



**APPROVED 2/28/2017**

**TECCA Commonwealth Virtual School  
MINUTES OF THE BOARD OF DIRECTORS MEETING  
Wednesday, January 25, 2017 at 2:00 p.m. ET**

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

---

**I. Call to Order**

Dr. Sanchioni called the meeting to order at 2:03 p.m. when all participants were present and able to hear each other.

**II. Roll Call**

Board Members Present: Peter Sanchioni, Ed DeHoratius, Jean Kenney, Jim Flanagan, and Grace Magley (in person); Annie Ledoux and Bob Maguire (via phone);

Guests Present: Adam Goldberg, Lead School Administrator; Terri Green and Patrick Lattuca, School staff; Katie Santos, Connections staff; Elizabeth McGonagle, TEC Staff; Jimmy Marini and Wayne Ogden, Members of the Public; Dave Schmidt, Board Consultant (in person); Megann Arthur, Kristin DeGroff, and Ken Helt, Connections staff (via phone).

**III. Public Comment**

There were no comments at this time.

**IV. Routine Business**

a. Approval of Agenda

Dr. 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 January 25, 2017 Meeting of the TECCA Commonwealth Virtual School Board of Directors, as presented, is hereby approved.

The motion passed unanimously.

## V. Oral Reports

### a. Lead School Administrator Report

#### i. School Operations Metrics

Mr. Goldberg reviewed the data included in the Board materials, and advised the Board regarding the timing of the collection and the next expected report. Board members discussed the metrics data with Mr. Goldberg.

Mr. Goldberg further reviewed the Monthly School Report and the school Staffing Report, as included in the Board materials.

#### ii. Pulse Survey Report

Mr. Goldberg provided the Board with a summary and background of the Pulse Survey, and further discussed specific items within the report in detail. Additionally, Mr. Goldberg provided details of an upcoming leadership survey to be completed by the school's leadership team.

#### iii. TECCA Teacher Report

Mr. Lattuca reviewed upcoming student events, and provided an update on student disciplinary efforts. Ms. Green provided the Board with an update on special education procedures at the school.

### b. Financial Report

Mr. Helt reviewed the financial materials included in the Board materials in detail, highlighting the budget and forecasting areas of the financial statements. He reviewed the revenue and expense statements, and discussed specific line items of interest with the Board.

Additionally, Mr. Schmidt reviewed several items included within the financial report.

## VI. Consent Agenda

Dr. Sanchioni asked the Board Members whether there were any items from the Consent Items that they wanted moved to Action Items for discussion, or tabled. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the Consent Items:

- a. Approval of Minutes from the November 30, 2016 Board Meeting;
- b. Approval of Staffing Report;
- c. Approval of LiveSpeech Invoice(s); and
- d. Approval of Invoice(s) for Course Enrollment for Connections Learning; are hereby approved.

The motion passed unanimously.

## VII. Action Items

### a. Approval of Connections Academy of Massachusetts, LLC Invoices for November and December

Mr. Flanagan reviewed in detail the Connections Academy invoices for the months of November and December as drawn from the financial reports provided earlier in the meeting, and included in the Board materials. He noted that he had reviewed the invoices and found them to be in order. He also asked the Board members whether they had any questions on the invoices or if any items required further explanation. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the Connections Academy of Massachusetts, LLC invoices for the months of November, in the amount of \$554,025.53, and December, in the amount of \$415,445.19, as presented, are hereby approved.

The motion passed unanimously.

### b. Approval of Funded Enrollment Target for the 2017-2018 School Year

Mr. Goldberg reviewed the proposed enrollment target for the 2017-2018 school year of 1,600 students and sought Board input in regards to the number. The Board had a discussion and agreed that this was a good target to set for the upcoming school year based on staffing and budget. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the Funded Enrollment Target for the 2017-2018 School Year, as presented, is hereby approved.

The motion passed unanimously.

## VIII. Information Items

### a. DESE Deliverables Update

#### i. DESE Accountability Report

Dr. Sanchioni reminded the Board of the related documents provided within the Board materials. Board members had no questions concerning the DESE Accountability Report at this time, but noted some of the recommendations within the report in regards to the Board and school.

#### ii. Summary of Review

Dr. Sanchioni reminded the Board of the related documents provided within the Board materials. Board members had no questions concerning the Summary of Review.

#### iii. Update from Digital Learning Advisory Committee (DLAC)

Dr. Sanchioni provided an update on the funding considerations for DLAC's upcoming meeting, and noted that further updates would be provided at a future meeting.

iv. Update on Board of Education Certificate Review Date

Mr. Goldberg provided the Board with an update on the timeline for review of the Board of Education Certificate.

**IX. Strategic Planning**

Dr. Sanchioni discussed Strategic Planning with the Board. Board members reviewed the current school model, as well as potential models for future years of operation.

[Ms. Santos left the meeting at 3:35 p.m.]

Mr. Schmidt reviewed current educational options throughout the state with the Board.

**X. EXECUTIVE SESSION – Pursuant to M.G.L. c. 30A, §§ 21 (2) – To conduct strategy sessions in preparation for negotiations with nonunion personnel or to conduct collective bargaining sessions or contract negotiations with nonunion personnel**

The Board entered into Executive Session at 3:51 p.m. via a roll call vote of all Board members present, pursuant to M.G.L. c. 30A, §§ 21 (2) to conduct strategy sessions in preparation for negotiations with non-union personnel or to conduct collective bargaining sessions or conduct negotiations with non-union personnel. Board members in attendance to begin the session were: Peter Sanchioni, Jim Flanagan, Ed DeHoratius, Jean Kenney, Grace Magley, Annie Ledoux, and Bob Maguire. All others left the meeting at this time.

The Board ended the Executive Session and entered into open session at 4:29 p.m. via a roll call vote. No action was taken during Executive Session.

**XI. Approval of Action(s) Necessary Based on Executive Session**

No action was necessary at this time.

**XII. Adjournment and Confirmation of Next Meeting on February 28, 2017 at the School Location**

Dr. Sanchioni noted that the Board was at the end of its agenda. There being no further business, at 4:29 p.m. the Board made and seconded the following motion:

RESOLVED, that the adjournment of the TECCA Commonwealth Virtual School, January 25, 2017 Board meeting, be approved.

The motion was approved unanimously.