



APPROVED 5/28/14

**TECCA Commonwealth Virtual School
MINUTES OF THE BOARD OF DIRECTORS MEETING
Wednesday, April 30, 2014 at 3:00 p.m. ET**

Held at the following location and via teleconference:
Natick Town Hall, 3rd Floor
13 East Central Street
Natick, MA 01760

I. Call to Order

Mr. Sanchioni called the meeting to order at 3:07 p.m. when all participants were present and able to hear each other.

II. Roll Call

Board Members Present: Peter Sanchioni, Liz Pape and Bob McGuire (all in person);

Board Members Absent: Jean Kenney and Kirby Salerno;

Guests Present: Liz McGonagle and Daniel Shovack, TEC staff; Dave Schmidt, Allison Reaves and Megann Arthur, Connections Education staff (in person); Bob Pouliot, Connections staff (via phone).

III. Public Comment

There were no comments at this time.

IV. Routine Business

a. Approval of Agenda

Mr. Sanchioni asked the Board if there were any changes to be made to the Agenda. There being no changes noted, a motion was made and seconded as follows:

RESOLVED, that the Agenda for the April 30, 2014 meeting of the TECCA Commonwealth Virtual School Board of Directors, as presented, is hereby approved.

The motion passed unanimously.

V. Oral Reports

a. Update on Terms of Certificate / Implementation Timeline

Mr. Sanchioni provided the Board with an update. He advised that all communications and negotiations were progressing well with DESE. The Board had discussion on the specific submissions to DESE to date, including the Enrollment Policy, Procedure and Application, which DESE was requiring additional review

and revisions. Board members had further discussion as to who would be best to complete final review on behalf of the Board. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the appointment of Liz Pape as Board designee to complete the final review, finalization and resubmission to DESE of the TECCA Enrollment Policy, Procedure and Application, as discussed, is hereby approved.

The motion was approved unanimously.

b. Update on Contract Negotiations with TEC

Mr. Sanchioni advised that there had been no feedback from DESE to date on the proposed contract and plans with TEC. The Board had discussion about the best entity to employ school staff, and the advantages to employees to have the eligibility to be enrolled in MTRS, as well as Connections' benefits.

c. Update on School Administrative Positions Postings

Ms. Reaves provided the Board with an update on the search for school leadership. She discussed the applications received thus far for Executive Director and Assistant Principal, and the recruitment and hiring process and timeline.

VI. Consent Agenda

Mr. Sanchioni asked the Board members whether any items from the Consent Items should be moved to Action Items for discussion, or tabled. The Board indicated their desire to consider each Consent Agenda item individually.

a. Approval of Minutes from the March 25, 2014 Board Meeting

The Board discussed a change required on the vote taken at the last meeting on the engagement of Board Counsel. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the Minutes from the March 25, 2014 Board Meeting, as amended at meeting, are hereby approved.

The motion passed unanimously.

b. Approval of 2014-2015 School Year General School Handbook

The Board briefly discussed the General School Handbook. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the 2014-2015 School Year General School Handbook, as presented, is hereby approved.

The motion passed unanimously.

c. Approval of 2014-2015 School Year State Specific School Handbook

The Board discussed the State Specific School Handbook. Board members also had brief discussion regarding internships at the school, and the development of policies and/or procedures for those once the school is fully operational. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the 2014-2015 School Year State Specific School Handbook, as presented, is hereby approved.

The motion passed unanimously.

d. Approval of School Calendar for the 2014-2015 School Year

The Board discussed the proposed school calendar for the 2014-2015 school year. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the School Calendar for the 2014-2015 School Year, as presented, is hereby approved.

The motion passed unanimously.

e. Approval of Employee Handbook

Board members discussed the Employee Handbook. There was also additional discussion on who will be the employer of school staff. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the Employee Handbook, as presented, is hereby approved.

The motion passed unanimously.

f. Ratification of Educational Products and Services Agreement (EPSA) with Connections Academy of Massachusetts, LLC

The Board had discussion regarding the contract negotiations with TEC for the school's office facility, and Connections for ongoing facility services for the school. There was additional discussion regarding the designation of the Board President to finalize and execute the EPSA at a prior meeting, and acknowledgment that the document was by the meeting date fully executed by Connections and the Board President. Board members indicated their desire to await DESE review and approval of the fully executed EPSA with Connections Academy of Massachusetts, LLC before formally ratifying the executed document.

This item was tabled to a future meeting.

g. Approval of Utilization of iNACA Resources as Described in EPSA with Connections Academy of Massachusetts, LLC

Board members had discussion on the utilization of iNACA resources, including staff members, for the school. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the utilization of iNACA resources as described in the EPSA with Connections Academy of Massachusetts, LLC, as presented, is hereby approved.

The motion passed unanimously.

VII. Action Items

a. Approval of Directors

Mr. Sanchioni introduced the proposed Board members, and reviewed their qualifications with the Board, as well as their biographical information as included in the Board materials. Mr. Sanchioni advised the Board candidates of their roles as Directors and asked the Board for approval of their appointment to the Board. There being no further discussion, a motion was made as follows:

RESOLVED, that the appointment of Peter Sanchioni, Jean Kenney, Liz Pape, Kirby Salerno and Bob Maguire as the Board Members of TECCA Commonwealth Virtual School Board until the Annual Meeting 2014, are hereby approved.

