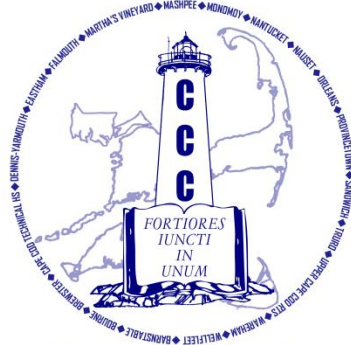


Cape Cod Collaborative
418 Bumps River Road
Osterville, MA 02655



Cape Cod Collaborative

Board of Directors
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Board of Directors Meeting Minutes
418 Bumps River Road, Osterville, MA 02655
May 13, 2015

I. Call to Order

The May 13, 2015 meeting of the Cape Cod Collaborative Board of Directors was called to order at 5:07 PM by Terri Medeiros, Chair. In attendance were:

Falmouth	Terri Medeiros, Chair
Bourne	Heather DiPaolo, Vice-Chair
Barnstable	Chris Joyce
Dennis-Yarmouth	Phillip Morris (in at 5:40 PM)
Eastham	Mary Louise Sette
Monomoy	Brian Widegren (out at 6:15 PM)
Orleans	Hank Schumacher
Wellfleet	Jill Putnam
Treasurer	Judy FitzGerald (out at 7:00 PM)
Secretary	Beth Deck

Also in attendance were:

Executive Director	Paul Hilton
MA- DESE Regional Governance	Michelle Griffin
Business Manager	Jim Brown
Director of Special Projects	Dr. Joseph Gilbert (in at 5:43 PM)
Waypoint Program Director	Larry Carroll (in at 5:13 PM)

Mr. Hilton noted that there are two vacancies on the Board, Martha's Vineyard and Sandwich, which have yet to be filled. He also noted that there are several Board members who have not attended meetings regularly. Changes to the Articles of Agreement will allow the Board to suspend members who fail to attend meetings and that this could impact the number of Board members required to be present for a quorum in the future.

II. Minutes

a. April 8, 2015

VOTE

Ms. Putnam made a motion that the Board vote to accept the minutes of the April 8, 2015 meeting. This motion was seconded by Ms. Sette.

SO VOTED – UNANIMOUS

III. Old Business

a. Transportation

- Invoicing

Mr. Brown updated the Board regarding the status for FY15 invoicing to districts. April invoicing is progressing and is likely to be completed by the coming Friday. He noted that it will be typical to complete invoicing two weeks after the month's end.

- Reconciliation

Mr. Brown shared the status of the reconciliation of costs and revenues projected for FY15. He indicated that revenues remain on track and are expected to cover costs.

By unanimous consent, Board members modified the agenda to discuss the Cape Cod Collaborative Articles of Agreement later in the meeting.

b. Policy Review

- **Employee “Sick Bank”**

- **Military Leave**

- **Implementation of Mandatory “Sick Time” Accrual for Transportation Staff**

- **Remote Participation in Board Meetings**

Mr. Hilton noted that the Policy Subcommittee was not able to convene in the period following the last (April) Board meeting. He indicated that a Subcommittee meeting must be scheduled to review proposed policy/handbook changes in preparation for Board votes at the June Board meeting.

Mr. Hilton informed the Board that the Collaborative Administration will be meeting with Collaborative employee groups, including transportation staff, to discuss changes in Policies/Handbooks being proposed for the coming fiscal/school year.

Mr. Hilton discussed a meeting held the previous evening with transportation drivers and monitors. He explained that this group agreed to have a sub-group meet with him to continue discussion regarding implementation of sick time polices for Transportation staff. One significant item for further discussion was an opportunity for transportation employees to “sell back” sick time to the Collaborative during certain periods over the course of the

year. He noted that this option could provide an incentive for employees to remain on the job.

