



**Board of Directors Meeting Minutes**  
**418 Bumps River Road, Osterville, MA 02655**  
**June 12, 2024 - 5:15 PM**

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

**Local District Issues**

Board members discussed current concerns and challenges in the local educational arena

**II. Call to Order**

This meeting occurred 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 through telephonic means.

Ms. Fuller called the meeting to order at 5:15P. She reminded the Board that the order of the meeting would include the necessity for all votes to occur through a “roll call” process and that each member of the Board, and any other attendees had to verbally “sign in”.

Computer access, including video, was recommended for Board members and to allow for “sharing” of information on the screen if necessary.

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

Guidance from Collaborative counsel (Murphy, Hesse, Toomey & Lehane) has been shared with Board members.

Mr. Hilton noted that there was an expressed need for an Executive Session. He noted that it was necessary for members of the Board to have the capacity to ensure that others could not participate and/or access the “broadcast” of the meeting during the Executive Session portion of the meeting.

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

In attendance were:

Barnstable	Andre King (5:30PM)
Bourne	Maureen Fuller
Cape Cod Tech	MaryRose Grady
Dennis-Yarmouth	Phil Morris
Falmouth	Terri Medeiros- R (5:18P)
Martha’s Vineyard	Roxanne Ackerman- R
Mashpee	Kelly Robson - R
Monomoy	Jessica Rogers – R
Nauset	Cathryn Lonsdale
Nantucket	Laura Gallagher-Byrne - R
Provincetown	Ngina Lythcott - R
Sandwich	Christine Brown – R
Upper Cape Cod Tech	Robert Fichtenmayer
Wellfleet	Laura Baghetti - R

Also in attendance were:

Executive Director	Paul C. Hilton
Business Manager	R. Patrick Murphy
Associate Business Manager	Amy Lipkind
Treasurer	William Friel
Accounting Coordinator	Marc Dupuis – R
Human Resources Coordinator	L. Troye Thompson
Waypoint Program Director	Dr. Kara Clyburn - R
STAR Program Director	Julia Bryant
Director of Special Education	Christina Caputo
Incoming Director of Special Education	Dr. Joan Woodward – R (5:20)
Operations Manager	Anders Erikson – R
Special Projects	Dr. Chris Bogden – R
ASLP	Stephen Kelleher

### **III. Appointment of Officers**

The Board tabled these items for consideration at a later meeting. It was agreed (unanimous consent to continue to meet the first Wednesday of each month (September through June) with meetings starting at 5:30PM at the Osterville site and via Zoom.

#### **A. Election of Chairperson**

#### **B. Election of Vice-Chairperson.**

#### **C. Election of Executive Committee.**

This SubCommittee of the Board is composed of five (5) Board members plus the Chairperson and Vice Chairperson.

#### **D. Appointment of Treasurer**

Recommendation – William Friel

#### **E. Appointment of Secretary to the Board of Directors**

TBD

#### **F. Approval of a meeting day, time and location.**

The Board currently meets on the second Wednesday of the Month from September through June of each school year and as needed in the summer. The meetings currently occur at 5:15 PM at the Collaborative offices in Osterville.

### **IV. New Business**

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

- Waypoint Academy

Dr. Clyburn updated the Board regarding the operations and activities of the Waypoint Academy program. She discussed the ongoing need to “team” classes for instructional purposes due to staff challenges and student issues. She highlighted that she had worked with staff to develop a plan for “teaming” for the Middle School for the 2024-2025 School Year with Subject/Content Specific class changes for the High School. She also indicated that the Professional Development activities and schedule for staff was being finalized for 2024-2025.

Dr. Clyburn noted that the program had three (3) new students and (5) new referrals at the time of the Board meeting.

She explained that the Extended School Year (ESY) program would have fourteen to sixteen (14-16) students participating and that Jim McMahan, a Middle School teacher, would be coordinating the program as she was retiring at the end of the month and a successor Program Director had not yet been identified.

She also highlighted that AmeriCorps volunteers had refreshed the garden/planting beds the week prior to the Board meeting.

Dr. Woodward and Anre King entered the meeting (remote participation) during the presentation.

- STAR / Osterville

Ms. Bryant updated the Board regarding the operations and activities of the STAR Program.

She highlighted the continued increase in referrals and enrollment as well as recent activities at the program including the annual “Rainbow Run”. Ms.

Bryant also noted that Susan McLaughlin, the parent of a (former) student who had “aged-out” of the program during the year, had sponsored a “coffee truck” at the program to provide refreshments (coffee and pastry) for staff at the program during the final week of school.

- Transportation

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

- Staffing
  - Mr. Erikson updated the Board regarding current operations.
- Districts
  - Bourne
    - Mr. Erikson noted that there were three (3) open routes in Bourne with two (2) full-time spare drivers covering two (2) of the three routes.
    - Mr. Hilton indicated that the Bourne Public Schools will realize significant changes (decrease) in costs as the capital costs associated with the fleet that serves their district will decrease significantly. He noted that the Bourne Public Schools would need integrate anticipated capital/vehicle costs for future years to ensure that the “fleet” is replaced in a safe and timely manner
  - Nauset
    - The Collaborative has continued the refinement of service delivery and associated costs with the Nauset Regional Schools (and Superintendency Union) administration. Mr. Erikson indicated that the Nauset Regional School (and Superintendency Union) was fully staffed as a new driver had taken an open route. He highlighted that this area also had a full-time spare.
    - Mr. Hilton noted that the anticipated costs for FY24 and FY25 had maintained consistency with the original projections. He expressed that initially anticipated savings from route consolidation had been less than anticipated due to increased route/driver hours for the remaining routes. He also noted that the increased driver remuneration (as approved by the Board, and district administrators in November 2021) had absorbed a significant portion of the anticipated savings (from initial 2019 projections) making these changes nearly cost neutral.
    - Mr. Hilton recommended that the Nauset Regional Schools and Superintendency Union School Committees reconvene their Transportation SubCommittee to discuss the replacement schedule for equipment (buses) as the initial fleet is paid off.*
  - Monomoy
    - Mr. Erikson indicated that the Monomoy Region was fully staffed and was sharing a full-time spare driver with the Nauset Region.
    - Mr. Murphy updated the Board regarding the status of the Collaborative coordination of the template revision for consideration by the Monomoy Regional School Committee as well as the renewal of a Memorandum of Agreement (MoA) with the Collaborative.

