

Approved 11/6/2020

Minutes of CASE Board of Directors Meeting of September 25, 2020

Board Members in attendance:

Linda Dwight, Harvard, Chairperson
Peter Light, Acton-Boxborough
Philip Conrad, Bedford
James O'Shea, Carlisle
Laurie Hunter, Concord/Concord-Carlisle

Rebecca McFall, Lincoln
Bella Wong, Lincoln-Sudbury
Brian Haas, Maynard
Brad Cozier, Sudbury, arrived
12:45

Also in attendance:

Sanchita Banerjee
Abigail Desjardins
Members of the CASE Community

Russell Dupere

MINUTES

At 12:32 p.m., Linda Dwight called the meeting to order. Roll Call; McFall, O'Shea, Light, Haas, Conrad, Hunter, Dwight were present at the meeting.

A motion was made by James O'Shea to approve the minutes of the August 7, 2020 Board of Directors meeting as presented. Philip Conrad seconded the motion. The motion was unanimously approved through a roll call vote as follows: McFall, aye; O'Shea, aye; Light, aye; Conrad, aye; Haas, aye; Hunter, aye; Dwight, aye.

Public Comments

Gwen Bertrand: CASE Teacher Association President addressed the Board. Gwen wanted the Board to know that the CASE team has done a wonderful job of getting the safety protocols in place to make the schools safer for staff and students. Teacher's Association members would like to know what type of data is used for the Executive Director's evaluation and if that can be shared.

Linda Dwight stated that the Executive Director's evaluation will be addressed later in the meeting.

General Update

Sanchita Banerjee gave the Board a general update. She introduced the Interim Assistant Director, Marcia Berkowitz and Program Administrator, Courtney Hudgins who spoke briefly introducing themselves.

Sanchita Banerjee reviewed the school sites locations, student enrollment and transportation at the start of SY2020-21. School locations; 5 districts host some of our classrooms and we do have an approved public day school location in Acton.

Student enrollment; 106 students are enrolled; we are at a record low and increasing now. Member district consists of 65 students; Non-member districts, 41 students. We have proposed to the Department of Education the in-person model, however, because of parent's choice, some have been remote. Seventy Nine (79)% of students have been doing in-person learning and twenty one (21)% are in remote learning. We are also following all protocols for the safety of staff and students.

Marty Finnegan presented information regarding transportation. This year we have approximately 212 out of 400 students we are transporting this year. The numbers are low due to the pandemic situation, however, as more students come back, we will have limited capacity on the vans due to the safety protocols to be followed. Some of the driver's hours have been limited and will be discussed later in the meeting. We have all the PPEs that are needed. We also ordered sprayers to use for disinfecting vans and space.

Marcia Berkowitz thanked Marty for his hard work on getting transportation up and running this year.

Sanchita thanked CASE's nurses, Katharine Vital and Kellie Fitzgerald for their hard work in creating safety protocols for the collaborative. They have worked tirelessly to provide leadership to CASE on safety matters and played a key role in the development and implementation of safety protocols and trainings for staff. Katharine Vital updated the Board on the work done.

Personnel Report

The Board reviewed the personnel report. A motion was made by Brad Crozier to accept the Personnel Report as presented. The motion was seconded by Philip Conrad. A roll call vote took place as follows: McFall, aye; Hunter, aye; O'Shea, aye; Haas, aye; Conrad, aye; Crozier, aye; Wong, aye; Light, aye; Dwight, aye.

Treasurer's Report

The Board reviewed the Treasurer's Report.

Approver of CASE Warrants

Historically, the Concord Superintendent took on this task of signing the CASE warrants on the Board's behalf. A motion was made by Brad Cozier to accept the Concord Superintendent as the Board's representative to approve CASE warrants. Rebecca McFall seconded the motion. A roll call vote took place as follows: McFall, aye; Hunter, aye; O'Shea, aye; Haas, aye; Conrad, aye; Crozier, aye; Wong, aye; Light, aye; Dwight, aye.

Revote FY20 OPEB Fund Budget Transfer

The respective amounts to be transferred to OPEB Trust at the end of FY20 were switched in error in the recommended motion. The Board is requested to revote on this transfer with the correct amounts to be transferred from each budget - program in the

amount of \$13,200 and transportation in the amount of \$6,800.

