



**Assabet Valley Collaborative Board of Directors Meeting**  
November 20, 2020 -- 9:00-10:00 a.m.

Virtually via teleconference      [ZOOM LINK](#)    Password: AVC

**AGENDA**

**9:00 Roll Call, Call to Order, and Vote to approve the minutes of 10/23/2020**

**9:05 Draft FY20 Financial Audit Report**      Daniel E. Schaffner, CPA - Fritz DeGuglielmo LLC  
    • Audit Letter (draft)  
    • Audited Financials (draft)

**9:35 Treasurer's Report**      Peter Zona  
    • Bank Balances  
    • Accounts Receivable

**9:45 Interim Business Manager's Report**      Mark Graziano  
    • FY21 Budget Update  
        ○ FY 21 Budget  
            ■ Projected Budget  
                • FY 21 Projected Budget  
            ■ Faculty and Staff FTE  
                • FTE Information  
        ○ Facilities Update  
            ■ Chimney at OSA  
            ■ Evolution Renovation Work

**10:00 Executive Director's Report**      Cathy Cummins  
    • Update on Shared Leadership Pilot  
        ○ EdTech Director search  
        ○ Finance and Facilities searches  
        ○ Evaluations of AVC Executive Director, Treasurer and Administrators  
    • Board of Directors Training (DESE reminders)

Action Items:

- Vote to approve the Cumulative General Fund Surplus for FY20
- Vote to accept the audit report as presented

**10:00 Adjournment & Signing of Warrants (schedule)**

**Superintendent Sharing**

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