

Emily J. Parks
Executive Director

Dan Shovak
Dir. of Finance & Operations



Dr. Zachary Abrams
Dir. of Student Services

Dr. Jean Kenney
Dir. of Professional Learning & Leadership

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To: The TEC Board of Directors
Subject: Minutes of the Board of Directors Meeting - February 2, 2024

****The Governor of Massachusetts modified certain requirements of the Open Meeting Law and allowed remote participation for all open meetings. Notice from the Attorney General is attached.**

<https://tec-coop-org.zoom.us/j/83862415825>

The meeting was called to order at 8:03 by Nancy Gallivan

- 1. Nancy Gallivan took a roll call of the BOD:

Derek Folan, Canton	Present Remotely
Ian Kelly, Dedham	Not Present
Judith Styer, Framingham	Present Remotely
Dr. Susan Kustka, Holliston	Present Remotely; 8:35
Dr. Carol Cavanaugh, Hopkinton	Not Present
Dr. Jeffrey Marsden, Medfield	Present Remotely
Dr. Armand Pires, Medway	Present Remotely
Robert Mullaney, Millis	Present Remotely
Elizabeth McCoy, Dover Sherborn	Present Remotely, 8:10
Matt Brand, Natick	Present Remotely
Matt Spengler, Needham	Present Remotely
Dr. David Thomson, Norwood	Present Remotely
Nancy Gallivan, Chair, Walpole	Present Remotely
Erin Mueller, Wayland	Not Present
Timothy Piwowar, Westwood	Present Remotely

Also present were: Dan Shovak, Director of Finance and Operations, Zachary Abrams, Director of Student Services, Brad Jackson, TEC Treasurer, Emily Parks, Executive Director, Kayla Ober, Executive Assistant

Consent Agenda:

2b. Emily Parks presented a personnel update:

- All four positions listed are replacements

Brad Jackson presented the Q2 financial report

- The revenue for The Education Cooperative through Q2 was \$6.0M, an increase of \$302,719 or 5.2% from FY2023
- Enrollments continue to be slightly lower than expected. It will be difficult to reach the budgeted average enrollments for FY24.
- Total expenses were \$5.3M, an increase of \$537K or 11.4%. The increase was driven by an increase in salaries, health insurance benefits and building and utilities.
- Net income through December 31, 2023 was \$790k, decrease of \$234k or 22% from prior year
- At the end of FY2023 TEC had a cumulative surplus percentage of 24.93%. TEC is expecting a moderate loss at year end and a moderate reduction in the cumulative surplus.

Nancy Gallivan introduced Judith Styer, the new BOD representative from Framingham.

2d. Emily Parks presented one grant: IDEA Federal Targeted Special Education Program Improvement; \$8,485

David Thomson moved to approve the consent agenda. Armand Pires seconded the motion and the Board voted to approve in a roll call vote as recorded below:

Derek Folan, Canton	Yes
Judith Styer, Framingham	Yes
Dr. Susan Kustka, Holliston	Not Present
Dr. Jeffrey Marsden, Medfield	Yes
Dr. Armand Pires, Medway	Yes
Robert Mullaney, Millis	Yes
Elizabeth McCoy, Dover Sherborn	Yes
Matt Brand, Natick	Yes
Matt Spengler, Needham	Yes
Dr. David Thomson, Norwood	Yes
Nancy Gallivan, Chair, Walpole	Yes
Timothy Piwowar, Westwood	Yes

TEC Phoenix Academy Lease

Ms. Parks explained that TEC has finalized the lease with the Town of Walpole to move TEC Phoenix Academy (TPA) from its current location at the Plimpton building to Johnson Middle School. She presented pictures of the school and the area where TPA will be located. TEC is currently working with an architect to build out an entrance and

classrooms in the cafeteria space on the first floor of the building. With this move, TPA will be able to support grades 6-12.

