



Board of Directors Meeting Minutes
418 Bumps River Road, Osterville, MA 02655
February 8, 2023 – 5:00PM Cracker Barrel / 5:15PM – Call to Order

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

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

No items were brought forth for discussion at this meeting.

II. Call to Order **5:17 PM**

Ms. Lindahl called the meeting to order at 5:17 PM. The meeting occurred in a hybrid fashion with participants present in person and attending 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: 1-929-205-6099

Meeting ID: 837 3786 0316

Phone Passcode: 9746721

Zoom Passcode: CapeCod

Ms. Lindahl noted the order of the meeting included the necessity for all votes to occur through a “roll call” process. Each member of the Board was required to “sign in” verbally.

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

Eastham	Judy Lindahl, Chair - R
Barnstable	Kathleen Bent - R
Brewster	Casey Mecca - R
Dennis-Yarmouth	Phillip Morris - R
Falmouth	Michael Heylin - R
Monomoy	Jessica Rogers - R

Nauset	Cathryn Lonsdale
Orleans	Ian Mack – R
Provincetown	Ngina Lythcott – R
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	R. Patrick Murphy
Assistant Business Manager	Amy Lipkind
Admin & Finance Coordinator	Marc Dupuis – R
Director of Special Education	Christina Caputo – R
STAR Program Director	Julia Bryant
Waypoint Program Director	Dr. Kara Peterson – R
Director of Special Projects	Dr. Christopher Bogden – R
Operations Manager	Anders Erikson - R

III. New Business

a. Programs/Services

- Waypoint Academy

Dr. Peterson discussed enrollment, programming and facility developments. She indicated that January had been busy with new referrals to the program. She noted that one student had been added to each of the grades 7, 8 and 10, and that two students were added to grade 9. She explained that, to accommodate the addition of the two students, the grade 9 cohort was divided.

Dr. Peterson indicated that, on January 27, staff had attended professional development in the Yarmouth building. She noted that that the building looked terrific and that each teacher was provided with a floor plan. She explained that staff reviewed current furnishings (at Yarmouth) to determine what else would be needed for the building opening and that she and Mr. Andrews were staging furniture at the Wing School in Sandwich in preparation for moving.

Dr. Peterson indicated that Mr. McMahon was assisting her with the recruitment of staff for the Extended School Year (ESY) program. She noted that it was anticipated that two (2) teachers and four (4) paraprofessionals would be needed for the summer programming. Dr. Peterson discussed planning for the ESY program, which would run Monday through Thursday with many experiential, hands-on student projects (project –based-

learning). She highlighted that the creation and maintenance of community partnerships would be a focus at the new location.

Dr. Peterson indicated that school paraprofessionals were being rotated throughout the school program, working in both middle school and high school classrooms. She noted that one newly hired paraprofessional was scheduled to start on February 13th. She also asked the Board to consider issuing provisional contracts to Waypoint staff prior to June.

Ms. Fuller asked what percentage of the furnishings for the Yarmouth building would be new. Dr. Peterson noted that Mr. Hilton had been able to obtain “nearly new” furniture from EDCO, and that items (that are in good condition) would be moved from Sandwich.

Ms. Fuller asked if the ESY program would be held at the Yarmouth campus. Dr. Peterson indicated that it would.

- STAR Program / Osterville

Ms. Bryant discussed enrollment and programming at the STAR Program. She indicated that, for the January in-service, staff had participated in a Zoom training with Children’s Hospital regarding in-utero opiate exposure and the impact upon children/students. She also noted that the program (currently) had five or six students who were impacted by opiates in-utero. Ms. Bryant also highlighted an ongoing crisis training which was being facilitated by Maria Trozzi. She indicated that a “Crisis Team” had been formed, which included the school clinician, the school nurse, two teachers, and three paraprofessionals. She also noted that all (STAR) staff members were scheduled to participate in training in May.

Ms. Bryant told the Board that the additional staffing was needed, as there were six pending referrals and three “rumored” referrals on the way. She noted that two (2) new paraprofessionals had been hired, thanks (in part) to the Collaborative’s social media presence for recruitment.

