

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
VIA ZOOM and In-Person at the Cape Cod Collaborative
418 Bumps River Road, Osterville, MA 02655
May 12, 2021 at 5:15 PM

I. Call to Order

The May 12, 2021 meeting of the Cape Cod Collaborative Board of Directors was called to order at 5:18 PM by Mr. Furnari, Chair.

Mr. Furnari noted the meeting would occur virtually through the Zoom application and that the 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. Attendees were able to join the meeting by calling:

Phone Number: 1-929-205-6099
Meeting ID: 821 3486 5538
Password: CapeCod

Mr. Furnari noted the order of the meeting will include 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	Kathleen Bent (R)
Bourne	Maureen Fuller (R)

Brewster
Dennis-Yarmouth
Mashpee
Monomoy
Orleans
Sandwich
Upper Cape Cod RTS
Wellfleet

Katie Miller-Jacobus (R)
Phillip Morris (R)
Don Myers (R)
Joe Auciello (R)
Hank Schumacher (R)
Kristin Bader (R)
Robert Fichtenmayer
Jill Putnam (R)

Treasurer
Secretary

William (Bill) Friel
Elizabeth (Beth) Deck

Also in attendance were:

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

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

Mr. Furnari called for a motion to suspend Martha's Vineyard, Provincetown, Truro and Nauset for non-attendance, and Wareham, as there was currently no appointed member. The motion was made by Ms. Putnam and seconded by Ms. Bent.

A roll call vote was taken:

Ms. Bent – yes, Ms. Putnam – yes, Mr. Schumacher – yes, Ms. Lindahl – yes,
Ms. Miller-Jacobus – yes, Mr. Morris – yes, Mr. Myers – yes, Ms. Bader – yes,
Mr. Furnari – yes.

The motion passed.

II. Executive Session

Mr. Furnari indicated that it was necessary to enter into Executive Session for the purposes stated in the agenda:

a. To conduct strategy sessions in preparation for negotiations with nonunion personnel;

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
- Change to Employee Handbook
- 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. (The 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.)

- Lease Negotiations with Bridgewater State University 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.
- Review of Lease Status & Preparation for Solicitation for Lease of Vehicle Maintenance Facility

Ms. Bent made a motion that the Board enter into Executive Session for the stated purposes. The motion was seconded by Ms. Putnam.

A roll call vote was taken:

Ms. Bent – yes, Ms. Putnam – yes, Mr. Schumacher – yes, Ms. Lindahl – yes,
Ms. Miller-Jacobus – yes, Mr. Morris – yes, Mr. Myers – yes, Ms. Bader – yes,
Mr. Auciello – yes, Mr. Furnari – yes.

The motion passed.

The Board exited Open Session and entered Executive Session at 5:21 PM.

The Board exited Executive Session and returned to Open Session at 5:36 PM.

III. Minutes

a. April 14, 2021

VOTE

Ms. Bent made a motion that the Board vote to approve the minutes of the April 14, 2021 meeting. Ms. Putnam seconded the motion.

A roll call vote was taken:

Ms. Bent – yes, Ms. Putnam – yes, Mr. Schumacher – yes, Ms. Lindahl – abstain,
Ms. Miller-Jacobus – yes, Mr. Morris – yes, Mr. Myers – abstain, Ms. Bader – yes,
Mr. Auciello – yes, Ms. Fuller – yes, Mr. Furnari - yes

The motion passed.

IV. Old Business

a. Transportation

- Invoicing

Mr. Hilton and Ms. Lipkind updated the Board regarding the status for FY21 invoicing to districts. Ms. Lipkind informed the Board that out-of-district special

needs transportation invoicing was in-process. She indicated that this service was a “tight” area within the Spending Plan for this year. Mr. Hilton noted that a meeting of the Finance Subcommittee had occurred prior to the Board meeting. He explained that it was expected that the Collaborative will finish (financially) in the black. He explained that the Collaborative had dedicated resources (buses and vans) to this service area that were not fully utilized due to the pandemic. He further noted that the Collaborative’s goal continued to be to ensure that invoicing was fair and appropriately aligned for the service.

