Valley Collaborative
Board of Directors Meeting
11 Executive Park Drive, North Billerica, Massachusetts
Thursday, October 19, 2023 ▪ 10:00 a.m.

Action Required

I. Approval of Minutes
   a. Board of Directors Meeting, General Session Minutes: September 14, 2023

II. Financial Update
   b. FY'24 Update
   c. Members Distribution Credit FY23 Update
   d. PARS Statement(s)
   e. OPEB GASB 74 75 Actuarial Valuation FY23
   f. Treasurer's Report(s)

No Action Required

III. Valley Collaborative Technology Plan

IV. Making a Difference Awards

V. Communications

State Agencies:
   g. Fall 2023 DESE Education Collaborative Team Newsletter
   h. FY'23 Annual Report Guidelines
   i. MOEC Leadership Academy for New & Aspiring Executive Directors

Valley Program Updates:
   j. Elementary School Update & Newsletter
   k. Transitional High School - Alternative Programming Update
   l. Middle School and Transitional High School - Transitional Programming Update
   m. Adult Services Update

Community and Staff:
   n. Valley Collaborative Fall 2023 Newsletter

Central Administration

11 Executive Park Drive, N. Billerica, MA 01862 | Tel: (978) 528-7826 | www.valleycollaborative.org

MEMORANDUM

To: Valley Collaborative Board of Directors
From: Dr. Chris A. Scott, Executive Director
Date: October 19, 2023
Re: Approval of Minutes

Attached please find the minutes from the Board of Directors Meeting, General Session Minutes: September 14, 2023.

Required Action:

- Vote to approve the minutes from the Board of Directors Meeting, General Session Minutes: September 14, 2023

Attachments:

- Board of Directors Meeting General Session Minutes: September 14, 2023

Valley Collaborative Board of Directors
General Session Meeting Minutes
September 14, 2023
10:02 a.m. – 11:04a.m.
11 Executive Park Drive, N. Billerica, Massachusetts

Board Members Present: Dr. Jay Lang, Dr. Christopher Chew, Dr. Laura Chesson, Ms. Brenda Theriault-Regan, Dr. Michael Flanagan, Mr. Steven Stone, Dr. Kerry Clery, Mr. Brad Morgan, Dr. Denise Pigeon

Collaborative Representatives Present: Dr. Chris Scott, Executive Director; Ms. Heidi Kriger, Treasurer; Mr. James George, Business Manager/Accountant; Members of the Collaborative Senior Leadership Team

Also Present: Thomas Lent, Barrow Weatherhead Lent LLP; Daniel Schaffner, Fritz & DeGuglielmo, LLC

Call to Order: Dr. Jay Lang, Chairman, convened the Collaborative Board Meeting at 10:02 a.m. Attendance was taken.

Dr. Jay Lang and Dr. Chris Scott welcomed all in attendance. Dr. Scott and the Board welcomed Dr. Kerry Clery to the Board.

Approval of Minutes

Dr. Jay Lang requested the Board to review the meeting minutes made available for review and asked for a motion relating to the minutes.

On a motion made by Mr. Steven Stone and seconded by Ms. Brenda Theriault-Regan, a quorum of voters being present, it was voted:

VOTED: To approve the General Session Meeting Minutes for the Board of Directors dated June 8, 2023.

The vote was 8-0-1. Yes: Dr. Jay Lang, Dr. Christopher Chew, Dr. Laura Chesson, Ms. Brenda Theriault-Regan, Dr. Michael Flanagan, Mr. Steven Stone, Mr. Brad Morgan, Dr. Denise Pigeon. Dr. Kerry Clery abstained.

On a motion made by Mr. Steven Stone and seconded by Dr. Michael Flanagan, a quorum of voters being present, it was voted:

VOTED: To approve the Executive Session Meeting Minutes for the Board of Directors dated June 8, 2023.

The vote was 8-0-1. Yes: Dr. Jay Lang, Dr. Christopher Chew, Dr. Laura Chesson, Ms. Brenda Theriault-Regan, Dr. Michael Flanagan, Mr. Steven Stone, Mr. Brad Morgan, Dr. Denise Pigeon. Dr. Kerry Clery abstained.

Dr. Lang stated for the record that at the conclusion of the Board meeting, the Executive Session meeting minutes may be disclosed and released, subject to applicable exemptions to the Public Records Law.

Financial Update

Executive Director's Report

Dr. Scott directed the Board to the financial update memo contained within the Board meeting materials relating to Fiscal Year 2023 and reviewed the Fiscal Year 2023 status and financials as of June 30, 2023. She indicated that the annual audit process had commenced. Dr. Scott reviewed the projected final revenues and expenses, and enrollment for Fiscal Year 2023, and referred to the balance sheets and income sheets contained within the Board meeting materials. Dr. Scott also reviewed her communications with OPEB Trust representatives about the funding status, calculations and market factors, and reviewed the status of the Trust as fully funded versus super funded. She also reviewed the projected cumulative surplus fund calculation for Fiscal Year 2023. The Board discussed.

Dr. Scott directed the Board to the financial update memo contained within the Board meeting materials relating to Fiscal Year 2023 and in particular the requested budget amendment as it related to the Board Capital Reserve. Dr. Scott reviewed the projection figures for revenue and expenses for Fiscal Year 2024 and provided a detailed power-point presentation relating to the Board Capital Reserve and requested amendment to the 2024 Budget to allow for acquisition and replacement of vehicles, furniture, building needs (such as HVAC improvements to 40 Linnell Circle) and technology upgrades. The Board discussed.

On a motion made by Dr. Steven Stone and seconded by Dr. Michael Flanagan, a quorum of voters being present, it was voted:

VOTED: **That the Board of Directors approves the amended Fiscal Year 2024 Budget, with an increase to the Board Capital Reserve, as presented and recommended by the Executive Director and certified by the Treasurer.**

The vote was 9-0. Yes: Dr. Jay Lang, Dr. Christopher Chew, Dr. Laura Chesson, Ms. Brenda Theriault-Regan, Dr. Michael Flanagan, Mr. Steven Stone, Mr. Brad Morgan, Dr. Denise Pigeon, Dr. Kerry Clery.

On a motion made by Dr. Steven Stone and seconded by Dr. Christopher Chew, a quorum of voters being present, it was voted:

VOTED: That the Board of Directors hereby authorizes the distribution of $173,866 in additional surplus funds to its member districts based on the percentages and methodology established by the Board, specifically an allocation based on the FY2023 tuitions payments to the Collaborative, with such distribution being in the form of either a tuition credit to the member district school committee or cash payment to the member district town, as to be determined by the respective member district.

The vote was 9-0. Yes: Dr. Jay Lang, Dr. Christopher Chew, Dr. Laura Chesson, Ms. Brenda Theriault-Regan, Dr. Michael Flanagan, Mr. Steven Stone, Mr. Brad Morgan, Dr. Denise Pigeon, Dr. Kerry Clery.

<u>Treasurer's Report</u>

Ms. Heidi Kriger, the Collaborative Treasurer, provided the Board with her report which covered the months May 2023 through July 2023. Ms. Kriger provided a verbal summary of her report, including available balances, transfers, withdrawals, interest income and ending balances. She also reviewed the OPEB Trust financial information and balances and PARS statements. A written summary report was contained within the Board materials. There was no further discussion.

On a motion made by Mr. Brad Morgan and seconded by Dr. Laura Chesson, a quorum of voters being present, it was voted:

VOTED: That the Board of Directors accepts the report of the Collaborative Treasurer, as presented at this meeting, and requests that a copy of the report be maintained at the Collaborative

The vote was 9-0. Yes: Dr. Jay Lang, Dr. Christopher Chew, Dr. Laura Chesson, Ms. Brenda Theriault-Regan, Dr. Michael Flanagan, Mr. Steven Stone, Mr. Brad Morgan, Dr. Denise Pigeon, Dr. Kerry Clery.

<u>Financial Update – Valley by the Numbers</u>

Dr. Chris Scott provided the Board with her annual Valley by the Numbers presentation and analytical review of the past School and Fiscal Year. The Board discussed.

<u>Approval of Today and Tomorrow Program Handbook & Policies and Procedures Manual</u>

Dr. Scott presented the revised handbook and policies indicating that there was one addition – a disclosure form affirming that participants in the program are part of a worker trainee program – as discussed with the Department of Developmental Services. There was no further discussion.

On a motion made by Mr. Steven Stone and seconded by Ms. Brenda Theriault-Regan, a quorum of voters being present, it was voted:

VOTED: That the Board of Directors approves the Today and Tomorrow Program Handbook & Policies and Procedures Manual in the substantive form presented at this meeting.

The vote was 9-0. Yes: Dr. Jay Lang, Dr. Christopher Chew, Dr. Laura Chesson, Ms. Brenda Theriault-Regan, Dr. Michael Flanagan, Mr. Steven Stone, Mr. Brad Morgan, Dr. Denise Pigeon, Dr. Kerry Clery.

Executive Director Contract

Dr. Lang stated for the record that the Board previously had come to an agreement with Dr. Scott during the June 2023 Board meeting whereby her employment agreement would be amended by Board vote to include a longevity payment provision. Dr. Lang explained that he sought Board approval for the current form of contract, as presented within the Board materials, which had been revised and edited to combine into a single document the terms and conditions of Dr. Scott's employment agreement entered into in 2018 and the two subsequent amendments approved by the Board. There was no further discussion.

On a motion made by Dr. Michael Flanagan and seconded by Mr. Steven Stone, a quorum of voters being present, it was voted:

VOTED: That the Board of Directors ratifies and approves the Executive Director's Employment Contract in the substantive form presented at this meeting and authorizes the Chair to execute on behalf of the Collaborative.

