



EDCO COLLABORATIVE
 BOARD OF DIRECTORS' MEETING MINUTES
 REMOTE MEETING
 Thursday, January 14, 2021 @ 9:30 a.m.
 36 Middlesex Turnpike, Bedford, MA 01730

Present BOARD MEMBERS

X	Peter Light	Superintendent	Acton-Boxborough Reg. School District
X	Kathleen Bodie	Superintendent	Arlington Public Schools
X	Philip Conrad	Superintendent	Bedford Public Schools
X	Amy Checkoway	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	Tamika Olszewski	School Committee	Newton Public Schools
X	Brad Crozier	Superintendent	Sudbury Public Schools
X	Brian Reagan	Superintendent	Waltham Public Schools
X	Deanne Galdston	Superintendent	Watertown Public Schools
X	Marguerite Connelly	Superintendent	Weston Public Schools

Present ADVISORY MEMBERS

	Tessa McKinley	School Committee	Acton-Boxborough Reg. School District
X	Kathleen Bodie	Superintendent	Arlington Public Schools
	Ann Guay	School Committee	Bedford Public Schools
	John Phelan	Superintendent	Belmont Public Schools
	James Marini	Superintendent	Brookline Public Schools
X	Sara Wilson	Superintendent	Carlisle Public Schools
X	Sara Wilson	School Committee	Concord Public Schools, CC Regional
	Kathleen Lenihan	School Committee	Lexington Public Schools
X	Trintje Gnazzo	School Committee	Lincoln Public Schools
X	Ellen Joachim	School Committee	Lincoln-Sudbury Reg. School District
	David Fleishman	Superintendent	Newton Public Schools
	Lisa Kouchakdjian	School Committee	Sudbury Public Schools
	Margaret Donnelly	School Committee	Waltham Public Schools
	John Portz	School Committee	Watertown Public Schools
	Dr. J. Kimo Carter	Assistant Superintendent	Weston Public Schools

Also Present

EDCO Staff: Cyndy Taymore, Sonia Braga, Courtney Dunne, Jill Grady, Marion Hamilton, David King, Ann Knapp, Mike LeMay, Lina Mateus, Rayna Meleedy, Mary O'Regan, Megan Ronzio, Karen Thomsen, Ajay Trivedi

TMS Staff: Marc Richard, Allen Himmelberger

Attorneys: Gini Tate, Felicia Vasudevan

1.0 CALL TO ORDER:

1.1 Public Participation:

The meeting was called to order at 9:36 a.m. Ms. Bodie read a statement regarding public board meetings being held remotely during the pandemic as per Governor Baker's order of March 12, 2020. There was no public participation.

2.0 CONSENT AGENDA ITEMS

2.1 Board Meeting Minutes 12.11.20

A **motion** to accept the Board Minutes from the 12.11.20 Board of Directors meeting was made by Mr. Light and seconded by Mr. Crozier.

Roll Call Vote: Peter Light, Kathleen Bodie, Amy Checkoway, Helen Charlupski, James O'Shea, Laurie Hunter, Bella Wong, Tamika Olszewski, Brad Crozier, Brian Reagan, Deanne Galdston, Marguerite Connelly

Philip Conrad abstained as he was not in attendance.

The **motion passed**.

3.0 NEW BUSINESS:

3.1 Business Office Update:

Ms. Taymore noted that EDCO pursued outstanding payables in December and paid as many bills as possible with the funds collected but still has a lengthy list of outstanding invoices waiting to be paid. Staff continue to manage vendors as best as possible. Mr. Richard explained that the FY21 financial updated that was prepared by the Business Office includes the Rockland Trust line of credit. Steps have been taken to reduce expenses in programs and administration. Revenue is less than projected with lower enrollment in programs as well as professional development courses. EDCO continues to struggle with cash flow and vendor relationships are strained. We are working with districts to get money in as quickly as possible. The Business Office has also encountered additional challenges with having a staff member out for an extended period of time. It was noted that even with all outstanding receivables paid, EDCO will end the year in with a deficit. When asked why EDCO is paying property taxes and it was explained that was part of the building lease agreement.

Mr. Richard reviewed the FY22 Modified Operations financial figures and stated that the income was based on FY19 income as that was the last "normal" year of operations. FY22 budgets do not include the line of credit as it is included in the FY21 figures. Board members asked about the additional amount each district would need to contribute in addition to the regular membership assessment and if it was necessary for districts to pay the additional funds. It was explained that each district would need to come up with additional funding along with their membership assessment for the collaborative to continue to operate in future years. The FY22 budgets include additional funding from member districts as well as regular membership assessment.

