

**Valley Collaborative Board of Directors
General Session Meeting Minutes
June 12, 2025
10:06 a.m. – 11:29 a.m.
11 Executive Park Drive, N. Billerica, Massachusetts**

Board Members Present: Dr. Jay Lang, Dr. Denise Pigeon, Dr. Christopher Chew, Dr. Kerry Clery, Dr. Geoff Bruno

Board Members Absent:, Ms. Brenda Theriault-Regan, Dr. Michael Flanagan, Mr. Brad Morgan, Mr. Steven Stone

Collaborative Representatives Present: Dr. Chris Scott, Executive Director; Ms. Heidi Kriger, Treasurer; James A. George, Business Manager/Accountant; Members of the Collaborative Senior Leadership Team

Also Present: Thomas Lent, Barrow Lent LLP; Dr. Anthony Bent, Consultant for M.A.S.S. Association of School Superintendents; Lori Likus, Creative Coaching Consultant; Linda Balfour, Academy Facilitator, Office of Professional Learning

Call to Order: Dr. Jay Lang, Chairman, convened the Collaborative Board Meeting at 10:06 a.m.

Dr. Lang and Dr. Chris Scott welcomed all in attendance.

Making a Difference Awards

Dr. Scott and members of the Leadership Team presented the “Making A Difference Awards” to students, individual and staff. Dr. Scott presented the Community Partner Award Presentation. The Board, Dr. Anthony Bent and Dr. Scott presented the Annual Dr. Anthony Bent Leadership Award to Heather MacKay, Principal, Valley Elementary School.

Valley Collaborative Updates

Dr. Anthony Bent and Linda Balfour presented the survey and conclusions of the Professional Learning Update and Valley Collaborative Team Culture Analysis. Lori Likus presented the Valley Collaborative District Improvement Plan Update, a copy of which was within the Board Binder and which concluded the five-year district improvement plan. Dr. Scott presented the Member District Special Education Directors Satisfaction Survey, a copy of which was included within the Board Binder. There was no further discussion.

Communications

Dr. Scott directed the Board to the communications contained within the Board materials, including specifically the 2025-2029 Valley Collaborative Technology Plan and 25 Linnell Billerica Parking Request/Lease. There was no further discussion.

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. Christopher Chew and seconded by Dr. Geoff Bruno, a quorum of voters being present, it was voted:

VOTED: To approve the General Session Meeting Minutes for the Board of Directors dated January 9, 2025, as revised.

The vote was 5-0. Yes: Dr. Jay Lang, Dr. Denise Pigeon, Dr. Christopher Chew, Dr. Kerry Clery, Dr. Geoff Bruno

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

VOTED: To approve the General Session Meeting Minutes for the Board of Directors dated April 10, 2025.

The vote was 5-0. Yes: Dr. Jay Lang, Dr. Denise Pigeon, Dr. Christopher Chew, Dr. Kerry Clery, Dr. Geoff Bruno

Board Governance 2025-2026

Elect Board Chairperson

Dr. Jay Lang referenced the Collaborative Agreement that provides that the Board shall, annually during the final scheduled meeting of the school year, organize itself by electing a Chairperson and any other Board positions deemed appropriate by the Board. In addition, the Chairperson, with the majority vote of the Board, may appoint such committees and subcommittees of the Board. Dr. Jay Lang indicated his willingness to remain the Board Chairperson for the 2025-2026 School/Fiscal Year.

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

VOTED: That the Board of Directors nominates and elects Dr. Jay Lang to continue as the Chairperson of the Board of Directors.

The vote was 5-0. Yes: Dr. Jay Lang, Dr. Denise Pigeon, Dr. Christopher Chew, Dr. Kerry Clery, Dr. Geoff Bruno

Appoint/Re-appoint Committee Members

On a motion duly made by Dr. Christopher Chew and seconded by Dr. Kerry Clery, a quorum of voters being present, it was voted:

VOTED: That the Board of Directors approves the appointment of Dr. Jay Lang, Dr. Michael Flanagan, Dr. Denise Pigeon and Ms. Brenda Theriault-Regan as Members of Executive Committee for the Board of Directors for the 2025-2026 School Year.

The vote was 5-0. Yes: Dr. Jay Lang, Dr. Denise Pigeon, Dr. Christopher Chew, Dr. Kerry Clery, Dr. Geoff Bruno

Financial Update

Executive Director's Report

Dr. Scott directed the Board to the financial update memo contained within the Board meeting materials, which was prepared with the assistance of Mr. James George, the Collaborative's Business Manager/Accountant. Dr. Scott generally reviewed the Financials, the 4th Quarter projections and Fiscal Year 2025 conclusions. Dr. Scott reviewed the revenues, expenses, budget and enrollment. Dr. Scott summarized her recent discussions with PARS representatives, with the Collaborative's Treasurer Heidi Kriger. She further provided year-end projection figures for revenue and expenses within the year end summary. She also reviewed the projected cumulative surplus fund calculation, which would be reviewed further during the Board meeting in September 2024. The Board discussed.

Dr. Scott also reviewed with the Board the fiscal year 2024-2025 enrollment numbers throughout the School Year.

Executive Director's Evaluation

Dr. Jay Lang summarized the Executive Director's written evaluation by the Board of Directors highlighting the Executive Director's exemplary performance as applied to the metrics and the narratives submitted by Board members. Dr. Scott acknowledged the Collaborative staff.

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

VOTED: That the Board of Directors accepts the evaluation of the Collaborative Executive Director as presented at this meeting, and requests that a copy of the written evaluation be finalized and filed within her file maintained at the Collaborative.