The vote was 9-0. Yes: Dr. Jay Lang, Dr. Christopher Chew, Dr. Laura Chesson, Ms. Brenda Theriault-Regan, Dr. Michael Flanagan, Mr. Steven Stone, Mr. Brad Morgan, Dr. Denise Pigeon, Dr. Kerry Clery.

Valley Collaborative Program Updates

Dr. Scott introduced separately Heather Mackay, Nick LeClair, Nicole Noska and Matthew Gentile, each of whom provided the Board with an update regarding their respective schools and/or programs. There was no further discussion.

Communications

Dr. Scott directed the Board to the communications contained within the Board materials, which she reviewed with the Board. There was no further discussion.

On a motion made by Mr. Steven Stone and seconded by Ms. Brenda Theriault-Regan, a quorum of voters being present, it was voted:

VOTED: To adjourn the Board meeting.

The vote was 9-0. Yes: Dr. Jay Lang, Dr. Christopher Chew, Dr. Laura Chesson, Ms. Brenda Theriault-Regan, Dr. Michael Flanagan, Mr. Steven Stone, Mr. Brad Morgan, Dr. Denise Pigeon, Dr. Kerry Clery.

Dr. Lang adjourned the Collaborative Board Meeting at 11:04 a.m.

LIST OF DOCUMENTS USED, DISTRIBUTED AND REVIEWED AT THIS MEETING:

- School Year 2023-2024 Electronic Board Binder Board Meeting, September 14, 2023

Respectfully Submitted,

____
Dr. Jay Lang, Chairman
Dated: ________________________

Central Administration

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MEMORANDUM

To: Valley Collaborative Board of Directors
From: Dr. Chris A. Scott, Executive Director
Date: October 19, 2023
Re: FY'24 Financial and First Quarter Update

I have enclosed the updated Projected Distribution of Surplus Funds for FY' 23 for Valley's member districts. This table reflects the updated distribution amounts after the vote at the September Board meeting.

Valley's first quarter (49 of 210 days – 23.3%) for FY' 24 closed with an operating deficit of $35,810 compared to last year at this time when the operating deficit was $702,834. This is in spite of the fact that Valley's expenses are up $476,310 over last year at this time. Valley's first quarter always has the highest expenses due to the completion of major facilities and technology projects. In addition, transportation purchases are also initiated in the first quarter. In spite of the significant increase to Valley's expense in the first quarter of FY' 24, we continue to project the need for a large distribution of surplus funds in FY' 24.

K12 revenues are trending at above projected and our state contract revenue is trending above budget (25.11%) due to significant program growth and increased funding to DDS contracts. Valley's first quarter revenues are up $1,143,334 over the first quarter of FY' 22. Historically, the first quarter revenues are the lowest and this year will be no exception. After October 1st, we typically see an increase in enrollment as school districts are more actively seeking placement for students. This year, for the first time since the pandemic, we are fully staffed which gives us the ability to significantly increase our enrollment for this first time in many years. In addition, our DDS and MRC programs are being fully utilized and within the next two weeks we will be able to significantly clear the waiting list resulting in 129 DDS participants with 2 participants remaining on the wait list.

Please see GASB 74/75 Summary of Results letter and Valley Collaborative's FY'23 OPEB Plan Actuarial Valuation. Parker E. Elmore, Actuary, recommends a Fiscal 2024 contribution to an OPEB Trust of $370,000 beyond pay-as-you-go costs, which would increase by 3.00% per year thereafter.

Valley's independent audit should be completed shortly and I am expecting it to be presented at the November 16th Board meeting.

Required Action:

- None

Attachments:

- Balance Sheet as of 09.30.2023
- Income Statement as of 09.30.2023
- Members Distribution Credit FY' 23
- PARS Statement 08.31.2023
- GASB 74/75 Summary of Results letter
- Valley Collaborative's FY'23 OPEB Plan Actuarial Valuation Report
- OPEB FAQs
- Treasurers Report 08.31.2023

Valley Collaborative
Interim Statement of Net Assets
For the Period Ended
September 30, 2023

UNAUDITED

ASSETS		
Current Assets		
Cash and Cash Equivalents	$	5,005,008
Restricted Investments - OPEB		6,613,315
Accounts Receivable, Net		3,878,463
Prepaid Expenses and Other Assets		27,434
Cash Held for Member Districts		730,577
Total Current Assets		16,254,797
Non-Current Assets		
Land & Building		4,902,394
Furniture, Equipment, and Leasehold Improvements, Net of Depreciation		2,080,270
Construction in Progress		-
Total Non-Current Assets		6,982,664
TOTAL ASSETS	**$**	**23,237,461**
LIABILITIES AND NET ASSETS		
Current Liabilities		
Accounts Payable and Accrued Liabilities	$	1,616,505
Other Liabilities		2,516,129
Member District Accounts (Settlement)		730,577
Total Current Liabilities		4,863,211
Total Liabilities		4,863,211
Net Assets		
Operating - Unrestricted		5,267,398
Restricted - Student Activities		27,306
Reserved - OPEB Trust		4,124,119
Reserved - Capital		1,500,000
Invested in Capital Assets, Net of Related Debt		7,455,427
Total Net Assets		18,374,250
TOTAL LIABILITIES AND NET ASSETS	**$**	**23,237,461**
		-

Substantially all disclosures and the Statement of Cash Flows required by GAAP are omitted.
No assurance is provided on these financial statements.

Valley Collaborative

Interim Statement of Revenues, Expenses and Changes in Net Assets
For the Period Ending September 30, 2023
49 of 210 (23.3%) School Days

UNAUDITED

	AMENDED BUDGET	ACTUAL	
REVENUES			
Services	$ 18,420,000	$ 4,427,271	
State Contracts	4,200,000	1,184,439	
Other	650,000	217,591	
Interest	5,000	14,521	
Total Revenues	**23,275,000**	**5,843,822**	25.11%
EXPENSES			
Salaries	15,531,226	4,188,723	
Employee Benefits	2,935,498	622,213	
Operating Expenses	2,364,910	748,054	
Leases & Rentals	593,247	132,892	
Depreciation	751,000	187,750	
Total Expenses	**22,175,881**	**5,879,632**	26.5%
Change in Net Assets - Operating	**$ 1,099,119**	**$ (35,810)**	
Non Operating Activities			
Return to Member Districts	-		
Non-Operating Expenses (1)	(905,000)	(472,749)	
Change in Net Assets	**$ 194,119**	**$ (508,559)**	

Substantially all disclosures and the Statement of Cash Flows required by GAAP are omitted. No assurance is provided on these financial statements.

Projected Distribution of Surplus Funds for FY2023 From Enrollment Data

Projected Distribution of Surplus Funds for FY2023 From Spedfi Data					
at June 30, 2023					
				Projected	
				Percentage	**Estimated**
Member District	**Summer Tuition**	**School Year Tuition**	**Total Fiscal Year Tuition**	**of Total**	**Return**
Billerica Public Schools	105,330	868,494	973,824	11.58%	114,601.56
Chelmsford Public Schools	220,336	1,348,641	1,568,977	18.66%	184,640.30
Dracut Public Schools	145,080	1,075,677	1,220,757	14.52%	143,661.09
Groton-Dunstable Regional School District	32,766	354,237	387,003	4.60%	45,543.28
Nashoba Valley Technical High School		-	-	0.00%	-
North Middlesex Regional School District	94,935	1,035,047	1,129,982	13.44%	132,978.53
Tewksbury Public Schools	185,565	1,256,419	1,441,984	17.15%	169,695.57
Tyngsborough Public Schools	80,580	690,476	771,056	9.17%	90,739.40
Westford Public Schools	94,080	820,378	914,458	10.88%	107,615.27
Grand Total	**958,672**	**7,449,369**	**8,408,041**	**100.00%**	**989,475.00**

PUBLIC AGENCY RETIREMENT SERVICES | PARS

VALLEY COLLABORATIVE
PARS OPEB Trust Program

Account Report for the Period
8/1/2023 to 8/31/2023

Heidi Kriger
Treasurer
Valley Collaborative
40 Linnell Circle
Billerica, MA 01821

Account Summary

Source	Beginning Balance as of 8/1/2023	Contributions	Earnings	Expenses	Distributions	Transfers	Ending Balance as of 8/31/2023
OPEB	$6,742,885.75	$0.00	-$127,644.84	$1,925.85	$0.00	$0.00	$6,613,315.06
Totals	**$6,742,885.75**	**$0.00**	**-$127,644.84**	**$1,925.85**	**$0.00**	**$0.00**	**$6,613,315.06**

Investment Selection

Source	
OPEB	**Vanguard Balanced Strategy**

Investment Objective

Source	
OPEB	The Balanced Portfolio invests in Vanguard mutual funds using an asset allocation strategy designed for investors seeking both a reasonable level of income and long-term growth of capital and income.

Investment Return

				Annualized Return			
Source	1-Month	3-Months	1-Year	3-Years	5-Years	10-Years	Plan's Inception Date
OPEB	-1.89%	3.70%	7.16%	2.92%	5.22%	-	6/24/2015

Information as provided by US Bank, Trustee for PARS; Not FDIC Insured; No Bank Guarantee; May Lose Value

Past performance does not guarantee future results. Performance returns may not reflect the deduction of applicable fees, which could reduce returns. Information is deemed reliable but may be subject to change.
Investment Return: Annualized rate of return is the return on an investment over a period other than one year multiplied or divided to give a comparable one-year return.
Account balances are inclusive of Trust Administration, Trustee and Investment Management fees

Headquarters - 4350 Von Karman Ave., Suite 100, Newport Beach, CA 92660 800.540.6369 Fax 949.250.1250 www.pars.org

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September 14, 2023

Personal and Confidential

Mr. James George
Business Manager / Accountant
Valley Collaborative
40 Linnell Circle
Billerica, MA 01821

Re: GASB 74/75 – Summary of Results

Dear Mr. George:

The purpose of this letter is to summarize our actuarial valuation of the Valley Collaborative Other Postemployment Benefits Plan (the "Plan") for the Reporting Date and Fiscal Year ending June 30, 2023 with a Valuation Date of July 1, 2022 and a Measurement Date of June 30, 2023 in accordance with Statement Nos. 74 and 75 of the Governmental Accounting Standards Board ("GASB 74/75").

