



North River Collaborative Board of Directors Meeting Minutes

Friday, March 6, 2020-9:00AM

Present: John Marcus, Matt Ferron, Stephen Donovan, Clarice Doliber, Mike Laliberte, Liz Legault, Chris Godino, Julie Hamilton, Derek Swenson

Special Guests: Attorney Felicia S. Vasudevan, Lauren Enos

Absent: Jeff Szymaniak, Alan Cron, Peter Schafer Patty Oakley

I. Call to Order

II. Approval of Minutes of December 20, 2019

Motion: John Marcus made a motion to approve the minutes of December 20, 2019. Matt Ferron seconded the motion. Motion carried unanimously.

I. Approval of Warrants

Motion: Matt Ferron made a motion to approve the warrants. John Marcus seconded the motion. Motion carried unanimously.

II. Discussion/Action Items

A. February Financials -Enc. A

1. **FY20 General Fund Revenue and Expense Projection**
2. **Statement of Revenues, Expenditures & Changes in Fund Balances**
3. **Balance Sheet**

Mike reviewed the February financials noting the increase in the February surplus balance of \$301,003 from \$258,626 balance in January.

Motion: Chris Godino made a motion to approve the February financials. John Marcus seconded the motion. Motion carried unanimously.

- #### B. **Approval of Transfer of \$160,000 into the Health Insurance Retirees Trust by June 30, 2020-[Mike]**-Mike reviewed the request to transfer \$160,000 into the Health Insurance Retirees Trust by June 30, 2020.

Motion: Chris Godino made a motion to approve the transfer of \$160,000 into the Health Insurance Retirees Trust by June 30, 2020. Julie Hamilton seconded the motion. Motion carried unanimously.

- #### C. FY21 Budget Presentation-First Reading-Enc. B (full budget hand out at meeting)- Steve presented the FY21 Budget power point. Steve discussed the changes and adjustments to salaries, non-member surcharges (except for Pilgrim Collaborative and South Shore Collaborative) and the proposed increase in tuition and service fees.
- #### D. Treasurer Letter for FY21 Budget-Enc. B1- Mike reviewed the NRC Treasurer letter advising that he has reviewed the FY21 budget including the budgeted revenues and expenditures statement, the changes from FY20 to FY21 budget and program tuitions and fees and that they are all fairly and accurately projected.
- #### E. **UFR Acceptance-Enc. C-** Mike reviewed the Uniformed Financial Statements and Independent Auditors Report (UFR) for the period ended June 30 2019.

Motion: Christine Godino made a motion to accept the UFR Acceptance. Julie Hamilton seconded the motion. Motion carried unanimously.

- #### F. **Parent Request Formatted for Independent Van Pick Up/Drop Off-Enc. D-** Steve reviewed the new form for parents requesting independent pick up and drop off.

Motion: John Marcus made a motion to approve the Parent Request for Independent Van Pick up /Drop Off. Julie Hamilton seconded the motion. Motion carried unanimously.

- #### G. **Transportation Parent Handbook Parent Supervision Change-Enc. E-** Steve reviewed the proposed revision to the Transportation Parent Handbook which would read: "if your child is less than 12 years old, he or she must have parental supervision to transition on the van in the morning and off the van in the afternoon. Exceptions to this policy may occur on a case by case basis, if at a minimum, signed consent is provided by the parent/guardian and the district Special Education Director or his/her designee. Consent shall be obtained on a release form

provided by the North River Collaborative. However, the North River Collaborative reserves the right to require parental supervision for transition on and off the van.”

Motion: John Marcus made a motion to approve the Parent Supervision Change in the NRC Transportation Parent Handbook. Julie Hamilton seconded the motion. Motion carried unanimously.

H. Transportation Parent Emergency Form Revised-Enc. F- Steve reviewed the updated form.

Motion: John Marcus made a motion to approve the revised Transportation Parent Emergency Form. Julie Hamilton seconded the motion. Motion carried unanimously.

I. Transportation District Transportation Request Revised-Enc. G- Steve reviewed the updated form.

Motion: John Marcus made a motion to approve the revised District Transportation Request Form. Julie Hamilton seconded the motion. Motion carried unanimously.

J. Executive Director Mid-Cycle Evaluation-Enc. H- Steve presented his mid-cycle evaluation to the Board. He reviewed his goals:

- By June 2020, develop a comprehensive plan for improving a safety and student support for NRS, IA, and Learning Center programs.
- By June 2020, complete a Facilities and Maintenance Plan and a Technology Plan for NRC.
- By June 2020, develop a program evaluation process, execute a program evaluation, and create an improvement plan for the Learning Center programs and create a document that denotes the staffing and funding needs of Independence Academy (used for advocacy purposes).

Motion: Matt Ferron made a motion to approve the Executive Director Mid-Cycle Evaluation. Christine Godino seconded the motion. Motion carried unanimously.

K. Acceptance of Staff Resignations, Terminations, and New Hires-Enc. I

Motion: Matt Ferron made a motion to accept the staff resignations, terminations, and new hires. John Marcus seconded the motion. Motion carried unanimously.

L. Other Matters of Interest to the Superintendents

III. Informational

A. Honorable Judge Johnston Letter to NRS- Enc. J

B. PD Offerings-Enc.-K

C. Executive Director Quarterly Report-Enc. L

Motion: Christine Godino made a motion to adjourn the North River Collaborative Board meeting and convene into Executive Session to discuss strategy with the respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares and to reconvene back into open session. John Marcus seconded the motion. Motion carried unanimously by role call vote: Matt Ferron-yes, Christine Godino-yes, John Marcus-yes, Derek Swenson-yes, Julie Hamilton-yes, Liz Legault-yes.

Motion: Christine Godino made a motion to adjourn. John Marcus seconded the motion. Motion carried unanimously.

Meeting adjourned at 9:55 AM

Respectfully Submitted by:

Derek Swenson, NRC Board Secretary