



*Strength in diversity
Quality through collaboration*

Board Of Directors' Meeting: Thursday, November 16, 2017

In attendance:

Board of Directors:

x	William	McAlduff	Superintendent	Acton-Boxborough Reg, School District
x	Kathleen	Bodie	Superintendent	Arlington Public Schools
	Jon	Sills	Superintendent	Bedford Public Schools
	Andrea	Prestwich	School Committee	Belmont Public Schools
x	Helen	Charlupski	School Committee	Brookline Public Schools
	James	O'Shea	Superintendent	Carlisle Public Schools
x	Laurie	Hunter	Superintendent	Concord Public Schools, CC Regional
	Mary	Czajkowski	Superintendent	Lexington Public Schools
	Jessie	Steigerwald	School Committee	Lexington Public Schools
x	Rebecca	McFall	Superintendent	Lincoln Public Schools
	Bella	Wong	Superintendent	Lincoln-Sudbury Reg. School District
	Diana	Fisher Gomberg	School Committee	Newton Public Schools
x	Anne	Wilson	Superintendent	Sudbury Public Schools
	Drew	Echelson	Superintendent	Waltham Public Schools
x	Deanne	Galdston	Superintendent	Watertown Public Schools
x	Midge	Connelly	Superintendent	Weston Public Schools

Advisory Committee

Lucie St. George, Sudbury School Committee, Tara Mitchell, Lincoln Public Schools, Ed Heller, Weston School Committee

EDCO Collaborative:

Colleen Dolan, Andrew Kelley, David King, Thomas Markham, Dana Mullaley, James Sullivan

1.0 CALL TO ORDER:

Kathleen Bodie called the meeting to order at 9:43 a.m.

2.0. CONSENT AGENDA ITEMS

2.1 To approve Board of Directors meeting minutes 9.14.17.

2.2 To accept minutes of the Executive Finance Committee meeting 9.7.17.

2.3 To accept \$1,500 donation from Don Poulin, SBI Benefits Consulting Group, Smith Brothers Insurance, to Friends of EDCO Collaborative with gratitude.

A **motion** was made by William McAlduff and seconded by Rebecca McFall to approve all consent agendas. The motion carried unanimously with Anne Wilson abstaining.

3.0. NEW BUSINESS: FY17 Audit Presentation: Daniel Schaffner, CPA, and Stephen

DeGuglielmo, CPA, from the audit firm Fritz DeGuglielmo, LLC presented a summary of the FY17 audit.

Overall it has been a positive year for EDCO. The financial picture is much improved over the last two fiscal years and EDCO is in compliance with all regulations and internal controls. There were no findings. Highlights include:

- FY17 overall revenue went up \$950,000
- \$12 million in total expense compare to \$15 million in previous year
- EDCO's financials are back in positive side
- Surplus – within the 25% surplus cap allowed by DESE

Colleen Dolan thanked Tom Markham and his team for the very positive audit results. Dolan reminded the committee that just two years ago, EDCO ended the year with a deficit in excess of \$400K. In FY17, the year ended with a surplus close to \$400K. This translates to a swing of \$800K over two years.

David King noted that he has been watching EDCO financials for about 6 years and a few months after moving into the building he questioned whether or not EDCO would be sustainable. He has been quite pleased to see the progress EDCO has made with finances, bringing in lessors, improving programs, and increasing revenue. David congratulated EDCO administration on this accomplishment. The auditors were in agreement of his assessment.

Dr. Bodie expressed gratitude to the EDCO management team on behalf of the board.

A **motion** was made by William McAlduff and seconded by Rebecca McFall to recognize and accept the representations of management and the expression of the opinions by Fritz DeGuglielmo, LLC, as embodied in the basic financial statements, supplemental and subsidiary financial statements and schedules and independent auditor's report contained in the Uniform Financial Statements and Independent Auditor's Report (UFR) for the period ended June 30, 2017. The motion carried unanimously.

A **motion** was made by Rebecca McFall and seconded by Anne Wilson to recognize and accept the representations of management and the expression of the opinions by Fritz DeGuglielmo, LLC, certified Public Accounts, as embodied in the financial statements, supplemental schedules and independent auditor's report for the year ended June 30, 2017.

A **motion** was made by William McAlduff and seconded by Deanne Galdston to approve the amount of EDCO's cumulative surplus, 1,906,813 (16%), with a cumulative surplus of less than the amount allows by regulations. The motion carried unanimously.

3.2 FY17 Annual Report

A draft of the FY17 Annual Report is available in the EDCO packet. The report is due to DESE by January 1st and since there is no Board meeting before then EDCO is asking for approval of the draft narrative.

A **motion** was made by William McAlduff and seconded by Laurie Hunter to approve te Annual Report (photos will be added prior to duplication and submission to ESE). The motion carried unanimously.

3.3 EDCO Collaborative's new licensure program - Andrew Kelley

EDCO is preparing to offer an Initial Licensure program through the McSwiney Center in the fall of 2018. The program will allow teachers to move from Provisional License to Initial License. It would include a 6 credit practicum and imbed an SEI course for those who need it.

Who would benefit?

- Provisional licensed teachers in grades 5 - 12
- Para-educators and assistant teachers
- Career changers

EDCO will be embarking on an informal process through DESE due to the ELI program already in place. As part of the process EDCO will be seeking data on how many teachers in EDCO districts need this license and will need letters of support from local candidates and districts.

3.4 Executive Director Search

Colleen Dolan will be retiring as Executive Director of EDCO as of June 30, 2018. A copy of a revised job description will be made available. Rebecca McFall will lead the search. The Search Committee will begin in December with a goal of having an offer on the table in February and finalized by March. Ideally, the Search Committee would be made up of 10 members with a mix of board members, EDCO's leadership team and PAC members. The selection committee will be a smaller subset.

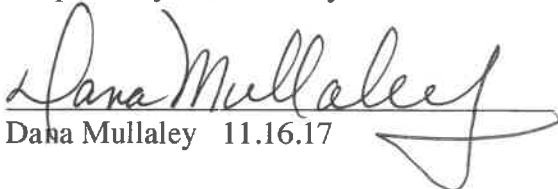
4.0 Follow-up: Professional Learning Day for Specialists and Related Therapists

EDCO hosted a unique Professional Learning Day for Specialists and Related Therapists on Tuesday, November 7, 2017. It was very successful with 125 people in attendance. A variety of topics were offered including Google Drive, School Budget, Licensure, Accommodations, Technology and Mindfulness. EDCO will plan another in the future.

The *EDCO UPDATE* is provided in your packets.

A **motion** was made by Anne Wilson and seconded by Rebecca McFall to adjourn the meeting. The motion carried unanimously. The meeting was adjourned at 11:46 a.m.

Respectfully submitted by:


Dana Mullaley 11.16.17

Following adjournment, Noelle Ellerson Ng, Associate Executive Director, Policy & Advocacy at AASA, The School Superintendents Association and AESA, The Association of Educational Service Agencies joined the board virtually for an update on national education policy.

