Valley Collaborative Board of Directors
General Session Meeting Minutes
September 11, 2025
10:08 a.m. – 10:33 a.m.
11 Executive Park Drive, N. Billerica, Massachusetts

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

Board Members Absent: Mr. Steven Stone, Dr. Kerry Clery

Collaborative Representatives Present: Dr. Chris Scott, Executive Director; Ms. Heidi Kriger, Treasurer; James A. George, Business Manager/Accountant

Also Present: Thomas Lent, Barrow Lent LLP

Call to Order: Dr. Jay Lang, Chairman, convened the Collaborative Board Meeting at 10:08 a.m. and requested that the record indicate that the Board Meeting was being held remotely. Dr. Lang conducted roll call attendance of all Board Members participating remotely.

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

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. Denise Pigeon, 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 June 12, 2025.

The roll call vote was 4-0-3. Yes: Dr. Jay Lang, Dr. Denise Pigeon, Dr. Christopher Chew, Dr. Geoff Bruno. Abstain: Ms. Brenda Theriault-Regan, Dr. Michael Flanagan, Mr. Brad Morgan

Financial Update

Executive Director's Report

Dr. Scott directed the Board to the financial update memo contained within the Board meeting materials. Dr. Scott reviewed the revenues, expenses, budget and enrollment. Dr. Scott reviewed the PARS statements, copies of which were within the Board materials. She also reviewed the projected cumulative surplus fund calculation, which remains subject to audit, as provided by

James A. George, Business Manager/Accountant which would be reviewed further during the upcoming Board meetings. Dr. Scott also reviewed with the Board enrollment numbers and projections, which the Board discussed.

Treasurer's Report

Ms. Heidi Kriger, the Collaborative Treasurer, provided the Board with her report which covered the months through July 2025. Ms. Kriger provided a verbal summary of her report. 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 maintained at the Collaborative**

The roll call vote was 7-0. Yes: Dr. Jay Lang, Dr. Denise Pigeon, Dr. Christopher Chew, Dr. Geoff Bruno, Ms. Brenda Theriault-Regan, Dr. Michael Flanagan, Mr. Brad Morgan

25 Linnell Circle, Billerica: Parking Lot Lease

Dr. Scott directed the Board to her memorandum presenting the need for staff parking space at 25 Linnell Circle, Billerica. The lease agreement for space at 25 Linnell Circle, Billerica recently was not renewed or extended, but the Collaborative had discussed with the Executive Director of the Middlesex County Retirement Board System the continued use of the parking lot. As a result of these discussions, the Middlesex County Retirement Board had proposed a lease agreement which permitted the continued use of the parking lot through a 5-year lease agreement, effective July 1, 2025, at a rate of $1000/month to park 36 vehicles in the designated parking lot (which the Collaborative previously had improved by way of numbers and parking designations). Dr. Scott requested the Board to approve the proposed lease agreement, as summarized by Dr. Scott, within the Board materials and as set forth in the Memorandum of Understanding provided by the Middlesex County Retirement Board. The Board discussed.

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

VOTED: **That the Board of Directors authorizes the Executive Director to finalize and approve, on behalf of the Board of Directors, a lease agreement with the Middlesex County Retirement System for use of the parking lot at 25 Linnell Circle, Billerica, MA, under the substantive terms and conditions presented at this meeting, including the rental rates, and further authorizes the Executive Director to execute such lease agreement on behalf of the Board of Directors.**

The roll call vote was 7-0. Yes: Dr. Jay Lang, Dr. Denise Pigeon, Dr. Christopher Chew, Dr. Geoff Bruno, Ms. Brenda Theriault-Regan, Dr. Michael Flanagan, Mr. Brad Morgan

Quarterly Reports on Collaborative Business

Dr. Scott directed the Board to the quarterly reports on Collaborative business that were both in the Board materials and provided to the respective member districts. There was no further discussion.

Communications

Dr. Scott directed the Board to the communications which were provided within the Board materials for informational purposes. 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 by roll call vote:

VOTED: To adjourn the Board meeting.

The roll call vote was 7-0. Yes: Dr. Jay Lang, Dr. Denise Pigeon, Dr. Christopher Chew, Dr. Geoff Bruno, Ms. Brenda Theriault-Regan, Dr. Michael Flanagan, Mr. Brad Morgan

Dr. Jay Lang adjourned the Collaborative Board Meeting at 10:33 a.m.

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

- School Year 2025-2026 Electronic Board Binder Board Meeting, September 11, 2025

Respectfully Submitted,

Jay Lang

Dr. Jay Lang, Chairman
Dated: 10-23-2025