Dan Shovak presented the 11 year lease agreement. TEC’s attorney reviewed the lease and has no concerns.

Tentative move in date is the start of the school year. In the event that the renovations are not completed on time, the lease has a provision to reduce the rent accordingly.

Nancy asked for a motion to approve the lease as proposed. Jeff Marsden moved to approve the lease. David Thomson seconded the motion and the Board voted to approve in a roll call vote as recorded below:

Derek Folan, Canton	Yes
Judith Styer, Framingham	Yes
Dr. Susan Kustka, Holliston	Not Present
Dr. Jeffrey Marsden, Medfield	Yes
Dr. Armand Pires, Medway	Yes
Robert Mullaney, Millis	Yes
Elizabeth McCoy, Dover Sherborn	Yes
Matt Brand, Natick	Yes
Matt Spengler, Needham	Yes
Dr. David Thomson, Norwood	Yes
Nancy Gallivan, Chair, Walpole	Yes
Timothy Piwowar, Westwood	Yes

Planning for Legislative Breakfast

TEC has joined Tri County Superintendents roundtable to do a legislative breakfast on March 28, 2024 from 9-11 at the Norwood Senior Center. TPA students will cater the breakfast. Co-Chair, Susan Kusta and Emily have been working together to form a planning group for the presentation and to recruit speakers. Tom Scott and Mary Bourque are supporting the planning and will be in attendance.

The Chair opened the discussion about topics that the TEC board f would like to see highlighted at the meeting:

Derek Folan: M.A.S.S to speak about the position statement of local control of literacy

Nancy Gallivan; growth of the special education budget, OSD more oversight; rate increase in addition being invoiced for 1:1 aides and nurses and a strong hit in budgets due to the Tri-County school.

Armand Pires: Last year, looked at MASS legislative priorities, helpful to look at for this year (e.g. continued focus on Chapter 70 funding and districts that receive minimum increases, potential 9C cuts, special education funding, etc.).

Jeff Marsden: Recognized Nancy's work that was done with the Suburban coalition. He discussed suburban districts getting the minimum \$30/student increase and noted the compounded impact with the state not holding up their bargain with chapter 70.

Tim Piwowar: Agreed with Armand on M.A.S.S talking points on the legislation priorities. Would push on the chapter 70 money and the inflationary cap on the formula that isn't in alignment with actual inflation, and also really push on the circuit breaker since that is something that comes directly to the districts.

Armand: Transportation reimbursement is part of SOA that comes in via circuit breaker and reduced to 57% without being put on anyone's radar.

Emily: Noted what was successful about last year's breakfast that the "asks" were very specific. Would like to take a similar approach and be clear on what we are asking.

Executive Director Update

5a. Emily presented the report of entry findings and appreciates the support from the BOD in the approach of taking six months to learn and listen. She reported that she shared a draft of the findings with the administrative leadership team, and then shared with the entire staff including an offering of an opportunity to drop by and discuss as a group.

The findings note that TEC is a wonderful place with a sense of collaboration, team and connectedness to the mission. TEC is in a good position financially, policies and procedures are in place, and TEC is responsive to district needs. Through the entry process, Emily noted themes that lead to guiding questions for further exploration when developing strategic priorities going forward.

5b. Emily noted that the lawsuit with the Mansion Dr property owner lease was settled just before the December break. TEC paid to the property owner \$350k, which was authorized by the BOD, covering four years of CAM charges (00-23), and the property owner signed an amendment to the lease under which TEC is taking over responsibilities for common area maintenance.

5c. Emily provided an update on the student data privacy alliance. TEC SDPA is wrapping up the second part of the three phase pilot with New York state. It has been successful and we are optimistic about it leading to an MOU with New York. Through this pilot, TEC SDPA has developed a different service model that reflects New York's structure of districts being represented by 37 Boards of Cooperative Educational Services (BOCES). While in the other 5 states that TEC SDPA represents, TEC works with individual districts using a per student price model, in New York, the BOCES will serve as intermediaries between TEC and the 700 school districts they represent. (BOCES represent all districts in NY except for 5 large urban districts). Under the proposed MOU, districts will pay a flat annual fee of \$500, representing approx. \$350K in revenue for TEC. If the MOU is executed and NY joins the TEC SDPA,, TEC will need additional staff to support the program.