How did plan liabilities change from FY 22 to FY 23?

The Total OPEB Liability ("TOL") went from $7,855,437 for the June 30, 2022 Reporting Date to $8,406,758 for the June 30, 2023 Reporting Date for an increase of $551,321. Below is an exhibit detailing the change.

Change in Total OPEB Liability		
I.	**TOL Balance for the June 30, 2022 Reporting Date**	7,855,437
II.	Passage of Time (Service Cost, Interest and Payments)	1,115,106
III.	Plan Benefit Changes	0
IV.	Assumption Changes	714,395
V.	Prior Period Adjustment	0
VI.	Expected TOL Balance for June 30, 2023 [I.+II.+III.+IV.+V.]	9,684,938
VII.	Plan Experience	(1,278,180)
VIII.	**TOL Balance for the June 30, 2023 Reporting Date [VI.+VII.]**	8,406,758

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As seen above, various factors cause the liabilities to change over the year. The main factors are:

- ✓ **Plan Experience** – Decreased plan liabilities by $1,278,180. This was mainly due to higher turnover than expected as well as the average premium for Medicare Supplement plans decreasing by 1.6% vs the expected 9% increase over the two-year period.
- ✓ **Assumption Changes** - Increased plan liabilities by $714,395. For details, please see the attached report.
- ✓ **Plan Benefit Changes** - To the best of our knowledge there were no plan benefit changes

Under MGL, you are required to provide a copy of this report to PERAC no later than 90 days from receipt. We've provided this to you in PDF format to facilitate its transmission.

If you or your auditors have questions on this report, feel free to give us a call.

Sincerely,

Parker E. Elmore, ASA, EA, FCA, MAAA
President, CEO & Actuary

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Valley Collaborative
OPEB Plan - Summary Exhibit

	Valuation Date	**July 1, 2022**	**July 1, 2020**
	For the Measurement Period ending on the Measurement Date of:	**June 30, 2023**	**June 30, 2022**
	For the Reporting Period & Fiscal Year ending on:	**June 30, 2023**	**June 30, 2022**
I.	Total OPEB Liability	8,406,758	7,855,437
II.	Fiduciary Net Position [Plan Assets]	6,598,707	6,030,973
III.	Net OPEB Liability (Asset) [I. - II.]	1,808,051	1,824,464
IV.	Funded Ratio [II. / I.]	78.49%	76.77%
V.	Employer OPEB Trust (Contribution)/Withdrawal	(64,074)	(1,640,580)
VI.	Pay-as-you-go Cost	64,068	53,917
VII.	Money Weighted Rate of Return	8.31%	(14.79%)
VIII.	Discount Rate	4.69%	5.04%
IX.	Crossover Date	2065	2075
X.	Actuarially Determined Contribution (ADC)	822,753	996,816

The discount rate used to measure the Total OPEB liability was 4.69% as of June 30, 2023 and 5.04% as of June 30, 2022. The projection of cash flows used to determine the discount rate assumed that contributions will be made in accordance with the Collaborative's funding policy. Based on these assumptions, the OPEB Plan's Fiduciary Net Position is projected to be insufficient to make all projected benefit payments to current plan members. Therefore, the long-term expected rate of return on the OPEB Plan assets is applied to the projected benefits payments which the Fiduciary Net Position is expected to be sufficient to cover until Fiscal Year 2065 and the Municipal Bond Rate is applied thereafter. The Municipal Bond Rate is based on the S&P Municipal Bond 20 – Year High Grade Index ("SAPIHG"), which was 4.13% as of June 30, 2023. The S&P Municipal Bond 20 - Year High Grade Index is the index rate for 20 – Year, tax exempt general obligation municipal bonds with an average rate of AA/Aa or higher.

The Collaborative is projected to be 37.09% funded in 30 years.

The Collaborative is not expected to make trust contributions beyond its pay-as-you-go costs.

Average Premiums:

Active Health Plan (Single coverage):	867.33
Medicare-Supplement Plan (Single coverage):	390.45

For the year ending on the Measurement Date of June 30, 2023, the Plan saw an experience gain of $1,278,180 or 16.27% of the beginning Total OPEB Liability ("TOL"). This was mainly due to higher turnover than expected as well as the average premium for Medicare Supplement plans decreasing by 1.6% vs the expected 9% increase over the two-year period.

Contributions in relation to past liabilities:	64,068
Contributions in relation to current liabilities:	64,074
Total Contributions:	128,142

Valley Collaborative
Other Postemployment Benefits Plan

GASB 74 & GASB 75 Actuarial Valuation

With a Valuation Date of July 1, 2022

As of the Measurement Date:
June 30, 2023

For the Reporting Date:
June 30, 2023

Delivered September 14, 2023

Odyssey ADVISORS

Odyssey ADVISORS

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TABLE OF CONTENTS

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September 14, 2023

Personal and Confidential

Mr. James George
Business Manager / Accountant
Valley Collaborative
40 Linnell Circle
Billerica, MA 01821

Dear Mr. George:

We have performed an actuarial valuation of the Valley Collaborative Other Postemployment Benefits Plan for the Reporting Date & Fiscal Year Ending June 30, 2023 with a Measurement Date of June 30, 2023 and a Valuation Date of July 1, 2022. The figures presented in this report reflect the adoption, by the Valley Collaborative, of Statement Nos. 74 and 75 of the Governmental Accounting Standards Board ("GASB 74/75").

The financial results of the actuarial valuation are summarized in the report. The Executive Summaries highlight the results of the valuation. Additional information summarizing census data, actuarial assumptions, claim rates and the methodology for developing them, as well as a glossary of selected terms used in this study, is also included in the report.

All costs, liabilities and other factors under the plan were determined in accordance with generally accepted actuarial principles and procedures. In our opinion, the actuarial assumptions used are reasonable, reflecting the experience of the plan and reasonable expectations and, in combination, represent our best estimate of the anticipated experience under the plan.

We will be pleased to answer any questions that you may have regarding this actuarial valuation report.

Very truly yours,

Parker E. Elmore, ASA, EA, FCA, MAAA
President, CEO & Actuary

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September 14, 2023

ACTUARIAL CERTIFICATION

This is to certify that Odyssey Advisors has conducted an actuarial valuation of certain benefit obligations of the Valley Collaborative other postemployment benefit programs with a Valuation Date of July 1, 2022 with a Measurement Date of June 30, 2023 for the Reporting Date & Fiscal Year Ending June 30, 2023 in accordance with Government Account Standards Board Statement No. 74 & 75 and Actuarial Standards of Practice as issued by the American Academy of Actuaries. The actuarial calculations presented in this report have been made on a basis consistent with our understanding of GASB Statements Numbers 74 & 75 for the determination of the liability for postemployment benefits other than pensions.

The actuarial data is based on the plan benefits verified by the Collaborative and on participant claims or premium data provided by the Collaborative and/or vendors employed by the Collaborative.

The actuarial computations made are for purposes of fulfilling plan accounting requirements. Determinations for purposes other than meeting financial accounting requirements may yield results significantly different than those reported here. As such, additional determinations may be needed for other purposes including determining the benefit security at termination and/or adequacy of the funding of an ongoing plan.

To the best of our knowledge, this report is complete and accurate and in our opinion represents the information necessary to comply with GASB Statements Number 74 and 75 with respect to the benefit obligations addressed. The signing actuaries are members of the Society of Actuaries, the American Academy of Actuaries and other professional actuarial organizations and meet their "General Qualification Standards for Statements of Actuarial Opinion" to render the actuarial opinion contained herein. Further, in our opinion, the assumptions as approved by the Collaborative are reasonably related to the experience and expectations of the postemployment benefits programs.

Parker E. Elmore, ASA, EA, FCA, MAAA
President, CEO & Actuary

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EXECUTIVE SUMMARY

How did plan liabilities change from FY 22 to FY 23?

Plan Experience

For the year ending on the Measurement Date of June 30, 2023, the Plan saw an experience gain of $1,278,180 or 16.27% of the beginning Total OPEB Liability ("TOL"). This was mainly due to higher turnover than expected as well as the average premium for Medicare Supplement plans decreasing by 1.6% vs the expected 9% increase over the two-year period.

Assumption Changes

Two key assumptions have changed since the prior valuation. The total impact of these assumption changes increased disclosed liabilities by approximately $710 thousand, as detailed below.

- ✓ Due to the GASB 75 standards the discount rate has been changed from 5.04% to 4.69% increasing the disclosed liability by approximately $550 thousand.
- ✓ Based on ongoing actuarial research, we have modified our assumption for future increases in healthcare costs using the Getzen model to reflect higher costs in the near-term increasing the disclosed liability by approximately $160 thousand.

It is important to remember that actuarial assumptions or changes in such do not impact the actual cost of the Plan. Rather, they impact the timing of the recognition of such costs.

Investment Experience

- ✓ During the period investments earned approximately $170 thousand more than expected.

Changes in Benefit Terms

- ✓ To the best of our knowledge there have been no material changes in benefit terms that would impact the figures shown in this report.

