



**MINUTES**  
**Board of Directors' Meeting**  
**AUGUST 20, 2025**

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. Albert J. Christopher, Agawam  
   Mr. William Strother, East Longmeadow  
   Ms. Lisa Murray, Hampden-Wilbraham Regional  
   Ms. Kate Bean, Longmeadow  
   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

2. A public forum was offered. There were no comments from the public.
3. Ms. Murray moved to approve this evening's consent agenda items as presented. Ms. Wise seconded. Approved unanimously.
4. A. Mr. Morton reviewed his anticipated professional development activities for this school year and noted that he will not be participating in the Mass Association of School Committees joint annual conference. He noted that the NSIP is in its last year resulting in a significantly lower cost for the FY27 activities. Ms. Murray moved to approve the FY26 Professional Development Plan for the Executive Director as presented. Mr. Strother seconded. Approved unanimously.  
B. Mr. Morton reviewed staff vacancies in various departments throughout the LPVEC and does not feel there will be any impact on the start of this school year.  
C. Mr. Morton reported that the Cosmetology Program along with the Monarch School of Barbering will be hosting a haircut-a-thon as a soft launch and fund raiser for the Cosmetology Program. An informational flyer was enclosed.

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- D. Mr. Morton noted that four staff members have requested authorization to attend the upcoming ACTE Annual Conference in Nashville in December. The group discussed having staff attending conferences present information and ideas obtained to the rest of the staff. Mr. Morton will schedule all program directors to present to the Board at upcoming meetings. Ms. Murray moved to authorize staff four staff members to participate in the ACTE Career Tech 2025 Annual Conference in Nashville, Tennessee, December 9 through 12, 2025, as presented. Ms. Wise seconded. Approved unanimously.
- E. The group discussed whether or not it is necessary to move away from certain terminology used in job descriptions or titles. Ms. Murray moved to approve the updated job description entitled Coordinator of Culture, Belonging, and Educational Equity as presented. Mr. Strother seconded. Mr. Christopher voted no. Motion carries.

Mr. Morton noted that all job descriptions are being updated for continuity and the CTE descriptions will now include Chapter 74 frameworks and skills. The educators' union will need to review and include as part of bargaining. Ms. Murray moved to approve the updated job description entitled "Teacher: Carpentry" as presented. Ms. Wise seconded. Approved unanimously.

- F. Mr. Morton reported that employee handbooks and guidelines are being reviewed and condensed in order to improve efficiency and will be presented for approval at a later date.
- 5.
- A. Ms. Bishop noted that past practice is to award non-union staff the union-negotiated Unit A COLA increase for the current fiscal year. There are 25 staff who are not represented by a union and the budget will support up to a 3 percent increase. Unit A had negotiated 2.5 percent for the FY26 school year and this is recommended for non-union staff. Ms. Murray moved to approve a 2.5 percent increase for FY 26 to non-union staff as presented. Ms. Wise seconded. Approved unanimously.
  - B. Ms. Bishop updated the Board regarding the fact that the Corporation's Mass Development Bond is maturing and the remaining \$6.9 million balance will need to be refinanced. She is working with the Mass Development Finance Agency again to secure financing and will present all necessary documents in September to the Corporation Board. Ms. Bishop and Mr. Morton discussed the possibility of housing all special education programs in one building with space to expand and increase enrollments.
  - C. Ms. Bishop noted that the LPVEC annually solicits bids for bus and van parts and this year's recommendation is enclosed. Ms. Murray moved to award the bid entitled Invitation for Bids, School Bus and Van Parts Bid #2026-03, which was released on May 13, 2025 and opened on June 9, 2025, to: Allegiance Trucks, Andco Inc., D&W Diesel, Inc., SOS Metal, Advantage Truck Group, and Parts Authority LLC each on the basis of being the lowest responsive and responsible bidders on a line-by-line basis, as indicated on the attached spreadsheets. Ms. Wise seconded. Approved unanimously.

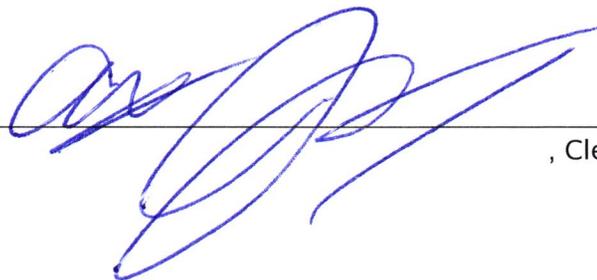
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- D. Ms. Bishop reported that the parking lot project at the Agawam transportation site has been completed and the final invoicing has been received. The balance in the Capital Projects Fund can be moved back to the general fund. Ms. Murray moved to appropriate from the Enterprise Capital Projects Fund an additional \$64,180 for the final expenses related to the project. The \$295,682.48 balance of the funds remaining for this project will be transferred (returned) to the Enterprise General Fund, Unreserved Fund Balance as presented. Ms. Wise seconded. Approved unanimously.
- 6. Mr. Morton reported that LPVEC mechanics and the UFCW have a drafted a collective bargaining agreement that will be reviewed before presentation to the Board. In addition, negotiations with Unit B will be commencing as there has only been a memorandum of agreement in place. In addition, the previous grievance that the Board reviewed and denied has been brought forward to arbitration and Mr. Morton will keep the Board apprised of the situation.
- 7. The next meeting of the Board is scheduled for September 17. Ms. Wise noted that she is not available to attend that evening.

Ms. Murray moved to adjourn the meeting. Ms. Wise seconded. Approved unanimously. The meeting adjourned at 7:20 p.m.

9-17-25

(date)



, Clerk