- i. He noted that the MoA renewal included revisions to the amortization of the equipment (buses) associated with the service provision. Mr. Hilton indicated that a vote would be recommended to amortize \$135,407 from each of the first two years of the agreement to the final three years of the agreement. He noted that this vote would allow that amount to be funded from “Fund Balance / Cumulative Surplus” and replenished in subsequent years.
- ii. Mr. Murphy and Mr. Hilton explained that the MoA also memorialized the “ownership” of the vehicles as the amortization occurs while supporting the utilization of the benefit of “residual value” of the fleet to the District towards replacement vehicles for future years.

Mr. Murphy indicated that the service projection and associated costing template had been refined to project the costs associated with the service delivery expected for FY2025 forward.

Mr. Hilton indicated that there would be a vote recommended during the meeting for the renewal of the MoA.

#### Mashpee Public Schools

Mr. Erikson indicated that the Mashpee Public Schools transportation was fully covered at the time of the Board meeting with the use of one full-time spare driver.

The initial cost projections that for the Spending Plan and the District Service Costing Template for FY2025 reflect a pause in the purchase of 2-3 new buses to support the ongoing replacement of the “original” Mashpee fleet in favor of the purchase of some used school buses.

*Mr. Hilton noted that the authorization for the purchase of these vehicles will be sought later in the meeting/agenda.*

- Truro Public Schools

Mr. Erikson and Mr. Murphy indicated that the Truro Public Schools and the Collaborative staff would meet to plan and to project services for the coming school year.

- Nantucket Public Schools

Mr. Hilton noted that the Collaborative has provided transportation services for the Nantucket Public Schools continually since 1997.

Mr. Hilton indicated that the Collaborative continued to work closely with the Nantucket Public Schools to meet the needs of the district with the current resources (drivers).

Mr. Erikson indicated that the Nantucket Public Schools were fully staffed for the current routes, although there is a need for additional routes to be implemented when drivers become available.

It was indicated that the services for Nantucket for FY25 are proposed to include the purchase of one (1) new Blue-Bird All-American school bus, one 7D MicroBird van, and two (2) Multi-Functional School Activity Buses (MFSABs).

A Vote was recommended regarding the Memorandum of Agreement between the Collaborative and the District for FY2025.

*Mr. Morris made a motion to approve the Nantucket Public Schools Memorandum of Agreement for 2024-2025 as included with board materials.*

This motion was seconded by MaryRose Grady.

*A roll call vote was taken:*

*Mr. King – yes; Ms. Grady - yes; Mr. Morris - yes; Ms. Medeiros – yes; Ms. Ackerman – yes; Ms. Robson – yes; Ms. Rogers – yes; Ms. Gallagher-Byrne – abstained; Ms. Lonsdale – yes; Ms. Lythcott – yes; Ms. Brown - yes; Mr. Fichtenmayer – yes; Ms. Baghetti – yes; Ms. Fuller – yes*

*the motion passed*

The authorization for the purchase of these vehicles will be sought later in the meeting/agenda.

Mr. Erikson indicated that the Collaborative continued to make significant progress with the development of new transportation staff.

He noted that there were four (4) drivers in training with “road tests” to occur within the coming 4-6 weeks. He indicated that the location of the new drivers would likely be 2-3 for the Nauset/Monomoy area and 1-2 for the Monomoy area. He also highlighted that two (2) drivers who had been “on leave” for 2023-2024 would be returning for 2024-2025.

- Therapies

Mr. Hilton provided a brief update regarding the provision of services within Collaborative programs and serving school districts. He indicated that there continued to be an increasing need for the recruitment and retention of staff for specific roles throughout the region.

- Special Projects

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

- Bridgewater State University

Mr. Hilton explained that he toured the renovated MacArthur building with two of the Deans from Bridgewater State University on June 6<sup>th</sup>. He discussed continued planning for providing increased access for

professional licensure and professional development through the partnership established by the Collaborative with Bridgewater State University.

- All-Cape In-Service

Dr. Bogden updated the Board regarding preparations for the All-Cape In-Service scheduled for November 2024. He noted that nine (9) educators from the districts of Falmouth, Mashpee, Sandwich, Barnstable, Dennis-Yarmouth, Nauset, Provincetown, as well as the Community Action Committee of Cape Cod & Islands had been recruited to serve as Content Coordinators in the fields of World Language, Art, Nursing, Physical Education/Health, Music, ELL, Counseling, Library, and Early Childhood Education. Content Coordinators identify 2 – 4 potential half-day and/or full day workshops and presenters. For each, they provide proposals with workshop/seminar titles, a brief description, name, contact information of the presenter(s) and their requested fee.

He explained that he had started to receive these proposals and would be contracting with presenters and compiling a program over the next two months.

- Regional Alternative to Research for Better Teaching's (RBT's) Studying Skillful Teaching (SST) course.

Dr. Bogden indicated that the Collaborative would be receiving proposals from Bridgewater State University and the *Teaching and Learning Alliance* for the production and/or delivery of an alternative course to address the competencies normally covered through the RBT SST coursework. He expressed hope that one of these providers would be able to offer a course for the Fall of 2024.

- ASLP

Mr. Kelleher updated the Board regarding the planning for the Summer 2024 ASLP Program.

Mr. Hilton discussed a grant (continuation) proposal made to the Massachusetts Department of Elementary & Secondary Education (MA-DESE) that had been submitted to offset the tuition costs for students/families with demonstrated financial need. The Collaborative was informed that the proposal would not be funded for Summer 2024. He indicated that the tuition for the Summer 2024 program had been approved as \$1,400 for the thirteen-day (thirteen night) residential program.

He noted that there had been a number of community-based individuals, agencies and foundations which would support scholarships for students to attend ASLP2024. He highlighted the contributions of Geoff Swett, the New Bedford Foundation, the Sandwich Kiwanas, the GE Foundation, and the Makepeace Companies.



He noted that the residential staffing for the program had been determined and contracts will be distributed as orientation for new staff occurs in the coming week.

He indicated that there were over two hundred acceptance letters sent to prospective ASLP participants and that approximately one-hundred eighty-six (186) students were expected to attend.

Mr. Kelleher invited Board members to attend the Family Day Cookout on Sunday, July 14<sup>th</sup> from 10AM-2PM and also the ASLP2024 Graduation on Saturday, July 20<sup>th</sup> @ 9AM.