- **Reconciliation**

Ms. Lipkind and Mr. Hilton reviewed the status of the reconciliation of costs and revenues projected for FY21. It was expected that revenue will continue to cover expenses.

b. Paycheck Protection Program

Ms. Lipkind provided an update regarding the status of the Paycheck Protection Program loan, and the preparation for an application for forgiveness of the loan. She indicated that the portal had been opened and explained that she and Mr. Dupuis were assessing whether there had been any change to the information required within the application. She noted that the Collaborative would be prepared to complete the forgiveness application within the coming week. [The forgiveness application process timeline had been extended to two years from the origin of the loan – (May 2020 loan origin).]

Mr. Hilton also noted that the Collaborative had continued to coordinate with TD Bank. He explained that recently, the unit within the bank that was assigned to the Collaborative was changed from “business” to “municipal.” Mr. Hilton continued to express concern regarding the determination timeline for the Collaborative’s eligibility for the loan. He explained that he had continued to seek assistance from Representative Keating’s office regarding this matter.

c. Waypoint Relocation Planning

Mr. Hilton observed that this topic had been discussed in Executive Session. He explained that he and Ms. Lipkind had continued to work with the Collaborative’s contracted real estate broker as they developed a solid plan for the location of the program for September of 2022. Mr. Hilton explained that the Collaborative would continue to pursue cooperative use of the Bridgewater State University building (the MacArthur School) in South Yarmouth, which was among potential options for relocating Waypoint.

d. Transportation Subcommittee

Mr. Erikson indicated that the transportation policies which had been developed by the Transportation Subcommittee (Flaherty/Lindahl/McGee) would be included in the Transportation Handbook for 2021-2022. These policies had been reviewed by Collaborative counsel. Mr. Erikson referred to a copy of the policies, showing

suggested edits, that was included in the Board materials. Mr. Erikson and Mr. Hilton indicated the 2021-2022 Transportation Handbook that would be presented for consideration and approval for the June Board meeting.

e. Osterville Playground

Discussion

Mr. Hilton indicated that information associated with the planned playground equipment had been included in Ms. Lipkind’s submitted reports. He noted that the estimated cost for the playground was \$250,000; and that the Board previously voted to set aside \$60,000 in “seed” money to elicit grant participation.

Ms. Lipkind discussed fundraising efforts that had occurred through the Cape Cod Challenger Club (raffles, vending fund donations).

The development of a fund-raising strategy, including a press release, was discussed.

V. New Business

a. FY2021 Warrants

VOTES

- | | | | |
|-------|-------------|-------|-------------|
| • #42 | VOTE | • #44 | VOTE |
| • #43 | VOTE | • #45 | VOTE |

Mr. Furnari asked for a motion to approve the Warrants as a slate.

Ms. Bent made a motion that the Board vote to Warrants #42, #43, #44, and #45 as a slate. Ms. Putnam seconded the motion.

A roll call vote was taken:

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

The motion passed.

(Ms. Bader lost connection to the meeting prior to the vote.)

b. FY21 Spending Plan & Statutory Budget

VOTES

- Updates

Discussion

Mr. Hilton referred the Board to previously approved changes to the FY21 Spending Plan and Statutory Budget which were consistent with votes of the Board. He explained that these items had not impacted approved rates for tuitions or services. He also noted that Ms. Lipkind’s report to the Board showed the current financial status and projections through the end of the fiscal year.

- Projection Narrative
- Projection Spreadsheet
- Audit Preparation

Ms. Lipkind updated the Board regarding preparations for the FY21 Audit of Collaborative Financial Statements. Mr. Hilton indicated that the auditors had requested further details regarding the Board vote to purchase gift cards for

transportation employees during FY21. Ms. Lipkind and Mr. Friel discussed changes being made within internal practices that would enhance controls associated with the use of Purchasing cards (or P-cards) and especially gift card purchases. They noted that these changes were being communicated to staff.

