



Jeanne Sullivan, Executive Director

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Board of Directors Meeting  
March 10, 2022

Meeting was held in person at the BICO Central Office.

**Members**

In attendance: Mr. David Sawyer, Attleboro  
Mr. Peter Marano, Bellingham  
Dr. Jason DeFalco, Blackstone-Millville  
Dr. Amy Berdos, Foxborough  
Dr. Sara Ahern, Franklin  
Ms. Karen Crebase, Hopedale  
Mr. Paul Zinni, King Philip  
Ms. Teresa Murphy, Mansfield  
Dr. John Antonucci, North Attleboro  
Dr. Joseph Baeta, Norton  
Ms. Karen Maguire, Tri-County  
Dr. Cameron, Wrentham

Absent: Dr. Lisha Cabral, Easton  
Dr. Kevin McIntyre, Milford  
Dr. Ingrid Allardi, Norfolk  
Mr. David Raiche, Plainville  
Mr. John Robidoux, Swansea  
Dr. Patrick Dillon, Uxbridge  
Dr. Bridget Gough, Walpole

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

Dr. Cameron called the meeting to order at 12:10 p.m.

**Action Matters**

**Approval of Board Minutes from December 16, 2021**

Motion by Dr. Baeta, seconded by Mr. Zinni, to approve the regular session board meeting minutes dated December 16, 2021. The roll call vote to approve was unanimous.

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### **Approval of Budget Sub-Committee Minutes**

Motion by Dr. Ahern, seconded by Ms. Murphy, to approve the Budget Sub-Committee meeting minutes dated January 20, 2022 and March 3, 2022. The roll call vote to approve was unanimous.

### **Approval of Space Sub-Committee Minutes**

Motion by Dr. Baeta, seconded by Mr. Zinni, to approve the Space Sub-Committee meeting minutes dated December 14, 2021 and January 27, 2022. The roll call vote to approve was unanimous.

### **Employee Appointments/Resignations/Leaves of Absence**

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

### **Donations**

Motion by Ms. Murphy, seconded by Ms. Maguire, to accept a donation of 100 folding chairs from Wheaton College. The roll call vote was unanimous.

Motion by Mr. Marano, seconded by Dr. Berdos, to accept a donation of \$500.00 from the Foxborough Lions Club to support the purchase of Eye Gaze Technology for the programs located at Mansion Drive. The roll call vote was unanimous.

### **Amendment to Mask Policy**

Effective February 28, 2022, the mask mandate for schools was suspended in most circumstances. Motion by Mr. Zinni, seconded by Dr. DeFalco, to rescind the present policy and give authorization to Ms. Sullivan for any changes necessary from DESE guidelines. The roll call vote to approve was unanimous.

### **Revised Financial Policy Manual**

Deb Ciccone presented to the Board of Directors changes made to the Financial Policy Manual in regards to approval of timesheets and cell phone data usage. Motion by Dr. Baeta, seconded by Dr. Ahern, to accept the changes to the Financial Policy Manual. The roll call vote to approve was unanimous.

### **Informational Matters**

#### **Director of Finance and Operations Search**

Jeanne Sullivan updated the Board of Directors on the search for a Director of Finance and Operations. Interviews has been conducted with the interview team and Board Members, Dr. DeFalco and Mr. Marano. There was also one referral from within. As of March 9, 2022, Ms. Sullivan has posted the position at the MASBO Training session.

#### **Referral / Enrollment Update**

Jeanne Sullivan presented recent updates in regards to referrals and enrollment. As of March 18, 2022, enrollment was 184. Last year at this time, enrollment was 212. She stated that the decrease in enrollment was in part due to COVID-19, students graduating or going back to district. Other factors include a shortage of teachers and paraprofessionals available to cover the necessary programs. Discussion ensued.

#### **Graduate Future Plans and Current Status Update**

Jeanne Sullivan shared updates regarding graduate future plans and current status. BICO Program Directors reached out to families of students who aged out of the program or graduated in FY21 to ask if there was anything

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BICO could have done better to help them with their post-school plans. Responses from families were positive stating that BICO made a huge difference, concerns were taken seriously and addressed properly. BICO did more than what they needed to do and it was highly appreciated by families.

### **Financial Update**

Deb Ciccone provided the Board of Directors with the FY22 Financial Summary.

### **FY23 Budget Discussion**

Deb Ciccone presented financial reports to the Board of Directors. Jeanne Sullivan provided background information in regards to student enrollment, referrals, programming and other factors and trends that affect the budget. Deb and Jeanne shared the history of the General Fund with the Board of Directors. Jeanne then presented a Tuition Analysis, History of Tuition Revenues (Members and Non-Members), Collaborative Tuition Comparison, and Private School Tuition Comparison. This lead into the discussion on the FY23 Proposed Budget and FY23 Proposed Tuition Rates. A lengthy discussion ensued. Jeanne closed the meeting by presenting Considerations for the Districts including that BICO is an extension of our member school districts, Circuit Breaker and Cumulative Surplus.

### **Routine Matters**

Approval of Payroll Warrants

Approval of Bill Warrants

### **Upcoming Meetings**

Board Meeting - April, May

Budget Sub-Committee - March 24, 2022

## **Adjourn**

Motion by Ms. Crebase, seconded by Dr. Berdos, to adjourn the open meeting at 1:40 p.m. The motion passed unanimously.