The vote was 5-0. Yes: Dr. Jay Lang, Dr. Denise Pigeon, Dr. Christopher Chew,

Dr. Kerry Clery, Dr. Geoff Bruno

Business Manager (Accountant) Evaluation

Dr. Jay Lang referenced the Board's requirement to annually evaluate the performance and effectiveness of its business manager. Dr. Scott and Dr. Lang referenced the completed evaluation of Mr. Jim George within the Board materials. The Board and Dr. Scott recognized Mr. George. The Board discussed.

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

VOTED: That the Board of Directors accepts the evaluation of the Collaborative Business Manager/Accountant as presented at this meeting, and requests that a copy of the written evaluation be finalized and filed within his file maintained at the Collaborative.

The vote was 5-0. Yes: Dr. Jay Lang, Dr. Denise Pigeon, Dr. Christopher Chew, Dr. Kerry Clery, Dr. Geoff Bruno

Treasurer's Report/Evaluation/Contract

Ms. Heidi Kriger, the Collaborative Treasurer, provided the Board with her report which covered the months through May 2025. Ms. Kriger provided a verbal summary of her report, including available balances, transfers, withdrawals, interest income and ending balances. A written summary report was contained within the Board materials. There was no further discussion.

On a motion made by Dr. Denise Pigeon and seconded by Dr. Kerry Clery, 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 maintained at the Collaborative

The vote was 5-0. Yes: Dr. Jay Lang, Dr. Denise Pigeon, Dr. Christopher Chew, Dr. Kerry Clery, Dr. Geoff Bruno

Dr. Jay Lang referenced the Board's requirement to annually evaluate the Treasurer's performance and effectiveness. Dr. Scott summarized and referenced Ms. Kriger's completed evaluation contained within the Board material. The Board and Dr. Scott recognized Ms. Kriger. There was no further discussion.

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

VOTED: That the Board of Directors accepts the evaluation of the Collaborative Executive Director as presented at this meeting, and requests that a copy of the written evaluation be finalized and filed within her file maintained at the Collaborative.

The vote was 5-0. Yes: Dr. Jay Lang, Dr. Denise Pigeon, Dr. Christopher Chew, Dr. Kerry Clery, Dr. Geoff Bruno

On a motion made by Dr. Kerry Clery and seconded by Dr. Geoff Bruno, a quorum of voters being present, it was voted:

VOTED: That the Board of Directors authorizes the Chairman, to finalize and execute an agreement by and between the Collaborative and Ms. Heidi Kriger, as its Treasurer, for the 2025-2026 School Year with the term of the agreement to be July 1, 2025 through June 30, 2026.

The vote was 5-0. Yes: Dr. Jay Lang, Dr. Denise Pigeon, Dr. Christopher Chew, Dr. Kerry Clery, Dr. Geoff Bruno

Approval of 2025-2026 Employee Handbook

Dr. Scott referenced the employee handbook contained within the Board materials indicating that there were a singular substantive change relating to the Board's prior amendment the criteria for the OPEB Trust. There was no further discussion.

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

VOTED: That the Board of Directors approves the Employee Handbook in the substantive form presented at this meeting.

The vote was 5-0. Yes: Dr. Jay Lang, Dr. Denise Pigeon, Dr. Christopher Chew, Dr. Kerry Clery, Dr. Geoff Bruno

Approval of 2025-2026 Student & Family Handbook

Dr. Scott referenced the student and family handbook contained within the Board materials indicating that there were changes to the telephone and internet policies for the 2025-2026 School Year. There was no further discussion.

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

VOTED: That the Board of Directors approves the Student and Family Handbook in the substantive form presented at this meeting.

The vote was 5-0. Yes: Dr. Jay Lang, Dr. Denise Pigeon, Dr. Christopher Chew, Dr. Kerry Clery, Dr. Geoff Bruno

Surplus Furniture

Dr. Scott recommended to the Board that certain furniture be designated and disposed of as surplus to the Collaborative and requested that the Board vote to designate the items surplus. Dr. Scott presented the approximate fair market value of the items as described in more detail within the Board materials. The Board discussed.

On a motion made by Dr. Christopher Chew and seconded by Dr. Geoff Bruno, a quorum of voters being present, it was voted:

VOTED: The Board designates the Woodshop Tools identified and presented at this meeting as surplus and authorizes the Executive Director to offer such items to the member districts and, if necessary, afterwards to dispose of the items as the Executive Director deems in the best interest of the Collaborative.

The vote was 5-0. Yes: Dr. Jay Lang, Dr. Denise Pigeon, Dr. Christopher Chew, Dr. Kerry Clery, Dr. Geoff Bruno

Valley Program Updates

Dr. Scott introduced separately members of the Leadership Team, each of whom provided the Board with an update regarding their respective schools and/or programs. There was no further discussion.

On a motion made by Dr. Christopher Chew and seconded by Dr. Geoff Bruno, a quorum of voters being present, it was voted:

VOTED: To adjourn the Board meeting.

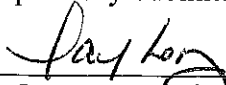
The vote was 5-0. Yes: Dr. Jay Lang, Dr. Denise Pigeon, Dr. Christopher Chew, Dr. Kerry Clery, Dr. Geoff Bruno

Dr. Jay Lang adjourned the Collaborative Board Meeting at 11:29 a.m.

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

- School Year 2024-2025 Electronic Board Binder Board Meeting, June 12, 2025

Respectfully Submitted,



Dr. Jay Lang, Chairman

Dated: 10-23-2025