



Southern Worcester County Educational Collaborative

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Administrative Offices

Dudley, MA 01571

Board of Directors

Meeting Minutes

January 19, 2024

SWCEC (SOUTHERN WORCESTER COUNTY EDUCATIONAL COLLABORATIVE) Board of Directors regular meeting commenced at 8:34AM on January 19, 2024, in the Oxford Public Schools Superintendent's office.

Present

Dr. Brett Kustigian, Chairman
Ms. Deb Boyd

Leicester Public Schools
Tantasqua Union 61 Regional School District

Dr. Michael Baldassare (8:42am)
Mr. Stephen Duff
Mr. Steven Lamarche
Mr. Michael Lucas
Mr. Timothy McCormick
Mrs. Amy McKinstry
Dr. Kimberly Roberts-Morandi
Ms. Monique Pierangeli

Uxbridge Public Schools
Quaboag Regional School District
Dudley Charlton Regional School District
Oxford Public Schools
North Brookfield Public Schools
Northbridge Public Schools
Sutton Public Schools
Webster Public Schools

Approval of Minutes

Dr. Roberts-Morandi made a motion to accept the minutes of December 15, 2023, with a correction to Dr. Roberts-Morandi's spelling of last name. Seconded by Mr. Lamarche. The motion was carried with 8-0-1.

Executive Director's Report

1. Personnel

Collaborative recently received the resignation from the Teacher of the Hearing Impaired.

2. Enrollment

Enrollment is 122 students.

3. Program Update

Revised Certified Nursing Assistant job description was presented to the board.

Mr. Lamarche made a motion to approve the Certified Nursing Assistant job description as written. Seconded by Ms. Boyd. Motion carried 10-0-0.

4. Trends

So far in FY24, there have been 71 referrals, of which only 3 were declined by SWCEC. Mr. Lundwall shared that the enrollment can be broken into 2 main groups: Fragile, school phobic, anxiety and the other being highly behavioral, aggressive. Ten years ago, the enrollment was mainly behavioral. In accepting new students, the team weighs heavily whether we can support the students' needs as well as taking into consideration the mix of other students currently in the class, keeping in mind the blended nature of the student demographics at this time.

Ms. Boyd stated that 1-2 declined applications she understands, however higher, more frequent declines mean the program will need to be looked at. Dr. Kustigian agreed and wants to support the challenges of SWCEC so that we can keep our kids local.

5. Dudley Campus Update

With the Dudley lease up for renewal December 2024, the board decided to form a Capital Reserve Subcommittee to explore options for the entire SWEC program.

Financial Operation Report

1. FY 2024 Balance Sheet & Operation Statement

Q3 tuition billing along with the surplus credit has been issued to each district.
The Finance Sub Committee is meeting to review the proposed FY25 budget.
SWCEC is requesting a June meeting for any end of year financial votes required.

Adjournment

Mr. Lucas made a motion to adjourn at 9:28AM. Seconded by Mr. Lamarche. The vote was carried 10-0-0.

Documents Used at this Meeting.

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| ❖ Board Agenda | ❖ Enrollment Report |
| ❖ Regular Session Minutes December 15, 2023 | ❖ Balance Sheet and Profit & Loss Sheet |
| ❖ Personnel Report | |
| ❖ Certified Nursing Assistant Job Description | |

Board Minutes submitted by: Christine Fadden