



North River Collaborative Board of Directors Meeting Minutes Friday, September 25, 2020 9:00 AM via Zoom

Present: Mark Bodwell, Clarice Doliber, Stephen Donovan, Derek Swenson, Liz Legault, Mike Laliberte, Chris Godino, Matt Ferron, Jeff Szymaniak Eileen Millett, Peter Schafer, Julie Hamilton, John Marcus

Special Guest: Steven Habeeb, architect

Call to Order- The meeting was called to order at 9:00 AM by a motion from Derek Swenson, seconded by Christine Godino Motion carried unanimously by roll call vote: Peter Schafer-yes, Jeff Szymaniak-yes, Mark Bodwell-yes, John Marcus-yes, Matt Ferron-yes, Christine Godino-yes, Julie Hamilton-yes, Liz Legault-yes, Alan Cron-yes and Derek Swenson-yes.

I. Approval of Minutes August 7, 2020

Motion: Alan Cron made a motion to approve the minutes of August 7, 2020. Peter Schafer seconded the motion. Motion carried unanimously by roll call vote. Peter Schafer-yes, Jeff Szymaniak-yes, Mark Bodwell-yes, John Marcus-yes, Matt Ferron-yes, Christine Godino-yes, Julie Hamilton-yes, Liz Legault-yes, Alan Cron-yes and Derek Swenson-yes.

II. Approval of Warrants

Motion: Peter Schafer made a motion to approve the warrants. Derek Swenson seconded the motion. Motion carried unanimously: Peter Schafer-yes, Jeff Szymaniak-yes, Mark Bodwell-yes, John Marcus-yes, Matt Ferron-yes, Christine Godino-yes, Julie Hamilton-yes, Liz Legault-yes, Alan Cron-yes, and Derek Swenson-yes.

III. Discussion/Action Items

A. Welcome new Board member Mark Bodwell, Superintendent, West Bridgewater

B. NRS Construction Overview-Enc. A and A1- Steve Donovan introduced Architect Steve Habeeb to present his design plans for changing the NRC Conference Center into social emotional classrooms for additional grades which has been talked about for quite some time. The costs could range from \$550,000 to \$600,000 but Mr. Habeeb is suggesting a budget of \$750,000 to cover any contingencies or additional costs. There is no change in use for the building such as capacity, changing the footprint or exterior of the building. so it is only necessary to obtain a building permit. The rooms are designed for 20-30 kids. Mr. Habeeb explained the process moving forward with the project and following the guidelines for public bid according to Chapter 149. The timeline is early winter through the summer and is projected to be completed prior to the start of the 2021-2022 school year.

- Chris Godino has some concerns with the design considering the population and would like to see breakout rooms designed within the plan. Would like to see flexibility.
- Derek Swenson offered that a building currently designed for BR has a centralized de-escalation room in the center of surrounding connected classrooms. The square footage is around 100 square footage.
- Steve Donovan asked if the current plan could add de-escalation space. Mr. Habeeb stated that it can be done at the second phase when the true formal design starts. He offered that all four rooms could have a de-escalation room. The actual design process, and development of construction documents will take some time.
- Mike Laliberte advised that when total construction costs exceed 30% of the total value of the building, the whole building has to be brought up to code, this could

trigger accessibility regulations which is why early conversations with the building department need to occur.

- Steve offered to the Board that he would like the project to move forward as the Collaborative has wanted to do for quite some time.

Motion: Peter Schafer made a motion to have the Collaborative move forward in the process of construction of classrooms at the North River Conference Center by preparing an RFQ bid out to hire an architect firm to move forward with the design process. During this project the Board will be updated weekly on the process by Dr. Donovan. Matt Ferron seconded the motion. Motion carried unanimously by roll call vote: Peter Schafer-yes, Jeff Szymaniak-yes, Mark Bodwell-yes, John Marcus-yes, Matt Ferron-yes, Christine Godino-yes, Julie Hamilton-yes, Liz Legault-yes, Alan Cron-yes, and Derek Swenson-yes.

C. **Spam E-mail-** Steve advised the Board about the recent spam email sent to East Bridgewater and explained it was a spoofing email which can come from a personal email, a virus or someone hacking into an email. He advised that all districts were notified with regards to the email and Steve said he is confident there are enough controls in place. He also advised that NRC does accept wire payments in lieu of P.O.'s/checks from Weymouth Public Schools, DESE and Mass Municipal with all internal controls in place.

- Liz Legault explained how she became aware of the situation and stated she does not believe there was any ill intent and that this was a communication issue. She was concerned that Steve did not know anything about the situation. Mike Laliberte, the Business Manager should have informed Steve of the situation. Liz went on to say that there should have been clarity, an email to the Board, reminding everyone that Financial and Policy are the two biggest things to be aware of.
- Chris Godino asked how this happened and how many emails were sent out? Have any other districts received the emails? How were things communicated? Steve explained
- Liz Legault advised Steve that she would like a note sent to all Board members about the process he will follow moving forward and what his corrective actions will be.

