

Meeting Minutes
September 20, 2021
9:00AM -12:00PM
Coffee and Conversation at 8:45AM
Zoom Video Conference

Attendees: Joanne Haley Sullivan, Liz McGonagle, Fran Rosenberg, Theresa Craig, Catherine Cooper, Roland Joyal, Chris Scott, Steve Donovan, Jacki Clark, Rick Reino, Cindy Landanno, Bill Lupini, Todd Gadza, Arnold Lundwall, Christine Romancewicz, Ruth Hersch, Nina Marchese, Karen Brann, Paulajo Gaines,

Liz McGonagle opened the meeting at 9:03AM

Approval of the June Board Meeting Minutes ([DOCUMENT 3](#))

Catherine Cooper made a motion that the minutes of the June 6 Board meeting be adopted as presented. The motion was seconded by Theresa Craig. The motion passed with unanimous approval.

Welcome and Executive Director Report

Joanne welcomed everyone back to the first meeting of the year. She introduced our two new Executive Directors, Todd Gazdal, Collaborative for Educational Services, and Bill Lupini, interim Executive Director for LABBB Collaborative. She also shared that Jen Gates has been appointed as the new Executive Director for CAPS Collaborative effective October 1. Jen was an outstanding participant in the MOEC Leadership Academy and a Program Director at CAPS, so she is well prepared for this position.

Joanne met with Todd and Bill this summer; they reviewed the updated orientation [binder](#). Joanne will follow up with Jen once she has officially begun in the position of Executive Director and has already touched base with her and welcomed her to our meetings. Cindy will be serving as her mentor for about two months.

Most Job-Alike meeting dates have been established for FY22; the individuals in each collaborative should have received a list of meeting dates and locations by now. We also have them on the calendar on our website. We have added two new groups to our ongoing list: Equity Specialists and EL Coordinators. We will need to establish a meeting schedule for these new groups.

Over the summer, MOEC responded to various DESE requests for information and to provide our **feedback to drafts of guidance** they would issue:

- Cumulative Surplus Guidance
- Seclusion and Restraint Guidance
- Disciplinary Guidance
- Statewide System of Support as they considered involving collaboratives in a competitive grant on behalf of districts in small and rural schools in a partnership that proposes cooperative activities.

AESA Update

As you know, Cathy Lawson, Liz McGonagle, and Joanne typically attend the AESA Legislative Call to Action Conference in September. This year, due to continued concerns related to COVID, they have decided not to attend these face to face meetings, there is no remote option.

After consulting with the Legislative Committee, Joanne sent a [letter](#) to each member of our delegation in Washington to advocate for this funding for schools and for us to be written into the language.

Coalition for Special Education Funding

Joanne sent you information about MAPPS and ASE raising the issue of staffing shortages. We discussed the results of our [quick survey](#) and efforts that are being discussed about this issue. As of this meeting, 17 collaboratives have responded and we need approximately:

- 13 special education teachers
- 39 paraprofessionals
- 4 school nurses and 1 CNA
- 44+ drivers
- 26+ monitors
- And various therapists/counselors/BCBAs and ABAs

Two strategies currently being discussed include working with DESE to host Job Fairs for Special Education positions including collaboratives along with districts and private special ed schools. Also being discussed is asking the legislature to invest in a pipeline for a special education workforce, possibly using federal funds.

Legislative Committee Report

The Board received an update from Catherine Cooper and from Matt Irish about what is happening in the state legislature.

Matt shared that the Statehouse remains closed to the public; it does not appear that the building will reopen this calendar year. Legislature has adopted rules whereby it can continue to operate remotely. Business has largely continued relatively uninterrupted since March 2020.

[Ethics Bill](#) is pending for the State Administrative Committee. The Bill has not been heard by the current Committee; we do expect it to be heard this fall.

We are also following the [Early Retirement Legislation](#) and how it may impact collaboratives.

Matt is encouraging everyone to develop a relationship with their legislators when they don't "need" them. Develop and foster those relationships with the members and their staff now. Catherine Cooper suggested that we invite the Board and full Membership to the next Legislative Committee Meeting.

FY22 MOEC Committees

The Board reviewed a [list of committee membership](#) and chairpersons and will recruit membership for the open positions including the West Region and Central Region Finance Committee and the By-Laws Committee. Attached is a draft [FY22 MOEC Advisory Group Participation Form](#) the Board will use for this purpose.

