



APPROVED 09/23/2021

**TECCA Commonwealth Virtual School
MINUTES OF THE BOARD OF DIRECTORS MEETING and STRATEGIC PLANNING RETREAT**

Tuesday, August 12, 2021 at 8:30 a.m. ET

Held at the following location:

Renaissance Boston Patriot Place Hotel
28 Patriot Place
Foxborough, MA 02035

-and-

Via Teleconference due to State Precautions regarding Public Health and Safety During the COVID-19 Pandemic

I. Call to Order

Dr. Sanchioni called the meeting to order at 9:02 a.m. and welcomed all participants. The meeting was open to the public and held in person, following all necessary state required protocols for public health and safety during the COVID-19 pandemic.

II. Roll Call

Board Members Present: Peter Sanchioni, Jean Kenney, Grace Magley, Bob Maguire, Ed DeHoratius, Jerry Helsing and Sandra Einsel, (in person, following all required social distancing protocols);

Guests Present: Patrick Lattuca, School Leader; Liz McGonagle, TEC Executive Director; Sarah Spatafore, Board Counsel; Cathleen Ellis, School Business Manager; Heidi Nelson-Buffa, School staff; Laura Johnson, Hilary Bessette, Heather Woodward and Megann Arthur, Pearson Virtual Schools staff (in person at the meeting location, following all required social distancing protocols).

III. Public Comment

There were no public 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 August 12, 2021 Meeting and Strategic Planning Retreat of the TECCA Commonwealth Virtual School Board of Directors, as presented, is hereby approved.

The motion passed unanimously.

V. MA/TEC Course Offerings Update

Dr. Lattuca began the presentation to the Board on this item. He advised that TECCA was given permission by DESE to offer individual courses to TEC member districts. The Board had extensive discussion on the Commissioner's decision to prohibit the offering to non-TEC member districts for the 2021-22 SY. Ms. Kenney provided attendees with additional context to the DESE communications, including Ms. McGonagle's assistance with facilitating discussions.

VI. Oral Reports

a. School Leader's Report

i. Back to School Activities, Staffing and Training Update

Dr. Lattuca discussed with the Board upcoming back to school activities, as well as current staffing levels and training efforts.

ii. Enrollment Update

Dr. Lattuca provided the Board with the most up-to-date enrollment numbers for the school, as well as an update on recent discussions with DESE regarding the authorizer's support of allowing an increase to the enrollment cap for the 2021-2022 School Year. He provided a recommended number for the Board to consider as an increase, and the Board had discussion on enrollment trends for the school, across the state, and staffing considerations associated with an increase in the enrollment cap. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the Enrollment Cap Increase to 3,000 students, and the Authorization for School Leadership to Determine Grade Levels for Student Placement, pending final DESE approval, is hereby approved.

The motion passed unanimously.

iii. Key School Metrics

Dr. Lattuca presented this item to the Board. He provided the Board with highlights from the metrics data, and further reviewed specific programs being instituted for

the school year to further increase math scores and identify gaps in the student learning process.

b. Financial Report

Ms. Ellis reviewed the financial materials included in the Board materials in detail, highlighting the budget and forecasting areas of the financial statements. She reviewed the revenue and expense statements, and discussed specific line items of interest with the Board. Ms. Ellis discussed with the Board the recommendation for them to consider setting aside a reserve designated for Other Post Employment Benefits (OPEB), suggesting \$200k as the initial amount to set aside. Board members had discussion regarding retirement benefits in the state, and staffing and budget considerations; Ms. Ellis will provide additional budgetary analysis at a future meeting.

i. Unaudited 2020-2021 Financial Results

Ms. Ellis reviewed the unaudited financial results from the previous school year with the Board.

VII. 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 changes noted, a motion was made and seconded as follows:

RESOLVED, that the Consent Items:

- a. Approval of Minutes from the June 24, 2021 Annual Board Meeting;
- b. Approval of Minutes from the June 30, 2021 Special Board Meeting;
- c. Approval of Pearson Invoices for June (# 91000008434); and
- d. Approval of 2021-2022 School Year Student Handbook; are hereby approved.

The motion passed unanimously.

VIII. Action Items

- a. Ratification of Pearson Fee Schedule for the 2021-2022 School Year and Addendum to the 2017 Contract between the Board of Trustees and Connections Education, LLC, pending DESE final approval

Ms. Kenney began the presentation of this item to the Board. At the Board's request, Ms. Johnson also provided some additional timeline and reviewer history for the documentation surrounding the contract and fee schedule. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the Pearson Fee Schedule for the 2021-2022 School Year and Addendum to the 2017 Contract between the Board of Trustees and Connections Education, LLC, pending DESE final approval, as presented, is hereby ratified.

The motion passed unanimously.

IX. Information Items

a. School Success Partner (SSP) Update

Ms. Johnson presented this item to the Board.

i. Pearson Support Team Updates

Ms. Johnson provided the Board with an overview of the structural changes recently made to the Pearson Virtual Schools support team structure, highlighting previous roles and responsibilities of the school's support team, as well as the pod structure supporting the school and Board going forward, excluding Academic Support, which is not part of the current SOA.

b. Board Relations Update

i. Board Meeting Schedule for the 2021-2022 SY

Ms. Arthur reminded the Board of changes made previously to the regular meeting schedule for the school year, and referred them to the updated document for their reference, as included in the Board materials.