Ms. Bryant discussed planning for the Extended School Year (ESY) program. She explained that, in the past, most staff had elected to work the summer programming. She indicated that there were fifty (50) students anticipated for ESY, and that assemblies and field trips were being planned.

Mr. Hilton commented that it had been necessary to postpone the state visit until March 6 and 7. He explained that the MA-DESE visit was a “Tiered Progress Monitoring Mid-Cycle Review” which had previously been structured as a “Coordinated Program Review - Mid Cycle Review”. This

review will review the Collaborative program compliance with various state and federal regulations.

- Transportation

Ms. Lindahl extended her thanks to Collaborative staff for all the guidance and direction provided to the Nauset region during the past week. She explained that the Eastham Elementary School had frozen, and the burst pipes had caused flooding to six classrooms. She indicated that “snow days” had been “used” for the first three days, and that plans were being discussed where Eastham students would be bused to Brewster schools. Ms. Lindahl indicated that, while the district was capable of remote learning, the MA-DESE required that “snow days” be used for days when students were not engaged in in-person learning.

- District Operations

- District Operations Updates

Mr. Erikson provided updates regarding operations occurring within the school districts.

- Nauset Regional – Mr. Erikson discussed the challenges that have occurred due to the leaves-of-absence of two drivers. He noted that, on the positive side, one driver returned from maternity leave and was working half-time, and another spare driver returned from medical leave and was helping on a route. He expressed that the new driver was doing a great job, and that one regular driver had recently returned from military leave.
- Monomoy – Mr. Erikson updated the Board regarding “open” routes and changes in assignments. He explained that one Nauset driver had agreed to take a Monomoy route and that three routes remained open and were being covered primarily by administration staff, dispatchers and spare drivers.
- Nantucket – Mr. Erikson discussed the status of operations supporting the Nantucket Public Schools. He indicated that there were four (4) drivers and five (5) monitors covering routes that had been covered in previous years by eight (8) drivers. Mr. Erikson praised the Nantucket staff for “making it work” with less staff.
- Bourne – Mr. Erikson indicated that Bourne was “fully staffed.” He indicated that, although two drivers were out on medical leave, two new drivers had been added.
- Mashpee – Mr. Erikson noted that Mashpee was also fully staffed. He indicated that one long-time driver had

asked to work only half-time. He explained that existing drivers were able to cover all routes.

- Truro – Mr. Erikson noted that the Truro Public Schools had maintained a cadre of four (4) drivers.
- Out-of-District Special Education
Mr. Erikson discussed the loss of a special education driver, who had become unable to drive (medically). He explained that this driver had had been transporting students to Provincetown.

Mr. Mack thanked Mr. Erikson for the information. He asked about the average number of hours a driver expected to work each day. Mr. Erikson responded that hours were route-dependent. He explained that, in Mashpee, for example, drivers worked a 5-hour day. He noted that in the Nauset region the times for routes varied, ranging from 4.5 to 6 hours.

Mr. Mack expressed concern that the difficulty in filling driver positions might be due to the number of hours per day and the number of days of work that were available for drivers. He noted that these jobs may not be attractive to a candidate seeking full-time, year-round employment. Mr. Erikson indicated that he had been frequently questioned by drivers about vacation periods and holidays, which are unpaid. Mr. Mack suggested that the Collaborative take a “hard look” at how to make student transportation driving a full-time position. Ms. Lindahl indicated that this would be added as an agenda item for the next meeting.

- Renewal of MOAs / Changes in Cost Templates
Mr. Hilton described the lengthy discussion which occurred at the Legislative Breakfast regarding the global challenges associated with school transportation. He noted that Mr. Murphy and Ms. Lipkind had been working with districts and reviewing costing templates for the current and upcoming school year(s).

