

AGENDA FOR THE CHARMS BOARD
RETREAT

March 30, 2012, 9:00 AM – 1:00 PM

- 9:00 AM – 9:15 AM** Introductions and review of agenda - Joe
- 9:15 AM – 9:45 AM**
1. Discussion of the History and Background of CHARMS- Alan
 2. Discussion of the new Collaborative Legislation –Alan and Bill
- 9:45 – 10:30 AM....**
1. Overview of the Report
 2. Presentation and discussion of Issues
 3. Discussion
- 10:30 – 10:45.....** Break
- 10:45 – 12:00.....**
1. Options for CHARMS
 2. Legal Implications – Ed Lenox
 3. Financial Implications
 4. Conclusions – Pros, Cons, Tasks
- 12:00 – 12:30 PM** Lunch
- 12:30 – 1:00 PM** Discussion – Next steps. Timelines and decision process.

Retirees
65 transfer to medic aid
Barbara's contract open/closed

FILE

CHARMSS COLLABORATIVE

BOARD OF DIRECTORS' MEETING
CANTON ADMINISTRATION BUILDING
November 6, 1975 - 10-12:00 P. M.

Minutes of Meeting

Present: Canton/William Galvin
Holbrook/Wayne Peters
Avon/George Vlahos
Randolph/Thomas Warren
Sharon/James Dowd
Stoughton/Joseph Gibbons
Operating Committee/Pat Linari

Absent: Milton/Harold McCormick

Others: R. & K. Associates/Robert Kurtz

Mr. Vlahos called the meeting to order at 10:20 A.M. The need for office space was discussed. Possible space next year was available in Canton, Holbrook, Stoughton, and Randolph. Dr. Peters volunteered to make space available temporarily in Holbrook. It was agreed that all staff should be centralized and that one of the first tasks of the new Director would be to explore site possibilities and prepare a recommendation to the Board. The Board agreed that a secretary should be hired to take minutes at its meetings as soon as possible.

The Board discussed the Administration Budget. It was felt that additional funds should come from an increase in the administrative charge. It was also agreed that the current rate of \$3,000. was insufficient to cover the expenses of a number of programs. It was suggested that this rate may have to be supplemented in cases where a particular program became considerably more expensive.

Dr. Peters moved that the tuition rate should be increased to \$3,200 with \$700 for administration. The motion was amended by Mr. Gibbons to set a rate of \$3,500 per student with \$500 for administration - effective September 1, 1976. The motion, as amended, passed 5 to 1 with Mr. Galvin opposed.

The Stoughton Mini-school Program was discussed. Mr. Gibbons distributed a report prepared by his staff which set a high cost on the program and which required extensive renovations of an

CHARMSS COLLABORATIVE

Minutes of Meeting - Canton - November 6, 1975

existing building. Mr. Gibbons felt that the costs and time involved in implementing the program were too great, particularly this year when funds had not been budgeted.

It was agreed that the new Director would meet with the Operating Committee to discuss other options for serving this population.

The Board discussed the alternative program. Brief discussion papers were distributed for two possible contracts ... one with Outward Bound and one with Claudine Wilder. It was agreed that both would be invited to the next meeting to discuss their projects and how they could assist the Collaborative.

The 89313 funding for this year was discussed and a number of issues were raised on how these funds could be used. A question was raised regarding whether or not the Collaborative should submit as a body or if each LEA should submit independently. Another question was raised regarding the flexibility for the use of the funds. It was agreed that answers would be brought to the Board at the next meeting.

Mr. Vlahos asked Mr. Kurtz for contracts used to hire other Directors. He agreed to forward the contracts for the Directors of SHORE and NORTH SHORE.

The Board agreed that the contract with R. & K. Associates should terminate effective October 31, 1975.

The Chairman reported that Mr. Sprague would begin his full-time duties on December 1, 1975. The Board agreed to a recommendation that Mr. Sprague be compensated at a per diem rate for any days worked prior to that date. The Board agreed to the suggestion that Mr. Sprague be provided a desk in the Holbrook Special Education Offices temporarily. Once he reports for duty, he will survey the facilities available and make recommendations to the Board as to the best location for the CHARMSS Administrative Offices.

