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— the education
— COOPERATIVE

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To: The TEC Board of Directors
Subject: Minutes of the Board of Directors Meeting August 4, 2020

****Due to the Coronavirus Situation, the Attorney General modified certain requirements of the Open Meeting Law and allowed remote participation for all open meetings. Notice from the Attorney General is attached.**

<https://zoom.us/j/9074828948>

Meeting ID: 907 482 8948

Attendance via Zoom webinar:

Beverly Hugo, Framingham	Liz McGonagle, TEC
Carol Cavanaugh, Hopkinton	Dan Shovak, TEC
Armand Pires, Medway	Susan Donelan, TEC
Nancy Gustafson, Millis	Janet Griffin, TEC
Matt Brand, Natick	Rose Bragdon, TEC
Matt Spengler, Needham	
David Thomson, Norwood	
Nancy Gallivan, Walpole	
Emily Parks, Westwood	

The meeting was called to order at 9:16am by Liz McGonagle with a roll call of TEC Voters:

Beverly Hugo, Framingham	Present
Carol Cavanaugh, Hopkinton	Present
Armand Pires, Medway	Present
Matt Brand, Natick	Present
Matt Spengler, Needham	Present
David Thomson, Norwood	Present
Nancy Gallivan, Walpole	Present
Emily Parks, Westwood	Present

1. Approval of TEC Reopening Plan

Liz McGonagle welcomed Medway to TEC. Liz McGonagle presented the highlights of the reopening plan to the Board. TEC planned according to DESE’s urging to be open for students with complex and special needs and is focused on opening for in-person learning but strategically planned for all models: in-person, remote and hybrid. With the participation of the leadership team and 30 staff members, TEC considered all concerns for safety protocols and compliance while formulating the reopening plan. Training has been made simple and is online and culminates in a Healthy Code of Conduct that all staff will sign. TEC has been outfitted with school signage regarding directions in hallways, entry and exit routes, mask wearing and hand washing published by the CDC. PPE and cleaning supplies have been procured as well as additional technology to limit sharing of equipment for either students or staff.

Dan Shovak presented on transportation planning. Dan met with the Walpole Safety Officer to review the traffic pattern at the school to allow for an increase in vehicles. His team created new traffic patterns and placed signs and cones in the driveway to aid with the flow of traffic.

Susan Donelan and Jean Kenny facilitated the academics plan. Susan shared that there is a reopening committee for each school/program. The high schools will meet in person and the campus school will start in a hybrid model to allow for teachers and students to adjust to the new protocols. We will follow our school calendar. Schools will start on September 2nd and there will be no school

September 4th and 7th. All students will attend in person beginning September 15th.

Liz McGonagle thanked Susan, Dan, Rose and Jean for their hard work. Liz explained to the Board, that in the event TEC would have to switch to an all remote learning system, TEC would use the additional 10 days given to schools by DESE to prepare for reopening fully remote as TEC did not utilize these additional days due to TEC opening on time on September 2nd.

Liz McGonagle presented the new TEC Website to the Board. She showed the Board where all the Covid-19 information is published on the site.

Matt Spengler commended TEC for opening on time. Matt Spengler also suggested TEC should keep their school bus windows open when transporting students to activities to increase air flow.

Nancy Gallivan stated that she is very impressed with everyone's work and being able to open on time. Nancy Gallivan would like to share the TEC plan with districts to allow districts to follow TEC ideas on special ed.

Emily Parks wanted to know what programs are doing that have locations in sites that are starting remotely. Nancy Gallivan stated TEC would need to reach out to the hosting district for permission to allow TEC to use their facilities.

Beverly Hugo was very impressed with the student centered plan and precautions.

One motion will approve all three schools reopening plans: TEC High School and TEC Phoenix Academy all in person learning according to the approved calendar. TEC Campus School starting remotely hybrid then continuing in person for all on September 15th.

Carol Cavanaugh made a motion to approve the TEC Reopening Plan. Matt Brand seconded the motion and the Board voted in favor during the roll call vote as noted below:

ROLL CALL VOTE Approval of TEC REopening Plan:

Beverly Hugo, Framingham	Yes
Carol Cavanaugh, Hopkinton	Yes
Armand Pires, Medway	Yes
Matt Brand, Natick	Yes
Matt Spengler, Needham	Yes

David Thomson, Norwood	Yes
Nancy Gallivan, Walpole	Yes
Emily Parks, Westwood	Yes

2. Review of DESE Letter Approving Medway as TEC Member District

Ms. Liz McGonagle presented the letter to the board and welcomed Medway to TEC.

Liz McGonagle also explained, TECCA can provide on-line courses for districts. Districts have free access for up to 80 courses. TECCA has sent an RFP to offer classes and TEC will coordinate enrollment. Beverly Hugo asked for a copy of the Professional Development courses and the plan for TECCA offering courses.

Liz McGonagle and Nancy Gallivan thanked the Board Members for their time and attention to the items on the agenda.

Nancy Gallivan asked for a motion to adjourn the meeting at 9:53am. Beverly Hugo made a motion to adjourn the meeting. Matt Brand seconded the motion to adjourn the meeting and the meeting was adjourned at 9:53 am.

Roll Call Vote to Adjourn the Board Meeting:

Beverly Hugo, Framingham	Yes
Carol Cavanaugh, Hopkinton	Yes
Armand Pires, Medway	Yes
Matt Brand, Natick	Yes
Matt Spengler, Needham	Yes
David Thomson, Norwood	Yes
Emily Parks, Westwood	Yes
Nancy Gallivan, Walpole	Yes

Letter from DESE

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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