D. **Transportation Update- Eileen Millett- Enc. B** Eileen Millett gave a transportation update. Student numbers are down due to remote students and hybrid classroom schedules. Currently, due to DESE guideline, NRC can only transport 2 passengers (normally 5) in a caravan and 4 (normally 8) in a transit van. She went on to tell the Board that there was only a small number of students that NRC has not been able to transport and they have never been serviced by NRC Transportation in the past. Eileen informed the Board that her biggest fear is that there is the possibility that eventually current drivers may be unhappy with the decrease in their hours and in the future as students may be out.

- Mike spoke to the Board about making the drivers whole by paying the drivers. For days NRC delivers students districts will be billed 100% of the cost. For days that NRC do not deliver students, the district will be charge 40% of the cost. Mike went on to review what other collaboratives are doing to make their drivers whole. Mike explained how it would work with sample numbers.
- Steve would like to pay the 40% to keep drivers employed so that drivers don't leave due to a lack of pay.
- Liz has a deal with Luccini Bus Company and pays 50%. I understand the problem NRC is facing trying to maintain drivers.

1. Vote to approve the sum of \$285, 000 for new vehicle loans for FY21

Motion: Peter Schafer made a motion to approve the sum of \$285,000 for new vehicle loans for FY21. Derek Swenson seconded the motion. Motion carried unanimously by roll call vote: Peter Schafer-yes, Jeff Szymaniak-yes, Mark Bodwell-yes, John Marcus-yes, Matt Ferron-yes, Christine Godino-yes, Julie Hamilton-yes, Liz Legault-yes, Alan Cron-yes, and Derek Swenson-yes.

E. Approval of Learning Center Nursing Manual-Enc. Enc. C and C1

Motion: Alan Cron made a motion to approve the Learning Center Nursing Manual. Peter Schafer seconded the motion. Motion carried unanimously by roll call vote: Peter Schafer-yes, Jeff Szymaniak-yes, Mark Bodwell-yes, John Marcus-yes, Matt Ferron-yes, Christine Godino-yes, Julie Hamilton-yes, Liz Legault-yes, Alan Cron-yes, and Derek Swenson-yes.

F. Board Approval to Alter Daily Tuition and Service Rates-Steve reviewed the Board approved Tuition Policy and asked the Board to maintain the FY21 daily rates but base it on 170 as opposed to 183 days.

Motion: Derek Swenson made a motion to approve the daily tuition rate based on 170 days vs. 183 days. Peter Schafer seconded the motion. Motion carried unanimously by roll call vote: Peter Schafer-yes, Jeff Szymaniak-yes, Mark Bodwell-yes, John Marcus-yes, Matt Ferron-yes, Christine Godino-yes, Julie Hamilton-yes, Liz Legault-yes, Alan Cron-yes, and Derek Swenson-yes.

G. Approval of Changes to Re-entry Plan-Enc. D

Motion: Peter Schafer made a motion to approve the changes to the re-entry plan. Alan Cron seconded the motion. Motion carried unanimously by roll call vote: Peter Schafer-yes, Jeff Szymaniak-yes, Mark Bodwell-yes, John Marcus-yes, Matt Ferron-yes, Christine Godino-yes, Julie Hamilton-yes, Liz Legault-yes, Alan Cron-yes, and Derek Swenson-yes.

H. NRC Action Plan for FY21-Enc. E- Steve reviewed the NRC Action Plan for FY21.

I. **Executive Director Goals-Enc. F-**Steve reviewed his goals for approval for FY21.

Motion: Peter Schafer made a motion to approve the Executive Director goals for FYFY21. Derek Swenson seconded the motion. Motion carried unanimously by roll call vote: Peter Schafer-yes, Jeff Szymaniak-yes, Mark Bodwell-yes, John Marcus-yes, Matt Ferron-yes, Christine Godino-yes, Julie Hamilton-yes, Liz Legault-yes, Alan Cron-yes, and Derek Swenson-yes.

J. Acceptance of Staff Resignations, Terminations and New Hires -Enc. G

Motion: Peter Schafer made a motion to accept the staff resignations, terminations, changes in contracts and new hires. Alan Cron seconded the motion. Motion carried unanimously by roll call vote: Peter Schafer-yes, Jeff Szymaniak-yes, Mark Bodwell-yes, John Marcus-yes, Matt Ferron-yes, Christine Godino-yes, Julie Hamilton-yes, Liz Legault-yes, Alan Cron-yes, and Derek Swenson-yes.

IV. Informational

A. Professional Development Offerings-Enc. H

B. Executive Director Quarterly Report-June-Enc. I

C. Collaborative Board Member Training-Bodwell (please contact the DESE Board Mgmt. Paulajo Gaines at pgaines@doe.mass.edu)

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

Meeting adjourned at 10:15 AM

Respectfully submitted by:

Peter Schafer, NRC Board Secretary