

Elizabeth McGonagle  
Executive Director

*the* education  
COOPERATIVE

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Dan Shovak  
Dir. of Finance & Operations

Dr. Zachary Abrams  
Dir. of Student Services

Dr. Jean Kenney  
Dir. Prof. Development and Leadership

To: The TEC Board of Directors  
Subject: Minutes of the Board of Directors Meeting - January 13, 2023

**\*\*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://zoom.us/j/9074828948>

**Meeting ID: 907 482 8948**

The meeting was called to order at 8:00 am by Nancy Gallivan. Nancy Gallivan took a roll call of TEC Voters present:

Derek Folan, Canton	Present Remotely
Ian Kelly, Dedham	Not Present
Beverly Hugo, Framingham	Present Remotely
Dr. Susan Kustka, Holliston	Present Remotely
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
Hayley Sonneborn, Natick	Not Present
Matt Spengler, Needham	Not Present
Dr. David Thomson, Norwood	Present Remotely
Nancy Gallivan, Chair, Walpole	Present Remotely
Jeanne Downs, Vice Chair, Wayland	Present Remotely
Dori Parmelee, Westwood	Present Remotely

Also present were: Dan Shovak, Director of Finance and Operations, Michelle Fusco, Director of Human Resources, Brad Jackson, Treasurer, Deborah Caligaris, Principal TEC High School.

Nancy Gallivan opened the meeting and announced the meeting is remote due to an extension of the Governor's orders related to COVID.

### **Discussion & Appointment of Interim Executive Director**

Nancy Gallivan reviewed the procedure for the discussion and appointment of TEC's Interim Executive Director. Nancy announced that Deborah Caligaris was the first interviewee followed by Brad Jackson.

Deborah Caligaris stated the following in her opening remarks:

- She has thorough knowledge of TEC at a Programmatic Level
- She is prepared to fill the position full time with a seamless transition
- She has plans to fill her current position at TEC HS if she were to be chosen

Deborah stated that there are three urgent issues that need to be addressed at TEC:

- TPS needs more guidance and direction from Central Staff Office
- New Director of Student Services should receive additional training
- Staff are leaving as they are not feeling supported

Dereck Folan asked Deborah "what strategies does she have to deal with the issues"? Deborah answered that for a long time staff have not felt like they are supported and want to be heard and contributing members of TEC. Deborah stated that staff need to have a voice and people trust her and she will have an open door policy.

Armand Pires stated that this challenge mentioned is going on "in-district" as well. Armand Pires asked Deborah if she was not chosen as Interim Executive Director how would she support the issues mentioned? Deborah stated that she is a professional and would continue her role as well as have conversations.

Nancy Gallivan thanked Deborah Caligaris and welcomed her to stay in the meeting. Bradford Jackson is invited to speak.

Brad Jackson explained that he is the current Treasurer of TEC and reviewed his history with TEC. Brad explained that he is here today not seeking a position, but offering his services. Brad added that he sees this role as a critically important one in the transition to TEC's new Executive Director in July.

Armand Pires asked what Brad would do about the culture and morale at TEC and how he would mitigate those challenges? Brad explained that he would have an objective ear and provide a safe place for people to share. Brad continued that people would be able to approach him safely and he would pass information to Emily in an objective manner.

Dereck Folan asked if there was anything "rising to the top" that needed immediate attention? Brad stated the following were important issues:

- Board and staff need to put together a budget for next year
- Ongoing conversations with DESE regarding the way the Board chose to fund the salary increases
- Landlord dispute
- Provide a clean slate for Emily
- Getting to know staff and lending an ear

Nancy Gallivan summarized that some important issues that need attention are:

- Assistance with increasing the Student Data Privacy Alliance
- Looking at upcoming space needs for TEC Phoenix Academy

**Discussion and Appointment of Interim Executive Director**

Nancy Gallivan summarized the following regarding the two candidates interviewed:

- Both candidates are extremely dedicated applicants. TEC is looking for someone with the following traits and skills:
  - Experience
  - Financial lens
  - Selfless person showing consideration for Emily Parks
  - Someone who will protect TEC’s best interests

