

**Approved December Board Meeting Minutes**  
**December 14, 2020**  
**10:00 AM - 2:00 PM**  
**Zoom Video Conference**

**Attendees:** Joanne Haley Sullivan, Liz McGonagle, Theresa Craig, Chris Scott, Cathy Lawson, Steve Donovan, Catherine Cooper, Fran Rosenberg, Donna Flaherty, Cindy Landanno, Jacki Clark, Rick Reino, Roland Joyal, Cathy Cummins, Bill Diehl, Karen Reuter, Cyndy Taymore, Paul Hilton, Rick Reino, Jacki Clark, Paulajo Gaines, Ruth Hersh, Karen Brann, Christine Romancewicz,

Liz McGonagle welcomed everyone to the meeting.

**Approval of the November Board Meeting Minutes ([DOCUMENT 2](#))**

Cindy Landanno made a motion that the minutes of the November 16th Board meeting be adopted as presented. Bill Diehl seconded the motion. The minutes were approved unanimously.

**Executive Director Report**

**Update on Job alike meetings:**

**Home Service Program Leaders** continue to meet and support one another on a bi-weekly basis.

**Professional Development Leaders** met on November 19th, at which time Keisha Lamb provided an update regarding the work AVC is doing to address social justice and equity through Equity Audits and targeted training. Keisha will present to the group next meeting to continue the discussion about how we can continue to build capacity for this work throughout the state.

**Human Resources** group met on December 2.

**Executive Directors** group continues to meet weekly through the end of December. There was a brief discussion and it was decided to move to a bi-weekly schedule, working around the Superintendents working group schedule (which Roland Joyal will provide), if possible.

Joanne attended the virtual **AESA Conference** on December 3-5. These sessions provided information that could be informative to collaboratives in either Regional Reps meetings, or in the job-alike groups. Joanne attended the following sessions, and would be happy to present any additional findings at a future meeting:

- Learning Walks in Rural Schools\*
  - This session focused on ways that principals who work in small rural schools came together through their ESA to conduct “Learning Walks” based on a data driven approach. It might be something for the PD Committee to consider modifying for the principals/directors of our collaborative programs at some point now that the group is congealing through our Virtual Tours and the remote job-alike meetings.
- Artificial Intelligence and Information Literacy\*
  - This session might be of interest to our Tech Director’s Job Alike group. It focused on an AI system that provides machine learning for student and teacher research that is offered by IOWA ESA's. Coincidentally, the job-alike group had a

question on the list-serve about what collaboratives are doing about libraries and resources availability for collaborative students. Joanne will try to follow up on this for them in time for their January meeting.

- Tragedy to Triumph: How Trauma Can Disrupt Systems for the Better\*
  - Joanne's takeaway from this session was to investigate more about the StopIt Program that came out of Sandy Hook. The company writes grants for the Stop School Violence Act to provide free supports to enhance districts' efforts toward ensuring safe schools. In FY20 the ESAs that they worked with secured \$6.6 million in funding through 2024.
- Creating Collaborative Partnerships Among ESCs\*
  - This session focused on a regional PD model where ESCs shared expertise across their region. They had an organizational and fiscal structure in place that looked interesting for us. They had a pricing structure that was intended to be affordable, cover costs, and allow for varying rates based on the expertise and experience of the presenter.
- Leading Forward with Strengths
  - This session focused on understanding the strengths of your employees and using them to round out your team. They used a tool called a "Strength Finder" as soon as someone is hired so that they could set the employees up for success.
- Policy Governance for Racial Equity--A Guide for Board Members
  - In this session we heard from the Puget Sound ESC. The "end" (outcome) they established is *Success for Each Child, Eliminate the Opportunity Gap by Leading with Racial Equity*.
  - Started in 2008 with 2 day foundational training, then created a Racial Equity Policy across the agency and beyond. Agency-wide strategic design project established an Equity in Education Team. (Transformational Team) Revised evaluation/job descriptions to include racial equity policies and mutual accountability.
  - Used the book "Courageous Conversations about Race" to underline all board discussion. Examples: treatment of stakeholders, vs transformational relationships. Mutuality became the centerpiece.
  - Used Crossroads Antiracism Training, established measures of progress for agency/ systems/students.
- Navigating Mental Health Supports for our Schools--Montgomery County Intermediate Agency
  - Established a partial hospitalization program for students aged 13-18 in response to the need of students who return to school after partial hospitalizations in their ESA. It took three years to get approvals and licenses. Created a separate entity from the IA for funding purposes. Could bill private insurance and medicaid.
  - In the beginning, they knew that there would be a loss.
  - Created stronger reentry to school--builds a transition back to the school. Has supports in place, has a discharge meeting, ready to go. Academics are provided at least 3 courses/day to allow for credit (rather than one hour of tutoring).

