

Executive Board of Directors of the
Keystone Educational Collaborative
Meeting Minutes for April 16, 2026, 8:30 am

Zoom Meeting link

<https://us06web.zoom.us/j/83122507712?pwd=UjkohyCv0CXdFSAL0ugF5rZsn3PZxO.1>

Voting Members Present:

Dr. Christopher Casavant
Dr. Jodi Fortuna
Ms. Charlotte King
Mr. Brad Morgan
Ms. Colleen Mucha
Dr. Mark Pellegrino
Dr. Adam Renda
Mr. Jonathan Thompson

Non-Members Present:

Ms. Terri Burchfield
Ms. Chelsea Darrigo
Mr. John Demanche
Ms. Meghan Hewett

Dr. Pellegrino called the meeting to order at 8:32 am.

Roll Call: Mr. Jonathan Thompson – Yes, Dr. Mark Pellegrino-Yes, Ms. Charlotte King -Yes, Dr. Christopher Casavant - Yes, Dr. Jodi Fortuna - Yes, Mr. Brad Morgan-Yes, Dr. Adam Renda – Yes. Quorum present.

Approval of Minutes

Mr. Brad Morgan motioned to approve the minutes of the February 5, 2026 meeting. Dr. Adam Renda seconded the motion. Roll Call: Mr. Jonathan Thompson – Yes, Dr. Mark Pellegrino-Yes, Ms. Charlotte King -Yes, Dr. Christopher Casavant - Yes, Dr. Jodi Fortuna - Yes, Mr. Brad Morgan-Yes, Dr. Adam Renda – Yes. The vote was 7 yes. The motion passed unanimously.

Action Items:

Vote to approve FY2027 budget. The budget sub-committee met on March 5, 2026 to review the FY2027 budget. Mr. Demanche thanked the budget sub-committee and other board members for attending the meeting. Mr. Demanche reviewed the proposal for the Keystone Annual Budget FY2027 and confirmed that during the sub-committee meeting that the members recommended that the board approve the Keystone Annual Budget FY2027. Mr. Brad Morgan motioned to approve the Keystone Annual Budget FY2027. Dr. Christopher Casavant seconded

the motion. Roll Call: Mr. Jonathan Thompson – Yes, Dr. Mark Pellegrino-Yes, Ms. Charlotte King -Yes, Dr. Christopher Casavant - Yes, Dr. Jodi Fortuna - Yes, Mr. Brad Morgan-Yes, Dr. Adam Renda – Yes. The vote was 7 yes. The motion passed unanimously.

Ms. Colleen Mucha arrived at 8:38a

Executive Directors Report

Census- Mr. Demanche reported that the current census for the Key Program is at 74 with a projected census of 88, the current census for Keystone Elementary / Middle School Program is at 44 with a projected census of 52, and the current census for Keystone Academy Program is at 41 with a projected census of 43; totaling a census of 159 with a projected total census of 183. Mr. Demanche reported that there are no changes to report for the Key Program, the Keystone Elementary / Middle School Program, or the Academy Program. The Key Program continues to have student referrals and tours are being conducted, in addition to student graduations and/or age outs. The Keystone Elementary / Middle School Program had an uptick of referrals, with some students who have been able to return back to the district. As there are not 45 days remaining in the school year to completed an Extended Evaluation, all programs have met the threshold for Extended Evaluations, and current evaluations will extend into the new school year.

Status Update/Discussion:

143 Joslin Property: No news to report.

360 Electric Ave Property: No news to report.

98 Adams Street (Lease / Property): No news to report.

Central Office: Mr. Demanche reported that Central Office will be moving over the April vacation to 135 Joslin Street ahead of schedule of the lease property's expiration at Shaker Road in Shirley, MA. The Collaborative will work on revising all directories and applicable information with the new address.

Staffing:

Mr. Demanche reported that The Collaborative's staffing is currently proportional with student enrollment and will continue to be monitored with the influx of or decrease of student services needed.

DESE Annual Audit: Mr. Demanche reported that the DESE Annual Audit is currently in progress. The Collaborative is awaiting the findings and what the anticipated projections will look like for the future.

DESE Annual Report: Mr. Demanche reported that the FY25 Annual Report was approved by DESE on March 6, 2026 with 100% Compliance and has been publicly posted on our website.

Budget 2026-2027: Mr. Demanche reported that the Budget Sub-Committee met on March 5, 2026, to review the proposed FY27 budget. 100% of sub-committee members attended and overall, 42% of members attended.

Advisory Board: Mr. Demanche reported that the following items were discussed at the Advisory Board meeting held on March 19, 2026 with attendance at 16% participation: DESE/MOEC meeting on the final draft of the Seclusion guidelines, MOEC will work with attorneys on templates of consents and revisions to Policies and Procedures which will be provided to the Advisory Board at the next scheduled meeting.

Executive Session: None

New Business: None

Adjournment:

Mr. Brad Morgan motioned to adjourn the meeting at 8:41am, seconded by Dr. Christopher Casavant. All in favor.

Respectfully submitted,

Meghan Hewett

Recording Secretary