**Valley Collaborative Board of Directors**
**Annual Stakeholders' Meeting**
**General Session Meeting Minutes**
**January 9, 2025**
**10:11 a.m. – 11:22 a.m.**
**11 Executive Park, N. Billerica, MA**

**Board Members Present:** Dr. Jay Lang, Dr. Denise Pigeon, Dr. Michael Flanagan, Dr. Kerry Clery, Dr. Christopher Chew, Ms. Brenda Theriault-Regan, Mr. Steven Stone, Dr. Geoff Bruno, Mr. Brad Morgan

**Collaborative Representatives Present:** Dr. Chris Scott, Executive Director; Ms. Heidi Kriger, Treasurer; Members of the Collaborative Senior Leadership Team

**Also Present:** Thomas Lent, Barrow Lent LLP

**Call to Order: Dr. Jay Lang, Chairman, convened the Collaborative Board Meeting at 10:11 a.m. and requested that the record indicate that Mr. Brad Morgan was participating in the Board Meeting remotely. Dr. Lang conducted roll call attendance of all Board Members.**

Dr. Lang and Dr. Chris Scott welcomed all in attendance and introduced all participants and presenters at the Annual Shareholders' Meeting.

Acknowledgements of the Students, Individuals and Staff of the Month

Dr. Scott and Members of the Collaborative Leadership team introduced and acknowledged the students, individuals and staff of the month and the student presentations.

**Approval of Minutes**

Dr. Jay Lang 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 Dr. Michael Flanagan, and seconded by Dr. Christopher Chew, a quorum of voters being present, it was voted by roll call vote:

**VOTED: To approve the General Session Meeting Minutes for the Board of Directors dated December 12, 2024.**

The vote was 8-0-1. Yes: Dr. Denise Pigeon, Dr. Michael Flanagan, Dr. Kerry Clery, Dr. Christopher Chew, Ms. Brenda Theriault-Regan, Mr. Steven Stone, Dr. Geoff Bruno, Mr. Brad Morgan. Dr. Jay Lang abstained.

**Fiscal Year 2026 Budget**

Dr. Scott reviewed with the Board the proposed budget for fiscal year 2026, which had been reviewed and discussed previously by the Board at its prior meeting. She again reviewed with the Board the Fiscal Year 2026 Budget Presentation Memo, a copy of which was contained within the Board materials and which had been updated since the December 12, 2024 meeting. The Board discussed the proposed tuition and fee-for-services increase, the cost-of-living adjustment, and enrollment. Dr. Lang asked for a motion relating to the proposed budget.

On a motion made by Dr. Kerry Clery, and seconded by Mr. Steven Stone, a quorum being present, it was voted by roll call vote:

**VOTED:** **That the Board of Directors approves the Fiscal Year 2026 Budget, including an Operating Expense Budget for the Collaborative in the amount of $27,157,015 as presented and recommended by the Executive Director; and requests that the Treasurer certify and transmit the budget for Fiscal Year 2026 to each member district by no later than February 1, 2025.**

The vote was 9-0. Yes: Dr. Jay Lang, Dr. Denise Pigeon, Dr. Michael Flanagan, Dr. Kerry Clery, Dr. Christopher Chew, Ms. Brenda Theriault-Regan, Mr. Steven Stone, Dr. Geoff Bruno, Mr. Brad Morgan.

On a motion made by Ms. Brenda Theriault-Regan, and seconded by Dr. Michael Flanagan, a quorum being present, it was voted by roll call vote:

**VOTED:** **That the Board of Directors accepts and approves the tuition rates and fees-for-services for member districts for Fiscal Year 2026 as presented; and requests that the Treasurer certify and transmit the tuition rates and fees-for-services for Fiscal Year 2026 to each member district by no later than February 1, 2025.**

The vote was 9-0. Yes: Dr. Jay Lang, Dr. Denise Pigeon, Dr. Michael Flanagan, Dr. Kerry Clery, Dr. Christopher Chew, Ms. Brenda Theriault-Regan, Mr. Steven Stone, Dr. Geoff Bruno, Mr. Brad Morgan.

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

**VOTED:** **That the Board of Directors accepts and approves the assessment of surcharges on tuition rates and fees-for-services on non-member districts based on each student enrolled from a non-member district for Fiscal Year 2026 as presented and recommended by the Executive Director; and authorizes the Executive Director to publish the non-**

**member district tuition rates and fees-for services for Fiscal Year 2026.**

The vote was 9-0. Yes: Dr. Jay Lang, Dr. Denise Pigeon, Dr. Michael Flanagan, Dr. Kerry Clery, Dr. Christopher Chew, Ms. Brenda Theriault-Regan, Mr. Steven Stone, Dr. Geoff Bruno, Mr. Brad Morgan.

