

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
March 10, 2021

I. Call to Order

The March 10, 2021 meeting of the Cape Cod Collaborative Board of Directors was called to order by Mr. Furnari, Chair, at 5:16 PM.

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

The posting of this Board meeting included means for public participation through telephonic means. Attendees may join the meeting by calling:

Phone Number: 1-929-205-6099
Meeting ID: 833 1220 2926
Password: CapeCod

Mr. Furnari noted the order of the meeting included the necessity for all votes to occur through a “roll call” process. Each member of the Board, and any other attendees, would be required to verbally “sign in.”

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)
Cape Cod Tech	Scott McGee (R)

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

Phillip Morris (R)
Don Myers (R)
Joe Auciello (R)
Zona Tanner-Butler (R) (in at 5:26 PM)
Hank Schumacher (R)
Robert Fichtenmayer (R)
Jill Putnam (R)

Secretary

Elizabeth (Beth) Deck

Also in attendance were:

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

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

Mr. Furnari asked for a motion to suspend Martha's Vineyard, Nauset, Provincetown, and Truro. Ms. Lindahl made a motion to suspend the named districts, which was seconded by Mr. Fichtenmayer. Ms. Bent asked for a point of clarification regarding the suspension. Ms. Lindahl explained that suspended members do not count toward the quorum until they return.

A roll call vote was taken:

Ms. Lindahl – yes, Mr. Auciello – yes, Mr. Schumacher – yes, Ms. Putnam – yes, Ms. Bent – yes,
Ms. Fuller – yes, Mr. Morris -yes, Mr. Myers -yes, Mr. Fichtenmayer – yes, Mr. McGee – yes,
Mr. Furnari – yes.

The motion passed.

II. Executive Session

Mr. Furnari stated the need to enter Executive Session and read the reasons noted in the meeting agenda:

a. **To conduct strategy sessions in preparation for negotiations with nonunion personnel; Leave Requests; Public Day Program Administration Staffing**

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

- Personnel Leaves
- FY2022 Personnel Planning
- FY2022 Heath and Dental Rate Determination
- Special Education Day Program Administrative Restructuring / Transition
- Personnel Planning for FY2022 – remuneration strategy

- Waypoint Academy Relocation planning – staff

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;

(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.)

- Lease Negotiations with Bridgewater State University / state and Town of Yarmouth for cooperative use of MacArthur School building in South Yarmouth
- Status of negotiations with Town of Sandwich (including strategy) for extension of lease for Henry T Wing School in Sandwich
- Review of relocation options and strategy for procurement for site for Waypoint Academy.

Ms. Bent made a motion that the Board exit Open Session and enter Executive Session for the stated reasons. Ms. Putnam seconded the motion.

A roll call vote was taken:

Ms. Lindahl – yes, Mr. Auciello -yes, Mr. Schumacher -yes, Ms. Bent – yes, Ms. Fuller – yes, Mr. Morris – yes, Mr. Fichtenmayer – yes, Mr. McGee – yes, Mr. Myers – yes, Mr. Furnari – yes.

The motion passed.

The Board exited Open Session and entered Executive Session at 5:23 PM.

The Board exited Executive Session and returned to Open Session at 6:13 PM.

III. Minutes

a. February 10, 2021

VOTE

Ms. Bent made a motion that the Board vote to approve the minutes of the February 10, 2021 meeting. Ms. Tanner-Butler seconded the motion.

A roll call vote was taken:

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

The motion passed.

IV. Old Business

a. Transportation

- Invoicing

Ms. Lipkind noted that Transportation invoicing was a discussion item in the Finance SubCommittee meeting held prior to the Board meeting. She explained that invoicing associated with COVID related services (disinfecting, cleaning,

scheduling adjustments) had been issued for transportation services that were provided through annual agreements with districts. She noted that one district's invoice included a credit for the time that drivers who had been paid through the MoA with that district (for a day when school was in remote session) where/when those drivers had been deployed to assist other districts. Ms. Lipkind discussed that she had received a few questions regarding these invoices, but no significant items.