## **b. Procurement**

**Vote(s)**

- **Diesel and Propane Fuel Price Solicitation**

**Vote(s)**

Mr. Murphy and Mr. Erikson discussed the status of diesel and propane fuel pricing, including delivery, for the buses for several districts.

Mr. Murphy indicated that the diesel fuel market had been volatile and the impact of changes in fuel prices was expected to have a significant impact upon transportation service pricing.

He noted that the Board had previously voted to approve the procurement of on-site diesel fueling and the procurement of propane fuel delivery.

He explained that the bids for diesel and propane fuel had been received and reviewed.

*Propane Fuel*

*Mr. Murphy recommended that that the Collaborative enter into a contract with Eastern Propane for the supply of propane fuel for FY2025.*

**VOTE**

Mr. Morris made a motion to approve the contract between the Cape Cod Collaborative and Eastern Propane for 2024-2025 as included with board materials.

This motion was seconded by Mr. Fichtenmayer.

*A roll call vote was taken:*

*Mr. King – yes; Ms. Grady - yes; Mr. Morris - yes; Ms. Medeiros – yes; Ms. Ackerman – yes; Ms. Robson – yes; Ms. Rogers – yes; Ms. Gallagher-Byrne – yes; Ms. Lonsdale – yes; Ms. Lythcott – yes; Ms. Brown - yes; Mr. Fichtenmayer – yes; Ms. Baghetti – yes; Ms. Fuller – yes*

*the motion passed*

*It is also recommended that the Board authorize the Business Manager, Patrick Murphy, to enter into a contract for on-site propane fuel if the contract is determined to be in the best interest of the Cape Cod Collaborative and member districts.*

**VOTE**

Mr. Fichtenmayer made a motion to authorize t the Business Manager, Patrick Murphy, to execute a contract he contract between the Cape Cod



Collaborative and Eastern Propane for FY2025 (as included with board materials) for on-site propane fuel if the contract is determined to be in the best interest of the Cape Cod Collaborative and member districts.

This motion was seconded by Mr. Morris.

*A roll call vote was taken:*

*Mr. King – yes; Ms. Grady - yes; Mr. Morris - yes; Ms. Medeiros – yes; Ms. Ackerman – yes; Ms. Robson – yes; Ms. Rogers – yes; Ms. Gallagher-Byrne – yes; Ms. Lonsdale – yes; Ms. Lythcott – yes; Ms. Brown - yes; Mr. Fichtenmayer – yes; Ms. Baghetti – yes; Ms. Fuller – yes  
the motion passed*

*Diesel Fuel*

*Mr. Murphy recommended that that the Collaborative enter into a contract with Cape Cod Oil for the supply of on-site diesel fuel delivery for FY2025.*

Ms. Brown asked if the Collaborative was considering the purchase of electric school buses and whether this contract would be impacted. Mr. Murphy indicated that the Collaborative continued to work with districts to assess the viability of electric school buses for use of some routes, but that would not have an impact during FY2025.

Ms. Lythcott made a motion to approve the contract between the Cape Cod Collaborative and Cape Cod Oil for the supply of in-site diesel fuel delivery for FY2025 as included with board materials. **VOTE**

This motion was seconded by Mr. Fichtenmayer.

*A roll call vote was taken:*

*Mr. King – yes; Ms. Grady - yes; Mr. Morris - yes; Ms. Medeiros – yes; Ms. Ackerman – yes; Ms. Robson – yes; Ms. Rogers – yes; Ms. Gallagher-Byrne – yes; Ms. Lonsdale – yes; Ms. Lythcott – yes; Ms. Brown - yes; Mr. Fichtenmayer – yes; Ms. Baghetti – yes; Ms. Fuller – yes  
the motion passed*

*Mr. Murphy also recommended that the Board authorize the Business Manager, Patrick Murphy, 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 made a motion to authorize the Business Manager, Patrick Murphy, to execute a contract he contract between the Cape Cod Collaborative and Cape Cod Oil for FY2025 (as included with board materials) for the supply of in-site diesel fuel (delivery) if the contract is

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

**VOTE**

This motion was seconded by Mr. Fichtenmayer.

*A roll call vote was taken:*

*Mr. King – yes; Ms. Grady – yes; Mr. Morris – yes; Ms. Medeiros – yes; Ms. Ackerman – yes; Ms. Robson – yes; Ms. Rogers – yes; Ms. Gallagher-Byrne – yes; Ms. Lonsdale – yes; Ms. Lythcott – yes; Ms. Brown – yes; Mr. Fichtenmayer – yes; Ms. Baghetti – yes; Ms. Fuller – yes  
the motion passed*

• **School Bus Lease/Purchase Procurement for FY2025 VOTE**

Mr. Hilton discussed the necessity for the Collaborative to seek pricing for equipment to support District needs for FY2025.

Mr. Murphy reviewed the following items for which the Collaborative would seek pricing:

- Nantucket
  - One (1) New 71 Passenger School Bus, Transit (Flat Nose), Front Diesel Fuel Engine, Air Powered Doors and Brakes.
  - Two (2) New School Bus Vans – equipped as a school bus consistent with the Massachusetts 7D requirements.
- Mashpee
  - Three to Four (3-4) 71 Passenger School Buses, Conventional Style, Diesel or Gasoline Fuel Engine
    - Air Powered Doors and Brakes as option
    - At least one school bus with undercarriage storage.
  - Pricing to be sought for both
    - New equipment
    - Old Equipment (Model Year 2018 or Newer)

*Mr. Murphy recommended that the Board authorize him to solicit pricing for the lease/purchase of the aforementioned equipment to support District needs for FY2025.*

Mr. Morris made a motion to authorize Mr. Muphy to solicit pricing for the lease/purchase of the above referenced equipment to support District needs for FY2025.

This motion was seconded by Mr. Fichtenmayer.

**VOTE**

*Ms. Grady asked if the purchase of electric buses was considered. Mr. Murphy and Mr. Hilton noted that the purchase of electric vehicles was considered and was determined not to be the most feasible solution at the time.*

*A roll call vote was taken:*

*Mr. King – yes; Ms. Grady - yes; Mr. Morris - yes; Ms. Medeiros – yes; Ms. Ackerman – yes; Ms. Robson – yes; Ms. Rogers – yes; Ms. Gallagher-Byrne – yes; Ms. Lonsdale – yes; Ms. Lythcott – yes; Ms. Brown - yes; Mr. Fichtenmayer – yes; Ms. Baghetti – yes; Ms. Fuller – yes*  
*the motion passed*

**VOTE**

*Mr. Hilton recommended that the Board authorize Mr. Murphy to solicit options for financing for the aforementioned equipment. **VOTE***

Ms. Lythcott made a motion to authorize Mr. Muphy to solicit options for financing the lease/purchase of the above referenced equipment to support District needs for FY2025.