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EXECUTIVE SUMMARY

Recognition Period

- ✓ Changes in assumptions & plan experience are amortized into the net OPEB expense over 7.00 years.
- ✓ Differences between projected & actual earnings on OPEB plan investments are amortized into the net OPEB expense over 5.00 years
- ✓ Changes in benefit terms are to be recognized in full immediately

Events Subsequent to the Measurement Date

To the best of our knowledge there were no material events subsequent to the Measurement Date that would impact the figures shown in this report.

Key Drivers of Plan Liabilities

Several key drivers of plan costs and liabilities are:

- ✓ Premiums for Post 65 (Medicare supplement) plans – represent 75.96% of the total plan liabilities
- ✓ Age at which plan participants retire
- ✓ Percentage of plan participants who elect coverage for themselves and/or a spouse
- ✓ Medical care cost inflation rate – We currently assume medical costs increase according to the Getzen Model of Long–Run Medical Cost Trends for Active and Medicare supplement plans, which includes an assumed 9.00% increase in fiscal year 2023 and an ultimate trend rate of 3.63% in fiscal year 2060.
- ✓ Discount Rate (4.69%) – Higher discount rates yield lower liabilities and vice versa
- ✓ Cost Sharing – Under Massachusetts law you may charge retirees up to 50% of premiums for health insurance

Discount Rate Determinants

- ✓ Employer Current and Future Benefit Payments
- ✓ Municipal Bond Rate – The S&P 20-year high grade municipal bond index was 4.13% as of June 30, 2023.
- ✓ Current Asset Level – The Collaborative had $6,598,707 of OPEB assets as of June 30, 2023.
- ✓ Future Funding Policy – The Collaborative is not expected to make trust contributions beyond its pay-as-you-go costs.
- ✓ Investment Policy – The Collaborative is expected to earn 5.30% per year on assets based on its investment policy.

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EXECUTIVE SUMMARY

Low Default Risk Obligation Measure (LDROM)

For purposes of this LDROM, we have used a discount rate of 4.13% which represents the 20-year municipal bond index while keeping all other assumptions unchanged from the GASB 74/75 disclosures. Based on this, the LDROM Total OPEB Liability is $9.4 million vs. the $8.4 million under the GASB 74/75 measure - the reflection of the Collaborative's funding and OPEB Trust Investment policy reduced disclosed liabilities by approximately $1 million. Please note that the ultimate cost of the plan is the actual benefits paid plus expenses and any changes in assumptions, including discount rate, do not impact the actual cost of the plan.

Recommended Trust Contributions

We recommend a Fiscal 2024 contribution to an OPEB Trust of $370,000 beyond pay-as-you-go costs which would increase by 3.00% per year thereafter. We have provided a projection of the Plan's funded status on page 4.

Medicare Buy-In

Recently, some of our clients have seen substantial cost savings by "buying into" Medicare for retirees who would otherwise be ineligible. To buy into Medicare the Collaborative would need to pay the Medicare Part A premium and the Medicare Part A and B penalties. While the cost to buy into Medicare is significant, it is likely still far less than the cost of the claims that the associated retirees are expected to incur. The Collaborative currently has no retirees or covered spouses who are over the age of 65 and enrolled in an Active medical plan, but it is something you'll want to monitor to avoid larger OPEB costs than they otherwise would be.

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EXECUTIVE SUMMARY

Key Plan Metrics

While an actuarial valuation under GASB 74/75 can be very complex with many variables, we find it helpful to look at several key metrics (shown below) to better allow you to manage your plan.

Representative Plan Statistics		
Valuation Date	**July 1, 2022**	**July 1, 2020**
Measurement Date & Period Ending	**June 30, 2023**	**June 30, 2022**
Reporting Date/Fiscal Year End	**June 30, 2023**	**June 30, 2022**
Total OPEB Liability	8,406,758	7,855,437
Per Eligible Active Plan Participant	30,795	31,188
Per Retiree/Spouse Plan Participant	96,772	93,244
Total Annual Service Cost (Annual Benefit Accrual)	747,196	917,149
Per Eligible Active Plan Participant	3,263	4,246
Expected Employer Share of Retiree Costs	64,068	53,917
Per Retiree/Spouse Plan Participant	4,576	4,493
Net OPEB Liability as a % of Covered Payroll	12.74%	16.37%

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EXECUTIVE SUMMARY

Liabilities & Benefit Payments in Today's Dollars

With the growth of medical care costs over time, the nominal accrued liabilities ("TOL") and benefit payments can appear daunting. However, it is important to remember that a dollar paid in the future is worth less than a dollar paid today.

For the Period Ending on the Measurement Date of:	Number of Retirees, Spouses, & Surviving Spouses	Total OPEB Liability	Present Value at 3.00% of Total OPEB Liability	Employer Share of Premiums/Claims Including "Implicit Cost"	Present Value at 3.00% of Employer Share of Premiums / Claims Including "Implicit Cost"
June 30, 2023	14	8,406,758	8,406,758	64,068	64,068
June 30, 2028	23	15,690,222	13,534,523	141,506	122,064
June 30, 2033	39	25,369,385	18,877,205	281,482	209,449
June 30, 2038	63	37,142,505	23,840,361	727,760	467,121
June 30, 2043	84	50,756,600	28,102,699	1,197,693	663,134
June 30, 2048	114	66,225,399	31,629,619	1,917,947	916,022
June 30, 2053	145	83,761,378	34,508,579	2,697,248	1,111,230

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EXECUTIVE SUMMARY

Continuing OPEB Disclosures

In addition to pension benefits, municipal entities may provide retired employees with healthcare and life insurance benefits. The portion of the cost of such benefit paid by these entities is generally provided on a pay-as-you-go basis.

The pay-as-you-go costs to the Collaborative for such benefits for the most recent years is as follows:

Fiscal Year Ending		Cost
June 30, 2024	(Projected)	91,727
June 30, 2023		64,068
June 30, 2022		53,917
June 30, 2021		51,730
June 30, 2020		45,883
June 30, 2019		61,922

The Collaborative performs actuarial valuations of its non-pension post-employment benefits liability in accordance with GASB reporting requirements. As of the June 30, 2023 Measurement Date the Net OPEB Liability ("NOL") was determined to be $1,808,051 assuming a discount rate of 4.69%. The Collaborative has established an OPEB Trust and plans to fund this liability. The Collaborative is not expected to make trust contributions beyond its pay-as-you-go costs. The balance of this fund as of June 30, 2023 was $6,598,707. See the Collaborative's audit reports for additional information.

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PRINCIPAL RESULTS OF THE VALUATION

Valley Collaborative
Assuming Funding - 4.69% discount rate
Comparison of Plan Liabilities to Prior Valuation

	Valuation Date	**July 1, 2022**	**July 1, 2020**
	For the Measurement Period ending on the Measurement Date of:	**June 30, 2023**	**June 30, 2022**
	For the Reporting Period & Fiscal Year ending on:	**June 30, 2023**	**June 30, 2022**
I.	Total OPEB Liability		
	A. Actives	7,051,957	6,736,510
	B. Retirees/Disabled	1,354,801	1,118,927
	C. Total	8,406,758	7,855,437
II.	Fiduciary Net Position [Plan Assets]	6,598,707	6,030,973
III.	Net OPEB Liability (Asset) [I. - II.]	1,808,051	1,824,464
IV.	Funded Ratio [II. / I.]	78.49%	76.77%
V.	Number of Eligible Participants		
	A. Actives	229	216
	B. Retirees/Disabled & Dependents	14	12
	C. Total	243	228
VI.	Service Cost	747,196	917,149
VII.	Financial Statement Expense/(Income)	707,907	903,633
VIII.	Employer OPEB Trust (Contribution)/Withdrawal	(64,074)	(1,640,580)
IX.	Deferred Inflow of Resources	(3,037,142)	(2,508,045)
X.	Deferred Outflow of Resources	1,943,312	2,010,393
XI.	Money Weighted Rate of Return	8.31%	(14.79%)
XII.	20-year Municipal Bond Rate (SAPIHG)	4.13%	4.09%
XIII.	Expected Long Term Rate of Return (Net of Expense)	5.30%	5.44%
XIV.	Crossover Year	2065	2075
XV.	Discount Rate	4.69%	5.04%

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PRINCIPAL RESULTS OF THE VALUATION

Valley Collaborative
Plan Liabilities as of the June 30, 2023 Measurement Date

		Collaborative Employees and Retirees	Total
I.	Total OPEB Liability		
	A. Actives	7,051,957	7,051,957
	B. Retirees/Disabled	1,354,801	1,354,801
	C. Total	8,406,758	8,406,758
II.	Fiduciary Net Position [Plan Assets]	6,598,707	6,598,707
III.	Net OPEB Liability (Asset) [I. - II.]	1,808,051	1,808,051
For the Reporting Date and Fiscal Year Ending June 30, 2023			
IV.	Service Cost	747,196	747,196
V.	Financial Statement Expense/(Income)	707,907	707,907
VI.	Employer Share of Costs	(64,068)	(64,068)
VII.	Employer OPEB Trust (Contribution)/Withdrawal	(64,074)	(64,074)
VIII.	Total Employer Contribution [VI. + VII.]	(128,142)	(128,142)

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PRINCIPAL RESULTS OF THE VALUATION

CURRENT FUNDING POLICY (OPEN GROUP)