The Board discussed the issue of “remote participation” for Board Meetings. Mr. Hilton noted that Nantucket has requested remote participation. He explained that remote participation would allow Nantucket to be able to vote on issues brought before the Board, but would not count toward a quorum at the meeting. Mr. Hilton reminded the Board that a quorum would still need to be physically present in the room. He explained further that the Board can set parameters regarding remote participation.

Mr. Hilton noted that Dr. Lepore, the Board representative from Nantucket, has indicated that he will be present at the June meeting and would like the Board to further discuss this issue at that time. A question was raised regarding whether (or not) more than one Board member could participate remotely at the same time. It was noted that there would be technology requirements of at least a web cam and Skype program connection. It was noted that the room in which the Board meets contains a computer and a projector, which could be used to allow Board members visual access to the member participating remotely.

Mr. Widegren suggested that the Board could limit the number of members allowed to participate remotely to members who are outside of a designated distance from the meeting location.

Ms. Putnam expressed concerns that allowing remote participation could jeopardize the Board’s ability to have a quorum present within the room. She noted that she had to travel one (1) hour each way to attend meetings, and it would be tempting to have an alternative means of participation for many Board Members.

Mr. Hilton recognized that many Board members have tight schedules. He indicated that the Board is required to have six (6) meetings per year and suggested that the Board may like to discuss placing a limit on the number of meetings where remote participation would be allowed.

Ms. Medeiros observed that the Board could consider allowing remote participation for a trial period, perhaps six (6) months, and revisit the topic if it becomes more difficult to retain a quorum.

Mr. Widegren asked if the requirement for a quorum to be physically present in the meeting room is a state law. Ms. Griffin responded that it is a state regulation. Mr. Widegren suggested that it might be worthwhile lobbying to change this regulation.

Mr. Joyce expressed the opinion that meetings held solely by remote participation could change how Board members interact, as they would lose the inter-personal connection.

Mr. Hilton suggested that Board members could place controls on remote participation. He also suggested that the Board could consider holding

meetings in alternate locations, perhaps holding one meeting per year on the Lower Cape and one on the Upper Cape.

Ms. DiPaolo wondered who would benefit from allowing remote participation.

Mr. Widgren suggested that, in theory, all member districts could benefit due to the increased participation of Board members.

IV. New Business

a. Warrants

VOTES

- | | | | |
|-------|------|-------|------|
| • #41 | VOTE | • #44 | VOTE |
| • #42 | VOTE | • #45 | VOTE |
| • #43 | VOTE | | |

Mr. Joyce made a motion that the Board vote to approve Warrants #41, #42, #43, #44 and #45. This motion was seconded by Ms. Putnam.

SO VOTED – UNANIMOUS

b. FY15 Revised Spending Plan & Budget

• Spending Plan Revisions

Mr. Hilton and Mr. Brown discussed the status of the FY15 Spending Plan. A vote will be recommended at the June Board meeting to more closely align the Collaborative F15 Spending Plan and Budgets to currently projected revenues and expenditures.

Mr. Hilton described the differences between the Spending Plan and the Budget. He noted that the monthly financial review provided at Board meetings reconciles the **Spending Plan** with projected revenues and associated spending. He explained that the *statutory Budget* is adjusted at regular intervals to bring it into closer alignment with the Spending Plan. Mr. Brown described other differences, noting that the **Spending Plan** does not include expenses to reserves and OPEB payment information. Mr. Hilton clarified that the reserves indicated in the current Spending Plan are not *statutorily voted* reserves, as per DESE regulations, but become part of the surplus at the end of the fiscal year. The term “reserves” indicate funds that have been set aside for an intended use.

Mr. Hilton and Mr. Brown reviewed variances associated with the Spending Plan and Budget for FY15. Each noted that there have not been significant unanticipated expenses since the last Board meeting. Mr. Brown did not recommend modifications to the Budget at this time. As the fiscal year draws to a close, it will be necessary to align the Spending Plan to the Budget by vote.