Emily wanted to note that when she had a meeting with the head of New York overseeing, that she made it clear New York has chosen to work with TEC because of the trusting relationship that they have built with Ramah Hawley (SDPA Director) during the pilot.

In addition, TEC is about to start a 30-day pilot with MorNet, a professional organization serving the state of Missouri, that uses a similar model to the one TEC developed with New York. MorNet will serve as the intermediary between TEC and districts. If the pilot is successful and the parties move forward with an MOU, MorNet estimates that approx. 100 districts will take part, potentially generating \$50K in revenue for TEC.

As the size of the alliance increases, the SDPA Steering Committee has spoken about the possibility of lowering cost for current clients, in keeping with our mission of leveraging economies of scale for members.

Brad Jackson reminded the BOD that SPDA is free to all TEC member districts.

5d. TEC has formed a new Cybersecurity working group (a subset of our member districts' technology directors job-alike) to considers ways districts can approach cybersecurity more efficiently and more cost effectively.

New Business- None

Adjourn:

Nancy Gallivan asked for a motion to adjourn to enter into executive session. David Thomson made a motion to adjourn the meeting at 9:00am. Jeff Marsden seconded the motion. A roll call vote was taken as follows:

Derek Folan, Canton	Not Present
Judith Styer, Framingham	Yes
Dr. Susan Kustka, Holliston	Not Present
Dr. Jeffrey Marsden, Medfield	Yes
Dr. Armand Pires, Medway	Yes
Robert Mullaney, Millis	Yes
Elizabeth McCoy, Dover Sherborn	Yes
Matt Brand, Natick	Yes
Matt Spengler, Needham	Yes
Dr. David Thomson, Norwood	Yes
Nancy Gallivan, Chair, Walpole	Yes
Timothy Piwowar, Westwood	Yes
Derek Folan, Canton	Yes

Update on the Open Meeting Law and COVID-19

2 messages

Attorney General's Division of Open Government
<OpenMeeting@state.ma.us>

Thu, Mar 12, 2020 at
9:54 PM

Reply-To: Attorney General's Division of Open Government <OpenMeeting@state.ma.us>
To: jgriffin@tec-coop.org

[View this email in your browser](#)



Update from the Division of Open Government

On March 12, 2020, Governor Baker issued an Executive Order modifying certain requirements of the Open Meeting Law, to enable public bodies to carry out their responsibilities while adhering to public health recommendations regarding social distancing.

The Executive Order relieves public bodies from the requirement in the Open Meeting Law that meetings be conducted in a public place that is open and physically accessible to the public, provided that the public body makes provision to ensure public access to the deliberations of the public body through adequate, alternative means. "Adequate, alternative means" may include, without limitation, providing public access through telephone, internet, or satellite enabled audio or video conferencing or any other technology that enables the public to clearly follow the proceedings of the public body in real

time. A municipal public body that for reasons of economic hardship and despite best efforts is unable to provide alternative means of public access in real time may instead post on its municipal website a full and complete transcript, recording, or other comprehensive record of the proceedings as soon as practicable afterwards.

In addition, all members of a public body may participate in a meeting remotely; the Open Meeting Law's requirement that a quorum of the body and the chair be physically present at the meeting location is suspended.

All other provisions of the Open Meeting Law, such as the requirements regarding posting notice of meetings and creating and maintaining accurate meeting minutes, as well as the limited, enumerated purposes for holding an executive session, remain in effect.

The full text of the Executive Order is available [here](#).

In partnership,
The Attorney General's Division of Open Government



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