Mr. Friel informed the Board that refining and improving internal controls was a proactive and positive step. He explained that, although the Collaborative had adequate controls in place, strengthening the pre-approval and authorization process would improve the Collaborative's financial strength. Ms. Lipkind summarized that the tighter processed would allow less room for questionable practices.

- Personnel

- Additions **VOTE**
 - Alycia Lopes CDL Driver - Training
- Reductions **VOTE**
 - Timothy Baszak Teacher, Waypoint
 - Nichole Colleton Paraprofessional, STAR
 - Aaliyah Roderick Paraprofessional, STAR
- Change of Status **VOTE**
 - John Conca CDL Spare to OOD
 - Lucas Enabenter CDL Spare to Bourne

Mr. Furnari called for a motion to approve the personnel changes as a slate. Ms. Bent made a motion that the Board vote to approve the Additions, Reductions and Changes of Status as a slate. Ms. Putnam seconded the motion.

A roll call vote was taken:

Ms. Bent – yes, Ms. Putnam – yes, Mr. Schumacher – yes, Ms. Lindahl – yes,
Ms. Miller-Jacobus – yes, Mr. Morris – yes, Mr. Auciello -yes, Ms. Fuller – yes,
Mr. Furnari – yes.

The motion passed.

c. Programs/Services

Mr. Hilton informed the Board that Dr. Woods had asked for the opportunity to speak briefly at the meeting.

Dr. Woods informed the Board that she would be unable to attend the June Board meeting, the final meeting before her retirement, due to a previous commitment. She expressed her deepest gratitude to the Board for all the support that they had provided to her over the past twenty years. She spoke the evolution of her role in the Collaborative over the years and expressed her great pride in program staff. Dr. Woods closed with a quote from Helen Keller on how what we love becomes a part of us.

Ms. Putnam thanked Dr. Woods for her service – not just to the Collaborative, but to the field. She described her initial introduction to Dr. Woods when she (Dr. Woods)

was working in Early Intervention. Ms. Putnam indicated her appreciation and so gratefulness for Dr. Woods' contributions.

Mr. Hilton said that the Collaborative would be celebrating Dr. Woods in June and that invitations to the event would be sent to Board members.

- **Cape Cod Collaborative Public Day Schools 2021-2022 Calendar VOTE**

Mr. Hilton noted the draft calendar for both the STAR Program and Waypoint Academy had been included with the Board materials for consideration. Mr. Hilton recommended that the Board vote to approve the Collaborative's Public Day Schools' Calendar for 2021-2022.

Ms. Bent made a motion that the Board vote to approve the 2021-2022 Public Day Schools calendar. Ms. Putnam seconded the motion.

Ms. Bent asked how the Collaborative would address "Juneteenth", which was now a legal holiday in Massachusetts, and wondered if it would be necessary to move the 185th day to June 24, 2022 as June 19th would fall on a Sunday.

Mr. Furnari suggested that this issue could be addressed if snow days impact the calendar.

Ms. Miller-Jacobus asked for clarification regarding this new holiday and whether having the date fall on a Sunday triggers a Monday holiday. Ms. Bent indicated that, as a legal holiday, it was likely that it would.

Dr. Woods asked Board members how their districts were addressing this issue. Ms. Bent said she would find out how Barnstable would be addressing the issue and would report back to the Board.

Ms. Lindahl asked if there was any guidance from the DESE regarding this holiday. Mr. Hilton responded that this has been a topic of discussion among superintendents, and that there had been no direction from the DESE, but that direction was expected from the state in the coming days.

Mr. Furnari called the vote. A roll call vote was taken:

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

The motion passed.

- Waypoint Academy
 - Enrollment Update
 - Programming

Dr. Peterson spoke about "winding down" the school year. She explained that staff and students will be enjoying end of year celebrations, including a cookout and field events. She noted that "Students of the week" would be celebrated.

She also noted that staff were in the process of planning for the extended school year as well as the upcoming school year and that eighth grade

students were beginning the transition to high school in a process wherein they were assigned high school home rooms and eating lunch with their new classes.

