



NRC Board of Directors Minutes

Thursday, February 1, 2018 9:00 A.M.

Attendees: Paul Zinni, Stephen Donovan, Mike Laliberte, Patty Oakley, Matt Ferron, Peter Schafer, Nancy Verseckes, Ruth Gilbert-Whitner, Liz Legault,

Absent: Maggie Rizzi, Alan Cron, Derek Swenson

- I. **Call to Order-** Chair Patty Oakley called the meeting to order at 9:08 A.M.
- II. **Approval of Minutes of December 8, 2017** **Motion:** Paul Zinni made a motion to accept the minutes of December 8, 2017. Matt Ferron seconded the motion. Motion carried unanimously.
- III. **Approval of Warrants of February 1, 2018**
Motion: Paul Zinni made a motion to approve the warrants of February 1, 2018. Matt Ferron seconded the motion. Motion carried unanimously.
- IV. **Discussion/Action Items**
 - A. **FY19 Learning Center Classroom Program Space**

Steve reviewed the current options for space for the FY19 school year. The perfect option is to find a temporary space until a permanent space can be attained. The main focus is to take care of space for FY19.

 - Have found a commercial space that would be great but commercial space involves a long-term lease and needs to be built to suit. Both could be costly to NRC.
 - Have reached out to several non-member districts including Randolph, Holbrook, and Easton.
 - Matt Ferron suggested Steve reach out to Weymouth.
 - Liz Legault offered the possibility of a room at Gordon Mitchell but needs to look into the space needed for her district next year first.
 - Paul Zinni suggested contacting Bridgewater State University specifically Lisa Battaglino, Dean of Academic Affairs-Allied Education and Allied Studies.

Kate Stevens asked the Board their thoughts on non-inclusive classrooms. Paul Zinni stated that students should have meaningful interaction for socialization.
 - B. **FY18 Medicaid Eligible Students**

Mike reviewed the FY18 Medicaid Eligible Student report. Mike stated that it is moving in a good trend and asked the Board's continued help in obtaining permission to bill Medicaid from the parents in their districts.
 - C. **FY18 General Fund Revenue and Expense Projection**

Mike reviewed the FY18 General Fund and Revenue Expense Projection which shows a decrease in the deficit balance from \$272,247 to \$163,088.

Motion: Peter Schafer made a motion to accept the FY18 General Fund and revenue Expense Projection. Matt Ferron seconded the motion. Motion carried unanimously.

D. FY19 Budget Presentation-First Reading

Steve presented the FY19 budget to the Board:

Learning Center:

- 0% increase in tuition rates and the summer program rates will be adjusted to reflect the actual cost of the program
- 15% surcharge for non-member districts
- No change in staff (unless increase/decrease in demand)
- 2.2% increase in salaries

North River School:

- Tuition will increase from \$32,880 (FY18) to \$42,251 (FY19)
- 15% surcharge for non-member districts
- Shift from pre-vocational to a therapeutic school and more academically rigorous program. With that adding 2 Social Workers, a .2 BCBA, increase of .2 Behavioral Consultant and add 1 Job Coach
- Eliminate 2 Pre-Vocational Teachers
- 2.2% increase in salaries

Community Based Vocational:

- Increase rate from \$5,980 (FY18) to \$6,572 (FY19)
- 15% surcharge for non-member districts
- No change in staff
- 2.2% increase in salaries

District Services:

- Increase rates in all services 3% to 4% (still under other collaboratives hourly rate)
- 15% surcharge for non-member districts
- No changes in staff
- 2.2% increase in salaries

Summer Work & Learning, MSW Interns, Instructional Technology, and BHI Social Workers

- SW&L- tuition increase from \$1,758 (FY18) to \$1,811 (FY19)
- MSW Interns-16 hours per week from \$7,313 (FY18) to \$7,386 (FY19)
24 hours per week from \$7,313 (FY18) to \$9,000 (FY19)
- Instructional Technology- from \$5,100 (FY18) to \$5,366 (FY19)
- BHI Social Workers-from \$80,000 (FY18) to \$84,000 (FY19)
- 15% surcharge for non-member districts
- No changes in staff
- 2.2% increase in salaries

School-Based Medicaid

- 0% fee increase
- No surcharge for non-member districts
- No change in staff (unless increase/decrease in demand)
- 2.2% increase in salaries

Professional Development

- Rates are calculated in part via a formula
- Surcharges for non-member districts will vary
- Decrease PD assistant's hours from 10 to 2
- 2.2% increase in salaries

Transportation

- Rates are calculated via formula
- No surcharge for non-member districts
- Staff changes will occur based on increased/decreased demand
- 2.2% increase in salaries

Other Expenses

- \$800,000 in capital expenditures
- Grants projected to decrease by \$250,000
- OPEB set aside \$137,500
- Health Insurance will increase 8% (projected for 13%)
- Overall assumptions increased by \$646,729

E. Executive Director Quarterly Report

Steve briefly reviewed the quarterly report which highlights NRC programs.

F. Assistant Executive Director Job Description

Steve reviewed the job description for the Assistant Executive Director. Both AED's will be leaving at the end of June 2018. Steve advised the Board that he would prefer to hire one full time AED so that there is continuity. Steve said he is looking for a Special Ed. Director who can be, or is, licensed as an Administrator. He would like the new AED to work on program oversight, transportation issues, investigations and the day to day issues. The projected salary is \$125,000.

- Matt Ferron asked where and when the position would be posted and said that he had some good candidates in mind
- Ruth Gilbert-Whitner asked that experience with program operations be added to the job posting
- Liz Legault suggested that an outside candidate may work best especially with the union now a part of NRC

Motion: Matt Ferron made a motion to accept the Assistant Executive Director Job Description with the addition of experience with program operations. Liz Legault seconded the motion. Motion carried unanimously.

G. Acceptance of Staff Resignations, Terminations, and Approval of New Hires

Motion: Liz Legault made a motion to accept the staff resignations, terminations and new hires for January and February. Ruth Gilbert-Whitner seconded the motion. Motion carried unanimously.

H. Other Matters of Interest to the Superintendents

1. Peter Schafer thanked Mike Laliberte and Steve Donovan for their work on a possible nurse sub-franchise which at this time is not cost efficient.

2. Matt Ferron asked the Board for suggestions in his search for Instructional Leaders for coaches. The Board offered suggestions

V. Informational

A. Professional Development Offerings

B. Board Training -Ethics and Conflict of Interest-Pending

1. Collaborative Board Member Training- Cron-*please contact the DESE Board Mgmt.*
2. Ethics Training Certificate- Oakley, Cron, Swenson-*please email cert. to Kelli*
3. Conflicts of Interest Sign Off – Cron-*please email sign off to Kelli*

C. Subcommittees:

1. Policies and Procedures: Peter Schafer, Derek Swenson, Paul Zinni

2. Personnel and Evaluation: Liz Legault, Matt Ferron, Ruth Gilbert-Whitner

VI. Executive Session -None

Motion: Matt Ferron made a motion to adjourn the meeting. Peter Schafer seconded the motion. Motion carried unanimously.

Meeting adjourned at 9:50 A.M.

Respectfully Submitted by:

Peter Schafer, Board Secretary