Funding - 4.69% discount rate

For the Fiscal Year	Period Ending on the Measurement Date of:	I. Total OPEB Liability ("TOL") as of Measurement Date	II. Fiduciary Net Position as of Measurement Date with an expected 5.30% return	III. Net OPEB Liability (Asset) [I. - II.]	IV. Funded Ratio [II. / I.]	V. Service Cost	VI. Employer Share of Benefit Payments (With Implicit Cost)	VII. Trust Contributions Beyond Pay-as-you-go	VIII. Gross Trust Contributions [VI. + VII.]	IX. Benefit Payments Reimbursed from the Trust	X. Administrative & Investment Expenses Reimbursed from the Trust	XI. Total Employer Payments Less Reimbursements [VIII. - IX. - X.]
2023	June 30, 2023	8,406,758	6,598,707	1,808,051	78.49%	747,196	64,068	64,074	128,142	64,068	0	64,074
2024	June 30, 2024	9,699,889	6,948,438	2,751,451	71.63%	948,235	91,727	0	91,727	91,727	0	0
2025	June 30, 2025	11,056,914	7,316,705	3,740,209	66.17%	992,801	109,715	0	109,715	109,715	0	0
2026	June 30, 2026	12,501,919	7,704,490	4,797,429	61.63%	1,032,913	120,286	0	120,286	120,286	0	0
2027	June 30, 2027	14,046,642	8,112,828	5,933,814	57.76%	1,079,110	128,962	0	128,962	128,962	0	0
2028	June 30, 2028	15,690,222	8,542,808	7,147,414	54.45%	1,123,990	141,506	0	141,506	141,506	0	0
2029	June 30, 2029	17,425,102	8,995,577	8,429,525	51.62%	1,170,785	169,316	0	169,316	169,316	0	0
2030	June 30, 2030	19,258,331	9,472,343	9,785,988	49.19%	1,213,757	188,809	0	188,809	188,809	0	0
2031	June 30, 2031	21,197,616	9,974,377	11,223,239	47.05%	1,266,273	215,340	0	215,340	215,340	0	0
2032	June 30, 2032	23,230,166	10,503,019	12,727,147	45.21%	1,309,476	249,910	0	249,910	249,910	0	0
2033	June 30, 2033	25,369,385	11,059,679	14,309,706	43.59%	1,359,671	281,482	0	281,482	281,482	0	0
2034	June 30, 2034	27,580,806	11,645,842	15,934,964	42.22%	1,416,127	364,766	0	364,766	364,766	0	0
2035	June 30, 2035	29,864,275	12,263,072	17,601,203	41.06%	1,462,194	438,914	0	438,914	438,914	0	0
2036	June 30, 2036	32,227,578	12,913,015	19,314,563	40.07%	1,522,083	524,231	0	524,231	524,231	0	0
2037	June 30, 2037	34,642,485	13,597,405	21,045,080	39.25%	1,582,256	621,766	0	621,766	621,766	0	0
2038	June 30, 2038	37,142,505	14,318,067	22,824,438	38.55%	1,639,815	727,760	0	727,760	727,760	0	0
2039	June 30, 2039	39,725,932	15,076,925	24,649,007	37.95%	1,701,849	821,404	0	821,404	821,404	0	0
2040	June 30, 2040	42,395,004	15,876,002	26,519,002	37.45%	1,762,102	914,110	0	914,110	914,110	0	0
2041	June 30, 2041	45,113,742	16,717,430	28,396,312	37.06%	1,829,255	1,018,079	0	1,018,079	1,018,079	0	0
2042	June 30, 2042	47,933,250	17,603,454	30,329,796	36.72%	1,893,577	1,124,263	0	1,124,263	1,124,263	0	0
2043	June 30, 2043	50,756,600	18,536,437	32,220,163	36.52%	1,964,112	1,197,693	0	1,197,693	1,197,693	0	0
2044	June 30, 2044	53,728,269	19,518,868	34,209,401	36.33%	2,030,738	1,266,676	0	1,266,676	1,266,676	0	0
2045	June 30, 2045	56,752,913	20,553,368	36,199,545	36.22%	2,108,334	1,458,197	0	1,458,197	1,458,197	0	0
2046	June 30, 2046	59,820,323	21,642,697	38,177,626	36.18%	2,188,598	1,620,904	0	1,620,904	1,620,904	0	0
2047	June 30, 2047	63,023,716	22,789,760	40,233,956	36.16%	2,270,891	1,724,946	0	1,724,946	1,724,946	0	0
2048	June 30, 2048	66,225,399	23,997,617	42,227,782	36.24%	2,357,113	1,917,947	0	1,917,947	1,917,947	0	0
2049	June 30, 2049	69,558,429	25,269,491	44,288,938	36.33%	2,448,210	2,076,333	0	2,076,333	2,076,333	0	0
2050	June 30, 2050	72,978,906	26,608,774	46,370,132	36.46%	2,548,909	2,228,725	0	2,228,725	2,228,725	0	0
2051	June 30, 2051	76,458,751	28,019,039	48,439,712	36.65%	2,651,138	2,374,525	0	2,374,525	2,374,525	0	0
2052	June 30, 2052	80,103,071	29,504,048	50,599,023	36.83%	2,758,116	2,547,225	0	2,547,225	2,547,225	0	0
2053	June 30, 2053	83,761,378	31,067,763	52,693,615	37.09%	2,876,936	2,697,248	0	2,697,248	2,697,248	0	0

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PRINCIPAL RESULTS OF THE VALUATION

ALTERNATIVE FUNDING SCENARIO (OPEN GROUP)

Alternative Funding Scenario - 4.93% discount rate

For the Fiscal Year	Period Ending on the Measurement Date of:	I. Total OPEB Liability ("TOL") as of Measurement Date	II. Fiduciary Net Position as of Measurement Date with an expected 5.30% return	III. Net OPEB Liability (Asset) [I. - II.]	IV. Funded Ratio [II. / I.]	V. Service Cost	VI. Employer Share of Benefit Payments (With Implicit Cost)	VII. Trust Contributions Beyond Pay-as-you-go	VIII. Gross Trust Contributions [VI. + VII.]	IX. Benefit Payments Reimbursed from the Trust	X. Administrative & Investment Expenses Reimbursed from the Trust	XI. Total Employer Payments Less Reimbursements [VIII. - IX. - X.]
2023	June 30, 2023	7,952,663	6,598,707	1,353,956	82.97%	747,196	64,068	64,074	128,142	64,068	0	64,074
2024	June 30, 2024	9,175,945	7,328,117	1,847,828	79.86%	878,190	91,727	370,000	461,727	91,727	0	370,000
2025	June 30, 2025	10,459,670	8,107,576	2,352,094	77.51%	919,464	109,715	381,100	490,815	109,715	0	381,100
2026	June 30, 2026	11,826,623	8,940,078	2,886,545	75.59%	956,613	120,286	392,533	512,819	120,286	0	392,533
2027	June 30, 2027	13,287,907	9,828,787	3,459,120	73.97%	999,397	128,962	404,309	533,271	128,962	0	404,309
2028	June 30, 2028	14,842,708	10,777,044	4,065,664	72.61%	1,040,962	141,506	416,438	557,944	141,506	0	416,438
2029	June 30, 2029	16,483,878	11,788,378	4,695,500	71.51%	1,084,300	169,316	428,931	598,247	169,316	0	428,931
2030	June 30, 2030	18,218,084	12,866,518	5,351,566	70.62%	1,124,098	188,809	441,799	630,608	188,809	0	441,799
2031	June 30, 2031	20,052,618	14,015,400	6,037,218	69.89%	1,172,734	215,340	455,053	670,393	215,340	0	455,053
2032	June 30, 2032	21,975,379	15,239,182	6,736,197	69.35%	1,212,746	249,910	468,705	718,615	249,910	0	468,705
2033	June 30, 2033	23,999,047	16,542,253	7,456,794	68.93%	1,259,233	281,482	482,766	764,248	281,482	0	482,766
2034	June 30, 2034	26,091,017	17,929,248	8,161,769	68.72%	1,311,519	364,766	497,249	862,015	364,766	0	497,249
2035	June 30, 2035	28,251,144	19,405,061	8,846,083	68.69%	1,354,183	438,914	512,166	951,080	438,914	0	512,166
2036	June 30, 2036	30,486,792	20,974,859	9,511,933	68.80%	1,409,648	524,231	527,531	1,051,762	524,231	0	527,531
2037	June 30, 2037	32,771,257	22,644,097	10,127,160	69.10%	1,465,376	621,766	543,357	1,165,123	621,766	0	543,357
2038	June 30, 2038	35,136,237	24,418,532	10,717,705	69.50%	1,518,683	727,760	559,658	1,287,418	727,760	0	559,658
2039	June 30, 2039	37,580,119	26,304,241	11,275,878	70.00%	1,576,135	821,404	576,448	1,397,852	821,404	0	576,448
2040	June 30, 2040	40,105,020	28,307,638	11,797,382	70.58%	1,631,937	914,110	593,741	1,507,851	914,110	0	593,741
2041	June 30, 2041	42,676,905	30,435,493	12,241,412	71.32%	1,694,129	1,018,079	611,553	1,629,632	1,018,079	0	611,553
2042	June 30, 2042	45,344,116	32,694,951	12,649,165	72.10%	1,753,700	1,124,263	629,900	1,754,163	1,124,263	0	629,900
2043	June 30, 2043	48,014,961	35,093,552	12,921,409	73.09%	1,819,025	1,197,693	648,797	1,846,490	1,197,693	0	648,797
2044	June 30, 2044	50,826,114	37,639,252	13,186,862	74.05%	1,880,729	1,266,676	668,261	1,934,937	1,266,676	0	668,261
2045	June 30, 2045	53,687,381	40,340,446	13,346,935	75.14%	1,952,593	1,458,197	688,309	2,146,506	1,458,197	0	688,309
2046	June 30, 2046	56,589,103	43,205,992	13,383,111	76.35%	2,026,928	1,620,904	708,958	2,329,862	1,620,904	0	708,958
2047	June 30, 2047	59,619,464	46,245,238	13,374,226	77.57%	2,103,142	1,724,946	730,227	2,455,173	1,724,946	0	730,227
2048	June 30, 2048	62,648,207	49,468,044	13,180,163	78.96%	2,182,995	1,917,947	752,134	2,670,081	1,917,947	0	752,134
2049	June 30, 2049	65,801,202	52,884,813	12,916,389	80.37%	2,267,363	2,076,333	774,698	2,851,031	2,076,333	0	774,698
2050	June 30, 2050	69,036,920	56,506,519	12,530,401	81.85%	2,360,623	2,228,725	797,939	3,026,664	2,228,725	0	797,939
2051	June 30, 2051	72,328,800	60,344,740	11,984,060	83.43%	2,455,300	2,374,525	821,877	3,196,402	2,374,525	0	821,877
2052	June 30, 2052	75,776,270	64,411,688	11,364,582	85.00%	2,554,376	2,547,225	846,533	3,393,758	2,547,225	0	846,533
2053	June 30, 2053	79,236,972	68,720,244	10,516,728	86.73%	2,664,419	2,697,248	871,929	3,569,177	2,697,248	0	871,929
2054	June 30, 2054	82,796,187	73,283,996	9,512,191	88.51%	2,773,870	2,854,050	898,087	3,752,137	2,854,050	0	898,087
2055	June 30, 2055	86,473,483	78,117,275	8,356,208	90.34%	2,892,678	3,012,840	925,030	3,937,870	3,012,840	0	925,030
2056	June 30, 2056	90,344,762	83,235,194	7,109,568	92.13%	3,014,361	3,162,381	952,781	4,115,162	3,162,381	0	952,781
2057	June 30, 2057	94,311,513	88,653,694	5,657,819	94.00%	3,146,904	3,398,919	981,364	4,380,283	3,398,919	0	981,364
2058	June 30, 2058	98,375,131	94,389,585	3,985,546	95.95%	3,282,871	3,651,917	1,010,805	4,662,722	3,651,917	0	1,010,805
2059	June 30, 2059	102,499,776	100,460,596	2,039,180	98.01%	3,427,528	3,870,964	1,041,129	4,912,093	3,870,964	0	1,041,129

