



Southern Worcester County Educational Collaborative

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Administrative Offices

Dudley, MA 01571

Board of Directors

Meeting Minutes

March 19, 2021

SWCEC Board of Directors regular meeting commenced at 8:30 on March 19, 2021 through a Teams remote meeting, per Governor Baker's order suspending certain provisions of the open meeting law, G.L. c30a s20, by Dr. Haughey.

Present

Dr. Paul Haughey, Chair	Spencer East Brookfield Regional School District
Dr. Marilyn Tencza, Vice Chair	Leicester Public Schools
Mr. Steven Lamarche	Dudley Charlton Regional School District
Dr. James Cummings (9:10 exit)	Grafton Public Schools
Mr. Gregory Myers (8:32)	Millbury Public Schools
Mr. Richard Lind	North Brookfield Public Schools
Ms. Amy McKinstry	Northbridge Public Schools
Dr. Kristine Nash (9:04 exit)	Oxford Public Schools
Mr. Theodore Friend	Sutton Public Schools
Dr. Erin Nosek	Tantasqua/Union 61 Regional School District
Dr. Frank Tiano	Uxbridge Public Schools
Dr. Ruthann Goguen	Webster Public Schools

Approval of Minutes

Dr. Tencza made a motion to accept the minutes of the February 25, 2021 regular session.

Seconded by Dr. Nosek. The vote carried 9 – 0 – 2

Roll Call Vote

Dr. Paul Haughey, Chair	Yes	Ms. Amy McKinstry	Yes
Dr. Marilyn Tencza, Vice Chair	Yes	Dr. Kristine Nash	Abstained
Mr. Steven Lamarche	Yes	Mr. Theodore Friend	Yes
Dr. James Cummings	Yes	Dr. Frank Tiano	Yes
Mr. Gregory Myers	Yes	Dr. Erin Nosek	Yes
Mr. Richard Lind	Yes	Dr. Ruthann Goguen	Abstained

Financial Operations Report

1. OPEB Trust Presentation
Mr. Keating, SWCEC Treasurer, introduced members from Bartholomew & Co., Inc. to present the SWCEC OPEB Trust performance report.
2. Mr. Love spoke about the financial health of SWCEC. Enrollment is down significantly from what was budgeted for the year resulting in a deficit currently. Mr. Love will continue to monitor the finances.
3. Budget Presentation
Mr. Love presented a \$7,750,784 FY 2022 for the Board of Directors review. The finance subcommittee met in February to hear SWCEC recommendations. The budget is based on 122 students, lower than FY 2021 due to the reduction enrollment experienced in the 2020-2021 school year. The total tuition increase SWCEC is seeking is 6 percent.

Executive Director's Report

1. Personnel
Mr. Lundwall informed the membership that we are slowly filling vacant positions with a few open tutor positions.
2. Enrollment/Staffing
SWCEC currently has 115 enrolled students. SWCEC is currently working on a number of referrals that will increase the student enrollment on the March report.
3. COVID
Mr. Lundwall let the membership know that SWCEC is doing very well with managing COVID cases amongst staff and students.
4. Program Evaluations
Mr. Lundwall and Mr. Todd are conducting two program evaluations currently for member districts.
5. Coordinated Program Review
Mr. Lundwall announced that SWCEC has received its corrective action plan and will be working towards that with DESE in the coming months.
6. School Re-opening
Mr. Lundwall laid out the reopening dates for Grow Elementary and Developmental (April 5) and Grow Middle High School (April 26). Mr. Lundwall will be announcing this for families and staff in the coming days.
7. Extended Evaluation Committee
Mr. Lundwall let the membership know that Mr. Todd, Director of Special Services, has put together a committee to evaluate the extended evaluation process. The mission of this committee is to restructure and refine the application process, a more robust component selection menu and overall program.

Director of Finance & Operations

Mr. Lundwall spoke to the Board about the search committees process in identifying their recommended candidate for the Director of Finance & Operations. After interviews and reference verifications, the search committee selected Lena Travinski as their recommendation.

Dr. Tencza made a motion to appoint the search committee's recommendation of Lena Travinski to become the Director of Finance & Operations effect July 1, 2021.

Seconded by Mr. Lamarche. The vote carried 10 – 0 – 0

Roll Call Vote

Dr. Paul Haughey, Chair	Yes	Ms. Amy McKinstry	Yes
Dr. Marilyn Tencza, Vice Chair	Yes	Mr. Theodore Friend	Yes
Mr. Steven Lamarche	Yes	Dr. Frank Tiano	Yes
Mr. Gregory Myers	Yes	Dr. Erin Nosek	Yes
Mr. Richard Lind	Yes	Dr. Ruthann Goguen	Yes

Adjournment

Mr. Friend made a motion to adjourn the meeting at 9:19 am. The next general meeting will be at 8:30 on April 29, 2021, through a zoom meeting.

Documents Used at this Meeting

- ❖ Board Agenda
- ❖ Balance Sheet and Profit & Loss Sheet
- ❖ FY 2022 Budget Presentation
- ❖ Regular Session Minutes February 25, 2021
- ❖ Personnel Report
- ❖ Enrollment Report

Minutes submitted by: Lena L. Travinski