This motion was seconded by Mr. Fichtenmayer. **VOTE**

Ms. Grady asked if the districts received the funds for the financing, or if the Collaborative financed the vehicles. Mr. Hilton noted that the financing of the vehicles occurred through an agreement between the district(s) and the Collaborative that is/was memorialized in the Memoranda of Agreement (MoAs), wherein the Collaborative financed the vehicles over a financing term and that district(s) associated ensured that the liability for the financing was the obligation of the benefiting district(s).

*A roll call vote was taken:*

*Mr. King – yes; Ms. Grady - yes; Mr. Morris - yes; Ms. Medeiros – yes; Ms. Ackerman – yes; Ms. Robson – yes; Ms. Rogers – yes; Ms. Gallagher-Byrne – yes; Ms. Lonsdale – yes; Ms. Lythcott – yes; Ms. Brown - yes; Mr. Fichtenmayer – yes; Ms. Baghetti – yes; Ms. Fuller – yes*  
*the motion passed*

Mr. Hilton noted that it might become necessary to convene a meeting of the Board of Directors during the summer to review the pricing for the equipment and financing and to authorize the execution of contracts for the lease/purchase of the equipment.

**c. Virtual High School (VHS)**

Dr. Bogden will briefly discuss the status of the consortium for Virtual High School that has existed through the Collaborative since 2001.

Dr. Bogden noted that the Collaborative has reconciled district use of VHS service for the 2023-2024 school year and has invoiced districts for their coordinated use of this program.

He noted that the Sandwich Public Schools are the only district providing a teacher for the 2024-25 school year. He explained that this teacher would be teaching two courses per semester. He indicated that this level of Consortium Teacher participation was a 50% decrease from previous years.

He noted that their (Sandwich) teacher contribution would provide the region with 100 seats at approximately \$170/seat, with any seats requested above 100 at a cost of \$330 per seat.

Dr. Bogden explained that Sandwich was entitled to use any or all the seats at the \$170 rate. He noted that last year the region's districts purchased 160 seats.

#### **d. Building Service Dog**

#### **VOTE**

Ms. Bryant reviewed a proposal shared with the Board (June 5<sup>th</sup> Memo included with Board materials) regarding the current participation of a Therapy Dog in Collaborative programming through Suzanne Greenberg-Carroll, a Speech & Language Pathologist. Ms. Bryant explained the Ms. Greenberg Carroll would be retiring within the next few years and that the inclusion of Ms. Greenberg-Carroll's dogs with the program had been very beneficial for students (and staff).

Ms. Bryant had researched a number of options for continuing to have the benefit of a Therapy/Service animal in the program/building. She shared information regarding a program through "Diggity Dogs Service Dogs" of Greenfield, MA which placed "Facility Dogs" with program. She reviewed the expectation of the program and the staff as well as the financial and time commitment for the program (and staff).

Ms. Bryant asked the Board to support the initiative and asked that the Board provide financial support for a substantial portion of the costs with the remainder to be secured through program fund raising.

Ms. Bryant specifically requested:

From the Program Staff/Committee:

- Identify host staff person to care for the dog outside of program/school
  - Responsible for continued training
  - Responsible for ongoing food (unless specialized diet)
  - Make / attend veterinary and grooming appointments
- Program / Committee
  - Fundraise 60% of the cost for dog/training (of \$25,000) = \$15,000
  - Research and secure grants/support for offset of purchasing and continued care of the dog

From the Board:

- \$3,500 for the deposit along with an application fee of \$100 =(\$3,600)
- 40% of the costs for the dog/training (of \$25,000) = \$10,000
- Accommodations and support for staff while training (1 week in Greenfield)
- Portion of veterinary and grooming care for dog (\$700-\$1,500/year)

Mr. Fichtenmayer made a motion for the Board to provide financial support for the STAR Program to secure a "Facility Dog" through Diggity Dogs of

Greenfield, MA as outlined by Ms. Bryant. The financial assistance is estimated to be approximately \$15,000 during the initial two-three years.

Mr. Morris seconded the motion.

**VOTE**

*A roll call vote was taken:*

*Mr. King – yes; Ms. Grady - yes; Mr. Morris - yes; Ms. Medeiros – yes; Ms. Ackerman – yes; Ms. Robson – yes; Ms. Rogers – yes; Ms. Gallagher-Byrne – yes; Ms. Lonsdale – yes; Ms. Lythcott – abstained; Ms. Brown - yes; Mr. Fichtenmayer – yes; Ms. Baghetti – yes; Ms. Fuller – yes*  
*the motion passed*

Ms. Mary Czajkowski (facilitating the search for Executive Director) entered the meeting at 6:25PM.

## V. New Business

### a. FY24 Reconciliation and Update

Mr. Murphy shared an overview of the FY24 reconciliations to date regarding revenue and expense related to the Spending Plan and Budget. He noted that Revenue and Expenses were “on target” and that overall revenue and expenses were “similarly down” due to changes in service provision and associated staffing. He expressed that he estimated that the General Fund would end “on target” within the \$400,000 offset to the FY24 Spending Plan/Budget as approved by the Board.

### b. FY2024 Warrants

**VOTES**

- #44 VOTE
- #45 VOTE
- #46 VOTE

- #47 VOTE
- #48 VOTE

*Mr. Morris made a motion to consolidate the voting for FY24 Warrants 44, 45, 46, 47 & 48. Mr. Fichtenmayer seconded the motion.*

*A roll call vote was taken:*

*Mr. King – yes; Ms. Grady - yes; Mr. Morris - yes; Ms. Medeiros – yes; Ms. Ackerman – yes; Ms. Robson – yes; Ms. Rogers – yes; Ms. Gallagher-Byrne – yes; Ms. Lonsdale – yes; Ms. Lythcott – yes; Ms. Brown - yes; Mr. Fichtenmayer – yes; Ms. Baghetti – yes; Ms. Fuller – yes*  
*the motion passed*

*Mr. Fichtenmayer made a motion to approve the consolidated FY24 Warrants 44, 45, 46, 47 & 48. Mr. Morris seconded the motion.*

*A roll call vote was taken:*

*Mr. King – yes; Ms. Grady - yes; Mr. Morris - yes; Ms. Medeiros – yes; Ms. Ackerman – yes; Ms. Rogers – yes; Ms. Lonsdale – yes; Ms. Lythcott – yes; Ms. Brown - yes; Mr. Fichtenmayer – yes; Mr. McKiernan – yes; Ms. Fuller – yes*  
*the motion passed*

## FY24 Spending Plan & Statutory Budget

## VOTES

- Audit Preparation  
Mr. Murphy updated the Board regarding preparations for the FY24 Audit of Collaborative Financial Statements.
  