- Personnel

- Additions

VOTE

- Nathan L Bach – Mechanic – Part-Time
- Amy E Chisolm – CDL Driver (Nauset)
- Caitlyn Cashman – Speech & Language Pathologist (FY16)
- Murette Power – Lead Program Nurse (RN)
- Wandra Harmsen – Residential Assistant, ASLP

- Change of Status

VOTE

- Andrea Barbel – Spare CDL Driver to CDL Driver

- Reductions

VOTE

- Cheryl Crowell – Spare Monitor
- Alexander Ellis – Paraprofessional – STAR
- Lynn Gruniero – CDL Driver
- Helen Reuter – Substitute Teacher

Ms. Putnam made a motion that the Board vote to approve the Additions, Reductions and Change of Status as noted on the agenda. This motion was seconded by Ms. Sette.

SO VOTED - UNANIMOUS

c. FY16 Budget & Spending Plan

The Finance SubCommittee has started review and consideration for the FY16 Collaborative Spending Plan (& Budget). Mr. Hilton and Mr. Brown discussed the status of the development of this information and shared current documents. Mr. Hilton noted that this Spending Plan conservatively projects revenues associated with enrollment, and projects expenses liberally. Mr. Hilton noted that the Spending Plan will adjust as program enrollment changes.

A revised DRAFT of the FY16 Proposed Spending Plan was included with Board materials. Mr. Hilton indicated that a final vote on the Spending Plan and Budget must occur in June. He also noted that it will be necessary for a Finance SubCommittee to continue to convene to discuss issues that are associated with this spending plan.

Mr. Brown and Mr. Hilton explained that the proposed Spending Plan includes:

- replacement of outdated computers, some 10 years old (or older) that will be phased out and replaced with newer equipment;
- 2% wage increase to pay scales and administrative salaries
- an OPEB accrual of 3% of payroll; and,
(Mr. Hilton reminded the Board that the OPEB funding is allocated during the fiscal year, and held for two audit cycles before being deposited into the irrevocable OPEB trust account.)
- also provides for the purchase of 5 buses, 5 vans and 1 mini-van to replace vehicles which pre-date 2009 and which have 200,000 or more miles.

Mr. Brown indicated that, during the upcoming year, the Collaborative will seek to move toward a GPS system for transportation which will promote collection of data in “real time”. He noted that this information may be used to track vehicles and that the data provided will be used to create time efficiencies and data integrity benefits in the billing process. Mr. Joyce asked if the Collaborative was seeking to use vehicle-mounted units, and what the projected cost for this system would be. Mr. Brown confirmed that the units would be mounted in each vehicle, and noted that the cost was projected to be \$500 per vehicle annually. Mr. Hilton noted that the system will “roll out” to vehicles that travel “out-of-district” first and re-evaluated for in-district large bus routes

- **FY16 Tuition Rates**

VOTE

Mr. Hilton recommended that the Board vote to adopt the projected FY16 Tuition Rates to ensure that participating districts can appropriately plan for FY16. Mr. Hilton and Mr. Brown reviewed the tuition rate changes, which average 3.3%. It was explained that these increases include the increase costs for benefits (10% increase for health insurance), additional sick time expense (transportation), and cover wage increases (2%). Mr. Brown further noted that driver rates, which have varied dependent upon the district, will be consolidated.

Mr. Schumacher noted that tuition for the summer programs has increased by 4.5% and asked for an explanation.

Mr. Brown indicated that this increase is recommended to bring revenue into alignment with expenses for the programming. He noted that Summer programming contributes to the indirect cost (overhead) of the Collaborative. Mr. Brown also noted that summer staff are paid at a different hourly rate instead of their school year contracted rate.

Mr. Morris made a motion that the Board vote to approve FY16 Tuition Rates. This motion was seconded by Mr. Schumacher.

SO VOTED – UNANIMOUS

- **FY16 Service Rates**

VOTE

Mr. Hilton recommended that the Board vote to adopt the projected FY16 Service Rates to ensure that participating districts can appropriately plan for FY16. He noted that additional rate descriptions have been added to the “rate sheet” to further compliance with state collaborative regulations.