A motion was made by Peter Light to correct the FY20 OPEB Fund budget transfer amounts to \$13,200 from Program budget and \$6,800 from Transportation budget. Bella Wong seconded the motion. A roll call vote took place as follows: Light, aye; Wong, aye; Crozier, aye; Conrad, aye; Haas, aye; O'Shea, aye; Hunter, aye; McFall, aye; Dwight, aye.

Benefits of CASE Drivers during the COVID shutdown

Sanchita Banerjee and Marty Finnegan reported that CASE Transportation drivers are transporting only 217 students and many of them are not on a five day a week schedule. During a typical September, the CASE Transportation Department transports approximately 400 plus students. We are not on a full week schedule, therefore, the driver's schedules have been altered. In the spring of 2020, the Board voted on keeping the driver's whole. We have a few drivers that decided not to come back due to COVID and a few drivers decided to retire. With the drivers not on full schedule, they are not getting the salary to cover benefits, and this steep reduction in hours is causing a financial hardship for many. Their ability to afford their share of the CASE-sponsored health insurance plan is in jeopardy. We are asking the Board to bring the driver's hours up to their regular hours. Approximately, 50% of the drivers have health benefits and with the limited hours they can't afford the health insurance.

The Board discussed the options for the drivers. Sanchita suggested we think of long term. If the drivers end up leaving CASE, we would need time to hire again. We would like to give the drivers extra work in-house to make up their regular hours. We can put forward a motion and revisit this at the next meeting once we have more actual data for the next meeting. We are asking for suggestions on moving forward.

A motion was made by James O'Shea that CASE pays the drivers a minimum of 25 hours a week working for CASE and the Transportation Administrator will find work for the drivers if we don't meet the minimum of 25 hours a week with the intent to revisit this at the Board meeting on November 6, 2020. Rebecca McFall seconded the motion.

The motion was approved through a roll call vote as follows: McFall, aye; Hunter, nay; O'Shea, aye; Hass, abstained; Conrad, aye; Crozier, aye; Wong, abstained; Light, nay; Dwight, aye.

Negotiation Subcommittee

We need to engage in the process for the next negotiations. Linda Dwight, Laurie Hunter and Bella Wong participated in the last negotiation meetings. The subcommittee worked towards a one year contract which puts us in another negotiations cycle in the next year. A lot of the work and language is done. We will add a vote for the next meeting to form a subcommittee team starting in January 2021.

At 1:30 p.m. , a roll call was taken to go into executive session and return to open

session. A roll call vote as ; McFall, aye; Hunter; aye, O'Shea, aye; Haas, aye; Conrad, aye; Cozier, aye; Wong, aye; Light, aye; Dwight; aye.

At 2:15 p.m. the Board returned to open session.

CASE Teacher's Association FY21 Contract Agreement

A motion was made by Bella Wong to accept the FY21 contract with CASE Professional Teachers Association. The motion was seconded by Peter Light. A roll call vote took place as follows: Light, aye; Wong, aye, Crozier, aye, Conrad, aye; O'Shea; aye; Hunter; aye, McFall, aye; Dwight; aye.

CASE's FY21 Reopening MOU During COVID

Russell Dupere will work with Sanchita Banerjee and the Teacher's union to update one section on the MOU.

Executive Director's FY20 Evaluation

Linda Dwight discussed Sanchita Banerjee's evaluation. The Board reviewed Sanchita on 4 standards:

Standard I: Instructional Leadership; Exemplary

Standard II: Management and Operations: Exemplary (COVID involvement will be in next year's evaluation)

Standard III: Community and Family Involvement: Proficient

Standard IV: Professional Culture: Proficient

Overall rating is exemplary.

Sanchita Banerjee addressed the Board to thank them for the evaluation. She will continue to work with the Union closely and collaboratively. She will continue to work on keeping the staff and student safe and continue to work closely with our host districts. She is committed to maintaining a high level of programming for students. She appreciates the feedback on this evaluation.

At 2:32 p.m. the meeting was adjourned. All were in favor.