



North River Collaborative Board of Directors
Friday, March 5, 2021 9:00 AM Via Zoom
Minutes

*In response to Governor Baker's declaration of a public health emergency and the related Emergency Executive Order dated March 12, 2020, the North River Collaborative Board of Directors shall be meeting remotely until further notice. The **Meeting ID #856-4243-2897** provided through **ZOOM** and a **Passcode of GH8L7r** will be used for this purpose.*

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

I. Call to Order

Motion: John Marcus made a motion to call the NRC Board of Directors meeting to order at 9:05 AM. Alan Cron seconded the motion. Motion carried unanimously by roll call vote: John Marcus-yes, Alan Cron-yes, Mark Bodwell-yes, Julie Hamilton-yes, Liz Legault-yes, Christine Godino-yes, Peter Schafer- yes, Derek Swenson- yes, and Matt Ferron- yes.

II. Approval of Minutes February 5, 2021-

Motion: Christine Godino made a motion to accept the minutes of February 5, 2021. Peter Schafer seconded the motion. Motion carried unanimously by roll call vote: John Marcus-yes, Alan Cron-yes, Mark Bodwell-yes, Julie Hamilton-yes, Liz Legault-yes, Christine Godino-yes, Peter Schafer- yes, Derek Swenson- yes, and Matt Ferron- yes.

III. Approval of Warrants

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

IV. Discussion/Action Items

- A. FY22 Budget Presentation-Second Reading-** Steve advised the Board that due to the uncertainty with the pandemic, the FY22 budget will most likely need to be revisited again at some point in the future. Steve asked the Board to approve the budget in the amount of \$14,833,284.

Motion: John Marcus made a motion to approve the FY22 NRC Budget in the amount of \$14, 883, 284. Peter Schafer seconded the motion. Motion carried unanimously by roll call vote: John Marcus-yes, Alan Cron-yes, Mark Bodwell-yes, Julie Hamilton-yes, Liz Legault-yes, Christine Godino-yes, Peter Schafer- yes, Derek Swenson- yes, and Matt Ferron- yes.

- B. EDCO Collaborative-** Steve advised the Board of the impending closing of EDCO Collaborative due to a decline in revenue, a lack of enrollment, lack of demand for professional development, lack of grant opportunities from the federal government and the state, etc. as well as a substantial amount of debt. In addition, as of FY19, EDCO was at a 6.5% surplus carryover which is one of the lowest compared to most collaboratives.

C. January Financials

1. **Statement of Revenue and Changes in Fund Balance-Enc. C-** Mike reviewed the Statement of Revenues, Expenditures and Changes in Fund Balances. Mike explained that the reason there is a deficit balance in the grant column is because we are still waiting for grant money to come in.

2. Balance Sheet- Enc. D – Mike reviewed the NRC Balance Sheet.

Motion: Alan Cron made a motion to accept the January financials. Liz Legault seconded the motion. Motion carried unanimously by roll call vote: John Marcus-yes, Alan Cron-yes, Mark Bodwell-yes, Julie Hamilton-yes, Liz Legault-yes, Christine Godino-yes, Peter Schafer- yes, Derek Swenson- yes, and Matt Ferron- yes.

- D. Configuration of Architect Selection Process-- Enc, E-** Steve reviewed the configuration of the architect project and the process moving forward. Steve asked the Board to remove the 2 program coordinator slots from the Designer Selection Committee and approve Derek Swenson as chair, Mark Bodwell, Paul Tzovolos, Clarice Doliber, Linda Maniglia, Mike Laliberte, Steve Donovan, and Katie Turner as the Designer Selection Committee.

Motion: Alan Cron made a motion to approve the configuration and process of the Designer Selection Committee. Liz Legault seconded the motion. Motion carried unanimously by roll call vote: John Marcus-yes, Alan Cron-yes, Mark Bodwell-yes, Julie Hamilton-yes, Liz Legault-yes, Christine Godino-yes, Peter Schafer- yes, Derek Swenson- yes, and Matt Ferron- yes.

- E. Executive Director’s Mid-Cycle Evaluation-Encl. F-** Steve presented his mid-cycle educator plan to the Board. The three goals are:

1. By June 2021, implement multiple training workshops for staff and parents in Google Classroom, Google Meet, etc. in order to enhance synchronous and asynchronous instruction in NRC classrooms and to ensure competency of students, staff and parents with the Google platform.
2. By June 2021, procure and provide equity PD to NRC staff and students as appropriate and implement the Safe and Supportive School Plan based on last year’s self-reflection document.
3. Collaborate with coordinators and directors to ensure all documentation, required response and other requested information by DESE occurs before, during and after the Coordinated Program Review (CPR) site visit.

Motion: John Marcus made a motion to approve the Executive Director’s Educator Plan as written. Derek Swenson seconded the motion. Motion carried unanimously by roll call vote: John Marcus-yes, Alan Cron-yes, Mark Bodwell-yes, Julie Hamilton-yes, Liz Legault-yes, Christine Godino-yes, Peter Schafer- yes, Derek Swenson- yes, and Matt Ferron- yes.