Ms. DiPaolo made a motion that the Board vote to approve FY16 Service Rates. This motion was seconded by Mr. Joyce.

SO VOTED – UNANIMOUS

- **FY16 Bid Recommendations**

VOTE

- Copier Paper – Mr. Brown explained that the Collaborative participates in the Barnstable County carton paper bid. He noted that the bid award went to WB Mason @ \$23.27 per carton (120 cartons – split Osterville and Otis).
- Fuel Oil – Mr. Brown explained that the fuel oil bid was opened on May 13, 2015. The bid award went to Peterson Oil at the rate of \$2.285 per gallon (a decrease from FY15).

Mr. Joyce made a motion that the Board vote to approve FY16 Bid Recommendations for Copier Paper and Fuel Oil. This motion was seconded by Mr. Schumacher.

SO VOTED – UNANIMOUS

- **Copier Lease**

VOTE

Mr. Brown discussed proposed changes to the Collaborative copier leasing agreement, which will phase out older equipment and allow for equipment updates. He explained that the current equipment is beyond its “service contract” and that service charges have increased significantly. Mr. Brown indicated that these changes will save the Collaborative approximately \$9,000 for service contract renewals, and will allow for the transfer of one machine to the STAR Program.

Mr. Morris made the motion that the Board vote to approve a lease of new copiers through Kenmark. This motion was seconded by Ms. DiPaolo.

SO VOTED – UNANIMOUS

d. Cape Cod Collaborative Articles of Agreement Discussion

Mr. Hilton reminded the Board that there had been substantial review of the articles of agreement with Attorney Sarah Catagnani of Murphy, Hesse, Toomey & Lehane and with the MA-DESE Office of Regional Governance. He indicated that the Collaborative received notification from Michelle Griffin of MA-DESE Office of Regional Governance that the **Technical Review of the (Proposed) Articles of Agreement had been completed** and that the **Agreement is ready for Board Review/Approval and consideration by each Member School Committee.**

Mr. Hilton indicated that the Governance SubCommittee met immediately prior to the Board meeting to discuss the revisions to the Cape Collaborative Articles of Agreement. Mr. Widegren, a member of the Governance SubCommittee, reviewed the SubCommittees discussion regarding the process for seeking support and approval from individual school committees. He noted that the Articles of Agreement will be forwarded to the Chairman of each committee for disbursement to committee members. He explained that the SubCommittee worked on a proposed calendar for each school committee vote. Mr. Hilton has offered to be available to attend school committee meetings and answer any questions that school committee members might have.

Ms. Griffin indicated that she is part of the team which has reviewed agreements for all educational collaboratives in the state. Ms. DiPaolo asked Ms. Griffin if the agreements are similar to the Cape Cod Collaborative's. Ms. Griffin responded that the Cape Cod Collaborative's Articles of Agreement reflect some interesting differences, for example, the use of a Spending Plan and a Budget. She further noted that all agreements were required to meet requirements set under state regulation. She explained that the Cape Cod Collaborative elected not to follow the model agreement proposed by the DESE and that any questions raised by the differences between the Collaborative's agreement and the model were reviewed by legal counsel. Ms. Griffin indicated that 22 collaborative agreements have been approved and are available on line at each collaborative's web site.

Ms. Medeiros asked if the Collaborative's discussion regarding the quorum is unique. Ms. Griffin, noting that the size of each educational collaborative varies, observed that the Collaborative faces unique challenges to member participation due to the large geographic area. She noted that many collaboratives have wording in their agreements which allow for remote participation and suspension of voting rights.

Mr. Hilton reminded the Board that questions were raised about "voluntary" voting suspensions. He explained that this would assist in the maintenance of quorum for meetings, yet still allow all districts to participate as needed regarding issues of local concern. Mr. Hilton also observed that not all collaboratives have clarified resolution of all liabilities (in the event of withdrawal of a Member or termination of

the collaborative) and that some collaborative agreements may require revision in the future to address this issue.

