



MINUTES  
**Virtual Board of Directors' Meeting**  
**October 19, 2022**

1. The meeting was called to order via Google Meet at 6:30 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. Lisa Murray, Hampden-Wilbraham Regional  
   Mr. Jeffrey Laing, Ludlow  
   Ms. Diana Coyne, 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. Christopher moved to approve this evening's consent agenda as presented. Ms. Murray seconded. On a roll call vote, the following voted YES: Mr. Christopher, Ms. Dalenta, Mr. Laing, Ms. Coyne, and Ms. Murray. Approved unanimously.
4. A. Mr. Joyal noted that the Graphic and Visual Communications program has requested authorization to travel to New York City for their annual field trip scheduled for April, 2023. Ms. Coyne moved to authorize travel to New York City for staff and students of the Graphic and Visual Communication Program on April 14 through April 15, 2023, as presented. Mr. Christopher seconded. On a roll call vote, the following voted YES: Ms. Murray, Ms. Coyne, Mr. Laing, Ms. Dalenta, and Mr. Christopher. Approved unanimously.  
  
B. Mr. Joyal reported that the Collaborative has received notification of two grant awards, one will continue the Safe and Supportive Schools initiative with \$10,000 in FY23 and a second award of \$110,000 from the MA Skills Capital Grant program for additional equipment in our Advance Manufacturing Program. Mr. Joyal will provide the Board with an exact list of the equipment to be purchased with the funds.  
  
C. Mr. Joyal noted that the Collaborative's special and CTE programs participate in the Culturally Responsive Practice Leadership Academy which conducted a site visit in May. Mr. Joyal shared their summary and the positive feedback.

**LOWER PIONEER VALLEY EDUCATIONAL COLLABORATIVE**  
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- D. Mr. Joyal recognized Ms. Bishop and her department as the LPVEC has received a Certificate of Achievement from the Government Finance Officers Association for Excellence in Financial Reporting for the ninth year in a row. The Collaborative's auditors prepare the annual comprehensive financial report as part of their yearly audit and submit to GFOA for recognition.
5. A. Ms. Bishop noted that the auditors are in the process of completing the Corporation and Collaborative FY22 review of financial statements and will present to both Boards at the November meeting. Mr. Joyal welcomed the Collaborative board to join the Corporation presentation at 6:00 p.m. and the Collaborative audit presentation is scheduled for 6:30 p.m.
- B. Ms. Bishop reported that the FY24 budget process has begun with an initial draft to be presented to Business Managers and Superintendents in January. This will give districts the appropriate assessment information in developing their own FY24 budgets.
- C. Ms. Bishop updated the group on the bid process for current capital projects here at the Brush Hill facility and also the new parking area in Agawam.

The group also discussed the recent theft of catalytic converters at the Agawam transportation facility and further preventative steps to be taken. In addition, Mr. Joyal noted the positive response from staff on the retention bonuses recently given. He also reported that LPVEC teachers have successfully organized with the MTA and he expects the process of negotiation to start this winter.

7. The next meeting of the Board is scheduled for November 16, 2022 at which time the audits will be presented.

Mr. Christopher moved to adjourn the meeting. Ms. Coyne seconded. On a roll call vote, the following voted YES: Ms. Murray, Ms. Coyne, Mr. Laing, Ms. Dalenta, and Mr. Christopher. Approved unanimously. The meeting adjourned at 7:00 p.m.

11/28/2022  
(date)

Diana Coyne  
Diana Coyne, Clerk

