



**MINUTES**  
**Virtual Board of Directors' Meeting**  
**NOVEMBER 16, 2022**

1. The meeting was called to order at 6:35 p.m. by the Chairperson of the Board, Mr. Jeffrey Laing. The following were present:

Board of Directors: Mr. Albert J. Christopher, Agawam  
Ms. Aimee Dalenta, East Longmeadow  
Ms. Mary Keane, Longmeadow  
Mr. Jeffrey Laing, Ludlow  
Ms. Erika Emmelmann, Southwick-Tolland-Granville Regional  
Ms. Diana Coyne, West Springfield

Collaborative: Mr. Roland Joyal, Jr., Executive Director  
Ms. Anna Bishop, Director of Finance  
Mr. Paul Pasterczyk, Treasurer

Guests: Ms. Rene Davis, Powers & Sullivan  
Ms. Laura Stone, Powers & Sullivan  
Ms. Michal Boudreau, Hampden-Wilbraham

2. A public forum was offered. There were no comments from the public.
3. Ms. Stone and Ms. Davis of Powers and Sullivan highlighted the objectives and results of their review of the LPVEC financial statements for the FY22. The audit opinion is clean and unmodified with no instances that require reporting.

Ms. Boudreau left the meeting at 6:49 p.m. Ms. Emmelmann left at 7:05 p.m.

Ms. Davis noted that the statements conform to accounting standards and reporting. Ms. Davis further noted that last year's ACFR received recognition from the Government Financial Officers Association. Mr. Christopher moved to accept the FY22 Annual Comprehensive Financial Report and accompanying financial statements as presented. Ms. Coyne seconded. On a roll call vote, the following voted YES: Mr. Christopher, Ms. Coyne, Ms. Keane, Mr. Laing, and Ms. Dalenta. Approved unanimously.

**LOWER PIONEER VALLEY EDUCATIONAL COLLABORATIVE**  
**174 BRUSH HILL AVENUE, WEST SPRINGFIELD, MA 01089      PHONE 413-735-2200      FAX 413-735-2280**

**SERVING AGAWAM•EAST LONGMEADOW•HAMPDEN-WILBRAHAM•LONGMEADOW•LUDLOW•SOUTHWICK-TOLLAND-GRANVILLE•WEST SPRINGFIELD**

Mr. Christopher further moved to designate \$4,798,121 as cumulative surplus, the amount certified by the FY22 audit and to retain this FY22 cumulative surplus for the collaborative's use. Ms. Coyne seconded. On a roll call vote, the following voted YES: Ms. Dalenta, Mr. Laing, Ms. Keane, Ms. Coyne, and Mr. Christopher. Approved unanimously. Ms. Stone and Ms. Davis left the meeting at 7:07 p.m.

4. Mr. Joyal reviewed the updated Annual Report which is submitted yearly as required by the Department of Elementary and Secondary Education. The audit is submitted as part of the report as well. Ms. Coyne moved to approve the FY22 Annual Report as presented. Ms. Keane seconded. On a roll call vote, the following voted YES: Mr. Christopher, Ms. Coyne, Ms. Keane, Mr. Laing, and Ms. Dalenta. Approved unanimously.

Ms. Emmelmann rejoined the meeting at 7:09 p.m.

5. Mr. Joyal noted that personnel actions for last month were typical. Ms. Emmelmann moved to approve this evening's consent agenda as presented. Ms. Coyne seconded. On a roll call vote, the following voted YES: Mr. Christopher, Ms. Coyne, Ms. Keane, Mr. Laing, Ms. Dalenta, Ms. Emmelmann. Approved unanimously.
6.
  - A. Mr. Joyal invited the Board to attend CTEC's upcoming fall open house.
  - B. Mr. Joyal noted that four CTEC staff would like to participate in this year's Association for Career and Technical Education annual conference in Las Vegas this year. All expenses are grant funded. Ms. Emmelmann moved to authorize participation by four staff members in the ACTE Annual Conference held in Las Vegas, NV, November 30 through December 3, 2022 as presented. Ms. Keane seconded. On a roll call vote, the following voted YES: Mr. Laing, Ms. Dalenta, Ms. Emmelmann, Mr. Christopher, Ms. Coyne, and Ms. Keane. Approved unanimously.
  - C. Mr. Joyal reported that the first session of union negotiations with teachers is scheduled for the first week in December. He will keep the group informed of proceedings.
  - D. Mr. Joyal discussed issues with hiring speech pathologists through our current vendor. Rather than use an outside agency, the collaborative would like to bring services back in house. There is no effect on the budget as these services are paid by any district using the services. Ms. Emmelmann moved to authorize the addition of a FTE Speech and Language Pathologist starting in the 2022-2023 school year as presented. Ms. Keane seconded. On a roll call vote, the following voted YES: Ms. Emmelmann, Ms. Dalenta, Mr. Laing, Ms. Keane, Ms. Coyne, and Mr. Christopher. Approved unanimously.
  - E. Mr. Joyal reported that the Collaborative has been awarded 25 electric busses to add to our fleet. In addition, a \$2 million grant application has been submitted to MASS CEC in order to facilitate the transition in an efficient manner. The Board noted that this is environmentally and fiscally exciting.

In addition, hardware and software will be upgraded on current vehicles which will give parents access to an app that tracks the location of their child's bus.

7. A. Ms. Bishop updated the group on the progress of the projects at the Agawam transportation facility and Brush Hill paving. Funds have also been set aside for paving at the Wilbraham transportation site. The architect has been working on general contractor and subcontractor bids and has submitted an initial invoice for payment. Ms. Emmelmann moved to appropriate from the Capital Projects Fund the amount of \$18,451.56 to satisfy expenses incurred to date with Caolo & Bieniek Associates Inc. related to the Brush Hill roofing and paving projects as presented. Ms. Keane seconded. On a roll call vote, the following voted YES: Mr. Christopher, Ms. Coyne, Ms. Keane, Mr. Laing, Ms. Dalenta, and Ms. Emmelmann. Approved unanimously.

8. The Board discussed the recent resignation of the Coordinator of Diversity, Equity, Inclusion, and Belonging. The position has been re-posted with several applicants at this time.

Mr. Laing noted that he had attended the MOEC breakfast at the recent MASS/MASC joint annual conference and thanked Mr. Joyal for his service on their board.

9. The next scheduled meeting of the Board is December 14, 2022.

Mr. Christopher moved to adjourn the meeting at 7:44 p.m. Ms. Emmelmann seconded. On a roll call vote, the following voted YES: Mr. Christopher, Ms. Coyne, Ms. Keane, Mr. Laing, Ms. Dalenta, and Ms. Emmelmann. Approved unanimously.

4/26/23  
(date)

Diana Coyne  
, Clerk