- F. FY21 Surplus-Enc. G-** Steve asked the Board to vote to increase the Capital Reserve from \$700,000 to \$1,250,000 and vote to approve the first \$300,000 in surplus to be deposited into this account, with the next \$200,000 (if applicable) to be used to pay down the Mortgage debt at North River School, and (if applicable) the remainder to be applied to the cumulative surplus up to the 25% threshold with any additional monies beyond this threshold returned to the districts per the Collaborative Agreement.

Motion: Liz Legault made a motion to approve the request to increase the Capital Reserve from \$700,000 to \$1,250,000. John Marcus seconded the motion. Motion carried unanimously by roll call vote: John Marcus-yes, Alan Cron-yes, Mark Bodwell-yes, Julie Hamilton-yes, Liz Legault-yes, Christine Godino-yes, Peter Schafer- yes, Derek Swenson- yes, and Matt Ferron- yes.

- G. MOU Minimum Wage-Enc. H-** Steve reviewed the MOU for Transportation Monitors, that was reviewed by the Collaborative attorney. The increase of the rate schedules will bring Step 1 Monitors to minimum wage.

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

H. Transportation Guidance-Enc. I- Steve presented the new transportation guidelines which are effective March 22, 2021. There was discussion as to whether the guidance has to be impact bargained with the Teamsters Union. The Board felt there was not a need for impact bargaining as safety rules present no impact. Members of the Board inquired as to whether NRC had received specialized guidance specific to van transportation for special education initially. Steve told the Board the guidance would be released by DESE on March 9, 2021.

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

I. Employee Handbook Change-Enc. J -Steve reviewed the proposed step progression changes to the Handbook of Policies and Procedures.

Motion: Alan Cron made a motion to approve the step progression changes to the Handbook of Policy and Procedures. John Marcus seconded the motion. Motion carried unanimously by roll call vote: John Marcus-yes, Alan Cron-yes, Mark Bodwell-yes, Julie Hamilton-yes, Liz Legault-yes, Christine Godino-yes, Peter Schafer- yes, Derek Swenson- yes, and Matt Ferron- yes.

J. NRC Investment Policy Change-Enc. K Mike presented an updated investment policy to the Board. The Auditors recommended the policy be updated. The policy identified the type of institutions NRC can invest in as well as guidelines for specific risk.

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

K. Director of Business Services Hiring Timeline-Enc. L- Steve reviewed the job description for the Director of Business Services position which will be open July 1, 2021 due to the retirement of the current Business Manager, Mike Laliberte. Steve also presented three options for the hiring process. He told the Board he would like to do a three-year contract for this position. Chair Liz Legault requested that a business manager be on the Personnel and Evaluation Sub-committee for the purpose of the interviews. Peter Schafer volunteered Felicia Moschella, Abington Public Schools Business Manager. The Personnel and Evaluation Sub-committee is Matt Ferron, Peter Schafer, and Jeff Szymaniak.

Motion: Liz Legault made a motion to choose Option 1 for the Director of Business hiring process as well as adding Felicia Moschella to the Personnel /Evaluation Sub-committee. Peter Scahfer seconded the motion. Motion carried unanimously by roll call vote: John Marcus-yes, Alan Cron-yes, Mark Bodwell-yes, Julie Hamilton-yes, Liz Legault-yes, Christine Godino-yes, Peter Schafer- yes, Derek Swenson- yes, and Matt Ferron- yes.

L. Program Calendars-Enc. M- The program calendars for the 2021-2022 school year were reviewed by the Board.

Motion: Liz Legault made a motion to approve the 2021-2022 NRC Program Calendars. Peter Schafer seconded the motion. Motion carried unanimously by roll call vote: John Marcus-yes, Alan Cron-yes, Mark Bodwell-yes, Julie Hamilton-yes, Liz Legault-yes, Christine Godino-yes, Peter Schafer- yes, Derek Swenson- yes, and Matt Ferron- yes.

M. Acceptance of Staff Resignations, Terminations and New Hires -Enc. N

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

N. Other Matters of Interest to Board Members

V. Informational

A. Professional Development Offerings-Enc. O

B. Collaborative Board Member Training Reminder-**Bodwell** and **Hamilton** (please contact the DESE Board Mgmt. Paulajo Gaines at pgaines@doe.mass.edu)

C. Reminder_ Letters of Appointment to the Board needed from the following:

Abington: Peter Schafer

Holbrook: Julie Hamilton

Bridgewater-Raynham: Derek Swenson

VI. Executive Session

1. **To comply with, or act under the authority of , any general or special law or federal grant-in-aid requirements- Executive Session Minutes Review, M.G.L.,c. 30A, s.22(f) Enc. 1**

Motion: Peter Schafer made a motion to go into executive session and not to reconvene into open session to comply with, or act, under the authority of, any general or special law or federal grant-in-aid requirements- Executive Session Minutes Review., M.G.L., c.30A, s22(f). Julie Hamilton seconded the motion. Motion carried unanimously by roll call vote: John Marcus-yes, Alan Cron-yes, Mark Bodwell-yes, Julie Hamilton-yes, Liz Legault-yes, Christine Godino-yes, Peter Schafer- yes, Derek Swenson- yes, and Matt Ferron- yes.

Respectfully submitted by:

**Peter Schafer, Secretary
NRC Board of Directors**