



**Board of Directors Meeting Minutes
December 03, 2025**

Present:

Beverly:	Dr. Cushing
Danvers:	Mr. Bauer
Hamilton Wenham:	Mr. Tracy
Lynn:	Ms. Cohen
Manchester Essex:	Ms. Beaudoin
Masconomet:	Dr. Harvey
Nahant:	Mr. Liebow
North Reading:	Dr. Daly
Peabody:	Dr. Vadala
Swampscott:	Mr. Calichman
Tri-Town:	Dr. Morrison
Triton:	Mr. Forget

NEC:

F. Rosenberg	L. Fleming
K. Mahoney	
B. Carrapichano	NEC/AFT president

Guests:

Shingi Mutasa	Guest of Superintendent Cohen
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Absent:

Gloucester:	Mr. Lummis
Ipswich:	Dr. Blake
Lynnfield:	Mr. Geary
Marblehead:	Mr. Robidoux
Pentucket:	Dr. Bartholomew
Reading:	Dr. Milaschewski
Rockport:	Dr. Branco
Salem:	Dr. Zrike

- Call to Order:** Dr. Harvey called the meeting to order at 8:12 a.m. and read the following statement: This Open Meeting of the NEC Board of Directors is being conducted remotely consistent with Governor Healey's extension of the temporary provisions pertaining to the Open Meeting Law to March 31, 2025. Dr. Harvey welcomed Dr. Cohen as Interim Superintendent for Lynn Public Schools. The meeting was held in a hybrid format due to weather. Twelve (12) members attended in total: nine (9) in person and three (3) superintendents attending virtually (Manchester Essex, Peabody, and Nahant).

2. Approval of Consent Agenda

MOTION: A motion was made by Mr. Tracy and seconded by Mr. Calichman to approve the Consent Agenda, which included the October BOD Minutes, Finance Committee meeting minutes, December 2025 appointments, and warrants.

A roll call vote was conducted with 12 members participating.

VOTE: The motion was moved unanimously

3. Executive Directors Report and Presentation of NEC's Annual Report for FY25

Ms. Rosenberg provided a brief report on November activities and noted that the full Executive Director report is available in the board folder. Ms. Rosenberg reviewed the FY25 Annual Report and explained that once it is approved by the Board, copies will be provided for members to share with their school committees. She noted that while the report repeats some information from year to year, it offers a strong snapshot of the past year. Ms. Rosenberg highlighted several key points about program utilization and demographics, and referenced the program cost comparison chart showing NEC programs are offered at about half the cost of private school programs serving similar students.

Ms. Rosenberg thanked Kathy Mahoney for her work on this year's Annual Report.

Dr. Morrison suggested adding more positive quotes in future reports, and Dr. Harvey stated—on behalf of the Board—that they appreciated the report and thanked Ms. Rosenberg and the team for putting it together.

MOTION: A motion was made by Dr. Morrison and seconded by Mr. Bauer to approve the NEC's Annual Report for FY25. A roll call vote was conducted with 12 members participating.

VOTE: The motion was approved unanimously.

4. Finance Committee Report: Mr. Fleming presented the October Treasurer's Report in Mr. Mahoney's absence. He discussed the cash flow strain in October due to a large payment to Nick's Transportation and a three-pay-period month, reminding the board that that NEC's reserves are lower than usual due to the capital project, and that the new transportation contract places pressure on cash flow. He noted that there was a separate line on the report for Regional Transportation. He stated that November financials were tracking near projections, including a \$200,000 payment made toward the line of credit, and the plan is to continue paying the line down as cash flow stabilizes.

