



North River Collaborative Board of Directors

Agenda

Friday, June 7, 2024 - 9:00 AM

In Person with Remote Option (if required)

198 Spring Street, Rockland, MA 02370

Video call link: <https://meet.google.com/kao-azbk-wqq>

Or dial: (US) +1 470-241-5608 PIN: 207 394 482#

On March 29, 2023, Governor Healey signed into law an extension of the temporary provisions pertaining to the Open Meeting Law to March 31, 2025. Specifically, this further extension allows public bodies to continue holding meetings remotely without a quorum of the public body physically present at a meeting location, and to provide "ad equare, alternative" access to remote meetings.

Present: Paul Tzovolos, Jr., Marie Grable, Ellen George, Kelli O'Brien-McKinnon, Jeff Szymaniak, Peter Schafer, Matt Ferron, Liz Legault, Mark Bodwell, Alan Cron, Joe Baeta, and Christine Godino

Not Present: Ryan Powers, Julie Hamilton

I. Call to Order Meeting was called to order by Chairman Alan Cron at 9:02

Motion: Peter Schafer made a motion to go into executive session for A. Approval of Executive Session Minutes of December 15, 2023 and B. Update on the Conclusion of a Pending Personnel Issue. Jeff Szymaniak seconded the motion. Motion carried unanimously by roll call vote.

III. Approval of Minutes for March 8, 2024

Motion: Peter Schaffer made a motion to approve the minutes of March 8, 2024. Mark Bodwell seconded the motion. Motion carried unanimously.

IV. Warrants

- A. Update on Warrant Process. Ellen George reviewed the new warrant process, which will be sent via Blue Ink to the Superintendents. The first warrant to be sent will be in July. An email will also be sent to the Board members reviewing the process. Only six Board signatures (including the Board Chairperson) will be needed for each warrant.
- B. Approval of the warrant-Warrant was approved by majority signature.

V. Discussion/Action Items

- A. **FY24 Budget Update** Ellen George updated the Board on the budget. Ms. George informed the Board that the goal is to finish up the school year with a net zero budget. The major expenses were reviewed: upgrades at North River School, supplies for the Learning Center Programs, and additional vehicles purchased outright this year with no financing needed. Three of the four vehicles purchased were with funds from FY24. Ms. George advised the Board that once the FY24 audit is complete, there may be a surplus coming back to the member districts.

Motion: Jeff Szymaniak made a motion to accept the FY24 Budget updates. Mark Bodwell seconded the motion. Motion carried unanimously.

B. Executive Director Evaluation for FY24 Paul Tzovolos reviewed his Executive Director goals for FY24 for the Board. Mr. Tzovolos goals were to 1-During the 2023-2024 school year develop and implement a schedule of instructional leadership walkthroughs at all sites; 2-During the 2023-2024 school year, he would lead the process of creating an updated North River Collaborative Student Success Plan; 3-During the 2023-2024 school year, he would work with the Director of Business Services to engage in the building of capacity in the area of budget development and fiscal management of the North River Collaborative and; 4-During the 2023-2024 school year, he would work to apply a system of staff evaluation that supports all professional, office, and administrative team members and fosters goal-based systems for personal development to assess and align instructional practices within the strands of programming offered at North River Collaborative.

The Board expressed their pleasure with the performance by Mr. Tzovolos and agreed that Mr. Tzovolos' goals were not only met but exceeded their expectations in all aspects and they greatly appreciate his level of professionalism. The Board also expressed that Mr. Tzovolos was a good change for the Collaborative.

Motion: Peter Schafer made a motion to approve a 2.5% pay increase for the Executive Director Paul Tzovolos for FY25. Jeff Szymaniak seconded the motion. Motion carried unanimously.

C. Treasurer Evaluation Tool: Ellen George reviewed the changes to the Treasurer Evaluation form which added a comment section.

Motion: Peter Schafer made a motion to approve the new Treasurer Evaluation. Jeff Szymaniak seconded the motion. Motion carried unanimously.