Ms. Lipkind also noted that February out-of-district invoicing was in the works.

- **Reconciliation**

Ms. Lipkind stated it continued to be projected that revenue would cover expenses.

b. Paycheck Protection Program

Mr. Hilton noted the portal for submitting forgiveness applications remained closed. He explained that the Collaborative was prepared to submit the application when the portal reopens.

Mr. Hilton indicated that he had reached out to US Representative Keating's office regarding the status of the loan forgiveness. He explained to the Board that the Collaborative received no direct CARES funds and was not eligible for the recently awarded ESSER grants (grant to support school efforts to address COVID-19 related challenges) and lacked these resources to offset costs associated with the pandemic shutdown. He observed that a new aid package had recently passed through the US Congress which would provide additional relief to districts. Mr. Hilton explained that the Collaborative would continue to segregate and identify costs to make it easier for districts to use ESSER and/or CARE funds if desired, as member districts might utilize those grant funds for COVID-related expenses,

c. Strategic Planning

Mr. Hilton discussed the need to develop a timeline and plan for the Strategic Planning process that had been discussed at previous Board meeting. He explained that the Collaborative, and member districts, need to plan to successfully and fully re-opening schools for September 2021.

He explained that Dr. Bogden continued to engage with district Curriculum Administrators on a regular, weekly basis.

Mr. Hilton noted that, in addition to preparation for returning students, many districts were also experiencing staffing transitions. He referenced the pending retirement of Thomas Conrad (Superintendent –Nauset), the retirement of Michael Gradone (Truro) and other significant district changes.

Mr. Hilton noted that the pandemic interrupted the strategic planning process which started strongly with the Legislative Breakfast in 2020. Mr. Hilton reviewed the need to bring regional stakeholders together on a regular basis including Board members, School Committee members, Superintendents, Special Education Directors, Principals and Town Officials.

Mr. Schumacher stressed the strategic importance of meeting with each Superintendent and Special Education director. He offered to serve on the Strategic Planning SubCommittee.

Ms. Lindahl noted that other Board members might like to participate in this process, and that meetings should be open to all Board members.

Mr. Furnari noted members do appreciate participating, but many may not have the time to engage fully. He observed that it is common courtesy to assess the ability to participate.

Ms. Lindahl suggested a meeting could be scheduled within the next month. Mr. Auciello said that this made sense and was something the Board should do.

Ms. Putnam indicated that there was a clear need for communication with the Special Education Directors and Curriculum Administrators. She noted that clear needs had been articulated and that the full impact of the fallout from the pandemic was still unknown. She stressed that resources needed to be in place as soon as practical. Ms. Putnam also noted the Collaborative had staff who have their “fingers on the pulse” of the situation.

Ms. Bent indicated that she was not opposed to hearing directly from different stakeholders but stated a preference for small group discussions. Ms. Fuller agreed and added that it would be helpful to avoid redundancies in communication.

Mr. Morris pointed out that most Superintendents belong to an association which had continued to meet frequently (Cape & Islands Superintendents). He also noted that MASC Division 7 had also been discussing these issues. Additionally, he stressed that Special Education Directors had also continued to meet regularly. He explained that the Collaborative, in communication with each of these groups, regularly gains a sense of the role it must play and what might be done to help.

Mr. Myers suggested it was more efficient to have Collaborative administration staff, who already participate in meetings with these groups, report back to the Board on points brought forward in these discussions.

Mr. McGee said he could not remember a group meeting between Board members, Superintendents, and Special Education Directors of all 19 member districts. He agreed that it would be more efficient for Collaborative administration to report back to the Board. Mr. McGee also pointed to the difficulties involved in scheduling a meeting involving many people with many opinions.

Ms. Tanner-Butler voiced her opinion that a SubCommittee of the Board would be most effective, as it would be small enough to be productive. She stressed that too many people cannot readily get to an issue and resolve it.

