

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**  
**May 11, 2022**

**I. Cracker Barrel Discussion** **5:00 PM**

- a. Local District Issues
- b. Questions/Concerns

No items were brought up for discussion during time allotted for Cracker Barrel.

**II. Call to Order** **5:15 PM**

Ms. Lindahl, Chair, called the meeting to order 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: 867 0190 1397  
Phone Passcode: 9161703  
Zoom Passcode: CapeCod

Ms. Lindahl reminded Board members that all votes would need 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)
Cape Cod Tech	Scott McGee, Vice Chair (R)
Barnstable	Kathy Bent
Bourne	Maureen Fuller (R)
Brewster	Casey Mecca (R)

Dennis-Yarmouth  
Mashpee  
Nauset  
Orleans  
Truro  
Upper Cape Cod RTS  
Wareham  
Wellfleet

Phillip Morris (R)  
Don Myers (R)  
Cathryn Lonsdale (R)  
Hank Schumacher (R)  
Kolby Blehm (R)  
Robert Fichtenmayer  
Joyce Bacchiocchi (R)  
Jill Putnam (R)

Treasurer  
Secretary

William (Bill) Friel  
Elizabeth (Beth) Deck

Also in attendance were:

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

Paul C. Hilton  
Amy Lipkind  
Dr. Christopher Bogden (R)  
Marc Dupuis (R)  
Anders Erikson (R)  
Julia Bryant  
Dr. Kara Peterson

### **III. New Business**

#### **a. Programs/Services**

- Waypoint Academy
  - Enrollment Update
  - Programming

Dr. Peterson discussed the programming at Waypoint Academy. She noted that staff and students alike are ready for summer. She indicated that staff has continued to work to adjust/ refine the point level system for student behavior. She also noted that one-half of the “time out” spaces were removed during April break, and focus was shifting to ensuring that the “chill” and “energy” spaces were available to students. She indicated that staff have encouraged the use of these less restrictive spaces.

Dr. Peterson discussed a recent half-day of staff in-service training which had occurred in April. She explained that this training focused upon positive reinforcements and restorative justice, changing focus from “what you can’t do” to “what can we do to help you learn.” She also indicated that updates are in process and would reflect programmatic changes to the point/level system and rudiments of restorative justice practices.

Dr. Peterson described field trips which had recently occurred. She indicated that the high school students had recently traveled to the New England Aquarium, and the middle school students visited the JFK Library. She noted that other field trips included mini-golf, and “tea” at Beth’s Bakery. Dr. Peterson informed the Board that the goal of the field trip experiences was to

provide students with an opportunity to demonstrate embedded social pragmatics within public settings and to provide academic and social experiences students may not be able to experience otherwise.

Dr. Peterson described continued challenges faced due to continued COVID-19 infections with recent increase in cases among students and staff. She described a recent Zoom interview with a candidate for the ELA teacher position, and an upcoming visit to the school by another possible candidate. She expressed that her goal was to share the full experience about the program and to “scare” them if they were not appropriate to meet the challenges of the program, as not all candidates are a good fit for working in this program.

Dr. Peterson invited Board members to attend Waypoint’s graduation ceremony, which would occur on May 25, 2022 from 4 to 6 PM at Camp Burgess. Four students were scheduled to graduate from the program.

- STAR / Osterville
  - Enrollment
  - Programming

Ms. Bryant expressed her thanks to Board members for their approval of the funding for the Osterville playground. She indicated that the playground had been desperately missed during the past two plus years. She described the many ongoing fund raising efforts, which included staff volunteering to assist with the Falmouth Road Race and the Cape Cod Challenger Club Road Race. She also explained that a *Savers “Fundrive”* was also being explored. She indicated that this was a fundraiser where gently used clothing is collected. Ms. Bryant recognized Beth Kerr, who was recently awarded a grant from the Massachusetts Agricultural Association which would be used to purchase tools for the school garden.

Ms. Bryant noted that STAR program field trips were being scheduled, as were unique weekly activities (including the “bubble man” and the “rain forest lady”). She also described planning for a trip to Buttonwood Zoo. Ms. Bryant indicated that staff evaluations had been occurring. She informed the Board that she had met personally with all but three staff members as of the time/date of the Board meeting. She noted that two current staff members were not likely to return for the 2022-2023 school year, as they planned to attend college in the fall.

Ms. Bryant described recent “staff appreciation week” activities which had included lots of food and early morning music for staff where dancing was encouraged.

