



NORTHSHORE
EDUCATION
CONSORTIUM

Board of Directors Minutes
September 14, 2022

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

- 1. Call to Order, Welcome, Introduction of new Board Members:** Ms. Angelakis called the meeting to order at 8:14 am. The board welcomed three new members, Ms. Mary Wermers, Interim Superintendent, Danvers Public Schools, Ms. Debra Ruggiero, Interim Superintendent, Lynn Public Schools and Dr. Mark Branco, Superintendent Rockport Public Schools.
 - I. Approval of Consent Agenda**

MOTION: A motion was made by Mr. Forget and seconded Dr. Buckey to accept the consent agenda which include the May 2022 BOD Minutes and September 2022 Appointments and June and July 2022 warrants as presented.

VOTE: The motion was moved unanimously

II. **Executive Director's Report:** Ms. Rosenberg's full report will be included with the minutes.

III. **Finance Report:** Glenn Bergevin, Kevin Mahoney, Brian Forget
Mr. Mahoney reviewed the May revised 2022, June 2022 and July 2022 Treasurer's Reports (attached). Our average daily balance remains consistent with sufficient funds on hand to meet cash requirement. There were no questions.

Motion: A motion was made by Mr. Forget and seconded by Dr. Charochak to accept May-July 2022 Treasurer's Reports as presented.

VOTE: The motion was approved unanimously

Budget Report - The ESY program results were \$179,000 positive to budget. Several programs were above the budgeted census while the consortium-wide payroll was at budgeted levels. The Northshore Upper Academy, Lower Academy and Soar/Embark budget variances were significantly above net budget. Related payroll was higher than budget but less than the revenue variance. The Upper Academy and Lower Academy had more students than budget: for both of these programs, it was the most summer students since FY2018. Soar/Embark had its highest summer census in its history. The Kevin O'Grady School was below its revenue budget but payroll expense was considerably less. Topsfield Vocational Academy and Recovery High School had a negative net budget variance. Both program's census was lower than budget. Topsfield's payroll was higher than budget but Recovery's was lower.

There were no questions or comments from the Board.

IV. **Facilities/Capital Planning Update:** Mr. Bergevin stated that he will work with Dr. Harvey to convene a Facilities/Capital Planning meeting to discuss timeline for new HVAC system as well as replacement of new fire alarm system at 112 Sohier Road building.

V. **New Business:**

Committee Assignments- Ms. Rosenberg had members review subcommittees to determine if any changes were needed and reiterated the importance of committee participation. Ms. Rosenberg asked for Board feedback regarding the October-March Meeting Schedule. Board agreed that the October Board meeting will be via ZOOM as the Open Meeting Law has been extended.

VI. **Executive Director Evaluation-** Ms. Angelakis stated that the Evaluation must be shared in public meeting. Dr. Morrison (former chair) read the verbal explanation and commentary and thanked the superintendents who provided feedback. He thanked Ms. Rosenberg for her ongoing commitment to the consortium. Ms. Rosenberg met her goals from last year. Her overall performance was Proficient. Dr. Morrison stated that Ms. Rosenberg has made a positive difference and the board is very grateful for that. He stated that members appreciate all that Ms. Rosenberg does for NEC, and how you she continues to do what's right for high risk students.

Ms. Rosenberg stated her appreciation for a strong leadership team and consistent board support.

VII. Executive Session to discuss Strategy with Respect to Collective Bargaining

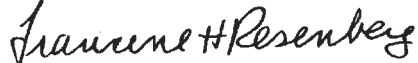
VIII. Adjournment: public meeting adjourned

Motion: A motion was made by Dr. Buckey and seconded by Dr. Zrike to enter into Executive Session and adjourn from meeting in Executive Session at 9:08 am. Roll call was done with 17 members present

VOTE: The motion was moved unanimously.



Kathy Mahoney, Administrative Assistant to Executive Director



Francine Rosenberg, NEC Executive Director

Executive Director's Report

September 2022

I am happy to report that we had a successful ESY program and a good start to the school year, despite the many challenges we all continue to face.

Although we had more resignations than is typical, and are starting the year with several open positions, our staffing is better than what is being reported by many other collaboratives and special education programs, and we are seeing many indicators, that although tired and stressed, our employees are happy. One employee sent me this email after orientation:

There's times that I might cry in my car but I still go back in that building and I adore those kids and I do everything I can to give them the best education and take care of them. They make me laugh every single day and this is my favorite job I've ever had in my life. This community is amazing!! (Amanda, KOG Instructional Assistant)

Goal 1: Continue to Strengthen Quality of Programs and Services

Summer ESY programs were fully enrolled and very successful. Students participated in a wide variety of enrichment activities, community outings, and field trips....expanding opportunities for social emotional learning and communication!

