

Executive Board of Directors of the
FLLAC Educational Collaborative
Meeting Minutes for October 29, 2020, 8:30am

ZOOM meeting link:

<https://zoom.us/j/99864393774?pwd=bTNBQkNqcTY4MS9KSXkycUdBam5mUT09>

Voting Members Present:

Dr. Kathleen Burnham
Ms. Ellen Holmes
Mr. Robert Jokela
Ms. Joan Landers
Mr. Richard Meagher
Mr. Brad Morgan
Dr. Sheila Muir

Non-Members Present:

Mr. John Demanche
Ms. Marsha Januskiewicz
Ms. Terri Burchfield

Ms. Holmes called the board meeting to order at 8:32 am.

An announcement was made that this meeting was being recorded.

Roll Call: Dr. Kathleen Burnham-Yes, Ms. Ellen Holmes-Yes, Mr. Robert Jokela-Yes, Mr. Richard Meagher-Yes, Mr. Brad Morgan-Yes, Dr. Sheila Muir-Yes

Approval of Minutes:

Mr. Jokela motioned to approve the minutes of the 9-10-2020 meeting. Dr. Burnham seconded the motion. Roll call: Dr. Kathleen Burnham- Yes, Ms. Ellen Holmes- Yes, Mr. Robert Jokela- Yes, Mr. Richard Meagher- Yes, Mr. Brad Morgan- Yes, Dr. Sheila Muir- Yes.

Census Update:

Mr. Demanche reported that the collaborative is above projected census and has a referral list in the process of review.

Ms. Joan Landers arrived to the meeting at 8:36.

Status Update:

Referral Process- Mr. Demanche informed the board that in order to streamline the referral process the collaborative secured the Citrix platform on the Keystone website. This platform will ensure that student data is encrypted and will enable a quicker response from the collaborative.

Extended Evaluation (EE) vs. Interim Alternative Educational Setting (IAES) –

Mr. Demanche told the board that Keystone will supply Extended Evaluations with full internal evaluation from cognitive, academic, and behavioral support staff for all students referred to collaborative programs. He explained that students have been accepted within the program without demonstrating that the student or the district would be best served in our program. The Collaborative has gone the EE route for all new students not having current evaluations to ensure quality assessment for student and for district. Mr. Demanche explained that a new school psychologist would filter these students to ensure that only students with appropriate needs would be admitted to the collaborative.

Keystone Brochures- Mr. Demanche stated that three Keystone brochures have been developed and distributed to member special education offices in an effort to clarify the programs.

Space Agreement- Mr. Demanche continues to work with members and non-members to identify available space. Mr. Demanche reminded the board that Winchendon PS allowed the collaborative access to two classrooms and DESE approved the expansion to the Winchendon site on 9-23-2020 for the KEY program.

Discussion:

Strategic Goals of collaborative, Goal 2- Mr. Demanche informed the board that current cost benefit analysis has been conducted on member and nonmember leased program sites with over 500K annually spent and increasing by next year. If the collaborative consolidated 2 of the programs, 78% of leased sites payments could be

diverted into a permanent site. Mr. Demanche explained that he is assessing three options: Devens land and build, pre-existing site and renovation, and long-term commercial lease with a 15-year contract built to specs. Mr. Demanche reminded the board that with low interest rates, reasonable property costs and the resulting growing of the collaborative will be cost effective for the collaborative and its members. Mr. Demanche explained that the collaborative has a building search line to fund his investigation for an appropriate site.

Contract Services- Mr. Demanche listed the cost-effective ways to support the members in supplying their districts student needs and have contracted this year the following services: COTA, OT, PT, PTA, SLP, SLPA, BCBA, AAC, TVI, OM. Next year Mr. Demanche projects to contract a recruiter for district needs and hire a School Psychologist and BCBA.

Survey Results- Mr. Demanche thanked the 8 of 11 member districts who returned the survey. The survey results expressed the need for more Professional Development and vocational expansion opportunity.

Policy Clarification- Title IX Policy- Mr. Demanche stated that Title IX Policy is currently being drafted and will be uploaded to the website, manual and new regulations in August.

New member- Narragansett RSD- Mr. Demanche reported that Narragansett RSD would like to join the Keystone Collaborative and asked how the board viewed this possibility. Board members expressed no objection to Narragansett RSD joining the Keystone Collaborative.

Action Items:

Vote to accept the SY2019-2020 Annual Report- Mr. Demanche explained that the Annual Report SY2019-2020 was complete and asked that the board approve it. Mr. Morgan motioned to accept the Annual Report SY2019-2020. Dr. Muir seconded the motion. Roll Call: Dr. Kathleen Burnham-Yes, Ms. Ellen Holmes-Yes, Mr. Robert Jokela-Yes, Ms. Joan Landers-Yes, Mr. Richard Meagher-Yes, Mr. Brad Morgan-Yes, Dr. Sheila Muir-Yes. All in favor. Motion was passed.

Vote to approve the pay scale increase for related services- Mr. Demanche asked the board to approve the pay scale increase for related services. Dr. Muir motioned to approve the pay scale increase for related services. Mr. Jokela seconded the motion. Roll Call: Dr. Kathleen Burnham-Yes, Ms. Ellen Holmes-Yes, Mr. Robert Jokela-Yes, Ms. Joan Landers-Yes, Mr. Richard Meagher-Yes, Mr. Brad Morgan-Yes, Dr. Sheila Muir-Yes. All in favor. Motion was passed.

New Business: None

Adjournment: Ms. Landers called to adjourn the meeting at 9:15am. Dr. Burnham seconded the motion. Roll Call: Dr. Kathleen Burnham-Yes, Ms. Ellen Holmes-Yes, Mr. Robert Jokela-Yes, Ms. Joan Landers-Yes, Mr. Richard Meagher-Yes, Mr. Brad Morgan-Yes, Dr. Sheila Muir-Yes. All in favor. Motion was passed.

Respectfully submitted,
Marsha Januskiewicz
Recording Secretary