

Cape Cod Collaborative
418 Bumps River Road
Osterville, MA 02655



Board of Directors
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Board of Directors Meeting Minutes
VIA ZOOM at the Cape Cod Collaborative
418 Bumps River Road, Osterville, MA 02655
April 13, 2022

I. Cracker Barrel Discussion

5:00 PM

a. Local District Issues

Board members were invited to share current concerns and challenges in the local educational arena.

b. Questions/Concerns

No questions or concerns were brought up for discussion.

II. Call to Order

5:15 PM

The April 13, 2022 meeting of the Cape Cod Collaborative was called to order by Ms. Lindahl, Chair, at 5:15 PM. The meeting occurred in a hybrid manner, with attendees participating both in person and virtually through the Zoom application. The recommendations associated with conducting a public meeting virtually were shared with Board members as required.

The posting of this Board meeting included means for public participation by telephone. Attendees were able to join the meeting by calling:

Phone Number: 929-205-6099
Meeting ID: 845 6002 4235
Phone Passcode: 5687745
Zoom Passcode: CapeCod

Ms. Lindahl reminded Board members of the necessity for all votes to occur through a “roll call” process.

Board members and Collaborative staff who attended the meeting remotely have “R” noted after their names. In attendance were:

Eastham	Judy Lindahl, Chair (R)
Barnstable	Kathleen Bent (R)
Bourne	Maureen Fuller (R)
Brewster	Casey Mecca (R)
Dennis-Yarmouth	Phillip Morris (R)
Falmouth	William Dorfner (R)
Mashpee	Don Myers (R)
Nauset Regional	Cathryn Lonsdale (R)
Orleans	Hank Schumacher (R)
Truro	Kolby Blehm (R)
Upper Cape Cod RTS	Robert Fichtenmayer
Wareham	Joyce Bacchiocchi (R)
Wellfleet	Jill Putnam (R)
Treasurer	William (Bill) Friel
Secretary	Elizabeth (Beth) Deck

Also in attendance were:

Executive Director	Paul Hilton
Business Manager	Amy Lipkind
Admin and Finance Coordinator	Marc Dupuis (R)
Operations Manager	Anders Erikson (R)
Director of Special Education	Christina Caputo
Director of Special Projects	Dr. Christopher Bogden (R)
Waypoint Program Director	Dr. Kara Peterson (R)
STAR Program Director	Julia Bryant

III. New Business

a. Programs/Services

- **2022- 2023 School Year Program Calendar**

VOTE

Mr. Hilton referred to the DRAFT 2022-2023 School Year Program Calendar that was included Board materials. He asked Dr. Peterson to comment regarding the proposed change for the start time for Waypoint Academy. Dr. Peterson discussed the proposed relocation of the program from Sandwich to Yarmouth which would likely occur during the 2022-2023 school year. She indicated that she had proposed changing the school day times to 8:00 AM to 3:00 PM (student day: 8:15 AM to 2:45 PM) as this would better accommodate students (and staff) whose commute times would change. Mr. Hilton indicated that discussion regarding the relocation would occur later in the meeting, and that it was likely the program would begin the school year at the Wing School in Sandwich. Ms. Bryant indicated that there were no changes to STAR Program times.

Mr. Hilton noted this calendar included the Juneteenth holiday. He recommended that the Board vote to approve the 2022-2023 Collaborative Program Calendar.

Ms. Lindahl asked for clarification, as the calendar presented indicated that Waypoint's school day was "to be determined." Mr. Hilton affirmed the intent to change the school day to 8:00 AM to 3:00 PM for the 2022-2023 school year.

Mr. Morris made a motion that the Board vote to approve the 2022-2023 School Year Program Calendar. Mr. Fichtenmayer seconded the motion.

A roll call vote was taken:

Ms. Fuller – yes, Ms. Mecca – yes, Mr. Morris – yes, Ms. Lindahl – yes, Mr. Dorfner – abstain, Ms. Lonsdale – yes, Mr. Schumacher – yes, Mr. Blehm – yes, Mr. Fithcenmayer – yes, Ms. Bacchiocchi – yes, Ms. Putnam – yes.

The motion passed.

- **Coordinated Program Review (CPR) DESE Tiered Focus Monitoring – STAR & Waypoint Academy**

Ms. Caputo and Mr. Hilton discussed the upcoming Mid-Cycle Tiered Focus Monitoring (formerly Coordinated Program Review) scheduled for the 2022-2023 School Year.

