



NORTHSHORE
EDUCATION
CONSORTIUM

**Board of Directors Minutes
April 06, 2022**

PRESENT:	Beverly:	Dr. Charochak
	Danvers:	Mr. Taverna
	Hamilton Wenham:	Mr. Tracy
	Ipswich:	Dr. Blake
	Lynnfield:	Ms. Vogel
	Manchester-Essex:	Ms. Beaudoin
	Masconomet:	Dr. Harvey
	North Reading:	Dr. Daly
	Peabody:	Dr. Vadala
	Pentucket:	Dr. Bartholomew
	Reading:	Dr. Milaschewski
	Rockport:	Mr. Leibow
	Swampscott:	Ms. Angelakis
	Triton:	Mr. Forget
	Tri-Town:	Dr. Morrison
NEC:	F. Rosenberg	G. Bergevin
	K. Mahoney, NEC Treasurer	K. Mahoney
	M. Bourgault, Facilities	J. Ziegler – NEC AFT President
ABSENT:	Gloucester:	Mr. Lummis
	Lynn:	Dr. Tutwiler
	Marblehead:	Dr. Buckey
	Nahant:	Dr. Pierantozzi
	Salem:	Dr. Zrike

- I. **Call to Order:** Dr. Morrison called the meeting to order at 8:02 and read the following statement: "Open Meeting of the NEC Board of Directors is being conducted remotely consistent with Governor Baker's Executive Order of March 12, 2020, and the provisions extended by Chapter 20 of the Acts of 2021 signed by Governor Baker on June 16, 2021, due to the outbreak of the COVID-19 virus. The Meeting is being recorded. Members of the Public who would like access can join the Zoom Meeting. The matters listed below are those reasonably anticipated by the Chairperson that may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law."

- II. **Approval of Consent Agenda**
MOTION: A motion was made by Dr. Morrison and seconded by Mr. Forget to accept the consent agenda. Roll call was done with 13 members present to approve the consent agenda including March 2022 BOD Minutes, Finance & Facilities Meeting Minutes and April 2022 Appointments and warrants as presented. 13 voted to approve the consent agenda.
VOTE: The motion was approved

III. **Executive Director's Report:** Fran Rosenberg gave a brief report which is attached.

Dr. Milaschewski joined the meeting at 8:13 am .

IV. **Facilities/Capital Planning Report:**

Mr. Bergevin reviewed the attached 5-year capital plan draft, grouping items in terms of priority. Anticipated needs would equal over 2 million dollars in this five-year period.

Dr. Harvey stated that the Facilities/Capital Planning Committee endorsed this plan, but was concerned with how these items would be funded without dipping too far into our reserves. Ms. Rosenberg stated the need for the Board to consider how we will begin to replenish the existing capital fund without putting a greater financial burden on districts.

There were no questions from board regarding first draft of 5-year Capital Plan

V. **Finance Report:**

Mr. Mahoney reviewed the February 2022 Treasurer's Report (attached). Our average daily balance remains consistent with sufficient funds on hand to meet cash requirement. Peoples United Bank has been acquired by M&T Bank (as of April) with no change to any of our business related to merger. There were no questions.

Mr. Bergevin reviewed the Second Presentation of Proposed FY23 Budget and Tuition Rates. The draft budget calls for a 3.75% tuition increase and yields a positive net income of \$179,000. Mr. Bergevin reviewed minor changes in this draft including an adjustment in ESY payroll, some small staffing adjustments, and a decrease in medical insurance costs.

Mr. Zeigler joined the meeting at 8:24 am

Dr. Vadala joined the meeting at 8:27 am

Mr. Bergevin reviewed how the 3.75% tuition increase would impact each district based on current enrollment.

Ms. Rosenberg asked if there were any questions. There were none.

Mr. Forget suggested approving the Treasurer's Report and FY2023 Budget and Tuition rates in two separate motions, before moving on to other discussion.

Motion: A motion was made by Dr. Blake and seconded by Dr. Charochak to accept February 2022 Treasurer's Report as presented. Roll call was done with 15 members present.

VOTE: The motion was approved unanimously

MOTION: A motion was made by Mr. Forget and seconded by Ms. Angelakis to approve the FY2023 Budget with a 3.75% tuition increase as presented. Roll call was done with 15 members present.

VOTE: The motion was approved unanimously

Finance Committee Proposal on One-Time Fee to offset pandemic-related deficit

Mr. Forget summarized discussion that had taken place at the Finance Committee, about the need to help NEC get back to its strong financial position and the fact that each district has been affected differently by the pandemic. He reminded the Board that two years ago we did a “no tuition increase” and we had to dip into reserves to cover operating expenses, and that the Board knew we would have to do something to correct this. He stressed that the strength of the Consortium relies on its member districts, as NEC is not able to go back to a city or town; the only way is to go back to member districts for funding.

Mr. Forget stated that the Finance Committee had unanimously voted (with 6 members present) to recommend a one time tiered assessment to offset pandemic related deficit.

Mr. Bergevin went over a chart that showed how this one time tiered assessment would affect each district. He stated that this would offset any FY22 deficit and begin to replenish the Capital Fund. He also stated this could take place in Spring FY22 or FY23.

Ms. Beaudoin left meeting at 8:53 am

Dr. Morrison asked members for questions for the Finance Committee before a motion is made.

Dr. Blake clarified that this was a second assessment (\$5000 at the beginning of FY22) and stated that we needed to be careful that this didn’t become an annual thing, and that the Board needed to control this.

Mr. Forget stated that it was important to remember that we held tuition 2 years ago. He agreed that this can’t/ won’t be a routine thing.

Ms. Vogel stated that the needs of our students have changed dramatically and we need to change how we approach teaching and learning. She stated that the Consortium has to adjust to the needs as kids are different, we are all looking at changing on how we do business.

