



**NORTHSHORE
EDUCATION
CONSORTIUM**

**Board of Directors Minutes
December 02, 2020**

This Open Meeting of the NEC Board of Directors is being conducted remotely consistent with Governor Baker's Executive Order of March 12, 2020, due to the current State of Emergency in the Commonwealth related to the outbreak of the COVID19 Virus. The Meeting was recorded.

PRESENT:	Beverly:	Dr. Charochak
	Danvers:	Dr. Dana
	Ipswich:	Dr. Blake
	Lynn:	Dr. Tutwiler
	Lynnfield:	Ms. Vogel
	Manchester-Essex	Ms. Beaudoin
	Marblehead:	Dr. John Buckey
	Masconomet:	Dr. Harvey
	North Reading:	Dr. Daly
	Peabody:	Dr. Vadala
	Pentucket:	Dr. Bartholomew
	Reading:	Dr. Doherty
	Rockport:	Mr. Liebow
	Salem:	Dr. Zrike
	Triton:	Mr. Forget
	Tri-Town:	Dr. Morrison
NEC:	F. Rosenberg	G. Bergevin
	Ms. Mahoney	K. Mahoney, NEC Treasurer
	Ms. Seiler	Ms. Ford, NEC AFT President
ABSENT:	Gloucester:	Mr. Lummis
	Hamilton Wenham:	Ms. Banios
	Nahant:	Dr. Pierantozzi
	Swampscott:	Ms. Angelakis

- I. **Call to Order:** Dr. Morrison called the meeting to order at 8:03 and stated that the Open Meeting of the NEC Board of Directors was being conducted remotely consistent with Governor Baker's Executive Order of March 12, 2020, due to the current State of Emergency in the Commonwealth related to the outbreak of the COVID19 Virus. Dr. Morrison asked that Kathy Mahoney conduct a roll call to record attendance as well as to vote on the Consent Agenda. Roll call was done with 13 members present.
- II. **Approval of Consent Agenda**
MOTION: A motion was made by Mr. Forget to accept the consent agenda. Roll call was done with 13 members to approve October 28, 2020 BOD Minutes, December Appointments as presented.
VOTE: The motion was moved unanimously

III. **Executive Director Updates:**

Covid: Ms. Rosenberg reported that prior to Thanksgiving we had one positive case at TVA, and shifted to full remote for 14 days out of caution as the employee was in a "float" position. There were no other positive cases. This case did help us review our protocols. Communication was excellent, but in hindsight we probably did not need to move the full school to remote. Over Thanksgiving weekend, we learned of two more positive cases, both instructional assistants. The principals and nurses at NEC are doing a great job of handling day to day anxiety and questions regarding students with symptoms, potential exposures, etc. Students for the most part are happy to be in school and complying with all the restrictions. We have begun to discuss the pros and cons of expanding the hours of our hybrid model and /or going back to the typical school day in late January . We may choose a different option for each of the programs depending on the unique specific circumstances.

Flood:

Some of the students affected by flood have been moved to rented spaces at the Cummings Center and they are working out well. Recovery HS students are attending in-person 4 days a week and have a beautiful space that meet their needs. Transportation challenges have been compounded by COVID, and we are spending unbudgeted funds to transport students on our own. Approximately 30 of the KOG students with severe/multiple disabilities are attending in person 4 days/week at Cummings Center. Students and staff have adapted well. Staff at the Cummings center has been extremely supportive and accommodating. For the remaining KOG students, we have set up "clinic hours" two hours/day at our Northshore Academy Upper School building after the NSA students go home. Although some students opted out of this option, about 45 students are coming in 4 hours/week in two "cohorts" for academic support, social connection, OT, PT, speech and vision services. This was logistically very complicated and I am grateful to the KOG Principal and leadership team for making this all work, as well the families and districts who have been flexible and patient and scrambled to get transportation in place. Approximately 40 KOG students are fully remote. Some of these have been remote all along due to their own medical or other family concerns. Some families have opted to remain remote until we are back in our usual setting.

As far as construction, we are cautiously optimistic that we will be able to move students back into the building in early January, although some of the work may not be fully complete.

We have had many challenges in dealing with the insurance company which has delayed progress and payments, but we seem to be on track now.

Dr. Morrison, on behalf of the board, thanked Ms. Rosenberg, Mr. Bergervin and NEC Team for all the hard work being done. There were no questions from the Board.

Ms. Rosenberg's full report will be included with the minutes.

- ### IV. **FY21 Budget to Date: Brian Forget and Glenn Bergevin** – Mr. Bergevin gave a report based on revenue and payroll numbers, which have been closed for November, and other expenses with are known through October and estimated for November. He reported that revenue less expense has a positive variance to budget of \$234,000 through November. The revenue is negative to budget by \$73,000 based on census, but this is offset by savings on payroll and other expenses. In addition, private donations via the Friends of NEC have offset COVID related expenses. Payroll is \$179,000 better than budget, due to reduction in paraprofessional and substitutes salaries and payment for student workers. All programs are showing a less than budgeted payroll, although this may change as we experience the impact of leaves and resignations, at the same time as we "ramp up" to full time in-person, and enrollment increases.

Expenses related to COVID PPE total about \$54,000 versus a budget of \$10,000. The cost of the water damage is mostly being covered by insurance, although there will be some money that needs to come out of our capital budget. The auditors agree with the plant to capitalize any negative difference between costs and insurance. This will not impact the budget of revenue less expenses but will decrease cash. As for the relocation space for some of Kevin O'Grady and Recovery students it is anticipated that insurance will cover this extra expense. The insurance company has hired a forensic accountant to verify these "extra expenses" and any lost business revenue, which to date has been minimal.