They explained that the CPR was a review of the Collaborative programming which occurs on a six-year cycle. Ms. Caputo noted the Collaborative had received the last (full cycle) report from MA-DESE in March 2021. She indicated that this reporting cycle had been delayed due to the SARS-CoV-2 pandemic and that the report concluded that the Collaborative programs were in full compliance with state and federal regulations with no corrective action required. They explained that a mid-cycle review primarily reviews progress regarding compliance with components that had been found to be out of full compliance and/or required technical assistance. They noted that this mid-cycle review would review all compliance issues, including facility and staffing issues that may have changed since the initial review. Ms. Caputo expected that this review would go smoothly as the initial review was positive.

Ms. Caputo informed the Board that the Collaborative was asked to pilot as and test new measures within the Tiered Focus Monitoring system.

- Waypoint Academy
 - Enrollment Update
 - Programming

Dr. Peterson discussed planning for the Extended School Year (ESY) program and confirmed that the program was fully staffed. She noted that feedback had been received from the group of students, parents and staff who had worked to review the point/level system for student behavior management.

She explained that changes to the system would be piloted in one middle school and one high school classroom in May. Dr. Peterson expected a roll-out of the new system would occur during the Extended School Year (Summer) program.

Dr. Peterson indicated that a deep clean of the school would occur during April vacation. She noted that this process would include the removal of half of the student separation (time-out) spaces as the program migrated toward having alternate spaces for student “breaks.” She noted that report cards and progress notes were underway, as was the planning for field trips to the New England Aquarium, Battleship Cove, and other locations.

Dr. Peterson invited the Board of Directors to Waypoint’s graduation ceremony, as the program prepares to celebrate four students. She indicated that the graduation would occur on Thursday, May 25, 2022 from 4PM to 6 PM at Camp Burgess in Sandwich

Dr. Peterson mentioned that a Waypoint staff member was pursuing certification in school administration and would be working directly with her for an administrative internship.

Mr. Hilton discussed the continued renovation of the MacArthur building in Yarmouth. He explained that the abatement work was halted by a “stop work” order, which required sign-off by the construction supervisor. He also noted that confirmed “supply chain” issues had pushed the completion date for this project to December 2022. Mr. Hilton indicated that the Collaborative had engaged into discussions with the Town of Sandwich, and noted that verbal affirmation had been received from the Town for the program to remain in the Wing School through the calendar year.

- STAR / Osterville
 - Enrollment
 - Programming

Ms. Bryant described March as a “long month” and told the Board that staff were ready for April break. She described the ongoing support of staff that had been necessary as she teamed with the School Social Worker to provide support, as some staff members needed to be out for extended periods.

Ms. Bryant reported that the current enrollment was 64 students. She estimated that the STAR Extended School Year (ESY) program would support 48 to 50 students during Summer 2022. She noted that some of the ESY students were expected to transition to other settings for the 2022-2023 school year. Ms. Bryant informed the Board that these students would be supported in their transitions during the summer. She also noted that the STAR ESY program was fully staffed.

Ms. Bryant highlighted fund raising for the STAR playground which continued during the month with a “fantastic” music bingo event that raised over \$2,000. She also noted that MCAS testing had gone well (to date). Ms.

Bryant indicated her hope that the program would be able to return to school assemblies and field trips over the summer.

Mr. Hilton noted the importance of staff support. He indicated that the pandemic had created additional stress for students and families – and also for the staff supporting these families. He commended all staff for their continued dedication to their work with the students and families throughout the region.

- **Transportation**

Mr. Hilton and Mr. Erikson provided updates regarding current issues and opportunities with Collaborative transportation. Mr. Erikson indicated that he thought that “things were settling down” and remarked that he had not needed to drive during the previous three days. He noted that letters regarding interest/availability for summer work would be mailed to transportation staff within the next few weeks.

- **Staffing**

- Mr. Hilton updated the Board regarding current operations and planning for further opportunities to support member school districts.

