



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
April 10, 2025

Members

In attendance:

- Mr. David Sawyer, Attleboro
- Dr. Peter Marano, Bellingham
- Dr. Jason DeFalco, Blackstone-Millville
- Dr. Lisha Cabral, Easton
- Dr. Amy Berdos, Foxborough
- Ms. Karen Crebase, Hopedale
- Dr. Rich Drolet, King Philip
- Dr. Kevin McIntyre, Milford
- Dr. Ingrid Allardi, Norfolk
- Dr. John Antonucci, North Attleboro
- Dr. Jennifer Parson, Plainville
- Ms. Rebecca Kidwell, Seekonk
- Mr. Scott Holcomb, Swansea
- Dr. Karen Maguire, Tri-County
- Dr. Bridget Gough, Walpole
- Dr. Allan Cameron, Wrentham

Absent:

- Mr. Lucas Giguere, Franklin
- Ms. Teresa Murphy, Mansfield
- Dr. Jennifer O'Neill, Norton
- Dr. Karen Dwyer, Uxbridge

Present:

- Ms. Jeanne Sullivan, Executive Director
- Ms. Holly Buttrick, Director of Finance and Operations
- Dr. Lincoln Lynch III, Project Manager
- Ms. Julie O'Connor, Director of Student Services
- Ms. Laurie Cunningham, Director of Clinical Services
- Mr. Benjamin Giuffrida, Principal/ Program Director
- Ms. Anna Jewell, Executive Assistant

Dr. Berdos called the meeting to order at 9:03 a.m.

Action Matters

Approval of Board Minutes from March 13, 2025 (Vote Required)

Motion by Dr. McIntyre, seconded by Dr. Allardi, to approve the regular session board meeting minutes dated March 13, 2025. The vote to approve was unanimous. Dr. Cabral and Dr. Maguire were not present to vote.

APPROVED 5/15/2025

Approval of Facilities Subcommittee Minutes from April 7, 2025 (Vote Required)

Motion by Dr. Gough, seconded by Dr. Cameron, to approve the Facilities Subcommittee meeting minutes dated April 7, 2025. The vote to approve was unanimous. Dr. Cabral and Dr. Maguire were not present to vote.

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

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

Referral Process/ Enrollment Update

Julie O'Connor and Laurie Cunningham presented on referrals and enrollment. Current enrollment was 179 students which included 169 Placements and 10 IAES/45 Day Assessments. 114.5 of the students enrolled were from member districts and the remaining 64.5 were from non-member districts.

Facilities Update

Jeanne updated the Board on the relocation of AMS. BICO Administrators toured all locations and narrowed it down to Easton or Seekonk. Classroom staff visited the two sites to tour each space. After review of sending districts of students and feedback from staff, Easton Middle School was selected as the best fit. The move will take place at the end of the year.

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.

FY25 \$100K Transfer to Capital (Vote Required)

For more than a year, BICO has been exploring solutions for the installation of air conditioning classrooms on the second floor of Johnson School. As with most construction projects, costs have escalated over the past few years due to material expenses, as well as high demand, and the ever present Prevailing Wage rates for Massachusetts public schools. They requested a vote to approve a transfer of \$100,000 from the FY25 General Fund to the FY25 Capital Fund to cover the cost of installation. Motion by Mr. Holcomb, seconded by Dr. Cabral, to approve the transfer of \$100K from the FY25 General Fund to the FY25 Capital Fund. The vote to approve was unanimous.

FY26 Capital Budget

Jeanne Sullivan and Holly Buttrick reviewed the FY26 Capital Budget as was proposed on March 13, 2025. Motion by Dr. Allardi, seconded by Ms. Crebase, to approve the FY26 Capital Budget as proposed. The vote to approve was unanimous.

Student Handbook Revisions (Vote Required)

BICO Summit Principal and Program Director Benjamin Giuffrida presented the Board with updates that BICO has made to the student handbook. These updates included procedures governing make-up work and absences and the impact on grading. Motion by Dr. Cameron, seconded by Dr. Drolet, to approve the updates to the student handbook. The vote to approve was unanimous.

Update on Executive Director 24-25 Goals

Jeanne Sullivan provided the Board of Directors with a detailed update on her 2024-2025 Executive Director Goals which included focus on Student Learning, Professional Practice, Collaborative Culture and BICO Operations.

APPROVED 5/15/2025

Other

Routine Matters

Approval of Payroll Warrants

Approval of Bill Warrants

Adjourn

Motion by Dr. McIntyre, seconded by Dr. Cabral, to adjourn the open meeting at 10:04 a.m. The roll call vote to approve was unanimous. Dr. Antonucci was not present to vote.