



MINUTES
Virtual Board of Directors' Meeting
APRIL 13, 2022

1. The meeting was called to order at 5 p.m. by the Vice Chairperson of the Board, Mr. Jeffrey Laing. The following were present:

Board of Directors: Mr. A.J. Christopher, Agawam
 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

 Mr. Donald Jarvis, Director of Occupational Education

2. Mr. Jarvis introduced Advisory Committee representatives who reported on this year's activities within the program including articulation agreements as well as student awards. The following programs were represented: Culinary Arts, Building and Property Management, Carpentry, Early Education and Care, Graphic and Visual Design, Health Assisting, Landscaping and Horticulture, Cosmetology, Information Support Services and Networking, and Precision Manufacturing. At its conclusion, the Board thanked the committee for their commitment to our programs.
3. Mr. Joyal had included a positive communication regarding a bus driver who had handled a recent incident well.

Ms. Bishop joined the meeting at 5:56 p.m.

4. Mr. Crowe was introduced to the group and gave an overview of transportation operations at the Collaborative.

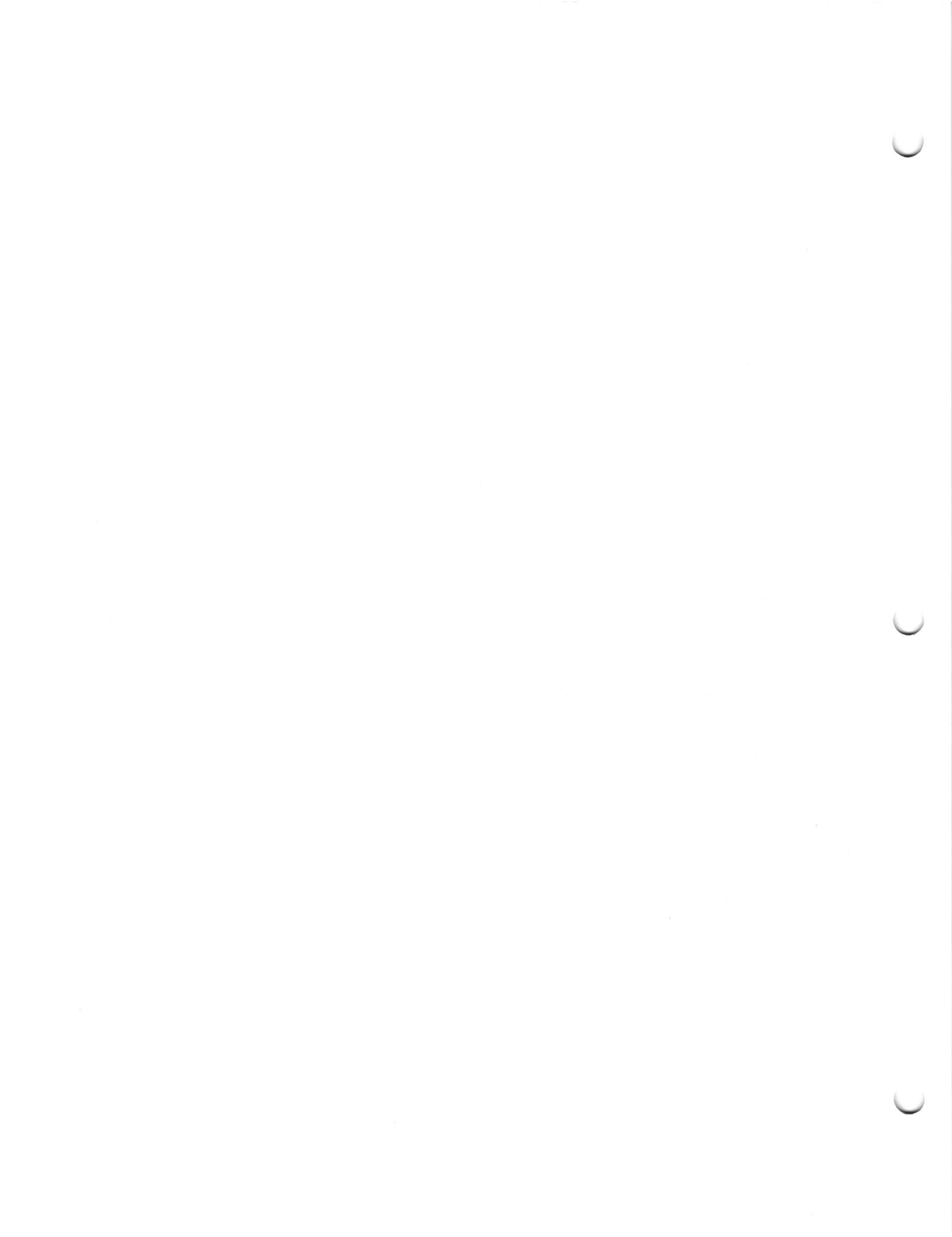
Also discussed was the purchase of property in Agawam to accommodate parking of vehicles from Southwick when operations there will be transitioned to Agawam. Mr. Crowe left the meeting at 6:03 p.m.

