. Hilton observed that the Collaborative’s CPR cycle had been officially the longest in MA-DESE history (to date). He explained that the process was scheduled to occur in March of 2020. He also highlighted the Collaborative has never had a negative finding or need for corrective action.

- Waypoint Academy & STAR Program / Osterville
 - Enrollment
 - Programming
 - Facility Developments

Ms. Caputo provided an overview of the current and projected enrollments for both school programs. Since the January Board meeting, six new students have enrolled – three in the STAR Program and three in Waypoint Academy. Tours and interviews have been scheduled for other referrals to both programs.

Ms. Caputo discussed her scheduled meetings this month with every school district to discuss and determine district needs. She explained her intention to summarize and share information from these meetings to create an action plan.

- Transportation

- Revisions to District Agreements Discussion

Mr. Hilton briefly reviewed the process of determining the adjustments in costs (additional invoicing and/or credits) that are necessary due to the impact of the COVID-19 pandemic.

These adjustments include costs associated with daily disinfecting of vehicles, additional daily cleaning of vehicles and district adjustments to routes and school start times.

It is expected that the Collaborative administration will meet with each district administration to review these adjustments and potential funding sources.

- District Operations

Mr. Hilton referred the Board to the meeting agenda regarding global challenges associated with the continuity of student transportation services. He stressed that the impact of COVID-19 had continued to deplete the cadre of available drivers.

The summaries included below were included with the Board materials, the items were referred to but not reviewed in detail during the Board meeting. There were no questions from the board members regarding the status of these items.

- District Operations Updates

- Monomoy Regional Schools

The operations of the transportation for the Monomoy Regional Schools have continued with some ongoing staffing challenges.

The driver who had been injured in September continued to be unable to work.

“Distance learning” occurred for some groups of students during various weeks. Some Monomoy in-District Special Education Transportation had been suspended for a period of time in late January and early February 2021 due to close-contacts and COVID-19 infections.

The communication between the district and the Collaborative had allowed for rapid response to situations and planning to address any issues.

- Nauset Operations & High School Opening

The quarantine of some staff had increased the challenges in coverage for the Nauset Regional Schools. There have been several additional challenges with student/staff COVID-19 quarantine/isolation; however, the communication between the Collaborative and the District had been integral to ensuring that challenges

associated with operational changes in the school were effectively supported through transportation services. Nauset school bus transportation had been suspended to Brewster Elementary Schools (Stony and Eddy) in late January and Early February due to close-contacts and COVID-19 infections.

- Mashpee Public Schools
The quarantine of some staff, as well as increasing requests for Athletic Transportation, had increased the challenges in coverage for the Mashpee Public Schools.
- Bourne Public Schools.
Recent challenges with private contractor solicitation of Collaborative staff, the necessity of leave for some staff, the quarantine of other staff had created additional challenges in coverage for the Bourne Public Schools. “Distance learning” continued for most Bourne students during the week following Winter Break.
- Truro Public Schools
The Truro Public Schools transportation services continued to maintain flexibility with clear and consistent communication with the district. The retirement of a long-term driver (Susan Sentence) resulted in the assignment of a driver (new to Truro) successfully and seamlessly assuming the route in December.
- Nantucket
The Collaborative continued to maintain close contact with the Nantucket Public School administration regarding the challenges of student transportation on the island. The Collaborative coordinated discussions with various stakeholders on the island, including the Nantucket Public Schools, the Nantucket Transportation Authority and the MA- Registry of Motor Vehicles to discuss opportunities for gaining flexibility in the provision of pupil transportation. Efforts continued towards recruitment and training of pupil transportation drivers for the island.

- Therapies

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

- Special Projects

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

- Professional Inter-District Collaboration

Dr. Bogden reported that Curriculum Administrators continued to meet virtually each Thursday to discuss professional development initiatives that were aimed at engaging professionals with regard to enhancing instructional practices and content competency.

He noted that discussions regarding the All-Cape In-Service Day 2021 had commenced. He explained that it had not yet been determined whether in-person programming would be able to be provided or whether this would be a virtual event.

- Bridgewater State University

Dr. Bogden noted the cohort of professionals completing graduate coursework towards special education teaching certification had begun spring coursework.