Mr. Murphy indicated that two districts, Mashpee and Nauset, were due for renewal. He noted that he and Ms. Lipkind had been reviewing the assumptions associated with the costing templates and noted that increases in the hourly rate paid to drivers, fuel price, and

maintenance costs were anticipated to cause changes in the costs. Mr. Murphy also noted that that a lag of approximately 18 months for the procurement of a new bus meant that more maintenance (charge) was needed to keep older vehicles on the road.

- Therapies

Mr. Hilton provided an update regarding the provision of services within the Collaborative and to districts (and others). He noted that one Speech and Language Pathologist (SLP) had resigned, and the Collaborative was interviewing for a replacement. He noted that the Collaborative continued to maximize the use of existing staff.

- Special Projects

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

- Sheltered English Immersion (SEI) Course

Dr. Bogden indicated the Collaborative’s spring semester Sheltered English Immersion endorsement course, scheduled to begin on February 9th, had *insufficient* enrollment. He explained that the registration deadline had been extended and that the region’s Curriculum Administrators had been alerted.

- Artificial Intelligence (AI/ChatGPT)

Dr. Bogden noted that, at their monthly meeting in January, the region’s curriculum administrators discussed the emerging awareness of Artificial Intelligence (AI) and particularly ChatGPT, and conversation was focused upon the implications for public education. He explained that they requested information regarding professional development options that could be offered, through the Collaborative, to educators throughout the region.

Dr. Bogden highlighted a proposal for a workshop to be offered at a time/date to be determined within the next 3 months. He explained that this proposal was for a hands-on workshop designed to help teachers, school administrators and district leaders understand the implications of AI on the classroom, instruction, assessment, and the overall student experience. He noted that, while the initial reaction to AI in education had often been to place institutional level blocks on these tools (Example: NYC DOE), this workshop was intended to explore a more balanced and nuanced approach to both the present and future of AI in schools.

Ms. Lythcott asked if the training would address the difficulties presented in teaching this updated way of thinking in a way that reinforces values and the impact on the community by outlining appropriate purposes and uses. Dr. Bogden noted that she (Ms.

Lythcott) had summarized the critical questions with AI eloquently. He explained that, while some districts had taken the approach of banning AI within the schools, AI was still available outside of the school setting. Ms. Lythcott discussed the challenges of a situation where “no” cannot be the answer and districts were left to manage the situation in a way which helped in the exploration of and context of values.

Dr. Bogden indicated the intended focus of the workshop was to address implications and questions and how to best train and prepare teachers. Ms. Rogers asked that the Board would be notified when a date and time was scheduled. Ms. Lonsdale asked whether the workshop would be held in person or virtually. Dr. Bogden indicated that he would share details about the program as soon as they were available. He explained that current planning was that the workshop would consist of two initial days of in-person instruction with virtual follow up sessions.

Ms. Putnam referenced a column by Lawrence Brown which had appeared in the Cape Cod Times which pondered how AI might erode a student’s ability to seek the truth.

[\(https://www.capecodtimes.com/story/opinion/columns/2023/02/05/opinion-artificial-intelligence-a-threat-to-critical-thinking-skills/69862385007/\)](https://www.capecodtimes.com/story/opinion/columns/2023/02/05/opinion-artificial-intelligence-a-threat-to-critical-thinking-skills/69862385007/)

○ ASLP

Mr. Hilton discussed the status of planning for the Summer 2023 ASLP Program.

He explained that the applications for the program were in process within districts and that staffing was being secured for the scheduled program for Summer 2023. Mr. Hilton indicated that Mr. Kelleher had recommended two candidates for on-site/overnight administrative positions within the program.

Mr. Hilton noted that there had been an increased interest from students throughout member districts for the Summer 2023. He also indicated that there were some exciting developments associated with the planning and operation of the program.

- AD Makepeace committed to providing \$10,000 in support for the Summer 2023 ASLP Program.
- Massachusetts Maritime received a commitment for 10 scholarships of \$750 for multiple years from General Electric
- Additional scholarships from Kelly Law Offices and Lamberts were facilitated through a new part-time administrative staff member.