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FINANCIAL STATEMENT DISCLOSURES
(As of the June 30, 2023 Measurement Date)

The GASB Standards for accounting and financial reporting for postemployment benefits other than pensions require the following disclosures in the financial statements:

1. OPEB Expense Development

Components of the Collaborative's OPEB Expenses for the Fiscal Year Ending June 30, 2023

Description	**Amount**
I. Service Cost	747,196
II. Interest on Total OPEB Liability (Asset), Service Cost, and Benefit Payments	431,978
III. Deferred (Inflows)/Outflows from Plan Experience*	(586,777)
IV. Deferred (Inflows)/Outflows from Changes of Assumptions*	386,449
V. Projected Earnings on OPEB Plan Investments	(329,836)
VI. Deferred (Inflows)/Outflows from Earnings on Plan Investments**	58,897
VII. OPEB Plan Administrative Expense	0
VIII. Other Changes in Fiduciary Net Position	0
IX. Financial Statement Expense/(Income) Prior to Plan Design Changes [I. + II.+ … + VII. + VIII.]	707,907
X. Expense Related to Change in Benefit Terms***	0
XI. Financial Statement Expense/(Income) [IX. + X.]	707,907

* Amortized over 7.00 years
** Amortized over 5.00 years
*** Recognized Immediately

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FINANCIAL STATEMENT DISCLOSURES
(As of the June 30, 2023 Measurement Date)

2. Changes in Net OPEB Liability

Changes in Net OPEB Liability

		Increase (Decrease)		
		Total OPEB Liability	**Plan Fiduciary Net Position**	**Net OPEB Liability**
I.	**Balances for the June 30, 2022 Reporting Date**	7,855,437	6,030,973	1,824,464
II.	**Prior Period Adjustment**	0	0	0
III.	**Balances for the June 30, 2022 Reporting Date with Adjustment [I. + II.]**	7,855,437	6,030,973	1,824,464
	Changes for the year:			
IV.	Service Cost	747,196	0	747,196
V.	Interest on Total OPEB Liability, Service Cost, and Benefit Payments	431,978	0	431,978
VI.	Changes in Benefit Terms *	0	0	0
VII.	Change in Assumptions **	714,395	0	714,395
VIII.	Differences Between Actual and Expected Experience **	(1,278,180)	0	(1,278,180)
IX.	Net Investment Income	0	503,660	(503,660)
X.	Employer Contributions to Trust	0	128,142	(128,142)
XI.	Benefit Payments Withdrawn from Trust	0	(64,068)	64,068
XII.	Benefit Payments Excluding Implicit Cost	(54,947)	0	(54,947)
XIII.	Implicit Cost Amount	(9,121)	0	(9,121)
XIV.	Total Benefit Payments Including Implicit Cost [XII. + XIII.]	(64,068)	0	(64,068)
XV.	Administrative Expense	0	0	0
XVI.	Other Charges	0	0	0
XVII.	**Net Changes [IV.+V.+VI.+VII.+VIII.+IX.+X.+XI.+XIV.+XV.+XVI.]**	551,321	567,734	(16,413)
XVIII.	**Balances for the June 30, 2023 Reporting Date [III.+XVII.]**	8,406,758	6,598,707	1,808,051

* Recognized Immediately
** Amortized over 7.00 years

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FINANCIAL STATEMENT DISCLOSURES
(As of the June 30, 2023 Measurement Date)

3. Changes in Net OPEB Expense

Deferred (Inflows)/Outflows in OPEB Expense Arising from the Recognition of the Effects of Differences Between Expected & Actual Experience

Fiscal Year	Differences Between Actual & Expected Experience	Recognition Period (Years)	Remaining Balance	2023	2024	2025	2026	2027	2028
2017									
2018									
2019	(1,703,175)	7.00	(486,620)	(243,311)	(243,311)	(243,309)			
2020	(469)	7.00	(201)	(67)	(67)	(67)	(67)		
2021	(1,125,612)	7.00	(643,206)	(160,802)	(160,802)	(160,802)	(160,802)	(160,800)	
2022	0	7.00	0	0	0	0	0	0	0
2023	(1,278,180)	7.00	(1,095,583)	(182,597)	(182,597)	(182,597)	(182,597)	(182,597)	(182,597)
2024									
2025									
2026									
Total Remaining Balance			(2,225,610)						
Net increase (decrease) in OPEB Expense				(586,777)	(586,777)	(586,775)	(343,466)	(343,397)	(182,597)

Deferred (Inflows)/Outflows in OPEB Expense Arising from the Recognition of the Effects of Changes in Assumptions

Fiscal Year	Differences from Changes in Actuarial Assumptions	Recognition Period (years)	Remaining Balance	2023	2024	2025	2026	2027	2028
2017									
2018									
2019	2,659,477	7.00	759,852	379,925	379,925	379,927			
2020	0	7.00	0	0	0	0	0		
2021	467,416	7.00	267,094	66,774	66,774	66,774	66,774	66,772	
2022	(1,136,144)	7.00	(811,532)	(162,306)	(162,306)	(162,306)	(162,306)	(162,306)	(162,308)
2023	714,395	7.00	612,339	102,056	102,056	102,056	102,056	102,056	102,056
2024									
2025									
2026									
Total Remaining Balance			827,753						
Net increase (decrease) in OPEB Expense				386,449	386,449	386,451	6,524	6,522	(60,252)

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FINANCIAL STATEMENT DISCLOSURES
(As of the June 30, 2023 Measurement Date)

3. Changes in Net OPEB Expense (Continued)

Deferred (Inflows)/Outflows in OPEB Expense Arising from the Recognition of Differences Between Projected & Actual Earnings on OPEB Plan Investments

Fiscal Year	Differences Between Actual & Expected Earnings	Recognition Period (years)	Remaining Balance	2023	2024	2025	2026	2027	2028
2017									
2018									
2019	(30,347)	5.00	0	(6,071)					
2020	18,043	5.00	3,607	3,609	3,607				
2021	(755,533)	5.00	(302,212)	(151,107)	(151,107)	(151,105)			
2022	1,236,152	5.00	741,692	247,230	247,230	247,230	247,232		
2023	(173,824)	5.00	(139,060)	(34,764)	(34,764)	(34,764)	(34,764)	(34,768)	
2024									
2025									
2026									
Total Remaining Balance			304,027						
Net increase (decrease) in OPEB Expense				58,897	64,966	61,361	212,468	(34,768)	0

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FINANCIAL STATEMENT DISCLOSURES
(As of the June 30, 2023 Measurement Date)

3. Changes in Net OPEB Expense (Continued)

Statement of (Inflows) & Outflows Arising from Current & Prior Reporting Periods for the Measurement Period Ending on June 30, 2023 to be Reported for the Fiscal Year Ending June 30, 2023

	Deferred Outflows of Resources	Deferred Inflows of Resources	Total
I. Contributions Made Subsequent to the Measurement Date	0	0	0
II. Differences Between Actual & Expected Experience	0	(2,225,610)	(2,225,610)
III. Changes of Assumptions	1,639,285	(811,532)	827,753
IV. Net Difference Between Projected & Actual Earnings on OPEB Plan Investments	304,027	0	304,027
VI. Total [I. + II. + III. + IV.]	1,943,312	(3,037,142)	(1,093,830)

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FINANCIAL STATEMENT DISCLOSURES
(As of the June 30, 2023 Measurement Date)

3. Changes in Net OPEB Expense (Continued)

Annual Amortization of Deferred (Inflows) & Outflows

The balance of deferred (inflows) & outflows as of the Reporting Date of June 30, 2023 will be recognized in future years as shown below.

