

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 - September 19, 2025

<https://tec-coop-org.zoom.us/j/85367484361?pwd=XMFrVm0cwclqRiywemLAM6rVvKPk0.1>

The meeting was held virtually and was called to order at 8:02am by Emily Parks.

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

1. Roll Call:

Emily Parks took a roll call of TEC Voters present:

Derek Folan, Canton	Present Remotely
Nan Murphy, Dedham	Present Remotely at 8:05am
Judith Styer, Framingham	Present Remotely
Dr. Susan Kustka, Holliston	Present Remotely at 8:11am
Evan Bishop, Hopkinton	Present Remotely
Jim Lehan, King Philip	Not Present
Dr. Jeffrey Marsden, Medfield	Present Remotely
Dr. Armand Pires, Medway	Present Remotely
Robert Mullaney, Millis	Present Remotely
Elizabeth McCoy, Dover Sherborn	Not Present
Matt Brand, Natick	Not Present
Matt Spengler, Needham	Present Remotely
Tim Luff, Norwood	Present Remotely
Peter Botelho, Sharon	Present Remotely
Nancy Gallivan, Chair, Walpole	Present Remotely
Erin Mueller, Wayland	Not Present
Tim Piowar, 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, Antoinette Leshore, Executive Assistant, and Richard Drolet, King Philip Superintendent

1. Board Reorganization
 - a. Election of Chair

Emily Parks entertained nominations for Board Chair. Jeff Marsden made the motion to nominate Nancy Gallivan. Armand Pires seconded the motion and the Board voted to approve in a roll call vote as recorded below:

Derek Folan, Canton	Yes
Evan Bishop, Hopkinton	Yes
Peter Botelho, Sharon	Yes
Dr. Jeffrey Marsden, Medfield	Yes
Dr. Armand Pires, Medway	Yes
Robert Mullaney, Millis	Yes
Tim Piwowar, Westwood	Yes
Matt Spengler, Needham	Yes
Tim Luff, Norwood	Yes
Nancy Gallivan, Walpole	Yes
Judith Styer, Framingham	Yes
Nan Murphy, Dedham	Yes

- b. Election of Vice-Chair

Nancy Gallivan entertained motions for Vice-Chair and nominated Matt Spengler. Jeff Marsden seconded the motion and the Board voted to approve in a roll call vote as recorded below:

Derek Folan, Canton	Yes
Evan Bishop, Hopkinton	Yes
Peter Botelho, Sharon	Yes
Dr. Jeffrey Marsden, Medfield	Yes
Dr. Armand Pires, Medway	Yes
Robert Mullaney, Millis	Yes
Tim Piwowar, Westwood	Yes

Matt Spengler, Needham	Yes
Tim Luff, Norwood	Yes
Nancy Gallivan, Walpole	Yes
Judith Styer, Framingham	Yes
Nan Murphy, Dedham	Yes

c. Appointment of FY'26 Subcommittees and Working Groups

Nancy Gallivan asked for volunteers for the 24-25 SY sub committees and assigned members as follows:

- i. Budget members: Derek Folan, Armand Pires, Tim Piwowar
- ii. Personnel members: Tim Luff, Jeff Marsden, Judy Styer
- iii. SPDA members: Jeff Marsden, Armand Pires, Matt Spengler, Beth McCoy

3. Consent Agenda

Emily Parks presented the Consent Agenda

a. *Meeting Minutes – May 9, 2025*
- No Changes or Questions

b. *FY'25 Q4 Financial Report*

Brad Jackson presented the Q4 Financial Report. He stated that it is an unaudited report, with the audit happening in a couple of weeks. For FY25, TEC had budgeted for a moderate loss of \$631,071, mostly due to the significant amount of capital funding needed for renovations at the former Johnson Middle School (now the TEC "Robbins Rd Campus") as TEC relocated TEC Academy - Phoenix. In fact, TEC ended the year with a smaller-than-anticipated loss of \$541,490. This reflects a positive variance of \$89,581 and is particularly notable given higher than anticipated renovation costs, a higher than anticipated OPEB contribution, and increased costs to support the growth in both the TEC Student Data Privacy Alliance and the TEC Campus School programs. Despite these additional costs in FY25, TEC did not use funds from its Capital Reserve, but covered costs through a combination of general operating funds and through the use of the cumulative surplus. Overall, an extremely successful FY25 and because TEC is already starting the year with solid enrollments a successful FY26 is anticipated as well.