X. Strategic Planning

a. Review and Acceptance of Board Self-Evaluation Report

Dr. Sanchioni and Ms. Arthur presented this item to the Board.

i. Board Discussion on Effectiveness of Performance

Dr. Sanchioni referred the Board to the self-evaluation results, and asked for discussion on what they could do individually and as a group to improve effectiveness. Board members had extensive discussion on professional development opportunities available, both locally and nationally. There was discussion regarding The Learning Accelerator, conferences, workshops, and the benefits some found in previous visits to other Connections Academy schools. Board members also discussed the potential for an onboarding handbook and/or board mentoring options with Ms. Arthur. The Board supported Mr. DeHoratius and

Ms. Arthur doing additional research into several of the ideas brainstormed in the session, and having additional Board discussion at a future meeting. There being no additional discussion, a motion was made and seconded as follows:

RESOLVED, that the acceptance of Board Self-Evaluation Report, as presented, is hereby approved.

The motion passed unanimously.

b. Review and Acceptance of ESP/EMO Evaluation for the 2020-2021 School Year

Dr. Sanchioni briefly discussed the results of the annual ESP/EMO Evaluation with the Board, as included in the Board materials. Board members discussed the evaluation process, as well as items included within that have since been addressed by Pearson, as well as those requests that are ongoing. There being no additional discussion, a motion was made and seconded as follows:

RESOLVED, that the acceptance of ESP/EMO Evaluation for the 2020-2021 School Year, as presented, is hereby approved.

The motion passed unanimously.

[The Board took a break at 10:25 a.m. and resumed their meeting at 10:45 a.m.]

c. Review of Current Strategic Plan

Dr. Sanchioni asked Dr. Lattuca to introduce the strategic plan objectives to the Board, as well as any progress updates on the school's goals he wished to share before Board planning began. Dr. Sanchioni asked Ms. Woodward to facilitate the Board's strategic plan discussion and development, following Dr. Lattuca's updates. Dr. Lattuca reviewed the school's proposed priorities for long-term strategic planning consideration, and the Board began their brainstorming and development.

Board discussion focused on the school's graduation rate, staffing needs, both immediate and long-term, potential expansion of the school in both enrollment and physical space for staff, curriculum development and high level future potential of the school and associated programs. With regards to the school's graduation rate, there was discussion on the state-reported graduation rate, how graduation rates are calculated, as well as the mobility rates and ways to handle students off-cohort.

The Board had discussion regarding potential options for physical expansion at the school, including costs of leasing space versus purchasing a building; there was discussion regarding many stakeholders' interest in continuing to share space with TEC. Board members also discussed testing facility costs around the state, and regional school sites that may offer multiple benefits to the school.

There was extensive discussion on the school's current goals, and the need for the Plan to be a "multi-tiered success plan," one that is based on the collection of all necessary data and continued progress tracking.

[The Board took a break for lunch at 12:10 p.m. and indicated their intent to continue strategic planning later in the day.]

XI. Executive Session - Pursuant M.G.L. c. 30A, § 21(a)(3) – To discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares – TECCA Union

The Board entered into Executive Session at 1:04 p.m. via a roll call vote of all Board members present, pursuant to M.G.L. c. 30A, § 21(a)(3) to discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares – TECCA Union. Board members in attendance to begin the session were: Peter Sanchioni, Ed DeHoratius, Bob Maguire, Jean Kenney, Grace Magley, Sandra Einsel and Jerry Helsing. Dr. Lattuca, Ms. Ellis, Ms. Spatafore and Ms. Arthur joined the Executive Session at the request of the Board. All others left the meeting at this time.

[Ms. Ellis left the Executive Session at 2:01 p.m.]

The Board ended the Executive Session and entered into open session at 2:11 p.m. via a roll call vote. No action was taken during Executive Session.

Upon the re-entering into Open Session, the Board briefly highlighted their Executive Session discussion. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that union negotiation actions, as discussed with Board Counsel; and

FURTHER RESOLVED, that school staff compensation changes, as recommended by the School Superintendent, are hereby approved.

The motions passed unanimously.

Strategic Planning, cont.

The Board continued strategic planning discussions surrounding the school's curriculum, staffing and enrollment. There was discussion on the Board's committee structure, and the topics where committee work is beneficial as opposed to those areas where the full Board needs to be involved in all discussion and communications. Board members expressed their desire to spend time at their next meeting developing specific plans for ESSER III funding. The Board also indicated an interest in re-evaluating the current Board Committees, and determining if any are appropriate to dissolve and/or establish.

XII. Adjournment and Confirmation of Next Meeting

Dr. Sanchioni noted that the Board was at the end of its agenda, and Board members discussed their preferred next meeting date. There being no further business, at 3:02 p.m. the Board made and seconded the following motion:

RESOLVED, that the adjournment of the TECCA Commonwealth Virtual School, August 12, 2021 Board Meeting and Strategic Planning Retreat, and

FURTHER RESOLVED, that the next Meeting of the Board be September 9, 2021 at 2:00 p.m., be hereby approved.

The motions were approved unanimously.