

CONCORD AREA SPECIAL EDUCATION COLLABORATIVE
120 Meriam Road, Concord, Massachusetts 01742
Telephone: 978-318-1534

Minutes of CASE Board of Directors Meeting of January 31, 2020

Board Members in attendance:

Peter Light, Acton-Boxborough
Jon Sills, Bedford
James O'Shea, Carlisle
Linda Dwight, Harvard, Chairperson

Rebecca McFall, Lincoln
Bella Wong, Lincoln-Sudbury (arr 12:53 pm)
Mary Jane Rickson, Maynard

Also in attendance:

Sanchita Banerjee
Regina Erickson
Members of the Community

Martin Finnegan
Abigail Desjardins

MINUTES:

At 12:32 p.m., Linda Dwight called the meeting to order.

A motion was made by Jon Sills to approve the minutes of the December 13, 2019 Board of Directors meeting as presented. James O'Shea seconded the motion. All were in favor.

The Executive Director provided a general update to Board members. The current enrollment stands at 108 students. This is a positive and strong upward trend, up from 103 students in December 2019. As of January 27, 2020, 63.4% of the students represented at CASE Collaborative belonged to member towns. Students from non-member districts equate to 36.6%. We will have 3 students who will start in CASE preschool as soon as they are of age in the next week/month. In addition, we have accepted 5 more students and are waiting for the families/districts to finalize the placement. We have about 10 referrals in the process.

As of January 27, 2020, the CASE transportation ridership equaled 448 students. We currently have 98 full-time drivers and 4 substitute drivers. Twelve (12) new vehicles have arrived. Nine (9) of the older vehicles have gone to auction and we have received payments for them. Three (3) of the older vehicles are reserved for district purchase.

Due to Kathy Cady's retirement in the transportation office, we are in the process of hiring new office staff. The Board thanked Martin Finnegan for filling in during this time.

CASE's general agreement was updated by the Board at a meeting in May 2019. Board members need to bring this amended agreement to their respective school committees for approval. Following approval by the school committee, the signature of the school committee chair finalizes the updated version of CASE's general agreement.

We are in the process of collecting the chairs' signatures from all CASE member towns. We have received signatures from 3 member districts so far.

A motion was made by Peter Light to accept the Personnel Report as presented. The motion was seconded by Rebecca McFall. All were in favor. The Treasurer's Report was also included in the packet.

As discussed at the December 13, 2019 Board of Directors Meeting, the FY'19 audited Cumulative Surplus exceeded the 25% DESE allowed amount by \$470,109. Board members will let the Executive Director know if they would to apply their credit this year or next year.

A motion was made by Jon Sills to approve the allocation of \$220,354.15 to the FY'21 Transportation Budget. Peter Light seconded the motion. All were in favor.

A motion was made by Jon Sills to approve the refund or credit of \$220,331.00 to the member school committees as determined by total payments made to the collaborative on a percentage basis during the fiscal year when the surplus was generated. Peter Light seconded the motion. All were in favor.

The Executive Director updated the Board on the Student Opportunity Act. Jay Sullivan, DESE's Associate Commissioner for School Finance and District Support Center met with representatives of Massachusetts Organization of Education Collaboratives (MOEC) where he presented the new Student Opportunity Act for transportation cost reimbursement for students in out-of-district settings. DESE has scheduled a meeting for February 28, 2020 at 10:00 AM at ACCEPT Collaborative for school district administrators - business and special education administrators by collaborative regions to discuss this new act. In the meantime, CASE is working on a plan to support districts in this process, with the information that you will need to make these claims.

The Executive Director presented a Powerpoint presentation on the Proposed FY'21 CASE Transportation Budget – First Reading. As included in the packet, the FY'21 Transportation Budget is being proposed at \$6,342,508. The Proposed FY'21 Transportation Assessments is being proposed at \$6,122,154. There was a lengthy discussion among Board members regarding the budget versus assessments, and how the surplus and funds from other sources are given back to the districts to reduce their assessments.

A district has requested that the CASE Board certifies that Sanchita Banerjee is the duly elected/appointed Executive Director of the collaborative for Signing Authority for CASE Tuition Contracts. Therefore, a motion was made by Rebecca McFall to certify that Sanchita Banerjee is the duly elected/appointed Executive Director of the collaborative and that the Executive Director is authorized to execute contracts in the name and on behalf of the collaborative, and such execution of any contract shall be valid and binding on the collaborative. Bella Wong seconded the motion. All were in favor.

It was agreed that the discussion/vote regarding the amendments proposed by the landlord to 8 Post Office Square leases will be tabled for a future meeting.

At 2:11 p.m., a motion was made by Linda Dwight to enter into Executive Session for the purpose related to contract negotiations with union personnel and not to return to open session. A roll call vote took place as follows: Mary Jane Rickson, aye; Jon Sills, aye; Peter Light, aye; Bella Wong, aye; James O'Shea, aye; Rebecca McFall, aye; and Linda Dwight, aye.