Ms. Lindahl asked for more information regarding the funding from Makepeace. Mr. Hilton indicated that the funding had been offered and was not restricted, meaning that it could be used for any ASLP purpose. Ms. Bacchiocchi indicated that Makepeace was known to be generous in its support of public schools. She described a discussion

which occurred at the last meeting of the Wareham School Committee, and the excitement generated by the opportunities these funds presented to students.

b. Waypoint Relocation & Building Renovation **Discussion**

Mr. Hilton discussed the status of the renovation of the MacArthur Building in South Yarmouth. Excitement had built as the renovations neared completion. He described a lengthy “punch list” of items which remained to be completed, including cafeteria equipment. Mr. Hilton was happy to report that no ill effects of the prior weekend's sub-zero temperatures had occurred, even with the building's new sprinkler system.

c. Virtual High School

Dr. Bogden discussed the status of the consortium for Virtual High School that has existed through the Cape Cod Collaborative since 2001. He explained that there were seven Collaborative member districts that purchased 182 VHS seats for the 2022-23 school year: Bourne (9), Barnstable (14), Dennis-Yarmouth (26), Nantucket (29), Sandwich (33), Upper Cape Tech (16), and Wareham (9). Dr. Bogden noted that a “seat” equals enrollment for one semester; a full semester course requires two “seats.”

Ms. Lindahl asked about Nauset's participation in VHS. Dr. Bogden indicated that Nauset had not enrolled students during the current year. He remarked that enrollment had been up and down in the past, increasing when a Nauset teacher participated, which reduced district costs.

Ms. Bacchocchi noted VHS offered a course in sign language and wondered if Dr. Bogden had any feedback about teaching and learning sign language virtually. Dr. Bogden could not provide specific information about the course, but indicated that students often participated in VHS courses which were not offered through the district. He observed that enrollment in sign language instruction had increased over the past couple of years.

Mr. Hilton indicated that it would be necessary to enter Executive Session during the meeting. Ms. Lindahl suggested that Executive Session and the Treasurer Evaluation be moved to the end of the meeting; the Board concurred. Ms. Lindahl continued the meeting with discussion regarding the FY23 Reconciliation.

IV. Old Business

a. FY23 Reconciliation and Update

Mr. Murphy shared an overview of the status regarding the FY2023 reconciliations to-date regarding revenue and expense related to the Spending Plan and Budget. He informed the Board members that the Collaborative was operating within budgetary amounts, and noted that capital costs associated with the Yarmouth building as well as fuel costs impacting transportation expenses were being monitored. Mr. Murphy indicated that salary expenses were “on budget” and would continue to be reviewed and monitored for significant changes.

b. Osterville Playground

Discussion

Mr. Hilton asked Ms. Bryant to provide information. Ms. Bryant told the Board that landscaping had not yet been completed and suggested that discussion about a “ribbon cutting” ceremony be brought up again at the April meeting.

V. New Business

a. FY23 Warrants

VOTES

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

Ms. Putnam made a motion that the Board vote to combine Warrants #29, #30, #31 and #32 and to approve the Warrants together. Mr. Mack 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. Heylin – yes, Ms. Rogers – yes, Ms. Lonsdale – yes, Mr. Mack – yes, Ms. Bacchiocchi – yes, Ms. Putnam – yes, Ms. Putnam – yes, Ms. Lythcott – yes.

The motion passed.

b. FY23 Spending Plan

Discussion & Vote(s)

- Personnel
 - Additions **VOTE**
 - Kathryn Andreoli Paraprofessional, STAR
 - Logan B Student Intern
 - Russell Cook 7D Driver
 - Brian Head Monitor, Spare
 - Renee Printz Monitor, Nantucket
 - Shannon Ray Paraprofessional, STAR
 - Reductions **VOTE**
 - Stephen Aube CDL Driver, Spare
 - Lauren Marble SLP
 - Changes in Status **VOTE**
 - Janet Biondi CDL Training to CDL Nauset

