



MINUTES
Virtual Board of Directors' Meeting
December 15, 2021

1. The meeting was called to order at 6:30 p.m. by the Chairperson of the Board, Mr. William Fonseca. The following were present:

Board of Directors:

- Mr. Carmino Mineo, Agawam
- Mr. William Fonseca, East Longmeadow
- Ms. Lisa Murray, Hampden-Wilbraham
- Ms. Mary Keane, Longmeadow
- Mr. Jeffrey Laing, Ludlow
- Ms. Erika Emmelmann, Southwick-Tolland-Granville
- Mr. William Garvey, West Springfield

Collaborative:

- Mr. Roland Joyal, Jr., Executive Director
- Ms. Anna Bishop, Director of Finance
- Ms. Theresa Olejarz, Treasurer

2. A public forum was offered. There were no comments from the public.
3. Mr. Mineo moved to approve the consent agenda as presented. Ms. Emmelmann seconded. On a roll call vote, the following voted YES: Ms. Emmelmann, Ms. Keane, Mr. Mineo, Mr. Garvey, Ms. Murray, Mr. Laing, and Mr. Fonseca. Motion carries.
4. A. Mr. Joyal informed the group that the Collaborative has been awarded a competitive grant in the amount of \$10,000 to continue a Safe and Supportive Schools action plan.
B. Mr. Joyal noted that minimum wage will increase January 1 another increment and most districts are aligning their salary scales to match. Bus monitors are the only staff affected and the Collaborative is still in negotiations with the union. Mr. Laing moved that LPVEC salary schedules be adjusted to bring rates in alignment with the state required minimum wage of \$14.25 effective January 1, 2022. Ms. Keane seconded. On a roll call vote, the following voted YES: Ms. Emmelmann, Ms. Keane, Mr. Mineo, Mr. Garvey, Ms. Murray, Mr. Laing, and Mr. Fonseca. Motion carries.
C. Mr. Joyal noted that as the Collaborative is not an LEA, we do not qualify for ESSER reimbursement of COVID-related expenses. However, the Massachusetts Organization of Educational Collaboratives was instrumental in securing a 75 percent reimbursement rate from the state. Of \$215,717.15 in compiled expenses, we received \$162,651.42 in reimbursement.

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- D. Mr. Joyal noted that the coordinated program review of the Collaborative's special education programs has been finalized with all criteria having been met in a timely manner following the DESE's recommendations.
- E. Mr. Joyal reported that the LPVEC is presenting a MOEC professional development program on January 18th that is designed to showcase successful programs throughout the state. Board members are interested in attending if open to outside parties.
- 5. A. Ms. Bishop reviewed revenues and expenditures for October and November, noting nothing extraordinary to report.
- B. Ms. Olejarz was introduced to the group and she reviewed her responsibilities as treasurer to ensure that internal control measures are followed. There were no questions from the Board.
- C. Ms. Bishop reported that a number of invoices were received after the close of this past fiscal year. Standard accounting practices do not allow the invoices to be paid from the current year budget. Mr. Garvey moved to appropriate from the General Fund, Unreserved Fund Balance the amount of \$7,019,39 to satisfy invoices from the prior fiscal year as presented. Mr. Mineo seconded. On a roll call vote, the following voted YES: Ms. Emmelmann, Ms. Keane, Mr. Mineo, Mr. Garvey, Ms. Murray, Mr. Laing, and Mr. Fonseca. Motion carries.
- D. Ms. Bishop reported that the Collaborative will be managing a Business Professionals of America grant for which we will be compensated \$1,000.
- E. Ms. Bishop discussed ideas to move Southwick transportation operations to the Agawam garage as the property in Southwick is being leased from the town. The fuel tank on that site is also near the end of life. The Agawam property cannot accommodate parking for buses and staff and therefore, an additional property would be needed in close proximity. A request for proposals has been developed and published for the acquisition of real property. The Board will be kept informed of the progress.
- F. Ms. Bishop noted that a vehicle previously donated several years ago to the Automotive Program is no longer useful in training students. As it is of no value, it will be removed from our property and disposed of. Mr. Laing moved to authorize disposal of the 2004 Pontiac Grand Prix VIN 1G2WK52J93F115192 as it no longer retains any value. Ms. Keane seconded. On a roll call vote, the following voted YES: Ms. Emmelmann, Ms. Keane, Mr. Mineo, Mr. Garvey, Ms. Murray, Mr. Laing, and Mr. Fonseca. Motion carries.


Ms. Olejarz left the meeting at 7:03 p.m. and Mr. Laing moved to enter into executive session to discuss strategy with respect to collective bargaining or litigation as the Chair declares that an open meeting may have a detrimental effect on the bargaining or litigating position of the LPVEC. Open Session will resume at its conclusion. Mr. Mineo seconded. On a roll call vote, the following voted YES: Ms. Emmelmann, Ms. Keane, Mr. Mineo, Mr. Garvey, Ms. Murray, Mr. Laing, and Mr. Fonseca. Motion carries.

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Open Session resumed at 7:20 p.m. As Mr. Mineo and Mr. Garvey will no longer serve on the Board, elections for Vice Chair and Clerk will be held in January.

Mr. Laing moved to adjourn. Mr. Mineo seconded. On a roll call vote, the following voted YES: Ms. Emmelmann, Ms. Keane, Mr. Mineo, Mr. Garvey, Ms. Murray, Mr. Laing, and Mr. Fonseca. The meeting adjourned at 7:23 p.m.

3/18/2022
(date)


, Clerk