- **Consultation**

- **Nantucket** – The Collaborative has provided transportation services for the Nantucket Public Schools continually since 1997. Mr. Hilton noted that he, Ms. Stobbart and Ms. Lipkind continued to work closely with the Nantucket Public Schools to meet the needs of the district with the current, limited resources (drivers). He highlighted that the drivers and monitors on Nantucket continued to demonstrate their dedication to the students, families and the district as they continually re-strategize to meet the changing needs on the island with four full time drivers and one half-time driver where there had formerly been eight full-time drivers and one half time driver.
 - **Monomoy, Bourne, Truro and Nantucket** – Mr. Hilton noted that Ms. Lipkind and Mr. Dupuis had consulted with districts to facilitate the renewal of their Memoranda of Agreement (Option Year for Monomoy and Renewal of entire agreement for Bourne, Nantucket and Truro.) Mr. Hilton indicated that the volatility of fuel prices had recently presented some challenges.

- **COVID Leave Policy**

- Discussion**

- **Massachusetts COVID-19 Emergency Paid Sick Leave** expired March 15, 2022.

- Mr. Hilton informed the Board that some staff had continued to be unable to work due to either personally contracting COVID, or as a family member had tested positive. He explained that drivers and monitors can “sell back” accrued sick time. He

indicated that some staff had indicated that they believed that they (drivers/monitors) should be paid for COVID associated leave without the need to use available sick time. Mr. Hilton noted that there had been a COVID leave payment program at funded by the state and federal government, but that program had ceased a number of weeks prior. He also noted that the role of Collaborative operations and staff support had become increasingly important. Mr. Hilton indicated further discussion would occur in Executive Session.

- Therapies

Mr. Hilton provided an update regarding the provision of services within Collaborative programs and in school districts. He commended therapy staff for doing an “excellent job.” Ms. Caputo informed the Board that Collaborative therapy staff had “been amazing” in their work to cover leaves of absence that had arisen. She noted that the recently hired Occupational Therapist extended her committed days/hours to meet the current demands of districts served, and the district(s) were very pleased.

Mr. Hilton indicated Martha’s Vineyard Schools had sought a commitment for service provision for the 2022-2023 School Year.

- Special Projects

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

- Bridgewater State University

Dr. Bogden noted that in partnership with Bridgewater State University, the Cape Cod Collaborative had recently completed the second cohort of the professional learning opportunity: Collaborative Framework for Educator Evaluation (COFFEE).

- Professional Development / Grants - Tower Foundation Grant

Dr. Bogden described a recent meeting he attended with Dr. Giffune in Wareham to discuss strategic planning and the utilization of Modern Teacher.

- All-Cape In-Service

Dr. Bogden discussed preparations for the All-Cape In-Service scheduled for October 2023. He noted that nine educators from the districts of Falmouth, Sandwich, Mashpee, Barnstable, Dennis-Yarmouth, Nauset, and Nantucket had been recruited to serve as Content Coordinators in the fields of World Language, Nursing, Art, PE/Health, English Language Education, Music, Early Childhood Education, Counseling, and Library/Media. Dr. Bogden explained that the Content Coordinators proposed 2 to 4 potential half-day and/or full day workshops and presenters. He indicated that for each proposed workshop, they provide workshop/seminar titles, a brief

description, name, contact information of the presenter(s) and their requested fee.

Ms. Lindhal noted Nauset schools had not participated fully in this regional professional development opportunity last year. She asked if Dr. Millen had been involved in discussions. Dr. Bogden affirmed that she had participated and had been helpful in providing recommendations for content coordinators.

- ASLP

Mr. Hilton updated the Board regarding the planning for the Summer 2022 ASLP Program. He explained that the residential staffing for the program had been determined and that contracts would be developed as orientation for new staff occurred in the coming few weeks.

Mr. Hilton indicated that tuition deposits for the program had been due on the Friday before the meeting. He indicated that 179 students had committed to attend the program. Mr. Hilton noted that the Plymouth Public Schools had engaged in discussions regarding the ability to send students to ASLP. Mr. Hilton indicated that, if enrollment remained below 200 participants, an opportunity for Plymouth student participation could occur.

Mr. Hilton noted that the tuition for the Summer 2022 program had been approved as \$1,000 for the eleven-day (nine night) residential program. He also indicated that there had been a series of questions regarding vaccination policies for the program. He explained that the ASLP administration had indicated a commitment to adhere to federal, state and local guidance in effect at the time of the program/camp and had shared that a vaccination policy could not be formalized in advance as it may be subject to change with federal state and local requirements.

Mr. Hilton discussed a grant proposal that had been submitted to fund the entire tuition (\$1,000) for each participant if approved and fully funded. He explained that the status of the proposal was expected to be known in late April.

