



Minutes for March 9, 2023

LABBB Board of Directors:

Dr. Eric Conti, Burlington Public Schools
Dr. Elizabeth Homan, Arlington Public Schools
Mr. Philip Conrad, Bedford Public Schools
Dr. Julie Hackett, Lexington Public Schools –*Absent*
Mr. John Phelan, Belmont Public Schools
Guest – Deanne Galdston, Watertown Public Schools
Guest – Bill Lupini
Guest – Bob Alconada

LABBB Central Office:

Pamela Girouard, Executive Director
Susan Givens, Director of
Strategic Initiatives
Dianne Busa, Executive Assistant

Date: Thursday, March 9, 2023

Time: 9:00 AM

Location of Meeting: LABBB Central Office

AGENDA

Dr. Eric Conti called the Board Meeting to order at 9:00 AM.

Public Participation: No Public Participation

Recommended Action Items:

- a.) Mr. Phil Conrad made a motion to approve the Collaborative Agreement, seconded by Dr. Liz Homan. All in favor 4-0.
- b.) Mr. Phil Conrad made a motion to approve the meeting minutes of January 13, 2023, seconded by Dr. Liz Homan. All in favor 4-0.
- c.) Mr. Phil Conrad made a motion to approve the \$250,000 Internal Transportation Supplemental Appropriation out of Capital line, seconded by Dr. Liz Homan. 4-0.
- d.) Mr. Phil Conrad made a motion to approve \$65,000 out of Capital for Belmont FFE, seconded by Dr. Liz Homan 4-0.
- e.) Mr. Phil Conrad made a motion to approve \$65,000 out of Capital for Arlington FFE, seconded by Mr. John Phelan 4-0.
- f.) Mr. Phil Conrad made a motion to approve \$100,000 Phase 1 LABBB Technology and Infrastructure, seconded by Mr. John Phelan. 4-0.
- g.) Mr. Phil Conrad made a motion to approve the \$4000 Prom Cost through operating expense, seconded by Mr. John Phelan. 4-0

Discussion Items:

a). Pam introduced Bob Alconada – Director of Finance and Operations; he will officially start on 7/1/23

b.) Update on Tech Assessment Audit

- Major Areas of Concern
 - No Back up's in place
 - No Disaster Recovery
 - Admin Rights & User Access
 - Avast
 - IT Infrastructure
 - Email Security & Retention
 -

- Liz asked about training and accountability
- Team of 5-7 coming in to identify next steps
- Problems of practice corrected immediately
- Our needs comparable to a district but LABBB is not as large as a district
- We need the right devices to do the job
- Liz asking that if Suzor sees anything off in Arlington to please let her know
- Eric also stating when Suzor is out at their districts if District IT staff not cooperating to let Pam know
- Maintain working relationships with district IT department
- Phase 1
 - Student Safety
 - Human Component
 - MFA enabled
 - Storing documents on Google Drive
 - Schedule training
 - Money set aside to preorder devices
 - Chrome management
- Phase 2
 - General Support & Monitoring
 - Finding out where everything is installed and moving it

Eric suggested that LABBB should be part of the District Sped/IT meetings to stay in the loop

- Operation piece
 - Authorization from the Board
 - Model policy or policy reviews
 - Giving an update to the progress & operating budget
- Suzor has live/Virtual office support
- Tech assigned to LABBB

c.) Collaborative Agreement

- Year ago Watertown came to the Board to become a Member
- Worked closely with Educational Collaborative team at DESE
- Watertown prepared to present this document to the Member District's School Committees for Review then the Commissioner Of BESE for Signature
- Fundamental change in statues and agreement process

- Important relationship with District & Collaborative
- Have to be adjacent to, provide space, work a long side and use your infrastructure, nursing staff & Custodial staff
- Even though we are LABBB we are part of your district
- DESE wanted to know how would a collaborative dissolve
- Not the goal of the board to expand more
- Discussion about Member Credits:
 - Given hard time getting money back capture who we are & how we use the credits
 - Have to be used within the year
 - DESE said this was a great document, clear document
 - Our attorneys have read it and their attorneys have read it
 - Next step to present to School Committees
 - In front of Commissioner by 4/30/23
 - Provide new copy & Red line copy
 - Belmont wants their attorney to see it
 - April 13th Arlington Board Meeting
 - Formal memo to Board for their School Committees to review

Does LABBB have a policy manual

LABBB doesn't have an Equity Vision Statement

Curriculum Development process

Lexington has a good website for this

d.) Mid Cycle Review

- Found to be in full Compliant

e.) Dates of Upcoming Events

- LABBB Disney trip, Special Olympics, Graduation
- Hoping to do an event for our elementary younger level students next year

f.) Review of Space Needs

- Ideal to have LABBB classrooms together, so staff can support one another easily
- Bedford may have elementary space
- Belmont will be able to help with space needs

h.)FY23 Financial Update

- Financial plan that supports Educational plan
- Revenues running shorter than anticipated
- Staffing problem, using agencies instead

i.)Prom Funding

- Parents said LABBB had \$4000 in budget for prom but it was believed to be used for Dances
 - Board approved to support prom through operating expense; Director of Strategic Initiatives will work with Parent group from prom to reimburse funds for the \$4000.00

Adjournment:

Mr. Phil Conrad made a motion to adjourn the meeting at 10:20 AM, seconded by Mr. John Phelan. All in favor 4-0.

Executive Session not needed