MEETING OF THE BOARD OF TRUSTEES

May 13, 2019, 6:00pm
GCVS Office, 238 Main Street, 3rd Floor, Greenfield Massachusetts 01301

Board of Trustees: John Lunt, Fernando Fleury, Dr. Jessica Biggie
Excused Absence(s): Daryl Essensa, Doug Wilkins
Senior Leadership Team Members: Dr. Salah Khelfaoui, Executive Director; Marc Richard, Director of Business Services; Greg Runyan, Director of Teaching & Learning

MINUTES

I. Call to Order
Mr. Lunt called the meeting to order at 6:02pm.

II. Approval of Minutes April 22, 2019

Motion by Mr. Fleury; seconded by Dr. Biggie, to approve the minutes as presented.

Vote: (3-0-0)

III. Public Comment – None

IV. Reports / Action Items
A. Business Manager’s Report
   - Regarding the FY19 budget, Mr. Richard reported that the April reports have been submitted and our Average Daily Membership was 575 students.
   - Our cash flow and account balances look good. We are projecting to finish the year in the black and should be able to add funds to our reserves.
   - The Senior Leadership Team has been working on the FY20 budget. The Finance Sub-Committee will be looking at the budget and will be making recommendations to the full Board.
   - Mr. Richard has been approached by the PTO. As the members are spread out across the State, they would like the Business Office to be responsible for the bank account.
   - Mr. Lunt expressed concern that this is not how a PTO functions and in doing so they would relinquish their rights. The members could solicit donations for school use but would not be able to dictate how the funds are spent.
   - The engagement letter from the Auditor for the FY19 Audit will need to be reviewed and signed by the Board.
B. Executive Director’s Report
- Dr. Khelfaoui reported enrollment is currently at 627 students.
- The Senior Leadership Team, Mr. Lunt and several staff members attended the meeting of the Digital Learning Advisory Council (DLAC) on May 8th. Representatives from TECCA also attended. Mr. Lunt noted that this is the first time we have been invited to meet with DLAC.
- Mr. Runyan stated that there are reasons to be optimistic. The team felt it was an encouraging start to the dialogue and sees this as an opportunity moving forward. We plan to work collaboratively with TECCA. We are all scheduled to meet with them again on June 4th.
- Per Dr. Khelfaoui, working collaboratively with TECCA is a good idea. We can learn from each other and share best practices.
- Dr. Khelfaoui has been meeting with representatives of GCC regarding the Dual Enrollment Program. The proposal is to offer dual enrollment for advanced students while offering one subject/class to others. The program would be designed for seniors to take college classes and then only need one year there to complete their degree. The goal is to launch the program at graduation. It will be the first dual enrollment offering in the state that is all online.
- Dr. Khelfaoui presented a draft of the 2019-2020 school calendar for review.

C. Report of Ad Hoc Sub-Committees
- Mr. Fleury reported that the Budget Sub-Committee met on May 9th. Further discussion of the FY20 Budget will take place in Executive Session.
- The Policy Sub-Committee has not met since the last Board meeting.
- The Policy Sub-Committee presented the SPED Procedure Manual for a second reading and vote.

Motion by Mr. Fleury; seconded by Dr. Biggie, vote to accept the SPED Procedure Manual as presented.

Vote: (3-0-0)

D. Report of the Chair
- Mr. Lunt reported that he has spoken with Ms. Essensa and she is interested in returning to the Board.

V. Executive Session

Motion by Dr. Biggie; seconded by Mr. Fleury, vote to enter into Executive Session under Massachusetts General Law Chapter 30A, for the following:

- Section 21, part (a)(3) to discuss strategy with respect to collective bargaining as doing so in an open meeting may have a detrimental effect on the bargaining position of the Board.

Roll Call Vote: Dr. Biggie – yes, Mr. Fleury – yes, Mr. Lunt- yes
The Board entered into Executive Session at 6:38pm

The Board Returned to Open Session at 7:02pm

VI.  Other Business

Motion by Dr. Biggie; seconded by Mr. Fleury, vote to approve an 8% salary increase for the teaching staff, as well as an increase in the school’s contribution to the health insurance coverage for all eligible employees to 60%.

Vote: (3-0-0)

Next Meeting Date – Monday June 10, 2019 at 6:00pm

E. Adjournment

Motion by Mr. Fleury; seconded by Dr. Biggie, move to adjourn meeting.

Vote: (3-0-0)

Meeting adjourned at 7:06pm