



Bi-County Collaborative
Making It Possible

Jeanne Sullivan M. Ed., Executive Director

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Board of Directors Meeting
February 6, 2025

Meeting was held remotely and broadcast live via:

<https://bicounty-org.zoom.us/j/84933399378?pwd=nMrhRHZJEFfIvj0oEAYTaXnvJZoGeh.1>

Members

In attendance:

Mr. David Sawyer, Attleboro
Dr. Peter Marano, Bellingham
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. John Antonucci, North Attleboro
Ms. Jennifer Parson, Plainville
Ms. Rebecca Kidwell, Seekonk
Mr. Scott Holcomb, Swansea
Dr. Karen Maguire, Tri-County
Dr. Karen Dwyer, Uxbridge
Dr. Bridget Gough, Walpole

Absent:

Dr. Jason DeFalco, Blackstone-Millville
Dr. Lisha Cabral, Easton
Dr. Ingrid Allardi, Norfolk
Dr. Jennifer O'Neill, Norton
Dr. Allan Cameron, Wrentham

Present:

Ms. Jeanne Sullivan, Executive Director
Ms. Holly Buttrick, Director of Finance and Operations
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

Dr. Berdos called the meeting to order at 9:04 a.m.

Action Matters

Approval of Board Minutes from December 12, 2024 (Vote Required)

Motion by Dr. Gough, seconded by Dr. McIntyre, to approve the regular session board meeting minutes dated December 12, 2024. The roll call vote to approve was unanimous. Dr. Maguire and Dr. Dwyer were not present to vote.

Approval of Budget Subcommittee Minutes from January 15, 2025 (Vote Required)

Motion by Dr. McIntyre, seconded by Dr. Marano, to approve the Budget subcommittee meeting minutes dated January 15, 2025. The roll call vote to approve was unanimous. Dr. Maguire and Dr. Dwyer were not present to vote.

Approval of Budget Subcommittee Minutes from January 28, 2025 (Vote Required)

Motion by Dr. McIntyre, seconded by Dr. Marano, to approve the Budget subcommittee meeting minutes dated January 28, 2025. The roll call vote to approve was unanimous. Dr. Maguire and Dr. Dwyer were not present to vote.

Approval of Budget Subcommittee Minutes from February 4, 2025 (Vote Required)

Motion by Dr. McIntyre, seconded by Mr. Giguere, to approve the Budget subcommittee meeting minutes dated February 4, 2025. The roll call vote to approve was unanimous. Dr. Maguire and Dr. Dwyer were not present to vote.

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

Motion by Dr. Marano, seconded by Dr. Drolet, to approve Employee Appointments/Resignations/Leaves of Absences as written. The roll call vote to approve was unanimous. Dr. Maguire and Dr. Dwyer were not present to vote.

Acceptance of Donation

Motion by Ms. Parson, seconded by Mr. Giguere, to accept the 5 ft Bean Bag Chair (valued at \$109.99) donated to the LRTC 18+ classroom by Donald and Elizabeth Scott.. The roll call vote to approve was unanimous. Dr. Maguire and Dr. Dwyer were not present to vote.

Referral Process/ Enrollment Update

Jeanne Sullivan, Julie O'Connor and Laurie Cunningham presented on referrals and enrollment. Current enrollment was 180 students which included 173 Placements and 7 IAES/45 Day Assessments. 113 of the students enrolled were from member districts and the remaining 67 were from non-member districts.

Financial Update

Ms. Holly Buttrick provided the Board of Directors with the FY25 Financial Update which included the FY25 Operating Budget Financial Summary and the FY25 Capital Fund Summary.

FY26 Budget - First Read

The Budget Subcommittee met on January 15, January 28 and February 4, 2025 to review the financial status of BICO and develop a proposal for the FY26 budget. The following was proposed:

- Target number of students is 191 or 183.15 FTE
- Tuition and service fees increase by 6%
- COLA of 3% represents the average COLA of our member districts
- Proposed Operating Budget of \$17,174,888 is balanced

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 3/13/2025

- Host school lease rate increase 9% FY26, 9% FY27 & 9% FY28 with ongoing annual reviews FY29 forward

Facilities Update

Jeanne Sullivan and Dr. Lincoln Lynch III provided the Board with an update in regards to the close out at 2140 Providence Highway. Jeanne also let the Board know that BICO is looking for host space to relocate the AMS program which is currently housed in Franklin.

Other

Routine Matters

Approval of Payroll Warrants

Approval of Bill Warrants

Adjourn

Motion by Mr. Giguere, seconded by Dr. Maguire, to adjourn the open meeting at 10:06 a.m. The roll call vote to approve was unanimous. Dr. Antonucci was not present to vote.