

**Valley Collaborative Board of Directors
General Session Meeting Minutes
April 28, 2022
10:00 a.m. – 10:38 a.m.
25 Linnell Circle, Billerica, MA**

Board Members Present: Mr. Timothy Piwowar, Mr. Brad Morgan, Dr. Christopher Chew, Dr. Laura Chesson, Dr. Jay Lang, Mr. Steven Stone, Dr. Denise Pigeon, Dr. Michael Flanagan, Ms. Brenda Theriault-Regan

Board Members Absent: None

Collaborative Representatives Present: Dr. Chris Scott, Executive Director; Mr. James George, Collaborative Accountant; Ms. Heidi Kriger, Treasurer; Senior Leadership Team

Also Present: Thomas Lent, Barrow Weatherhead Lent LLP

Call to Order: Mr. Timothy Piwowar, Chairman, convened the Collaborative Board Meeting at 10:00 a.m.

Mr. Piwowar welcomed all in attendance and acknowledged the newest Board member, Ms. Brenda Theriault-Regan.

Approval of Minutes

Mr. Timothy Piwowar requested the Board to review the meeting minutes made available for review and asked for a motion relating to the minutes.

On a motion made by Mr. Steven Stone and seconded by Dr. Laura Chesson, a quorum of voters being present, it was voted:

VOTED: To approve the General Session Meeting Minutes for the Board of Directors dated January 13, 2022.

The vote was 8-0-1. Yes: Mr. Timothy Piwowar, Mr. Brad Morgan, Dr. Christopher Chew, Dr. Laura Chesson, Dr. Jay Lang, Mr. Steven Stone, Dr. Denise Pigeon, Michael Flanagan. Brenda Theriault-Regan abstained.

On a motion made by Dr. Denise Pigeon and seconded by Dr. Jay Lang, a quorum of voters being present, it was voted:

VOTED: To approve the General Session and Executive Session Meeting Minutes for the Executive Committee of Board of Directors dated January 26, 2022, February 2, 2022 and March 16, 2022.

The vote was 3-0-1. Yes: Mr. Timothy Piwowar, Dr. Jay Lang, Dr. Denise Pigeon. Dr. Michael Flanagan abstained.

Making a Difference Awards

Dr. Scott, Collaborative Staff and the Board recognized and acknowledged the Students and Staff of the Month.

Financial Update

Executive Director's Report

Dr. Scott directed the Board to the financial update memo and documents contained within the Board meeting materials. Dr. Scott reviewed the revenues, expenses, budget and enrollment of the Collaborative through February 2022. There was no further discussion.

Treasurer's Report

Ms. Heidi Kriger, the Collaborative Treasurer, provided the Board with her report which covered the months through March 2022. Ms. Kriger provided a verbal summary of her report, including available balances, transfers, withdrawals, interest income and ending balances. She also reviewed the OPEB Trust financial information and balances and PARS statements. A written summary report was contained within the Board materials. There was no further discussion.

On a motion made by Mr. Steven Stone and seconded by Dr. Michael Flanagan, a quorum of voters being present, it was voted:

VOTED: That the Board of Directors accepts the report of the Collaborative Treasurer, as presented at this meeting, and requests that a copy of the report be filed and maintained at the Collaborative.

The vote was 9-0. Yes: Mr. Timothy Piwowar, Dr. Christopher Chew, Dr. Laura Chesson, Dr. Jay Lang, Mr. Steven Stone, Dr. Denise Pigeon, Mr. Christopher Malone, Dr. Michael Flanagan, Ms. Brenda Theriault-Regan.

11 Executive Park Drive Update

Dr. Scott provided the Board with an update regarding the leased premises at 11 Executive Park Drive and directed the Board to the memo with the Board materials. She expressed her appreciation for the Executive Committee's support and the numerous benefits that the space will provide the Adult Services Program. There was no further discussion.

Lease of Real Property: 25 Linnell Circle, Billerica, MA

Mr. Piwowar stated for the record that the Board would not enter into Executive Session to discuss the proposed lease extension at 25 Linnell Circle as there would be no compromise of the Collaborative's negotiating position by having the deliberation in General Session. He requested Dr. Scott to continue with her presentation.

Dr. Scott directed the Board to her memo within the Board materials that outlined the proposed terms, condition and rental rates for a three-year extension of the lease at 25 Linnell Circle with the Middlesex County Retirement System. Dr. Scott reviewed the planned use of the space and the rental rates for Fiscal Years 2023 through 2025.

On a motion made by Mr. Steven Stone and seconded by Dr. Denise Pigeon, a quorum of voters being present, it was voted:

VOTED: That the Board of Directors authorizes the Executive Director to finalize and execute, on behalf of the Board of Directors, a lease extension agreement with the Middlesex County Retirement System, under the substantive terms and conditions presented at this meeting.

The vote was 9-0. Yes: Mr. Timothy Piwowar, Dr. Christopher Chew, Dr. Laura Chesson, Dr. Jay Lang, Mr. Steven Stone, Dr. Denise Pigeon, Mr. Christopher Malone, Dr. Michael Flanagan, Ms. Brenda Theriault-Regan.

Coordinated Program Review (CPR) and ELE Coordinated Program Review Results

Dr. Scott directed the Board to her separate memos with the Board materials. Dr. Scott explained that the Collaborative was informed by the DESE Specialized Program Liaison that from her perspective the Collaborative had received an "A+" with no adverse findings with respect to the Coordinated Program review by the Department of Elementary and Secondary Education. Similarly, the Collaborative received 100% on its first Tiered Focused Monitoring review with respect to the ELE Coordinated Program. The Board expressed its appreciation for the contributions and efforts made by the Collaborative staff and acknowledged the great results.

Covid-19 Update

Lead Nurse Jessica Scalzi provided an update with respect to Covid-19 matters. There was no further discussion.

Communications

Dr. Scott directed the Board to the communications contained within the Board materials. There was no further discussion.

On a motion made by Mr. Steven Stone and seconded by Dr. Jay Lang, a quorum of voters being present, it was voted:

VOTED: To adjourn the Board meeting.

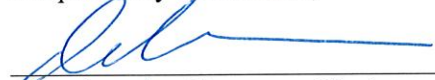
The vote was 9-0. Yes: Mr. Timothy Piwowar, Dr. Christopher Chew, Dr. Laura Chesson, Dr. Jay Lang, Mr. Steven Stone, Dr. Denise Pigeon, Mr. Christopher Malone, Dr. Michael Flanagan, Ms. Brenda Theriault-Regan.

Mr. Timothy Piwowar adjourned the Collaborative Board Meeting at 10:38 a.m.

LIST OF DOCUMENTS USED, DISTRIBUTED AND REVIEWED AT THIS MEETING:

- School Year 2021-2022 Electronic Board Binder for Board Meeting, April 28, 2022

Respectfully Submitted,



Mr. Timothy Piwowar, Chairman

Dated: 6/9/2022