



**MINUTES**  
**Board of Directors' Meeting**  
**January 14, 2026**

1. The meeting was called to order at 6:03 p.m. by the Chairperson of the Board, Mr. Jeffrey Laing. The following were present:

Board of Directors:            Mr. William Strother, East Longmeadow  
   Ms. Lisa Murray, Hampden-Wilbraham Regional  
   Mr. Jeffrey Laing, Ludlow  
   Ms. Melissa Morrissey, Southwick-Tolland-Granville Regional  
   Ms. Julie Anne Wise, West Springfield

Collaborative:                Mr. Alvin W. Morton, I, Executive Director  
   Ms. Anna Bishop, Director of Finance

Guest:                                Ms. Stacy Wieners, CTEC Administrative Assistant

2. A public forum was offered. Ms. Wieners reported that there have been 181 new applicants for admission to CTEC in the fall. She announced Mr. Jarvis's retirement next year and would like to be part of the hiring process. Ms. Wieners also asked what the process is for evaluation of the Executive Director.
3. Ms. Murray moved to approve this evening's consent calendar items as presented. Ms. Wise seconded. Approved unanimously.
4. With regard to transportation, Mr. Morton reviewed the number of open routes in all districts. The group discussed Ludlow Public Schools request for access to LPVECs routing system which has been denied. The group also discussed the intent to amend the Collaborative Agreement and how to develop consequences to both parties should contract terms be violated. Question on equitability between the number of busses being billed for versus the number of busses actually being used and should the difference be returned to the district.
5. A. Mr. Morton also reported that he has contacted DESE to notify of the intent to amend our Agreement and DESE has provided guidelines which were included in this evening's packet of information.  
B. Mr. Morton reported that a number of other job descriptions have been updated and are included this evening for approval.

Ms. Murray moved to approve the updated job description entitled “BCBA (Board Certified Behavior Analyst)” as presented. Ms. Wise seconded. Approved unanimously.

Ms. Murray moved to approve the updated job description entitled “Guidance Counselor” as presented. Ms. Wise seconded. Approved unanimously.

Ms. Murray moved to approve the updated job description entitled “Individual Aide” as presented. Ms. Wise seconded. Approved unanimously.

Ms. Murray moved to approve the updated job description entitled “Teacher: Special and Alternative Education to the Compass Severe Autism Program” as presented. Ms. Wise seconded. Approved unanimously.

Ms. Murray moved to approve the job description entitled “Mechanic Manager” as presented. Ms. Wise seconded. Approved unanimously.

C. Mr. Morton has taken into consideration comments and suggestions from the Superintendents and is presenting a final draft of the new admissions policy as required by DESE. There may be minor adjustments but the substance will not change. Ms. Murray moved to waive the first reading of the new policy and moved to approve the policy entitled “IHA Recruitment, Admission, and Retention Policy for Career and Technical Education Programs” as presented.

D. Mr. Morton and Ms. Bishop noted that the Chair, Executive Director, and Director of Finance annually are given authority to execute documents to implement and carry out votes of the Board. Ms. Bishop would also like to include the Treasurer’s authority as an annual certificate of vote. Ms. Murray moved that the Treasurer of the Lower Pioneer Valley Educational Collaborative be, and he hereby is authorized, empowered, and directed on behalf of the Collaborative to manage all receipts and disbursements through the education collaborative fund and to perform such duties as are required by the Collaborative Board of Directors and authorized by M.G.L. c. 40, § 4E which may be necessary in order to implement and carry out any vote taken by the Board of Directors of the Collaborative from July 1, 2025 to June 30, 2026. Ms. Wise seconded. Approved unanimously.

6. A. Ms. Bishop reviewed revenues and expenditures through the end of December noting that expenses are billed to districts after they have been incurred which is why a deficit may show at any time in certain cost centers. The LPVEC is always considering new programs to expand services to member districts.

B. Ms. Bishop reported that electric buses will launch on January 26<sup>th</sup> in the Wilbraham and Ludlow garages. She also noted that the fueling station project in Agawam was under budget and those funds will be returned to the general fund. Ms. Bishop will update the Capital Projects Plan with the final costs associated with the project and present later in the year.

7. Mr. Morton noted that at the Superintendents' and Business Managers' request, a more detailed FY27 budget will be presented at the February 10 joint meeting for both at which time Mr. Jarvis will present his rationale for an additional vice principal position.

Mr. Morton noted that the Director/Principal of Career and Technical Education position will be posted in February, 2027, and an interview team chosen at that time. Licensure in both Director and Principal will be difficult to fill.

Mr. Morton attended a recent Road Safety Meeting in West Springfield to advocate for a designated school zone and signage and crosswalk for the Brush Hill facility.

Mr. Morton noted that due to the recent retirement of the receptionist, the position will not be filled and duties absorbed by other staff as well as hiring an administrative assistant for the Director of Human Resources who will fulfill the rest of the receptionist duties.

The Executive Director evaluation tool has been distributed to the Board and will be compiled by the Chair and presented at an upcoming meeting.

Mr. Morton is working with local agencies to develop partnerships to recruit new staff and reviewed openings throughout the LPVEC departments.

8. The next meeting is scheduled for February 11<sup>th</sup> at 6:00 p.m.

Ms. Murray moved to adjourn the meeting. Ms. Wise seconded. Approved unanimously. The meeting adjourned at 6:59 p.m.

MARCH 19, 2026  
(date)

  
\_\_\_\_\_, Clerk