



MINUTES
Board of Directors' Meeting
MAY 22, 2024

1. The meeting was called to order at 6:37 p.m. by the Chairperson of the Board, Mr. Jeffrey Laing. The following were present:

Board of Directors: Mr. Albert J. Christopher, Agawam
 Ms. Lisa Murray, Hampden-Wilbraham Regional
 Mr. Jeffrey Laing, Ludlow
 Ms. Erika Emmelmann, Southwick-Tolland-Granville Regional

Collaborative: Mr. Alvin W. Morton, I, Executive Director
 Ms. Anna Bishop, Director of Finance

Guests: Mr. Paul Pasterczyk, LPVEC Treasurer

2. A public forum was offered. There were no comments from the public.
3. Ms. Murray moved to approve this evening's consent calendar as presented. Ms. Emmelmann seconded. Approved unanimously.
4. Mr. Pasterczyk reported that there is nothing of concern to report in his oversight of Collaborative internal controls regarding financial transactions for the past fiscal year. He recommended that the Collaborative take advantage of current certificate of deposit interest rates and will review the investment policy as it relates to such.

Ms. Wise joined the meeting at 6:43 p.m.

Mr. Laing thanked Mr. Pasterczyk for his presentation and oversight of the Collaborative's financials.

5. A. Mr. Morton reported that the current Assistant Director of Finance intends to retire at the end of this school year. In preparation, the job description has been updated to reflect current responsibilities and the position will be posted shortly. Ms. Murray moved to approve the job description as presented. Ms. Emmelmann seconded. Approved unanimously.

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Mr. Morton also discussed progress in developing the new criminal justice program for CTEC. A job description has been created and it is expected that the program will begin with 15 students. Ms. Murray moved to approve the job description as presented. Ms. Emmelmann seconded. Approved unanimously.

- B. Mr. Morton included for the Boards' information some positive feedback regarding one of our transportation staff members.
- C. Mr. Morton noted that the Automotive Program has received a donation of a 2012 Toyota Prius. The program is attempting to get more up-to-date vehicles for students to train on and will also be disposing of some older vehicles. Grant funding will allow for the purchase of approximately 5 vehicles which are 2014 or newer. Ms. Murray moved to accept the vehicle donation as presented. Ms. Emmelmann seconded. Approved unanimously.
- D. The group discussed attendance requirements through Collaborative regulations and notice has been sent to East Longmeadow noting they are no longer represented on the Board. The Board looks forward to a remedy and continued support from all districts.
- E. Mr. Morton noted that a collective bargaining agreement has been ratified by the new LPVEC Educators Union and the Board will need to review the terms before accepting.

At 7 p.m., Mr. Laing moved to enter into Executive Session to discuss strategy with respect to collective bargaining as an open meeting will have a detrimental effect on the bargaining position of the Board. Ms. Murray seconded. On a roll call vote the following voted YES: Mr. Christopher, Ms. Murray, Mr. Laing, Ms. Emmelmann, and Ms. Wise.

Open Session resumed at 7:40 p.m.

Ms. Murray moved to approve the Collective Bargaining Agreement between the LPVEC Board and the LPVEC Educators Union for the period July 1, 2023 to June 30, 2027 with the terms presented. Ms. Emmelmann seconded. Approved unanimously.

- 6.
 - A. Ms. Bishop reviewed this month's revenue and expenditure report including projections to the end of the fiscal year. She noted that the terms of the CBA with teachers will significantly impact next month's report as the terms were retroactive to July 1 of 2023.
 - B. Ms. Bishop noted that the FY25 budget will be updated to reflect the teachers CBA terms and will be presented at the next meeting for final approval. Mr. Morton commended Ms. Bishop and her department for all the financial scenarios and calculations that went into negotiations with the union. He also noted that individual contracts with key personnel will need to be negotiated as well with consideration in the FY25 budget.
 - C. Ms. Bishop had received invoicing for final expenses associated with paving and roofing projects at Brush Hill. Ms. Murray moved to appropriate from the Capital Projects Fund the amount of \$27,700 for final expenses incurred on these projects. Ms. Emmelmann seconded. Approved unanimously.

7. Mr. Morton brought attention to his recent weekly update to staff on the topic of maintaining professional boundaries with respect to using social media.
8. The next meeting is scheduled for June 12 at 6:30 p.m.

Mr. Laing moved to adjourn the meeting. Ms. Emmelmann seconded. Approved unanimously. The meeting adjourned at 8:03 p.m.

(date)

, Clerk