

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

141 Mansion Drive, Suite 200
East Walpole, Massachusetts 02032
Phone: 781-352-5700 Fax: 508-660-1124

To: The TEC Board of Directors
Subject: Minutes of the Board of Directors Meeting - March 21, 2025

****Due to the Coronavirus Situation, 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/85367484361?pwd=XMafRm0cwclqRiywemLAM6rVvKPk0.1>

The meeting was called to order at 8:01 by Nancy Gallivan

March 29, 2023 Governor Maura Healey signed into law temporary revisions to Open Meeting Law through March 31, 2025.

1. **Roll Call:**

Nancy Gallivan took a roll call of TEC Voters present:

Derek Folan, Canton	Present Remotely
Nan Murphy, Dedham	Not Present
Judith Styer, Framingham	Not Present
Dr. Susan Kustka, Holliston	Present Remotely 8:07
Dr. Carol Cavanaugh, Hopkinton	Present Remotely
Dr. Jeffrey Marsden, Medfield	Present Remotely
Dr. Armand Pires, Medway	Present Remotely
Robert Mullaney, Millis	Present Remotely
Elizabeth McCoy, Dover Sherborn	Present Remotely
Matt Brand, Natick	Present Remotely
Matt Spengler, Needham	Present Remotely
Tim Luff, Norwood	Present Remotely
Nancy Gallivan, Chair, Walpole	Present Remotely
Erin Mueller, Wayland	Present Remotely at 8:09

Timothy Piwowar, Westwood	Present Remotely at 8:04
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Also present were: Dan Shovak, Director of Finance and Operations, Zachary Abrams, Director of Student Services, Brad Jackson, TEC Treasurer, Emily Parks, Executive Director and Antoinette Leshore, Executive Assistant

Nancy Gallivan asked for a motion to enter into an Executive Session. Jeff Marsden made the motion. Matt Brad seconded the motion and the Board voted to move to the Executive Session in a roll call vote as recorded below:

Derek Folan	yes
Matt Brand	yes
Dr. Carol Cavanaugh	yes
Dr. Jeffrey Marsden	yes
Dr. Armand Pires	yes
Robert Mullaney	yes
Elizabeth McCoy	yes
Tim Luff	yes
Nancy Gallivan	yes
Timothy Piwowar	yes
Matt Spangler	yes

The Open session meeting was called back to order at 9:08 by Nancy Gallivan.

2. Consent Agenda:

a. Review of minutes, February 7th, 2025 (no comments or revisions)

b. Personnel Update

Emily Parks presented the following Personnel Updates:

- Four replacements and one new hire

c. Approval of 2025-2026 Calendar

Emily Parks presented the following about the 2025-2026 Calendars

- Five calendars but all five contain the same dates for the school years with differences in progress report dates, etc.

Nancy Gallivan asked for a motion to approve the Consent Agenda items. Tim Luff made the motion to approve. Armand Pires seconded the motion and the Board voted to approve in a roll call vote as recorded below:

Derek Folan	yes
Matt Brand	yes
Dr. Carol Cavanaugh	yes
Dr. Jeffrey Marsden	yes
Dr. Armand Pires	yes
Robert Mullaney	yes
Elizabeth McCoy	yes
Tim Luff	yes
Nancy Gallivan	yes
Timothy Piwovar	yes
Matt Spangler	yes
Susan Kustka	yes
Erin Mueller	yes

3. FY26 Proposed Budget

a. Budget Presentation

Emily Parks presented the following information regarding the FY26 Proposed Budget:

- The total proposed budget is \$13,110,609 which is a 10% increase
- Enrollments are currently at a 10 year high. For FY26, budgeting similar enrollment for TCS, TEC Academy Phoenix expanding middle school program, TEC Academy Lower relocating to Robbins Rd, TEC High school enrollments about the same at 19 students
- Proposed Tuition: A somewhat higher than typical increase (with a larger increase for non-members). Biggest increase is at the TEC Academy Lower program where the tuition is being adjusted to reflect the costs associated with staffing the progra.
- SDPA increasing in revenue (10%) and now spreads across 14 states

Dan Shovak presented the following information about Budget Cost Drivers

- Staffing and Salaries: Scale increases of 4% and a proposed 3% for off scale staff
- Benefits and Fringe: 19.92% increase in health insurance premiums as well as 6 employees moving from individual plans to family plans
- Rent/Lease: Now includes Robbins Rd and a small increase in Mansion Dr lease
- Instructional Expense (non salary): Additional vans and additional equipment for new enrollments

b. Health Benefit Cost Mitigation

Emily Parks presented the following information regarding the new Health Benefit cost:

- The new increase of almost 20% has taken TEC aback and will have a substantial effect on staff

- TEC has worked with MIIA to offer a new plan option with only a 10% increase in premium, same network of doctors and hospitals but with a deductible
- Dan and Emily are also working on a plan to offer a stipend to support staff who move to a lower cost plan with a deductible.

Susan Kutska left meeting at 9:35am

4. Executive Director’s Updates

a. DESE Financial Review Report

Emily Parks presented the following information regarding the Financial Review Report:

- Review happens every 6 years
- TEC chosen along with a few other collaboratives as a Beta
- The process audits financial processes and governance
- TEC did well in the process; there was some feedback about the need for the BOD to evaluate the treasurer and BOD members consistently reporting back to their school committees.

b. Letter from DESE re: Annual Audit Submission

- Informational item - DESE has accepted the annual audit report.

c. Status of Collaborative Agreement:

- All of the paperwork is with DESE and waiting on a signature from the Commissioner

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5. First Reading: Title IX Policy Revision

Emily Parks presented the following information regarding the Title IX Policy Revision:

- With the change of administrations, the federal government has provided new guidance that removes gender identity from the Title IX protections.a
- Under MA law these students are still protected and there will be no change to TECs values, anti-harassment policy, etc.

6. New Business (none)

Nancy Gallivan asked for a motion to adjourn at 9:43am. Matt Brand made the motion to adjourn. Jeff Marsden seconded the motion and the roll call was as recorded below:

Derek Folan	yes
Matt Brand	yes
Dr. Carol Cavanaugh	yes
Dr. Jeffrey Marsden	yes
Dr. Armand Pires	yes
Robert Mullaney	yes
Elizabeth McCoy	yes

Tim Luff	yes
Nancy Gallivan	yes
Timothy Piwowar	yes
Matt Spangler	yes
Erin Mueller	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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