



PILGRIM AREA COLLABORATIVE

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Maureen Gaughan, Ed.D., Executive Director

Connecting SCHOOL – HOME – COMMUNITY

Board of Directors Meeting

June 14, 2017

I. OPENING

CALL TO ORDER: The meeting was called to order at 7:00 p.m. by Executive Director, Dr. Maureen Gaughan.

ROLL CALL:

Board Members Present

Halifax:	Ms. Summer Schmaling	Plymouth:	Ms. Michelle Badger
Kingston:	Ms. Sheila Vaughn	Plympton:	Mr. Jason Fraser
Marshfield:	Ms. Kendra Campbell	Silver Lake Reg:	Mr. Jason Fraser

Board Members Absent

Duxbury, Stoughton, Whitman-Hanson

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

Visitors Present: None

II. ANNOUNCEMENTS: None

III. **BOARD REORGANIZATION:** The Executive Director opened the floor for nominations for board officers to fulfill the remainder of the 2016-17 year and 2017-18 year due to the resignation of Cassandra Hanson in April.

Chairperson:

MOTION by Campbell/SECOND by Badger to nominate Mr. Fraser as the Chair.
FAVORED UNANIMOUSLY 5-0

Vice Chairperson:

MOTION by Fraser/SECOND by Vaughn to nominate Ms. Campbell as Vice-Chair.
FAVORED UNANIMOUSLY 5-0

Secretary:

MOTION by Badger/SECOND by Campbell to nominate Ms. Vaughn as Secretary.
FAVORED UNANIMOUSLY 5-0

Ms. Schmaling arrives in Meeting at 7:05 pm.

Chairman Fraser informs the Board to send any committee requests to PAC Executive Secretary, Becky Haugh for the 2017-18 School Year.

IV. CONSIDERATION of MINUTES

*MOTION by Vaughn / SECOND by Campbell to “approve the minutes of the regular meeting of May 24, 2017.”
FAVORED 6-0*

III. ACTION ITEMS

- A. Strategic Plan: Dr. Gaughan reports out on the completed Strategic Plan for 2017-2022. She reported that Dr. Likis, Strategic Plan facilitator, strongly recommended we start right away. Dr. Gaughan stated she is very comfortable with the plan and outlined the new vision statement, Theory of Action and The Three Pillars.

MOTION by Schmaling / SECOND by Badger to “approve the Pilgrim Area Collaborative: District Plan Overview 2017-2022.” FAVORED 6-0

- B. **Budget Sub-Committee:** Dr. Gaughan reported that the Budget Sub-Committee has not convened since the last Board of Directors meeting.

- a. **Professional Fee Scale:** Dr. Gaughan reported that T.I.P.S. would be eliminated from the Fee Schedule as it's a program we will not be offering as it has been redesigned into a new summer program that falls within our Extended School Year tuition fee structure.
- b. **FY2018 Budget – 2nd Read:** Dr. Gaughan reported that the budget was reviewed line by line with the Business Manager, Jill Poirier, who has done an incredible job. Since the 1st read, \$6,200.00 was added into Contracted Services should we need services to help implement the approved Strategic Plan. Additionally, the Collaborative's OPEB contribution is its own line item so we are in compliance with GASB 70 regulations for the 2017-18 year.

MOTION by Badger / SECOND by Campbell “to accept and approve the second reading of the FY2018 Budget in the total amount of \$7,536,508.96.” FAVORED UNANIMOUSLY 6-0

*MOTION by Badger / SECOND by Vaughn “to approve the tuition rates for FY 2017-2018.”
FAVORED UNANIMOUSLY 6-0*

C. Student Handbooks for 2017-18:

1. Pilgrim Academy Handbook
2. Specialized Learning Communities Handbook

MOTION by Campbell / SECOND by Springer “to approve the 2017-18 Pilgrim Academy Student Handbook.” FAVORED UNANIMOUSLY 6-0

*MOTION by Rizzi / SECOND by Springer “to approve the 2017-18 Student Handbooks.”
FAVORED UNANIMOUSLY 6-0*

- D. **Board Meeting Schedule:** The board reviewed the options for scheduling meetings for the new year. It was decided to schedule the meetings on the 1st Thursday of the month beginning at 6:00pm, starting in October and to schedule 2 meetings in June.

*MOTION by Connolly/ SECOND by Vaughn “to approve the new board meeting schedule for 2016-17.”
FAVORED UNANIMOUSLY 6-0*

MOTION by Vaughn/ SECOND by Badger “to cancel the June 28, 2017 Board of Directors meeting since all necessary business is being accomplished tonight.” FAVORED UNANIMOUSLY 6-0

IV. EXECUTIVE DIRECTOR REPORT

Program Updates:

Professional Development: Dr. Gaughan reported that professional development continues at PAC. We are getting a lot of people from other districts.

Enrollment: We are currently down 14 students due to Pilgrim Academy graduation.

Staffing Updates: We are currently fully staffed. We have filled summer and fall teaching positions.

Correspondence: No new correspondence was reported.

V. TREASURER REPORT

A. **Financial Report:** Patrick Meagher reported that FTE is at negative .3 which is almost a break even point as far as enrollment goes but due to tuition variations of programs, financially it is about negative \$67,000.

B. **Warrants:** The warrants for May (#W17-58 through #W17-62) were presented in the total amount of \$492,464.40.

C. **Donations:** Mr. Meagher presented a donation from Bank of America via their Employee Giving Campaign in the total amount of \$373.28.

*MOTION by Schmaling / SECOND by Badger to "accept, with gratitude, the donation as presented."
FAVORED UNANIMOUSLY 6-0*

VI. **EXECUTIVE SESSION:** None.

VII. **ADJOURNMENT:**

MOTION by Campbell / SECOND by Schmaling to "adjourn the meeting." FAVORED UNANIMOUSLY. 6-0

Meeting adjourned at 8:00 p.m.

Respectfully submitted:

Rebecca A. Haugh
Executive Secretary