Ms. Putnam made a motion that the Board vote to bundle personnel additions, reductions and changes of status, and to approve the bundle. Mr. Morris 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. Heylin – yes, Ms. Rogers – yes, Ms. Lonsdale – yes, Mr. Mack – yes, Ms. Bacchiocchi –yes, Ms. Putnam – yes, Ms. Lythcott – yes

The motion passed.

c. Cape Cod Municipal Health Group Rates

Discussion

Mr. Murphy discussed the most recent information regarding the health and dental insurance rates for FY2024 through the Cape Cod Municipal Health Group (CCMHG). He explained that the CCMHG Board had met on the morning of February 8, 2023 and voted on rates for FY2024. Mr. Murphy indicated that the Collaborative offered four (4) health insurance plans through the CCMHG: two (2) vlow deductible HMO plan rates, which will increase by 4% and two (2) high deductible HMO plan rates, which will increase by 2% effective July 1 2023.

d. Legislative Breakfast for 2023

Discussion

Mr. Hilton indicated that the Fourteenth Annual Legislative Breakfast had been held virtually on February 3, 2023. He explained that it had been envisioned that that the event would occur in person and virtually; however, he explained that there were insurmountable challenges with the small group / break-out room format in a hybrid fashion. Mr. Hilton indicated that he anticipated that the opening of the new building in Yarmouth would provide a great opportunity to bring legislators and stakeholders together.

Mr. Hilton provided a review of the topics discussed at this event, which included common goals and challenges such as housing, and he encouraged Board members to provide their feedback about the event

Ms. Bent explained that she had participated in the breakout session discussion regarding special education. She noted that items included within the discussion were challenges with staffing, as well as changing requirements for Occupational Therapists. She also noted that Representative Diggs participated in the discussion. Mr. Mack indicated that he took part in the discussion regarding recruitment and retention of staff. He noted that Representative Peake participated in the discussion. Mr. Mach explained that topics of discussion included housing at the local and state level, changes occurring with the allowance of accessory dwellings, tax abatements, and municipal property purchases for public housing. Mr. Mack also stressed the importance of participation in discussions at the local, town level.

Ms. Fuller explained that she participated in a break-out discussion with Senator Pacheco's aide. She highlighted that discussion centered upon the shortage of school bus drivers as well as the length of time needed for training for individuals to become school bus drivers. Ms. Fuller noted that one suggestion had been made to recommend a change with the responsibility for the driver road test from the State Police back to the Registry of Motor Vehicles. She also indicated that in-depth discussion occurred regarding methods for providing full-day employment for drivers. Ms. Fuller indicated that she was looking forward to the return to an in-person format.

Ms. Lythcott asked for the opportunity to respond to Mr. Mack. She indicated that she shared his view that housing was difficult and that it would become more difficult. She explained that Provincetown had tried all the suggestions he had mentioned, but found that it was difficult to get people to turn away from the

income provided by renting properties to tourists at (much) higher rates. Mr. Mack applauded Provincetown for breaking ground regarding this issue and for trying new approaches. He stressed that members of the community should “keep making noise.”

VI. Minutes

a. January 11, 2023

VOTE

Ms. Bent made a motion that the Board vote to approve the minutes of the January 11, 2023 meeting. Mr. Morris 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. Heylin – yes, Ms. Rogers – yes, Ms. Lonsdale – yes, Mr. Mack – yes,
Ms. Bacchiocchi – yes, Ms. Putnam – yes, Ms. Lythcott – yes.

The motion passed.

VII. Executive Session

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

- a. To conduct strategy sessions in preparation for negotiations with nonunion personnel; Leave Requests, Review of Professional Staff Salary Grid Proposals for FY24.

Ms. Bent made a motion that the Board vote to enter Executive Session for the state purpose. 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. Heylin – yes, Ms. Lonsdale – yes, Mr. Mack – yes, Ms. Bacchiocchi – yes,
Ms. Putnam – yes, Ms. Lythcott – yes.

The motion passed.

The Board entered Executive Session at 6:16 PM.

VIII. Adjournment

The Board adjourned the meeting from Executive Session at 6:48 PM.