The motion passed unanimously.

b. Approval of Officers

Mr. Sanchioni presented this item to the Board. He reviewed with the Board each Officer position as set out in the Bylaws, and discussed during the meeting. He advised the Board that all positions would be for a term until the Annual Meeting 2014.

Nominations were opened for the position of Board President. Peter Sanchioni was nominated for the position of Board President. There being no further nominations and no further discussion, the following motion was made and seconded as follows:

RESOLVED, that the appointment of Peter Sanchioni, for the position of Board President for a term ending at the Annual Meeting 2014, is hereby approved.

The motion passed unanimously.

Nominations were opened for the position of Board Vice President. Jean Kenney was nominated for the position of Board Vice President. There being no further nominations and no further discussion, the following motion was made and seconded as follows:

RESOLVED, that the appointment of Jean Kenney for the position of Board Vice President for a term ending at the Annual Meeting 2014, is hereby approved.

The motion passed unanimously.

Nominations were opened for the position of Board Treasurer. Liz Pape was nominated for the position of Board Treasurer. There being no further nominations and no further discussion, the following motion was made and seconded as follows:

RESOLVED, that the appointment of Liz Pape for the position of Board Treasurer for a term ending at the Annual Meeting 2014, is hereby approved.

The motion passed unanimously.

Nominations were opened for the position of Board Secretary. Bob McGuire was nominated for the position of Board Secretary. There being no further nominations and no further discussion, the following motion was made and seconded as follows:

RESOLVED, that the appointment of Bob McGuire for the position of Board Secretary for a term ending at the Annual Meeting 2014, is hereby approved.

The motion passed unanimously.

c. Consideration and Approval of Employer for TECCA Staff Members

Mr. Sanchioni presented this item to the Board. The Board had extensive discussion on the most appropriate employer for school staff members, as well as the budget and incentives for teachers for both employment by Connections and TEC, including the MTRS. Board members further discussed the HR services offered by Connections and the entire benefits packages under both potential employers. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the appointment of the Board President as Board designee to work with Board Counsel and Connections to finalize the designation of an Employer for TECCA staff members, following Board member feedback, is hereby approved.

The motion passed unanimously.

d. Approval of School Facility Sub-lease

The Board indicated their desire to consider this item later in the meeting.

e. Approval of Establishment of Maximum Student Age for Enrollment

Mr. Sanchioni asked Mr. Schmidt to present this item to the Board. Mr. Schmidt detailed the background and research done to date on the state requirement to set a maximum student age for enrollment. The Board had discussion on local district budgets and the most appropriate maximum age for the school, as well as the implications to the school for this age determination. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the establishment of maximum student age of twenty-one (21) for enrollment, as discussed, is hereby approved.

The motion passed unanimously.

f. Approval of Board Governance Policies

The Board tabled this item to a future meeting, as the policies were not available at this time.

g. Approval of Board Meeting Schedule

Ms. Arthur discussed the establishment of a regular Board meeting schedule with the Board. Board members had discussion on this item, established the next two meeting dates, and requested a draft schedule for review at the next meeting reflecting a regular meeting schedule of the 4th Wednesday of each month at 2:00 p.m. ET, with specific modifications, as discussed. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the May Board meeting on May 28, 2014 at 2:00 p.m. ET and the June Board Annual Meeting on June 25, 2014 at 11:00 a.m. ET, as discussed, are hereby approved.

The motion passed unanimously.

h. Approval of Board Training and Conference Attendance

Ms. Arthur reviewed the upcoming training opportunities with the Board. Board members discussed the upcoming National Charter Schools Conference, as well as the planned Board Academy in Baltimore in October. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that Board training and conference attendance, as discussed, is hereby approved.

The motion passed unanimously.

Approval of School Facility Sub-lease

[Mr. Pouliot joined the meeting at 4:53 p.m.]

Mr. Sanchioni introduced this item and Mr. Pouliot to the Board, and requested that Mr. Pouliot and Mr. Shovack present to the Board on the Sub-lease negotiations. Mr. Pouliot discussed the anticipated enrollment and budgets, as well as space expected to be required for school staff. The Board had discussion on specific sub-lease terms, and the cost analysis of current proposed square footage and all associated costs for facility. The Board expressed their desire to table this item to a future meeting after all negotiations with DESE and TEC has been completed.

This item was tabled to a future meeting.

[Mr. Pouliot left the meeting at 5:05 p.m.]

VIII. Information Items

a. State Relations Update

Mr. Schmidt provided the Board with an update on the recent legislative activities in Massachusetts, which may impact the school.

IX. Adjournment and Confirmation of Next Meeting

Mr. Sanchioni noted that the Board was at the end of its agenda and that the next meeting was scheduled to be at the call of the chair. The being no further business, at 5:09 p.m. the Board made and seconded the following motion:

RESOLVED, that the adjournment of the TECCA Commonwealth Virtual School, April 30, 2014 Board meeting, be approved.

The motion was approved unanimously.