Year ending June 30:	
2024	(135,362)
2025	(138,963)
2026	(124,474)
2027	(371,643)
2028	(242,849)
Thereafter	(80,539)

4. Discount Rate

The discount rate used to measure the Total OPEB liability was 4.69% as of June 30, 2023 and 5.04% as of June 30, 2022. The projection of cash flows used to determine the discount rate assumed that contributions will be made in accordance with the Collaborative's funding policy. Based on these assumptions, the OPEB Plan's Fiduciary Net Position is projected to be insufficient to make all projected benefit payments to current plan members. Therefore, the long-term expected rate of return on the OPEB Plan assets is applied to the projected benefits payments which the Fiduciary Net Position is expected to be sufficient to cover until Fiscal Year 2065 and the Municipal Bond Rate is applied thereafter. The Municipal Bond Rate is based on the S&P Municipal Bond 20 – Year High Grade Index ("SAPIHG"), which was 4.13% as of June 30, 2023. The S&P Municipal Bond 20 - Year High Grade Index is the index rate for 20 – Year, tax exempt general obligation municipal bonds with an average rate of AA/Aa or higher.

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FINANCIAL STATEMENT DISCLOSURES
(As of the June 30, 2023 Measurement Date)

5. Funding Policy

The contribution requirements of plan members and the Collaborative are established and may be amended through Collaborative ordinances. For the period ending on the June 30, 2023 Measurement Date, total Collaborative premiums plus implicit costs for the retiree medical program were $64,068. The Collaborative also contributed $64,074 to an OPEB Trust for a total contribution during the measurement period of $128,142 to be reported on the financial statement for the fiscal year ending June 30, 2023.

6. Investment Policy

The chart below shows how the long-term rate of return on assets is developed based on the Collaborative's Investment Policy.

Investment Target Allocation & Expected Long-Term Real Rate of Return

Asset Class	Target Allocation	Asset Class	Long-Term Expected Real Rate of Return*
Domestic Equity - Large Cap	37.10%	Domestic Equity - Large Cap	4.10%
Domestic Equity - Small/Mid Cap	0.00%	Domestic Equity - Small/Mid Cap	4.55%
International Equity - Developed Market	15.90%	International Equity - Developed Market	4.64%
International Equity - Emerging Market	0.00%	International Equity - Emerging Market	5.45%
Domestic Fixed Income	39.00%	Domestic Fixed Income	1.05%
International Fixed Income	0.00%	International Fixed Income	0.96%
Alternatives	0.00%	Alternatives	5.95%
Real Estate	8.00%	Real Estate	6.25%
Cash	0.00%	Cash	0.00%
Total	100.00%		
		I. Real Rate of Return	3.17%
		II. Inflation Assumption	2.50%
		III. Total Nominal Return [I. + II.]	5.67%
		IV. Investment Expense	0.37%
		V.Net Investment Return* [III.-IV.]	**5.30%**

* Mean Geometric Returns based on 2022 Horizon Survey of Capital Market Assumptions

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FINANCIAL STATEMENT DISCLOSURES
(As of the June 30, 2023 Measurement Date)

7. Schedule of The Collaborative's Contributions

For the Fiscal Year Ending	Actuarial Determined Contribution	Contributions in Relation to the Actuarially Determined Contribution	Contribution Deficiency (Excess)	Covered Employee Payroll	Contributions as a Percentage of Covered Employee Payroll
June 30, 2023	822,753	(128,142)	694,611	14,197,170	0.90%
June 30, 2022	996,816	(1,694,497)	(697,681)	11,143,102	15.21%
June 30, 2021	903,135	(51,730)	851,405	10,818,546	0.48%
June 30, 2020	951,385	(45,883)	905,502	11,425,179	0.40%
June 30, 2019	880,811	(61,922)	818,889	11,092,407	0.56%

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FINANCIAL STATEMENT DISCLOSURES
(As of the June 30, 2023 Measurement Date)

8. Effect of 1% Change in Healthcare Trend

Impact of a 1% Change in the Healthcare Trend Rate on NOL as of the June 30, 2023 Measurement Date			
	1% Decrease	**Current Trend Rate**	**1% Increase**
Net OPEB Liability (Asset)	(36,000)	1,808,051	4,386,361

9. Effect of 1% Change in Discount Rates

Impact of a 1% Change in the Discount Rate on NOL as of the June 30, 2023 Measurement Date			
		Current Discount Rate	
	1% Decrease	**4.69%**	**1% Increase**
Net OPEB Liability (Asset)	3,855,095	1,808,051	252,838

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FINANCIAL STATEMENT DISCLOSURES
(As of the June 30, 2023 Measurement Date)

10. Money Weighted Rate of Return

	Plan Investments / Net External Cash Flows	Periods Invested	Period Weight
I. Beginning value - June 30, 2022	6,030,973	12	1.0000
Monthly net external cash flows:			
July	0	11	0.9167
August	0	10	0.8333
September	0	9	0.7500
October	0	8	0.6667
November	0	7	0.5833
December	64,074	6	0.5000
January	0	5	0.4167
February	0	4	0.3333
March	0	3	0.2500
April	0	2	0.1667
May	0	1	0.0833
June	0	0	0.0000
II. Total net external cash flow	64,074		
III. Earnings and increase in fair value	503,660		
IV. Ending value - June 30, 2023 [I.+II.+III.]	6,598,707		
V. Receivable Contributions	0		
Plan Asset Value - June 30, 2023 [IV.+V.]	6,598,707		
Money Weighted Rate of Return	8.31%		

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FINANCIAL STATEMENT DISCLOSURES

(As of the June 30, 2023 Measurement Date)

11. OPEB Liability, OPEB Expense

	Fiscal Year Ending June 30, 2023	
	Collaborative Employees and Retirees	Total
I. Total OPEB Liability as of June 30, 2023	8,406,758	8,406,758
II. Fiduciary Net Position as of June 30, 2023	6,598,707	6,598,707
III. Net OPEB Liability (Asset) as of June 30, 2023 [I. - II.]	1,808,051	1,808,051
IV. Service Cost	747,196	747,196
V. Interest on Total OPEB Liability (Asset), Service Cost, and Benefit Payments	431,978	431,978
VI. Projected Earnings on OPEB Plan Investments	(329,836)	(329,836)
VII. Net Recognition of Deferred (Inflows)/Outflows	(141,431)	(141,431)
VIII. OPEB Plan Administrative Expense	0	0
IX. Expense Related to Change in Benefit Terms	0	0
X. Financial Statement Expense/(Income) [IV. + V. + … + VIII. + IX.]	707,907	707,907
XI. Employer Share of Costs	(64,068)	(64,068)
XII. Employer (Payments) Withdrawals to/from OPEB Trust	(64,074)	(64,074)
XIII. Total Employer Contribution [XI. + XII.]	(128,142)	(128,142)
XIV. Net OPEB Expense/(Income) [X. + XIII.]	579,765	579,765

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EXHIBIT A

FINANCIAL STATEMENT DISCLOSURES

(As of the June 30, 2023 Measurement Date)

12. OPEB Liability, OPEB Expense and Deferred Inflow/Outflow

Valuation Date	**July 1, 2022**
For the Measurement Period ending on the Measurement Date of:	**June 30, 2023**
For the Reporting Period & Fiscal Year ending on:	**June 30, 2023**

Source of Deferred Inflow/Outflow	
I. Deferred (Inflow)/Outflow from Actual vs. Expected Experience	(2,225,610)
II. Deferred (Inflow)/Outflow from Investment Experience	304,027
III. Deferred (Inflow)/Outflow from Changes in Assumptions	827,753

Change in Deferred Inflow/Outflow	
I. Deferred Outflow at the beginning of the period	2,469,783
II. Deferred Outflow created during the period	714,395
III. Deferred Outflow recognized during the period	799,594
IV. Change in Deferred Outflow (II. - III.)	(85,199)
V. Deferred Outflow at end of the period (I. + IV.)	2,384,584
VI. Deferred Inflow at the beginning of the period	(2,967,435)
VII. Deferred Inflow created during the period	(1,452,004)
VIII. Deferred Inflow recognized during the period	(941,025)
IX. Change in Deferred Inflow (VII. - VIII.)	(510,979)
X. Deferred Inflow at end of the period (VI. + IX.)	(3,478,414)

Net OPEB Liability	
I. Net OPEB Liability at beginning of period	1,824,464
II. Service Cost	747,196
III. Interest on Total OPEB Liability, Service Cost, and Payments	431,978
IV. Projected Investment Income	(329,836)
V. OPEB Plan Administrative Expense	0
VI. Total Employer Contributions	(128,142)
VII. Expense Related to Change in Benefit Terms	0
VIII. Net OPEB Expense/(Income) - Before Recognition of Deferred (Inflow)/Outflow (II. + III. + … + VI. + VII.)	721,196
IX. Deferred Outflow created during the period	714,395
X. Deferred Inflow created during the period	(1,452,004)
XI. Net OPEB Liability at end of period (I. + VIII. + IX. + X.)	1,808,051

Net OPEB Expense	
I. Service Cost	747,196
II. Interest on Total OPEB Liability, Service Cost, and Payments	431,978
III. Projected Investment Income	(329,836)
IV. Recognition of Deferred (Inflow)/Outflow	(141,431)
V. OPEB Plan Administrative Expense	0
VI. Expense Related to Change in Benefit Terms	0
VII. Financial Statement Expense/(Income) (I. + II. + III. + IV. + V. + VI.)	707,907
VIII. Benefit Payments	(64,068)
IX. Contributions to Trust	(64,074)
X. Total Employer Payments (VIII. + IX.)	(128,142)
XI. Total Net OPEB Expense/(Income) under GASB 75 (IX. + X.)	579,765