Professional Development Committee Report

We received an update from Liz about the PD Committee plans for this year.

Finance Committee Report

We received an update from Chris about the [Finance Committee](#)'s plans for this year, as well as a brief summary of last fiscal year.

Treasurer's Report

Chris Scott provided the [Treasurer's Report](#) for the Board.

Theresa Craig made a motion that the September Treasurer's Report be approved as presented. Jacki Clark seconded the motion. The motion passed unanimously.

A motion will be required from a Board member to accept the [Corporate Authorization Resolution](#) which will add Liz McGonagle, as president, to be a second signatory on the bank accounts.

Catherine Cooper made a motion that the Corporate Authorization Resolution be approved as presented. Roland Joyal seconded the motion. The motion passed unanimously.

We also discussed sharing of Professional and Paraprofessional Salary Surveys and special education program tuitions. The Board would like to gather this information statewide.

Review of Goals for the Year

Joanne shared the [goals](#) for FY22 for review that were adopted in June. It should be recognized that things may need to be put on hold given staffing crisis and COVID issues, etc.

Safe and Supportive Schools

Joanne and Rachelle Engler Bennett recently discussed the Safe and Supportive Schools work that MOEC has been involved with. They discussed the Youth Mental Health First Aid Training of Trainers and are still devising plans about how best to incorporate the newly trained staff in the training of districts who have requested.

Additionally, they discussed the [proposal](#) that was made last year. Some collaboratives have opted to move forward without any DESE funding and are at capacity in terms of what they can offer. However, with proper funding, they could offer more services.

Regional Representative Reports

We need to initiate the process to replace the CAPS Regional Liaison Representative, since Cindy will be retiring in November. The By-Laws describe our process as follows:

Vacancies in office shall be filled at the next meeting of the organization and an officer elected to fill a vacancy shall serve the remainder of the term.

The Nominating Committee shall consist of President and Vice President and be chaired by the President: a. Prepare and present a slate of officers to be voted on by the general membership at the annual meeting. The slate shall consist of one candidate for each office b. Tabulate the votes of the membership

The Board agreed that the form we reviewed above related to committees will be used to recruit someone for this role.

We heard reports from our Regional Representatives who have met with their region over the summer.

West Region - Roland Joyal. They have met and, as you know, Todd Gazda will be taking a seat on the Finance Committee.

Greater Boston Region - Jacki Clark. The group has not met this year. LY we did last Friday of the month, it was a good support network and we will resume that this year.

Southeast Region - Catherine Cooper. Our region met in person over the summer. Discussed masking/not masking, which was decided for us. Also, we had a brief discussion on enrollment/referrals; social-emotional symposium update was shared by Steve Donovan - it has since been decided to not have this event this year.

North Region - Fran Rosenberg. Has not met formally, but have reached out on smaller levels to support one another. Talking about a smaller School Psychologist group for the North Region.

DESE Update

Funding for COVID-Related Expenses for Collaboratives

Joanne submitted the [request for COVID-19 related reimbursement](#) to DESE on August 13th. We are still waiting on an updated status of this.

Ruth Hersch and Paulajo Gaines gave us an overview of the various **Guidance** documents that were released this summer (particularly [Cumulative Surplus Guidance](#)). They plan to spend more time on this at our Business Managers' Job Alike meeting on October 6th.

Diversity, Equity and Inclusion

Joanne recently shared information about the DESE Professional Learning Community to support educator diversification strategies. That information is included below:

Teacher Diversification Professional Learning Community Update:

The Department's Teacher Diversification Professional Learning Community will support and enhance schools' and districts' understanding of the components needed to implement a comprehensive talent diversification strategy centered on cultural proficiency. The learning community will hold monthly virtual sessions from October 2021 through June 2022. This initiative will support up to 100 schools and districts and is open to charter schools,

career/vocational technical education schools, and traditional school districts. School and district teams should be comprised of the following representatives:

- One teacher representative (*if scheduling permits*)
- One principal representative (*if scheduling permits*)
- A human resource director or assistant director
- A diversity, equity, and inclusion director (*or similar position*)
- A district office leader (*to be identified by the superintendent or executive director*)

Interested charter schools, career/vocational technical education schools, and school districts *must* complete the [interest form](#) by **September 30**. Anyone with questions about this opportunity can email the Center for Strategic Initiatives at CSI@mass.gov for additional information.