## Financial Update

Executive Director's Report and Fiscal Year 2025 Update

Dr. Scott reviewed the revenues, expenses, budget and enrollment for the School Year 2024-2025. Dr. Scott referred the Board to her Fiscal Year 2025 Budget memorandum within the Board materials which outlined the current revenue and expenses at the Collaborative and enrollment, operating expenses and vehicle/transportation expenses.

Treasurer's Report

Ms. Heidi Kriger, the Collaborative Treasurer, provided the Board with her report which covered the months through November 2024. 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 Dr. Michael Flanagan, and seconded by Ms. Brenda Theriault-Regan, a quorum of voters being present, it was voted by roll call vote:

**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: Dr. Jay Lang, Dr. Denise Pigeon, Dr. Michael Flanagan, Dr. Kerry Clery, Dr. Christopher Chew, Ms. Brenda Theriault-Regan, Mr. Steven Stone, Dr. Geoff Bruno, Mr. Brad Morgan.

## Lease Agreement with Middlesex County Retirement System

Dr. Scott directed the Board to her memorandum regarding the status of the lease agreement with the Middlesex County Retirement System, which recommended the termination of the agreement upon its terms in June 2025 and to discontinue any negotiations about a further extension of the lease agreement. Dr. Scott summarized for the Board that due to referenced variables and data, such as declining enrollment at the Middle School and High School, the costs that would be incurred to expand and modify the existing leased premises, and other permitting and cost barriers, coupled with the available space at other facilities, the Collaborative does not need the

use of the leased premises. Dr. Scott wished for the record to indicate, however, that the Collaborative appreciates the support from and relationship with the Middlesex County Retirement System, its Board and executives that it has shared for more than a decade.

On a motion made by Mr. Steven Stone, and seconded by Ms. Brenda Theriault-Regan, a quorum of voters being present, it was voted by roll call vote:

**VOTED: That the Board of Directors authorizes the Executive Director to provide notice to the Middlesex County Retirement System that the Lease Agreement, as amended, for 25 Linnell Circle, Billerica, MA will terminate upon its terms and the Collaborative does not seek to negotiate any further extensions of the agreement.**

The vote was 9-0. Yes: Dr. Jay Lang, Dr. Denise Pigeon, Dr. Michael Flanagan, Dr. Kerry Clery, Dr. Christopher Chew, Ms. Brenda Theriault-Regan, Mr. Steven Stone, Dr. Geoff Bruno, Mr. Brad Morgan.

[Mr. Steven Stone left the meeting at 11:01 a.m.]

**Academic Calendars**

Dr. Scott reviewed the proposed 2025-2026 Academic and Adult Services Calendars, with proposed Board Meeting dates.

On a motion made by Dr. Denise Pigeon, and seconded by Dr. Kerry Clery, a quorum being present, it was voted by roll call vote:

**VOTED: That the Board of Directors approves the academic calendars and the Board meeting dates for the 2025-2026 School Year as presented, and authorizes the Executive Director to post such dates on the Collaborative website.**

The vote was 8-0. Yes: Dr. Jay Lang, Dr. Denise Pigeon, Dr. Michael Flanagan, Dr. Kerry Clery, Dr. Christopher Chew, Ms. Brenda Theriault-Regan, Dr. Geoff Bruno, Mr. Brad Morgan.

**Fiscal Year 2024 Audit and Annual Report**

Dr. Scott referred the Board to the copies of the Fiscal Year 2024 Audit completed by Fritz DeGuglielmo and Annual Report. Dr. Scott also reported that copies were submitted to the state and circulated to the member districts. There was no further discussion.

**Valley Collaborative Program Updates**

Dr. Scott introduced separately Heather Mackay, Nick LeClair, Nicole Noska and Matthew Gentile, each of whom provided the Board with an update regarding their respective schools and/or programs. There was no further discussion.

**Quarterly Reports on Collaborative Business – Fiscal Year 2025 Second Quarter / Valley Collaborative Winter Newsletter**

Dr. Scott presented her memo on quarterly reports and newsletters directed to both Board members and member district school committees. The Board discussed.

**Communications**

Dr. Scott directed the Board to the communications contained within the Board materials, which she reviewed with the Board. There was no further discussion.

On a motion made by Dr. Michael Flanagan and seconded by Ms. Brenda Theriault-Regan, a quorum of voters being present, it was voted by roll call vote:

**VOTED: To adjourn the Board meeting.**

The vote was 8-0. Yes: Dr. Jay Lang, Dr. Denise Pigeon, Dr. Michael Flanagan, Dr. Kerry Clery, Dr. Christopher Chew, Ms. Brenda Theriault-Regan, Dr. Geoff Bruno, Mr. Brad Morgan.

**Dr. Jay Lang adjourned the Collaborative Board Meeting at 11:22 a.m.**

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

- School Year 2024-2025 Electronic Board Binder for Board Meeting, January 9, 2025

Respectfully Submitted,

Jay Lang

Dr. Jay Lang, Chairman
Dated: 6-12-2025