



**Minutes**  
**MOEC Executive Board Meeting – June 13, 2016 at CES**

**In attendance:**

Stephen Theall, Executive Director, MOEC

**Board Members:**

Cathy Cummins, Assabet Valley Collaborative  
Rosalie O’Connell, CHARMS Collaborative  
Theresa Craig, READS Collaborative  
Cathy Lawson, SEEM Collaborative  
Joanne Haley-Sullivan, North River Collaborative  
Catherine Cooper, BICO Collaborative  
Colleen Dolan, EDCO Collaborative  
William Diehl, Collaborative for Educational Services  
Chris Scott, Valley Collaborative

**Other:**

Judith Vaillancourt, EDCO Collaborative  
Andrew Churchill, Lower Pioneer Valley Collaborative  
DeNelle West – Research for Better Teaching (10:10 – 10:50am)  
Nancy Love - Research for Better Teaching (10:10 – 10:50am)

**Via conference call:**

Paulajo Gaines, Office of Regional Governance, DESE  
Michelle Griffin, Office of Regional Governance, DESE

The meeting was called to order at 10:10am. Steve Theall introduced DeNelle West and Nancy Love from Research for Better Teaching. West and Love are seeking to develop a partnership with MOEC for their Data Coaching Program. Love presented information on the program via PowerPoint along with handouts. West explained fees involved with providing the course and training collaborative based instructors. Cathy Cummins will follow-up with executive directors to assess interest.

Chris Scott, acting as a representative of the north region, presented a proposal on the provision of workshops and presentations related to collaborative finances. The goal of the workshops and presentations is to promote a deeper understanding of the financial complexities of successfully operating an educational collaborative in Massachusetts. Board members present saw value to the proposal. Steve Theall recommends offering *Workshop 1: Financial Pillars* in the fall to see who is interested. Board members charged Rosalie O’Connell will develop and distribute a survey to gauge interest.

Steve Theall recommended a conversation around the *Every Student Succeeds Act, (ESSA)*, and its implication on educational collaboratives. Steve is prepared to share the response from the Pennsylvania Association of Intermediate Units.

Steve then reviewed the recently compiled *Statewide Guide to Public Special Education Programs*. 25 of the 26 collaboratives are represented and the final collaborative will be included shortly.

The board then discussed the possibility of adding a part time support person to the MOEC team. A motion was made and seconded to use surplus investment funds to create a stipended position for a project leader while a subcommittee of the board simultaneously study the structure of the role, responsibilities revenue source, FTE, and method of pay. The motion carried with one board member abstaining.

A motion was made and seconded to approve a one-year renewal of Steve Theall's contract. The motion carried unanimously.

A MOTION was made and seconded to approve minutes from the MOEC Board meeting April 25, 2016. The motion carried unanimously.

Steve Theall asked the board for input regarding the MOEC Annual Report. Should the report continue using the current format with information on programs, transportation, cost efficiencies, and professional development with some but not all collaboratives being mentioned in each category? Board members feel the report should be a public relations/marketing tool as opposed to repeating information in individual collaborative annual reports. Steve noted the report also includes an Executive Director letter highlighting events and contributions from the past year. Steve will ask collaborative directors to consider and choose a category and write up a narrative describing their work in the category. Board members recommended merging some categories to avoid overrepresentation.

Cathy Cummins was presented with a potted plant and Steve Theall and board members thanked her for her tremendous work and efforts on behalf of MOEC.

Steve Theall reported he met with DESE representatives along with Cathy Cummins, and Andy Churchill regarding the future of DSACs. Discussion centered around the capacity of collaboratives to support DSACs.

A DRAFT of MOEC meetings for FY17 was distributed. Catherine Cooper, incoming president, and Steve Theall will propose meeting sites and distribute to the Board for input.

Respectfully submitted by C. Dolan