

Executive Board of Directors of the  
FLLAC Educational Collaborative  
Meeting Minutes for April 27, 2017

**Voting Members Present:**

Mr. Andre Ravenelle  
Mr. Terrance Ingano  
Ms. Loxi Jo Calmes  
Dr. Elizabeth Schaper  
Dr. Mary Malone  
Mr. Steve Haddad  
Mr. Mark Pellegrino  
Mr. James Jolicoeur  
Dr. Maureen Marshall

**Non-Members Present:**

Dr. Richard Murphy  
Ms. Marsha Januskiewicz  
Ms. Burchfield

Mr. Jolicoeur called the Executive meeting to order at 8:38 am.

An announcement was made that this meeting was being recorded.

**Approval of Minutes:**

Dr. Marshall motioned to accept the minutes of March 9, 2017. Mr. Ingano seconded the motion. All in favor.

**Discussion Items:**

**Space Update-**

Dr. Murphy explained that he is currently reviewing the contract with North Middlesex RSD for the Caldwell Elementary space in Townsend.

Dr. Murphy was assured by Ayer Shirley RSD that there would be space for the additional 18-22 year old classroom next year.

Dr. Murphy explained that he is developing a feasibility study on Caldwell Alternative School regarding improvements to the building and/or rather it would be advisable to invest the money elsewhere.

#### **Edgenuity Participation-**

Mr. Ravenelle told Dr. Murphy that he is interested in participating in this service. Dr. Murphy requested a specific number in order to negotiate with Edgenuity and perhaps lower the cost.

#### **VGo Policies-**

Dr. Murphy explained the concept behind this tele-presence educational robot that FLLAC recently purchased which allows a home bound student to be in school via the robot. Dr. Murphy explained that currently Clinton will be using this device as a pilot for one of their students. Dr. Murphy is working on developing policies and an agreement and will share it at the next board meeting.

#### **Amendment to Agreement, status update-**

Dr. Murphy thanked the board members for their assistance in getting the amendment to the FLLAC Agreement signed and returned and reported that he will be sending this to the Commissioner for his signature.

#### **MH Planning Update-**

Dr. Murphy explained that this group recently met and developed some needed services as listed:

- Social worker/LICSW/Counselor supports for SIB
- Family supports for crisis and violence/aggression at home
- A short term crisis team or parachute team
- Psychiatric Nurse services to help with med stabilization
- Short term crisis team for training district staff
- Trained SW/Counselor to “follow” a student while they “settled” back in a district.
- A short term placement option that does not concentrate on evaluations but rather on “settling” the student in preparation for getting back to the district.

Dr. Murphy requested that each district send the names of their principals so he can reach out to them for their opinion. Dr. Murphy plans to meet again with this group and will report back in September with the results.

Action Items:

FY 2018 Budget Approval-

Dr. Marshall motioned to approve the FY2018 Budget. Ms. Calmes seconded the motion. All in favor.

Dr. Marshall motioned to approve the FY2018 Tuition Rates. Ms. Calmes seconded the motion. All in favor.

Mr. Jolicoeur thanked Ms. Burchfield and the Budget Committee for their work.

The Budget to Actual report was distributed.

Executive Director's Report:

**Financial-**

Dr. Murphy informed the board that FLLAC should finish the year \$60,000 in the black. He explained that this money would go to the current fund balance.

**Professional Development-**

Dr. Murphy reported that Tami Fay of MHTL presented the Spring Legal update on 4/11 and was very well received. Dr. Murphy explained that he is developing a calendar of PD offerings for the fall and has booked Jessica Minihan to do a full day train the trainer on Friday, September 15 at the Double Tree in Leominster. Dr. Murphy also intends to schedule a fall legal workshop, CPI and Mental Health First Aid trainings and is working on a cultural sensitivity training.

New Business:

Mr. Ravenelle described a new literacy program that he is rolling out to the integrated pre-schools in Fitchburg and invited superintendents to attend.

Adjournment:

Ms. Calmes motioned to adjourn the meeting at 9:54am. Mr. Ingano seconded the motion. All in favor.

Respectfully submitted,

Marsha Januskiewicz

Recording Secretary