



**North River Collaborative Board of Directors Meeting Minutes
Wednesday, June 17, 2020 1:00 PM via ZOOM**

Present: Stephen Donovan, Mike Laliberte, Clarice Doliber, Alan Cron, Liz Legault, John Marcus, Julie Hamilton, Jeff Szymaniak, Patty Oakley, Peter Schafer, Matt Ferron, Christine Godino, Derek Swenson

I. Call to Order: The Meeting was called to order at 1:00PM via ZOOM

II. Approval of Minutes April 15, 2020

Motion: Alan Cron made a motion to approve the Board minutes of April 15, 2020. Peter Schafer seconded the motion. Motion carried unanimously by roll call vote: Alan Cron-yes, Peter Schafer-yes, Liz Legault-yes, Jeff Szymaniak-yes, Patty Oakley-yes, John Marcus-yes, Julie Hamilton-yes, Matt Ferron-yes, Christine Godino-yes, Derek Swenson, yes.

III. Discussion-Action Items

- A. Annual Action Plan of the Strategic Plan: Steve reviewed the Annual Action Plan of the Strategic Plan with the Board. Most of the plan was completed but due to the COVID closure, some processes are continuing under Programs and Services.
- B. Technology Plan: Steve reviewed the completed Technology Plan.
- C. Independence Academy Report: Steve reviewed the Independence Academy Case Study and pointed out that funding continues to be an issue and with a decrease in funding the continuity of service will become an issue.
- D. **Approval of Changes to Civil Rights Policies:** Steve reviewed the changes to NRC's Civil Rights policies.

Motion: Peter Schafer made a motion to approve the changes to NRC's Civil Rights Policies. Jeff Szymaniak seconded the motion. Motion carried unanimously by roll call vote: Alan Cron-yes, Peter Schafer-yes, Liz Legault-yes, Jeff Szymaniak-yes, Patty Oakley-yes, John Marcus-yes, Julie Hamilton-yes, Matt Ferron-yes, Christine Godino-yes, Derek Swenson, yes.

- E. **Transportation MOU:** Steve reviewed the MOU for Transportation which was modified from the previous MOU due to COVID and the changes that were necessary.

Motion: Alan Cron made a motion giving the Executive Director permission to modify the MOU, except for salaries, if necessary. Peter Schafer seconded the motion. Motion carried unanimously by roll call vote: Alan Cron-yes, Peter Schafer-yes, Liz Legault-yes, Jeff Szymaniak-yes, Patty Oakley-yes, John Marcus-yes, Julie Hamilton-yes, Matt Ferron-yes, Christine Godino-yes, Derek Swenson, yes.

- F. **FY21 Authorization Furloughs/Layoffs-**Steve requested permission from the Board to authorize him to order furloughs and layoffs for FY21 when necessary.

Motion: Derek Swenson made a motion to give the Executive Director permission to authorize furloughs/layoffs for FY21 when necessary. Peter Schafer seconded the motion. Motion carried unanimously by roll call vote: Alan Cron-yes, Peter Schafer-yes, Liz Legault-yes, Jeff Szymaniak-yes, Patty Oakley-yes, John Marcus-yes, Julie Hamilton-yes, Matt Ferron-yes, Christine Godino-yes, Derek Swenson, yes.

- G. **Billing Policy Revision and Transportation Contracts:** Steve reviewed the FY21 Tuition and Services Billing Policy and the FY21 Southeast Transportation Network contract for district transportation services.

Motion: Peter Schafer made a motion to approve the FY21 Tuition and Services Billing Policy and the FY21 Southeast Transportation Network contract for district transportation services. Alan Cron seconded the motion. Motion carried unanimously by roll call vote: Alan Cron-yes, Peter Schafer-yes, Liz Legault-yes, Jeff Szymaniak-yes, Patty Oakley-yes, John Marcus-yes, Julie Hamilton-yes, Matt Ferron-yes, Christine Godino-yes, Derek Swenson, yes.

Motion: Alan Cron made a motion to approve for implementation the Independence Academy Billing Policy. Peter Schafer seconded the motion. Motion carried unanimously by roll call vote: Alan Cron-yes, Peter Schafe-yes, Liz Legault-yes, Jeff Szymaniak-yes, Patty Oakley-yes, John Marcus-yes, Julie Hamilton-yes, Matt Ferron-yes, Christine Godino-yes, Derek Swenson, yes.

Motion: Alan Cron made a motion to approve the Transportation Billing Policy to ensure continuity. Peter Schafer seconded the motion. Motion carried unanimously by roll call vote: Alan Cron-yes, Peter Schafer-yes, Liz Legault-yes, Jeff Szymaniak-yes, Patty Oakley-yes, John Marcus-yes, Julie Hamilton-yes, Matt Ferron-yes, Christine Godino-yes, Derek Swenson, yes.

Motion: Derek Swenson made a motion to approve the In-District Billing Policy. John Marcus seconded the motion. Motion carried unanimously by roll call vote: Alan Cron-yes, Peter Schafer-yes, Liz Legault-yes, Jeff Szymaniak-yes, Patty Oakley-yes, John Marcus-yes, Julie Hamilton-yes, Matt Ferron-yes, Christine Godino-yes, Derek Swenson, yes.

