



*Strength in diversity
Quality through collaboration*

Board of Directors' Meeting
EDCO Collaborative, 36 Middlesex Turnpike, Bedford, MA 01730
Thursday, September 27, 2018, 9:30 a.m.

In attendance:

Board of Directors:

x	Peter	Light	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
x	James	O'Shea	Superintendent	Carlisle Public Schools
x	Laurie	Hunter	Superintendent	Concord Public Schools, CC Regional
	Julie	Hackett	Superintendent	Lexington Public Schools
x	Rebecca	McFall	Superintendent	Lincoln Public Schools
x	Bella	Wong	Superintendent	Lincoln-Sudbury Reg. School District
x	Diana	Fisher Gomberg	School Committee	Newton Public Schools
x	Brad	Crozier	Superintendent	Sudbury Public Schools
x	Drew	Echelson	Superintendent	Waltham Public Schools
x	Deanne	Galdston	Superintendent	Watertown Public Schools
	Marguerite	Connelly	Superintendent	Weston Public Schools

Advisory Committee Members in attendance:

Tara Mitchell

EDCO Collaborative staff:

Nadine Ekstrom, Thomas Markham, Dana Mullaley, James Sullivan

1.0 CALL TO ORDER:

Diana Fisher Gomberg called the meeting to order at 9:45 a.m. without a quorum so the non-voting agenda items were addressed first.

1.1 Public Participation

No public participation.

2.0 New Business

Business Office Matters:

2.1 FY18 Close

Tom Markham relayed that the auditors are in process of closing their part of FY18. The preliminary closing indicates that EDCO will be ~ \$100,000 in the black but this preliminary number does not include equipment costs. Final results from auditors will be available shortly.

2.2 FY18 Audit Schedule

The auditors will meet with the Executive Finance Committee on 11/6 and then present to the BOD on 11/15/18.

2.3 FY19 YTD

Tom Markham noted that Column M indicates that we are on target and have encumbered 52% of the budget.

2.4 Title 1 Update

A written update is available in the shared folder. In summary, Boston Public Schools (BPS) has verbally indicated that it will not renew its contract with EDCO. EDCO has provided services to BPS for 20 years as a 3rd party fiscal agency but EDCO has not been selected in the most recent bidding process. EDCO was not the lowest bidder (and in fact was the highest bidder) and BPS went with the lowest bidder. Communication has been spotty and EDCO initially learned of the change unofficially. EDCO has not received anything in writing from BPS terminating the relationship but it was confirmed over the telephone that they were going with the lowest bidder, Facts Management. There was no vetting on background of the company, BPS just went with lowest bidder.

Line 19 of the budget reflects a 100% balance but it is actually zero. It will be taken out of the budget once EDCO receives written notification from BPS.

Most of the 200+ employees compensated through the Title I program were part-time and not eligible for unemployment compensation. The number of people eligible for unemployment was 9 but so far EDCO has not received any claims.

In terms of administrative staff, there are two people who fall under Title I. The program manager is being paid until 10/31 to close down the grant and there is a .4 position that should be covered out of indirect.

To EDCO's knowledge, a contract to the other vendor has not yet been issued.

EDCO has requested an opportunity to reset the process due to evidence that BPS did not adequately follow the procurement process. EDCO has proposed that we again be awarded the contract for one year to ensure continuity and services for students and then have an opportunity to rebid and restart the process.

As of now, EDCO is not seeking Legal Counsel but is contemplating filing a protest with BPS as well as the Inspector's office.

2.5 MMEP Update

The Mass Migrant Education Program also received a cut of \$140,000 over the summer that EDCO was not anticipating. EDCO received the notification of reduction in late August from DESE. Due to the funding cut, EDCO laid off two of the migrant staff, closed the Charlestown office and brought it over to Central office. These changes have resulted in a balanced budget for MMEP.

2.6 Building Project

Over the summer, the NCA experienced a leadership change with the addition of Maryellen Pambookian as the new Program Director. EDCO decided to hold off on the building addition project until the school year had opened. EDCO is now ready to proceed once we get town approval.

Bella Wong raised the question of whether or not this project still makes sense given the recent shift in budget and Tom Markham gave an affirmative answer noting that there is no less of a need for the 45 day program.

Nadine Ekstrom provided an enrollment update (complete chart in shared folder). NCA was budgeted to open with 23 students but actually opened with 24. There are already 2 students enrolled in the 45-day program which is unusual given that schools generally try their own interventions first.