c. *Personnel Update*

Emily Parks presented the following updates:

- This update also includes summer hiring.
- The nurse leader's salary is being adjusted to include her leader and summer stipends in her salary.
- The TEC Program Director salary is being adjusted in year 2 of a 2 year plan to bring it into alignment with the other program directors.
- TEC Academy Assistant Program Director is now on an individual contract to accommodate expectation to work summer days to reflect new responsibilities with the K-2 program now that it is located at Robbins Rd. (The Elementary Coordinator role is vacant and will not be filled.)

-Daniel Mayer is the interim Director of Professional Learning and Leading, replacing Jean Kenney, who is retiring.

25-26 Strategic Priorities

Emily Parks highlighted some of the strategic priorities for this year:

-TEC Campus School will continue to focus on implementation of literacy curriculum, Readtopia, and expanding community based access.

-TEC High School will focus on developing a research-based framework for school avoidance to be implemented in 2026-2027

-TEC Academy will focus on increased opportunities for career exploration and has formed a partnership with the Peterson Trade School and implementing a clear programwide framework for incorporating SEL skill development across the milieu and shifting the reliance on “on the fly” interventions and counseling

-Operations will be supporting the BOD as it reexamines the salary scales, as well as thinking about how to develop new revenue streams with the loss of the TECCA sponsorship fee and sublease revenue approaching.

Before the vote, Nancy Gallivan took the time to welcome new members Evan Bishop, Peter Botelho and Rich Drolet who will be voted in soon to replace Jim Lehan due to schedule differences. Next, Nancy Gallivan asked for a motion to approve the Consent Agenda items. Jeff Marsden made the motion to approve. Tim Luff seconded the motion and the Board voted to approve in a roll call vote as recorded below:

Derek Folan, Canton	Yes
Evan Bishop, Hopkinton	Yes
Peter Botelho, Sharon	Yes
Dr. Jeffrey Marsden, Medfield	Yes
Dr. Armand Pires, Medway	Yes
Robert Mullaney, Millis	Yes
Tim Piwowar, Westwood	Yes
Matt Spengler, Needham	Yes
Tim Luff, Norwood	Yes
Nancy Gallivan, Walpole	Yes
Judith Styer, Framingham	Yes
Nan Murphy, Dedham	Yes
Susan Kutska, Holliston	Yes

4. Abuse Prevention Policy

Emily Parks presented the following notes about the policy:

- Policy is a requirement of TEC's insurance carrier.
- One other collaborative has one and their policy was used as a base to create this one.
- Emily had the TEC Board attorney take a look at it before presenting it.
- Today's agenda item is the first reading of the policy. It will also be on the agenda for the next meeting.

5. Executive Director's Update

Emily Parks presented the Executive Director Updates:

a. *Summer and School Opening*

- TEC experienced a last minute power outage and cancellation yesterday due to a fallen tree.
- TEC's first ever Spring Fling last May was a huge success.
- TEC Academy is now completely consolidated onto the Robbins Rd location.
- New school year staff orientations were successful.
- TCS students at the Westwood classroom went to visit first responders on 9/11.
- Wishes on Wheels event was a success.
- TEC Fall College Fair scheduled for October 7th in Waltham.
- MOEC Board Meeting with Commissioner Martinez will be at TEC on October 6th.

b. *Enrollments*

- Budgeted for 114. Opened the year with 112 students (a 5.5% increase over last September).

8. New Business (none)

Nancy Gallivan asked for a motion to move to Executive Session at 8:38am. Tim Piwowar made the motion to move. Arman Pires seconded the motion and the roll call was as recorded below:

Derek Folan, Canton	Yes
Evan Bishop, Hopkinton	Yes
Peter Botelho, Sharon	Yes
Dr. Jeffrey Marsden, Medfield	Yes
Dr. Armand Pires, Medway	Yes
Robert Mullaney, Millis	Yes
Tim Piwowar, Westwood	Yes
Matt Spengler, Needham	Yes
Tim Luff, Norwood	Yes
Nancy Gallivan, Walpole	Yes
Judith Styer, Framingham	Yes
Nan Murphy, Dedham	Yes

Susan Kutska, Holliston	Yes
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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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