Ms. Medeiros asked Board members present at this evening's meeting to speak with fellow school committee members and to try to address questions when possible.

Mr. Hilton provided a copy of the revised Articles of Agreement to each Board member present for review prior to the vote at the June meeting. Mr. Hilton observed that the MA-DESE must receive record (minutes) from each school committee meeting when the vote on the Articles of Agreement is scheduled to occur.

Mr. Schumacher observed that Charter Schools can now become members of educational collaboratives. Mr. Hilton observed that this wording was added to collaborative agreements at the behest of charters schools throughout the state. Mr. Hilton noted that one local charter school had applied for membership, but this discussion had been tabled pending approval of the Articles of Agreement.

The Board agreed that the Articles of Agreement would be on the agenda for the June meeting for consideration and vote.

Mr. Widgren left the meeting at 6:15 PM.

e. Facility Tour Report

On Tuesday, May 5th, Ms. Williams and Mr. Joyce toured the Collaborative program sites in Osterville, at Camp Burgess in Sandwich and at Waypoint Academy on Joint Base Cape Cod.

Mr. Hilton guided the tours and discussed the programming in concert with the program directors, Anita Woods and Larry Carroll.

Following these tours, the group met with Mr. Robert Dutch, Superintendent of Upper Cape Cod Regional Vocational High School. Mr. Dutch and Mr. Hilton discussed rudimentary program options for (potential) relocation of Waypoint Academy and planning for (potential) cooperative programming.

Mr. Joyce, who joined the Board in November, noted that this tour was beneficial in helping him gain a better understanding of what the Collaborative does. He observed that the current facility used by Waypoint Academy is tired and "challenged", although the interior was much more welcoming than the exterior. Mr. Joyce, observing that the Collaborative helps disadvantaged kids, voiced his opinion that the Collaborative could provide better building options for the students it serves.

Mr. Hilton explained the current options for relocation of the Waypoint Academy program include a facility at Camp Burgess or a site adjoining the Upper Cape Regional Technical High School. Mr. Hilton observed that it will become necessary to seek more optimal space at some time during the next three years.

f. Programs/Services

- Waypoint Academy
 - Enrollment Update
 - Programming
 - Facility Developments
 - Camp Burgess Programming
 - Planning to Meet Future Facility Needs
 - Waypoint 2015-2016 Calendar VOTE

Mr. Carroll discussed the status of enrollment and programming at the Waypoint Academy. Enrollment has remained stable throughout the year. As the school year draws to a close, Waypoint will be hosting a variety of events:

- May 20th – Field Day at Camp Burgess
Students look forward to using all the facilities at Camp Burgess as part of their field day event.
- May 25th - Multi-Cultural Day
Parents are encouraged to attend and to share a meal with students and staff. Teacher conferences and parent training opportunities are held after the event.
- June 4th – Graduation
This year, 11 students will be graduating. Some students will be marching with their high schools, some have opted to receive diplomas at the Waypoint ceremony.
- June 13th – Cape Cod Collaborative 7th Annual Golf Tournament
Brochures were available at the meeting.

Ms. Putnam made a motion that the Board vote to adopt Waypoint Academy 2015-2016 School Calendar. This motion was seconded by Ms. Settee.
SO VOTED - UNANIMOUS

- STAR / Osterville
 - Enrollment
 - Programming
 - STAR 2015-2016 Calendar VOTE

Ms. Woods was unable to attend this evenings meeting. Mr. Hilton reminded the Board that there had been concern regarding a trend indicating decreasing enrollment in the STAR Program for the coming year. He indicated that over the past few weeks, however, 3 new students have been enrolled and that the Program has received an increase in referrals. He noted that, at the end of this school year, the Program has a number of students who will be aging out of the Program or transitioning back to district (1 student is transitioning to a more restrictive environment).

