



Administrative Offices  
Dudley, MA 01571

## Southern Worcester County Educational Collaborative

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### Board of Directors

Meeting Minutes  
September 15, 2023

SWCEC (SOUTHERN WORCESTER COUNTY EDUCATIONAL COLLABORATIVE) Board of Directors regular meeting commenced at 8:45AM on September 15, 2023, in the Oxford Public Schools Superintendent's office hosted by Superintendent Michael Lucas.

#### Present

Dr. Brett Kustigian, Chairman	Leicester Public Schools
Ms. Deborah Boyd, Vice Chairman	Tantasqua/Union 61 Regional School District
Dr. Elizabeth Chamberland	Auburn Public Schools
Mr. James Cummings	Grafton Public Schools
Dr. Gregory Myers	Millbury Public Schools
Mr. Timothy McCormick	North Brookfield Public Schools
Mr. Michael Lucas	Oxford Public Schools
Dr. Kimberly Roberts-Morandi	Sutton Public Schools
Ms. Monique Pierganeli	Webster Public Schools

#### Approval of Minutes

Dr. Roberts-Morandi made a motion to accept the minutes of May 19, 2023. Seconded by Mr. Lucas. The motion was carried 9-0-0.

#### Executive Director's Report

1. Personnel

Mr. Lundwall shared that there has been much movement with hiring quality staff filling vacancies. For the start of the summer, Teacher of Visually Impaired previously employed at SWCEC returned fulltime.

2. Enrollment

SWCEC's enrollment is currently at 109.

3. Program Update

For the second year, the Extended School Year program was held on the Dudley campus. Programmatically, this has helped in sharing resources.

Collaborative Board Member Pre-Conference Networking Session at the MASS/MASC Joint Conference will be held on November 8<sup>th</sup> at 10:30am for any interested members wishing to get more knowledge of MOEC and network with other Collaborative leaders.

MOEC's Leadership Academy for New or Aspiring Collaborative Directors has openings for anyone interested. Details on both opportunities were shared in board meeting package.

Executive Director Arnold Lundwall and Director of Finance & Operations, Lena Travinski met with most of the districts about the state of their individual districts. The results show that the rate of students rostered with special needs is averaging 25%. Executive Director Lundwall is exploring if SWCEC could help provide a model in which a SWCEC staff would come to the district to work with the classroom teacher. Both Auburn and Sutton expressed interest in having some of their professional staff visit the Grow Programs to observe and ask questions.

## **Financial Operation Report**

### **1. FY 2024 Balance Sheet & Operation Statement**

Mrs. Travinski shared that we are looking better than at the same time last year but with enrollment down we are behind budgeted income. Expenses are being offset by health benefit savings.

FY23 financial audit is happening right now, and the goal is to present at the October meeting.

### **2. Donations & Grants**

Dr. Meyers made a motion to accept the Elks donation of \$1,500 for the Grow Elementary playground and \$1,500 for the purchase for the Grow Career Development Program equipment. Seconded by Ms. Boyd. The motion carried 9-0-0.

## **Other**

Dr Kustigian commented on how well the graduation went last May.

Mr. Lucas inquired if other school committees have goals and how do they differ from the superintendent's goals. Most agreed they have goals, but they are not the same as the superintendent's goals.

SWCEC is scheduled to meet with the Special Administrators for their quarterly meeting the end of September.

## **Adjournment**

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

## **Documents Used at this Meeting.**

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| ❖ Board Agenda                         | ❖ Enrollment Report                     |
| ❖ Regular Session Minutes May 19, 2023 | ❖ Balance Sheet and Profit & Loss Sheet |
| ❖ Personnel Report                     | ❖ Collaborative Board Agenda Memo       |
| ❖ Summary of Superintendent Visits     |   |

Board Minutes submitted by: Christine Fadden