



# Southern Worcester County Educational Collaborative

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Administrative Offices

Dudley, MA 01571

## Board of Directors

### Meeting Minutes

September 16, 2022

SWCEC (SOUTHERN WORCESTER COUNTY EDUCATIONAL COLLABORATIVE) Board of Directors regular meeting commenced at 8:33am on September 16 2022, in the Auburn Public Schools Superintendent's office hosted by Dr. Chamberland.

#### Present

Dr. Brett Kustigian, Chairman	Leicester Public Schools
Ms. Deborah Boyd, Vice Chairman	Tantasqua/Union 61 Regional School District
Dr. Michael Baldassare (8:41AM)	Uxbridge Public Schools
Ms. Maureen Binienda	Quaboag Regional School District
Dr. Elizabeth Chamberland	Auburn Public Schools
Dr. Ruthann Goguen (8:47AM)	Webster Public Schools
Dr. Paul Haughey	Spencer East Brookfield Regional School District
Mr. Steven Lamarche	Dudley Charlton Regional School District
Mr. Michael Lucas	Oxford Public Schools
Mr. Timothy McCormick	North Brookfield Public Schools
Ms. Amy McKinstry	Northbridge Public Schools
Dr. Kimberly Roberts-Morandi	Sutton Public Schools
Mr. Gregory Myers	Grafton Public Schools

#### Approval of Minutes

Dr. Haughey made a motion to accept the minutes of May 22, 2022. Seconded by Mr. Lucas. The vote was carried 11 – 0 – 0.

#### Executive Director's Report

##### 1. Personnel

Mr. Lundwall informed the membership that there were several hires from the summer. Grow Elementary Principal, Mr. Glazier has hired 8 staff members thus creating positive energy for the start of the year. Mr. Cacace has returned as the principal of Grow Middle High School. The Development program had a teacher move on late in the summer. A candidate is being interviewed next week for the position.

2. Enrollment/Staffing

As August 31, 2022, SWCEC has 112 enrolled students. One hundred eighteen students were budgeted for the average enrollment throughout FY2023. Administration is working diligently to get students off the waitlist and enrolled.

3. Program Update

Mr. Nathan Brodeur, SWCEC Transition Specialist, spoke to the board regarding the Grow Career Development program and its history with the Janet Masler Grant. SWCEC received \$10,500 to aid in their work experience program. Throughout this past summer, students worked on a variety of jobs and projects. Some examples include working with DPW helping to clean up the Dudley District Courthouse and cemetery, preparing and delivering Meals on Wheels, building picnic tables and raised garden beds for nursing home residents. The program has given the students an opportunity to interact and give back to the community in a fiscal and responsible manner.

Mr. Lundwall spoke on how the Extended School Year program was consolidated onto one campus this year. The vertical alignment had staff sharing amongst many venues. The programs was recreated to include more hands on activities.

The Strategic Plan Committee will reconvene in its 2<sup>nd</sup> year of the 2 year process. Mr. Lundwall stated that he is looking for new members of the committee and invited any board member to join. This will be one of this goals for the upcoming year.

Staff have expressed a desire to develop and research their own skills. Extended Tuesday's professional development have been centered on Professional Learning Communities.

Open house for all programs is in person on Wednesday, October 5<sup>th</sup> from 5-7pm.

4. MOEC Annual Report FY 22

Mr. Lundwall shared the report with the board, informational purposes only.

5. MASS/MASC Board Breakfast

Mr. Lundwall will be attending representing MOEC.

6. Membership Requests

At the January 2022 board meeting a motion was made to enter in discussion on whether to allow Douglas to seek membership at SWCEC. The motion was tabled until the September 2022 board meeting.

Mr Lundwall stated that Douglas is still interested in becoming a member. The board discussed whether this was the right time to open up membership given the need to support existing districts.

Mr. Lamarche made a motion to allow Douglas membership. Seconded by Dr. Haughey. The vote was opposed 0-13-0.

After the motion, Dr. Haughey expressed that when the board decides it is time to open up membership, it should be done once and be made available to multiple districts.

## **Financial Operation Report**

1. Ms. Travinski spoke about the financial health of SWCEC. The Collaborative enrollment is 112 at the end of September, 6 enrollments off from budgeted 118. Anticipated revenue loss, as of the end of September is \$127,000, compared to the \$750,000 from a year ago.

The Treasurer position is still open but with a candidate pending.

## **Adjournment**

Dr. Haughey made a motion to adjourn at 9:42am. Seconded by Mr. Lamarche. The vote was carried 13-0-0.

## Documents Used at this Meeting

- ❖ Board Agenda
- ❖ Regular Session Minutes May 20, 2022
- ❖ Personnel Report
- ❖ Enrollment Report
- ❖ Balance Sheet and Profit & Loss Sheet
- ❖ Student Enrollment 8/31/2022
- ❖ Staffing Report
- ❖ MOEC Annual Report 2022
- ❖ MASS\_MASC Breakfast 2022
- ❖ Admitting New Members

Minutes submitted by: Christine Fadden