



MINUTES
Board of Directors' Meeting
February 12, 2024~~5~~

1. The meeting was called to order at 6:31 p.m. by the Chairperson of the Board, Mr. Jeffrey Laing. The following were present:

Board of Directors: Mr. Albert J. Christopher, Agawam
 Mr. Gregory Thompson, East Longmeadow
 Ms. Lisa Murray, Hampden-Wilbraham Regional
 Mr. Jeffrey Laing, Ludlow

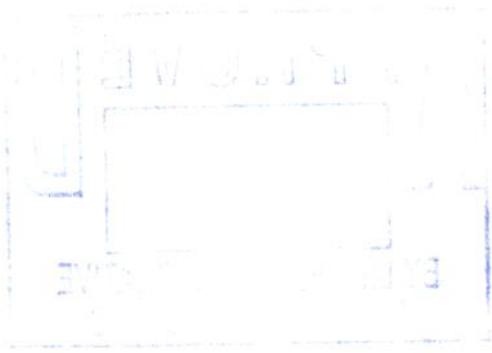
Collaborative: Mr. Alvin W. Morton, I, Executive Director
 Ms. Anna Bishop, Director of Finance

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. Mr. Christopher seconded. Approved unanimously.
4. A. Mr. Morton noted that the LPVEC is eligible to nominate one staff member to receive the Pioneer Valley Excellence in Teaching Award every three years. A staff member has been chosen and will be part of the organization's presentations in May.
B. Mr. Morton discussed how the Director of Municipal Reimbursement would like to reorganize her department to more closely align job descriptions to current duties. Since the department was consolidated from seven to four staff, duties have been combined to accommodate the reduction in the work force. In addition, the Director proposes that the positions also be re-aligned on salary scales to recognize these staff members and their dedication.

Ms. Murray moved to approve the Municipal Reimbursement Program organizational changes as presented and to approve the revised job description for Director of Municipal Reimbursement as presented. Mr. Christopher seconded. Approved unanimously.

Ms. Murray further moved to approve the job description for Administrative Assistant for Compliance as presented. Mr. Christopher seconded. Approved unanimously

Ms. Murray further moved to approve the job description for Administrative Assistant for Eligibility as presented. Mr. Christopher seconded. Approved unanimously.



10.

Ms. Murray moved to approve the revised job description for Medical Billing Assistant as presented. Mr. Christopher seconded. Approved unanimously.

- C. Mr. Morton reviewed a number of staff requests to participate in professional development activities as well as a student organization function. The Board requested clarification on the Career and Technical Education conferences.

Ms. Murray moved to authorize Mr. Harel and Mr. Reidy to participate in the New England Regional Turfgrass Convention in Providence, Rhode Island, March 5 & 6, 2025 as presented. Mr. Christopher seconded. Approved unanimously.

Ms. Murray moved to authorize the Landscaping and Horticulture Program's staff and student participation in the North East Hardscape Expo at Mohegan Sun Arena in Uncasville, CT on March 19, 2025, as presented. Mr. Christopher seconded. Approved unanimously.

Ms. Murray moved to authorize Ms. Martin of the Graphic and Visual Design Program to participate in the ACTE Region 1 Leadership Conference in Foxborough, MA, March 26 through 28, 2025 as presented. Mr. Christopher seconded. Approved unanimously.

Ms. Murray moved to authorize Ms. Ashe of the Culinary Arts Program to participate in the Mass CTE Annual Conference in Foxborough, MA, March 28 and 29, 2025 as presented. Mr. Christopher seconded. Approved unanimously.

Ms. Murray moved to authorize Landscaping and Horticulture Program students and staff to participate in the FFA State Convention in Framingham, MA, April 2 through 4, 2025 as presented. Mr. Christopher seconded. Approved unanimously.

- D. Mr. Morton reported that Superintendents are reviewing academic equivalencies for CTEC programs toward graduation requirements at home schools.

- E. Mr. Morton and Ms. Bishop reviewed efforts to improve services and recruiting in the transportation program. Mr. Morton noted that a grievance has been filed that may escalate to the Board if it is not resolved to the union's satisfaction. With regard to the electric bus fire, Ms. Bishop noted that all interested parties are involved in the investigation and the project is on hold until a determination has been reached. She does not anticipate that this will affect the start of the school year.

5. A. Ms. Bishop is preparing a bid for 8 vans and 4 mini buses for the upcoming school year using excess capital projects funds.



C. Ms. Bishop reviewed revenues and expenditures as of January 31, 2025.

Mr. Christopher moved to adjourn the meeting. Ms. Murray seconded. Approved unanimously. The meeting adjourned at 7:38 p.m.

3-19-25

(date)


_____, Clerk