

Executive Board of Directors of the
Keystone Educational Collaborative
Meeting Minutes for April 29, 2021, 8:30am

ZOOM meeting link:

<https://zoom.us/j/95745134491?pwd=TVFiRm9vSjFjWndOdjNPLzhtdXdYZz09>

Voting Members Present:

Dr. Kathleen Burnham
Ms. Paula Deacon
Dr. Mary Malone
Ms. Ellen Holmes
Dr. Steven Meyer
Mr. Brad Morgan
Dr. Sheila Muir
Dr. Mark Pellegrino
Mr. Thad King

Non-Members Present:

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

Ms. Deacon called the board meeting to order at 8:37 am.

An announcement was made that this meeting was being recorded.

Dr. Malone arrived at 8:39 am.

Approval of Minutes:

Ms. Holmes motioned to approve the minutes of the February 4, 2021, meeting.

Ms. Deacon seconded the motion. Roll Call: Dr. Malone-Yes, Ms. Holmes-Yes, Dr. Meyer-Yes:
Mr. Morgan-Yes, Dr. Muir-Yes, Dr. Pellegrino-Yes, Ms. Deacon, Mr. King-Yes. Vote was
unanimous. Motion was passed.

Dr. Pellegrino motioned to take the agenda out of order to accommodate the early departure of
board members from the meeting. Ms. Holmes seconded the motion. Roll Call: Dr. Malone-
Yes, Ms. Holmes-Yes, Dr. Meyer-Yes: Mr. Morgan-Yes, Dr. Muir-Yes, Dr. Pellegrino-Yes, Ms.
Deacon, Mr. King-Yes. Vote was unanimous. Motion was passed.

Action Items:

Vote on policy updates for Licensure and for state definition changes to Title IX.

The board agreed that language regarding Licensure and Title IX should be reviewed by the collaborative legal counsel for accuracy.

Dr. Pellegrino motioned to accept the language used for Licensure pending the approval of legal counsel. Motion was seconded by Ms. Holmes. Roll Call: Dr. Malone-Yes, Ms. Holmes-Yes, Dr. Meyer-Yes: Mr. Morgan-Yes, Dr. Muir-Yes, Dr. Pellegrino-Yes, Ms. Deacon, Mr. King-Yes. Vote was unanimous. Motion was passed.

Dr. Pellegrino motioned to accept the language used for Title IX pending the approval of legal counsel. Motion was seconded by Ms. Holmes. Roll Call: Dr. Malone-Yes, Ms. Holmes-Yes, Dr. Meyer-Yes: Mr. Morgan-Yes, Dr. Muir-Yes, Dr. Pellegrino-Yes, Ms. Deacon, Mr. King-Yes. Vote was unanimous. Motion was passed.

Status Update:

Census Update-

Mr. Demanche reported that the collaborative has been meeting projected census and has a referral list to review. Mr. Demanche stated that the collaborative has a current enrollment of 148 students.

Dr. Burnham arrived at 9:19am.

Referral Process with Data-

Mr. Demanche explained the data he presented to the board regarding the referral process as requested at the prior Executive Board meeting. The data presented indicated that a number of previous referrals did not adhere to best practice. Several members of the board questioned if the collaborative was undermining the sending district team's authority. Mr. Demanche explained that once referrals are submitted to the collaborative that we too play a part in the team process and the sending district can accept the recommendation provided. Other members suggested training special education leaders regarding the collaborative referral process in addition to trainings on different assessment tools that could be utilized. Mr. Demanche agreed that a professional development package could be created. The board asked for the specific cases and/or districts that have been lacking information in the referral process to be presented to the sending district for discussion.

Space Agreement-

Mr. Demanche informed the board that the Clinton School district will be unable to renew their space lease agreement for Keystone classrooms next school year.

Mr. Demanche asked board members to communicate if they are not able to renew their current space lease agreement for Keystone classrooms in the upcoming year.

Strategic Goal #2 – Notre Dame Site, Fitchburg

Mr. Demanche informed the board that a secondary out of state bidder is in a due diligence process with the seller. The seller has the collaborative's "Unique Acquisition" paperwork.

Financial Transportation Analysis-

Mr. Demanche reported that his conversation with Van Pool resulted in being told that the Day rate vs the Route rate makes no difference in cost.

Keystone Full Cycle Program Review-

Mr. Demanche informed the members that Keystone program administrators may be contacting districts to retrieve data for our files. Mr. Demanche explained that the self-assessment and document stage is due August 5, 2021.

DESE Approval of Keystone FY20 Annual Report-

Mr. Demanche reported that the Keystone Collaborative received documentation regarding DESE approval for the Keystone FY 20 Annual Report.

DESE Approval of FY Annual Independent Audit Report-

Mr. Demanche reported that the Keystone Collaborative received documentation regarding DESE approval for the Keystone FY 20 Annual Independent Audit Report.

Report on Elm Street School, Gardner-

Mr. Demanche informed the board that although the Elm Street School is a remarkable building it far exceeds the needs of the Keystone Collaborative.

Discussion:

Learn Well- Mr. Demanche stated that he spoke with Learn Well regarding his concern over the

billing of districts at different rates. Mr. Demanche was told that they will be looking into this issue for future billing.

Edgenuity- Mr. Demanche spoke with Edgenuity administrators and reported that they cannot deny or verify that an individual was working under a license and therefore feel they cannot state that it has expired.

New Member- Mr. Demanche reported that the Narragansett Regional School district has been approved as a new member of the collaborative by all of the member school committees and is waiting for approval from DESE. The revised Keystone Agreement becomes effective July 2021.

New Business:

Mr. Demanche informed the board that someone has filed a discrimination suit against Keystone to MCAD. Mr. Demanche will update the board after consulting with Keystone legal counsel.

Executive Session:

Review and evaluate Executive Director.

Ms. Holmes motioned to enter into Executive Session at 9:59 am. Dr. Pellegrino seconded the motion. Roll Call: Dr. Malone-Yes, Ms. Holmes-Yes, Dr. Meyer-Yes: Mr. Morgan-Yes, Dr. Muir-Yes, Dr. Pellegrino-Yes, Ms. Deacon, Mr. King-Yes, Dr. Burnham-Yes. Vote was unanimous. Motion was passed.

Respectfully submitted,
Marsha Januskiewicz
Recording Secretary