The Board declined the request of the Chairman for authorization to purchase any services of the R. & K. Associates beyond the October 31, 1975 contract cutoff date. One of the reasons for the request was a need to file a notice of intent to submit a proposal for funding which would be needed should the Board decide to pursue the Outward Bound/Transactional Analysis Alternative Program. This proposal must be in by November 15, 1975. Dr. Peters volunteered to take the responsibility for filing this document before the deadline.

The next meeting was scheduled for November 20, 1975 at 10:00 A.M.

Charms COLLABORATIVE

137 Walnut Street, Stoughton, MA 02072
Ph 781-344-1463 • Fax 781-344-5299
www.charmscollaborative.org



Charms Collaborative
Joint Meeting of the Board of Directors & Operating Committee
Thursday April 12, 2012
11:00 AM – 1:00 PM
Charms Office
137 Walnut Street
Stoughton, MA.

AGENDA

1. Strategic Planning Session

The matters listed above are those reasonably anticipated by the Chair that may be discussed at the meeting. Not all items listed may, in fact, be discussed and other items may also be brought up for discussion to the extent permitted by law.

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**Charms Collaborative
Joint Session Operating Board
And Board of Directors
April 12, 2012
Charms Office
137 Walnut Street
Stoughton, MA.**

Attendance: Mr. Baeta (Holbrook), Mr. Granatino (Canton), Dr. Frieswyk (Avon), Ms. Gormley (Milton), Mr. Farmer (Sharon), Dr. Rizzi (Stoughton), Mr. Kaplan (Sharon), Mrs. Godino (Holbrook), Mrs. Tucker (Stoughton), Mrs. Clasby (Milton), Mr. Lenox, Mr. Dewey

Minutes

Mr. Baeta called the meeting to order at 11:11 AM. He recommended that this move to an executive session. Mr. Lenox provided counsel on the Open Meeting Law and indicated that we could move into executive session. Dr. Frieswyk motioned and Ms. Gormley seconded that we move into executive session.

Mr. Baeta began the session by stating that after much thought and consideration, he felt that we do not have a united front as a collaborative and that we vote to dissolve. He also recommended a motion to inform retirees that insurance coverage would terminate on June 30, 2013. Ms. Gormley seconded this motion.

Mr. Baeta opened the floor for further discussion. Dr. Frieswyk reminded the group that she continued to have concerns about the health insurance for former and current employees.

Ms. Gormley put forth an idea for each school system to hire retirees as educational assistants so that they would be eligible for health insurance. The pros and cons of this idea was discussed.

Dr. Rizzi talked about the unmet needs, need for a collaborative willing to provide an infusion of cash. She offered that Stoughton would be willing to provide \$100,000 to the collaborative from her circuit breaker fund.

Mr. Farmer questioned the commitment of the Charms school departments citing the fact that Stoughton and Sharon had the majority of students in Charms and that the remaining Charms school departments had small numbers of students enrolled in Charms programs.

Ms. Gormley stated that she saw the fiscal reality as being very difficult to bring back Charms.

Mr. Baeta asked for a straw vote for dissolution. 4 in favor, 2 opposed.

Mr. Lenox informed the boards that we have a 30 day timeline to notify each respective school committee prior to the Board of Directors taking a vote on dissolution. Mr. Granatino motioned and Dr. Farmer seconded to have Mr. Lenox provide Mr. Baeta with a draft letter for him to utilize to inform each school committee of the Boards intent to take a dissolution vote on June 1, 2012. Mr. Baeta took a roll call vote. The vote was 6 in favor none opposed.

Dr. Frieswyk brought up the possibility of closing the collaborative in 2014 thereby providing additional time to see if the collaborative could be revitalized.

Mr. Dewey requested that the Board please take a position on Barbara Miller's contract. Ms. Gormley motioned for a non-renewal of Mrs. Miller's annual contract as of June 30, 2012. Dr. Rizzi seconded the motion. Mr. Baeta took a roll call vote on this motion. The vote was 6 in favor none opposed.

Mr. Dewey asked permission to notify Mrs. Miller immediately of her non-renewal status. The Board granted permission.

Mr. Baeta asked to close the executive session at 2:15. A roll call vote was taken. 6 in favor none opposed.

