

December Board Meeting Minutes

December 12, 2022

10:00 AM - 2 PM

Coffee and Conversation at 9:45AM

Zoom Video Conference

Attendees: Joanne Haley Sullivan, Theresa Craig, Jacki Clark, Fran Rosenberg, Liz McGonagle, Chris Scott, Arnold Lundwall, Catherine Cooper, Paul Hilton, Sanchita Banerjee, Clarice Doliber, Todd Gazda, Cathy Lawson, Roland Joyal, Rick Reino, Paulajo Gaines (DESE), Karen Brann (DESE)

Theresa Craig opened the meeting and welcomed everyone at 10:02AM

Executive Director Report

Joanne Haley Sullivan shared that the Job Alike Groups have continued to meet and the first meeting of the new Nurse Leaders group was held.

Overview of Intensive Special Education Programming Joanne met with the Secretary's Office to discuss ways to get information to hospitals and other medical setting information about the range of special education services in the state including collaborative programming. She will provide additional information regarding this once it's available.

Joint Committee on Education

Joanne reviewed this [presentation](#) which shows the data provided in the testimony, our [recommendations](#) as well as the [testimony](#) based on last month's discussion.

AESA Annual Conference

Joanne attended the AESA National Conference earlier this month. She attended sessions focused on staff retention and diversity.

Approval of the November General Membership Meeting Minutes (FOLDER 1)

Theresa made a motion that the minutes of the November Board meeting be adopted as presented. Liz McGonagle seconded the motion. The motion passed unanimously.

Executive Director Salary Survey

There was a brief discussion and recommendation about the Executive Director Salary Survey: incorporating additional questions from the M.A.S.S. Superintendent's Salary Survey along with the standard questions we ask.

DESE Working Group - Staffing Vacancies

Joanne will serve as the MOEC representative for a DESE Working Group to analyze the staffing data and to make recommendations. The details can be reviewed [here](#). The first meeting is January 9, 2023.

Committee Reports

Finance Committee/Treasurer's Report

A new member is needed to represent Greater Boston on the Finance Committee due to the upcoming retirement of Liz McGonagle. We have sent a survey to the Greater Boston Region and hope to have a new member by the time we meet in January.

There is no Treasurer's Report this month.

By-Laws Committee Report

Chris Scott indicated there was no news to report from the By-Laws Committee. The Board agreed to omit this from agendas going forward unless there is a need to include it.

Professional Development Committee Report

Arnold Lundwall agreed to chair the PD Committee as Liz is retiring later this month. We received an update from him about the committee's next steps:

- January 17, 2023 the next Let's Open Our Doors meeting will be held.
- The Legal Issues Workshop is scheduled for April

Joanne provided a brief update on the Leadership Academy:

- The Leadership Academy was well attended and the group wishes to stay connected with one another - whether it is through another Leadership Academy or a Job Alike Group.
- The three presenters came together as a team and delivered a remarkable presentation for the attendees.

Legislative Committee Report

Catherine Cooper provided the following updates about the work of our Legislative Committee this month:

The Committee met last week with Matt Irish. Discussion about the Capital and Facilities Committee and the Ethics Bill. The Legislature is in session and things can happen over the next few weeks.

State Representative Vargas is considering filing legislation to require additional training for Special Education Transportation personnel. State Rep Vargas's office reached out to MOEC for additional information about transportation. Sanchita Banerjee, Kim Oliveria, Pam Girouard, and Clarice Doliber have volunteered to meet to discuss this issue as a subgroup - their collaboratives all offer transportation.

School security funding is no longer available.

The annual Legislative Liaison contract with O'Neill and Associates is due for renewal. It is increasing to \$3,000/month from \$2,500/month, effective January 2023.

Theresa Craig asked for a motion that the Legislative Liaison contract with O'Neill and Associates be approved as presented. Catherine Lawson moved the motion. Fran Rosenberg seconded the motion. Motion passed unanimously.

