



# NORTHSHORE EDUCATION CONSORTIUM

## Board of Directors Minutes May 17, 2023

<b>Present:</b>	Beverly:	Dr. Charochak
	Danvers:	Ms. Wermers
	Hamilton Wenham:	Mr. Tracy
	Ipswich:	Dr. Blake
	Lynn:	Ms. Ruggiero
	Lynnfield:	Ms. Vogel
	Masconomet:	Dr. Harvey
	North Reading:	Dr. Daly
	Peabody:	Dr. Vadala
	Reading:	Dr. Milaschewski
	Salem:	Dr. Zrike
	Swampscott:	Ms. Angelakis
	Tri-Town:	Dr. Morrison
<b>NEC:</b>	F. Rosenberg	G. Bergevin
	K. Mahoney	K. Mahoney
	Ms. Meunier	AFT local 4293
	Ms. Seiler	Dir. of Development
<b>Guests:</b>	(OPM) Owners Project Manager	
	Mr. Suresh Bhatia	Atlantic Construction
	Mr. Ron Votto	Atlantic Construction
<b>Absent:</b>	Gloucester:	Mr. Lummis
	Manchester-Essex:	Ms. Beaudoin
	Marblehead:	Dr. Buckey
	Nahant:	Dr. Pierantozzi
	Pentucket:	Dr. Bartholomew
	Rockport:	Dr. Branco
	Triton:	Mr. Forget

- I. **Call to Order and Opening Remarks** -Ms. Angelakis called meeting to order at 8:07 a.m. Ms. Rosenberg welcomed our Owners Project Managers Mr. Suresh Bhatia and Mr. Votto from Atlantic Construction. Ms. Rosenberg, on behalf of the board, recognized and thanked Ms. Mary Wermers, Danvers Superintendent and Ms. Debra Ruggiero, Lynn Superintendent for showing up and supporting NEC over the past year in their Interim roles. In addition, she acknowledged that this was the final board meeting for retiring CFO Mr. Glenn Bergevin, and thanked him for his support to the Consortium and students over the past 10 years.

**II. Approval of Consent Agenda**

**MOTION:** A motion was made by Dr. Charochak and seconded by Dr. Blake to approve the following items: Minutes 4.5.23 BOD Meeting, May Appointments, warrants as presented.

**VOTE:** The motion was moved unanimously

- III. Treasurer's Report** - Mr. Mahoney reviewed the March and April 2023 Treasurer's Report (which will be attached to minutes following the board meeting). The report reflects interest rate increase; overall cash position remains consistent with sufficient funds on hand to meet net cash requirement. There were no questions.

**MOTION:** A motion was made by Mr. Tracy and seconded by Dr. Morrison to accept March and April Treasurers reports as presented.

**VOTE:** The motion was moved unanimously

**IV. Update on FY23 Budget to Date**

Mr. Bergevin reported the current projection for the end of this fiscal year is negative \$84,000. This compares to the Revised Budget of positive \$63,000. Tuition revenue has not matched expectations in several programs and is less than the revised budget by \$164,000. Northshore Upper and Lower Academies have met their expected tuition targets. Recovery High School is better than budget, but has the lowest tuition rates. Kevin O'Grady has 2 less students than projected, and has the highest tuition rate. The Transition Programs unexpectedly lost 7 students in the last several months, so is lower than projected but still has a large surplus. Topsfield has remained below budget all year and we are making adjustments for next year.

Payroll is expected to be about \$44,000 better than budget because of open positions not expected to be filled this year. Medical insurance projects to be \$19,000 better than budget. Snow removal was better than projected by \$16,000. Building maintenance lines: fire alarm system, trash removal, electric work, and plumbing are up \$63,000. Some is directly related to a burst pipe, with a \$25,000 insurance deductible.

Ms. Vogel asked about the staffing and census at TVA.

Ms. Rosenberg explained with the prior principal census was 60 students but we have found that with the acuity of student needs, our space is not safe for this number, so we are readjusting to plan for 50 students. Ms. Rosenberg added that Lower Academy has caught up and we hope to add a K1 class for students with social emotional abilities.

Recovery High School program will be rebid next year, and Ms. Rosenberg will be looking for input as, based on preliminary information from DESE, the rebid will not address the fundamental problems with the funding formula.