- NASP PrePare School Safety and Crisis Support Curriculum training provided to districts to create a strong/cross district crisis team. Provides mhp with tools to assist in crisis, as well as prevent crises. Provides Go Bags for staff.
- Threat CSAG Comprehensive School Based Assessment Guidance--provides threat assessment decision tree. Great model to help districts with threat assessment in making determinations about safety.
- Suicide
  - Train the trainers: Persuade, Prepare, Safe talk. Training for all school personnel
  - Suicide risk assessment training--based on Columbia Suicide Risk Assessment. Helps determine level of risk and then has supports needed for each level of risk. Helps school staff to assist families with a nice handoff to the next level of care.
- Outside trainers recommended: Dr. Peter Langman. Dr. Bruce Perry

Keynote: Ricky Robertson

- Building Resiliency in students impacted by adverse childhood experiences, a whole school approach.
- Addressing bias and enhancing culturally responsive practices. Has worked in k-12 alternative schools.
- Building Resilience: Integrated Systems of support--endorsed by the Surgeon General. Uses what you are already working with.
- California emergency preparedness guide.
- Regional Collaboration Creates Schools of Excellence
  - Ideal future state: A centralized infrastructure for the Region, providing functions and services for the Districts of Region 5 which can be optimized only at scale.

**Salary Surveys** The Executive Director Salary Survey information is completed and you may view the [file here](#). We are also in the process of collecting Salary information for the [Business Leaders](#). Additionally, we received a request to field a survey for Transportation Directors and will begin the surveying process in January.

**Meeting with the new EDCO Executive Director** Joanne met with Cindy Taymore to welcome her to MOEC and orient her to information she may need about leading a collaborative.

**Meeting with OASES staff** Liz, Cathy, Theresa, and Joanne met with Nina Marchese and Janelle Roberts to discuss what monitoring will look like for this school year. We walked away from the meeting with an appreciation for the flexibility of the virtual monitoring that will occur during COVID. The goal is to provide true program reviews so that we are demonstrating that we meet the competencies, but recognizing the challenges of completing this with the constraints of this year. More detail will be provided in the orientation meetings on-site in the individual collaboratives and Christine Romancewicz will provide an overview at our General Membership meeting in January.

**School Based Claiming** You probably received this new [Guidance Document](#) from School Based Medicaid Claiming. This brief document provides an overview of five key components

that direct service providers should keep in mind during the '20 – '21 school year. Topics addressed are ICD Diagnosis codes, Medical Necessity, Service Authorization, Service Documentation and Telehealth services provided during the COVID-19 public health emergency.

### **Regional Representatives meeting with the Commissioner**

This meeting was intended to be the foundation for our implementation of the regional aspects of the new law. Unfortunately, the Commissioner had an unexpected scheduling conflict and we have rescheduled for January 12th. Despite our disappointment in not going forward with the meeting, we hope that this change will allow regional representatives to have more time taking on the role and meeting with their region. You can view the Presentation that was prepared for the meeting [here](#).

### **Regional Representative Reports**

The regional liaison representatives provided an update on their meetings, including discussion regarding [CommBuys Master Service Agreement to Support School, District, and DESE Sustainable Improvement](#).

**West Region: (Bill Diehl)** Two meetings held recently; have been focusing on Social Justice and Equity. Encouraged everyone to join the CommBuys as there is expertise everywhere. Reading grant within the districts.

**Central Region: (Cindy Landanno)** Held their meeting and have agreed to host quarterly meetings. There was a discussion around hiring, staff improvement, and social justice and equity. Some caution to offer is that CommBuys contracts may be very lofty to manage and make sure you have the resources to carry out the contract.

**Greater Boston: (Liz McGonagle, speaking on behalf of Regional Rep Jacki Clark)** EDCO is known for IDEAS (Initiatives for Developing Equity and Achievements for Students), Cyndy Taymore is happy to provide additional information about this to anyone interested. TEC is working with the Highland Institute to offer remote sessions on social justice and equity. Some members are pursuing the CommBuys.

**North Region: (Fran Rosenberg)** At their meeting, there was discussion about coronavirus, as well as Social Justice and Equity. NEC is working with IDEAS and offered six remote workshops for employees as part of Professional Development. Some collaboratives are members and others are looking into joining CommBuys.

**South Region: (Catherine Cooper)** During their meeting they agreed that everyone is in various points in regards to Social Justice and Equity. In January, someone from Rick Reino's team will present to the group with the goal of moving the Collaboratives forward and giving them the tools they need to push this initiative forward with the school districts. There was discussion surrounding CommBuys, and some collaboratives will join. GLEAM grant.

## **How can MOEC help with Social Justice and Equity?**

Fran Rosenberg shared that she would like to see additional training, but that everyone is at a different place with their own personal journey into social justice and equity.

Cyndy Taymore shared that because no one wants to think they are biased, it is important to do self-assessments to see where individuals are. This is on-going work, there is no “completion certificate” in terms of Social Justice and Equity.

Theresa Craig wonders if Social Justice and Equity should be placed on every General Meeting agenda. Would a panel be appropriate for the January meeting to share what is happening across collaboratives and how we can learn from peers.

Fran Rosenberg likes the panel idea. People who can talk about their first steps: have you done an equity audit within your collaborative, how did you get started, and what tools did you use.

Cathy Cummins shared that if the leadership/community is unprepared for the results of an audit, that can create some challenges in embracing the ideas/topics presented.