Mr. Furnari asked Board members with interest in serving on this SubCommittee to reach out to him. He indicated that the formation of this SubCommittee could be placed on a future agenda for a vote. Mr. Furnari expressed his confidence in Collaborative administration who were attending each of the stakeholder meetings.

Mr. Hilton noted strategic planning happens daily. He agreed that he Collaborative team meets regularly with Special Education Directors, Curriculum Administrators, and Business Managers. He also explained that members of the team were also liaisons with Mass Maritime Academy. He stressed the need for a Strategic Planning SubCommittee to developing a plan to ensure that each group commits to coming together to focus upon the regional needs. He agreed that there was significant planning that would be necessary to successfully develop an agenda.

d. Waypoint Relocation Planning

Mr. Hilton provided an update regarding the status of planning for the relocation of Waypoint Academy. He explained that he and Ms. Lipkind continued to explore possible locations with the Collaborative's real estate broker, John Shields. Mr. Hilton noted that relocation options had been discussed in Executive Session earlier in this meeting.

Mr. Hilton discussed continued efforts to extend the current lease with the Town of Sandwich, which was set to expire on December 31, 2021. He expressed hope that arrangements would be made allowing Waypoint to remain at its current location through the 2021-2022 school year.

e. Transportation SubCommittee

Mr. Hilton noted the Transportation SubCommittee had met several weeks ago. He explained that Mr. Erikson had drafted (proposed) policies which had been forwarded to Collaborative counsel for review. He indicated that these policies would be recommended for inclusion in the Transportation Handbook for 2021-2022.

f. Executive Director Evaluation

Mr. Furnari discussed the status of the Calendar Year 2020 evaluation. He explained that Board members had received evaluation instruments by email after the last Board meeting. He noted that several Board members had submitted their completed evaluation forms prior to the March meeting.

A compilation and summarization of the (then submitted) individual evaluation forms was provided to Board members prior to the meeting. Mr. Furnari reviewed and read each of the five evaluation categories and led discussion regarding the evaluation at the Board meeting.

Mr. Furnari noted that Mr. Hilton had continued to do a great job. He expressed that the pandemic had added a new dynamic, requiring “out of the box” responses to continually changing situations. Mr. Furnari called upon each Board member in attendance at the meeting, asking for their comments.

Ms. Bent indicated that she had hesitated to complete the evaluation instrument, as she had only been on the Board for the past six months. From her perspective she expressed that Mr. Hilton had done a great job. Ms. Bent said she lacked the experience to provide comments on Mr. Hilton’s performance over the entire year, but that she would complete the instrument if it was helpful. Mr. Furnari indicated that the Board welcomed her perspective and input.

Ms. Tanner-Butler informed the Board that she had tendered her resignation from her position on the Nantucket School Committee. She told the Board that in her 32 years on Nantucket she had been a member of many boards. She expressed that, prior to joining the Collaborative Board, she had never seen people more prepared. She commended Paul for his respect to the Board.

Ms. Putnam referred to the summation of the evaluations submitted so far. She indicated that she had been on the Board for a very long time, and that the challenges posed by COVID-19 during the past year required the Collaborative to be fluid and adapt to the ever-changing needs of the member districts. Mr. Hilton exhibited exceptional leadership during the pandemic.

Mr. Myers spoke about the summary and the lens used for evaluation. He indicated that Mr. Hilton had received consistently high ratings except in Community Relations / Family and Community Engagement. He noted that he lacked information to make a sound evaluation of this area. He indicated that this lack of information was reflected in other comments noted on the summary. He expressed that, if additional information were provided to the Board to help evaluate Mr. Hilton on these criteria, he would be inclined to revisit this item.

Mr. Furnari spoke about the opportunities he has had to see Mr. Hilton interacting with students and families, including student graduations for both Waypoint and STAR students. Mr. Myers responded that if he had known this prior to completing the evaluation, he would have thought differently about his response.

