

**MOEC
Executive Board Meeting
April 30, 2010**

MINUTES

In Attendance: Steve Theall, Executive Director
Susan Cuocco Hassan, Chair
Joanne Haley Sullivan, Vice-Chair
Richard Murphy, Treasurer
Catherine Cooper, Southeastern Regional Representative
Bob Gass, Northeastern Regional Representative
Beth Gonyea, Central Regional Representative
Nancy Sullivan, TEC Collaborative
Dorsey Yearley, Secretary

The meeting was called to order by the Chair at 9:32.

The Executive Board discussed the Report of the Inspector General's Audit of TEC. Steve Theall framed the discussion by asking the Board to identify the issues that would apply to all collaboratives and for which we would want to prepare a response. He added that because DESE was cited for lack of oversight, the Commissioner has stated that he is beginning an internal dialogue about how to respond to the report.

Nancy Sullivan stated that there is misinformation in the report because of the lack of clarity about specific issues related to DESE oversight and cited the confusion about licensure requirements for BCBA's as an example.

The Board discussed ways to be involved in the development of new guidelines and identified other potential organizations who should be involved in that discussion, including MASS, MASC, educational attorneys, and CPA's with knowledge of collaboratives.

The Board then discussed the agenda for the Members' Annual Meeting in May, including the topic of conversation with Commissioner Chester, who will be in attendance. Richard Murphy described collaboratives as flexible and cost effective organizations that exist because School Committees want us to exist. Within that context, the Board discussed the need for guidance and clarity about accountability standards.

The Board proposed an agenda for the May meeting which includes an open discussion with the members about the specific areas that need clarification, including whether the finance laws, regulations and accounting guidelines of municipalities or non-profit organizations are the governing rules for collaboratives. Specific topics for clarification include:

Fiduciary Responsibilities:

- Pricing policies for services
- Collaborative purchasing agreements
- Cash reserves and carry over funds
- Approved expenses
- Accounting standards for internal controls

Programmatic Responsibilities:

- Licensure
- Supervision/evaluation of staff

In addition, it was suggested that at the June meeting of the Executive Board the agenda include a discussion of current practices regarding:

- Salary structures for administrative and teaching staff
- Board approval of grant funds
- Managing revolving accounts
- Timesheets
- Submission of UFR

Steve Theall summarized the discussion by identifying the following next steps: the list of potential areas for clarification and guidance will be sent to the members prior to the Members Meeting in May so that they are prepared for a discussion. Steve will send an e-mail to the Commissioner asking him to comment on the DESE's initial response to the audit report at the meeting at the May meeting. Joanne Haley Sullivan will circulate a list of specific questions regarding collaborative practices and procedures on a variety of topics, including those listed above, prior to the June meeting of the Executive Board.

There was a brief discussion of the report from the Commission on Regionalization and the status of the House bill on collaborative purchasing.

The meeting was adjourned at 11:10.

Respectfully submitted,

Dorsey Yearley
Secretary