We have started this year with a renewed commitment to our DEI goals and to a focus on curriculum and instruction. Our leadership team is working hard to align goals, recommit to using the educator evaluator process effectively to work toward our shared goals, and plan meaningful and effective PD.

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

While Attorney Colby Brunt has worked with us on personnel, collective bargaining, and special education issues, we have been in need of a new attorney to help us with issues related to public procurement, and to answer some questions that have come up about the structure of our separate 501c3 Supporting Organization, Friends of NEC. Over the summer we met with Cliff Rhodes, an attorney at MHTL, who has a lot of experience with collaboratives and was able to immediately assist us with these matters.

Friends:

Glenn and I will be working with Sarah Seiler, our Director of Development and Attorney Rhodes to review and update the by-laws for Friends of NEC, and will be bringing them to you for review and approval in February.

Finance and Capital:

In terms of finance, you will hear some positive news from Glenn. We ended FY22 in a stronger position than anticipated, thanks to the work our teams did to respond quickly to referrals and enroll students in the final quarter of the year. Similarly, our ESY programs exceeded expectations, even with increased payroll costs. Thus, the additional one-time assessment that the board approved in the spring can be applied directly to the capital fund.

In terms of capital priorities, the urgency of the HVAC issue was highlighted this summer, when the current system failed on the first floor of 112 Sohier (KOG School) during the heat wave in July. We came close to the point of needing to cancel school, as classroom temperatures rose toward the 80 degree threshold. A number of parents of medically fragile students opted to keep their children at home, and several employees expressed concerns

about working conditions. Fortunately, we were able to get the system repaired, but this was complex and costly given the age of the system.

After several board level discussions last spring, we met with Attorney Rhodes this summer and determined that our first step needed to be to hire an Owners Project Manager (OPM). We put out an RFP for this position, and bids are due on October 3rd with the expectation that a contract will be awarded in November. The OPM will then help to guide the 2-year process that Glenn will outline. At the October Board Meeting, we will present our recommended OPM for Board Approval. In addition, at the October Board Meeting, after approving the Audited Financial Statement, the Board will be able to vote on moving surplus funds into the Capital Fund. We will then ask the Board to authorize administration to use these funds to a) replace the outdated alarm system at 112 Sohier and b) sign a contract with the OPM and begin preparations for the next stage of the project.

Collective Bargaining is in process for a new contract. We will provide an update in Executive Session.

Infrastructure: We continue to work on full implementation of the Infinite Visions System for Human Resource Management, Budgeting and Financial Management, and Purchasing. We will be rolling over to a new phone system later this month.

Leadership: The founding Director of Topsfield Vocational Academy retired in August. Principal Lynsey Page started in July, and is doing an outstanding job in her new role. So far it has been a smooth and positive transition, and the staff are seeing the many strengths and talents that Lynsey brings to us! Glenn Bergevin and I have begun to discuss his pending retirement at the end of this academic year. This is a critical role, and I will be looking to the Board for guidance on hiring Glenn's replacement.

We have done a lot of work "behind the scenes" this summer to update our business office procedures, as well as our website and social media.

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

I am delighted to be able to share that we have received a \$100,000 grant from ECCF which will enable us to expand our Connections program, with a focus on supporting our member districts in the identification of and early intervention with youth at risk of substance use disorders. We have posted for a new clinician to be funded through this grant and will be sharing more information with you soon about grant-funded training and consultation. In addition, we have received \$12,500 from The Alden Trust to continue to provide YMHFA training at reduced rates.

Our new Augmentative and Assistive Communication Consultation program is up and running. Jennifer Leighton has already met with special education staff in several of your districts to discuss how she can provide professional development or consultation in this area.

Our Job Alike groups for school psychologists and team chairs continue to be extremely popular! Although folks are eager to get back to meeting in person, there is so much interest in these groups that we may not have a physical space large enough to accommodate everyone!! We are working on a variety of options!

Finally, I continue to play an active role on the MOEC (Massachusetts Organization of Educational Collaboratives) Board, and will be serving as Vice President for the coming year. In your packet you will see an invitation and registration link for a breakfast MOEC will be sponsoring for Collaborative Board Members at the MASS/MASC conference in November, as well as a copy of the MOEC Annual Report.