Mr. Schumacher noted that tuition deposits were being received, yet the Collaborative had applied for a grant to fund tuition. Mr. Hilton explained that the Collaborative had applied for a grant to fund summer programming. He explained that the grant had three possible funding sources, two sources that were federal funded and one that was state funded. He noted that all funding sources were created to address pandemic learning issues and that the funding was non-renewable. Mr. Hilton summarized that, should funding be received, tuition deposits would be returned.

Mr. Schumacher questioned the program's vaccination policy status. Mr. Hilton explained that the program would be required to adhere to the most stringent of the associated requirements, whether these requirements were set by the local Board of Health, Massachusetts Maritime Academy, the Commonwealth of Massachusetts or the federal government. He noted that there was uncertainty regarding what the requirements would be at the time of the program.

- Sheltered English Immersion (SEI) Course Development

Dr. Bogden discussed the status of the assessment of programmatic needs for each of the districts throughout the region.

- Bridgewater State University (BSU) – Emergency Licensure Support
Mr. Hilton discussed BSU’s intent to support local educators through a grant-funded program. Dr. Bogden described ongoing discussions to determine the needs of each district within the region.

Ms. Bent asked if a similar approach could be taken to help with the shortage of therapists in the region. She described a shortage of Speech and Language Pathologists and Occupational Therapists, in particular, which had a significant impact upon services. Ms. Bent recognized the need to increase staffing in this area.

Mr. Hilton noted that the review for BSU should include associated staff names, locations and licenses being sought. He reminded the Board members that the availability of staff often swings “like a pendulum” and suggested that the discussion should begin with superintendents and special education directors. He stressed the need for districts to work collaboratively, as a region, and should consider pooling resources.

Mr. Blehm asked if a discussion had occurred with the Cape Cod Community College. He explained that the Community College might help to fill staffing needs through local programming. Ms. Bent, who works at the college, told the Board that there was a program for Physical Therapy Assistants (PTAs) in the past. She spoke about the possibility of developing a paraprofessional certificate program, and told Board members she would share Board concerns with the Dean of Health and Sciences. Mr. Hilton indicated that would be pursued and that the Collaborative has previously advocated for a paraprofessional certificate program through the Community College.

b. Virtual High School (VHS)

Dr. Bogden noted district use of VHS service for the 2021-2022 school year had been reconciled and invoices had been sent to districts for their coordinated use of this program. He explained that numbers shared with Board members for the previous meeting were predictive of the final invoicing. He explained that, as the number of seats utilized decreased, the cost per student increased accordingly.

Mr. Hilton noted a state grant, which had purchased “seats” for VHS courses and offered them to districts at no cost, likely reduced district participation through the Collaborative. He indicated that there was a possibility the Collaborative would purchase fewer seats for the 2022-2023 school year.

IV. Executive Session

Ms. Lindahl said it was necessary to enter into Executive Session:

- a. **To conduct strategy sessions in preparation for negotiations with nonunion personnel; Leave Requests; Public Day Program Administration Staffing**
 - Contract language review for program personnel
 - Personnel Leaves
 - FY2023 Personnel Planning

- FY2023 Health and Dental Rate Determination
- FY2023 High Deductible Health Insurance Rate
- 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;

- 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 temporary site for Waypoint Academy.

Ms. Putnam made a motion that the Board vote to exit Open Session to enter into Executive Session. Mr. Fichtenmayer seconded the motion.

A roll call vote was taken:

Ms. Bent – yes, Ms. Fuller –yes, Ms. Mecca – yes, Mr. Morris – yes, Ms. Lindahl – yes, Mr. Dorfner –yes, Mr. Myers – yes, Ms. Lonsdale – yes, Mr. Schumacher – yes, Mr. Blehm – yes, Mr. Fichtenmayer – yes, Ms. Bacchiocchi – yes, Ms. Putnam – yes.

The motion passed.

The Board exited Open Session and entered Executive Session at 5:58 PM.

The Board exited Executive Session and returned to Open Session at 6:25 PM.

V. Old Business

a. Waypoint Relocation & Planning

Mr. Hilton noted a discussion regarding Waypoint Relocation had occurred in Executive Session.