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**Charms Collaborative
Board of Directors
Friday April 27, 2012
2:00 – 4:00 PM
Charms Office
137 Walnut Street
Stoughton, MA.**

AGENDA

1. Approval of minutes 4/12/12 meeting
2. Program Director Retirement 6/30/12
3. Current FY 12 Budget status
4. Raise for Charms employees
5. Hiring for 3 administrative Charms positions 6/30/12
 - Executive Director
 - Program Director
 - Business Manager
6. Draft Budget Proposal FY13
7. Strategic Planning Status

The matters listed above are those reasonably anticipated by the Chair that may be discussed at the meeting. Not all items listed may, in fact, be discussed and other items may also be brought up for discussion to the extent permitted by law.

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**Charms Collaborative
Board of Directors
May 10, 2012
7:30 – 8:30 AM
Charms Office
137 Walnut Street
Stoughton, MA.**

AGENDA

1. Open Session
2. Executive Session – Personnel Matters
3. Return to Open Session on Ideas for non-dissolution

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**Charms Collaborative
Board of Directors
May 10, 2012
Charms Office
137 Walnut Street
Stoughton, MA.**

Attendance: Mr. Baeta (Holbrook), Mr. Granatino (Canton), Dr. Frieswyk (Avon), Ms. Gormley (Milton), Mr. Farmer (Sharon), Dr. Rizzi (Stoughton), Mr. Dewey

Minutes

Mr. Baeta called the meeting to order at 7:50 AM. In addition to the BOD members, numerous Charms teachers and a Sharon parent were in attendance. Mr. Baeta gave an introductory agenda for the meeting and indicated that the BOD was going into executive session to screen a potential candidate for the Charms Executive Director position. He asked the non BOD attendees to leave the room until the executive session was completed and he would then call them back in.

At 8:10 AM, Mr. Baeta requested that the candidate for the Charms Executive Director enter the room for screening discussions and questions from the BOD. The candidate answered questions from the BOD. At 8:50 AM Dr. Frieswyk motioned to have the BOD come out of executive session seconded by Dr. Rizzi.

At 9:00 AM, Mr. Dewey brought the Charms teachers and Sharon parent back into the room for an open session. Various BOD members discussed the following six options available to them for consideration at the June 1, 2012 BOD meeting. They are as follows:

- Vote to dissolve the Charms Collaborative
- Vote to merge/direct takeover of the Charms Collaborative with another collaborative
- Vote to merge with another collaborative who would manage Charms
- Vote for a two year revitalization plan
- Vote for no change
- Each district could leave the Charms Collaborative on their own volition regardless of which option was voted

Mr. Baeta asked Mr. Dewey to obtain legal advice on the potential issues related to a merger such as what the merger agreement would look like, process, involvement with the State

Attorney General and Inspector General, and do the Charms School Committees need to vote on a merger.

The BOD asked Mr. Dewey to provide a copy of Bill Garr's Strategic Planning Report to each teacher, therapist and administrative office personnel.

Mr. Baeta reminded the Charms teachers and Sharon parent of the June 1, 2012 vote for dissolution.

Dr. Frieswyk motioned to adjourn the BOD meeting seconded by Ms. Gormley at 9:15 AM.

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**Charms Collaborative
Board of Directors
June 1, 2012
Charms Office
137 Walnut Street
Stoughton, MA.**

Attendance: Mr. Baeta (Holbrook), Mr. Granatino (Canton), Dr. Frieswyk (Avon), Ms. Gormley (Milton), Mr. Farmer (Sharon), Dr. Rizzi (Stoughton), Mr. Dewey, Mr. Lenox

Minutes

Mr. Baeta called the meeting to order at 2:08 PM. Each member of the BOD introduced themselves to the large audience followed by Mr. Dewey and Mr. Lenox also introducing themselves.

Mr. Baeta asked Mr. Lenox to explain all of the related legal issues surrounding the potential dissolution of the collaborative, merger of the collaborative and a intergovernmental agreement with another collaborative. Mr. Baeta then explained to the audience that each BOD Superintendent has already met with their respective School Committees on the issue of dissolution or merger of the Charms Collaborative.

Dr. Rizzi spoke about another option which had been previously discussed i.e., that the BOD could vote for a two year plan for the collaborative. She then offered to make a motion to this effect if the BOD desired. Mr. Granatino spoke about the potential effects of a merger with another collaborative. Dr. Frieswyk offered to make a motion to take a dissolution vote to see where the BOD stood and then determine a course from there.