Mr. Hilton indicated that the STAR Program will be hosting a fundraising event this Saturday at the Osterville campus. The STAR Program's Family Fun Day is scheduled for June 5th.

Ms. Putnam made a motion that the Board vote to adopt the STAR Program 2015-2016 School Calendar. This motion was seconded by Ms. Settee.

SO VOTED – UNANIMOUS

Mr. Schumacher, noting the start time for the Waypoint Academy, asked if the Collaborative had considered changing the starting time. He indicated that evidence suggests that high school students benefit from a later start. Mr. Carroll, noting staff awareness to this issue, explained that the Academy has scheduled academic subjects for later in the day.

• **Transportation**

○ **Bid Recommendation(s)**

VOTE(S)

- Mr. Hilton explained that the Collaborative sought pricing/bids for vehicles to meet the contract needs associated with Nantucket service delivery for FY16. He noted that Nantucket has an increasing student population and will be adding an additional route (needs an additional bus). He indicated that the Collaborative sought to procure three (3) large buses. Mr. Hilton indicated that the proposal of O'Connor Sales of Augusta Maine was selected as a result of a Request for Proposals (RFP) process. Mr. Hilton observed that the O'Connor proposal was most advantageous. Mr. Hilton recommended that the Board vote to direct the Chief Procurement Officer (Mr. Brown) to award RFP 2016-001: Three (3) – 2016- 71 passenger Type D School Bus for Nantucket fleet awarded to O'Connor Bus Sales of Maine; \$272,000.

Mr. Joyce made a motion that the Board vote to direct the Chief Procurement Officer to award RFP 2016-001 to O'Connor Bus Sales. This motion was seconded by Mr. Morris.

SO VOTED – UNANIMOUS

- Mr. Hilton recommended that the Board vote to authorize the Chief Procurement Officer (Mr. Brown) to request financing quotes for 2016 vehicle purchases. Ms. DiPaolo made a motion that the Board vote to authorize the Chief Procurement Officer to request financing quotes for

2016 vehicle purchase. This motion was seconded by Ms. Putnam.

SO VOTED - UNANIMOUS

- Therapies

Mr. Hilton provided an update regarding the provision of services within the Collaborative and to districts (and others).

- FY15 Service Commitments

- Mr. Hilton recommended that the Collaborative continue to offer these services for contracting through the fiscal year to ensure that student (and district) needs are met.
 - Mr. Hilton noted that the Collaborative had secured the services of an additional Speech & Language Pathologist (SLP) on a part-time to support the needs of the Collaborative and member school districts. He explained that the SLP that had been contracted for these services was not a match for the student population. He noted that the Collaborative would seek additional SLP services for the coming fiscal year, but that an additional contracted position was not feasible at the time due to significant training, and orientation time necessary.

- Special Projects

Dr. Gilbert and Mr. Hilton provided updates regarding items considered as “Special Projects” of the Collaborative.

- Professional Development / Grants

- Early Learning Network – Early Education Challenge Grant

Dr. Gilbert discussed the status of activities associated with a grant secured through the Department of Early Education & Care (EEC) for \$188,611.

He indicated that the amount of this multi-year grant had been reduced during the mid-year (9C) state budget cuts. He noted that the quality of the services provided through this grant was not impacted, due in significant measure to the creativity and diligence of Dr. Gilbert and the consulting staff that had been hired to support the initiatives funded by this grant.

Dr. Gilbert explained that on May 7, 2015 a conference was held at the Cape Codder in Hyannis. He indicated that this conference, “Building Bridges of Learning – Age 3 to Grade 2” was attended by approximately one hundred professionals from throughout the region, including teams from Provincetown to Bourne and Nantucket. Dr. Gilbert commented that Commissioner Thomas Weber of the MA Department of Early Education & Care (EEC) was the keynote speaker for this event, which serves as a model of early childhood private/public program integration for other areas of the Commonwealth.