Ms. Lipkind noted Mr. Hilton had provided an update on the renovation process and change of the “substantial completion” date earlier in the meeting, under Programs and Services.

b. Executive Director Evaluation

Ms. Lindahl asked Board members if they had all received the evaluation instrument which had been sent to all Board members. All Board members present at the meeting indicated they had received the form. Ms. Lindahl indicated that she, Mr. Schumacher and Ms. Fuller were the Evaluation Subcommittee of the Board and that they had discussed a process for bringing Mr. Hilton’s evaluation up to date. She indicated that the process had been considerably delayed due to the pandemic. Ms. Lindahl asked Board members to return completed evaluation forms within 10 days by email to Ms. Deck (bdeck@capecodcollaborative.org) for compilation. She explained that the results would be shared with Board members for discussion in Executive Session at the May meeting of the Board.

Ms. Lindahl indicated that, going forward, Mr. Hilton would present goals for the current evaluation period in March 2023 and that the evaluation process would begin in April 2023, with the Evaluation completed in May 2023 when the cycle would begin anew.

Ms. Lindahl expressed her sincere appreciation to Mr. Schumacher and congratulated him on his retirement. Mr. Schumacher served on the Board of Directors for eight years.

Ms. Fuller indicated that she hoped to remain on the Board, but was up for reelection and in a tough race. Ms. Lonsdale indicated that she was also up for reelection, but was running unopposed.

c. FY22 Reconciliation and Update

Mr. Hilton referred to the reconciliation information which was included in the Board packet. He indicated that the Collaborative should end the year in the black. Mr. Hilton noted that an item regarding transfers to Capital Reserve Funds would be discussed later in the agenda. Ms. Lipkind indicated the monthly review outlined the Capital Reserve proposal.

d. Osterville Playground

Discussion

Mr. Hilton referred to Ms. Bryant's report earlier in the meeting and noted that staff had continued to work to raise funds for the playground. He also noted that Ms. Lipkind continued to work with program staff regarding fund-raising and design for the playground. Mr. Lipkind indicated that \$70,000 to \$80,000 was currently in the Playground fund. She informed the Board that the project design was ready to go. Mr. Myer asked if the indicated amount included the "seed" money (\$60,000) from the Board. Ms. Lipkind explained that those funds had been included. Mr. Myer asked about any "permit" challenges that could be associated with the project. Ms. Lipkind indicated that the town-recommended contractor would handle any required permitting. She added that site work would be necessary to create accessible parking and access. Mr. Hilton noted the old playground had removed in 2019, as it was determined that it would no longer be viable to have the structures brought up to current safety codes.

VI. New Business

a. FY2022 Warrants

VOTES

- | | | | |
|-------|-------------|-------|-------------|
| • #36 | VOTE | • #39 | VOTE |
| • #37 | VOTE | • #40 | VOTE |
| • #38 | VOTE | | |

Mr. Dorfner made a motion that the Board vote Warrants #36, #37, #38, #39, and #40 as a bundle. The motion was seconded by Mr. Morris. Ms. Lindahl called for a show of hands, which indicated the agreement of the Board.

Ms. Bent made a motion that the Board vote to approve the bundle of Warrants, which was seconded by Mr. Morris.

A roll call vote was taken:

Ms. Bent – yes, Ms. Fuller – yes, Ms. Mecca – yes, Mr. Morris – yes,
Ms. Lindahl – yes, Mr. Dorfner – yes, Mr. Myers – yes, Ms. Lonsdale – yes,
Mr. Schumacher – yes, Mr. Blehm – yes, Mr. Fichtenmayer – yes,
Mr. Bacchiocchi – yes, Ms. Putnam - yes.

The motion passed.

b. FY22 Spending Plan & Statutory Budget

VOTES

- Updates

Discussion

Ms. Lipkind provided a review of the financial status of the Collaborative and projections through the end of the fiscal year.

- Projection Narrative
- Projection Spreadsheet

- Audit Preparation

Ms. Lipkind informed the Board that the audit process for 2022 had begun. She indicated that the auditors submitted a request for information and that she was working with the new staff in the business office to fulfil the request and using the opportunity to educate the new staff regarding the Collaborative audit process.

- Personnel

- Additions

VOTE

- Paul Leland Monitor
- Ashley Moloney Monitor
- John Mulcahy AP/AR Coordinator

- Reductions

VOTE

- David Burnie CDL Monomoy
- Alec Medeiros Paraprofessional, STAR
- Nancy Morris CDL Nantucket

- Change of Status

VOTE

- Lucille Richardson CDL Bourne to Spare
- Ashleigh Tolley Paraprofessional to Teacher, STAR

Ms. Putnam made a motion that the Board vote the Additions, Reductions and Changes of Status listed on the agenda in combination. The motion was seconded by Ms. Fuller. Ms. Lindahl called for a show of hands to verify Board members' consent.