Joanne had a chance to speak with Associate Commissioner Shay Edmond to discuss this initiative and she spoke about the importance of this work in improving academic and social/emotional impacts for all students. DESE developed a [Promising, Recruitment, Selection, and Retention Strategies for a Diverse Massachusetts Teacher Workforce \(Guidebook\)](#) to support districts in a systems level analysis of the barriers that may exist in districts, looking at qualitative and quantitative data.

They discussed two ways Collaboratives might engage in this work, at the Collaborative level, where a team of your leaders are engaged; or at the broader collaborative level, where a team of administrators in your member districts might work together to develop a common understanding and share resources and plans.

Attached is the flyer, but also the list of districts that are participating in case there is an opportunity for you to encourage a team across your districts to work together on this initiative and send a team.

Joanne shared that thanks to the support of Ruth and Paulajo who put me in touch with Associate Commissioner Shay Sedmond and Sylvia Lam, eligibility for the [FY22 Teacher Diversification Pilot Program Grant](#) has been updated to include collaboratives and that the due date has been extended to the end of the month.

Brief Reports from Members who Represent us on Commissions

No reports were submitted from the following:

- Safe and Supportive Schools Commission
- Special Education Advisory Council
- Digital Learning Advisory Council

We heard from Liz McGonagle about her Collaborative's testimony to the legislature about Student Data Privacy. There is no law in MA specifically about student/teacher privacy at this time. TEC has been working with a national alliance and has a data privacy agreement. Each student would need to file a data privacy agreement for each application they use - TEC now has a broad data privacy agreement that they provide to vendors. The new legislation moving through

wants the Department to create a broad policy for the Commonwealth. TEC was able to share what they have been doing since 2015.

MOEC FY22 Meeting Calendars: Dates, Topics and Locations

Included is a [list of meeting dates](#), topics and locations for the year. We agreed to hold two General Membership meetings face to face and all other meetings remotely, but given the change in the virus, the Board has decided to hold the October meeting remotely.

Proposed Meeting Plans:

Date	Meeting Type	Location	Plans
September 20	Board	Remote	Welcome back, summer update, goals for the year, set plans for October, process for new regional representative for CAPS
October 18	General	Accept Collaborative now Remote	Office of the Child Advocate Kerry Akashian from DESE to discuss <i>MassHire</i> and Connecting Activities (30 minutes) Vote on nominee for Central Mass Regional Liaison Representative
November 15	Board	Remote	MOEC Financial Review, tentative MOEC Tax Return, tentative
December 13	Board	Remote	Renewal of contract for O'Neill and Associates
January 10	General	Remote (due to possible weather)	
February 8	Board	Remote	
March 9	Board	Remote	
April 11	Board	South Shore	Legal Issues Conference followed by Board discussion of FY23 Budget and nominees for Board members. Executive Director Evaluation
May 9**	General	CREST	Commissioner Riley, Accept Budget, recognition of members who are leaving, election of board members
June 6	Board	Remote	Approve Budget, Corporate Authorization Resolution for new president

**The Board will discuss May 9th as a possible conflict for our General Membership meeting because Roland and Jeanne are attending NSIP. (Susan Farrell and Donna are attending on May 19th which is a Thursday, so there is no conflict if we move it to the 16th).

Plans for the October General Membership Meeting

Thus far, plans for the October meeting include:

- Office of the Child Advocate (Confirmed) will discuss the David Almond case and responses to stakeholder feedback being considered. Begin relationship with and knowledge of OCA to support students and families and for her to hear about the work of collaboratives.
- Kerry Akashian, Career Development Education Lead at DESE will review the purpose of Connecting Activities, successes and challenges of 2020, and upcoming work for 2021. Also, next steps in utilizing the information. (Confirmed)
- FY22 Goals
- Ruth and Paulajo to present the Cumulus Surplus Fund spreadsheet
- MPY--Margie Daniels?
- Election of Central Regional Representative
- Finance Committee (Year end update)
- Every Committee to present a report
- Other

Distribution of MOEC Annual Report

We have completed the MOEC Annual Report and distributed it to all of you as well as to our federal delegation. We will also distribute it to DESE, our state delegation, and the Board Chair for each collaborative.

Diversity, Equity, and Inclusion Update

Fran Rosenberg shared that she will be having DEI training at the upcoming staff meeting in October.

Chris Scott is working on her EI plan and increasing the diversity in their workforce.

The Equity Specialist Job-Alike Group will be meeting soon; and we welcome more members.

The meeting adjourned at 12:18PM.