Dr. Gilbert recognized the work of Jan Rotella, who facilitated the program and did a fantastic job in organizing the event. He also recognized the remarkable efforts of Julie Hall and Lauren Melillo.

Mr. Hilton, who attended the event, observed that it was the most focused group he's seen at an event of this type. He noted that **all** participants were on topic and engaged.

Dr. Gilbert noted that there will be curriculum follow-up, perhaps tied to the All Cape In-Service Day scheduled for October. He noted that an opportunity to connect pre-school curriculum with elementary education curriculum is vitally important.

Ms. Putnam discussed the use of vouchers in Wellfleet. She explained that the vouchers will allow pre-school students within the town to attend the pre-school of choice. She noted that the Wellfleet schools do not have space to house a growing pre-school program. She explained that these vouchers enable students to access openings in well-qualified, private programs.

- **ASLP-** Dr. Gilbert updated the Board regarding the planning for the Summer 2015 ASLP Program. He noted that the staff continues to refine programming and staffing to meet the needs of the exceptional class that has been accepted for this summer. Dr. Gilbert indicated that this is the largest class enrolled in the program, with an expected 214-216 students and that all districts met enrollment allocations. Dr. Gilbert also described scholarships and financial aid opportunities which were available to students.

- **Executive Search**

Dr. Gilbert and Mr. Peter Cannone have indicated their inclination to relinquish their "lead" search consultant role with for the "Center for Executive Search". Dr. Patricia Grenier, and others, will remain involved with the Center as Lead Consultants. Dr. Gilbert and Mr. Cannone will remain involved in consulting with the Center, but will be in a supporting role.

Mr. Hilton discussed an innovative proposal that has been developed and made to the Barnstable School Committee to "partner" with the Massachusetts Association of School Committees (MASC) in a search process.

g. International Student Exchange

Discussion

Mr. Hilton provided an update regarding the status of the development of a regional consortium of school districts to host international students. A group of students from China will be touring Dennis-Yarmouth, Mashpee and Barnstable schools. Mr. Hilton described efforts to utilize space at the Community College, and other locations, as residences for foreign students.

Mr. Schumacher expressed his strong conviction that exchange students should be hosted in a family setting. Mr. Morris seconded this opinion.

Mr. Hilton observed that the goal is to seek a true partnership with school districts, enrolling students in school programs for the school year.

V. Other

a. Cape Cod Collaborative Waypoint Academy 7th Annual Golf Tournament

Mr. Hilton reminded the Board (from Mr. Carroll's discussion) that the Collaborative (Waypoint Academy) will be sponsoring a golf tournament again this year as a fund-raising event with the proceeds used to benefit Collaborative students who seek education and training beyond their time at the Collaborative. He noted that the Board approved this event at the April Board meeting and that a copy of the tournament brochure was included with Board materials.

Mr. Hilton indicated that the Business Office will supervise and monitor all transactions associated with the event including documentation and reconciliations of funds associated with the tournament.

The event this year will occur at Bay Pointe Country Club in Onset (Wareham) on June 13th.

b. Cape Cod Collaborative STAR Program Craft Fair

Mr. Hilton also reminded the Board that the Collaborative staff have developed a fund-raising event with the proceeds used to supplement resources to provide opportunities for STAR Program students.

He noted that the Board approved this event at the April Board meeting and that a copy of the flyer was included with Board materials.

The event this year will occur at the Osterville Campus on May 16th from 10AM until 3PM.

VI. Cracker Barrel Discussion

a. Local District Issues

Board members were invited to share current concerns and challenges in local educational arena.

b. Questions / Concerns

No additional questions or concerns were raised at this meeting.

VII. Adjournment

VOTE

Ms. DiPaolo made a motion that the Board vote to adjourn the May 13, 2015 meeting of the Cape Cod Collaborative Board of Directors. This motion was seconded by Ms. Putnam.

SO VOTED – UNANIMOUS

The meeting was adjourned at 7:14 PM.