

APPROVED
12/09/2022

Minutes of CASE Board of Directors Meeting of October 28, 2022

Board Members in Attendance:

Peter Light, Acton-Boxborough	Kelly Clenchy, Littleton
James O'Shea, Carlisle	Bella Wong, Lincoln-Sudbury (arr. 12:40 p.m.)
Laurie Hunter, Concord, Concord-Carlisle, Chairperson	Brian Haas, Maynard
Linda Dwight, Harvard (arr. 12:38 p.m.)	Brad Crozier, Sudbury

Also in Attendance:

Sanchita Banerjee	Central Office Staff
George McCormack	Members of the CASE Community

MINUTES:

At 12:30 p.m., Laurie Hunter called the meeting to order.

A motion was made by Brad Crozier to approve the minutes of September 23, 2022 and October 3, 2022. The motion was seconded by Brad Crozier. Peter Light abstained; all others were in favor.

Public Comments: There were no public comments.

Sanchita Banerjee provided the Board with an informational packet on the Duties and Responsibilities of Appointed Representatives and Collaboratives Board of Directors.

The Personnel Report was presented by George McCormack. A motion was made by Kelly Clenchy to accept the Personnel Report as presented. The motion was seconded by James O'Shea. The motion was unanimously approved.

The Treasurer's Report was presented by George McCormack. There were no questions.

Brad Crozier reviewed the evaluation of the Executive Director. The Board acknowledged all of the hard work that Sanchita has put in last year. Brad Crozier moved to approve the motion for Sanchita's evaluation and to be signed by the chair. The motion was seconded by Bella Wong. All in favor.

Sanchita Banerjee continued the discussion by presenting her goals for SY2022-23 and ongoing commitment to CASE's growth and improvement to meet the needs of all learners:

- Goal 1: Student Learning Goal - Strengthen instructional systems and practices to meet the diverse needs of all learners.
- Goal 2: Educational Goal - Promote the growth and success of all educators by cultivating a shared vision that makes powerful teaching and learning the central focus of schooling.
- Goal 3: Collaborative-Wide Goal - Develop and execute effective plans, procedures, routines, and

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operational systems to address a full range of safety, health, and emotional and social needs of all students throughout the collaborative and empower all community members to do so.

- Goal 4: Professional Practice Goal - Undertake and promote ongoing professional learning to facilitate continuous improvements in practice with the goal of impacting and increasing overall student achievement.

The Board engaged in a discussion on whether the FY23 Transportation Budget should be amended now because the FY23 transportation budget is projecting a surplus. The Board decided to receive any surplus from FY23, in FY24.

George McCormack presented the FY24 Budget Assumptions. No longer having MIIA was a loss for CASE Collaborative and insurance costs are expected to increase. The cost to implement certain measures with the current vendor is \$20,000.

Sanchita Banerjee presented the FY24 Budget Assumptions for Program, Transportation, and Summer (ESY).

George McCormack presented the proposed Data Security Policy. The policy references that the host district security policy and procedures supersede any measures CASE has in place at those sites if different and more robust. A motion was made by Linda Dwight to vote on the proposed Data Security Policy in the next meeting. All were in favor.

An amendment to this year's Board meeting schedule is proposed due to conflicts in 2023 dates. It was discussed that there is a conflict for the February 17, 2023 and April 7, 2023 Board Meeting. The Board agreed to change the February 17, 2023 meeting to March 10, 2023, and to change the April 7, 2023 meeting to April 28, 2023.

- September 23, 2022
- October 28, 2022
- December 9, 2022
- December 16, 2022 (snow date)
- March 10, 2023
- April 28, 2023
- May 19, 2023

At 1:33 p.m., Laurie Hunter asked for a motion to be made to enter into Executive Session for the purpose related to discuss strategy with respect to collective with the CASE Education Association if an open meeting may have a detrimental effect on the bargaining position (Teachers and Certain Support Staff) and to discuss strategy in preparation for negotiations with non-union personnel (Executive Director) and to return to open session. The motion was made by Brad Crozier and seconded by Brian Haas. The motion was unanimously approved by roll call vote as follows: Peter Light, aye; Kelly Clenchy, aye; Linda Dwight, aye; Brian Haas, aye; Laurie Hunter, aye; James O'Shea, aye; Brad Crozier aye; Bella Wong, aye.