D. Treasurer Evaluation for FY24: Ellen George reviewed the evaluation for NRC Treasurer Arthur Sullivan. Ms. George commended Mr. Sullivan's work for the Collaborative and the Health Insurance Retirees OPEB Trust.

Motion: Matt Ferron made a motion to accept the evaluation for Treasure Arthur Sullivan. Liz Legault seconded the motion. Motion carried unanimously.

E. Reorganization of the Board:

Motion: Liz Legault made a motion to appoint Superintendent Joseph Baeta as the new Chair of the NRC Board of Directors for FY25. Jeff Szymaniak seconded the motion. Motion carried unanimously,

Motion: Liz Legault made a motion to appoint Superintendent Julie Hamilton as the new Vice-Chair of the NRC Board of Directors for FY25. Motion carried unanimously.

Motion: Liz Legault made a motion to appoint Superintendent Ryan Powers as the new Secretary/Clerk of the NRC Board of Directors for FY25. Motion carried unanimously.

F. OPEB-Health Insurance Retirees Trust 2023 Tax Return: Ellen George reviewed the OPEB Health Insurance Retirees Trust 2023 tax return. Ms. George advised the Board that \$175,000 was invested in the trust this year.

Motio: Matt Ferron made a motion to accept the OPEB Health Insurance Retirees Trust 2023 tax return. Peter Schafer seconded the motion. Motion carried unanimously.

G. Approval to Transfer from OPEB to NRC for Reimbursement for the Cost of Health Insurance Not to Exceed \$60,000: Ellen Goerge explained to the Board that the request to transfer funds to NRC is a bi-annual reimbursement to cover the cost of retiree's health insurance paid by the Collaborative for retirees is needed and will not exceed \$60,000.

Motion: Peter Schafer made a motion to approve the transfer of up to \$60,000 from the OPEB Health Insurance Retirees Trust for reimbursement for the cost of health insurance not to exceed \$60,000. Liz

Legault seconded the motion. Motion carried unanimously.

H. Notification of the Purchase of Four Subaru Ascent Vehicles and One Ford Transit Vehicle: Paul Tzovolos told the Board that the Collaborative had purchased four Subaru vehicles and one Ford transit van for the Transportation department.

I. **FY25 Budget Amendment:** Paul Tzovolos presented the amendments to the FY25 budget and advised the Board that the overall general fund balance of \$14,137,535 remained consistent despite these amendments to the FY25 budget.

- Addition of a Team Chairperson position (0.5 NRS, 0.2 Multiple Disabilities, 0.2 LC Autism/Dev. Disabilities, and 0.1 SAILS FTEs) to the FY25 budget to assist in supporting districts and helping to facilitate special education processes.
- Deletion of one position, moving from 2.0 to 1.0 FTE Board Certified Behavior Analyst, within the BCES tab in the FY25 budget.
- Deletion of one position, moving from 2.0 to 1.0 FTE Job Coach, within the SAILS tab in the FY25 budget.
- Increase from a 2.786 FTE to 3.0 FTE within the Physical Therapy Department in the FY25 budget.
- Increase from a 2.157 FTE to 2.457 FTE within the Speech/Language Department in the FY25 budget and,
- Within the BHI and Social Work Intern Tabs, consolidation of the 0.4 FTE and 0.6 FTE positions held by two staff members into a single 1.0 FTE staff member filling the Clinical Coordinator position in the FY25 budget.

Motion: Jeff Szymaniak made a motion to approve the FY25 budget amendments. Matt Ferron seconded the motion. Motion carried unanimously.

J. Approval of the Newly Drafted North River Collaborative Capital Plan and Timeline:

Paul Tzovolos explained to the Board that the newly drafted NRC Capital Plan provisions align with the Collaborative and the goals for the Collaborative.

Motion: Liz Legault made a motion to approve the newly drafted North River Collaborative Capital Plan and timeline. Joe Baeta seconded the motion. Motion carried unanimously.

K. Approval of up to a \$15,000 Expenditure from the Capital Fund for a Generator Project at the Almshouse: Paul Tzovolos asked the Board for their approval for up to \$15,000 from the Capital Fund for the purchase and wiring of a generator for the Almshouse.