Helen Charlupski questioned whether we knew that status of the CASE lease and noted that may be a consideration before adding additional space. The current lease is due to expire June, 2019. Rebecca McFall, who sits as the chair of CASE board, offered to add it to the agenda at an upcoming meeting.

Tom Markham noted that while we will still have a \$200,000 loss from indirect, it is anticipated that it will be offset by the salary surplus and student enrollment.

Executive Director Matters:

2.7 Updates – Details and full reports can be found in the shared folder.

- A list of EDCO Round Tables to share with appropriate staff
- November 6th – EDCO is planning a Professional Development Day and encouraging input from districts on particular needs
- New Employees
- McSwiney update
 - SEI Vocational Grant
- Lexikeet
 - Provides translation services for meetings and documents
 - Offers discount to collaboratives - \$.05 less per word or minute which can provide savings overtime.
 - EDCO could be the host and then each district gets account access.
 - Nadine Ekstrom will send out a letter to all Supt, Asst Supt and SPED Directors with details.

- Revised Organizational Chart
- The Commissioner will attend the 11/15 Board Meeting and members are welcome to invite Assistant Superintendents or Advisory board members. Questions should be submitted in advance to be vetted at the EF meeting on 11/6.

2.8 DHH Elementary

EDCO is exploring an expansion of the DHH program into the Elementary setting. SEEM currently has a program up to Grade 1 and this could possibly work as a feeder program if EDCO were to service Grades 1 - 5.

2.9 Student Publication Policy (first read)

2.10 Goals/Plan

In addition to the plans laid out in the shared folder, EDCO will be working with Ken Kay as a consultant this school year with the goal of EDCO acting as a strong resource to districts.

A quorum was reached @ 10:20 a.m. to vote on items.

3.0 REORGANIZATION:

3.1 Nomination and vote for Chairperson and Vice-chairperson, Appointment of Treasurer.

A **motion** was made by Diana Fisher Gomberg to nominate Kathleen Bodie as the new Chairperson, and seconded by Drew Echelson. The motion carried unanimously with no other nominations.

A **motion** was made by Drew Echelson to nominate Diana Fisher Gomberg as the new Vice-chairperson, and seconded by Helen Charlupski. The motion carried unanimously with no other nominations.

A **motion** was made by Diana Fisher Gomberg to re-appoint David King as Treasurer, and seconded by Kathleen Bodie. The motion carried unanimously with no other nominations.

3.2 Recruitment of Executive Finance Committee Members

Executive Finance meetings allow for a deeper dive into the financial aspects of the Collaborative such as the budget, audit, etc. All members are encouraged to participate.

4.0. CONSENT AGENDA ITEMS

It was recommended to approve consent agenda items as proposed (with additional details available in the shared folder):

- 4.1 Approve Board of Directors meeting minutes 5.24.18, 5.31.18
- 4.2 Accept Executive Finance Committee minutes 4.5.18, 5.15.18
- 4.3 Approve Employee Actions 9.27.18
- 4.4 Donation Approval
- 4.5 Revise Authorized Signators

A **motion** was made by Kathleen Bodie, and seconded by Drew Echelson to approve consent agenda items as proposed. The motion carried unanimously with Peter Light abstaining.

5.0. OLD BUSINESS

4.1 Vote on Articles of Agreement:

The proposed revised changes are available in the shared folder. Tom Markham clarified that the changes in wording affect new members.

A **motion** was made by Kathleen Bodie, and seconded by Helen Charlupski to approve Articles of Agreement amendment as recommended. The motion carried unanimously.

Board members are encouraged to bring the Articles to their School Committees for approval with the goal of having them approved this fall.

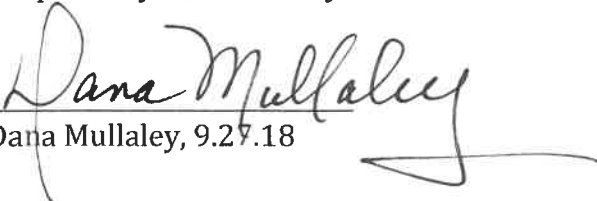
6.0 INFORMATION/RESOURCES

- (Board & Administrator)
- (Great American)
- (Lincoln-Sudbury)
- (SESPP Annual Report)

7.0 ADJOURNMENT

A **motion** was made by Drew Echelson, and seconded by Kathleen Bodie to adjourn the meeting at 11:13 a.m. The motion carried unanimously.

Respectfully submitted by:


Dana Mullaley, 9.27.18

