Executive Board of Directors of the

Keystone Educational Collaborative

Meeting Minutes for September 10, 2026, 8:30 am

Zoom Meeting link
https://us06web.zoom.us/j/84257040743?pwd=YjPp0DOTBpjbb6q40bjObBZDJlrhTu.1

Voting Members Present:

Dr. Christopher Casavant

Dr. Jodi Fortuna

Ms. Charlotte King

Mr. Brad Morgan

Dr. Steven Meyer-8:40a

Ms. Colleen Mucha

Dr. Mark Pellegrino

Dr. Adam Renda

Mr. Jonathan Thompson

Non-Members Present:

Ms. Chelsea Darrigo

Mr. John Demanche

Ms. Meghan Hewett

Dr. Pellegrino called the meeting to order at 8:35 am.
Roll Call: Dr. Christopher Casavant-Yes, Mr. Jonathan Thompson – Yes, Dr. Adam Renda -Yes, Dr. Jodi Fortuna – Yes, Ms. Colleen Mucha – Yes, Dr. Mark Pellegrino - Yes, Mr. Brad Morgan-Yes, Ms. Charolotte King - Yes. Quorum present.

Approval of Minutes

Dr. Adam Renda motioned to approve the minutes of the June 4, 2026 meeting. Mr. Jonathan Thompson seconded the motion. Roll Call: Dr. Christopher Casavant-Yes, Mr. Jonathan Thompson – Yes, Dr. Adam Renda -Yes, Dr. Jodi Fortuna – Yes, Ms. Colleen Mucha – Yes, Dr. Mark Pellegrino - Yes, Mr. Brad Morgan-Yes, Ms. Charolotte King – Yes. The vote was 8 yes. The motion passed unanimously.

Dr. Steven Meyer arrived at approximately 8:40a

Action Items:

Vote to approve Subcommittees: Mr. Demanche explained the subcommittees would remain the same as last year with the exception of adding Mr. Jonathan Thompson to the "Space" committee. Dr. Jodi Fortuna motioned to approve subcommittees. Dr. Adam Renda seconded the motion. Roll Call: Dr. Christopher Casavant-Yes, Mr. Jonathan Thompson – Yes, Dr. Adam Renda -Yes, Dr. Jodi Fortuna – Yes, Ms. Colleen Mucha – Yes, Dr. Mark Pellegrino - Yes, Mr. Brad Morgan-Yes, Ms. Charolotte King – Yes, Dr. Steven Meyer - Yes. The vote was 9 yes. The motion passed unanimously.

Executive Directors Report

Census- Mr. Demanche reported that the current census for the Key Program is at 90 with a projected census of 84, the current census for Keystone Elementary / Middle School Program is at 35 with a projected census of 48, and the current census for Keystone Academy Program is at 40 with a projected census of 40; totaling a census of 165 with a projected total census of 183. Mr. Demanche reported that overall, the Key Program ended the previous school year serving an average of 77 students. The program started the new year with 92 students enrolled, exceeding projections, with additional students awaiting referral review. The Keystone Elementary / Middle School Program overall ended the last school year with an average of 42 students served throughout the year. The program started the new school year with 35 students, which is below projections, which is the historical norm. The reduced census is due to the transition of seven students back to district as well as transitions to the Academy program. The Keystone Academy Program overall ended last year with an average of 38 students served throughout the year. The program started the new school year with 40 students, which is on target with our projections with more students on the referral list to review.

Status Update/Discussion: Fundraising for playgrounds is underway at 360 Electric Ave and 143 Joslin Road School properties. No other significant updates.

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. We have been fortunate in having reduced staffing needs to the start of the year and had a successful orientation. Mr. Demanche reported that a summary of feedback will be provided in upcoming board meetings.

DESE Annual Audit: Mr. Demanche reported on three areas of the DESE Annual Audit that were partially met, with an overall strong favorable report:

-Criterion 7.5 :2023 Expenditure budget was not adjusted for revenue shortfall

-Criterion 8.1: Quarterly budget reporting packets submitted to board

-Criterion 9.2: School committee agenda communication about the collaborative.

Advisory Board: Mr. Demanche reported that the next Advisory Board meeting is scheduled on September 17, 2026, and will include discussion on new restraint and seclusion regulations and how to support Keystone Collaborative members.

Further Questions? Dr. Mark Pellegrino asked the Executive Director to read off the subcommittee assignments:

Chairperson: Dr. Mark Pellegrino

Vice-Chairperson: Dr. Steve Meyer

Secretary: Ms. Colleen Mucha

Appointments to Existing Committee:

Budget: Dr. Christopher Casavant

Dr. Steven Meyer

Dr. Mark Pellegrino

Personnel: Ms. Colleen Mucha

Dr. Mark Pellegrino

Governance: Ms. Kim Russo

Dr. Adam Renda

Space: Dr. Adam Renda

Mr. Jonathan Thompson

Warrant: Ms. Colleen Mucha

Ms. Kimberly Russo

Dr. Adam Renda

Reminder from Executive Director: Once districts have their board appointments, please send them to Keystone.

Executive Session: None

New Business: None

Adjournment:

Mr. Brad Morgan motioned to adjourn the meeting at approximately 8:47am, seconded by Dr. Adam Renda. All in favor.

Respectfully submitted,
Meghan Hewett
Recording Secretary