There was discussion regarding the process and timeline should the collaborative decide to terminate. Ms. Hunter asked about the impact of districts withdrawing in June of 2021. Attorney Tate stated that even though several districts have given notice of withdrawal from the collaborative, those districts would still be responsible for some costs. When asked what liability former member districts will incur, Ms. Tate explained that further direction and explanation is needed from DESE. She did confirm that all districts who were members of the collaborative at the time the lease was signed will maintain some liability.

3.1.1 Use of Seefurth Funds

Rockland Trust has requested a copy of the FY20 Audit and has indicated they would like to have a conversation with EDCO Collaborative. One concern is that the FY20 Audit shows the Seefurth funds as available for use. Ms. Bodie stated that the money in the Seefurth Fund can be used with Board approval. Ms. Taymore suggested that the Board allow use of \$100,000 for operations as there are no reserves at this time. Ms. Bodie noted that the line of credit was originally opened due to the lack of reserves.

A **motion** to allow the use of \$100,000 from the Seefurth Funds as needed for operational expenses as determined by the Executive Director was made by Ms. Wong and seconded by Mr. O'Shea.

The vote will be held until the conclusion of the Executive Session.

3.2 Approval of the FY20 EDCO Collaborative Annual Report

A **motion** to accept the FY20 EDCO Collaborative Annual Report was made by Ms. Hunter and seconded by Mr. Light.

Roll Call Vote: Peter Light, Kathleen Bodie, Philip Conrad, Amy Checkoway, Helen Charlupski, James O'Shea, Laurie Hunter, Bella Wong, Tamika Olszewski, Brad Crozier, Brian Reagan, Deanne Galdston, Marguerite Connelly

The **motion passed**.

4.0 OLD BUSINESS:

4.1 Approval of Revised Vacation Policy

Discussion regarding the EDCO Collaborative Vacation Policy began last year as there was no cap on the number of vacation days employees could bank each fiscal year. It was determined that the policy needed to be revised in order to reduce the vacation liability moving forward.

A **motion** to accept the revised EDCO Collaborative Vacation Policy effective immediately was made by Ms. Wong and seconded by Ms. Olszewski.

Roll Call Vote: Peter Light, Kathleen Bodie, Philip Conrad, Amy Checkoway, Helen Charlupski, James O'Shea, Laurie Hunter, Bella Wong, Tamika Olszewski, Brad Crozier, Brian Reagan, Deanne Galdston, Marguerite Connelly

The **motion passed**.

5.0 EXECUTIVE SESSION: pursuant to M.G.L. c. 30A, sect. 21 (6) to:

5.1 discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares.

A **motion** to move into Executive Session was made by Ms. Charlupski and seconded by Ms. Wong

Roll Call Vote: Peter Light, Kathleen Bodie, Philip Conrad, Amy Checkoway, Helen Charlupski, James O'Shea, Laurie Hunter, Bella Wong, Tamika Olszewski, Brad Crozier, Brian Reagan, Deanne Galdston, Marguerite Connelly

The **motion passed**.

Ms. Bodie announced at 10:34 a.m. that the meeting would move into Executive Session.

The meeting returned to open session at 11:41 a.m.

A vote on the **motion** to allow the use of \$100,000 from the Seefurth Funds as needed for operational expenses as determined by the Executive Director was held.

Roll Call Vote: Peter Light, Kathleen Bodie, Philip Conrad, Amy Checkoway, Helen Charlupski, James O'Shea, Rebecca McFall, Tamika Olszewski, Brian Reagan, Deanne Galdston

The **motion passed**.

6.0 ADJOURNMENT:

A **motion** to adjourn was made by Mr. Light and seconded by Mr. O'Shea.

Roll Call Vote: Peter Light, Kathleen Bodie, Philip Conrad, Amy Checkoway, Helen Charlupski, James O'Shea, Rebecca McFall, Tamika Olszewski, Brian Reagan, Deanne Galdston

The **motion passed** and the meeting was adjourned at 11:43 a.m..

Respectfully Submitted,
Mary O'Regan, Executive Administrative Assistant
EDCO Collaborative
January 14, 2021