Mr. Hilton discussed the continued evolution of the relationship between BSU and the Collaborative in the development of the BSU-Cape Cod site, including the recent approval of the continued lease of the property to BSU (including primary Collaborative use) by the Yarmouth Board of Selectmen.

- Sheltered English Immersion (SEI) Course

Dr. Bogden spoke about graduate credits being offered by BSU for DEI coursework offered through the Collaborative. He noted that enrollments for the spring SEI course had met and exceeded the minimum enrollment necessary for the course.

- Multi-Tiered Systems of Support (MTSS) -High Achievement for All Students

Mr. Hilton explained that subsequent to the last Board meeting, representatives from the Tower Foundation contacted him and indicated that the “Promoting High Achievement for All Students” grant would be funded for an additional year (calendar year 2022).

- ASLP

Mr. Hilton discussed the status of for the Summer 2021 ASLP Program. He indicated the application deadline for students had been moved to a date later in February due to requests from students and district liaisons. He explained that it was possible that the Board would be asked to consider modifications (or additional options) regarding student enrollment.

- Research for Better Teaching (RBT) coursework

Dr. Bogden discussed recent efforts to offer coursework in the region in concert with RBT. He indicated that RBT had engaged in efforts to support fluctuating enrollment to ensure offerings were accessible to districts in the region. He explained that these virtual courses had taken the place of in-person instruction.

h. Strategic Planning

Discussion

Mr. Hilton discussed the need for a regional process of Strategic Planning, not only for the Collaborative programming and services, but to ensure the capacity of districts to meet the demands that had resulted from the pandemic. He explained that these challenges would continue to increase as districts (and the Collaborative) must address the challenges of the post-pandemic public school environment. He stressed the urgent need to communicate regarding independent and cooperative/collaborative efforts that would be necessary to address these needs. He further noted that the focus of a significant amount of activity throughout the past few years had been upon highlighting the demographic shifts that had occurred, and continued to occur, throughout the region.

He highlighted that regional challenges had been exacerbated due to the impact of the pandemic, included, but were not limited to:

- funding concerns from state and federal sources;
- staffing concerns – capacity to recruit and retain appropriate staff;
- demographics – funding associated with students not enrolled for FY2021;
- demographics – increased needs of students due to lost instruction and connections (social-emotional and learning);
- continued decreases in student population;
- increased needs of students/families.

Mr. Hilton indicated that it was imperative that the Collaborative (and districts) evolve to meet the changed needs of the students and families throughout the region.

Mr. Hilton stressed the need for engaging with Strategic Planning in early 2021 and indicated that he would seek the guidance of a Subcommittee of the Board with this process.

i. Virtual High School (VHS)

Dr. Bogden reported that VHS enrollment had increased dramatically this semester, up 25% over the previous semester. He explained that the Collaborative had increased “seat purchases” twice to accommodate the increased demand for enrollment.

Ms. Bent asked if the increased enrollment was expected to continue into the next school year. Dr. Bogden observed that educational needs in the region were likely to extend beyond VHS. He noted VHS continued to demonstrate that the remote teaching and learning experience was working for a substantial number of students. Mr. Hilton recalled that interest and focus on VHS has increased and decreased over the years, but that the current year’s enrollment had been unusually strong, in part due to the quality and structure of the virtual programming.

VI. Cracker Barrel Discussion

a. Local District Issues

No issues were brought up for discussion.

b. Questions / Concerns

No questions or concerns were raised.

VII. Other

No other items were brought before the Board.

VIII. Adjournment

Ms. Miller-Jacobus made a motion that the Board vote to adjourn the meeting. Ms. Tanner-Butler seconded the motion.

A roll call vote was taken:

Ms. Lindahl – yes, Ms. Tanner-Butler – yes, Mr. Schumacher – yes, Ms. Bent – yes,
Ms. Putnam – yes, Ms. Fuller – yes, Ms. Miller-Jacobus – yes, Mr. McGee – yes,
Mr. Myers – yes, Mr. Fichtenmayer – yes, Mr. Morris – yes, Mr. Furnari – yes.

The motion passed.

The February 10, 2021 meeting of the Cape Cod Collaborative Board of Directors adjourned at 6:44 PM.