

Executive Board of Directors of the
FLLAC Educational Collaborative
Meeting Minutes for September 13, 2018

Voting Members Present:

Dr. Mary Malone (Chair)
Dr. Gary Mazzola
Dr. Steven Meyer
Dr. Elizabeth Schaper
Dr. Kathleen Burnham
Dr. Sheila Muir
Mr. Robert Jokela
Mr. Brad Morgan

Non-Members Present:

Dr. Richard Murphy
Ms. Terri Burchfield
Ms. Marsha Januskiewicz

Dr. Malone called the board meeting to order at 8:31 am. An announcement was made that this meeting was being recorded. Introductions were made around the table for newcomers Dr. Muir, Mr. Jokela, Dr. Burnham and Mr. Morgan.

Dr. Mazzola motioned to go into Executive Session at 8:34 am. Dr. Muir seconded the motion. All in favor.

Roll call before going into Executive Session:

Dr. Malone- yes, Dr. Mazzola- yes, Dr. Meyer- yes, Dr. Schaper- yes, Dr. Burnham- yes,
Dr. Muir- yes, Mr. Jokela- yes, Mr. Morgan- yes.

FLLAC board meeting reconvened from Executive Session at 9:10am. Dr. Malone summarized the Executive Session to Dr. Murphy. Dr. Malone reported that the board agreed to offer Dr. Murphy a 1.5% merit raise in addition to the automatically applied COLA of 1.5%. Dr. Malone informed Dr. Murphy that he will be meeting with Mr. Pellegrino and Dr. Schaper to develop goals similar to a superintendent's evaluation. Dr. Murphy should be prepared to discuss this at the October 25 meeting.

Approval of Minutes:

Dr. Meyer motioned to approve the minutes of August 16, 2018. Dr. Mazzola seconded the motion. Mr. Morgan abstained. Motion passed.

Discussion Items:

Overview of FLLAC Programs:

Dr. Murphy reviewed the FLLAC Organizational chart as included in the board packet.

Dr. Murphy explained the basic structure of the Collaborative and a summary chart showing the locations of classrooms and programs. Dr. Murphy also reviewed the current program census.

In Lieu of OPEB Payments:

Dr. Murphy explained that FLLAC does not offer any OPEB benefits to their employees and asked the board to allow him to look into OPEB or an alternative benefit such as a 403b or 457 match. After discussion, the board agreed to approve an actuary study to provide data to support any options to be presented going forward.

New Treasurer:

Dr. Murphy presented to the board three resumes for the Treasurer position and explained the history and duties of the Treasurer's role to the board. Dr. Murphy explained that Mr. Ingano has been the Interim Treasurer and would like to be appointed.

Update on Caldwell RFP:

Dr. Murphy informed the board that there were no responses to the RFP requesting new space for the Caldwell Alternative School. Dr. Murphy and the Space Committee (Dr. Malone and Dr. Mazzola) will expand their search towards Gardner and Devens.

Dr. Murphy said that he will update the board with their progress at the next meeting.

Action Items:

Vote on Treasurer Position:

Dr. Murphy recommended Mr. Ingano be appointed as the new Treasurer through June 30, 2019. Mr. Morgan motioned to hire Mr. Ingano as the FLLAC Treasurer.

Dr. Mazzola seconded the motion. Dr. Malone requested a roll call. Dr. Mazzola- Yes, Dr. Meyer- No, Dr. Schaper- abstained, Dr. Burnham- Yes, Dr. Muir- No, Mr. Jokela- Yes, Mr. Morgan- Yes, Dr. Malone- No. Motion passed.

The board requested that Dr. Murphy ask the FLLAC auditors to define the role and duties of the FLLAC Treasurer and perhaps have the Treasurer meet with the auditors for an informational talk.

Mr. Jokela motioned that the treasurers contract be reviewed annually by April 30 to renew or reappoint. Dr. Mazzola seconded the motion. Dr. Malone asked for a roll call. Dr. Mazzola- Yes, Dr. Meyer- Yes, Dr. Schaper- Yes, Dr. Burnham- Yes, Dr. Muir- Yes, Mr. Jokela- Yes, Mr. Morgan- Yes, Dr. Malone- Yes. Motion passed.

Vote to approve new hires:

Dr. Murphy reported one new hire, Jessica Pinard. Dr. Meyer motioned to approve the new hire. Dr. Burnham seconded the motion. Dr. Schaper abstained. Motion passed.

Executive Director's Report:

Financial-

Dr. Murphy explained that currently there are two programs that are under enrolled but are actively seeing referrals. Dr. Murphy expects the enrollment to increase.

New Business:

Dr. Murphy asked the board for their sub rate. The majority reported it as \$75 per day.

Adjournment:

Dr. Malone motioned to adjourn at 10:16 am. Mr. Morgan seconded the motion. All in favor.

Respectfully submitted,
Marsha Januskiewicz
Recording Secretary