



## Minutes for June 16, 2022

### 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 – *Via Zoom*  
Mr. John Phelan, Belmont Public Schools

### LABBB Central Office:

William Lupini, Interim Executive Director  
Joseph Adams, Director of Finance & Operations  
Dianne Busa, Executive Assistant

**Date:** Thursday, *June 16*, 2022

**Time:** 9:00AM

**Location of Meeting:** LABBB Central Office

### AGENDA

- Dr. Eric Conti called the LABBB Board meeting to order at 9:05 am.
- Public Participation, No public participation.
- *Board praised how nice the High School Graduation Ceremony was*
- **Recommended Action Items:**
  - Mr. John Phelan made a motion to approve meeting minutes of *May 16, 2022*, Seconded by *Dr. Elizabeth Homan*, all in favor. 3-0-1.
  - FY23 Budget. Mr. Adams will present the spending plan, including tuition rates, for 2022-2023 (Attachment-Recommended FY23 Budget)
    - Mr. Phil Conrad made a motion to approve the FY23 Budget, including the 2.5% increase in tuition rates, as presented, seconded by Dr. Elizabeth Homan, all in favor. 4-0-0
  - FY23 Tuition Rates.
    - Mr. Phil Conrad made a motion to approve the program tuition rates (including LSEP) as specified in the FY23 budget, seconded by Mr. John Phelan, all in favor. 4-0-0
  - OPEB Contribution.
    - Mr. John Phelan made a motion to approve the OPEB contribution of \$500K., seconded by Mr. Phil Conrad, all in favor. 4-0-0
      - Can no longer have access to it only for OPEB

- Member Credits.
  - Mr. John Phelan made a motion to approve the member credits in the amount of \$500k to be utilized in the FY23 , seconded by Mr. Phil Conrad, all in favor. 4-0-0
- Statement of Corporate Authority.
 

Mr. Phil Conrad made a motion to approve designating Pamela Girouard as the signature on the Statement of Corporate Authority, seconded by Mr. John Phelan, all in favor. 4-0-0

- **Discussion Items**

### **LABBB FY23 BUDGET**

1. FY23 budget projects an overall **4.5% increase** in operating expenses from FY22 budget
  - FY19: \$25,384,024
  - FY20: \$25,839,168
  - FY21: \$26,175,490
  - FY22: \$26,437,939
  - **FY23: \$27,630,211**
2. Staffing Changes
  - FY19: 233.6 FTE
  - FY20: 228.4 FTE
  - FY21: 230.6 FTE
  - FY22: 224.8 FTE
  - **FY23: 225.2 FTE**
3. Budget assumes a 3% COLA Increase for Unit A (Professionals) and Unit B (Paraprofessionals) along with non-collective bargaining staff; this is dependent on current negotiations for a 3 year extension of the current CBA. Additionally we have established a new salary scale for our Program Coordinators to further distinguish the role are a leadership position within our organization
4. **FY23 Proposed Tuition Increase**
  - **2.5% increase across all school programs**
  - 294 students (based on 96% of 306 projected enrollments)

### **OTHER DISCUSSION ITEMS**

- Current Enrollment Current enrollment is at *288 April, 292 May, 283 June*
  - *June losing 9 due to graduating students in June*
  - *Referrals pipeline is strong*

ii. *Big picture- need to build out hiring / recruitment*
- *Collective Bargaining*
  - *Bill will help Pam finish negotiations*
  - *Bill leads discussion on main item being negotiated*
- *Van Purchases*

- *Moving target*
  - *Word 2 weeks ago vans reduced to 16 vans by August*
  - *Wheelchair vans to be longer - will likely be Ford '23 model*
  - *National Van Builders specialize in special education builds*
    - i. *did not build current leased vehicles*
  - *Will extend current ACT van leases as month to month (for flexibility)*
  - *Retire leases month to month as they are replaced by purchased vehicles*
- *Vocational Programming*
    - *Do not factor in space at Watertown - they don't have one (soft & slow start)*
    - *Working on an agreement at least for next year*
    - *Kids who access Watertown, housed at Belmont.*
    - *Didi will go to Board to get initial letter & anticipates submitting to SC*
    - *Potentially to become a member by July FY23*
    - *Step 1 Seeking membership our Board needs to approve*
  - *Interim Director of Finance & Operations*
    - *Bill has talked to MASBO who recommended a couple of retirees*
    - *Bill and Pam met with Susan Givens*
      - i. *Extensive experience and strong interest in education programing*
  - *Circuit Breaker Data - External Transportation Network*
    - *Much more buttoned up this year in terms of have CB transport data ready*
    - *Only relates to external transportation network*
    - *PDF invoices per month per student along with aggregate data spreadsheet*
    - *Reimbursed via state circuit breaker (submission due date now 7/15)*
    - *This is the 2<sup>nd</sup> year transport phase in for Circuit Breaker funds*
    - *DESE stipulated that member-credits must be filed as cost share on CB file*
    - *LABBB mitigate member district's related loss of state funding by waiving the internal transportation assessment fee*

Adjournment:

- *Mr. Phil Conrad* made a motion to adjourn the meeting at 10:45 am, Seconded by *Dr. Elizabeth Homan*. All in favor 4-0.