Mr. Farmer did not wish to take a dissolution vote without a thorough discussion of the various options. Dr. Gormley moved to make a motion to vote on dissolving the Charms Collaborative. This was seconded by Mr. Granatino.

Mr. Baeta moved this motion into the discussion phase where Dr. Frieswyk again brought up the 2 year plan to allow the collaborative BOD to determine progress. She also discussed the merger option followed by a discussion on the intergovernmental agreement option. Mr. Lenox was asked to provide more detail on the intergovernmental agreement option and how that would work. Dr. Frieswyk asked how the intergovernmental agreement would affect the operation of the Charms BOD. Mr. Lenox informed the BOD that it would have no impact on the current

BOD operations and that the Charms BOD would remain separate and independent under an intergovernmental agreement.

Mr. Granatino asked about how potential liabilities would work under an intergovernmental agreement. Mr. Lenox indicated that this would have to be stated in the agreement itself.

Mr. Farmer asked Mr. Lenox whether an intergovernmental agreement could be done by July 1, 2012. Mr. Lenox responded that he could easily write up an intergovernmental agreement but that the problem would be to get the two collaborative boards together in June to determine an agreement. Mr. Granatino then asked about a potential bankruptcy. Mr. Lenox explained that a good faith bankruptcy would work as he had previously explained i.e., that there would be no liability to the Charms towns. Mr. Lenox also discussed how unemployment insurance and liabilities would be handled under a bankruptcy.

Mr. Baeta called for a vote on the motion to dissolve. Yes to dissolve, No not to dissolve. Milton voted yes to dissolve. Sharon, Canton, Stoughton, Holbrook and Avon voted No to not dissolve.

Mr. Baeta proposed the formation of two subcommittees. One to explore collaborative options for the future and the second to hire an Executive Director / Program Coordinator.

Dr. Frieswyk revisited her 2 year plan where benchmarks and measures be utilized to assess the professional growth and development of the new Executive Director.

The BOD authorized Mr. Baeta to post the Executive Director/ Program Coordinator position.

Dr. Frieswyk moved to accept the FY 12 budget but expressed concerns about the raise for the Charms staff. She recommended revisiting the FY 13 budget for a raise for the staff.

The BOD spoke unanimously not to approve a raise for FY 12 for the Charms staff.

Dr. Frieswyk moved that the BOD could consider a 1% raise for FY 12 at their next meeting. The motion was seconded by Mr. Farmer and an amendment suggested that would place any remaining line item funds towards a raise for FY 12. Dr. Frieswyk withdrew her motion. The BOD asked to hear a recommendation from Mr. Dewey at the late June BOD meeting on the raise issue.

Mr. Granatino moved to accept the BOD minutes from the 4/27/12 meeting. Dr. Rizzi seconded. Unanimous vote to accept.

Dr. Frieswyk moved to accept the BOD minutes from the 5/10/12 meeting. Mr. Granatino seconded. Unanimous vote to accept.

Mr. Baeta stated that the next BOD meeting would occur on June 21, 2012 at 1:00PM. Agenda will include FY 12 budget, FY 13 budget and leadership recommendation. Mr. Granatino moved to adjourn, seconded by Dr. Frieswyk. Unanimous vote to adjourn.

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**Charms Collaborative
Board of Directors
Friday June 1, 2012
2:00 – 4:00 PM
Charms Office
137 Walnut Street
Stoughton, MA.**

AGENDA

1. Vote to dissolve the Charms Collaborative
2. FY 12 Budget (includes 2% employee COLA)
3. FY 13 Budget (no employee COLA) *3% / 6% tuition / layoffs*
4. FY 13 Leadership – Executive Director/Program Coordinator
Business Manager
5. Approval of minutes 4/27/12 and 5/10/12

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**Charms Collaborative
Board of Directors
Thursday June 21, 2012
1:00 – 3:00 PM
Charms Office
137 Walnut Street
Stoughton, MA.**

AGENDA

- ✓ 1. Approval of minutes 6/1/12 meeting
- ✓ 2. Executive Director / Program Director Search Update
- ✓ 3. FY 12 Budget status
- ✓ 4. FY 13 Proposed Budget
- ✓ 5. BOD reorganization
- ✓ 6. Financial office reorganization
7. Addendum to the Executive Director Contract

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**Charms Collaborative
Board of Directors
June 1, 2012
Charms Office
137 Walnut Street
Stoughton, MA.**

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