H. **Conference Center Construction:** Steve reviewed the architect estimates and options for the proposed changes to the Conference Center. He also provided the Board with a preliminary look at the proposed project. The Board requested the architect come to their meeting in the fall. Steve informed the Board that this would be an FY22 project.

I. **Budget Carryover:** Steve presented several options to the Board for the budget surplus carryover. The Board approved the presented surplus carry over of an estimated total of \$800,000 to \$950,00 with the following criteria:

1. Up to \$150,000 to the Capital Reserve – this would enable the Capital Reserve account to have almost enough money to pay for the proposed 4-5 classroom construction at the Conference Center to expand the NRS Middle School and add a Social/Emotional classroom.
2. Up to \$250,000 to \$300,000 for Van and NRS loans-this would help get ahead of the current loans (NRC currently owes \$612,000 on the NRS building and \$596,000 in van loans).
3. Up to \$250,000 carryover with the understanding that NRC will not charge districts who use NRC for summer transportation to pay any of the costs of loans, gas or insurance costs associated and included in transportation charges. This is due to the lack of transportation usage for the summer due to COVID. The estimated loss to the Collaborative will be \$250,000.
4. Up to \$250,000 -this will help mitigate the additional expenses to the impact from COVID on the Collaborative and its programs as collaboratives are not eligible for CARES Act funding.

Motion: Peter Schafer made a motion to approve the Budget Carryover as presented in the amount of \$800,000 to \$950,000. John Marcus seconded the motion. Motion carried unanimously by roll call vote: Alan Cron-yes, Peter Schafer-yes, Liz Legault-yes, Jeff Szymaniak-yes, Patty Oakley-yes, John Marcus-yes, Julie Hamilton-yes, Matt Ferron-yes, Christine Godino-yes, Derek Swenson, yes.

J. **Vacation Carryover-**Steve asked the Board to allow employees with up to 10 vacation days to carry them over into FY21 as many were unable to use them due to the COVID closures.

Motion: Peter Schafer made a motion to approve the up to 10 vacation days to carryover for staff to be used by August 31, 2020. Alan Cron seconded the motion. Motion carried unanimously by roll call vote: Alan Cron-yes, Peter Schafer-yes, Liz Legault-yes, Jeff Szymaniak-yes, Patty Oakley-yes, John Marcus-yes, Julie Hamilton-yes, Matt Ferron-yes, Christine Godino-yes, Derek Swenson, yes.

K. Hires, Contract Changes and Terminations

Motion: Patty Oakley made a motion to approve the hires, contract changes and terminations. Derek Swenson seconded the motion. Motion carried unanimously by roll call vote: Alan Cron-yes, Peters Schafer-

yes, Liz Legault-yes, Jeff Szymaniak-yes, Patty Oakley-yes, John Marcus-yes, Julie Hamilton-yes, Matt Ferron-yes, Christine Godino-yes, Derek Swenson, yes.

L. Treasurer Evaluation and Re-Appointment: Steve reviewed the NRC Treasurer's evaluation.

Motion: Matt Ferron made a motion to accept the NRC Treasurer's evaluation and re-appoint Arthur Sullivan as the Treasurer for NRC. Patty Oakley seconded the motion. Motion carried unanimously by roll call vote: Alan Cron-yes, Peter Schafer-yes, Liz Legault-yes, Jeff Szymaniak-yes, Patty Oakley-yes, John Marcus-yes, Julie Hamilton-yes, Matt Ferron-yes, Christine Godino-yes, Derek Swenson, yes.

M. Executive Director Evaluation/Contract: Matt Ferron, chair of the Personnel and Evaluation Sub-committee presented and reviewed the Executive Directors evaluation which was substantiated by the evidence and data supported goals.

Motion: Matt Ferron made a motion to accept the executive director's evaluation. Peter Schafer seconded the motion. Motion carried unanimously by roll call vote: Alan Cron-yes, Peter Schafer-yes, Liz Legault-yes, Jeff Szymaniak-yes, Patty Oakley-yes, John Marcus-yes, Julie Hamilton-yes, Matt Ferron-yes, Christine Godino-yes, Derek Swenson, yes.

Motion: Peter Schafer made a motion to approve a 2.2% increase to the salary of the executive director for FY21 and the provision of an additional year added to the contract. Patty Oakley seconded the motion. Motion carried unanimously by roll call vote: Alan Cron-yes, Peter Schafer-yes, Liz Legault-yes, Jeff Szymaniak-yes, Patty Oakley-yes, John Marcus-yes, Julie Hamilton-yes, Matt Ferron-yes, Christine Godino-yes, Derek Swenson, yes.

N. Board Reorganization:

Chair: Liz Legault

Vice-Chair: Derek Swenson

Secretary/Clerk: Peter Schafer

Sub-committees: Personnel/Evaluation: Chair: Matt Ferron-rest of committee will be chosen in September

Policies/Procedures: will be chosen in September

O. Other Matters of Interest to the Superintendents

Motion: Patty Oakley made a motion to adjourn. Derek Swenson seconded the motion. Motion carried unanimously by roll call vote: Alan Cron-yes, Peter Schafer-yes, Liz Legault-yes, Jeff Szymaniak-yes, Patty Oakley-yes, John Marcus-yes, Julie Hamilton-yes, Matt Ferron-yes, Christine Godino-yes, Derek Swenson, yes.

Meeting adjourned at 2:05 PM

Respectfully Submitted By:

Derek Swenson, Board Secretary