Capital and Facilities Committee

Paul Hilton provided a brief update on this committee. Paul has drafted a [proposal](#) for the Board to consider. This proposal has been reviewed by the legislative committee previously.

There was a lengthy discussion about how much money should be requested - Joanne stressed that that amount should be supported by concrete data. A survey should be conducted asking about leases, how many buildings/square footage are included, and the cost of these leases.

Theresa Craig made a motion that the proposal from the Capital and Facilities Committee, endorsed by the Legislative Committee be reviewed by the Board Members with any input offered should be submitted by Wednesday at 12PM ET to Paul Hilton. After that time, the document can move forward to MASC at the recommendation of the Capital and Facilities Committee.

A second/further motion that this document will be supplemented by a survey to General Membership to be introduced at the January General Membership meeting.

Liz has moved the motion, Catherine seconded the motion. No further discussion. The motion passed unanimously.

Curriculum Committee

Cathy Lawson is the chair of this new committee which has the following members: Kim Oliveira, Jennifer Gates, Sanchita Banerjee, and Susan Farrell. Their first meeting on December 8th was a formation meeting to set the direction of the group.

Recognition of Members Who are Leaving

Both Liz McGonagle and Jacki Clark will be leaving us at the end of the calendar year.

We thank them both for their years of service to MOEC, and to special education across the Commonwealth.

Preparation for the January General Membership Meeting

The Board discussed ideas for the January General Membership meeting:

- The impact of the changes to 37H3/4 and share some promising practices, then report back to the larger group. (Todd Gazda to lead this discussion at the meeting)
 - Todd Gadza shared a [tracking sheet](#) that his collaborative uses for the Student Discipline Process
 - Karen Brann to follow up on any guidance that may be forthcoming from DESE regarding these regulations
 - Review and analysis of the results of the MOEC Programs and Services Survey-Breakout by Regions for further discussion
- Large Group Discussion:
 - Colleen Cavanaugh to discuss the Special Education Transportation Website

- Effective strategies and protocols for risk management regarding admissions, discharges, and documentation, report back to the group. (Attorney Sarah Spatafore to be requested to present; otherwise, use this as a planning meeting for topic for Legal Issues Workshop)
 - Karen Bran to follow up with any guidance from DESE
 - Can Collaboratives accept students as remote students when they are already in a remote learning program
- Requirements and best practices for supporting quarterly reports to School Committees (Quick, open discussion for the entire group).
- Capital and Facilities Survey Review

Regional Liaison Representative Reports

- Report from Regional Meetings
 - **North** (Cathy Lawson) - Met in December and discussed budget strategies and workforce issues
 - **Central** (Arnold Lundwall) - Have not been recently, due to meet next month.
 - **Greater Boston** (Donna Flaherty) - Not present, no report
 - **Southeast** (Catherine Cooper) - Met in November and discussed the new Nurse Leaders Job Alike Group; a MOEC survey; reviewed the details of the October meeting with Commission Riley; shared that a Capital and Facilities group was being created
 - **West** (Todd Gadza) - Similar issues as to what others are seeing across the state; staffing issues are a concern, geographically challenging area

Meeting with Commissioner Riley on January 19th, Joanne will schedule a planning meeting.

Funding for HVAC

As you know, we discussed concerns about lack of eligibility for the HVAC funds that the legislature had set aside. The grant was earmarked for certain districts based on income status guidelines and other requirements. MOEC provided information to DESE regarding the needs of collaboratives.

Brief reports from members who represent us on Commissions

- DESE/OASES Change Coalition (Cathy Lawson) - No new information available
- Safe and Supportive Schools Commission (Susan Farrell) - No information
- Special Education Advisory Council (Susan Farrell) - No information
- Digital Learning Commission (Angela Burke) - No information
- BirCH Project (Fran Rosenberg) - No information

Motion to adjourn by Catherine Cooper; meeting adjourned at 1:42PM