Line of Credit Discussion: Mr. Fleming recommended increasing NEC's line of credit from \$1M to \$2M, which requires a Board vote. He noted the \$1M line was approved in 2021 with M&T Bank to support cash flow or emergencies, with interest only when accessed and no set repayment terms. The line was used in October to cover transportation costs while awaiting district payments, during a three-payroll month and following summer cash constraints, and it is expected to be repaid by the end of March with interest charged to the transportation fund. Citing the new transportation contract's significant monthly expense, overall budget growth, inflation, and the need for added operating flexibility, he said the additional \$1M is a contingency to protect operations even if it is not expected to be used.

Mr. Fleming opened the floor for Board discussion.

Mr. Tracy asked whether NEC expects to continue making the planned \$200,000 payments toward the original \$1 million line of credit, and whether districts are paying on time. Mr. Forget noted the topic had been discussed at length by the Finance Committee the prior week and emphasized that there is a clear repayment plan; the increased line would be used only if needed. He acknowledged the regional transportation contract was expected to be a risk in its first year and stressed the importance of ensuring NEC does not lose money on the initiative. Mr. Tracy also asked whether the line of credit was needed to make payroll, and it was clarified that it was strictly a cash flow timing issue, with repayment still expected by March.

With no further discussion, Dr. Harvey called for motions to approve the October Treasurer's Report and to authorize Mr. Fleming to extend NEC's line of credit.

MOTION: A motion was made by Dr. Morrison and seconded by Mr. Tracy to approve the October 2025 Treasurers Report. A roll call vote was conducted with 12 members participating.

VOTE: The motion passed unanimously.

MOTION: A motion was made by Mr. Bauer and seconded by Mr. Forget to approve and authorize Mr. Fleming to extend NEC's line of credit from \$1 million to \$2 million.

A roll call vote was conducted with 12 members participating.

VOTE: The motion passed unanimously.

Updates on HVAC Project: Mr. Fleming updated the Board on ongoing HVAC project at 112 Sohier Road, noting NEC has been unhappy with the speed of resolving some remaining issues related to temperature controls, and has had many meetings with those involved. The Finance Committee discussed possibly bringing the general contractor to the February Board meeting if issues are not resolved. Dr. Cushing asked about the final payment and recommended withholding it until the issues are corrected. Mr. Fleming affirmed that this would be the case, and that he would follow up with legal counsel about other options for resolution.

5. **Update on Recovery High School Planning:** Ms. Rosenberg shared reflections from the Recovery High School Students' Thanksgiving Celebration of Gratitude, highlighting that students expressed their gratitude for being able to attend school feeling safe and supported, for maintaining sobriety, and for the staff and school environment where they can talk openly about their struggles without judgment. She also shared examples of students marking significant sobriety milestones and crediting the program's support as a key part of their progress.

Ms. Rosenberg then provided updates on the Recovery High School action plan, including outreach to districts, and work on program development. She also shared that discussions have taken place with the Simon Youth Foundation, including the possibility becoming a Simon Youth Partner and locating services at a local mall such as Liberty Tree. At this time, she said the team is seeking support to proceed with issuing an RFP to explore all options for relocation and to move forward with a PR/marketing partner to support RHS rebranding and outreach. She shared information about proposals received from JGPR and Stirling which articulated approaches for rebranding and marketing that could begin this spring for under \$10,000. Ms. Rosenberg reported that RHS currently has 32 students, and Ms. Lipinski would like to run another short-term pilot after the start of the new year.

Ms. Rosenberg asked if the Board had any questions or concerns about the action plan. There were none.

Mr. Liebow left the meeting at 9:00 am

Ms. Rosenberg encouraged Board members to watch the Boston 25 one-hour special, "50 Years of Special Education," which aired on November 28 and focuses on the evolution and cost of special education while highlighting ongoing issues. She noted that NEC is featured in several segments.

6. **MOTION:** A motion was made by Dr. Morrison and seconded by Mr. Tracy to adjourn at 9:15 am. A roll call vote was conducted with 11 members participating.
VOTE: The motion passed unanimously.



Kathy Mahoney, Administrative Assistant to Executive Director



Francine Rosenberg, NEC Executive Director