



Bi-County Collaborative
Making It Possible

Jeanne Sullivan, Executive Director

397 East Central Street, Franklin, MA 02038

Board of Directors Meeting
April 8, 2021

Held remotely and broadcast live via

<https://bicounty-org.zoom.us/j/899555664629?pwd=dm9KZ2lDYkwrMXNMa2RuRFBiNmwwQT09>

Members

In attendance: Mr. David Sawyer, Attleboro
Mr. Peter Marano, Bellingham
Dr. Jason DeFalco, Blackstone-Millville
Dr. Lisha Cabral, Easton
Dr. Amy Berdos, Foxborough
Dr. Sara Ahern, Franklin
Ms. Karen Crebase, Hopedale
Mr. Paul Zinni, King Philip
Ms. Teresa Murphy, Mansfield
Dr. Kevin McIntyre, Milford
Dr. Allardi, Norfolk
Mr. David Raiche, Plainville
Mr. Stephen Dockray, Tri-County
Dr. Bridget Gough, Walpole
Dr. Cameron, Wrentham

Absent: Mr. Scott Holcomb, North Attleboro
Dr. Joseph Baeta, Norton
Mr. Robidoux, Swansea
Dr. Frank Tiano, Uxbridge

Present: Ms. Jeanne Sullivan, Executive Director
Ms. Deb Ciccone, Director of Finance and Operations
Mr. Joseph Meichelbeck, Treasurer

Dr. Cameron called the meeting to order at 12:02 p.m.

The Bi-County Collaborative does not discriminate in admission to, access to, treatment in, or employment in its services, programs, and activities, on the basis of race, color, sex, gender identity, religion, national origin, sexual orientation, homelessness, disability, pregnancy or pregnancy-related conditions, age, veteran or military status, ancestry, or genetic information.

Action Matters

Approval of Board Minutes: February 11, 2021

Motion by Ms. Crebase, seconded by Dr. McIntyre, to approve the regular session minutes of February 11, 2021. The roll call vote was taken and approved by the board with Dr. Ahern and Dr. Gough abstaining.

Approval of Sub-committee Minutes: Budget Sub-Committee, January 28, 2021 and March 25, 2021; Space Sub-Committee, March 11, 2021

Motion by Mr. Zinni, seconded by Ms. Murphy, to approve the budget sub-committee minutes of January 28, 2021. The roll call vote was taken and approved by the board with Dr. Ahern and Dr. Gough abstaining.

Motion by Mr. Zinni, seconded by Ms. Murphy, to approve the budget sub-committee minutes of March 25, 2021. The roll call vote was taken and unanimously approved by the board.

Dr. Allardi entered the meeting at 12:03

Motion by Mr. Zinni, seconded by Dr. Cabral, to approve the space sub-committee minutes of March 11, 2021. The roll call vote was taken and unanimously approved by the board.

Employee Appointments/Resignations/Leaves of Absence

Motion by Mr. Marano, seconded by Dr. Berdos, to approve Employee Appointments/Resignations/Leaves of Absences as written. The roll call vote to approve was unanimous.

Vote to Appoint a BOD Member to Approve Warrants

Motion by Mr. Marano, seconded by Ms. Crebase, to approve the appointment of two board members to sign warrants. A roll call vote was taken and passed unanimously.

Motion by Mr. Zinni, seconded by Dr. Ahern, to appoint Mr. Marano and Dr. Ahern to sign warrants. A roll call vote was taken and passed unanimously.

Vote to Approve New Public School Classroom Lease

Motion by Mr. Zinni, seconded by Mr. Marano, to approve the revised lease agreement for public school classrooms. A roll call vote was taken and passed unanimously.

Vote to Increase Public School Classroom Lease Rate

Motion by Dr. Cabral, seconded by Dr. Allardi, to approve an increase in lease rate to \$13.50 per square foot. A roll call vote was taken and passed unanimously.

Vote to Accept Donation from Salesforce.org

Motion by Mr. Zinni, seconded by Dr. Cabral, to accept the donation of 10 licenses from Salesforce.org that are valued at \$576.00 each, totaling \$5,576.00. A roll call vote was taken and passed unanimously.