Mr. Bergevin asked if there were any questions. There were no questions or comments.

Treasurer's Report: Kevin Mahoney

Mr. Mahoney reviewed the October 31 report which is attached. There were no questions.

Note: Dr. Tutwiler, Dr. Harvey and Dr. Daly joined the meeting after roll call was done, making 16 members in attendance for this portion of the meeting.

- V. **Presentation of FY2020 Annual Report** – Ms. Rosenberg explained that the annual report is required by DESE, and must contain certain specific information. She stated that the FY2020 is similar to the FY2019 report, but has been updated with the required information. She reminded board members that they are required to share the Annual Report with their School Committees. Ms. Rosenberg asked that the minutes reflect a special thank you to Courtney deLeyer for making the Annual Report look so professional and attractive. She reminded the board that the completed and approved Report would be mailed to them and would be available on the website.

Ms. Rosenberg asked the board if they had any edits or additions to make. Dr. Buckey asked some clarifying questions about post-graduation data and about the cost-effectiveness data. There were no other questions or comments.

Dr. Morrison asked if there had been any follow up on the RHS documentary. Ms. Rosenberg responded that it has been mostly positive. She also mentioned that DESE was completing its first review of Recovery High School, and suggested that the many issues related to Recovery High School would be a good "post-pandemic" discussion.

Ms. Rosenberg thanked board members for their attendance, participation, and support at these meetings, despite everything that is going on in their own districts.

Motion: A motion was made by Mr. Forget and seconded by Dr. Dana to approve the FY2020 NEC Annual Report as presented. A roll call was done with 16 members present.

Vote: The motion was moved unanimously

Note: Dr. Vadala, Dr. Dana, Ms. Vogel departed after vote on Annual Report, leaving 13 members present.

Friends of NEC Report: Sarah Seiler, Director of Development gave a brief overview of the history of Friends of NEC. The focus of Friends is grants and philanthropy, with the goal of offsetting tuition costs while still providing the highest quality programming for our students. A friend of NEC produces a newsletter, runs an Annual Appeal, and maintains a strong focus on grant writing.


Ms. Seiler gave examples of how Friends money has helped NEC; building a new playground, purchasing power lifts for classrooms with multi-handicapped students, building a climbing wall, supporting field trips and on campus programs, and a strong focus on technology. This year Friends has remained focused on the basic needs in the community due to COVID.

Dr. Blake praised Ms. Seiler's positive energy and thanked her, asking her to also extend thanks to the Friends Board. Dr. Morrison echoed the thanks on behalf of the whole board.

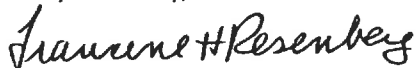
VI. Adjournment:

Motion: A motion was made by Dr. Blake and seconded by Dr. Buckey to adjourn from the meeting at 9:11 am. Roll call was done with 13 members present.

VOTE: The motion was moved unanimously.



Kathy Mahoney, Administrative Assistant to Executive Director



Francine Rosenberg, NEC Executive Director

Executive Director Report December 2, 2020

COVID Updates:

Prior to Thanksgiving, we had only one positive case at TVA, and shifted to full remote for 14 days out of an abundance of caution since the employee was in a "float" position. There were no other positive cases. This case helped us review our protocols. Communication was excellent, but in hindsight we probably did not need to close all in-person learning.

Over the Thanksgiving weekend, we learned of two more positive cases...both instructional assistants. In one case, the individual had not been at work for a week, so there were no exposures. In the other case, we needed to have classmates and a number of staff members quarantine.

Our Principals and Nurses are doing a great job of handling the day to day anxiety and questions regarding students with symptoms, potential exposures, etc. Students, for the most part, are happy and grateful to be in school and are complying with all of the restrictions.

We have begun to discuss the pros and cons of expanding the hours of our hybrid model and/or going back to our typical "full time" in late January. We may choose a different option for each program depending on the unique specific circumstances.

Alternative Locations for RHS and KOG Students:

The two suites at the Cummings Center are working out very well. RHS students are attending in-person 4 days/week and have a beautiful set-up that meets their needs. Students are extremely grateful to be in school. The usual transportation challenges have been compounded by COVID, and we are spending unbudgeted funds to transport students on our own.

Approximately 30 KOG students with severe/multiple disabilities are attending in-person 4 days/week at Cummings. Students and staff have adapted well. The Cummings folks have been extremely supportive and accommodating, assisting with transportation, etc.

For the remaining KOG students, we have set up "clinic hours" two hours/ day at our Northshore Academy site, after the NSA students go home. Although some students opted out of this option, about 45 students are coming in 4 hours/week, in two "cohorts" for academic support, social connection, OT, PT, speech, and vision services. This was logistically very complicated, and I am grateful to the KOG Principal and leadership team for making it work, as well as to the families and districts who have been flexible and patient, and scrambled to get transportation in place.

Approximately 40 KOG students are fully remote. Some of these have been remote all along due to their own medical fragility or other family concerns. Some families have opted to remain remote until we are back in our usual setting.

Construction:

We are cautiously optimistic that we will be able to move students back into the building in early January, although some work may not be complete. There have been a variety of ups and downs, and there is still the possibility of a new problem or a delay due to COVID, but the ServPro team has been working hard to get our students back to school!

We are having many challenges in dealing with the insurance company which has delayed progress and payment, but we now seem to be on track. Our Broker has been helpful.