



Board Minutes: March 8, 2017

LABBB Board of Directors:

Dr. Eric Conti, Burlington PS (Board Chairman)
Dr. Kathy Bodie, Arlington Public Schools
Mr. John Phelan, Belmont Public Schools
Mr. Jonathan Sills, Bedford Public Schools

LABBB Central Office:

Patric Barbieri, Executive Director
Gerry Mazor, Director of Special Projects

Dr. Eric Conti called the LABBB Board of Directors meeting to order at 9:15am.

No public participation

- Dr. Kathleen Bodie made a motion to approve minutes of November 17, seconded by Mr. Jonathan Sills. All in favor, 4-0
- Dr. Kathleen Bodie made a motion to approve minutes of December 23, 2016, seconded by Mr. John Phelan. Mr. Jonathan Sills abstained as he was not present for this meeting. All in favor, 3-0.

Discussion items

1. LABBB Business Manager. The board made the decision to hire a “Data Analyst” or “Financial Coordinator,” in FY18. One of the contingencies is that this person will eventually get certified as a Business Manager under DESE. This position will be included in the FY18 Budget.
2. Executive Director outlined the FY18 Budget:
 - There is an overall **5.6%** increase from our FY17 to FY18 budget.
 - **(FY17) \$23,910,473**
 - **(FY18) \$25,250,401**
 - **Added “Industry” column (Not included in Tuitions)**
 - This column is the total expenses of pay for our students working at our vocational training sites. (\$129,000).
 - **2% COLA** Unit A (Professionals) and Unit B (Paraprofessionals).
 - **Health insurance:** We have 160 active employees enrolled in GIC. We use actual costs for this line item. We increased health insurance by 5.9% in FY18.
 - 91 family

- 69 individual plans
- **Retiree Health Insurance:** We are contributing towards the premiums for **(38)** retirees (Retiree's and their spouses) and also reimbursing Burlington for 8 employees who were grandfathered. These costs are included in our budget.
 - (FY16) \$171,311
 - (FY17) \$172,684
 - (FY18) \$178,857 + Burlington for 8 Retiree's, \$23,038 = \$201,895
- **Staffing Change**
 - (FY18) Addition of Business Manager and Transition specialist
- **Rent line item** has increased due to Minuteman Career Directions increase in tuitions per student
 - FY16: \$4,000
 - FY17 \$6,000
 - FY18: \$8,000
- **Worker's Compensation**
 - (FY15) \$144,361
 - (FY16) \$173,336
 - (FY17) \$185,470
 - (FY18) \$196,496
- **Projecting 314 students**
 - Enrollment projections are based on prior year enrollment. FY18 Tuition's will be based on **96%** of enrollment of **314** students.
- **Tuitions**
 - **3.1%** increase (projected, 300 students)
 - **12.6%** Minuteman Career directions (projected, 14 students)
- **LABBB/EDCO Transportation** (Students transported to your in-district programs and out of district programs by vendors and coordinated by LABBB/EDCO Transportation Coordinator)

Transportation Budget

- **(FY17)** \$6,042,772
- **(FY18)** \$6,565,013

Number of Students being transported

- **(FY16)**
 - Sept 2015: Started with 440 students
 - June 2016: Total of 490 students
 - Average number of student's transportation September through June: 466 students
- **(FY17)**
 - Added Weston
 - Sept 2016: Started with 468 students

- **Internal LABBB Transportation:** (Students attending LABBB, driven by a LABBB staff person, using a LABBB leased van)
 - FY18 assessment is based on number of students transported in October 2016 (114 students)
 - Over the past 10 years we have increased the number of students we have transported by approximately 40 students.
 - Total FY18 Collaborative member assessment \$312,000.

- **Transportation Annual Cost per Student Comparisons**
 - **LABBB Internal transportation:** Students attending LABBB, driven by a LABBB staff person, using a LABBB leased vehicle (average = \$2,737 per student annually)
 - **LABBB-EDCO Transportation:** Students attending an In-district program (average = \$5,748 per student annually)
 - **LABBB-EDCO Transportation:** Students attending an out of district program (average = \$14,562 per student annually)

- **Substitutes**
 - This line item has been increased by \$71,100. Acquiring quality substitutes has been a challenge. We have had to rely on agencies particularly for our nursing needs.

- **Costs associated with EDCO Financial Contract**

At this time LABBB has not been presented with a contract FY18. The Board of Directors is requesting that the increases for EDCO staff is not included in the contract considering LABBB will continue to pay .35 salary of EDCO Business manager. The board would like to sign a two-year contract for FY18 and FY19.

Mr. Jonathan Sills made a motion to adjourn the meeting at 11:45. Seconded by Mr. John Phelan. All in favor 3-0. (Dr. Kathleen Bodie needed to leave the meeting early)