Mr. Morris told the Board that he had previously operated a Public Relations business. He expressed that “getting the word out” could be difficult, especially where negative information tends to spread quickly. He noted that members of the Special Education community on Cape Cod may not know Mr. Hilton by name, but they know what he does.

Mr. Hilton commented on the amazing job Collaborative staff had done and continue to do. He noted the evaluation period had been unusual, as he was asked not to send the Board his usual comprehensive (50+ page) memo prior to the evaluation. Mr. Hilton noted his focus had been to keep the doors open and continue to provide services – not to spread the “good news” through Collaborative program newsletters and catch-up communications. He informed the Board that he viewed his work as not focused upon the evaluation, but that he worked for the students (their families, and districts).

g. Osterville Playground

Discussion

Ms. Lipkind updated the Board regarding replacement of the playground at the Osterville Campus (STAR Program). She explained that a working design had been created and that the current estimate for construction of a playground based on this design was \$250,000. She noted that the current vendor being considered was is on the (Massachusetts Higher Education Consortium) MHEC site; thus, the Collaborative would not need to utilize a bidding process.

Mr. Lipkind explained that fundraising efforts had continued to occur through the Cape Cod Challenger Club (raffles, vending fund donations) including a DRAFT drawing of the playground. It was explained that the Board had previously voted to provide “seed” money (\$60,000) from the Board to elicit grant participation.

Dr. Woods shared that the Collaborative had been nominated for a \$500 donation from Liberty Mutual. She indicated that this nomination had been made possible by the son of a STAR staff member.

Ms. Lindahl asked if the Collaborative would be able to collect donations through a “GoFundMe” page without breaking any rules. She noted that this type of fundraising would allow the story behind the project to be shared.

Ms. Bent indicated that she had recently attended a school committee meeting where this issue was raised in a different context. She explained that she understood that limitations exist regarding solicitation of funds through GoFundMe. Mr. Hilton agreed that the Collaborative would investigate. Ms. Lipkind noted the Collaborative’s status as a non-profit might also impact what was allowed and that further research would be necessary. She also noted that GoFundMe was typically linked through Facebook, and the Collaborative did not maintain a Facebook page. Mr. Furnari suggested an advocate to assist in fundraising efforts would be helpful. Ms. Putnam suggested the Collaborative draft a press release describing the needs and share it with local publications.

Mr. Myers noted Barnstable may have Community Preservation Funds available for recreational activities and facilities. Mr. Hilton explained that this had been investigated as an option and that use of these funds might be challenging, as the required provision for community access would be difficult during school hours.

V. New Business

a. FY2021 Warrants

• #33

VOTE

• #34

VOTE

• #35 VOTE

• #36 VOTE

Mr. Furnari asked for a motion to approve Warrants #33, #34, #35 and #36 as a slate.

Ms. Bent made a motion that the Board vote to approve Warrants #33, #34, #35, and #36 as a slate. Ms. Putnam seconded the motion.

A roll call vote was taken:

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

The motion passed.

Mr. McGee left the meeting after this vote was taken.

b. FY2021 Spending Plan & Statutory Budget

VOTES

• Updates

Discussion

Ms. Lipkind and Mr. Hilton briefly reviewed the financial status of the Collaborative and projections through the end of the fiscal year. Ms. Lipkind noted that, based upon the current trajectory, the Collaborative would finish the fiscal year in the black. She also noted that there were no modifications to the budget required.

- Projection Narrative
- Projection Spreadsheet

• Personnel

○ Vaccination Planning

Mr. Hilton reviewed activities associated with the effort to ensure Collaborative staff access COVID-19 vaccinations. He explained that the Collaborative continued to work closely with staff to ensure that each individual was aware of changes in access and opportunities for vaccination.