- STAR / Osterville
 - Enrollment
 - Programming

Ms. Caputo indicated that both STAR and Waypoint were wrapping up the year and planning for the start of the extended school year (summer). She also noted that MCAS testing was in process and that staff evaluations were occurring.

Ms. Caputo also noted that the STAR Program had recently celebrated the two students who had turned 22 and transitioned out of the program. She told the Board that some other STAR students had started their transition from the STAR Program to Waypoint Academy.

- Transportation

Mr. Hilton reported that the Collaborative continued to work closely with districts. He explained that staffing had remained difficult. He noted that districts would be planning summer programs which would require student transportation services. He explained that, at the time of the Board meeting, there were few details available, making planning to support transportation services for the summer very challenging.

Mr. Hilton discussed the need for the Board to authorize the Collaborative to solicit proposals for vehicle maintenance. He explained that the Collaborative's lease for its maintenance facility would expire August 31st. Mr. Hilton asked the board to authorize the Collaborative to solicit bids for a maintenance facility.

Mr. Furnari asked for a motion on all items related to vehicle maintenance and the maintenance facility. Mr. Hilton asked to reach the requests out loud for the Board, as the votes are for different purposes.

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

- **Authorization to allow Executive Director and/or Business Manager to enter into agreements for Contracted Vehicle Maintenance** **VOTE**

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

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

The current lease for the Dennisport vehicle maintenance facility expires August 31, 2021. It is necessary to solicit bids to enter into a new lease agreement for a maintenance facility.

- **Authorization to allow Executive Director and/or Business Manager to negotiate lease of Vehicle Maintenance Facility VOTE**
Mr. Hilton and Ms. Lipkind recommended that the Board authorize the initiation of negotiations for a lease for a vehicle maintenance facility, and to bring the resulting lease proposal before the Board for approval.

Mr. Morris made a motion that the Board vote to approve the authorization to solicit proposals for contracted vehicle maintenance, the authorization to allow the Executive Director and/or Business Manager to enter into agreements for contracted vehicle maintenance, the authorization to solicit proposals to lease a vehicle maintenance facility, and the authorization to allow the Executive Director and/or Business Manager to negotiate a lease for a vehicle maintenance facility as a slate. Ms. Putnam seconded the motion.

A roll call vote was taken:

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

The motion passed.

Ms. Bent made a motion that the Board vote to approve the slate. Mr. Morris seconded the motion.

A roll call vote was taken:

Ms. Bent – yes, Ms. Putnam – yes, Mr. Schumacher – yes,
Ms. Lindahl – yes, Ms. Miller-Jacobus – yes, Mr. Morris – yes,
Mr. Myers – yes, Mr. Auciello -yes, Ms. Fuller – yes,
Mr. Fichtenmayer – yes, Mr. Furnari – 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 needs, with particular focus upon the changing needs and capacity associated with the impact of the COVID-19 pandemic.
 - Provincetown – Mr. Hilton noted that the Collaborative had recently coordinated support for the Provincetown Public Schools due to unforeseen transportation challenges. He

explained that there was an increased collaboration for the provision of transportation services for the outer Cape.

- Nantucket – Mr., Hilton noted that the Collaborative has provided transportation services for the Nantucket Public Schools continually since 1997. He explained that Ms. Linda Bayard (formerly Barret & Carpenter) had supervised the provision of school transportation on the Island since (and before) that time. He informed that Board that Ms. Bayard had indicated her plan to retire at the end of FY21 (June 30, 2021). Mr. Hilton explained that he and Ms. Lipkind continued discussions with the Nantucket Public Schools administration and with transportation staff on the island to plan for the transition.

Mr. Hilton also noted that, in addition to Ms. Bayard’s retirement, the service on the island would be impacted by the retirement of her husband, Peter Bayard, and the family leave of her sister, Nancy Morris.

- Therapies

Mr. Hilton provided a brief update regarding the provision of services within Collaborative programs and to serve school districts. He noted that there were no significant changes.