She also expressed that COVID-19 infections had continued to create challenges for program staffing. She indicated that the program had (thankfully) been able to maintain workable staff / student ratios.

- Transportation

Mr. Erikson provided an update regarding current issues and opportunities with Collaborative transportation.

- Staffing

Mr. Erikson described the recent increase in COVID-19 cases as creating the biggest challenge in staffing during the past few weeks. He explained that the Collaborative had continued to recruit drivers and monitors to fill existing and anticipated staffing needs.

- Consultation

- Nantucket – The Collaborative has provided transportation services for the Nantucket Public Schools continually since 1997.

Mr. Hilton indicated that he, Ms. Stobbart, and Ms. Lipkind had continued to work closely with the Nantucket Public Schools to meet the needs of the district with the current, limited resources (drivers). He noted that the drivers and monitors on Nantucket continued to demonstrate their dedication to the students, families and the district as they continually re-strategized 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. Mr. Erikson indicated that recent challenges associated with the provision of service for Nantucket had increased.

- i. One of the drivers had elected to depart from the island effective May 26, 2022. Mr. Erikson indicated that, after engaging in discussions, this driver expressed that they would stay through the school year.
      - ii. Another driver lost their housing the week on April 26, 2022. Mr. Erikson noted the lack of housing as a critical issue in the recruitment and retention of Nantucket drivers.
      - iii. Mr. Erikson noted that during the first week of May, a number of buses had not passed their quarterly Registry of Motor Vehicles School Bus Inspection due to issues with the horn(s). He indicated that these issues were resolved, but necessitated significant changes to student transportation until the RMV School Bus Inspector could return to the island to re-inspect the buses (over a week).

Ms. Lindahl asked whether a procedure was in place which should have alerted maintenance regarding this issue. Mr. Erikson responded that, while daily circle checks were performed, the issue appeared to be

intermittent and tied to the position of the steering wheel at the time the inspection had been completed. Mr. Morris commented on the impact COVID-19 had on education as a whole, and discussed the difficulties that continued to be faced by administration and staff as they reacted to ongoing issues.

Mr. Erikson noted that Nantucket drivers had to adapt by performing multiple runs, first driving large buses on a general route then switching to small buses to pick up special education students. He indicated that the drivers had also done their best to cover school trips and sports trips.

Mr. Hilton described the constant communication with the district required to work through these issues.

Mr. Morris noted that this was a community challenge, which required flexibility. Mr. Hilton indicated the Collaborative had suggested that the Nantucket Public Schools assess the potential for changing from a single tier system, where all students (elementary through high school) were transported at the same time, to a multiple tier system. He also noted that the development of a registration system to determine which students would ride the bus would also be helpful. Mr. Hilton remarked that these changes, if implemented, would require discussion by the administration and school committee.

- Monomoy, Bourne, Truro and Nantucket

Mr. Hilton noted that Ms. Lipkind and Mr. Dupuis had consulted with Monomoy, Bourne and Truro to facilitate the renewal of their Memoranda of Agreement (Option Year for Monomoy) and Renewal of entire agreement for Bourne and Truro). He indicated that the discussions with Nantucket continued as the challenges of housing and driver licensure continue to necessitate operational changes.

- Therapies

Mr. Hilton provided an update regarding the provision of services within Collaborative programs and to serve school districts. He noted that the recently hired Occupational Therapist had continued to extend her committed days/hours to meet the demands of districts currently served. Mr. Hilton noted Special Education Directors had identified a critical need for Speech and Language Pathologists in the upcoming years.

- Special Projects

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

- Professional Development / Grants - Tower Foundation Grant
- All-Cape In-Service

Dr. Bogden updated the Board regarding preparations for the All-Cape In-Service scheduled for October 2023. He indicated 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. He explained that “Content Coordinators” would propose 2 – 4 potential half-day and/or full day workshops and presenters. He noted that, for each, they would provide workshop/seminar titles, a brief description, name, contact information of the presenter(s) and their requested fee(s).

Dr. Bogden indicated that the programs and presenters were recognized regionally and nationally.

- ASLP

Mr. Hilton updated the Board regarding the planning for the Summer 2022 ASLP Program.

He indicated that the residential staffing for the program was determined and contracts would be distributed.

He noted that there were 213 acceptance letters sent to prospective ASLP campers.