**V. Update on HVAC Project:** Glenn Bergevin, Monique Bourgault, Suresh Bhatia & Ron Votto

Ms. Rosenberg reported that we received \$100,000 from DESE and that, as of yesterday, we had learned that we will be receiving \$225,000 over three years from the Cummings Foundation towards the HVAC project

Ms. Rosenberg asked the Project Management Team to explain the scope of the project, why the cost estimate has increased, and why they see this as a critical project despite the high costs.

Mr. Bhatia explained the many ways in which the current system is inadequate and outdated, and why this is problematic. He stated that this building is running one thermostat for the whole floor. The parts are old and many are no longer being made. It's like a chair with 3 legs, barely standing. When the project is completed NEC will have the ability to control each and every room.

Mr. Bhatia then reviewed the timeline, including the timeline around going out to bid and securing financing. He explained that the cost projections assume that all work would be done on a 3-11 shift and would not disrupt the school calendar. He explained why the roof replacement needs to be done, and why it will be less expensive and less disruptive to complete at the same time as HVAC as part of the same project. When asked whether the current projection is accurate, Mr. Votto stated that it is a "good number" and should be within 5% of total cost for project. Mr. Bhatia agreed. Both stated their confidence in the team that had worked on the design and the cost estimates. The stated that once completed, this system should be fully functional for the next 25 years and operating costs will be lower, as will ongoing maintenance and repair.

Ms. Angelakis said that although sticker price may be high, it doesn't seem shocking to many Superintendents as "we are all having these struggles" within own districts. She stated that the Board's goal is to "do what is the right thing for the kids." Mr. Bhati shared how impressed he is with Monique Bourgault, NEC's Director of Facilities. He stated that she is doing a great job of managing this HVAC system but is running out of options, and that she had been knowledgeable and helpful throughout the process.

Dr. Vadala asked if the price is so high because of the need for 2<sup>nd</sup> shift work. Mr. Bhatia said it would be a little less if we did project during the day (1% to 2%).

Dr. Morrison clarified that we own the 112 Sohler Road building

Mr. Bergevin explained the M&T Bank is willing to finance 80% of the cost. The action plan will be for NEC to finalize the plan for financing over the summer as we over will need funding in order to go to bid.

Dr. Daly asked about whether there are any tech updates that need to be done while the roof and HVAC are being completed. Ms. Rosenberg will discuss with Mr. Aldridge.

No further questions from board members. OPM team left meeting at 8:53 am

- VI. **Executive Director's Report:** Ms. Rosenberg's full report will be included with the minutes.
- VII. **Friends of NEC Report:** Sarah Seiler gave a brief presentation on the history of "Friends of NEC" and highlighted the work done over the years. Since 2006 Friends of NEC has raised about 3.3 million. Funding has help build rock walls, art and music, culinary programs and libraries. She described our involvement with the Festivus 5K race, ad explained the role of the volunteer advisory board which is comprised of educational professionals, parents and

area business leaders who have created a comprehensive fundraising strategy, and are committed to seeing NEC succeed.

Ms. Seiler thanked board for their time and stated that Friends' contributions may seem like "drops in the bucket" but they make a difference.

Ms. Angelakis remarked "You say a drop in a bucket – well, drops fill buckets!"

Dr. Daly, on behalf of board, thanked Sarah for all that Friends has done over the past 17 years

Ms. Ruggiero left meeting at 9:11 am

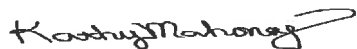
#### **VIII. New Business**

- Review of Board Leadership and Committee Structure for SY23-24 –Ms. Angelakis has agreed to stay on as board chair for an additional year.
- ED Evaluation and Contract Renewal Process-Ms. Angelakis discussed the process for Ms. Rosenberg's evaluation. She will be in touch with board members for feedback.
- Policy updates will be reviewed over the summer
- Orientation for New Superintendents and School Committee Members- Ms. Rosenberg will reach out to new Superintendents, and would be happy to provide an orientation for School Committee Members if there was interest.
- Review of Board Calendar for SY23-24 and discussion of having some meetings remote or hybrid.

