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Nancy Sullivan
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Marla Colarusso
Adm. for Student Services

Gerald Leazes
Adm. for Finance & Operations

Gail Ross-McBride
Adm. for Instructional Services

To: TEC Board of Directors
From: Nancy Sullivan
Subject: Minutes of Board of Directors Meeting, January 7, 2011

Attendance:

Cynthia Thomas, Canton	Frank Hess, Sherborn
Jeff Granatino, Canton	Nancy Gallivan, Walpole
Joseph Heisler, Dedham	Beth Butler, Wayland
Dawn Fattore, Dover	Suzi Newman, Wellesley
Clare Graham, Dover-Sherborn	John Antonucci, Westwood
Beverly Hugo, Framingham	John O'Brien, Westwood
Brad Jackson, Holliston	Gail Ross-McBride, TEC
Erica Plunkett, Holliston	Jerry Leazes, TEC
Jean Bertschmann, Hopkinton	Marla Colarusso, TEC
Nancy Gustafson, Millis	Bob Hilliard, TEC
David Baker, Millis	Sharon Sosny, TEC
Connie Barr, Needham	Nancy Sullivan, TEC
James Hayden, Norwood	

Guest: Dick Kief – Norwood School Committee

The meeting was called to order at 8:30 AM by Chair Nancy Gallivan (Walpole). Thirteen TEC member districts were in attendance. Nancy Sullivan introduced TEC's new Administrator for Finance and Operations, Jerry Leazes. The Chair asked that all attending Board members introduce themselves around the table.

The minutes of the November 19, 2010 Board meeting were voted on to be accepted by a motion by Bev Hugo (Framingham) and a second by Connie Barr (Needham). Twelve districts voted approval and one district (Wayland) abstained.

The agenda order was modified to accommodate those Board members who were not able to stay for the entire meeting, due to prior commitments. All agenda items requiring a vote were placed first on the agenda.

1. Bullying Intervention Plan

Marla Colarusso presented the plan to the Board. She explained that, although TEC would be providing training for all staff, those employees whose programs were housed in member/non-member districts would be included in individual district training as well. All plans were required to be filed with the State by December 30, 2010.

During discussion, members made suggestions regarding the attached forms but generally all were supportive of TEC's plan. Jeff Granatino (Canton) made a motion to accept the Bullying

Prevention and Intervention Plan and David Baker (Millis) seconded the motion. All thirteen member districts voted approval.

2. Revised Slate of Officers 2010-2011

The Board was asked to vote approval of the completed slate of officers for this year. Jean Bertschmann (Hopkinton) was added to the slate as the Clerk of the Board of Directors. Connie Barr (Needham) made a motion to accept the slate, adding Jean as Clerk. Suzi Newman (Wellesley) seconded the motion and all thirteen member districts voted in favor.

3. Demonstration of Online Courses

Gail Ross-McBride update the Board on the Online Academy, in which 16 courses are being offered during the 2010-2011 school year to students in TEC member districts. Gail and Barbara Champney have been meeting with an advisory committee since this pilot program was initiated. The committee has been totally involved in course creation, instructor selection and training and marketing of the Online Academy. The high level courses also meet credit requirement for member districts. Brad Jackson (Holliston) noted that the core idea of the Online Academy is for more district control over the quality of instruction for students.

Gail presented an overview of one of the Semester I courses: Unforgettable Short Stories, taught by Millis teacher Abbey Dick. Board members were able to see the coursework involved, the method of student/teacher interaction, and the online version of class discussion.

Frank Hess (Sherborn) asked that Gail provide a list at the next meeting of numbers of students from each member district participating in this program. Also, Gail will try to make the Online Academy site accessible to Board members, keeping confidentiality in mind.

The second semester of the Online Academy begins during the week of January 25, which is Orientation. Students can still sign up until January 31. Training for new teachers will be held on February 2.

4. Budget Schedule

The Budget Subcommittee will meet on February 15 at 12:30, to review the proposed budget for 2011-2012. The Board will receive copies during the week of February 21, to review in preparation for a final vote at the March 4 meeting.

Brad Jackson (Holliston) reminded the Board about the member assessment change. Nancy Sullivan reported that assessments were cut in half for the last two years. Next year assessments will go back up. Also, tuitions have not increased this current year but will also go up for next year.

5. Executive Director Update

Nancy Sullivan's report to the Board included the following:

A. Cooperative Purchasing: Nancy reported on the AESA conference she attended in Savannah. She told the Board about AEPA, a cooperative that offered great prices. In order to be a part of that group, she would have to be on their Board. By joining AEPA, TEC would be the sole agency for them in Massachusetts. However, that would not be in effect until May. TEC would use CREC until that time. Profits would have to be shared with CREC until the switch over to AEPA. Both Nancy and Jerry Leazes would have to attend the meeting in May and this would affect the May TEC Board meeting date.

Nancy assured the Board that there was great growth potential in TEC joining this cooperative (AEPA). Our member districts will get the best prices by buying in volume.

- B. Readiness Centers: Nancy reported that every readiness center was going to receive \$200,000 for the purpose of providing professional development for teachers in underperforming districts. She explained how the money would be divided and which subject matter would be featured in professional development offerings.

In Marla Colarusso's report:

- A. Since September there have been 20 new students in our programs. Eleven students have left TEC programs.
- B. Current focus is on marketing of TEC programs and developing more Transition planning.

In Gail Ross-McBride's report:

- A. Science directors have noted concerns regarding the science MCAS. TEC has invited a representative from the DESE to address these concerns at the next job-alike meeting for Science directors.
- B. The Winter/Spring Professional Development catalogue has been delivered to all staff in member districts.
- C. The TEC Spring College Fair is set for April 6 at Westwood High School.
- D. TEC is working on a new offering in the Internship Program: Enhanced Medical Internship for high school juniors, seniors and college students.

Jerry Leazes informed the Board that the proposed budget for 2011-2012 would be ready in mid-February.

It was announced that Glenn Koocher, Executive Director of MASC, would be meeting with TEC school committee representatives immediately after today's Board meeting, to discuss issues and concerns with members. The meeting was adjourned at 9:55 AM. The next Board meeting will take place on Friday, March 4, 2011.