Motion: Peter Schafer made a motion to approve up to an expenditure of \$15,000 from the Capital Fund for the replenishment purchase and installation of a generator for the Almshouse. Joe Baeta seconded the motion. Motion carried unanimously.

L. Approval of up to a \$100,000 transfer to Capital Reserve Fund for Replenishment of Monies Used for North River School HVAC Repairs: Paul Tzovolos asked the Board for the approval to transfer up to \$100,000 to the Capital Reserve Fund for the replenishment of monies used for the North River School HVAC repairs.

Motion: Liz Legault made a motion to approve the transfer of up to \$100,000 to the Capital Reserve Fund for the replenishment of monies used for the North River School HVAC repairs contingent on the final balance. Jeff Szymaniak seconded the motion. Motion carried unanimously.

M. DEI Consultant Hiring Update: Paul Tzovolos updated the Board on the interview and hiring decision for the DEI consultant. Three candidates were interviewed, and Mr. Arturo Forrest was chosen as the DEI Consultant for the Collaborative and the districts. The Board members expressed their need to get the work started, especially in conducting DEI audits. Paul Tzovolos advised the Board that Mr. Arturo Forrest would be responsive to the districts and their needs and would have open communication with the Board.

N. Changes to North River Collaborative Student Handbooks: Paul Tzovolos reviewed the most recent changes to the student handbooks for the Collaborative programs:

- 1. North River School**
- 2. Learning Centers.**
- 3. Independence Academy**
- 4. SAILS**

Motion: Joe Baeta made a motion to approve the changes to the Collaborative student handbooks. Matt Ferron seconded the motion. Motion carried unanimously.

O. Changes to North River Collaborative Personnel Policies and Procedures Handbook: Paul Tzovolos summarized the changes to the NRC Policies and Procedures handbook.

Motion: Matt Ferron made a motion to approve the changes to the North River Collaborative Policies and Procedures handbook. Liz Legault seconded the motion. Motion carried unanimously.

P. Board of Director and Special Education Advisory Meeting Calendars for 2024-2025: Paul Tzovolos reviewed the meeting calendars for the Board of Directors and the Special Needs Advisory Committee for the 2024-2025 school year.

Motion: Liz Legault approved the meeting calendars for the NRC Board of Directors and the NRC Special Needs Advisory Committee for the 2024-2025 school year. Mark Bodwell seconded the motion. Motion carried unanimously.

Q. Acceptance of Staff Resignations, Hires, Terminations, and Changes in Contract

Motion: Liz Legault made a motion to accept the staff resignations, hires, terminations and changes in contract. Jeff Szymaniak seconded the motion. Motion carried unanimously.

R. Approval of the North River Collaborative 2024-2029 Student Success Plan: Paul Tzovolos presented for the Board's approval the 2024-2029 Student Succeed Plan. The plan includes program and services enhancements, facilities and operations, and human resource development incorporating strategic objectives and initiatives.

Motion: Liz Legault made a motion to approve the NRC 2024-2029 Student Success Plan. Jeff Szymaniak seconded the motion. Motion carried unanimously.

S. Preliminary DESE Mid-Cycle Coordinated Program Review Feedback: Paul Tzovolos reviewed the preliminary DESE Mid-Cycle Coordinated Program Review. The initial feedback is that there are no findings and Mr. Tzovolos told the Board he will send them the final report.

T. Other Matters of Interest to Board Members:

Matt Ferron- Tier focus monitoring, and mandatory training for equitable values
Peter Schafer-implementation of health and physical education frameworks-stated it could be difficult and political, uniformity will be very important.

VI. Informational

- A. Professional Development Offerings
- B. Updated Health and Physical Education Frameworks Discussion
- C. Board of Director Recognition

Motion: Liz Legault made a motion to adjourn. Matt Ferron seconded the motion. Motion Carried unanimously.

Meeting adjourned at 10:30.

Respectfully submitted by:

Julie Hamilton, Board Secretary