Mr. Hilton reminded the Board that the tuition for the Summer 2022 program was approved as \$1,000 for the eleven-day (nine night) residential program. He indicated that the Collaborative currently had 178 current registrants for the program. He noted that students from Plymouth and/or New Bedford could also be included in the program. Mr. Hilton informed the Board that the Collaborative had received notice of a grant awarded in the amount of \$100,000 which would be used to support the program and to offset tuitions for those families with financial need.

Mr. Schumacher noted tuition for the program had been set at \$1,000 and asked how much of this tuition would be covered by the grant. Mr. Hilton indicated the grant would be used first to support students who had demonstrated financial need. He explained that, once final program costs were determined, a determination would be made regarding credits to all students.

- 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.

He indicated that the Collaborative currently offers “for cost” SEI endorsement courses at the Collaborative. He noted that this year’s spring semester course would be ending on May 12, 2022.

- Summer Professional Development  
Dr. Bogden spoke about professional development offerings which were currently in the works, including: Integrated Teaching through the Arts; a science content program in partnership with Tufts University; and a potential summer program for administrators featuring the implementation of Restorative Justice programming in schools.

## **b. Executive Director Evaluation**

Ms. Lindahl thanked Ms. Fuller and Mr. Schumacher for their participation on the Executive Director Evaluation Subcommittee. She commented that Ms. Fuller had done yeoman's work to move the evaluation process forward.

She noted that eight evaluation forms had been received from Board members, and one Board member provided general comments without using the form. Ms. Lindahl indicated that it was not too late for Board members to participate and encouraged Board members who had not already done so to submit their evaluations to Ms. Deck ([bdeck@capecodcollaborative.org](mailto:bdeck@capecodcollaborative.org)).

A summary of the Calendar Year 2021 Evaluation of the Executive Director was shared with Board members prior to the meeting with Executive Session materials. Ms. Lindahl read selected quotes from the evaluations received:

### **Leadership**

*Stellar leadership during challenging times. Demonstrated flexible, resourceful skills with new and changing circumstances.*

*Paul's exceptional leadership skills are exemplified and demonstrated within a wide range of disparate community groups - staff, students and families, educational professionals, municipal officials, state and Federal policy makers, and the member of the Collaborative Board of Directors.*

### **Crisis Management**

*Paul continually demonstrates his insightful skill for shaping the successful blend of collaboration and mentoring for compliance with law, regulations, policies, fiscal planning, and best practices & procedures - thereby, reducing the frequency and intensity of any given crisis.*

### **Financial Management**

*An area of highly proficient skills. Allocates assets and resources, as they change, exceedingly well.*

*In my opinion this is perhaps the area of greatest strength. Managing a budget of this size is always a challenge. The financial reports are articulate and very well presented. Paul is taking advantage of so many resources available to continue to provide and improve programming.*

## General Comments

*I've known and had the pleasure to watch Director Paul Hilton for several years. His style and caring attitude when dealing with students, parents and staff continues to be impressive. It's being talked about and I hope it finally comes - a place for CCC to call home. Built or purchase is overdue.*

Ms. Lindahl commended Mr. Hilton for his work and thanked Board members who provided feedback during the Evaluation process.

### c. Determination of Surplus Vehicles for Disposition **VOTE**

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

	<b>BUS #</b>	<b>VIN #</b>	<b>YEAR</b>	<b>SEAT/WC</b>	<b>MAKE/MODEL</b>	<b>Mileage</b>
1	T1	1BABJCPA59F262140	2009	71	Bluebird	99,000
2	CC6	1BAKGCPH4AF274232	2010	71	Bluebird	106,200
3	1004	1BAKGCPH7AF273334	2010	71	Bluebird	117,000
4	1009	1BAKGCPH6AF273325	2010	71	Bluebird	121,500
5	30	1GBJG31K381215576	2008	14/2	Chevy	202,100

Ms. Bent made a motion that the Board vote to authorize the list of vehicles noted in the agenda to be determined surplus vehicles for disposition as necessary. Ms. Putnam seconded the motion.

A roll call vote was taken:

Ms. Bent – yes, Ms. Fuller – yes, Ms. Mecca – yes, Mr. McGee – 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.

### d. Procurement **Discussion / Vote** **Diesel Fuel Price Solicitation Discussion / Vote**

Ms. Lipkind informed the Board regarding the status of the cost of diesel fuel. She noted that several districts operate diesel buses and that the Collaborative had contracted for on-site fueling for these districts. Ms. Lipkind described the volatile diesel fuel market and the impact of changes in fuel prices was expected have upon projected costs for transportation service. She explained that the Collaborative had locked in diesel fuel at a low cost for the 2021-2022 school year.