Ms. Bent made a motion that the Board vote to approve the combined personnel changes. Ms. Putnam seconded the motion.

A roll call vote was taken:

Ms. Bent – yes, Ms. Fuller – yes, Ms. Mecca – yes, Mr. Morris – yes,
Ms. Lindahl – yes, Mr. Myers – yes, Ms. Lonsdale – yes,

Mr. Schumacher – yes, Mr. Blehm – yes, Mr. Fichtenmayer – yes,
Ms. Bacchiocchi – yes, Ms. Putnam – yes.
The motion passed.

- Deposits to Capital Reserve Fund(s) **VOTE**
Ms. Lipkind noted that the \$3,000,000 bond financing received for Waypoint renovations was a “capital obligation” or long-term debt, and had been recorded as such.
She recommended that \$1,000,000 be deposited to the Capital Reserve, from the General Fund, for Waypoint Renovations, not the \$3,000,000 shown on the agenda. She also recommended that the \$750,000 of forgiven loan/grant, which was \$986,437.42 be deposited into the Capital Reserve Fund.

Ms. Lipkind recommended a vote to deposit/transfer the majority of these funds into the recently established Capital Reserve funds in accordance with the following:

Planned Use	
• Waypoint Academy Renovations	\$1,000,000
• Waypoint Reserve	\$ 250,000
• Osterville Repairs and Modifications	\$ 250,000
• Renovation of Orleans Dispatch Station	\$ 50,000
• Playground Replacement Osterville	<u>\$ 200,000</u>
Total for Capital Reserve	\$1,750,000

Ms. Lipkind noted an affirmative vote of the Board to deposit/transfer these funds into the Capital Reserve Fund(s) would update the Spending Plan/Budget.

She recommended that the remainder of the aforementioned funds (\$236,437.42) be considered for deposit/transfer into the Capital Reserve Fund(s) at a later Board meeting, before the end of the current fiscal year.

Mr. Myers asked if the \$200,000 allocated toward the Osterville playground included the \$60,000 seed money voted by the Board. Ms. Lipkind indicated that it did not. She indicated that this transfer would make a total of \$260,000 available for the completion of the project. Mr. Myers noted the amount is \$10,000 over the estimated cost of the playground. Ms. Lipkind indicated that this amount would be needed for the site work associated with accessible parking.

Ms. Lindahl asked if the original arrangement, which generated the vote for the seed money, was to have the balance of the funds generated through fund

raising events and grants. Mr. Hilton indicated that fundraising had occurred, and continued to occur for other Osterville needs (ongoing maintenance and gardens).

Mr. Morris made a motion that the Board vote to approve the transfer of \$1,750,000 to Capital Reserve Funds. The motion was seconded by Ms. Fuller.

Mr. Fichtenmayer sought verification, as the amount on the agenda was \$3,750,000. Ms. Lipkind said the amount in the motion was correct, based on her request to move \$1,000,000 and not \$3,000,000 for Waypoint Academy.

A roll call vote was taken: (Ms. Fuller left the meeting prior to the roll call vote.)

Ms. Fuller – yes, Ms. Mecca – yes, Mr. Morris – yes, Ms. Lindahl – yes,
Ms. Dorfner – yes, Mr. Myers – yes, Ms. Lonsdale – yes, Mr. Schumacher – yes,
Mr. Blehm – yes, Mr. Fichtenmayer – yes, Ms. Bacchiocchi – yes,
Ms. Putnam – yes.
The motion passed.

c. Strategic Planning

Mr. Hilton expressed his hope for the upcoming year was to begin the Strategic Planning process, a process that had been discussed at previous Board meetings. He proposed a process for engaging the Board, the School Committees and School Administrators throughout the region in a process for regional planning, including the current and future role of the Collaborative.

He asked for two members of the Board, who might be able to participate in the planning process. Ms. Fuller indicated her willingness to participate, should she be reelected. Mr. Morris mentioned recent experience with strategic planning. Ms. Putnam asked if fellow school committee members could be considered for participation and Mr. Hilton emphatically responded affirmatively.

d. FY2023 Spending Plan & Statutory Budget Development

A meeting of the Finance Subcommittee was scheduled immediately prior to this April meeting, as the development of the FY23 Spending Plan and Statutory Budget were refined and reviewed. All members of the Board were invited to attend.

