



LABBB Collaborative

Board of Director's Meeting
Friday, October 3, 2014

MINUTES

In attendance:

LABBB Board of Directors:

Dr. Eric Conti, Burlington (Board Chairman)
Dr. Kathy Bodie, Arlington
Mr. Jonathan Sills, Bedford
Mr. John Phelan, Belmont
Dr. Paul Ash, Lexington

LABBB Central Office:

Patric Barbieri, Executive Director
Gerry Mazor, Director of Special Projects
Maria Giangrande, Administrative Assistant

Dr. Conti called the Board Meeting to order at 9:40a.m.

Public Comment: No Public comment

The Board meeting was held at Middlesex Community College in the Trustee's house. The board met with MCC administrative staff: Susan Woods, Associate Dean of Student Support Services; Dawn Gross, ICE Program Coordinator, and Pam Flaherty, Dean of Students. The MCC staff talked about the development of the Inclusive Concurrent Enrollment Program (ICE) and the relationship between LABBB and Middlesex Community College. LABBB has a cohort of three students who are dually enrolled in Middlesex Community College and LABBB Collaborative through the ICE grant. It has been an exceptional start to this program and the LABBB-Middlesex ICE model has been a very successful experience for all the students. Furthermore, the parents of the students have been very impressed with this program.

The students participating in the ICE program and their educational coach arrived at the Trustee's house after the students finished their morning classes to meet and talk with the LABBB Board of Directors.

Action Items:

- 1.) Dr. Conti motions to **approve minutes for June 19, 2014**; motion was seconded by Dr. Ash, all in favor
- 2.) Dr. Conti motions to **approve the new collaborative agreement**; motion was seconded by Dr. Bodie, all in favor

3.) Dr. Ash motions to **approve Craig Robinson as LABBB Treasurer to begin 10/6/2014**; motion was seconded by Mr. Sills, all in favor

- Stipend for the new treasurer will be \$10,000 per year.
- Mr. Sills agreed to be second signer on LABBB warrants, representing the LABBB Board of Directors.

LABBB News:

- **2014 LABBB Graduation and 40 Year Celebration:** On Thursday, June 19, LABBB held its High School Graduation and 40th year celebration at the National Heritage Museum in Lexington Ma. LABBB had the largest graduating class in its 40 year history with 50 graduates. LABBB officially, under Chapter 40 section 4E, became a collaborative on April 11, 1974.
- **Bedford High School Best Buddies #1 Chapter in the Nation:** The LABBB Best Buddies program at Bedford High School was nominated for the #1 chapter in Massachusetts this past the spring. With this honor they now became a national nominee. This past summer it was announced that the Bedford Best Buddies were chosen as the #1 Best Buddies program in the nation. The LABBB community is proud to be associated with this special organization.
- **Inclusive Concurrent Enrollment (ICE) Program at Middlesex Community College:** For the past year, LABBB and Middlesex Community College engaged in the planning process to develop a program that gives students the opportunity to be dually enrollment in LABBB and Middlesex Community College. This past June the ICE grant was written and accepted and a cohort of 3 LABBB students started this fall. It has been a tremendous success.
- **LABBB Opening Day:** August 28 marked the first time in LABBB history that all LABBB staff came together for a “Welcoming Day” at the beginning of the school year. LABBB operates educational programs and worksites in 17 different school buildings and over 18 businesses every day. It was a challenge to make this happen, but it was an important goal for the LABBB community. It was a very successful day and LABBB staff responded very positively. We want to thank the Burlington Administrative staff for letting LABBB use their High School Auditorium and lunch room. All the Burlington Administrative staff joined the LABBB Community for lunch.

Discussion Items:

- **Enrollments:**
 - At the start of September our total enrollment was 314 students and we currently have 10 referrals that are pending. LABBB had fifty High School graduates and we accepted approximately 65 students for the FY15 school year.

- **Actuarial Report 2014**

- LABBB had a significant decrease in its unfunded liabilities after the last actuarial study that was completed this past August. In FY12, our last actuarial study, our value of future benefits over a 30 year period was \$17,870,681. In our FY14 actuarial study, our benefit obligation has decreased to \$10,386,432. In FY12, our annual contribution was calculated to be \$1,451,492. In FY14, it is now \$887,342.

- **GIC**

- LABBB and the LCEA have developed a very positive relationship in the past 4 months. This has been very refreshing and all issues have been resolved without conflict. The LCEA expressed an interest in joining the GIC and has discussed this with the Executive Director. The Executive Director has brought this to the LABBB board of Directors to consider this option. The board would like more information on the GIC and the Executive Director will update the board as we make more progress in discussions with the LCEA.

- **LABBB Treasurer:**

- It was recommended by LABBB independent auditors to change our Treasurer. EDCO comptroller, Dean Poirier, has been our treasurer for many years and the auditors stated that considering that EDCO provides financial services to LABBB, it would be prudent to separate these roles.

- **Minuteman (Career Directions):**

- LABBB agreed to pay \$4,000 per year to Minuteman to rent one classroom and two office spaces for the past six years in our MOA. In a recent conversation between LABBB Executive Director and Superintendent of Minuteman, Dr. Ed Bouquillon, Minuteman is requesting that LABBB pay \$4,000 per student for FY15. LABBB has a total of 17 students enrolled in this program.

The Board wants more information for the rational for this increase and how this impacts the LABBB budget. The question was also raised as to how the district assessment and tuition per student for LABBB is calculated if a district is a member of LABBB and Minuteman.

- **Space and Associate Members:**

- LABBB is in urgent need of middle space. LABBB does not have space to accommodate the students transitioning from our elementary school programs to our middle school programs. The board discussed the potential for modular space if any LABBB member can accommodate this at one of their middle schools.
- In the past five years, many districts have asked to be members of LABBB. The Executive Director asked the Board if they would consider allowing associate members that can offer middle school space.

- **Executive Director Contract / Formative Evaluation**
 - Dr. Conti discussed goals and methods for the Executive Director to show evidence towards the goals, family engagement and professional culture. The Executive Directors blog is one method that can show this evidence.
 - LABBB has purchased Teach Point to record self-assessments, SMART goals, walkthroughs, and formative and summative evaluations for all staff and this will also be use with the Executive Director.
- The Board questioned if they needed to vote on the LABBB Board Chairman annually. During the meeting the board took a formal vote.
 - Mr. Sills made a motion for Dr. Conti to continue as Board Chairman for the LABBB Collaborative, this motion was seconded by Dr. Bodie, all in favor

Dr. Conti motioned to adjourn meeting, motion was seconded by Mr. Sills, all in favor.

Meeting was adjourned at 11:25am.