

Elizabeth McGonagle  
Executive Director

Dan Shovak  
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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 December 11, 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:**

Melissa Pearrow, Dedham	Brad Jackson, TEC Treasurer
Andrew Keough, Dover-Sherborn	Liz McGonagle, TEC
Beverly Hugo, Framingham	Susan Donelan, TEC
Susan Kustka, Holliston	Dan Shovak, TEC
Jeffrey Marsden, Medfield	Janet Griffin, TEC
Armand Pires, Medway	
Robert Mullaney, Millis	
Matt Spengler, Needham	
David Thomson, Norwood	
Nancy Gallivan, Walpole	
Jeanne Downs, Wayland,	

The meeting was called to order at 8.17 am by Nancy Gallivan. Nancy Gallivan began with a roll call of TEC Voters:

Melissa Pearrow, Dedham	Present
Andrew Keough, Dover-Sherborn	Present
Beverly Hugo, Framingham	Present
Susan Kustka, Holliston	Present
Jeff Marsden, Medfield	Present
Armand Pires, Medway	Present
Matt Spengler, Needham	Present
David Thomson, Norwood	Present
Nancy Gallivan, Walpole	Present
Jeanne Downs, Wayland	Present

Robert Mullaney informed the Board, he will be appointed the TEC Voter for Millis at the next School Committee meeting.

**1. Review of TEC Annual Report FY20**

Liz McGonagle presented the Annual Report to the Board. The Annual Report is submitted to DESE after approval by the Board and is also used as a marketing tool. Liz McGonagle invited all to advise of any changes they would like made. Nancy Gallivan noted that Medway is not listed as a member district as they were not formally approved to join TEC until July 2020.

Nancy Gallivan also noted that a visual report like this helps parents envision the scope of services collaboratives provide to students.

Nancy Gallivan asked for a motion to approve the TEC Annual Report. Beverly Hugo made a motion to approve the TEC Annual Report. Jeff Marsden seconded the motion and the Board voted in favor during the roll call vote as noted below:

**Approval of TEC Annual Report FY20:**

Melissa Pearrow, Dedham	Yes
Andrew Keough, Dover-Sherborn	Yes

Beverly Hugo, Framingham	Yes
Susan Kustka, Holliston	Yes
Jeff Marsden, Medfield	Yes
Armand Pires, Medway	Yes
Matt Spengler, Needham	Yes
David Thomson, Norwood	Yes
Nancy Gallivan, Walpole	Yes
Jeanne Downs, Wayland	Yes

**2. Approval of the Minutes from October 30, 2020**

Nancy Gallivan asked for a motion to approve the October 30, 2020 Minutes. Jeffrey Marsden made a motion to approve the Minutes. Beverly Hugo seconded the motion and the Board voted in favor during the roll call vote as noted below:

**Approval of Minutes from October 30, 2020**

Melissa Pearrow, Dedham	Yes
Andrew Keough, Dover-Sherborn	Yes
Beverly Hugo, Framingham	Yes
Susan Kustka, Holliston	Yes
Jeff Marsden, Medfield	Yes
Armand Pires, Medway	Yes
Matt Spengler, Needham	Yes
David Thomson, Norwood	Yes
Nancy Gallivan, Walpole	Yes
Jeanne Downs, Wayland	Yes

**3. Personnel Update**

Liz McGonagle presented the personnel update to the Board. Liz McGonagle explained to the Board that Rory Mulligan graduated from TEC Phoenix Academy and attends Wentworth Institute of Technology. Rory contacted TEC for a cooperative work opportunity and has been an Intern for Phoenix Academy and done an

outstanding job providing technology support. We were so pleased to now hire Rory as a part-time at TEC as a Technology Aide, as the previous aide left the position. Nancy Gallivan noted how this is such a success story.

Liz McGonagle also asked the Board to approve a \$5,000 stipend for Kerry Kubera, Nurse Leader. Kerry’s role has changed during the Covid-19 crisis and has taken on a great deal of responsibility and done an outstanding job. Kerry not only oversees the 4 RNs on staff but developed TEC’s Covid Protocols, conducts Covid training, advises the leadership team and does all of the contract tracing. During the next budget process her job will be reevaluated with all of her new responsibilities.