#### **IX. Adjourn**

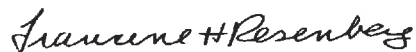
**MOTION:** A motion was made by Mr. Blake and seconded by Dr. Daly to adjourn the meeting at 9:17 am as presented

**VOTE:** The motion was moved unanimously



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**Kathy Mahoney, Administrative Assistant to Executive Director**



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**Francine Rosenberg, NEC Executive Director**

**Northshore Education Consortium**  
**Treasurer's Report**  
**as of March 31, 2023**

**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>
<b>M&amp;T Bank</b>				
Payroll	-	-	0.00%	127,174.82
Accounts Payable	-	-	0.00%	387,666.07
Money Market 2	3,669.22	15,310.92	1.68%	4,401,423.16
Money Market 3	1,465.59	5,502.60	1.68%	365,042.64
Capital Reserve Money Mkt.	688.99	2,944.85	1.68%	537,014.40
Culinary - Topsfield	79.79	318.92	1.78%	53,286.57
Snack Bar	29.10	111.64	1.78%	21,246.85
KOG School Store	-	-	0.00%	7,728.50
<b>TOTAL - INTEREST INCOME</b>	<b>5,932.69</b>	<b>24,188.93</b>		

**Revenue by Major Category - Budget to Actual Year to Date**

<u>Description</u>	<u>FY23 Budget-Revised</u>	<u>Current Month</u>	<u>FY To Date</u>	<u>% Collected</u>
Tuition Income	23,439,409.00	2,823,200.42	16,932,187.49	72.24%
Summer Tuition	2,743,328.00	0.00	2,743,328.31	100.00%
Comm of MA - Recovery HS Grant	766,000.00	97,340.00	511,334.00	66.75%
Other Income	437,887.00	19,570.25	514,862.65	117.58%
Interest Income	9,304.00	5,932.69	24,436.88	262.65%
Admin. Dues	200,000.00	0.00	200,000.00	100.00%
<b>TOTAL - REVENUE</b>	<b>27,595,928.00</b>	<b>2,946,043.36</b>	<b>20,926,149.33</b>	<b>75.83%</b>

**Warrants Issued - Current Month**

<u>Warrant Date</u>	<u>Amount</u>	<u>Purpose</u>
3/1/23	322,922.84	Acct Payable
3/9/23	926,337.32	Payroll
3/15/23	143,315.23	Acct Payable
3/22/23	236,252.11	Acct Payable
3/23/23	847,192.53	Payroll
3/29/23	339,918.60	Acct Payable

**TOTAL - WARRANTS ISSUED      2,815,938.63**

**NET CHANGE IN CASH POSITION      130,104.73**

**Northshore Education Consortium**

**Treasurer's Report**

**as of April 30, 2023**

**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>
<b>M&amp;T Bank</b>				
Payroll	-	-	0.00%	102,503.82
Accounts Payable	-	-	0.00%	341,749.93
Money Market 2	5,282.86	20,593.78	1.68%	2,539,407.74
Money Market 3	755.39	6,257.99	1.68%	2,217,910.28
Capital Reserve Money Mkt.	604.16	3,549.01	1.68%	400,438.56
Culinary - Topsfield	38.69	357.61	1.78%	26,449.71
Snack Bar	19.69	131.33	1.78%	13,460.47
KOG School Store	-	-	0.00%	3,464.26
<b>TOTAL - INTEREST INCOME</b>	<b>6,700.79</b>	<b>30,889.72</b>		

**Revenue by Major Category - Budget to Actual Year to Date**

<u>Description</u>	<u>FY23 Budget-Revised</u>	<u>Current Month</u>	<u>FY To Date</u>	<u>% Collected</u>
Tuition Income	23,439,409.00	1,843,603.43	18,775,790.92	80.10%
Summer Tuition	2,743,328.00	0.00	2,743,328.31	100.00%
Comm of MA - Recovery HS Grant	766,000.00	13,962.00	525,296.00	68.58%
ESSER Grant	0.00	0.00	0.00	0.00%
Other Income	437,887.00	52,972.58	567,835.23	129.68%
Interest Income	9,304.00	6,700.79	31,137.67	334.67%
Admin. Dues	200,000.00	0.00	200,000.00	100.00%
<b>TOTAL - REVENUE</b>	<b>27,595,928.00</b>	<b>1,917,238.80</b>	<b>22,843,388.13</b>	<b>82.78%</b>

