



Jeanne Sullivan, Executive Director

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Board of Directors Meeting
December 14, 2023

Meeting was held in person at the BICO Central Office.

Members

In attendance: Mr. David Sawyer, Attleboro
Dr. Peter Marano, Bellingham
Dr. Jason DeFalco, Blackstone-Millville
Dr. Amy Berdos, Foxborough
Mr. Lucas Giguere, Franklin
Ms. Karen Crebase, Hopedale
Ms. Teresa Murphy, Mansfield
Dr. Kevin McIntyre, Milford
Dr. John Antonucci, North Attleboro
Dr. Jennifer O'Neill, Norton
Ms. Jennifer Parson, Plainville
Ms. Rebecca Kidwell, Seekonk
Dr. Karen Maguire, Tri-County
Dr. Michael Baldassarre, Uxbridge
Dr. Cameron, Wrentham

Absent: Dr. Lisha Cabral, Easton
Dr. Rich Drolet, King Philip
Dr. Ingrid Allardi, Norfolk
Mr. John Robidoux, Swansea
Dr. Bridget Gough, Walpole

Present: Mrs. Jeanne Sullivan, Executive Director
Ms. Holly Buttrick, Director of Finance and Operations
Mrs. Julie O'Connor, Director of Student Services
Mrs. Laurie Cunningham, Director of Clinical Services
Ms. Anna Jewell, Executive Assistant
Mr. Terenzio Volpicelli, Roselli, Clark, and Associates

Dr. Marano called the meeting to order at 9:09 a.m.

Action Matters

Approval of Board Minutes from October 12 2023 (Vote Required)

Motion by Dr. Cameron, seconded by Dr. Maguire, to approve the regular session board meeting minutes dated October 12, 2023. The vote to approve was unanimous.

Approval of Facilities Subcommittee Minutes from November 1, 2023 (Vote Required)

Motion by Dr. Berdos, seconded by Dr. Cameron, to approve the facilities subcommittee meeting minutes dated November 1, 2023. The vote to approve was unanimous.

APPROVED 2/8/2024

Approval of Facilities Subcommittee Minutes from December 6, 2023 (Vote Required)

Motion by Ms. Crebase, seconded by Dr. Berdos, to approve the facilities subcommittee meeting minutes dated December 6, 2023. The vote to approve was unanimous.

Employee Appointments/Resignations/Leaves of Absence (Vote Required)

Motion by Ms. Murphy, seconded by Dr. DeFalco, to approve Employee Appointments/Resignations/Leaves of Absences as written. The vote to approve was unanimous.

FY23 Independent Audit

Mr. Terenzio Volpicelli of Roselli, Clark, and Associates presented the FY23 Audit to the Board of Directors. There were no adjusted journal entries. Mr. Terenzio Volpicelli stated that there were no findings and that Bi-County Collaborative had received a clean opinion. Motion by Dr. Maguire, seconded by Ms. Crebase, to approve the FY23 Independent Audit as presented. The vote was unanimous.

Determination of Surplus Funds (60 CMR 50.07)

It was presented that the FY23 Cumulative Surplus was \$2,707,445. There are four actions requested to be voted on by the Board of Directors.

A motion was made by Dr. Berdos, seconded by Dr. McIntyre, to accept that FY23 Total General Fund Expenditures are \$13,834,443. The vote to approve was unanimous.

For vote two, a motion was made by Dr. DeFalco, seconded by Dr. Maguire, to approve that 25% of FY23 Total Expenditures is \$3,458,611. The vote to approve was unanimous.

For the third vote, a motion was made by Mr. Giguere, seconded by Ms. Parson, to approve that the FY23 Cumulative Surplus is \$2,707,445. The vote to approve was unanimous.

For the final vote, a motion was made by Dr. McIntyre, seconded by Dr. O'Neill, to approve to retain \$2,707,445 (19.57% of total FY23 expenditures) of the FY23 Cumulative Surplus Funds for use by the Collaborative. The vote to approve was unanimous.

FY23 Annual Report

Jeanne Sullivan presented the FY23 Annual Report for Bi-County Collaborative to the Board of Directors. Chapter 40, Section 4E of the Massachusetts General Laws require each educational collaborative to submit an Annual Report to the Commissioner of Elementary and Secondary Education and each member school committee. The Annual Report must contain: Information on the programs and services provided by the collaborative; Discussion of the cost effectiveness of such programs and services; Discussion of progress made toward achieving the objectives and purposes set forth in the collaborative agreement; Audited financial statements and the independent auditor's report. Motion by Dr. DeFalco, seconded by Mr. Giguere, to approve the FY23 Annual Report. The vote was unanimous.

Referral Process/ Enrollment Update

Jeanne Sullivan, Julie O'Connor and Laurie Cunningham presented on referrals and enrollment. Enrollment was 178 students which included 175 Placements and 3 IAES/45 Day Assessments. 114 of the students enrolled are from member districts and the remaining 64 are from non-member districts. There have been 100 referrals to date. There are 30 open referrals and six students are slated to start January 2, 2024.

FY24 Budget Update

Ms. Holly Buttrick provided the Board of Directors with the FY24 Financial Update.

FY25 Budget Development Update

Ms. Holly Buttrick provided the Board of Directors with some preliminary information regarding the development of the FY25 Budget. The Budget Subcommittee met that morning. A first read of the FY25 Budget is scheduled for the February 8, 2024 Board of Directors meeting.

APPROVED 2/8/2024

Facilities Update

Dr. Lincoln Lynch III provided an update on various BICO facilities including the Central Office, Summit Educational Center and Mansion Drive.

2140 Providence Highway - Lease Reassignment (Vote Required)

In July, 2023, the property located at 2140 Providence Highway, Walpole home to the BICO Summit Educational Center, transferred ownership from Ellen Rosenfeld to STWO Realty LLC. The lease has been updated to reflect the new ownership, all other terms have remained. Motion by Dr. Berdos, seconded by Dr. McIntyre, to approve the Lease Reassignment. The vote to approve was unanimous.

Other

Routine Matters

Approval of Payroll Warrants

Approval of Bill Warrants

Adjourn

Motion by Dr. McIntyre, seconded by Mr. Giguere, to adjourn the open meeting at 10:19 a.m. The motion passed unanimously.