The Board discussed the pros and cons of each candidate and made a decision. Nancy Gallivan asked for a motion to appoint Brad Jackson as the Interim Executive Director of TEC. Robert Mullany made the motion to appoint Brad Jackson as the Interim Executive Director of TEC. David Thomson seconded the motion and the Board voted unanimously in a roll call vote as recorded below:

Derek Folan, Canton	Yes
Beverly Hugo, Framingham	Yes
Dr. Susan Kustka, Holliston	Yes
Dr. Carol Cavanaugh, Hopkinton	Yes
Dr. Jeffrey Marsden, Medfield	Yes
Dr. Armand Pires, Medway	Yes
Robert Mullaney, Millis	Yes
Elizabeth McCoy, Dover Sherborn	Yes
Dr. David Thomson, Norwood	Yes
Nancy Gallivan, Chair, Walpole	Yes
Jeanne Downs, Vice Chair, Wayland	Yes
Dori Parmelee, Westwood	Yes

Nancy Gallivan thanked the Board and Deborah Caligaris. Nancy asked for an amended motion to appoint Brad Jackson as the Interim Executive Director pending contract negotiations. Robert Mullany made the first amended motion to appoint Brad Jackson as the Interim Executive Director (pending contract negotiations) as well as authorize the Chair to enter into negotiations and sign an agreement. David Thomson seconded the motion and the Board voted unanimously in a roll call vote as recorded below:

Derek Folan, Canton	Yes
Beverly Hugo, Framingham	Yes
Dr. Susan Kustka, Holliston	Yes
Dr. Carol Cavanaugh, Hopkinton	Yes
Dr. Jeffrey Marsden, Medfield	Yes
Dr. Armand Pires, Medway	Yes
Robert Mullaney, Millis	Yes
Elizabeth McCoy, Dover Sherborn	Yes
Dr. David Thomson, Norwood	Yes
Nancy Gallivan, Chair, Walpole	Yes
Jeanne Downs, Vice Chair, Wayland	Yes
Dori Parmelee, Westwood	Yes

**Personnel Report:**

Nancy Gallivan asked for a motion to approve an increase in Dan Shovak’s salary as he will be serving as Acting Executive Director until the Interim Executive Director begins. Armand makes a motion to approve an increase in Dan Shovak’s salary as he will be serving as Acting Executive Director until the Interim Executive Director begins. Jeffrey Marsden seconded the motion and the Board voted unanimously in a roll call vote as recorded below:

Derek Folan, Canton	Yes
Beverly Hugo, Framingham	Yes
Dr. Susan Kustka, Holliston	Yes
Dr. Carol Cavanaugh, Hopkinton	Yes
Dr. Jeffrey Marsden, Medfield	Yes
Dr. Armand Pires, Medway	Yes

Robert Mullaney, Millis	Yes
Elizabeth McCoy, Dover Sherborn	Yes
Dr. David Thomson, Norwood	Yes
Nancy Gallivan, Chair, Walpole	Yes
Jeanne Downs, Vice Chair, Wayland	Yes
Dori Parmelee, Westwood	Yes

Nancy Gallivan asked for a motion to go into executive session. Jeffrey Marsden makes a motion to enter into executive session pursuant to MGL Chapter 30A, Section 21 (a)(3) to discuss potential litigation. Jeanne Downs seconded the motion and the Board voted unanimously in a roll call vote as recorded below:

Derek Folan, Canton	Yes
Beverly Hugo, Framingham	Yes
Dr. Susan Kustka, Holliston	Yes
Dr. Carol Cavanaugh, Hopkinton	Yes
Dr. Jeffrey Marsden, Medfield	Yes
Dr. Armand Pires, Medway	Yes
Robert Mullaney, Millis	Yes
Elizabeth McCoy, Dover Sherborn	Yes
Dr. David Thomson, Norwood	Yes
Nancy Gallivan, Chair, Walpole	Yes
Jeanne Downs, Vice Chair, Wayland	Yes
Dori Parmelee, Westwood	Yes

The Board announced that it would not return to regular session following the Executive Session.

## 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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