Mr. Hilton noted that the Collaborative Articles of Agreement required that the FY23 Spending Plan and Statutory Budget be approved at the June meeting of the Board. He also noted the initial DRAFT of the Spending Plan / Budget was presented to the Board each April, and reviewed at subsequent Board meetings. He also noted the Board had historically approved preliminary rates at their May meeting(s) with final approval of the Spending Plan/Budget at the June Board meeting.

Mr. Hilton briefly reviewed factors the Collaborative must consider and include in the FY23 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 3% HPHC HMO) this coming fiscal year.
- Salary Scale increase of 2.5% is included in the Spending Plan/Budget Proposal
- A 2.8% increase in Special Education Tuitions and Itinerant Services Fees are also proposed in the Spending Plan/Budget.
- Increased costs for fuel and labor within the transportation area are also included in the Spending Plan/Budget proposal.

Ms. Lipkind and Mr. Hilton reviewed the proposed changes included with the FY2023 DRAFT Spending Plan & Statutory Budget.

- Health and Dental Insurance Rates:

Mr. Hilton discussed the impact of rate determination for health and dental insurance. He noted that preparation for a recommended change for determining the structure of the rate for FY2023 had been discussed in Executive Session. Mr. Hilton summarized these preparations in the public session and recommended that the Board vote to approve a change to the employee contributions for one plan offered by the Collaborative. Mr. Hilton asked for a vote to approve a change to the employer / employee split for Harvard Pilgrim Health Care Best Buy HSA HMO, Individual Coverage (only Individual Coverage) to 75% employer / 25% employee.

Ms. Putnam made a motion that the Board vote to change the employer / employee split on the HPHC Best Buy HSA HMO, Individual Coverage only, to 75% employer / 25% employee. Mr. Fichtenmayer seconded the motion.

A roll call vote was taken:

Ms. Fuller – yes, Ms. Mecca – yes, Mr. Morris – yes, Ms. Lindahl – yes,
Mr. Dorfner – yes, Mr. Myers – yes, Ms. Lonsdale – yes, Mr. Schumacher – yes,
Mr. Blehm – yes, Mr. Fichtenmayer – yes, Ms. Bacchiocchi – yes,
Ms. Putnam – yes.

The motion passed.

e. Memoranda of Agreement (MoAs) – Transportation

VOTE

- | | |
|---|------------|
| • Bourne - General Education (expires FY22) | VOTE |
| • 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) | VOTE |

Mr. Hilton discussed the Memoranda of Understanding which memorialize the agreements associated with service provision for the districts indicated above. He

recommended that the Board vote to approve the Memoranda of Agreement for both Bourne and Truro.

Mr. Fichtenmayer made a motion that the Board vote to approve the Memoranda of Agreement for both Bourne and Truro. Ms. Fuller seconded the motion.

A roll call vote was taken:

Ms. Fuller –yes, Ms. Mecca – yes, Mr. Morris – yes, Ms. Lindahl – yes,
Mr. Dorfner – yes, Mr. Myers – yes, Ms. Lonsdale – yes, Mr. Schumacher – yes,
Mr. Blehm – abstain, Mr. Fichtenmayer – yes, Ms. Bacchiocchi – yes,
Ms. Putnam – yes.
The motion passed.

VII. Minutes

a. March 9, 2022

VOTE

Ms. Fuller made a motion that the Board vote to approve the minutes of the March 9, 2022 Board of Directors meeting. Ms. Putnam seconded the motion.

A roll call vote was taken:

Ms. Fuller – yes, Ms. Mecca – yes, Mr. Morris – yes, Ms. Lindahl – yes,
Mr. Dorfner – yes, Ms. Lonsdale – abstain, Mr. Schumacher – yes,
Mr. Blehm – abstain, Mr. Fichtenmayer – yes, Ms. Bacchiocchi – yes,
Ms. Putnam – yes.
The motion passed.

VIII. Other

No other items were brought before the Board for discussion

IX. Adjournment

Mr. Schumacher made a motion that the Board vote to adjourn the meeting. The motion was seconded by Mr. Morris. The Board indicated its unanimous approval.

The April 13, 2022 meeting of the Cape Cod Collaborative Board of Directors adjourned at 6:57 PM.