Mr. Hilton observed that the current market-rate for diesel fuel had recently been more than twice the cost of this “locked” rate, and described the potential impact upon the cost of service provision to districts the cost of diesel fuel was likely to have. He recommended that the Board vote to approve the procurement of on-site diesel fueling.

Mr. Hilton also recommended that the Board authorize the Business Manager, Amy Lipkind, to enter into a contract for on-site diesel fuel delivery if the contract



determined to be in the best interest of the Cape Cod Collaborative and member districts.

Mr. Schumacher made a motion that the Board vote to approve the procurement of on-site diesel fueling, and also to authorize Ms. Lipkind, as Business Manager, to enter into a contract for on-site diesel fuel delivery if the contract is determined to be in the best interest of the Cape Cod Collaborative and member districts. Mr. Morris seconded the motion.

A roll call vote was taken:

Ms. Bent – yes, Ms. Fuller – yes, Ms. Mecca – yes, Mr. McGee – 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.

#### **e. Virtual High School (VHS)**

Dr. Bogden briefly discussed the status of the consortium for Virtual High School that has existed through the Collaborative since 2001. He noted that the Collaborative had reconciled district use of VHS service for the 2021-2022 school year and had invoiced districts for their coordinated use of this program. Dr. Bogden also noted that VHS was anticipated to provide summer course listings and course listings for the 2022-2023 school year in the near future.

Ms. Lindahl thanked Collaborative staff and faculty for their participation in the meeting. Mr. Hilton asked Ms. Lindahl to consider discussion and votes on the additional agenda item, associated with the renovation of the MacArthur Building, prior to Executive Session.

#### **f. Contract for General Contractor for renovation for the MacArthur Building in South Yarmouth**

**VOTE(s)**

Ms. Lipkind informed the Board that C.J.M. Services Inc. of Norwood, MA was the sole bidder for General Contractor services. She explained that Collaborative counsel (Murphy, Hesse, Toomey & Lehane) had developed language which allowed the Collaborative to accept the bid from C.J.M Services Inc. and to issue a “notice to proceed.” Ms. Lipkind indicated that a formal contract with the General Contractor would require modifications as add/alternates and items that may be negotiated were determined.

Mr. Hilton discussed the tight timelines associated with this project and cited the urgent need for action.

It was recommended that the Board authorize Ms. Lipkind and Mr. Hilton to negotiate a contract with C.J.M. Services Inc. for General Contractor Services for the Cape Cod Collaborative MacArthur building project. Mr. Hilton noted Collaborative strategies associated with Contract negotiations would be discussed in Executive Session.

It was also recommended that the Board vote to authorize Ms. Lipkind as the signatory to negotiate and authorize the contract for General Contractor Services for the MacArthur building project.

Ms. Lindahl asked if project costs would be discussed in Executive Session and Mr. Hilton responded affirmatively. Ms. Lindahl expressed her preference that a vote occur after the matter was discussed in executive session.

Mr. Schumacher suggested that Mr. Hilton also be a co-signatory on the contract.

## **IV. Executive Session**

Ms. Lindahl noted that it was necessary to enter into Executive Session and read the reasons stated on the agenda:

- a. **To conduct strategy sessions in preparation for negotiations with nonunion personnel; Leave Requests; Public Day Program Administration Staffing**
  - Executive Director Evaluation
  - FY2023 Personnel Planning
    - Paraprofessional Scale Discussion
    - Business Manager Interviews and Position Planning
  - 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. Bent made a motion that the Board enter into Executive Session for the purposes read and stated on the agenda. 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. McGee – 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 5:59 PM.

The Board returned to Open Session at 6:50 PM.

Ms. Fuller and Ms. Lipkind exited the meeting.

## **V. Old Business**

### **a. Waypoint Relocation & Planning**

Mr. Hilton noted discussion regarding the contract for General Contractor for renovation of the MacArthur Building and a vote to award the contract occurred in Executive Session. He explained that the Board had voted to awarded the contract to CJM Services, Inc. of Norwood, MA in an amount of up to \$4,486,409.

He explained that the permit for continuation of the abatement had been signed and work was in process.

Mr. Dupuis rejoined the meeting after Executive Session. Mr. Hilton asked Mr. Dupuis to comment on the candidate for Business Manager who had been interviewed immediately prior to this Board meeting. Mr. Dupuis indicated that he had known the candidate for a number of years and that the Collaborative was not likely to get a better candidate for the Business Manager position.