Regional Reps will reach out to their collaborative members asking about the beginning of their process in SJE, what was successful, what didn't work, and what tools were used; this will be for a panel presentation at the January meeting.

## **Treasurer's Report**

We heard from Chris Scott about the MOEC finances.

- MOEC's annual revenue has almost matched the budget for the year. This is expected as almost all revenue for the organization is received in the first quarter of the year.
- MOEC's total expenses for the year to date is \$40,247 for the 3 months ended September 30, 2020. This represents 19% of the total expenses to budget while we are 25% through the year.
- Cash at the end of December is in a good position at \$200,302.

A motion to accept the Treasurer's Report as presented by Chris Scott was made by Catherine Cooper with a second by Theresa Craig. The Treasurer's Report was approved unanimously.

**COVID-19 Responses and Status of In Person Learning** across the collaboratives. Given the rising numbers across the state and the country, we discussed how our colleagues are managing and if there is something else MOEC could consider doing. In addition, we also discussed the mental health concerns that the Commissioner has brought up to see if there is any role for collaboratives to intervene.

- Essential workers are part of round two on the vaccine schedule, is there a specific more timeline? Collaboratives were requested to remain open, even when member districts were closed across the commonwealth, will collaboratives be moved to the top of the list

in terms of receiving the vaccine? **ACTION ITEM** Ruth Hersh will follow up with regards to the vaccination schedule by EOD today.

- How are things being handled when students at group homes are testing positive for coronavirus? Is there a way to tighten this up? Are the students able to access remote learning? The group homes will not pick up the students, the student is then made to wait for the van and ride back with the other students. Home for Little Wanderers, Journey, Wayside, St. Vincent's, and St. Anne's.
- COVID is impacting the schools, although there is no correlation between students in school spreading the virus. Many students are close contacts of people who've tested positive, but that information is not reported to the state. Everyone is doing their best to keep the students, faculty, and staff safe while following the state and local guidelines.
  - What about situations where there is not adequate staffing to ensure a safe environment for students? If we make the decision to close, what will the impact from DESE be? How do we handle the mixed messages?
- Mental Health Concerns: The districts and schools are maxed out and may not be able to accept more training opportunities. The need is to help parents who are at home when their children are in crisis. In some situations, the challenge is getting the parents to intervene and assist.

**Lunch break 12 - 12:30pm**

### **Safe and Supportive Schools Commission**

Bill Diehl provided an update on his work with the Commission. Rachelle Engler Bennet & John Doherty are co-chairs on the Commission.

1. Continue to fund Safe and Supportive Schools line item (pays for staff salary and planning & implementation grants)
2. Strengthen racial and ethnic equity in educational environments
3. Promote and communicate safe and supportive safe efforts
4. COVID-19 and safe and supportive learning environments

We also discussed who should represent MOEC on the Commission going forward, based on the Commission's desire for ethnic, geographic, and gender diversity.

Bill shared that there is a scheduling conflict with the MOEC meetings, primarily the work is done at the meetings, however there is some work between meetings (subcommittees, editing documents, etc.)






Joanne will reach out to Susan to gauge her interest; she will also reach out to the broader membership to gauge interest in a second representative.

**Upcoming 2021 Commission Meeting Dates** *Note: All are Mondays, 9:00–11:00am.*

- 2/8/2021
- 4/5/2021

- 5/10/2021
- Two-Part Retreat: 7/19/2021 (Part I) & 8/2/2021 (Part II)
- 10/4/2021
- 11/15/2021

#### **2020 Commission Meeting Minutes**

- [2/10/2020 Minutes](#) 
- [4/2/2020 Minutes](#) 
- [5/11/2020 Minutes](#) 
- [7/22/2020 and 8/5/2020 Retreat Minutes \(Parts I & II\)](#) 
- [10/5/2020 Minutes](#) 
- 11/16/2020 Minutes — (expected to be approved 2/8/2021)

**AGENDA ITEM:** Rachelle to speak at January Meeting.

#### **Committee Reports and Updates ([FOLDER 1](#))**

##### **1. Professional Development Committee**

- Learning Tours - January will be hosted by EDCO
- Financial Seminar - high number of registrations for these session

##### **2. Legislative Committee**

- [O'Neill and Associates Contract](#)

Catherine Cooper made a motion that the contract with O'Neill and Associates be approved in the amount of \$30,000 as presented. Fran Rosenberg seconded the motion. The motion passed unanimously.

#### **Planning for the January General Membership Meeting**

The following topics are planned thus far for the January meeting.

- Amendments to the MOEC By-Laws (vote)
- Social Justice Regional Panel
- Update on role of Regional Liaison
- Overview of the DESE Program Monitoring for FY21 (Christine)
- Rachelle Engler Bennett--Safe Schools Assessment Tool (11:30 - 12:30)
- Is there something to bring forward regarding COVID

Discussion to move January General Membership Meeting start time to 9am, rather than 10am.

#### **Honoring Bill Diehl**

We took a few moments to thank Bill Diehl for his work with MOEC and honor his work with CES and wish him well in his upcoming retirement.

Liz McGonagle made a motion to end the meeting; Jacki Clark seconded; and the meeting adjourned 1:20pm.