- Special Projects

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

- Bridgewater State University

- Dr Bogden discussed the current Special Education cohort operated in coordination with Bridgewater State University was ending during the spring. He explained that the Collaborative is working closely with Collaborative staff and was continuing discussions with districts regarding the need and timing for a subsequent cohort.

Dr. Bogden also noted that Curriculum Administrators were also discussing whether cohorts for other certifications could follow this model.

- Dr. Bogden also explained a partnership with Bridgewater State University, through which the Cape Cod Collaborative was offering a new professional learning opportunity: Collaborative Framework for Educator Evaluation (CoFFEE). He noted that CoFFEE was designed for new administrators (and department heads) who were, or would be, responsible for supervision, observation, and/or evaluation. He further explained that, unlike other evaluation training programs, CoFFEE was designed specifically for Massachusetts, was anchored in the Massachusetts model for educator evaluation,

and views at teaching and learning with a lens of cultural proficiency.

Dr. Bogden also noted that this course was conceived as a regional alternative to (Research for Better Teaching's) RBT's ATSR (Analyzing Teaching for Student Results) course. Dr. Bogden informed the Board that the courses would be taught by Sonia Tellier and Marc Smith, assistant superintendents from Falmouth and Monomoy, respectively. He noted that at the time of the Board meeting that eight students were enrolled in the class which began April 12th.

Dr. Bogden indicated, halfway through the course, the reviews are positive.

Ms. Miller-Jacobus asked Dr. Bogden to help interpret the meaning of RBT and ATSR. Dr. Bogden responded that "RBT" stands for Research for Better Teaching, and "ATSR" is the abbreviation for the course, "Analyzing Teaching for Student Results." Dr. Bogden noted the CoFFEE course offers significant savings to districts, at a cost of \$900 per student vs. RBT's fee of \$1,800 per student.

Mr. Hilton noted that RBT was a high quality organization, and that several some local districts had previously required their courses. He explained that the CoFFEE course arose from the need for locally developed and customized programming. He indicated that it was amazing to see this happen and to partner with BSU for the initiative.

- Professional Development / Grants - Tower Foundation Grant
Dr. Bogden provided an update regarding the status of the grant programming that is occurring with several districts in the region. He noted that Dr. Giffune continued to work with districts toward expand utilization of Modern Teacher.
- All-Cape In-Service
Dr. Bogden noted that the All-Cape Professional Development Day would occur on October 8th. He explained that nine local educators had already been identified who would serve as Content Coordinators in the identification of workshop session topics and presenters for the areas of Counseling, ELL, World Language, Library, Early Childhood Education, Music, Art, Physical Education / Health and CTE (Career and Technical Education). Dr. Bogden indicated that a preliminary list of full and half-day workshops would be available in June.
- ASLP
Mr. Hilton updated the Board regarding the planning for the Summer 2021 ASLP Program. He indicated that Dr. Joseph Gilbert had agreed to continue to support the ASLP programming development through June 30, 2021.
Mr. Hilton noted that The Collaborative had been in continuous discussions with the Massachusetts Maritime Academy regarding planning for ASLP Summer 2021. He noted that a possible option was in development for an alternative program structure as it was

increasingly likely that residential camp programming would not occur at Massachusetts Maritime Academy during Summer 2021. Mr. Hilton explained that the reformatted program would continue to utilize the resources of the Academy, as well as partner facilities. To ensure a vibrant and engaging student experience. He indicated that there would be communication with families through a Zoom meeting on May 18, 2021 regarding the final determination of program structure. He noted that the “Zoom” teleconference was planned with all students/families for May 18, 2021 to discuss the structure and coordination of the programming for Summer 2021.

Mr. Hilton further explained that the availability of the COVID vaccine for a younger population combined with changes in COVID restrictions may have an impact upon the programming. He indicated the impact of the changes to the program structure (and the interest by students and families) was unknown and explained that there could be students who would withdraw from the restructured program.

Mr. Schumacher read the proposal for the revised program and expressed his disappointment that the program could not be a residential opportunity for students. Mr. Hilton noted that there was no overnight option available at this time. He explained that the Bourne Board of Health (and Commonwealth of Massachusetts) requirements for an overnight camp in Bourne were very stringent and that Massachusetts Maritime could not assure compliance.