○ Additions

VOTE

- David Burnie CDL Driver, Monomoy
- John Dooley Custodian
- Lucas Enabenter CDL Driver, Training
- Gledson Simon Paraprofessional, STAR

○ Reductions

VOTE

- Jessie Carrier CDL Driver, Bourne
- John Dooley Custodian
- Charles Lowder 7D Driver
- Renata O'Connor Paraprofessional, STAR (Retired)
- Errol Thompson CDL Driver, Mashpee

○ Change of Status

VOTE

- New Driver Incentives
 - i. Ed Beauchemin Nauset

- ii. Erin Eldredge Monomoy
- iii. Sheila O’Loughlin Mashpee
- iv. Andrea Taylor Monomoy
- Alice Fontaine From CDL Monomoy to 7D Driver
- Steven Levangie From CDL Spare to OOD
- Peter Neilson From CDL Spare to Bourne

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

Ms. Putnam made this motion; Ms. Tanner-Butler seconded.

A roll call vote was taken:

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

The motion passed.

c. Programs/Services

- Public Day programs
 - Transition Planning & Activities
 - Introductions
 - i. Julia Bryant
 - ii. Dr. Kara Peterson

Mr. Hilton invited Ms. Bryant and Dr. Peterson to introduce themselves to the Board.

Ms. Bryant informed the Board that she had been with the Collaborative for over 14 years. She explained that she was originally contracted to provide professional development through a grant. She explained that she later worked as a BCBA within districts and Collaborative programs. She expressed that her heart is in behavior analysis.

Dr. Peterson introduced herself, indicating that she had been born and raised on Cape Cod. She explained that she has worked as a teacher, principal, and also as a state evaluator of DYS systems. She indicated that the opportunity to work at the Collaborative provided a bridge between teaching and her work at DYS with disadvantaged students.

Mr. Hilton, Ms. Bryant, Dr. Peterson, and Ms. Caputo discussed the on-going planning for Dr. Woods’ retirement. Ms. Caputo expressed that that they were developing into a strong team which would move the work that Dr. Woods had been doing forward.

Mr. Hilton indicated that additional information, including an organizational chart and contract modifications, would be brought to the Board at a later meeting.

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

Mr. Schumacher expressed concerns regarding Waypoint enrollment. He expressed that, based upon information in the Board packet, it appeared that 11 students in the program were currently attending remotely, where the STAR enrollment indicated that only 1 student was attending remotely.

Dr. Peterson clarified the enrollment information. She noted that 1 middle school (grades 5 through 8) student was currently attending remotely, but that all other middle school students were attending in-person. She indicated that the Academy had been steadily increasing middle school enrollments. Dr. Peterson also noted 3 high school students were currently attending remotely, while most other students rotated between remote and in-person instruction due to their various personal circumstances.

Dr. Woods spoke about differences in the profiles of students attending the two programs. She indicated that the majority of STAR Program students had intellectual disabilities and/or learning needs that might prohibit them from being able to effectively learn remotely. She noted that referrals to the programs reflect what was happening within districts, where elementary and middle school students were more likely to be attending in-person. She expressed that strategic planning would require looking ahead to the dramatic shift which was likely to occur when students of all ages returned to the classroom (in-person).

Ms. Bryant noted STAR students had different learning challenges. She expressed that families were challenged when students were remote last spring and were anxious (and ready) to have students return to the classroom.

Ms. Caputo spoke regarding some of the challenges with the high school population. She indicated that, while only 3 students had been attending remotely the entire year, the rest of the students had effectively moved fluidly between in-person and remote instruction. She expressed that it was challenging to tell families that students cannot participate remotely when the school cannot dictate, as families currently had a choice.

Mr. Hilton observed the State had, up to that point, allowed students to be remote learners. He expressed that the customization of the learning process has been tremendous for Collaborative students. He indicated that there was a deep and real concern regarding the potential learning loss, but that the

impact could vary dependent upon the quality of remote instruction. He expressed that real-time class participation was occurring within Collaborative programs, even with remote learners.

