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| Elizabeth McGonagle  Executive Director |  | Dr. Zachary Abrams  Dir. of Student Services |
| Dan Shovak  Dir. of Finance & Operations | 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 - February 3, 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**](https://zoom.us/j/9074828948)

**Meeting ID: 907 482 8948**

The meeting was called to order at 8:02 a.m.by Nancy Gallivan. Nancy Gallivan took a roll call of TEC Voters present:

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| Derek Folan, Canton | Present Remotely 8:10 |
| Ian Kelly, Dedham | Not Present |
| Beverly Hugo, Framingham | Present Remotely |
| Dr. Susan Kustka, Holliston | Not Present |
| Dr. Carol Cavanaugh, Hopkinton | Present Remotely |
| Dr. Jeffrey Marsden, Medfield | Present Remotely |
| Dr. Armand Pires, Medway | Present Remotely 8:20 |
| Robert Mullaney, Millis | Present Remotely |
| Elizabeth McCoy, Dover Sherborn | Present Remotely |
| Hayley Sonneborn, Natick | Not Present |
| Matt Spengler, Needham | Present Remotely |
| Dr. David Thomson, Norwood | Present Remotely 8:14 |
| Nancy Gallivan, Chair, Walpole | Present Remotely |
| Jeanne Downs, Vice Chair, Wayland | Present Remotely |
| Dori Parmelee, Westwood | Present Remotely 8:12 |

Also present were: Dan Shovak, Director of Finance and Operations, Michelle Fusco, Human Resources Manager, Brad Jackson, Interim Executive Director, Zachary Abrams, Director of Student Services & Kayla Ober, Executive Assistant.

**Consent Agenda:**

Nancy Gallivan stated they would be approving the Consent Agenda which included a review of the Open Meeting Minutes of; November 9, 2022, December 16, 2022 & January 13, 2023.

Jeanne Downs stated that the Meeting Minutes from January 13, 2023 needed to be amended. Jeanne continued that the statement “Jeffrey Marsden makes the motion to enter into Executive Session to discuss contract negotiations for the TEC Interim Director” should be changed to “Jeffrey Marsden makes the motion to enter into Executive Session pursuant to MGL Chapter 30A, Section 21(a)(3) to discuss potential litigation”.

Nancy Gallivan asked for a motion to approve the Consent Agenda. Jeanne Downs made a motion to approve the amended consent agenda. Jeffrey Marsden seconded the motion and the Board voted to approve in a roll call vote as recorded below:

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| --- | --- |
| Derek Folan, Canton | Yes |
| Beverly Hugo, Framingham | Yes |
| Dr. Carol Cavanaugh, Hopkinton | Yes |
| Dr. Jeffrey Marsden, Medfield | Yes |
| Robert Mullaney, Millis | Yes |
| Elizabeth McCoy, Dover Sherborn | Yes |
| Matt Spengler, Needham | Yes |
| Nancy Gallivan, Chair, Walpole | Yes |
| Jeanne Downs, Vice Chair, Wayland | Yes |

**Personnel Actions:**

Nancy Gallivan stated that they would be voting to accept the Executive Director Employment Contract. Nancy Gallivan asked if there were any questions? Beverly Hugo asked for clarification on the 60 sick days that were included in the contract. Jeffrey Marsden explained that the new Executive Director had carried over their remaining sick days from Westwood. Jeffrey continued that they agreed to the 60 sick days just in case something were to happen, the new Executive Director would have the time to take.