### **b. FY22 Reconciliation and Update**

Mr. Hilton provided an overview of the FY22 reconciliations to date regarding revenue and expense related to the Spending Plan and Budget. He indicated the Collaborative was on track for results consistent of better than current end-of-year projections. He noted that Ms. Lipkind’s report had been reformatted to illustrate the separation of capital and special funds. He also noted that administrative expenses were illustrated within the total for the Collaborative within this report, but not within the subtotals for the programs/services.

Mr. Dupuis remarked that the report Ms. Lipkind had formatted was an improvement. He indicated that Ms. Lipkind was working with Powers and Sullivan, the Collaborative’s audit firm, as well as new staff in the payroll and AP/AR roles in the business office.

### **c. Osterville Playground**

#### **Discussion**

Mr. Hilton provided a brief update regarding replacement of the playground at the Osterville Campus (STAR Program). He explained that the contractor reviewed the previous quote and indicated that the anticipated price for the project had increased \$60,000 since 2020. He also noted that fundraising for the project had continued.

## **VI. New Business**

### **a. FY2022 Warrants**

#### **VOTES**

- #41 VOTE
- #42 VOTE

- #43 VOTE
- #44 VOTE

Ms. Lindahl asked for a motion to approval Warrants \$41, #42, #43 and #44 in a single vote.

Ms. Bent made a motion that the Board vote to approve these Warrants. Mr. Fichtenmayer seconded the motion.

A roll call vote was taken:

Ms. Bent – yes, Ms. Mecca – yes, Mr. McGee – 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.

## **b. FY22 Spending Plan & Statutory Budget**

## **VOTES**

Mr. Hilton noted that the Advanced Studies and Leadership Program (ASLP) was scheduled to begin July 5, 2022. He indicated that the personnel changes on the agenda included the list of staff to be hired for the program. He also indicated a possibility that more staff that had previously (prior summers) been employed by Massachusetts Maritime Academy would likely need be employed through the Collaborative to avoid potential conflict-of-interest. He asked the Board to allow him the capacity to make provisional hires for ASLP, as necessary.

Mr. Hilton also noted approval within this section was being sought for salary Adjustments for employees (in program and transportation service areas) who had achieved milestones.

- Personnel

- ASLP Staffing

- |                         |                             |
|-------------------------|-----------------------------|
| • Emily Adams           | STEM Teacher                |
| • Susan Akins           | Consultant Nurse            |
| • Kylie Deasy           | Resident Assistant          |
| • Thomas Fassett        | Resident Assistant          |
| • Eben Franks           | STEM Teacher                |
| • Randi Gallerani       | Humanities Teacher – Improv |
| • Felicity Janczewski   | Resident Assistant          |
| • KerriAnn Kelleher     | Resident Assistant          |
| • Katherine Kelly       | Humanities Teacher          |
| • Wayne Magee           | Resident Assistant          |
| • Elizabeth Moran       | Resident Assistant          |
| • John New              | Head Music Teacher          |
| • Charity O’Neil-O’Kane | Humanities Teacher          |
| • Susan Pisapia         | Humanities Teacher          |
| • Martin Russo          | Humanities Teacher          |
| • Bryan Taylor          | Humanities Teacher          |
| • Christopher Viens     | Humanities Teacher          |
| • Steven Kelleher       | ASLP Director               |

- Additions

- |                         |                            |
|-------------------------|----------------------------|
| • Jessica Krant         | Paraprofessional, Waypoint |
| • Mark Lopez            | CDL Driver – Training      |
| • Regina Peters-Johnson | 7D Driver                  |

## **VOTE**

- Deshonda Powell Paraprofessional, STAR
- Rachel Tonge Paraprofessional, Waypoint
- Reductions **VOTE**
  - Victoria Cordeiro Paraprofessional, Waypoint
  - Joao Gomes CDL Driver – Spare
- Adjustments **VOTE**
  - Carmen Rockwood STAR Teacher – to Masters 30
  - Andrew Hunt Orleans Dispatch Admin – Adjustment
  - Linda Raneo Orleans Site Supervisor- Adjustment
- Change of Status **VOTE**
  - Robert Aucoin 7D Driver – Return from Leave
  - Patricia Stewart CDL Driver (Spare) to Monitor (Spare)

Ms. Bent made a motion to approve the personnel changes as listed on the agenda. Mr. Morris seconded the motion.

