



Southern Worcester County Educational Collaborative

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Administrative Offices

Dudley, MA 01571

Board of Directors

Meeting Minutes

January 21, 2022

SWCEC Board of Directors regular meeting commenced at 8:32am on January 21, 2022 through 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 Chairman	Leicester Public Schools
Mr. Steven Lamarche	Dudley Charlton Regional School District
Ms. Mary Jane Rickson	North Brookfield Public Schools
Ms. Amy McKinstry	Northbridge Public Schools
Mr. Michael Lucas	Oxford Public Schools
Dr. Brett Kustigian	Quaboag Regional School District
Mr. Theodore Friend	Sutton Public Schools
Ms. Deborah Boyd	Tantasqua/Union 61 Regional School District
Dr. Ruthann Goguen	Webster Public Schools

Approval of Minutes

Dr. Kustigian made a motion to accept the minutes of December 17, 2021, regular session. Seconded by Dr. Tencza. The vote carried 9 – 0 – 1

Roll Call Vote

Dr. Paul Haughey, Chair	Yes	Mr. Michael Lucas	Yes
Dr. Marilyn Tencza, Vice	Yes	Dr. Brett Kustigian	Yes
Mr. Steven Lamarche	Abstained	Mr. Theodore Friend	Yes
Ms. Mary Jane Rickson	Yes	Ms. Deborah Boyd	Yes
Mrs. Amy McKinstry	Yes	Dr. Ruthann Goguen	Yes

Executive Director's Report

1. Personnel

Executive Director Lundwall spoke of the open positions and challenge in filling positions.

2. Enrollment/Staffing
As of December 31, 2021 enrollment was at 127 students.
3. Program Update
Executive Director Lundwall spoke on the Professional Day being held January 14th covering Common Core State Standards (CCSS) of Writing and Reading.
4. Strategic Planning Committee
Strategic Planning Committee is due to meet again in March.
5. Douglas Seeking Membership
The Board motioned to table the topic until September 2022 for membership into FY2024.

Finance Operation Report

Ms. Travinski spoke on the financial health of SWCEC. As of the end of December, the enrollment is above the budgeted number but the average students for the year is lower resulting in a deficit. Cash reserves remain strong. The financial situation will continue to be monitored.

Adjournment

Mr. Friend made a motion to adjourn the meeting at 9:14am. Seconded by Dr. Tencza. The vote carried 10-0-0. The next general meeting will be at 8:30am on February 18, 2022.

Roll Call Vote

Dr. Paul Haughey, Chair	Yes	Mr. Michael Lucas	Yes
Dr. Mariyln Tencza, Vice	Yes	Dr. Brett Kustigian	Yes
Mr. Steven Lamarche	Yes	Mr. Theodore Friend	Yes
Ms. Mary Jane Rickson	Yes	Ms. Deborah Boyd	Yes
Mrs. Amy McKinstry	Yes	Dr. Ruthann Goguen	Yes

Documents Used at this Meeting

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|---|---|
| ❖ Board Agenda | ❖ Enrollment Report |
| ❖ Regular Session Minutes December 17, 2021 | ❖ Balance Sheet and Profit & Loss Sheet |
| ❖ Personnel Report | |

Minutes submitted by: Christine Fadden