



PILGRIM AREA COLLABORATIVE

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Maureen Gaughan, Ed.D., Executive Director

Connecting SCHOOL – HOME – COMMUNITY

Board of Directors Meeting

February 15, 2017

I. OPENING

CALL TO ORDER: The meeting was called to order at 7:01 p.m. by Chairperson, Cassandra Hanson.

ROLL CALL:

Board Members Present

Duxbury:	Ms. Shannon Moesaa	Marshfield:	Ms. Kendra Campbell
Halifax:	Ms. Cassandra Hanson	Plympton:	Mr. Jason Fraser
		Silver Lake Reg:	Mr. Jason Fraser

Board Members Absent

Kingston, Plymouth, Stoughton, Whitman-Hanson

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

Visitors Present: None.

II. CONSIDERATION of MINUTES

MOTION by Fraser / SECOND by Campbell to “approve the minutes of the regular meeting of January 25, 2017.”
FAVORED UNANIMOUSLY 5-0

III. ACTION ITEMS

A. 2017-2018 Tuition Rates:

2017-18 tuition rates were discussed last meeting and Board Members reported that they took the update back to their prospective School Committees and districts. Administrators recognized the need of increases in PAC program tuitions.

IV. EXECUTIVE DIRECTOR REPORT

Program Updates:

Space – Dr. Gaughan reported that a prospective space for an additional classroom did not work out. PAC is still looking for more space, adequate for our students.

Strategic Plan - An update was provided on the upcoming schedule of the Strategic Plan Committee:

Activity	Meeting Time: 1:00 – 4:30 pm Location: Pilgrim Academy 42 Industrial Park Road Plymouth
Planning Team Retreat 1: Introductions and overview; the role of the planning team; visioning for the future; designing the community engagement process	COMPLETED on February 14
Planning Team Retreat 2: Review district data presented by district leaders; conduct root cause analysis; synthesize common vision themes from community process after Retreat 1	Thursday, March 23
Planning Team Retreat 3: Identify strategic objectives. Draft strategic initiatives, identify outcome measures	Thursday, March 30
Planning Team Retreat 4: Draft vision statement, review/revise mission and core values; conduct quality plan review and refine plan as necessary; finalize community feedback process	Wednesday, May 10

Visioning Model:

The Strategic Plan Committee completed its first meeting on Tuesday, February 14, 2017. Dr. Lori Likis did a great job keeping the 28-member committee focused and engaged during a visioning model exercise. It was encouraged to go back to different user groups of PAC and perform the same exercise to gain more insight from others.

Enrollment: We currently have 124 students enrolled.

Staffing Updates: We are currently fully staffed.

Correspondence:

DESE Audit Report: DESE reached out to PAC on January 24, 2017 in regards to the FY2016 Annual Audit. They requested we further explain the costs associated to the building of Pilgrim Academy. PAC provided the requested information through the DESE Gateway and through a memo dated February 2, 2017.

State Auditor FY13 and 14 Report: Correspondence from DESE stated that our Audits from FY13 and FY14 were submitted in accordance to the requirements.

PSO Update: Dr. Gaughan announced the annual PAC’s Got Talent will be held on March 24, 2017 at Silver Lake Middle School.

Request from PACTV: Plymouth Access TV wants to do a show about Pilgrim Academy. It will be comprised of just staff. Chairperson Hanson volunteered to represent the Board of Directors for a clip.

V. TREASURER REPORT

A. Financial Report: Mr. Meagher reported we are down to a \$45,859.58 deficit. We have lowered variances and made some changes with contracted pays.

B. Warrants: The warrants for November (#W17-24 through #W17-29) were presented in the total amount of \$568,468.23. The warrants for December (#W17-30 through #W17-38) were presented in the total amount of \$864,880.60. The warrants for January (#W17-39 through #W17-42) were presented in the total amount of \$533,421.43.

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 Campbell to "adjourn the meeting." FAVORED UNANIMOUSLY. 5-0

Meeting adjourned at 7:32 p.m.

Respectfully submitted:

Rebecca A. Haugh
Executive Secretary