Nancy Gallivan asked for a motion to approve the Personnel Update. Beverly Hugo made a motion to approve the Personnel Update. Andrew Keough seconded the motion and the Board voted in favor during the roll call vote as noted below:

**Approval of Personnel Update**

Melissa Pearrow, Dedham	Yes
Andrew Keough, Dover-Sherborn	Yes
Beverly Hugo, Framingham	Yes
Susan Kustka, Holliston	Yes
Jeff Marsden, Medfield	Yes
Armand Pires, Medway	Yes
Matt Spengler, Needham	Yes
David Thomson, Norwood	Yes
Nancy Gallivan, Walpole	Yes
Jeanne Downs, Wayland	Yes

**4. Approval of Donations**

Dan Shovak explained to the Board, TEC had received a grant from MIIA for \$3,750. This money funded the purchase of 6 handheld electrostatic sprayers.

Nancy Gallivan asked for a motion to approve the Donations. David Thomson made a motion to approve the grant. Jeff Marsden seconded the motion and the Board voted in favor during the roll call vote as noted below:

**Approval of Grant**

Melissa Pearrow, Dedham	Yes
Andrew Keough, Dover-Sherborn	Yes
Beverly Hugo, Framingham	Yes
Susan Kustka, Holliston	Yes
Jeff Marsden, Medfield	Yes
Armand Pires, Medway	Yes
Matt Spengler, Needham	Yes
David Thomson, Norwood	Yes
Nancy Gallivan, Walpole	Yes
Jeanne Downs, Wayland	Yes

**5. Executive Directors Update**

Liz McGonagle informed the Board the TEC Annual Salary Survey is complete and is in the Board Packet.

Liz McGonagle explained to the Board TEC Phoenix Academy was fully remote this past week due to a close contact situation.

TEC opted to go fully remote the week after Thanksgiving and plans to be fully remote the week after Christmas break.

Kerry Kubera, Nurse Leader, completed the paperwork that allows for TEC to be part of the Abbott BinaxNOW Rapid Antigen Test to test staff and students directly if they show any signs of Covid.

The FUSE program has concluded and Liz McGonagle spoke at the FUSE graduation. Cohort 2 ended with 16 Fellows from 10 Member Districts and 45 pilot teachers. The teachers have shared that they have grown from the FUSE experience. 33 fellows and 115 pilot teachers across our regional learning community have participated in this program. Thank you to all the districts that participated.

TEC paid the landlord the remaining CAM charges discussed at the previous meeting. TEC is currently working on a new lease with the landlord. The landlord has reduced the price of the building to \$13.5M, still higher than the appraised value.

TEC's Internship Program received an award from Brewster Branding, who mentored 4 interns this past summer. The team was awarded the *Innovation Education Award* and *Community Collaborative Partner of the Year*. Congratulations to Emily Manz, Jen Sullivan and Lauren Merriam. 3 TEC Interns were nominated for the "Rising Star Award" and Leila Salim from Newton South High School.

TEC Student Data Privacy Alliance presented at the DESE - LEARNLAUNCH *Building Blocks for Equitable Remote Learning* - Student Data Privacy and Security Workshops.

Liz McGonagle reminded the Board the Annual Legislative Breakfast is usually held in February. She asked the Board for their opinion on hosting an in-person event this year or to postpone the event. Some Board members expressed interest in hosting the event virtually as the districts like to collaboratively interact with the legislators. Melissa Pearrow commented she really enjoyed the last legislative breakfast and would look forward to the next one. Liz McGonagle asked the Board Members to send her their thoughts for speakers, attendees and topics to discuss to start investigating hosting the Legislative Breakfast virtually in February.

Liz McGonagle wished the Board a happy and joyful holiday season and thanked them for their non wavering support during one of the most interesting academic years in history.

Nancy Gallivan thanked Liz McGonagle for her hard work keeping TEC going for all students.

Nancy Gallivan adjourned the meeting at 8:49am.

Documents Distributed:  
TEC Annual Report FY20  
Draft Minutes October 30, 2020  
Personnel Update  
Grants  
TEC Annual Salary Survey

## Update on the Open Meeting Law and COVID-19

2 messages

Attorney General's Division of Open Government

Thu, Mar 12, 2020 at

<OpenMeeting@state.ma.us>

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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Division of Open Government  
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