Ms. Rosenberg agreed with all of these statements.

MOTION: A motion was made by Ms. Angelakis and seconded by Dr. Charochak to approve the one time tiered assessment as recommended by the Finance Committee. Roll call was done with 14 members present.

VOTE: The motion was approved unanimously

Dr. Morrison thanked members and stated this assessment will help us to get back to normal. He stated that he appreciated the level of involvement and support from everyone.

Mr. Bergevin will send out a survey to districts to indicated if they wanted to pay the assessment in FY22 or FY23 (Invoice June 1 or July 1, 2022).

Ms. Rosenberg said that she would be happy to come speak to school committees regarding NEC and budget. She reminded the Board that the final version of the budget would be sent after the meeting and that they were required to share it with school committees. She noted that the approved calendar would also be in the packet.

Dr. Tracy left the meeting at 9:00 am

VI. New Business:


Planning for May meeting and FY23- Ms. Rosenberg asked for feedback regarding whether the May meeting should be remote or in person. She presented a draft meeting calendar for FY23.

VII. MOTION: A motion was made by Dr. Bartholomew and seconded by Mr. Forget to adjourn meeting at 9:03 am. Roll call was done with 13 members present.

VOTE: The motion was approved unanimously



Kathy Mahoney, Administrative Assistant to Executive Director



Francine Rosenberg, NEC Executive Director

Executive Director's Report

April 2022

General Update

We have continued to work on shifting out of crisis mode and resuming more typical functioning, focusing on academic and social-emotional learning, community building, and strategic planning.

The move to "mask optional" in most programs has gone smoothly, and our vaccine clinics were quite successful... enabling a number of employees and older students to get boosters, and some of our younger students to receive their first and second vaccines. One memorable moment was when a rather large young man with autism, and a serious fear of injections, was able to get his vaccines, something his parents did not think would have happened in any other setting without a need for sedation!

Progress Toward Strategic Goals

Goal 1: Continue to Strengthen Quality of Programs and Services

MCAS is proceeding smoothly, and schools are beginning to schedule spring activities and graduation ceremonies.

Our Leadership team has been looking at all of our "risk management" protocols and how we can best serve the highest risk students in a safe and responsive manner. This will include looking at our data and protocols for time-out, restraint, suspension, crisis evaluation, and termination of placement.

I've met with our DEI Leadership Team to start discussing "next steps" for our work in this area.

Goal 2: Maintain Financial and Leadership Stability for Long-Range Sustainability; Strengthen Supporting Infrastructure

Work continues on the implementation of our new Tyler Technologies/ Infinite Visions platform, which will improve the way we manage our financial and HR systems.

We had excellent meetings with the Facilities/Capital Planning Committee and the Finance Committee last week. We will present to you today a 5-year capital plan, a finalized budget proposal for FY23, and a proposal for district support.

Goal 3: Expand capacity to meet regional needs and advocacy for students with special educational, mental health, and substance use needs.

Our Connections and Consultation services continue to expand to meet the needs of districts. And, now that in-person training is an option, we have had more requests for Youth Mental Health First Aid training.

I continue to be actively involved with MOEC and at the table for state-wide conversations about student mental health, recovery high schools, and the role that Collaboratives can play in supporting regional initiatives. Our regional job-alike groups for special education administrators, special education team chair-people, and school psychologists continue to be well attended.

**Northshore Education Consortium
Treasurer's Report
as of February 28, 2022**

Interest Income - Current Month and Fiscal Year to Date

<u>Account Name</u>	<u>Interest Income</u>		<u>Interest Rates</u>	<u>Average Daily</u>
	<u>Current Month</u>	<u>FY To Date</u>	<u>(APR)</u>	<u>Balance</u>
Peoples United Bank				
Payroll	-	-	0.00%	124,954.37
Accounts Payable	-	-	0.00%	587,555.30
Money Market 2	159.92	1,385.39	0.10%	2,173,873.29
Money Market 3	83.82	739.78	0.10%	1,092,536.14
Capital Reserve Money Mkt.	17.68	153.43	0.10%	230,522.18
Culinary - Topsfield	0.31	2.37	1.01%	40,240.21
Snack Bar	0.07	0.45	0.01%	9,326.89
KOG School Store	-	-	0.00%	5,820.36
TOTAL - INTEREST INCOME	261.80	2,281.42		

Revenue by Major Category - Budget to Actual Year to Date

<u>Description</u>	<u>FY22 Budget</u>	<u>Current Month</u>	<u>FY To Date</u>	<u>% Collected</u>
Tuition Income	22,483,260.00	1,881,733.00	13,139,756.86	58.44%
Summer Tuition	2,473,981.00	0.00	2,456,190.70	99.28%
Comm of MA - Recovery HS Grant	500,000.00	34,385.14	462,675.22	92.54%
ESSER Grant	0.00	0.00	150,218.46	0.00%
Other Income	270,000.00	33,994.64	385,217.80	142.67%
Interest Income	11,000.00	261.80	2,281.42	20.74%
Admin. Dues	300,000.00	0.00	300,000.00	100.00%
TOTAL - REVENUE	26,038,241.00	1,950,374.58	16,896,340.46	64.89%

Warrants Issued - Current Month

<u>Warrant Date</u>	<u>Amount</u>	<u>Purpose</u>
2/2/22	301,519.36	Acct Payable
2/9/22	93,480.62	Acct Payable
2/10/22	645,668.57	Payroll
2/17/22	39,346.64	Acct Payable
2/23/22	126,136.26	Acct Payable
2/24/22	725,892.69	Payroll

TOTAL - WARRANTS ISSUED 1,932,044.14

NET CHANGE IN CASH POSITION 18,330.44