**Warrants Issued - Current Month**

<u>Warrant Date</u>	<u>Amount</u>	<u>Purpose</u>
4/5/23	56,705.07	Acct Payable
4/6/23	684,455.67	Payroll
4/12/23	91,182.68	Acct Payable
4/20/23	784,468.30	Payroll
4/26/23	507,454.31	Acct Payable

**TOTAL - WARRANTS ISSUED** **2,124,266.03**

**NET CHANGE IN CASH POSITION** **(207,027.23)**

## **Executive Director's Report**

### *Graduate Profile:*

*C came to us a kindergarten student who did not know her letters or numbers, tested as having a "borderline" IQ and was extremely behaviorally dysregulated. She lived with her single father, who was an immigrant. She spoke in a "pretend" language and would stuff her clothing in the toilet. Staff worried that she was hallucinating because her behavior was so odd. Gradually, she started to make some progress in a separate room with almost constant 1:1 support. Over the next few years, C began to make progress and was eventually able to stay in her classroom for most of the day, but her outbursts were frequent, loud, and disrupted the whole school. On several occasions, our team told the district that we "weren't the right placement" but no better match could be found. By her fourth year, C was beginning to accept coaching and behavioral support. She still needed to visit the Student Support Center frequently, but it was clear that she was making some progress. This year, C's visits to the SSC became less frequent and much shorter. She earned a Citizenship award, and has built some authentic relationships with peers and adults. She has made extraordinary academic, behavioral, social, and emotional gains. Although C's only diagnosis is ADHD, and she continues to test at the "borderline" level, she has made steady and consistent gains. She remains a bit of a puzzle, but is now a happy child, who has relationships and is learning and meeting her goals. She will be completing 6<sup>th</sup> grade this year, and moving on to middle school at a therapeutic program.*

## **May 2023**

### **Goal 1: Continue to Strengthen Quality of Programs and Services**

Last month I held several "focus groups" with special education administrators from your districts to gather their feedback on our programs and where we they feel we should improve or expand. This has been extremely beneficial. Much of the feedback was positive, reflecting the dedication of our staff and the high level of clinical expertise in a variety of areas. Weaknesses that were noted were consistent with my own observations...most notably that in our therapeutic programs there is room for growth in academic curriculum and pedagogy. I also received helpful feedback about some communication issues and about where there are "gaps" in our service delivery for particular age groups or disability categories. I will be incorporating this feedback into my strategic planning and goals for FY24.

Our DEI efforts continue, with participation in the DESE PLC and the Centerboard Visions Training series. We held our first "focus group" with about 15 participants who self-identified as members of the BIPOC or LGBTQ communities and solicited their feedback about ways to improve our recruitment and retention of diverse employees.

As we gear up for end of year activities and graduations, I am incredibly proud that even in these stressful times, my staff continues to seek out and plan enrichment activities for our students. We have students participating in Special Olympics, intramural sports and field day experiences, EXYO at the Wang Center, Prom, a "Walk and Roll" family engagement/fundraising event, a teen game night, etc. And approximately students will receive diplomas or certificates of completion in June!!

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

Although we have a solid operational plan for FY24, I continue to be concerned with the capital funding needs that will face us in the next few years, and the impact that having to take a loan to finance the HVAC project will have on the operating budget for FY25 and beyond. This will be an ongoing topic of discussion over the next year.

We have signed a contract with Navigate 360 on-line ALICE trainings, and we will be hosting a training for trainers in August. We have had productive meetings with local police in our various locations, and continue to work on upgrading our Safety and Emergency Response Plans.

And, as you know, we have a plan in place transition the leadership of our Finance Office. We will miss Glenn Bergevin, and thank him for ten years of outstanding service.

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

Flyers are out for the first workshop in our series of grant-supported trainings on early intervention and prevention of substance use disorders which will take place in August.

Our Connections Program continues to grow, with several districts already signed up for next year, and continued grant funding to offset costs.

I have been elected President of MOEC, and in that role will continue to be actively involved in advocacy work on behalf of special education funding and financial support for Collaboratives, particularly around capital and facility planning.

In closing, I would like to thank the Board for your support this year, and to thank Mary Wermers and Debra Ruggiero for their participation while in Interim roles. I wish you all a safe, healthy, and restful summer!!