A roll call vote was taken:

Ms. Bent – yes, Ms. Mecca – yes, Mr. McGee – 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)

Mr. Hilton reviewed deposits to Capital Reserve Funds and noted that these funds were also now separated on the “green sheet” report and in the Spending Plan and Statutory Budget.

### **c. Strategic Planning**

Mr. Hilton noted the Strategic Planning process had been discussed at previous Board meeting. He indicated that he had been remiss in further communication. He explained that Ms. Putnam had provided contact information for a fellow Wellfleet School Committee member and he had not yet communicated with that person. Ms. Putnam noted her fellow school committee member had questions about participation, such as whether the meetings would be online or in person. Mr. Hilton indicated that engagement would occur in any manner which was workable and appropriate for those involved.

Mr. Hilton indicated that Superintendents had expressed interest in the process as a means to become more familiar with the region, including the challenges and resources.

Ms. Putnam noted that the timeline and commitment required for participation appeared to still be in genesis. Mr. Hilton concurred. He noted that it was likely that an initial meeting of stakeholders would be required to begin the process, and that assistance in planning the meeting would be helpful.

#### **d. FY2023 Spending Plan & Statutory Budget Development**

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 that the initial DRAFT of the Spending Plan / Budget was presented to the Board each April and reviewed at subsequent Board meetings.

Mr. Hilton indicated that the revised Spending Plan and Statutory Budget had been sent electronically to Board members prior to the meeting. He explained that the STAR Program had strong enrollment numbers and that there could be further refinements as student and staffing information is clarified.

Mr. Schumacher asked for clarification regarding Waypoint “commitments” vs. STAR Program tuitions. He asked Mr. Hilton, for the benefit of new Board members, to explain why STAR does not have “commitments”. Mr. Hilton reminded the Board that “commitments” are a method for district “ownership” of space within the program. He described student “churn” (turnover of students) as very different between the programs. He explained that, at Waypoint Academy, students enter and leave the program more frequently and that a district may use a single “commitment” for multiple students as they enter / leave the program. (Mr. Hilton noted the Collaborative bills student tuition on a daily rate.) He noted that, with the STAR Program, students who enter the program tend to stay for longer periods of time, often for an entire school year (or longer).

- **Approval of Preliminary Rates for FY23**

**VOTE**

*The Board has historically approved Tuition and Service rates at their May meeting(s) with final approval of the Spending Plan / Budget at the June Board meeting.*

It was recommended that the Board consider a vote to approve the Tuition and Service Rates for FY23.

**VOTE**

Ms. Putnam made a motion that the Board vote to approve Tuition and Service rates for FY23. Mr. Morris seconded the motion.

A roll call vote was taken:

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

The motion passed.

#### **e. Memoranda of Agreement (MoAs) – Transportation**

Mr. Hilton updated the Board regarding the status of the Memoranda of Agreement for Transportation services.

Ms. Lipkind and Mr. Dupuis have consulted with Monomoy, Bourne and Truro to facilitate the renewal of their Memoranda of Agreement (Option Year for Monomoy and Renewal of entire agreement for Bourne and Truro). He explained that the

discussions with Nantucket continued as the challenges of housing and driver licensure continue to necessitate operational changes.

Mr. Hilton noted the rate for diesel fuel used in costing templates this year was \$2.70 per gallon. He indicated that diesel fuel was currently over \$6 per gallon, and that it was likely that future and ongoing adjustment to the costing template would be required.

## **VII. Minutes**

### **a. April 13, 2022**

### **VOTE**

Ms. Lindahl noted a correction was necessary to the Executive Director Evaluation Subcommittee. She indicated that the minutes incorrectly listed Ms. Bent as one of the members of the committee – this explained that this should be changed to Ms. Fuller.

Ms. Putnam made a motion to approve the minutes of the April 13, 2022 meeting, as corrected. Mr. Morris seconded the motion.

A roll call vote was taken:

Ms. Bent – yes, Ms. Mecca – yes, Mr. McGee – yes, Mr. Morris –yes, Ms. Lindahl – yes,  
Mr. Myers – yes, Ms. Lonsdale – yes, Mr. Blehm – yes, Mr. Fichtenmayer – yes,  
Ms. Putnam – yes.

The motion passed.

## **VIII. Other**

No other items were brought before the Board for Discussion.

## **IX. Adjournment**

Ms. Lindahl asked Board members if there were any objections to adjourning the meeting. Hearing none, the May 11, 2022 meeting of the Cape Cod Collaborative Board of Directors adjourned at 7:13 PM.