- Updates **Discussion**  
Mr. Hilton reminded the Board members that the Board had incrementally approved incidental changes to the FY24 Spending Plan and Statutory Budget, through ongoing votes of the Board.  
  
Mr. Murphy reviewed the status of the financial status of the Collaborative and projections through the end of the fiscal year.
  - FY24 Projection Narrative
  - FY24 Projection Spreadsheet
  - FY24 Account Reconciliations
  - FY24 Electronic Check (ACHI) and Auto Payments
  
- FY24 Budget Revision **VOTE(s)**  
Treasurer William Friel and Business Manager Patrick Murphy updated the Board regarding the status of the Budget Closeout and did not recommend any changes to the Spending Plan/Budget
  - **OPEB Charge-Off** **VOTE**  
Mr. Murphy recommended a “charge off” of \$27,043.93 for the liabilities associated Other-Post-Employment-Benefits (OPEB) expenses made from the Operating Budget over the past year (FY24). This “charge off” will decrease the long-term liability for OPEB by the associated amounts.  
*Ms. Grady made a motion to approve the “charge off” of \$27,043.93 for the FY24 OPEB related expenses.*  
*Mr. Morris seconded the motion.*  
*A Roll-Call vote was taken:*  
*Mr. King – yes; Ms. Grady - yes; Mr. Morris - yes; Ms. Medeiros – yes; Ms. Ackerman – yes; Ms. Robson – yes; Ms. Rogers – yes; Ms. Gallagher-Byrne – yes; Ms. Lonsdale – yes; Ms. Lythcott – yes; Ms. Brown - yes; Mr. Fichtenmayer – yes; Ms. Baghetti – yes; Ms. Fuller – yes*  
*the motion passed*
  
  - **Modified Line-Item Budget**  
Was not necessary
  
- Personnel
  - Additions **VOTE**
    - Lilleigh Burgum Paraprofessional STAR
    - Rachel McEnroe Paraprofessional STAR

- Estella Wagner Paraprofessional STAR

*Mr. Morris made a motion to approve the Personnel Additions as indicated.*

*This motion was seconded by Ms. Grady.*

*A roll call vote was taken:*

*Mr. King – yes; Ms. Grady - yes; Mr. Morris - yes; Ms. Medeiros – yes; Ms. Ackerman – yes; Ms. Robson – yes; Ms. Rogers – yes; Ms. Gallagher-Byrne – yes; Ms. Lonsdale – yes; Ms. Lythcott – yes; Ms. Brown - yes; Mr. Fichtenmayer – yes; Ms. Baghetti – yes; Ms. Fuller – yes  
the motion passed*

### **c. Strategic Planning**

Mr. Hilton briefly discussed the Strategic Planning process which had been a subject of earlier Board meetings.

Mr. Hilton discussed the need for planning for structured gathering (administrative retreat) of the Superintendents from the region is scheduled during the coming summer to discuss items of topical interest, intended outcomes and further meetings with the Board of Directors and School Committees.

### **d. FY2025 Spending Plan & Statutory Budget**

Mr. Hilton noted that the Collaborative Articles of Agreement require that the FY2025 Spending Plan and Statutory Budget be approved at the June meeting of the Board.

He also indicated that the initial DRAFT of the Spending Plan / Budget was presented to the Board in April and was reviewed at each subsequent Board meeting. He also reminded the Board that the FY25 Tuition Rates and FY25 Service Rates were approved by a vote of the Board at the May Board meeting.

Mr. Hilton, Mr. Murphy and Ms. Lipkind reviewed the FY25 Spending Plan & Budget. A revised DRAFT of the FY25 Proposed Spending Plan & Budget was included with your Board materials. The Spending Plan & Budget included the following foundational elements

- Service Commitments
  - Programs
    - STAR
      - i. The total School Year Projection had previously been projected at 56.5 FTEs, this has been increased to 62.5 FTEs with a flurry of new referrals and an opening enrollment expected at 56.5 FTEs (FY24 Projection of 60FTEs)
      - ii. Extended School Year (Summer) Projection had initially been projected at 47 – this has been increased to 55 (FY24 - 55 FTEs)
    - Waypoint Academy
      - i. Commitments Projected at 38 (previously 45)
      - ii. Total School Year Projected at 48 (previously 58 FTEs)



- iii. Extended School Year (Summer) Projection at 20 (previously 25)
- o Transportation
  - Summer Transportation
 

The Spending Plan & Budget included a standard service model from previous years.
  - School Year Transportation
 

The standard service delivery for a school-year in each district was reflected in the Spending Plan & Statutory Budget.
  - General Education
 

The Board was asked to vote to support the stabilization of the costs for the capital (vehicles) associated with the Monomoy Regional School services with \$135,407.41 from the General Fund. Cumulative Surplus. This vote was taken later on the agenda.

    - i. Nauset – It was noted that the agreement was renewed through FY25 with options to renew
    - ii. Mashpee – this MoA was renewed in FY23
    - iii. Truro – this MoA was renewed in FY22
    - iv. **Monomoy - General & Special Education VOTE**

*It was recommended that the Board consider approval of the renewal of the Memorandum of Agreement with the Monomoy Regional Schools for FY2025 through FY2027 with options for renewal for FY2028 & FY2029.*

Ms. Lythcott made a motion to approve the Memorandum of Agreement between the Cape Cod Collaborative and the Monomoy Regional Schools for General & Special Education Transportation Services for FY2025 through FY2027 with options for renewal for FY2028 & FY2029.

This motion was seconded by Mr. Morris.

