

**APPROVED**

**Minutes of CASE Board of Directors Meeting of April 14, 2021**

Board Members in attendance:

Peter Light, Acton-Boxborough  
Kelly Clenchy, Littleton (arr. 10:20)  
Brad Crozier, Sudbury  
Rebecca McFall, Lincoln

Bella Wong, Lincoln-Sudbury  
Laurie Hunter, Concord, Concord-Carlisle  
Linda Dwight, Harvard, Chairperson  
James O'Shea, Carlisle

Also in attendance:

Marcia Berkowitz  
Michael Perrone  
Russ Dupere  
CASE Central Office Staff  
Members of the CASE Community

**MINUTES:**

At 10:05 a.m., Linda Dwight called the meeting to order.

A motion was made by James O'Shea to approve the minutes of the February 5, 2021 Board of Directors meeting as presented. Peter Light seconded the motion. The motion was unanimously approved.

Karen Levy and Gwen Bertrand were representing. Gwen Bertrand opened up public comments by expressing the association's excitement to welcome Melissa Devine as the new Assistant Director in July and acknowledge Marcia Berkowitz's hard work as Interim Assistant Director. Following her statements were questions in regards to the FY'22 Budget. She wanted further explanation on administrative, instructional and teaching assistant salaries. She also wanted more information on therapy services. Gwen also expressed concerns that association has. She then turned it over to Karen Levy who discussed the extension of services to our districts and CETT team service rates. Public comments were completed.

A motion was made by Brad Crozier to accept the Personnel Report as presented. The motion was seconded by Laurie Hunter. The motion was unanimously approved by roll call vote as follows: Wong, aye; Light, aye; McFall, aye; Hunter, aye; O'Shea, aye; Crozier, aye; Dwight, aye.

The Treasurer's Report was presented. There were no questions or comments.

Next on the agenda was a vote to move to appoint Michael Perrone as the CASE representative to the MNHG Board of Representatives effective April 14, 2021. Michael went over that he had sent out Open Enrollment notices along with a notice on Fallon Health Insurance being discontinued next year. A motion was made by Bella Wong to put Michael Perrone on the MNHG

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Board. The motion was seconded by James O'Shea. The motion was unanimously approved by roll call vote as follows: Wong, aye; Light, aye; McFall, aye; Hunter, aye; O'Shea, aye; Crozier, aye; Dwight, aye.

Michael Perrone presented the FY'22 Proposed Budget (First Reading) to the board. The board had the option to take a vote at this meeting if they so decided. If not, they will do a second reading at the next meeting, and then take a vote. The Program, Extended School Year (ESY) and Transportation Budgets were discussed. The FY'22 CASE Budget being proposed is a 0.04% increase from the FY'21 CASE Budget. Michael addressed the questions asked by Gwen Bertrand during the public comments. He discussed that reductions were being made as a result of their projected decrease in student enrollment. The overall enrollment number that the budget is built on is 105 students. Marcia Berkowitz and Michael went into the reasons for the decreased enrollment projection.

Kelly Clenchy inquired about whether or not CASE has taken into consideration expanding the programs that are offered. Marcia Berkowitz discussed that they are always looking for opportunities to expand their repertoire of programs and make CASE competitive.

Marcia Berkowitz presented to the board the issues that CASE believes are affecting the overall enrollment. She explained that districts are starting their own programs, there is limited space in public locations which makes it difficult to expand, and that geographically the CASE programs are spread out. Marcia also touched on the pandemic impacting enrollment. Lastly, she addressed the board with an obstacle CASE faces which are the current tuition fees. Marcia explained that the collaboratives goal is to become competitive in their fee structure while maintaining the high quality and excellence of the services CASE provides. Her recommendation is to restructure the tuition and become more aligned with what is being offered in the market. Discussion ensued between Michael, Marcia and the members of the board.

Marcia Berkowitz summarized the ESY budget and the plans for summer 2021.

Marty Finnegan presented the transportation budget to the board. Various board members asked questions and discussion ensued between Michael, Marty and board members.

It was agreed upon that there would be another meeting to address the questions the board members had in regards to the budget in more detail.

At 11:31 a.m., a motion was made by Linda Dwight to enter into the Executive Session for the purpose related to contract negotiations with union personnel and not to return to open session. A roll call vote took place as follows: Wong, aye; Light, aye; McFall, aye; Hunter, aye; O'shea, aye; Crozier, aye; Clency, aye; Dwight, aye.