Nancy Gallivan asked for a motion to approve the Executive Director Employment Contract. Elizabeth McCoy made a motion to approve the Executive Director Employment Contract. Jeffrey Mardsen seconded the motion and the Board voted to approve in a roll call vote as recorded below:

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| --- | --- |
| Derek Folan, Canton | Yes |
| Beverly Hugo, Framingham | Yes |
| Dr. Carol Cavanaugh, Hopkinton | Yes |
| Dr. Jeffrey Marsden, Medfield | Yes |
| Robert Mullaney, Millis | Yes |
| Elizabeth McCoy, Dover Sherborn | Yes |
| Matt Spengler, Needham | Yes |
| Dr. David Thomson, Norwood | Yes |
| Nancy Gallivan, Chair, Walpole | Yes |
| Jeanne Downs, Vice Chair, Wayland | Yes |
| Dori Parelee, Westwood | Yes |

Nancy Gallivan stated they would review the Personnel Items which included the request for an unpaid leave of absence for The Board of Directors’ Treasurer, Brad Jackson as well as approving to appoint Michael Friscia as Interim Treasurer of TEC.

Nancy Gallivan asked for a motion to grant Brad Jackson the unpaid leave of absence from the position of Treasurer of TEC from January 16, 2023 to June 30, 2023. David Thomson made a motion to grant Brad Jackson the unpaid leave of absence from the position of Treasurer of TEC from January 16, 2023 to June 30, 2023. Jeffrey Marsden seconded the motion and the Board voted to approve in a roll call vote as recorded below:

|  |  |
| --- | --- |
| Derek Folan, Canton | Yes |
| Beverly Hugo, Framingham | 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 |
| Matt Spengler, Needham | Yes |
| Dr. David Thomson, Norwood | Yes |
| Nancy Gallivan, Chair, Walpole | Yes |
| Jeanne Downs, Vice Chair, Wayland | Yes |
| Dori Parelee, Westwood | Yes |

Nancy Gallivan stated they would need to assign someone for Treasurer from January 16, 2023 to June 30, 2023. Nancy continued that it has been recommended that they assign the Finance Director of Walpole Public Schools, Michael Friscia.

Nancy Gallivan asked for a motion to appoint Michael Friscia as Interim Treasurer of TEC effective January 16, 2023 through June 30, 2023. Jeffrey Marsden made a motion to appoint Michael Friscia as Interim Treasurer of TEC effective January 16, 2023 through June 30, 2023. David Thomson seconded the motion and the Board voted to approve in a roll call vote as recorded below:

|  |  |
| --- | --- |
| Derek Folan, Canton | Yes |
| Beverly Hugo, Framingham | 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 |
| Matt Spengler, Needham | Yes |
| Dr. David Thomson, Norwood | Yes |
| Nancy Gallivan, Chair, Walpole | Yes |
| Jeanne Downs, Vice Chair, Wayland | Yes |
| Dori Parelee, Westwood | Yes |

**Interim Executive Director’s Update**

Brad Jackson presented his Interim Executive Director update including the following transition activities:

* Program Visits
* Leadership Team Meetings
* Ongoing Dispute with Landlord
* Superintendent Job Alike
* Meeting Minutes
* Student Data Privacy (SDP)

**Adjourn to Executive Session:**

Nancy Gallivan asked for a motion to enter into the Executive Session joined by Dan Shovak. Jeanne Downs made a motion to enter into Executive Session joined by Dan Shovak - Pursuant to M.G.L. c. 30A, § 21(a)(7) “[t]o comply with, or act under the authority of, any general or special law or federal grant-in-aid requirements” (“Purpose 7”), Open Meeting Law, G.L. c. 30A, §§ 22(f), (g) – for the purpose of reviewing, approving, and/or releasing the following executive session minutes: November 9, 2022; November 17, 2022; December 5, 2022; December 16, 2022; and January 13, 2023, and pursuant to M.G.L. c. 30A, § 21(a)(3) to discuss potential litigation and/or litigation strategy from which the Board will NOT return to Open Session. David Thomson seconded the motion. A roll call vote was taken as follows:

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| --- | --- |
| Derek Folan, Canton | Yes |
| Beverly Hugo, Framingham | 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 |
| Matt Spengler, Needham | Yes |
| Dr. David Thomson, Norwood | Yes |
| Nancy Gallivan, Chair, Walpole | Yes |
| Jeanne Downs, Vice Chair, Wayland | Yes |
| Dori Parelee, Westwood | Yes |



