



MINUTES
Board of Directors' Meeting
APRIL 16, 2025

1. The meeting was called to order at 5:07 p.m. by the Vice Chairperson of the Board, Ms. Lisa Murray. The following were present:

Board of Directors: Mr. Albert J. Christopher, Agawam
 Ms. Lisa Murray, Hampden-Wilbraham Regional
 Mr. Zachary Verriden, Longmeadow
 Ms. Julie Anne Wise, West Springfield

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

2. The Director of Career and Technical Education, Mr. Donald Jarvis, introduced a representative from each vocational program to present their General Advisory Committee Annual Report to the Board.

At 6:00 p.m. the Board took a short recess to have dinner with the full committee in the Bistro prepared by the Culinary Arts Program.

The meeting resumed at 7:00 p.m.

3. There was no public present for comments or communication.
4. Mr. Christopher moved to approve this evening's consent agenda as presented. Ms. Wise seconded. Approved unanimously.
5. A. Mr. Morton reviewed the proposed FY26 calendars for Brush Hill programs, administrative personnel, as well as the dates selected for Board meetings. Mr. Christopher moved to approve the LPVEC FY26 Board Schedule of Meetings, the LPVEC FY26 Administrative Calendar, and the LPVEC FY26 Brush Hill School Calendar as presented. Mr. Verriden seconded. Approved unanimously.

B. Mr. Morton noted that as personnel changes occur, the corresponding job descriptions are being updated. Mr. Christopher moved to approve the updated job description for Special Education Teacher as presented. Ms. Wise seconded. Approved unanimously.

LOWER PIONEER VALLEY EDUCATIONAL COLLABORATIVE
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Mr. Christopher moved to approve the updated job description for Classroom Assistant for Special and Alternative Education Programs as presented. Ms. Wise seconded. Approved unanimously.

Mr. Christopher moved to approve the updated job description for Classroom Assistant for Career and Technical Education Programs as presented. Ms. Wise seconded. Approved unanimously.

- C. Mr. Morton reviewed field trips and professional development activities. Mr. Christopher moved to authorize two staff members and 24 students to participate in the Skills USA State Competition in Marlborough May 1 through 3, 2025, as presented. Ms. Wise seconded. Approved unanimously.

Mr. Christopher moved to authorize three staff members to participate in the MAVA Connecting for Success Conference held in Marlborough June 25 and 26, 2025, as presented. Ms. Wise seconded. Approved unanimously.

6. A. Ms. Bishop noted that since the Board decided to wait until September to put the electric buses into service, she has been able to secure 8 gas buses on a monthly lease basis until to compensate for the decommissioned buses. Two additional buses are available for purchase from an area dealer. Training on the electric vehicles will continue as planned. Ms. Bishop noted that a community outreach plan will need to be decided upon to launch the electric vehicle fleet.
- B. Ms. Bishop also noted that a number of charging stations had been damaged by the fire in January. As these may be difficult to obtain when tariffs are imposed, it was suggested that they be replaced immediately. The insurance company will need to reimburse the LPVEC for the cost of the replacement.
- C. Ms. Bishop reviewed the latest revenues and expenditures as of March 31, 2025, noting nothing extraordinary to report.
- D. Ms. Bishop reported that Grant Fund Code 274, Special Education Program Improvements, has been awarded in the amount of \$5,000. Mr. Christopher moved to accept the grant. Ms. Wise seconded. Approved unanimously.

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Ms. Bishop noted that the LPVEC treasurer has suggested that the Collaborative invest funds in order to take advantage of current interest rates. She will provide more information at the next meeting.

At 7:27 p.m. Mr. Christopher moved to enter into Executive Session to investigate charges of criminal misconduct or to consider the filing of criminal complaints and to return to Open Session at its conclusion. Ms. Murray seconded. On a roll call vote, the following voted YES: Ms. Christopher, Ms. Murray, Mr. Verriden, and Ms. Wise.

Open Session resumed at 7:57 p.m. with Mr. Laing in attendance.

Mr. Morton noted that the May meeting will be rescheduled at the Board's convenience. It was the consensus of those present to reschedule to May 28 at 6:00 p.m. and moving forward, hold all meetings at 6:00 p.m. rather than 6:30 p.m.

Motion was made by Mr. Christopher to adjourn. Ms. Wise seconded. Approved unanimously. The meeting adjourned at 8:05 p.m.

9-17-25
(date)


_____, Clerk