*A roll call vote was taken:*

*Mr. King – yes; Ms. Grady - yes; Mr. Morris - yes; Ms. Medeiros – yes; Ms. Ackerman – yes; Ms. Robson – yes; Ms. Rogers – yes; Ms. Gallagher-Byrne – yes; Ms. Lonsdale – yes; Ms. Lythcott – yes; Ms. Brown - yes; Mr. Fichtenmayer – yes; Ms. Baghetti – yes; Ms. Fuller – yes*

*the motion passed*
    - v. Bourne – this MoA was renewed through FY27
    - vi. Nantucket – Annual Commitment – approved earlier in meeting
  - Special Education – In-District
    - i. Nauset – Renewal memorandum in Process
    - ii. Nantucket – Annual approved earlier in meeting

- iii. Mashpee – this MoA renewed FY23
- iv. Monomoy -Special Education – approved earlier in meeting with General Education
- Therapies
  - CCT – OT (1.0) – Committed; PT (Committed)
  - Truro – OT (2.5)
  - Other Districts – As Needed
- Other
  - ASLP Summer 2024  
The two week (fourteen day/ Thirteen night) was scheduled to be in session continuously from July 7, 2024 through July 20, 2024.  
The current projected participation is expected to be approximately 185-187 students.

Mr. Hilton expressed that the Spending Plan & Budget for FY25 was based upon several assumptions & priorities (as indicated on the face page of the FY25 Spending Plan).

He highlighted the factors that considered and included in the FY25 Spending Plan & Statutory Budget:

- Health Insurance Costs - Cape Cod Municipal Health Group (CCMHG) has indicated that the health insurance costs will increase this coming fiscal year.
  - 8% BCBS HMO and 5% HPHC HMO
  - 8% High Deductible BCBS HMO & High Deductible HPHC HMO
  - There was an increase which was approved by the Board at the May 2024 meeting for a 60%/40% Employer / Employee Split (from 55%/45%) for FY2025.
- Dental Insurance Costs – There were no rate increases for the Collaborative Dental Plans through the CCMHG. There was an increase approved by the Board at the May 2024 meeting for a 60%/40% Employer / Employee Split (from 55%/45%) for FY2025.
- Cost-of-Living-Adjustment (COLA) Salary Scale increase of 4% was included in the proposed Spending Plan/Budget Proposal
- Increase in Special Education Tuitions were also proposed in the Spending Plan/Budget as approved at the May Board of Directors Meeting
  - STAR Tuition – 4.9% increase
  - Waypoint Tuition
    - 7.49% Increase – Committed Tuition
    - 7.65% Increase – Non-Committed / General Tuition

*Mr. Hilton highlighted that a commitment of approximately half (½) of the bond associated with the building renovation for the was being recommended. He expressed that this commitment would decrease the impact that the renovation bond has upon the operational continuity (and tuition) for the program.*

- Itinerant Services Fees
  - Occupational Therapy / Physical Therapy / Speech & Language Pathology
    - Services in Member District
      - An increase of \$28 / day was recommended
    - Services in Collaborative Programming
      - An increase of \$8 / hour was recommended
    - Consult
      - ½ hour - An increase of \$19 was recommended
      - Group Consult - An increase of \$4 was recommended
  - Occupational Therapy Assistant/ Physical Therapy Assistant/ Speech & Language Pathology Assistant
    - Services in Member District
      - An increase of \$17/ day was recommended
    - Services in Collaborative Programming
      - An increase of \$4 / hour was recommended
  - Behavior Services
    - Provided by Licensed Teacher – \$7 increase
    - Provided by Other Staff - \$4 increase
  - Individual Evaluations
    - OT/PT/SLP- An increase of \$7 / hour was recommended
    - Assistive Technology - An increase of \$7 / hour was recommended
- Mr. Hilton noted that Increased costs for fuel and labor within the transportation area were also included in the Spending Plan/Budget proposal.
- He indicated that there has been a projected deficit projected for the Waypoint Academy Program. He noted that the Board had voted at the May meeting that \$190,000 from the General Fund / Cumulative Surplus be utilized to offset the tuition cost for the program. Mr. Hilton explained that this amount was approximately one-half (1/2) of the cost for the “bonding” of renovations for one year.

*Mr. Hilton recommended that the Board vote to adopt the FY25 Spending Plan inclusive of a pending reconciliation of approximately \$10,000 between the Spending Plan & Budget.*

**VOTE**

Mr. Morris made a motion to adopt the FY25 Spending Plan inclusive of a pending reconciliation of approximately \$10,000 between the Spending Plan & Budget.

Ms. Grady seconded the motion.

*A roll call vote was taken:*

*Mr. King – yes; Ms. Grady - yes; Mr. Morris - yes; Ms. Medeiros – yes; Ms. Ackerman – yes; Ms. Robson – yes; Ms. Rogers – yes; Ms. Gallagher-Byrne – yes; Ms. Lonsdale – yes; Ms. Lythcott – yes; Ms. Brown - yes; Mr. Fichtenmayer – yes; Ms. Baghetti – yes; Ms.*

*Fuller – yes*

*the motion passed*

Mr. Hilton also recommended that the Board vote to adopt the FY25 Budget as included in the Board materials inclusive of a pending reconciliation of approximately \$10,000 between the Spending Plan & Budget. **VOTE**

Ms. Grady made a motion to adopt the FY25 statutory Budget inclusive of a pending reconciliation of approximately \$10,000 between the Spending Plan & Budget.

Mr. Morris seconded the motion.

A roll call vote was taken:

Mr. King – yes; Ms. Grady - yes; Mr. Morris - yes; Ms. Medeiros – yes; Ms. Ackerman – yes; Ms. Robson – yes; Ms. Rogers – yes; Ms. Gallagher-Byrne – yes; Ms. Lonsdale – yes; Ms. Lythcott – yes; Ms. Brown - yes; Mr. Fichtenmayer – yes; Ms. Baghetti – yes; Ms. Fuller – yes  
the motion passed

Mr. Hilton recommended that the Board formally vote to support the Fy2025 Spending Plan / Statutory Budget through \$325,407.41 from the General Fund / Cumulative Surplus (\$190,000 Yarmouth bond & \$ 135,407.41 Monomoy Capital Amortization).

**VOTE**

Ms. Grady made a motion to support the Fy2025 Spending Plan / Statutory Budget through \$325,407.41 from the General Fund / Cumulative Surplus (\$190,000 Yarmouth bond & \$ 135,407.41 Monomoy Capital Amortization).

Mr. Morris seconded the motion.