5. Mr. Laing moved to approve consent agenda items as presented. Mr. Christopher seconded. On a roll call vote, the following voted YES: Ms. Emmelmann, Ms. Coyne, Ms. Keane, and Mr. Laing. Mr. Christopher abstained. Motion carries.
6. Mr. Joyal noted that Mr. Fonseca will review the executive director evaluation process and roles at the May meeting with results to be discussed at the June meeting.

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



7.
 - A. Mr. Joyal reported that union negotiations with transportation employees have concluded. The process took approximately one year and the agreement was ratified unanimously. An outline of the changes were enclosed for review. Ms. Bishop noted that the wage proposal retroactive the July 1, 2021 will not affect the current budget and will be funded using fund balance. Mr. Christopher moved to accept the collective bargaining agreement with UFCW 1459 effective July 1, 2021 through June 30, 2024 as presented. Ms. Coyne seconded. On a roll call vote, the following voted YES: Mr. Laing, Ms. Coyne, Mr. Christopher, Ms. Keane, and Ms. Emmelmann. Motion carries.
 - B. Mr. Joyal reviewed the schedule of meetings for FY23 noting that regulations may change in the next few months regarding ability to hold virtual meetings rather than in person. Ms. Coyne moved to approve the FY23 schedule as presented. Ms. Keane seconded. On a roll call vote, the following voted YES: Ms. Emmelmann, Ms. Coyne, Mr. Christopher, Ms. Keane, and Mr. Laing.
 - C. Mr. Joyal reported that a Career TEC student has qualified to compete at the Business Professionals of America National Leadership Conference in Dallas May 4 through 8. We have a staff member accompanying the student and Board approval is required for out-of-state and overnight travel. Ms. Coyne moved to authorize staff and student participation in the Business Professionals of America National Leadership Conference in Dallas, Texas, May 3 through 8, 2022 as presented. Ms. Emmelmann seconded. On a roll call vote, the following voted YES: Mr. Laing, Ms. Keane, Mr. Christopher, Ms. Coyne, and Ms. Emmelmann. Approved unanimously.
 - D. Mr. Joyal tabled "LPVEC Findings" to the May meeting when more members may be present.
8.
 - A. Ms. Bishop reported that the Collaborative submitted applications for reimbursement of sick leave provided to employees unable to work for COVID-19 related reasons. The Massachusetts Emergency Paid Sick Leave Act allowed up to 40 hours for each qualifying employee and the Collaborative has recovered \$45,794 for 1,535 sick leave hours through this state fund. Mr. Joyal thanked Ms. Bishop and her staff for their efforts in recovering these funds for the Collaborative.
 - B. Ms. Bishop reviewed the most recent revenue and expenditures noting that special education projections will be closely monitored through the end of the school year.
 - C. Ms. Bishop noted that the current Collaborative treasurer is resigning and a suitable candidate is interested in assuming the responsibility of the part-time position. Transition will take place before July 1.
 - D. Ms. Bishop discussed changes to the FY22 budget which were voted last October to accommodate new special education staff needed. The changes have been incorporated into the final FY22 budget to ensure accurate program totals for year to year comparison.



Mr. Christopher moved to approve the final FY22 budget as presented. Ms. Emmelmann seconded. On a roll call vote, the following voted YES: Ms. Emmelmann, Ms. Coyne, Mr. Christopher, Ms. Keane, and Mr. Laing. Approved unanimously.

- E. Ms. Bishop reported that the purchase and sale agreement has been signed at \$280,000 for the property close to our Shoemaker Lane transportation facility. Moving Southwick operations to that facility will be scheduled out for FY24 which includes installing a fuel station as well as paving for parking.

- F. Ms. Bishop reviewed published and opened bids for the purchase and finance of school buses. An outline of lowest bidders was enclosed this evening for review along with her recommendation. Ms. Emmelmann moved to award the bid entitled "Invitation for Bids, Purchase-Finance of School Buses, #2022-06" released on March 7, 2022 and opened on March 28, 2022 to Anderson Blue Bird Sales of New England for eighteen 71-passenger buses; to New England Transit Sales for five mini school buses; and to the Huntington Bank for the finance of the vehicles at 2.85 percent interest rate, all on the basis of being the lowest responsive and responsible bidders as presented. Mr. Christopher seconded. On a roll call vote, the following voted YES: Ms. Emmelmann, Ms. Coyne, Mr. Christopher, Ms. Keane, and Mr. Laing. Approved unanimously.

As there was no other business before the Board, Mr. Christopher moved to adjourn the meeting. Ms. Coyne seconded. On a roll call vote, the following voted YES: Mr. Laing, Ms. Keane, Mr. Christopher, Ms. Coyne, and Ms. Emmelmann. Approved unanimously. The meeting adjourned at 6:43 p.m.

8/5/2022
(date)

Diana Coyne
, Clerk