Mr. Hilton also noted that during the pandemic period, many students had been allowed to drop out permanently (at a district level), including students on IEPs. He again stressed that the concern regarding learning loss was real. Mr. Hilton observed that many students would not be able to make up for this loss. Mr. Hilton also noted there was expected to be a “tidal wave” of need as students returned to full in-person instruction. He indicated that, in regards to enrollment concerns, that there were currently 52 commitments for Waypoint for the 2021-2022 school year.

- **Transportation**

Mr. Hilton provided a brief update regarding current issues and opportunities with Collaborative transportation. He noted it was likely that only four (not five) special educational vehicles would be recommended for purchase for FY22.

- **Solicitation of Proposals for Equipment**

VOTE

Ms. Lipkind and Mr. Hilton asked the Board for a vote to solicit proposals for the following equipment:

- Nantucket – Two (2) new 71 passenger buses to replace two (2) 71 passenger buses. This procurement maintains the established process of replacing buses on the island after five (5) years of use. Please note that these buses are placed in service for the Truro Public Schools. 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. This procurement supports a replacement process that had been developed with the Mashpee Public Schools. These buses will replace buses that have been in service since 2009.
- Special Education – (up to) Five (5) short buses.
 - Three (3) “full seat” short buses – These 29 passenger buses will replace vehicles that have been in service since 2007 & 2008. These vehicles will support special education transportation services for districts throughout the region.
 - Two (2) “universal” short buses – These wheelchair accessible buses maintain flexibility (track seating) to be arranged for various numbers of wheelchair occupants. These vehicles will replace vehicles that have been in service since 2008. These vehicles will

support special education transportation services for districts throughout the region.

Mr. Hilton recommended that the Board vote to authorize the procurement officer (Ms. Lipkind) to solicit proposals for the equipment/vehicles.

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

A roll call vote was taken:

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

The motion passed.

- **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.

Ms. Lindahl made a motion that the Board vote to authorize Ms. Lipkind, as Chief Procurement Officer, to solicit proposals/bids for financing the above referenced equipment. This borrowing must be cost-effective and in the best interests of the Collaborative and member municipalities. Ms. Tanner-Butler seconded the motion.

A roll call vote was taken:

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

The motion passed.

- Consultation

- Mr. Hilton discussed recent and ongoing consultation, involving Ms. Lipkind and Mr. Dupuis, with districts regarding their current and future transportation services.
- Mr. Hilton noted that districts had continued to work closely with Collaborative staff to navigate the challenges and changes necessary to ensure the delivery of this service to effectively support students throughout the region.

- Therapies

Mr. Hilton provided a brief update regarding the provision of services within Collaborative programs and to serve school districts. He noted that recent

requests for support had been received from Upper Cape Cod Regional Vocational Technical High School (Physical Therapy) as well as the Bourne Public Schools (Speech).

- Special Projects

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

- Bridgewater State University – Dr. Bogden spoke about the continued partnership with BSU resulting in the second Special Education Licensure Cohort program.

Dr. Bogden also discussed a recent initiative that had been developed regionally. He explained that the Cape Cod Collaborative is offering a new professional learning opportunity in partnership with Bridgewater State University: The Collaborative Framework for Educator Evaluation (COFFEE).

COFFEE was designed for new administrators/department heads who are, or would be, responsible for supervision, observation, and/or evaluation. He explained that COFFEE was designed specifically for Massachusetts and anchored in the Massachusetts model for educator evaluation unlike other evaluation training programs. He also noted that the program addresses teaching and learning with a lens of cultural proficiency.

Dr. Bogden described how this course will provide a regional alternative to RBT’s ATSR course. He explained that the program and coursework was conceived and would be taught by Sonia Tellier and Marc Smith, Assistant Superintendents from Falmouth and Monomoy respectively.

- 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

Dr. Bogden indicated the All-Cape In-Service has been scheduled to occur on October 8, 2021. He explained that there was hope that some of the professional development could be offered in-person. He explained that content coordinators were currently working to identify professional development providers, who would need to be prepared to offer either virtual or in-person courses.