Seekonk Request for Membership

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Ms. Sullivan presented the guidelines for admitting new districts, the impacts to the budget of non-member districts shifting to member districts, and classroom space & capacity of BICO.

Motion by Mr. Zinni, seconded by Mr. Marano, to table the Seekonk membership vote until COVID related program effects can be assessed. A roll call vote was taken and passed unanimously.

Informational Matters

Executive Director Entry Plan Final Report and Update on Goals

Jeanne Sullivan presented the Executive Director Entry Plan Report & an update on the Executive Director 2020-2021 Goals. The Entry Plan Report includes BICO common themes related to staff, communication, and professional development as well as strengths, opportunities for growth, referral, curriculum, finances, services, community, and the impacts of COVID. The full report was shared along with the PowerPoint presentation. Ms. Sullivan continued with providing an update of her 20-21 goals which included the MASS New Superintendent Induction Program, Entry Plan, Evaluation process, and COVID stakeholder communication, training, and curriculum.

Dr. McIntyre left the meeting at 12:30

Executive Director Evaluation Process

Dr. Cameron will send the evaluation form to each board member to fill out and return by April 23rd. He will then compile feedback for the subcommittee to meet with Jeanne and review. This will be discussed at the May 6th Board Meeting.

FY21 Financial Update

Ms. Ciccone presented the FY21 financial summary, which included the expanded balance sheet, Consolidated Statement of Revenue and Expenditures, and the Statement of Activity of the Bi-County Collaborative Retiree Trust.

FY22 Budget - First Read

Ms. Ciccone presented a detailed overview of the proposed FY22 budget. The full budget was shared along with the PowerPoint presentation. This presentation included but not limited to information on rates/tuition, IAES rates, and health insurance/dental rates. A general discussion followed regarding historic rates, attention to cost, and non-member comparisons.

Mr. Marano left the meeting at 12:54

Dr. Allardi left the meeting at 12:54

Dr. Gough left the meeting at 12:57

Dr. DeFalco left the meeting at 12:58

Dr. Ahern left the meeting at 12:59

The BICO board no longer has a quorum. Board members were notified via the chat function on zoom.

2018-2019 Sick Leave Error

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Ms. Sullivan explained an error with computing sick time rollover. All employees will be notified how this impacted their sick time and current sick time totals. Beginning in FY 22 PTO availability will be available through ADP.

Covid-19 Impacts to Programming

Ms. Sullivan presented the update on the COVID impact to Collaborative programming. The program shifts to remote learning have increased from one in February to six in March. Despite the educational shifts caused by COVID, BICO continues to engage with students and provide instruction and services to students through a remote learning model. Ms. Sullivan continued with a review of student and staff COVID cases which increased from February to March. Bi-County Collaborative will continue to practice social distancing and use proper PPE to help stop the spread of COVID.

Transportation Network - Update on Negotiations

The Transportation Network continues to meet and negotiate. There will be an update for the Board at the May meeting.

Tiered Focused Monitoring - Mid-Cycle Review

The Mid-Cycle self assessment is scheduled for August 5, 2021. Training for the Mid-Cycle review took place today.

Letter from DESE re: Acceptance of Annual Report

DESE has accepted the Bi-County Collaborative FY20 Annual Report and confirmed compliance of M.G.L c.40, § 4E and CMR 603 CMR 50.00.

Email from Ellen Rosefeld re: 3rd Floor Summit

Ms. Sullivan was contacted by Ellen Rosenfeld, owner of 2140 Providence Highway. She has received inquiries regarding the rental of the third floor of the property, which is currently vacant. She would like to provide Bi-County with the option of renting this space before accepting another renter. The Space Subcommittee will meet to discuss this possibility.

Other

Routine Matters

Approval of Payroll Warrants

Approval of Bill Warrants

Upcoming Meetings

Board Meeting - May 6, 2021 12:00

Adjourn

Meeting adjourned 1:10 PM