

Executive Board of Directors of the
Keystone Educational Collaborative
Meeting Minutes for October 27, 2022, 8:30 am

ZOOM meeting link:

<https://us06web.zoom.us/j/83779414763?pwd=RG04UE1FeEltldoN0ZF0U1pZWJxQT09>

Voting Members Present:

Dr. Kate Burnham

Ms. Paula Deacon

Ms. Ellen Holmes

Dr. Steven Meyer

Dr. Sheila Muir

Dr. Mark Pellegrino (Chair)

Dr. Adam Renda

Non-Members Present:

Mr. John Demanche

Ms. Terri Burchfield

Ms. Marsha Januskiewicz

Dr. Pellegrino called the meeting to order at 8:40 am.

An announcement was made that this meeting was being recorded.

Roll call: Dr. Kate Burnham-Yes, Ms. Paula Deacon-Yes, Ms. Ellen Holmes-Yes, Dr. Sheila Muir-Yes, Dr. Steven Meyer-Yes, Dr. Mark Pellegrino-Yes, Dr. Adam Renda-Yes.

Approval of Minutes

Dr. Meyer motioned to approve the minutes of the September 8, 2022, meeting. Ms. Holmes seconded the motion.

Roll call: Dr. Kate Burnham-Yes, Ms. Paula Deacon-Yes, Ms. Ellen Holmes-Yes, Dr. Sheila Muir-Yes, Dr. Steven Meyer-Yes, Dr. Mark Pellegrino-Yes, Dr. Adam Renda-Yes. Vote was unanimous. Motion was passed.

Agenda was taken out of order to accommodate the schedule of board members.

Executive Session:

Ms. Deacon motioned to go into Executive Session at 8:42 am to discuss the contract for Mr. Demanche. Ms. Holmes seconded the motion.

Roll call: Dr. Kate Burnham-Yes, Ms. Paula Deacon-Yes, Ms. Ellen Holmes-Yes, Dr. Sheila Muir-Yes, Dr. Steven Meyer-Yes, Dr. Mark Pellegrino-Yes, Dr. Adam Renda-Yes. Vote was unanimous. Motion was passed.

The board left the Executive Session at 8:54 am and returned to the regular meeting.

Executive Directors Report

Census Update-

Mr. Demanche reported increased referrals and hiring of staff. As a result, Mr. Demanche anticipates an increase of student census.

Referral Data-

Mr. Demanche informed the board that Keystone is 95% staffed and will be working on increasing student enrollment. Mr. Demanche reported that the upcoming closure of the NH based Crotched Mountain has generated many referrals to the collaborative.

Highlights-

Mr. Demanche informed the board that MOEC has published an article regarding the Trexo Gait Trainer. He explained that this wearable robotic device designed to assist students with disabilities in learning to walk has been newly acquired by Keystone. In addition to MOEC, this article was also published by the Sentinel & Enterprise and the Telegram & Gazette.

Mr. Demanche also congratulated Keystone employee Kerry McCann for being awarded "2022 Fenway Bowl Honor Roll Educator".

Status Update/Discussion Items:

Space Agreement-

Mr. Demanche reminded the board that Space Lease agreements need to be signed and on file for audit purposes.

Mr. Demanche reported that the bathrooms are completed in the KEY program at Electric Avenue in Fitchburg. Mr. Demanche stated that he also plans to construct a playground and add fencing on the Fitchburg property.

Contract Services-

Mr. Demanche stated that he is still striving to fill the Vision Services/CVI position.

OPEB-

Mr. Demanche informed the board that the collaborative lawyer is working on the Declaration of Trust and Agreement. He stated that Rockland Trust will manage the account.

Advisory Board Summary-

Mr. Demanche held an Advisory Board meeting in October and reviewed several different topics. They included health advocates, therapy dogs, collaborative survey results and vocational opportunities for Keystone students.

Interface Contract vs Care Solace Meeting-

Mr. Demanche informed the board of discussions held at his recent Advisory Board meeting regarding the pros and cons of Interface vs Care Solace. Topics included URL, community vs school contract, auto generate and real time data.

Proposed Unique Acquisition-

Mr. Demanche made a bid on the property in Leominster and is waiting for a response from the owners.

New Business:

Ms. Deacon expressed positive remarks from her students and staff regarding the Academy students who attend the Leominster Vocational program. Ms. Deacon said the partnership with Academy students is going very well and continues to be successful for everyone.

Ms. Holmes informed Mr. Demanche that her district of Ashburnham Westminster expressed how much they appreciate the communication between their district and the collaborative and earned praised from several Keystone families.

Adjournment:

Ms. Deacon motioned to adjourn the meeting at 9:09 am, seconded by Ms. Holmes. All in favor.

Respectfully submitted,
Marsha Januskiewicz
Recording Secretary