- ASLP

Mr. Hilton updated the Board regarding the planning for the Summer 2020 ASLP Program. He indicated that most applications had been received from the school districts and were currently being processed. Mr. Hilton noted that fewer applications had been received than in prior years. He noted that he was reaching out to districts, including Plymouth, to assure the program had the number of students necessary to maintain viability.

- Sheltered English Immersion (SEI) Course Development
Dr. Bogden noted the Collaborative currently offers “for cost” SEI endorsement courses through a partnership with South Shore Educational Collaborative. The current class began two weeks ago and has 25 enrollees.

d. FY2022 Spending Plan & Statutory Budget Development

A meeting of the Finance Subcommittee occurred immediately prior to the March meeting. The development of the FY2021 Spending Plan and Statutory Budget were proposed and reviewed.

Mr. Hilton provided a preliminary presentation of the proposed changes included with the FY2022 DRAFT Spending Plan & Statutory Budget.

The DRAFT Plan was included with Board materials.

- Health and Dental Insurance Rates:

Mr. Hilton discussed the impact of rate determination for health and dental insurance. He explained that the insurance for employees was provided through the Cape Cod Municipal Health Group (CCMHG). He indicated that it was likely that there would be a “rate holiday” for one month in FY2022. He noted that the preparation associated with determining the structure of the rate for FY2022 was discussed in Executive Session.

He also explained that the “rate holiday”, the FY22 rate increases, and the possibility of more dramatic rate increases in FY23 would make calculating payroll deductions for employees a very complicated process.

- Bridgewater State University (BSU)– Cape Cod (MacArthur School Building):

Mr. Hilton and Ms. Lipkind discussed the cooperative agreement that had been developed for the continued use of the MacArthur School building in South Yarmouth. They noted that the status of negotiations (with BSU/state and the Town of Yarmouth) was discussed in Executive Session.

Mr. Hilton discussed other expense items related to the development of the Spending Plan. These included a 2% COLA increase to salaries and hourly rates, new vehicle purchases, Risk Eraser, the OPEB allocation, and other facilities fees.

The “Revenue Sheet” and the “Allocation” page were also reviewed. It was noted that projected revenues were based upon program enrollment and recommended rates.

Mr. Hilton noted that the proposed Spending Plan included facilities expenses for the BSU-Cape Cod, Yarmouth building. he shared a video “walk-through” of the BSU building with Board members.

Ms. Putnam observed that the property had sizable grounds. Mr. Hilton indicated that he would reach out to Cape Cod Tech’s horticultural group to consider work to be completed with the grounds.

Mr. Furnari noted that there was fiber optic cable connected to the building. Mr. Hilton noted that BSU had rewired the building for fiber connectivity and wireless access points.

e. Virtual High School

Mr. Bogden discussed the status of the consortium for Virtual High School that has existed through the Cape Cod Collaborative since 2001. There has been a 22% increase in the use of “seats” over last year; 249 seats are currently being utilized by member districts.

The Collaborative has reconciled the district use of the Virtual High School service for the 2020-2021 School Year and is invoicing for districts for their coordinated use of this programming.

vi. Cracker Barrel

VII. Other

VIII. Adjournment

Ms. Bader made a motion that the Board vote to adjourn. Ms. Tanner-Butler seconded the motion. A roll call vote was taken:

Ms. Lindahl -yes, Mr. Auciello – yes, Mr. Schumacher – yes, Ms. Putnam – yes, Ms. Bader – yes,
Ms. Fuller – yes, Mr. Morris – yes, Mr. Fichtenmayer – yes, Mr. Myers – yes,
Ms. Tanner-Butler – yes, Mr. Furnari – yes.

The motion passed.

The March 10, 2020 meeting of the Cape Cod Collaborative Board of Directors adjourned at 7:59 PM.