Mr. Furnari indicated that he appreciated Mass Maritime’s efforts to make the program happen.

- Sheltered English Immersion (SEI) Course Development

Dr. Bogden indicated that the Spring SEI endorsement course, with twenty-five students enrolled, would be finishing the first week in June. He explained that the Collaborative currently offers “for cost” SEI endorsement courses at the Collaborative and that participating educators were eligible to receive graduate credit through BSU.

- Educating All Cape Cod Children: Celebrating the Mosaic

Dr. Bogden informed the Board that the Collaborative was supporting a conference organized and sponsored by the MLK Action Team, Cape Cod Chapter of the NAACP. He explained that the conference would occur on Monday, July 19th and Tuesday, July 20th and that Registration is free.

Ms. Miller-Jacobus noted this course strives towards the “cultural proficiency” goal, which is part of the anti-racism resolution passed by MASC. Dr. Bogden explained that the course was developed to address the needs and challenges regarding diversity within the student body(ies). He also noted that information would be available on the Collaborative’s website and the Collaborative would assist in advertising this opportunity across the state.

d. FY2022 Spending Plan & Statutory Budget Development

Mr. Hilton indicated that a meeting of the Finance SubCommittee was held prior to this Board meeting to discuss the development of the FY22 Spending Plan and Statutory Budget. He noted that all members of the Board were invited to attend.

He explained that the Collaborative Articles of Agreement require that the FY22 Spending Plan and Statutory Budget be approved at the June meeting of the Board. He noted that a DRAFT of the Spending Plan / Budget is presented to the Board each April and reviewed at subsequent Board meetings.

• **Approval of Preliminary Rates for FY22**

VOTE

Mr. Hilton recommended that the Board vote to approve the Preliminary Rates for FY22, as several member districts were seeking to make prepayments. He noted the possibility that the rates might need to be adjusted if there were insurmountable challenges with program operations with the anticipated rates and discussed the process that would be necessary.

Ms. Putnam made a motion that the Board vote to approve the preliminary rates for FY22. The motion was seconded by Ms. Bent.

A roll call vote was taken:

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

The motion passed.

Mr. Hilton reminded the board of the factors that each district, and the Collaborative consider and include in the FY22 Spending Plan & Statutory Budget:

- Health Insurance Costs - Cape Cod Municipal Health Group has indicated that the health insurance costs will increase (3% BCBS HMO and 2% HPHC HMO) this coming fiscal year. Additionally, there will be a one-time rate holiday (one month not billed) for FY22 only.
- Restructuring of the Administration of Special Education Programs (STAR & Waypoint) is included in the Spending Plan / Budget.
- Salary Scale increase of 2% is included in the Spending Plan/Budget Proposal
- A decrease in Special Education program enrollment (revenue) is included in the proposal based upon modified projections.
- A 2.8% increase in Special Education Tuitions and Itinerant Services Fees are also proposed in the Spending Plan/Budget.
- Costs associated with the replacement of buses for the Mashpee and Nantucket Public Schools general transportation as well as some Specialized Transportation vehicles, are also included in the Spending Plan/Budget proposal.

Ms. Lipkind and Mr. Hilton reviewed the impact of the addition of the BSU-Yarmouth facility to the FY2022 DRAFT Spending Plan & Statutory Budget.

- 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. Mr. Hilton noted that the status of negotiations (with BSU/state and the Town of Yarmouth) had been discussed in Executive Session.

e. Memorandum of Agreement (MoAs) – Transportation

- Bourne - General Education (expires FY22) Discussion
- Mashpee - General & Special Education (expires FY23) Discussion
- Monomoy – General & Special Education (expires FY22, renewable to FY24) Discussion
- Nantucket – General & Special Education (annual contract) Discussion
- Nauset - General & Special Education (expires FY23) Discussion
- Truro - General & Special Education (expires FY22) Discussion

Mr. Hilton indicated this item had remained on the agenda, although most of these items do not require approval for the upcoming fiscal/school year, as it was necessary to discuss the Memoranda of Understanding to memorialize the agreements associated with service provision for the districts indicated above.

f. 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 2020-2021 School Year and had invoiced districts for their coordinated use of this programming.

