



Jeanne Sullivan, Executive Director

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Board of Directors Meeting
March 21, 2024

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
Ms. Karen Crebase, Hopedale
Dr. Rich Drolet, King Philip
Ms. Teresa Murphy, Mansfield
Dr. John Antonucci, North Attleboro
Ms. Jennifer Parson, Plainville
Ms. Rebecca Kidwell, Seekonk
Mr. John Robidoux, Swansea
Dr. Michael Baldassarre, Uxbridge
Dr. Allan Cameron, Wrentham

Absent: Dr. Lisha Cabral, Easton
Dr. Amy Berdos, Foxborough
Mr. Lucas Giguere, Franklin
Dr. Kevin McIntyre, Milford
Dr. Ingrid Allardi, Norfolk
Dr. Jennifer O'Neill, Norton
Dr. Karen Maguire, Tri-County
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
Laurie Cunningham, Director of Clinical Services
Dr. Lincoln Lynch III, Project Manager
Mr. Joseph Meichelbeck, Treasurer
Ms. Anna Jewell, Executive Assistant

Dr. Marano called the meeting to order at 9:08 a.m.

Action Matters

Approval of Board Minutes from February 8, 2024 (Vote Required)

Motion by Dr. Cameron, seconded by Dr. Drolet, to approve the regular session board meeting minutes dated February 8, 2024. The vote to approve was unanimous.

Approval of Budget Subcommittee Minutes from February 28, 2024 (Vote Required)

Motion by Dr. Cameron, seconded by Dr. Drolet, to approve the Budget subcommittee meeting minutes dated February 28, 2024. The vote to approve was unanimous.

APPROVED 4/11/2024

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

Motion by Mr. Robidoux, seconded by Ms. Parson, to approve Employee Appointments/Resignations/Leaves of Absences as written. The vote to approve was unanimous.

Referral Process/ Enrollment Update

Jeanne Sullivan and Julie O'Connor presented on referrals and enrollment. Enrollment was 192 students which included 178 Placements and 14 IAES/45 Day Assessments. 116 of the students enrolled are from member districts and the remaining 76 are from non-member districts. There have been 161 referrals to date. There are 25 open referrals.

FY24 Budget Update

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

FY25 Budget - Second Read

The Budget Subcommittee met on February 28, 2024 to review the revised proposal for the FY25 budget.

A summary of the FY25 Revised Budget Proposal that has been endorsed by the Budget Subcommittee is below:

- ❖ Target number of students is 195 with an FTE of 187 students
- ❖ Tuition and service fees increase by 3%
- ❖ COLA of 2.5% represents the average COLA of our member districts
- ❖ Proposed Operating Budget of \$16,302,881 is balanced
- ❖ The budget for the Capital Improvement Plan has been removed from the FY25 Operating Budget and will be reported separately.

Motion by Dr. Drolet, seconded by Dr. DeFalco, to approve the FY25 Budget. The vote to approve was unanimous.

Motion by Ms. Murphy, seconded by Ms. Parson, to approve the FY25 Capital Improvement Plan budget. The vote to approve was unanimous.

Acceptance of Donations

A Rifton Activity Chair and Mygo Leckey Supine stander Size # 1 were donated for use in our PDLP and EDLP Programs located in Mansfield by Dawn Buono. These items have a value of approximately \$9,602.00

Motion by Dr. Drolet, seconded by Mr. Robidoux, to accept the donations. The vote to approve was unanimous.

Routine Matters

Approval of Payroll Warrants

Approval of Bill Warrants

Adjourn

Motion by Dr. Allardi, seconded by Dr. Drolet, to adjourn the open meeting at 9:43 a.m. The motion passed unanimously.