



Bi-County Collaborative
Making It Possible

Jeanne Sullivan M. Ed., Executive Director

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Board of Directors Meeting
September 12, 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
Dr. Lisha Cabral, Easton
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. Bridget Gough, Walpole
Dr. Allan Cameron, Wrentham

Absent:

Dr. Rich Drolet, King Philip
Dr. Ingrid Allardi, Norfolk
Mr. Scott Holcomb, Swansea
Dr. Karen Maguire, Tri-County
Dr. Michael Baldassarre, Uxbridge
Ms. Holly Buttrick, Director of Finance and Operations

Present:

Ms. Jeanne Sullivan, Executive Director
Dr. Lincoln Lynch III, Project Manager
Mr. Joseph Meichelbeck, Treasurer
Ms. Julie O'Connor, Director of Student Services
Ms. Laurie Cunningham, Director of Clinical Services
Ms. Anna Jewell, Executive Assistant

Mr. Marano called the meeting to order at 9:06 a.m.

Action Matters

Welcome to New Members

Mr. Scott Holcomb, Swansea School District

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.

APPROVED 10/17/2024

Board Reorganization (Vote Required)

The BICO Collaborative Agreement States: “The Board shall annually organize itself by electing a Chairperson and Vice-Chairperson by a majority vote of the Board members present at the first Board meeting of the year. The Chairperson, by vote of the Board, may appoint such subcommittees or advisory or operating committees of the Board as will facilitate the work of the Board.” (DESE Agreement for Bi-County Educational Collaborative, p. 3 Section IV F.)

The Board nominated Dr. Amy Berdos as Chairperson and Ms. Jennifer Parson as Vice-Chairperson. Motion by Dr. DeFalco, seconded by Mr. Giguere, to elect Dr. Amy Berdos as Chairperson. Motion by Dr. Cameron, seconded by Dr. McIntyre, to elect Ms. Jennifer Parson as Vice-Chairperson. The vote to approve was unanimous.

2024-2025 Sub-Committees

Budget Sub-Committee

Dr. Amy Berdos
Dr. Peter Marano
Dr. Jason DeFalco
Dr. John Antonucci
Dr. Allan Cameron
Ms. Jeanne Sullivan
Dr. Lincoln Lynch III
Ms. Holly Buttrick

Dr. Bridget Gough
Dr. John Antonucci
Ms. Jennifer Parson
Dr. Jennifer O’Neill
Ms. Jeanne Sullivan
Dr. Lincoln Lynch III
Ms. Holly Buttrick

Evaluation Sub-Committee

Dr. Amy Berdos
Ms. Jennifer Parson
Dr. Kevin McIntyre
Dr. Lisha Cabral

Facilities Sub-Committee

Dr. Amy Berdos
Dr. Lisha Cabral

Approval of Board Minutes from May 9, 2024 (Vote Required)

Motion by Dr. Cameron, seconded by Dr. Marano, to approve the regular session board meeting minutes dated May 9, 2024. The vote to approve was unanimous.

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

Motion by Dr. Cabral, seconded by Dr. O’Neill, to approve Employee Appointments/Resignations/Leaves of Absences as written. The vote to approve was unanimous.

Opening of School Report

Jeanne presented the Board with an Opening of School Report. BICO Staff Welcome Back Day was held on August 26, 2024 at the new BICO location - Johnson School in Walpole. The theme was “*Building a Caring & Supportive Community.*” There was a full staff meeting, introduction to a new system and Professional Learning Sessions. On August 27, 2024, BICO staff reconvened in their programs for Individual Program Meetings, Teacher and Paraprofessional Review of Student IEPs, Vector Mandated Trainings, Program Tours and Student Visits.

Referral Process/ Enrollment Update

Jeanne Sullivan, Julie O’Connor and Laurie Cunningham presented on referrals and enrollment. At the start of the 2024-2025 school year, enrollment was 170 students which included 157 Placements and 13 IAES/45 Day Assessments. 109 of the students enrolled are from member districts and the remaining 61 are from non-member districts.

Financial Update (Information Only)

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APPROVED 10/17/2024

Dr. Lincoln Lynch III provided the Board of Directors with the Financial Update. The financial audit is scheduled to be presented at the October 17, 2024 board meeting.

Treasurer Evaluation (Vote Required)

As required in the regulations at 603 CMR 50.06, the Board of Directors will annually evaluate the performance and effectiveness of the Treasurer. Enclosed please find Mr. Meichelbeck's evaluation for 7/1/2023-6/30/2024 completed by Board Chair, Dr. Peter Marano with input from Mrs. Jeanne Sullivan, Executive Director; Dr. Lincoln Lynch, Project Manager and Ms. Holly Buttrick, Director of Finance and Operations. Motion by Dr. Cameron, seconded by Dr. Marano, to approve the Treasurer Evaluation as written. The vote to approve was unanimous.

Attorney Selection (Vote Required)

On August 9, 2024 BICO was notified that Leigh Mello, Attorney from Nuttall MacAvoy and Joyce was leaving her firm on August 23, 2024. Jeanne sent out a request to Board Members to form a small attorney search subcommittee. Dr. Baldassare, Dr. Berdos and Dr. Allardi volunteered to help with the search for a new attorney. Inquiries were sent to Long, DiPietro and Gonzales, Russell Dupere, Dupere Law Offices and Bettina Toner, Krokidas & Bluestein LLP. Responses were received from Dupere Law Offices and Krokidas and Bluestein that they were open to further discussion with BICO about our needs. After meeting with both candidates, the subcommittee agreed that while both firms had the capacity to meet the needs of BICO, Dupere Law Offices offered a fee structure that was most beneficial to BICO. Motion by Dr. Cabral, seconded by Ms. Crebase, to accept the recommendation to work with Dupere Law Offices. The vote to approve was unanimous.

Facilities Update

Jeanne Sullivan and Dr. Lincoln Lynch III provided the Board with an update to various BICO facilities including the Plainville classrooms, Summit Educational Center and the Johnson School.

Executive Director Goals (Vote Required)

Jeanne Sullivan presented her Executive Director Annual Goals to the Board which focused on a Student Learning goal, Professional Practice goal and a Collaborative Culture/ Family Engagement goal. Motion by Ms. Crebase, seconded by Ms. Murphy, to approve the Executive Director Annual Goals. The vote to approve was unanimous.

Acceptance of Donations

Motion by Dr. Cameron, seconded by Dr. O'Neill, to accept a donation of 12,000 BTU portable air conditioning floor units donated by Paul Murphy, Director, Energy Efficient Investment, Inc, Canton, MA. The vote to approve was unanimous. Motion by Dr. Marano, seconded by Mr. Giguere, to accept a donation of a \$100 gift card from Roche Brothers in Westwood, MA. The vote to approve was unanimous. Motion by Ms. Murphy, seconded by Dr. Cabral, to accept the \$100 donation from Tracy Fennessy is in memory of her niece, a former Bi-County Collaborative student. The vote to accept was unanimous.

Other

Routine Matters

Approval of Payroll Warrants

Approval of Bill Warrants

Adjourn

APPROVED 10/17/2024

Motion by Dr. Cabral, seconded by Dr. McIntyre, to adjourn the open meeting at 10:07 a.m. The motion passed unanimously.