



MINUTES
Virtual Board of Directors' Meeting
OCTOBER 20, 2021

1. The meeting was called to order at 6:32 p.m. by the Chairperson of the Board, Mr. William Fonseca. The following were present via Zoom:

Board of Directors: Mr. William Fonseca, East Longmeadow
 Ms. Lisa Murray, Hampden-Wilbraham Regional
 Ms. Mary Keane, Longmeadow
 Mr. Jeffrey Laing, Ludlow
 Ms. Pamela Petschke, Southwick-Tolland-Granville Regional
 Mr. William Garvey, West Springfield

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

2. A public forum was offered. There were no comments from the public.
3. Mr. Garvey moved to approve the consent agenda as presented. Mr. Laing seconded. On a roll call vote, the following voted YES: Mr. Laing, Ms. Murray, Ms. Keane, Mr. Garvey, and Mr. Fonseca. Motion carries.
4. A. Mr. Joyal noted that Ms. Wiblyi, Director of Human Resources, will be retiring from the Collaborative after 30 years of service.
- B. Mr. Joyal noted that staff have the opportunity to participate in this year's ACTE annual conference in New Orleans with expenses paid through grant funding. Ms. Petschke moved to authorize participation by four staff members in the ACTE annual conference in New Orleans, LA, December 1-4, 2021. Mr. Laing seconded. On a roll call vote, the following voted YES: Mr. Laing, Ms. Murray, Ms. Keane, Mr. Garvey, Ms. Petschke, and Mr. Fonseca. Motion carries.
- C. The group discussed the sheltered English immersion endorsement requirement by DESE and Mr. Joyal noted that there are a few teachers who have not completed the class.
- D. Mr. Joyal reported that the Special Education COMPASS program will possibly expand due to an increase in referrals. The Director of Special and Alternative Education would like to hire an additional teacher, classroom assistant, and a board certified assistant behavior

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analyst to accommodate the anticipated increase in enrollment. Ms. Petschke moved to approve the three additional positions as presented with the understanding that it is based on need. Mr. Laing seconded. On a roll call vote, the following voted YES: Mr. Laing, Ms. Murray, Ms. Keane, Mr. Garvey, Ms. Petschke, and Mr. Fonseca. Motion carries.

Mr. Joyal reported that the company the Collaborative has used to contract individual aids will no longer be handling that type of service. The Collaborative will need to hire the aides directly or find another agency. The group discussed salary considerations and Ms. Petschke moved to approve direct hire of individual aides for the various special education programs as presented. In addition, Ms. Petschke moved to approve the proposed salary scale as presented. Mr. Laing seconded. On a roll call vote, the following voted YES: Mr. Laing, Ms. Murray, Ms. Keane, Mr. Garvey, Ms. Petschke, and Mr. Fonseca. Motion carries.

- E. Mr. Joyal reviewed the vacation usage policy as it had changed over the past few years from using time within the year it was earned to the ability to use accrued vacation time until August 15 of the next fiscal year. In January, the Board voted to change the policy only to allow vacation time to be carried into the next fiscal year to be used by July 30th. This fiscal year, Mr. Joyal requests that the Collaborative return to its original practice of using vacation time in the fiscal year in which it is earned. After discussion, Mr. Fonseca moved to approve the policy revision to state that vacation time must be used within the year it is earned. Ms. Petschke seconded. On a roll call vote, the following voted NO: Mr. Laing, Ms. Murray, Ms. Keane, and Mr. Garvey. Ms. Petschke and Mr. Fonseca voted YES. Motion is defeated. The policy will remain with the July 30th deadline.

- 5. A. Ms. Bishop reviewed current revenues and expenditures with nothing extraordinary to report.
- 6. Ms. Petschke wanted to make everyone aware that another member of the Southwick-Tolland-Granville school committee is interested in taking over this role on the Collaborative Board and she believes that this may be the last meeting she will attend. The Board thanked Ms. Petschke for her service.

Mr. Joyal reported that paving and grading of parking areas at the Agawam and Wilbraham garages have been completed.

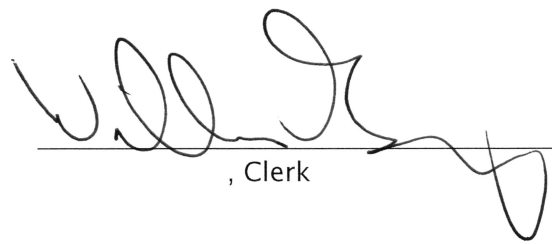
Mr. Joyal also reported that the Collaborative's Advanced Manufacturing program has received a \$6,527 donation toward scholarships.

Mr. Laing noted that Ludlow is searching for a candidate for Superintendent if anyone could recommend someone for the position.

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Ms. Petschke moved to adjourn the meeting. Mr. Laing seconded. On a roll call vote, the following voted YES: Mr. Laing, Ms. Murray, Ms. Keane, Mr. Garvey, Ms. Petschke, and Mr. Fonseca. The meeting adjourned at 7:33 p.m.

(date)



, Clerk

