



Bi-County Collaborative
Making It Possible

Jeanne Sullivan M. Ed., Executive Director

111 Robbins Road, Walpole, MA 02081
Tel: 508.520.1998 • Fax: 508.520-1445
www.bicounty.org

Board of Directors Meeting
May 9, 2024

Meeting was held in person at the BICO Central Office.

Members

In attendance:

Mr. David Sawyer, Attleboro
Dr. Peter Marano, Bellingham
Dr. Lisha Cabral, Easton
Dr. Amy Berdos, Foxborough
Mr. Lucas Giguere, Franklin
Ms. Karen Crebase, Hopedale
Dr. Rich Drolet, King Philip
Ms. Teresa Murphy, Mansfield
Dr. Kevin McIntyre, Milford
Dr. Ingrid Allardi, Norfolk
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. Bridget Gough, Walpole
Dr. Allan Cameron, Wrentham

Absent:

Dr. Jason DeFalco, Blackstone-Millville
Mr. John Robidoux, Swansea

Present:

Ms. Jeanne Sullivan, Executive Director
Dr. Lincoln Lynch III, Interim Director of Finance and Operations
Mr. Joseph Meichelbeck, Treasurer
Ms. Holly Buttrick, Budget Manager
Ms. Julie O'Connor, Director of Student Services
Ms. Laurie Cunningham, Director of Clinical Services
Ms. Anna Jewell, Executive Assistant
Various Members of the BICO Leadership and Staff

Mr. Marano called the meeting to order at 9:01 a.m.

Action Matters

Approval of Board Minutes from April 11, 2024

Motion by Dr. Gough, seconded by Dr. McIntyre to approve the regular session board meeting minutes dated April 11, 2024. The roll call vote to approve was unanimous. Dr. Baldassarre was not present to vote.

Employee Appointments/Resignations/Leaves of Absence

Motion by Dr. Cameron, seconded by Dr. Cabral, to approve Employee Appointments/Resignations/Leaves of Absences as written. The roll call vote to approve was unanimous. Dr. Baldassarre was not present to vote.

FY24 Budget Revision

Ms. Holly Buttrick presented to the Board preliminary budget revisions for the FY24 budget. The proposal reflected an increase in the FY24 Operating Budget revenue and an increase in FY24 Operating Budget expenses. Motion by Ms. Murphy, seconded by Dr. Cameron, to approve the FY24 Budget Revision as written. The roll call vote to approve was unanimous. Dr. Baldassarre was not present to vote.

Acceptance of Grants

Per Section VII of the Collaborative Agreement, “The Board may, by majority vote, apply for and accept gifts, grants, or contributions from governmental and private sources, whether in cash or in kind.”

FY24 - Grant FC 0274 IEP - Grant Award Total - \$11,806

FY24 - Grant FC 161 Evaluate and Select High-Quality Instructional Materials Implementation Network Support - Grant Award Total - \$52,190

FY24 - Recovery Initiative for Chronic Absenteeism Grant - Grant Award Total - \$10,000

FY24 - Grant FC 213 Strategies to Reduce or Eliminate the Use of Time-Out Rooms - \$75,000

FY24 - Grant FC 525 Development & Expansion of High Quality Summer Learning - \$100,000

Motion by Dr. Berdos, seconded by Dr. O’Neill, to accept the FY24 Grants. The roll call vote to approve was unanimous. Dr. Baldassarre was not present to vote.

Executive Director Annual Evaluation

Ms. Jeanne Sullicvan met with the Evaluation Subcommittee on May 9, 2024 to review and discuss her FY24 Evaluation. Jeanne Sullivan’s overall rating was proficient. The comments reflected by the members encompassed her strengths on leading BICO successfully through a thoughtful budget process by stabilizing enrollment and the budget. Her strong communication skills have provided the Board and other BICO stakeholders with updates. Dr. Marano reviewed the goals that the Board of Directors have set forth for Jeanne. These goals include continuing to stabilize the collaboratives finances as well as working with member districts to offer programming consistent with students’ needs. Motion by Dr. Cameron, seconded by Dr. Maguire, to approve the Executive Director’s Evaluation. The roll call vote to approve was unanimous. Dr. Antonucci was not present to vote.

Informational Matters

FY23 Referral / Enrollment Update

Ms. Julie O’Connor and Ms. Laurie Cunningham provided an update on enrollment and referrals.

APPROVED 09/12/2024

Facilities Update

Dr. Lynch presented the board with the updates in regards to BICO's new space at the Johnson School in Walpole, MA. Staff and family open house was held on Wednesday, April 17th. The movers have been hired. He provided updates to HVAC, move timelines, architect meetings, etc.

2024-2025 Board Appointment

As required by Chapter 43, all Board members need to be annually appointed to the Collaborative Board of Directors.

2024-2025 Board Meeting Dates

The Board was presented with the 2024-2025 Board meeting dates.

Routine Matters

Approval of Payroll Warrants

Approval of Bill Warrants

Adjourn

Motion by Dr. Drolet, seconded by Dr. Cabral, to adjourn the open meeting at 9:49 a.m. The motion passed unanimously.