

Executive Director Meeting Summary
MOEC JuneBoard Meeting
June 6, 2022
Zoom Video Conference

Attendees: Joanne Haley Sullivan, Liz McGonagle, Theresa Craig, Arnold Lundwall, Paul Hilton, Roland Joyal, Catherine Cooper, Chris Scott, Fran Rosenberg, Susan Farrell, Rick Reino, Cathy Lawson, Sanchita Banerjee, Christine Romancewicz, Karen Brann, Ruth Hersh

Welcome

Liz McGonagle welcomed everyone to the meeting.

Approval of the April and May Meeting Minutes (FOLDER 1)

The April and May minutes were included in the Google folder for the meeting.

Catherine Cooper made a motion that the minutes of the April 11th and May 9th meetings be accepted as presented. Theresa Craig seconded the motion. The motion passed unanimously.

Executive Director Report

Job-alike meetings. Joanne reported that this month, Jay Sullivan joined the Business Leaders again to answer any questions about collaborative credits to districts and Circuit Breaker reimbursements. Technology Leaders and Transportation Leaders Job-Alike groups also met this month.

A small group from the PD Job Alike Group met with Joanne to develop the syllabus for a Leadership Academy planned for fall 2022.

Draft annual report Joanne and Emily shared a narrative version of the [annual report](#).

Job Fair

Joanne reminded everyone of the partnership with MassHire that DESE is hosting a virtual job fair. She also shared that MAPPS, ASE, and MOEC were asked to collaborate on a video about careers in special education which can be viewed [here](#).

MOEC Collaborative Communication Strategy

We had two Press Releases this month, one for [educator appreciation week](#) and one for [school nurse appreciation day](#). Joanne reminded Directors to share articles on social media so that we are helping to get the work of collaboratives more widely known across the state.

ArxED

Thank you to Kim Oliviera and Mike Masoulas for our presentation following the May General Membership meeting.

The Board briefly discussed the pricing and proposal.

FY23 Goals

Joanne presented the following goals for FY23.

Curriculum Task Force for Programs Serving Students with Severe Special Needs

To form a voluntary task force of interested Collaborative Directors to set out some action steps that we can take as a group to identify:

- what is currently in place,
- what research based materials exist that are tied to classroom practice designed to address the needs of these learners, and
- what adjustments might be needed to enhance our practice in these programs.

MOEC Website

Create two new pages on the MOEC website:

- Job Postings: will test this out and see what the data tells us about the number of people visiting MOEC for employment opportunities. Joanne will also follow up with MAPPS and ASE to ensure the collaborative video can be shared to the MOEC website.
- Family Support: Joanne will be working closely with Cathy Lawson, Cathay Cummins, Theresa Craig, Fran Rosenberg and others who are providing this for their districts.
- **Consideration of Membership Survey Similar to 2018 ([link](#))**

Joanne has been having a conversation with Ruth Hersh and Paulajo Gaines about collecting this type of data. We will need to survey each collaborative as the information can not be easily gathered from annual reports. MOEC will define what each program is and send the survey in a “checklist format,” rather than asking what everyone offers. This would ensure consistency among the reporting as MOEC. There will be a field for “other” if collaboratives feel they offer a program which does not fall within the parameters provided by MOEC.

- Spring 2023 or over the summer.

Continue to expand Professional Development Offerings

The PD Committee has begun work on two Professional Development offerings for FY23

- Leadership Academy for Leaders of Therapeutic Programs
- Training from the Office of the Inspector General

Theresa Craig made a motion that the goals for FY23 be accepted as presented. Roland Joyal seconded the motion. The motion was passed unanimously.

Committee Updates

The [MOEC Bylaws](#), The current Committee Chairs have graciously agreed to stay on in their roles. The Board will need to vote to approve these Chairpersons:

- Legislative Committee (Catherine Cooper)

- Professional Development Committee (Liz McGonagle)
- By-Laws and Rules Committee (Chris Scott)
- Finance Committee (Chris Scott)
- By-Laws (Chris Scott)

Arnold Lundwall made a motion to approve the Committee Chairpersons and Theresa Craig seconded the motion. The motion was passed unanimously.

Finance Committee

The Finance Committee has prepared the proposed [Leadership Academy Budget Template](#). This budget will be used for any Leadership Academy that MOEC offers so that there is equity and consistency built into these decisions.

There was a discussion about the rate offered to presenters for the Leadership Academy. It was mentioned that the rate is lower than what some presenters receive. One of the benefits of belonging to MOEC is that you are able to learn from your peers at a reduced rate, and that collaborative presenters should be providing their services to MOEC members at a reduced rate as well.

Catherine Cooper made a motion that the Leadership Academy Budget Template be approved as presented. Theresa Craig seconded the motion. The motion passed unanimously.

Professional Development Committee

- Leadership Academy Overview ([link](#))
- Leadership Academy Postings ([Coordinator](#) and [Instructor](#))
- Leadership Academy Flier ([link](#))

Joanne presented the Leadership Academy Overview and mentioned that there were a lot of topics included and the thought was that this Leadership Academy may be split into two sessions, depending on registered attendees.

In the event that there are multiple applicants for the Coordinator or Instructor roles, the final decision will be made by the Professional Development Committee.

Roland Joyal made a motion to accept the Leadership Academy Postings for Coordinator and Instructor be approved as presented. Fran Rosenberg seconded the motion. The motion passed unanimously.

- Inspector General Risk Awareness Training Flier - draft ([link](#))

Joanne reviewed the flier for the Inspector General Risk Awareness Training. The IG will not be charging MOEC for this session. However, it was recommended that MOEC charge a nominal fee for attending the session.

Legislative Committee

Catherine Cooper provided a brief summary from the Legislative Committee about their recent work. The Legislative Committee will meet immediately after MOEC meetings for FY23; there will be four meetings for FY23.

By-Laws Committee

Chris Scott indicated that the By-Laws Committee will be meeting in September prior to the Finance meeting.

Regional Liaison Representatives

- Meetings or other issues of note in the regions.
 - **West Region:** Roland Joyal provided a brief overview of what has been happening in their region. The region is part of the Connecticut Valley Superintendent group and they meet each month. Roland also shared that they are working on ordering buses and that a \$10,000 surcharge is being added to each bus ordered.
 - **Central Region:** Arnold Lundwall provided a brief overview of the number of referrals that SWCEC has received. There has been an increase in referrals across the board. The theme he is seeing are the challenges in the workforce. He has noted that there is a lot of movement among leadership positions and teachers.
 - **Staffing Concerns:** There was a brief discussion surrounding staffing concerns. While collaboratives are thankful for the DESE Job Fair, there is concern that people will be moving on to other roles for higher salaries/titles and collaboratives may be in the same position despite DESEs effort to help. There was a brief discussion surrounding the emergency licenses as well as how to recruit teachers from other countries or states.

BirCH Project

Fran Rosenberg shared that there hasn't been a recent meeting of the BirCH Project.

Proposed FY23 Meeting Calendar

Enclosed on the Google drive is the proposed [FY23 meeting calendar](#) for your approval. It was decided that we will return to in-person meetings with winter meetings being remote.

Catherine Cooper made a motion for the Board and General Membership Meeting calendars to be approved as presented. Theresa Craig seconded the motion. The motion passed unanimously.

Planning for October General Membership Meeting

- Alice Peisch/Jason Lewis