VI. Other

a. Authorization for Solicitation of Bids for Design Services for Waypoint Relocation **VOTE**

Mr. Hilton recommended that the Board vote to authorize the Chief Procurement Officer (Ms. Lipkind) to solicit proposals / bids for architectural / engineering services relating to various interior and exterior repair / renovation projects such as window replacements, classroom modifications, handicap accessibility, brick restorations, HVAC modifications, etc., required for the Waypoint Academy relocation.

Ms. Putnam made a motion that the Board vote to authorize Ms. Lipkind to solicit proposals or bids for these services. Ms. Bent seconded the motion.

Mr. Schumacher questioned the need for this, as the Collaborative had not yet made a definitive decision to relocate programming to this building. Ms. Lipkind noted the Collaborative needed to plan for the possibility of this event. She explained that the services procured through this process could be utilized regardless of the location that was determined. Mr. Hilton explained that, regardless of the site, the Collaborative would only have sixteen to eighteen months to relocate Waypoint Academy. He noted that the Collaborative needed an architect on board to start work immediately. He also explained that, with the Yarmouth location, there had been studies done that an architect can interpret. He also explained that the

Collaborative was legally required to follow a multi-layered interview process for the solicitation of this service.

A roll call vote was taken:

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

The motion passed.

VII. Board Reorganization

Discussion

Mr. Furnari, current Chairperson of the Cape Cod Collaborative Board of Directors, indicated that he would complete his current term on the Falmouth School Committee during this month. Mr. Hilton noted that the Board typically considers reorganizing in June each year. He explained the Board process for organization and meeting processes to prepare Board members for reorganizing at the June meeting.

Mr. Furnari expressed his thanks to the Board. He indicated that Mr. Hilton and Dr. Woods had delivered a plaque to him, recognizing his service to the Collaborative. Mr. Furnari explained that he started on the Board in 2017 and had been Chair since 2018. He noted that it had been a privilege to serve with such professional and passionate members.

Ms. Putnam thanked Mr. Furnari for his leadership, service, and transparency. She said that his time was greatly appreciated. Ms. Lindahl also thanked Mr. Furnari for his service. Mr. Morris noted that this was a “committee of leaders” and that Mr. Furnari had been able to corral and cajole everyone through the Pandemic and Zoom meetings. Ms. Fuller congratulated Mr. Furnari and thanked him for keeping the tone of the meetings positive and for his personal approach.

Ms. Putnam asked for time to speak regarding efficiencies associated with the Board’s agenda and meeting process. She spoke about the clear agenda with excellent background and noted that recent meetings had been able to move along “at a clip.”

Ms. Putnam expressed concern for Collaborative staff members who attend the meetings and suggested that they could submit a written report rather than attend in person, or that they be given the opportunity to speak at the beginning of the meeting and be able to leave afterwards.

Ms. Putnam encouraged Board members who have questions regarding the agenda to reach out prior to the meeting. This would allow more time for a response and greater clarification.

VIII. Cracker Barrel

Mr. Morris told the Board that the new Dennis-Yarmouth middle school was being worked on. He explained that the lot had been cleared. He voiced his regret that Mr. Ken Jenks would not be present to witness the construction.

Mr. Fichtenmayer asked if there had been any guidance regarding the continuation of Zoom meetings. Ms. Bent indicated that Barnstable School Committee meetings were now being held in person. Mr. Fichtemayer said that UCT's meetings were also in person. Ms. Bent indicated that Zoom was still being utilized for public participation. Mr. Auciello said that Monomoy was utilizing a hybrid model, some attend in person and some by Zoom.

IX. Adjournment

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

A roll call vote was taken:

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

The motion passed.

The May 12, 2021 meeting of the Cape Cod Collaborative Board of Directors adjourned at 6:57 PM.