

Emily J. Parks
Executive Director

Dan Shovak
Dir. of Finance & Operations



Dr. Zachary Abrams
Dir. of Student Services

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To: The TEC Board of Directors

Subject: Minutes of the Board of Directors Meeting - November 7, 2025

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

The meeting was held virtually and was called to order at 8:01am 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	Present Remotely
Judith Styer, Framingham	Present Remotely at 8:02am
Dr. Susan Kustka, Holliston	Not Present
Evan Bishop, Hopkinton	Present Remotely
Rich Drolet, King Philip	Present Remotely
Dr. Jeffrey Marsden, Medfield	Present Remotely
Dr. Armand Pires, Medway	Not Present
Robert Mullaney, Millis	Present Remotely at 8:05am
Elizabeth McCoy, Dover Sherborn	Present Remotely
Matt Brand, Natick	Present Remotely
Matt Spengler, Needham	Present Remotely
Tim Luff, Norwood	Present Remotely at 8:05am
Peter Botelho, Sharon	Not Present
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 Daniel Mayer, Director of Professional Learning and Leadership

After rollcall, Nancy Gallivan turned it over to Emily Parks who introduced Daniel Mayer, Interim Director of Professional Learning and Leading, to the Board. Daniel spoke briefly about his background in Westborough Public Schools and what he has been involved in at TEC so far.

Daniel Mayer left the meeting at 8:05am

2. Consent Agenda

Emily Parks presented the Consent Agenda

a. Meeting Minutes – September 19, 2025

- No Changes or Questions

b. FY'26 Q1 Financial Report

Brad Jackson presented the Q1 Financial Report. He stated that the SDPA program has changed its billing cycle, with most revenue collected at the start of the fiscal year. There has also been an increase in tuition as well as an increase in expenses, within the projected budget, to support new student enrollment. He suggested that TEC keep an eye on the health insurance rates being that this year rates went up close to 20% more than TEC budgeted for. Overall TEC is doing well due to multiple sources of revenue and is off to a good start to the year.

c. Personnel Update

Emily Parks presented the following updates:

-The staff appointments this month include replacements, a long term substitute and a new hire (within the budget). In addition, Emily proposed a rate adjustment for two teachers' aides at TEC High School.

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
Elizabeth McCoy, Dover Sherborn	Yes
Dr. Jeffrey Marsden, Medfield	Yes
Rich Drolet, King Philip	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
Matthew Brand, Natick	Yes

3. Abuse Prevention Policy

Emily Parks presented the following notes about the policy:

-This is the Board's second reading of the proposed policy. Emily proposed one minor adjustment to one phrase within the policy – striking the phrase “and to the extent that such actions are disruptive” in paragraph 3.

Nancy Gallivan asked for a motion to approve the Abuse Prevention Policy with the suggested amendment. Tim Luff made the motion to approve. Evan Bishop 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
Elizabeth McCoy, Dover Sherborn	Yes
Dr. Jeffrey Marsden, Medfield	Yes
Rich Drolet, King Philip	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
Matthew Brand, Natick	Yes

4. Executive Director's Update

Emily Parks presented the Executive Director Updates:

a. News from TEC

- College Fair at Waltham High with approximately 100 colleges & universities and approximately 500 attendees. The Spring fair will be held at Westwood High School.
- TEC's Annual Fall Fest and Halloween at Campus School were a success.
- TEC Academy also had a successful Halloween.
- TEC have had many community outings, such as Adventure East, a brand new fully accessible playground, and the YMCA.
- New van coming in to replace van 1 that has been out of commission for some time.

b. Settlement with TECCA

- The settlement will result in a \$2.5M payment to TEC. The first payment has been made. The second payment will be made in July 2026.
- TECCA will be vacating by 7/31/2026.
- Member districts will continue to have access to Online Learning courses until 2030 at the cost charged by Pearson.

Elizabeth McCoy left at 8:30am.

c. Budget Development Preview

- Budgeting will focus on both FY27 and FY28 due to the impact of losing the TECCA sponsorship and sublease revenue.
- The FY27 budget development will also take into account the Board's commitment to adjust the teacher and para salary scales. (This commitment was made when the scales were last reviewed in FY22.) 35% of teachers and 38% of paras are off scale. This will be a topic of discussion with the Budget Subcommittee.
- Health insurance costs and retirement rates are also increasing and being considered.
- Derek Folan asked if TEC uses the LITIX tool and Emily Parks replied that she and Dan Shovak had just begun using it.
- Brad Jackson suggested that TEC will need to keep an eye on tuition rates to ensure that special education programs are financially supported.

Nancy Gallivan left at 8:41am

d. MOEC suggested CD requirement language

- Emily provided the BOD a memo on the thinking behind MOEC's suggested language.

5. New Business (none)

Emily Parks reminded everyone about the MASC/MASS Conference November 14th and then asked for a motion to adjourn at 8:43am. Jeff Marsden made the motion to adjourn. Rich Drolet seconded the motion and the roll call was as recorded below:

Derek Folan, Canton	Yes
Evan Bishop, Hopkinton	Yes
Dr. Jeffrey Marsden, Medfield	Yes

Rich Drolet, King Philip	Yes
Robert Mullaney, Millis	Yes
Tim Piwowar, Westwood	Yes
Matt Spengler, Needham	Yes
Tim Luff, Norwood	Yes
Judith Styer, Framingham	Yes
Nan Murphy, Dedham	Yes
Matthew Brand, Natick	Yes

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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