A roll call vote was taken:

Mr. King – yes; Ms. Grady - yes; Mr. Morris - yes; Ms. Medeiros – yes; Ms. Ackerman – yes; Ms. Robson – yes; Ms. Rogers – yes; Ms. Gallagher-Byrne – yes; Ms. Lonsdale – yes; Ms. Lythcott – yes; Ms. Brown - yes; Mr. Fichtenmayer – yes; Ms. Baghetti – yes; Ms. Fuller – yes  
the motion passed

**e. Collaborative Handbooks**

**VOTE(S)**

Mr. Hilton recommended that the Board consider approval of the following handbook. He noted that these handbooks may continue to be revised throughout the early summer as further guidance comes from the state regarding (new) requirements associated with operations.

He expressed that substantial revisions to the handbooks may be necessary and would be presented for consideration for approval.

- CCC Policy & Procedures Manual for Public Day Schools VOTE
- Parent & Student Handbook – CCC Public Day Schools VOTE
- Waypoint Academy Code of Conduct VOTE
- Employee Manual / Handbook VOTE
- Transportation Employee Handbook VOTE
- Health Care Procedures Manual VOTE

There were additional changes to this manual for clarity, but not changes of substance. VOTE

Mr. Fichtenmayer made a motion to approve the above indicated handbooks as a slate in a consolidated motion. VOTE

This motion was seconded by Mr. Morris.

*A roll call vote was taken:*

*Mr. King – yes; Ms. Grady - yes; Mr. Morris - yes; Ms. Medeiros – yes; Ms. Ackerman – yes; Ms. Robson – yes; Ms. Rogers – yes; Ms. Gallagher-Byrne – yes; Ms. Lonsdale – yes; Ms. Lythcott – yes; Ms. Brown - yes; Mr. Fichtenmayer – yes; Ms. Baghetti – yes; Ms. Fuller – yes*  
*the motion passed*

Mr. Fichtenmayer made a motion to approve the above indicated handbooks. **VOTE**

This motion was seconded by Mr. Morris.

*A roll call vote was taken:*

*Mr. King – yes; Ms. Grady - yes; Mr. Morris - yes; Ms. Medeiros – yes; Ms. Ackerman – yes; Ms. Robson – yes; Ms. Rogers – yes; Ms. Gallagher-Byrne – yes; Ms. Lonsdale – yes; Ms. Lythcott – yes; Ms. Brown - yes; Mr. Fichtenmayer – yes; Ms. Baghetti – yes; Ms. Fuller – yes*  
*the motion passed*

**f. Annual Appointment of School Physician VOTE**

Mr. Hilton noted that Dr. Mathew H Baldasaro was recommended for appointment as School Physician for Cape Cod Collaborative Programs for the 2024-2025 School Year.

He noted indicated that Dr. Baldasaro had served in the capacity for the past ten (10) years. He explained that Dr. Baldasaro was a pediatrician in practice at Bass River Pediatrics in South Yarmouth.

He highlighted that the Collaborative has issued a contract each year for \$5,000 to Dr. Baldasaro. Dr. Baldasaro had not yet invoiced the Collaborative in any year.

Ms. Grady made a motion to appoint Dr. Mathew H Baldasaro as the School Physician for FY2025 consistent with the proposed contract included with board materials. VOTE

This motion was seconded by Ms. Lythcott

*A roll call vote was taken:*

*Mr. King – yes; Ms. Grady - yes; Mr. Morris - yes; Ms. Medeiros – yes; Ms. Ackerman – yes; Ms. Robson – yes; Ms. Rogers – yes; Ms. Gallagher-Byrne – yes; Ms. Lonsdale – yes; Ms. Lythcott – yes; Ms. Brown - yes; Mr. Fichtenmayer – yes; Ms. Baghetti – yes; Ms. Fuller – yes*  
*the motion passed*

**g. Personnel Recommendations FY2025 VOTE(S)**

- Advanced Studies & Leadership Program VOTE
- Extended School Year Program(s) VOTE
- Waypoint Academy VOTE

- STAR Program VOTE
- Transportation Recommendations VOTE
- Therapy Recommendations VOTE
- Administrative Recommendations VOTE
- Administrators and Administrative Salary Recommendations VOTE
- Delegation of Personnel authority to Executive Director VOTE

It may become necessary for the Executive Director to add and/or terminate staff during the summer and/or before the school year. The Board may delegate this authority to the Executive Director. The Executive Director will notify the Board at the first meeting following the personnel action for a formal vote by the Board regarding the action(s).

- Vacation Carryover / Carry-Forward VOTE  
 Mr. Hilton requested the authority to grant “carry forward” of up to eight (8) days of vacation for “full-year” employees. He explained that This practice was consistent with practice in previous years and was not expected to have an adverse impact upon the budget.  
 He recommended that the Board authorize him to grant the “carry-forward” of vacation time for year -round (administrative, administrators, business office and transportation central office) employees upon request by each employee. VOTE

Mr. Fichtenmayer made a motion to consolidate the above Personnel Recommendations for a consolidated vote as a slate.

Ms. Grady seconded this motion.

*A roll call vote was taken:*

*Mr. King – yes; Ms. Grady - yes; Mr. Morris - yes; Ms. Medeiros – yes; Ms. Ackerman – yes; Ms. Robson – yes; Ms. Rogers – yes; Ms. Gallagher-Byrne – yes; Ms. Lonsdale – yes; Ms. Lythcott – yes; Ms. Brown - yes; Mr. Fichtenmayer – yes; Ms. Baghetti – yes; Ms. Fuller – yes*

*the motion passed*

Mr. Fichtenmayer made a motion to approve the above indicated Personnel Recommendations VOTE

This motion was seconded by Ms. Grady.

*A roll call vote was taken:*

*Mr. King – yes; Ms. Grady - yes; Mr. Morris - yes; Ms. Medeiros – yes; Ms. Ackerman – yes; Ms. Robson – yes; Ms. Rogers – yes; Ms. Gallagher-Byrne – yes; Ms. Lonsdale – yes; Ms. Lythcott – yes; Ms. Brown - yes; Mr. Fichtenmayer – yes; Ms. Baghetti – yes; Ms. Fuller – yes*

*the motion passed*

## **h. Variables Associated with Out-of-District Transportation Costs**

Mr. Hilton noted that there were several variables associated with out-of-district transportation costs and the templates for the rate setting for the routes. He

indicated that these items were being included in the meeting for reference of board members.

