



PILGRIM AREA COLLABORATIVE

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Maureen Gaughan, Ed.D., Executive Director

Connecting SCHOOL – HOME – COMMUNITY

Board of Directors Meeting

November 30, 2016

I. OPENING

CALL TO ORDER: The meeting was called to order at 7:05 p.m. by Chairperson, Cassandra Hanson.

ROLL CALL:

Board Members Present

Halifax:	Ms. Cassandra Hanson	Silver Lake Reg.:	Mr. Jason Fraser
Kingston:	Ms. Sheila Vaughn	Stoughton:	Dr. Marguerite Rizzi
Plympton:	Mr. Jason Fraser	Whitman-Hanson Reg.:	Mr. Steven Bois (7:15 p.m.)

Board Members Absent

Duxbury, Marshfield, Plymouth

PAC Administration Present: Executive Director- Dr. Maureen Gaughan; Treasurer-Mr. Patrick Meagher; Recording Secretary-Ms. Becky Haugh

Visitors Present: Jenna Gillis, Teacher; Heather Nevulis, Counselor

II. CONSIDERATION of MINUTES

*MOTION by Fraser /SECOND by Rizzi to “approve the minutes of the regular meeting of October 26, 2016.”
FAVORED UNANIMOUSLY 5-0*

III. ACTION ITEMS

A. Budget Sub Committee Report – Amended Budget:

Dr. Gaughan gave a report from the last Budget Sub Committee meeting which was held on November 19, 2016. Items discussed included Speech Language Pathologist contracted services with Cape Cod Collaborative, classroom location updates, and that PAC would like to move forward with a Strategic Plan.

The amended budget was discussed and it was noted that the budget is based on 124 students and we currently have 119. The amended budget reflects changes to classrooms and staffing as well as strategic planning costs. Discussion was held. The collaborative always strives to keep any tuition increases to less than 5%. Next year’s budget may need to go over that amount to reflect the increased costs of running programs.

MOTION by Rizzi / SECOND by Vaughn to “accept the amended budget of \$7,537,922.82.” FAVORED UNANIMOUSLY 5-0.

B. 2016 Annual Collaborative Report:

The 2016 Annual Report was presented to the Board by Dr. Gaughan. Highlights included that we currently have 10 member districts and we service 35 towns in the region. When comparing our tuition to other collaboratives and other programs, we have maintained a very competitive tuition and program rate across the board.

Whitman-Hanson Board Member Steven Bois entered the meeting at 7:15.

Mr. Fraser requested we update the photo of Pilgrim Academy to better highlight the new building. Ms. Hanson requested the Annual Report be shared electronically so board members may share with their districts.

MOTION by Fraser / SECOND by Bois to “accept the 2016 Annual Collaborative Report.” FAVORED UNANIMOUSLY

C. Policy Sub Committee: The committee presented a number of policies, both new and revised, for a second read.

1. #3001-Retiree Health Benefits (amended): This policy change was tabled last Spring. Based on recent case law, it is advised to remove the stipulation of employment longevity (minimum of 10 years) to be eligible for the benefit. Discussion took place that the recent case law should be applicable to municipalities but collaboratives are structured differently than cities and towns and therefore may be jeopardized harder by scenarios in the updated version. Ms. Hanson expressed concerns about striking the longevity clause. Dr. Gaughan reported that most people who are taking the Retiree Health Benefit at PAC have been employed by PAC for a long time and appreciate the benefit. Dr. Rizzi discussed that this clause shouldn't change employment trends among collaboratives and if we adopt this with the change, we still have the opportunity to revisit should case law change.

MOTION by Fraser / SECOND by Rizzi to “approve and accept the second reading of policy number 3001 – Retiree Health Benefits.” FAVORED 5-0 with Ms. Hanson abstaining.

2. #3014-Solicitation in Schools (new): Dr. Gaughan reported that this policy allows the Executive Director to use discretion by allowing solicitation in a case-by-case basis.

MOTION by Bois / SECOND by Rizzi to “approve and accept the second reading of policy number 3014 – Solicitation in Schools.” FAVORED UNANIMOUSLY 6-0.

3. #4014-Equal Employment Opportunity (new): Dr. Gaughan reported this is the most recent and updated policy language per the statute from the State House.

MOTION by Bois / SECOND by Rizzi to “approve and accept the second reading of policy number 4014 – Equal Employment Opportunity.” FAVORED UNANIMOUSLY 6-0.

4. #5005-Student Records (amended): This policy provides added clarification commensurate with regulations. Dr. Gaughan reiterated that this policy will ensure that when a student leaves PAC, the student records go back to the sending district.

MOTION by Bois / SECOND by Vaughn to “approve and accept the second reading of policy number 5005 – Student Records.” FAVORED UNANIMOUSLY 6-0.

IV. EXECUTIVE DIRECTOR REPORT

Website: Dr. Gaughan reported the updated website is now live. We can make more changes internally now which gives us the opportunity to have better communication with families, staff and the general public.

Space: Dr. Gaughan reported that we are working out classroom space issues. PAC was notified by Bridgewater State University that we need to vacate our classroom there by the end of the calendar year. She asked if there were any hesitations reaching out to religious organizations to acquire affordable classroom space. There was no concern of this idea.

Strategic Plan: At the request of the board, Dr. Gaughan solicited services from Dr. Lori Likis for development of a Strategic Plan for PAC. It was indicated that a planning committee would be formed of about 25-30 people which would range from Superintendents, Special Education Directors, School Committee members, PAC Staff, and Parents. The MA Department of Early and Secondary Education asked PAC to be a pilot for this. They believe our strategic plan would provide good training for consultants working and planning for success in collaboratives. Mr. Fraser and Ms. Hanson expressed interest in representing the Board on the Strategic Plan Committee.

Student Enrollment: At the end of October, total student enrolment was 119 students. This is an increase of 1 student.

SCRO: The Behavior Support Symposium is set for December 15 & 16 in Mansfield. There was a final planning meeting today. It was reported that there were 199 registered participants in over 80 districts attending. The funds raised will go to the SCRO who will invest in virtual learning which will benefit all districts in the region.

V. TREASURER REPORT

A. **Financial Report:** Mr. Meagher reported that the budget remains in the red, at \$253,984.28 right now. It is still only the third month of school so it is too early to report any trends. The PACES program and Reimbursable Expenses account for most of the budgeted loss. Dr. Gaughan mentioned that there are a lot of tours for prospective students going on and we typically see trends develop after the term ends.

B. **Warrants:** The warrants for October (#W17-18 through #W17-23) were presented in the total amount of \$600,542.55.

C. **Donations:** No donations were reported for the current period.

VI. EXECUTIVE SESSION: None.

VII. ADJOURNMENT:

Dr. Gaughan reported all necessary business was accomplished.

MOTION by Fraser / SECOND by Bois to "adjourn the meeting." FAVORED UNANIMOUSLY

Meeting adjourned at 7:55 p.m.

Respectfully submitted:

Rebecca A. Haugh
Executive Secretary