He explained that these variables include:

- Driver and Monitor Wages – These items were outlined in the Spending Plan and include Workers Compensation, Other Post-Employment Benefits, Unemployment Insurance, Retirement & Health/Dental Insurance Costs.
- Vehicle Costs
  - Equipment (Vehicles) –
    - Standardized as a blended rate of \$71.54/day (bus)
    - Standardized as a blended rate of \$69.17/day (van)
  - Insurance - Standardized as one rate per vehicle per year at \$1,450
  - Fuel Rate - @ \$4.00/gallon
    - Per mile (bus) - \$.40
    - Per mile (van) - \$.29
  - Maintenance Rate
    - Bus - \$ .35 per mile
    - Van - \$ .30 per mile
  - Administrative Rates
    - Transportation – 10%
    - Collaborative – 5%

Mr. King departed the meeting at 6:30PM

#### **i. Contract with Mary Whalen-Gans**

#### **Discussion/Vote**

Mr. Murphy, Dr. Bogden and Mr. Hilton discussed an opportunity to secure the services of Mary Whalen-Gans, a recently retired School Administrator and practicing Lawyer specializing in school matters. They explained that the focus for the services would be to provide training to Collaborative staff and District staff regarding current and evolving legal matters. It was highlighted that the particular areas for training and operational support would include Title IX Investigation Training & School Discipline Training.

*Mr. Hilton recommended that the Collaborative enter into a contract with Mary-Whalen-Gans to provide training and operational support for the Collaborative and Member School Districts as outlined in the DRAFT contract included with Board materials.*

#### **VOTE**

Mr. Morris made a motion to authorize the collaborative to enter into a consulting contract with Mary-Whalen Gans according to the terms indicated in the proposed contract included with board materials for this meeting.

This motion was seconded by Ms. Grady.

*A roll call vote was taken:*

*Ms. Grady - yes; Mr. Morris - yes; Ms. Medeiros – yes; Ms. Ackerman – yes; Ms. Robson – yes; Ms. Rogers – yes; Ms. Gallagher-Byrne – yes; Ms. Lonsdale – yes; Ms. Lythcott – yes; Ms. Brown - yes; Mr. Fichtenmayer – yes; Ms. Baghetti – yes; Ms. Fuller – yes*  
*the motion passed*



## **j. Contract for Risk-Eraser**

## **VOTE**

Mr. Hilton explained that Dr. Marc Hauser had continued to have a positive impact upon Collaborative staff, students and the programming. He noted that Dr. Hauser would likely have a decreased consulting role with the Collaborative in the coming (FY2025) year.

Mr. Hilton recommended that the Collaborative continue to contract with Dr. Hauser through FY25.

Mr. Hilton will also recommend that the Collaborative contract with Dr. Hauser through his (Dr. Hauser's) consulting organization for a consulting amount of up to \$30,000 with the final contract continues to be developed as particular outcomes are sought to support Collaborative programming (Waypoint, STAR & Transportation).

Mr. Hilton discussed the Collaborative intention to procure database development support through this organization (amount expected at approximately \$12,000).

*Mr. Hilton recommended that the Board grant him the authority to continue to negotiate the terms of the contract with Risk-Eraser and to grant Mr. Hilton the authority to sign the contract with Risk-Eraser.*

## **VOTE**

Ms. Grady made a motion to authorize Mr. Hilton to negotiate a consulting contract with Dr. Hauser according to the terms indicated above.

This motion was seconded by Mr. Morris.

*A roll call vote was taken:*

*Ms. Grady - yes; Mr. Morris - yes; Ms. Medeiros - yes; Ms. Ackerman - yes; Ms. Robson - yes; Ms. Rogers - yes; Ms. Gallagher-Byrne - yes; Ms. Lonsdale - yes; Ms. Lythcott - yes; Ms. Brown - yes; Mr. Fichtenmayer - yes; Ms. Baghetti - yes; Ms. Fuller - yes*  
*the motion passed*

## **k. Southeastern Collaborative Regional Organization (S-CRO) VOTE**

Mr. Hilton explained that there would be a recommendation at a future meeting for the renewal of a Memorandum of Understanding (MOU) renewal with a regional collaborative organization.

- He explained that the collaboratives throughout southeastern Massachusetts formed a cooperative / collaborative group in 2009 to alleviate some duplicity in services and to enhance resource efficiency. He indicated that this collaboration had allowed for increased development in regional capacity and service delivery throughout the region. He noted that there had been grant programs and state projects that had been facilitated through this group including, but not limited to:
  - Regional Data Specialist Support (DSAC) – multiple grants
  - Regional DSAC Administrative Support – grant funding
  - Shared Professional Development
  - Regional Information Technology Grant Funding
  - Staffing of Executive Director for Southeast Readiness Center

Mr. Hilton referenced a DRAFT MoU for this organization which had been included with Board materials.

## **VI. Minutes**

### **a. May 8, 2024**

### **VOTE**

*Mr. Morris made a motion to approve the minutes of the May 8, 2024 Board Meeting.  
Mr. Fichtenmayer seconded this motion.*

*A roll call vote was taken:*

*Ms. Grady - yes; Mr. Morris - yes; Ms. Medeiros – yes; Ms. Ackerman – yes; Ms. Robson – yes; Ms. Rogers – yes; Ms. Gallagher-Byrne – abstained; Ms. Lonsdale – yes; Ms. Lythcott – abstained; Ms. Brown - yes; Mr. Fichtenmayer – yes; Ms. Baghetti – yes; Ms. Fuller – yes  
the motion passed*

## **VII. Other**

## **VIII. Executive Session**

Ms. Robson made a motion to enter Executive Session for the purpose of conducting strategy sessions in preparation for negotiations with nonunion personnel:

- Executive Director – Interim Contract
- Personnel Planning / Personnel Adjustments
- Executive Director Evaluation Update & Timeline

with the Board adjourning from Executive Session, not returning to Open Session.

Ms. Grady seconded the motion.

*A roll call vote was taken:*

*Ms. Grady - yes; Mr. Morris - yes; Ms. Medeiros – yes; Ms. Ackerman – yes; Ms. Robson – yes; Ms. Rogers – yes; Ms. Gallagher-Byrne – abstained; Ms. Lonsdale – yes; Ms. Lythcott – abstained; Ms. Brown - yes; Mr. Fichtenmayer – yes; Ms. Baghetti – yes; Ms. Fuller – yes  
the motion passed*

## **IX. Adjournment (occurred from Executive Session)**