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REQUIRED SUPPLEMENTARY INFORMATION
(As of the June 30, 2023 Measurement Date)

Schedule of Changes in the Collaborative's Net OPEB Liability and Related Ratios

Valuation Date	**July 1, 2022**	**July 1, 2020**	**July 1, 2020**	**July 1, 2018**	**July 1, 2018**	**July 1, 2017**
Measurement Date	**June 30, 2023**	**June 30, 2022**	**June 30, 2021**	**June 30, 2020**	**June 30, 2019**	**June 30, 2018**
For the Reporting Period & Fiscal Year Ending on:	**June 30, 2023**	**June 30, 2022**	**June 30, 2021**	**June 30, 2020**	**June 30, 2019**	**June 30, 2018**
Total OPEB Liability	8,406,758	7,855,437	7,760,675	7,321,481	6,291,640	4,270,784
I. Service Cost	747,196	917,149	804,839	776,751	752,044	608,129
II. Interest on Total OPEB Liability, Service Cost, and Benefit Payments	431,978	367,674	344,281	299,442	374,432	18,642
III. Changes in Benefit Terms	0	0	0	0	0	0
IV. Difference Between Expected & Actual Plan Experience	(1,278,180)	0	(1,125,612)	(469)	(1,703,175)	0
V. Changes of Assumptions	714,395	(1,136,144)	467,416	0	2,659,477	43,514
VI. Benefit Payments Excluding Implicit Cost	(54,947)	(53,917)	(50,682)	(44,753)	(48,295)	(30,590)
VII. Implicit Cost Amount	(9,121)	0	(1,048)	(1,130)	(13,627)	0
VIII. Total Benefit Payments	(64,068)	(53,917)	(51,730)	(45,883)	(61,922)	(30,590)
IX. Other	0	0	0	0	0	0
X. Net Change in OPEB Liability [I.+II.+III.+IV.+V.+VIII.+IX.]	551,321	94,762	439,194	1,029,841	2,020,856	639,695
XI. Total OPEB Liability - Beginning of Period	7,855,437	7,760,675	7,321,481	6,291,640	4,270,784	3,631,089
XII. Prior Period Adjustment	0	0	0	0	0	0
XIII. Total OPEB Liability - Beginning of Period with Adjustment [XI.+XII.]	7,855,437	7,760,675	7,321,481	6,291,640	4,270,784	3,631,089
XIV. Total OPEB Liability - End of Period [XII.+XIII.]	8,406,758	7,855,437	7,760,675	7,321,481	6,291,640	4,270,784
Plan Fiduciary Net Position	6,598,707	6,030,973	5,271,479	4,266,767	4,039,225	3,779,108
XV. Earnings from Plan Investments	503,660	(881,086)	1,004,712	227,542	260,117	236,892
XVI. Employer Contribution to Trust	128,142	1,694,497	51,730	45,883	61,922	30,590
XVII. Benefit Payments from Trust, Including Refunds of Member Contributions	(64,068)	(53,917)	(51,730)	(45,883)	(61,922)	(30,590)
XVIII. Administrative Expense	0	0	0	0	0	0
XIX. Other	0	0	0	0	0	0
XX. Net Change in Plan Fiduciary Net Position [XV.+XVI.+XVII.+XVIII.+XIX.]	567,734	759,494	1,004,712	227,542	260,117	236,892
XXI. Plan Fiduciary Net Position - Beginning of Period	6,030,973	5,271,479	4,266,767	4,039,225	3,779,108	3,542,216
XXII. Prior Period Adjustment	0	0	0	0	0	0
XXIII. Plan Fiduciary Net Position - Beginning of Period with Adjustment [XXI.+XXII.]	6,030,973	5,271,479	4,266,767	4,039,225	3,779,108	3,542,216
XXIV. Plan Fiduciary Net Position - End of Period [XXII.+XXIII.]	6,598,707	6,030,973	5,271,479	4,266,767	4,039,225	3,779,108
XXV. Net OPEB Liability [XIV.-XXIV.]	1,808,051	1,824,464	2,489,196	3,054,714	2,252,415	491,676
XXVI. Plan Fiduciary Net Position as % of Total OPEB Liability [XXIV./XIV.]	78.49%	76.77%	67.93%	58.28%	64.20%	88.49%
XXVII. Covered Employee Payroll	14,197,170	11,143,102	10,818,546	11,425,179	11,092,407	11,775,259
XXVIII. Plan NOL as % of Covered Employee Payroll [XXV./XXVII.]	12.74%	16.37%	23.01%	26.74%	20.31%	32.09%
Single Discount Rate to Calculate Plan Liabilities	4.69%	5.04%	4.25%	4.25%	4.25%	7.50%

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EXHIBIT B

REQUIRED SUPPLEMENTARY INFORMATION
(As of the June 30, 2023 Measurement Date)

The Collaborative's Actuarially Determined Contribution (ADC) is an amount actuarially determined in accordance with the parameters of GASB Statement No. 74/75 which is composed of the service cost and an amortization of the unfunded liability. For FY 2023 and future years we have used a 30-year amortization increasing by 3.00% per year of the Collaborative's unfunded liability for the purpose of calculating ADC. The following table shows the components of the Collaborative's annual ADC and the amount actually contributed to the plan:

Actuarially Determined Contribution - Deficiency / (Excess)

For the Fiscal Year Ending:	June 30, 2023	June 30, 2022	June 30, 2021	June 30, 2020	June 30, 2019
I. Service Cost	747,196	917,149	804,839	776,751	752,044
II. 30 Year Amortization of NOL Increasing by 3.00% per year	75,557	79,667	98,296	174,634	128,767
III. Actuarial Determined Contribution [I. + II.]	822,753	996,816	903,135	951,385	880,811
IV. Contributions in Relation to the Actuarially Determined Contribution	(128,142)	(1,694,497)	(51,730)	(45,883)	(61,922)
V. Contribution Deficiency / (Excess) [III. + IV.]	694,611	(697,681)	851,405	905,502	818,889
Covered Employee Payroll	14,197,170	11,143,102	10,818,546	11,425,179	11,092,407
Contributions as a % of Covered Employee Payroll	0.90%	15.21%	0.48%	0.40%	0.56%
Discount Rate	4.69%	5.04%	4.25%	4.25%	4.25%
Money Weighted Rate of Return	8.31%	(14.79%)	23.55%	5.63%	6.88%

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EXHIBIT B

REQUIRED SUPPLEMENTARY INFORMATION
(As of the June 30, 2023 Measurement Date)

Notes to Required Supplementary Information:

Valuation Date:	Actuarially Determined Contribution was calculated as of July 1, 2022.
Actuarial Cost Method:	Individual Entry Age Normal
Asset-Valuation Method:	Market Value of Assets as of the Measurement Date, June 30, 2023.

Actuarial Assumptions:

Investment Rate of Return:	5.30%, net of OPEB plan investment expense, including inflation.
Municipal Bond Rate	4.13% as of June 30, 2023 (source: S&P Municipal Bond 20-Year High Grade Index – SAPIHG)
Single Equivalent Discount Rate:	4.69%, net of OPEB plan investment expense, including inflation
Inflation:	2.50% as of June 30, 2023 and for future periods
Salary Increases:	3.00% annually as of June 30, 2023 and for future periods
Cost of Living Adjustment:	Not Applicable

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REQUIRED SUPPLEMENTARY INFORMATION
(As of the June 30, 2023 Measurement Date)

Pre-Retirement Mortality:	General: RP-2014 Mortality Table for Blue Collar Employees projected generationally with scale MP-2016 for males and females, set forward 1 year for females Teachers: RP-2014 Mortality Table for White Collar Employees projected generationally with scale MP-2016 for males and females
Post-Retirement Mortality:	General: RP-2014 Mortality Table for Blue Collar Healthy Annuitants projected generationally with scale MP-2016 for males and females, set forward 1 year for females Teachers: RP-2014 Mortality Table for White Collar Healthy Annuitants projected generationally with scale MP-2016 for males and females
Disabled Mortality:	General: RP-2014 Mortality Table for Blue Collar Healthy Annuitants projected generationally with scale MP-2016 for males and females, set forward 1 year Teachers: RP-2014 Mortality Table for White Collar Healthy Annuitants projected generationally with scale MP-2016 for males and females

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EXHIBIT B

REQUIRED SUPPLEMENTARY INFORMATION
(As of the June 30, 2023 Measurement Date)

Plan Membership

At July 1, 2022, OPEB plan membership consisted of the following:

Retirees & Beneficiaries:	14
Actives:	229
Total:	243

Events Subsequent to the Measurement Date

To the best of our knowledge there were no material events subsequent to the Measurement Date that would impact the figures shown in this report.

Changes in Assumptions: From June 30, 2022 to June 30, 2023

- ✓ Due to the GASB 75 standards the discount rate has been changed from 5.04% to 4.69%.
- ✓ Based on ongoing actuarial research, we have modified our assumption for future increases in healthcare costs using the Getzen model to reflect higher costs in the near-term.

Contributions/Withdrawals:

The contribution requirements of plan members and the Collaborative are established and may be amended through Collaborative ordinances. The Collaborative contributed $64,074 beyond the pay-as-you-go cost for the period ending on the June 30, 2023 Measurement Date. For the year ending on the June 30, 2023 Measurement Date total Collaborative premiums plus implicit costs for the retiree medical program were $64,068. $9,121 of the $64,068 represents implicit cost.

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REQUIRED SUPPLEMENTARY INFORMATION
(As of the June 30, 2023 Measurement Date)

Census Data Manipulation:

In the absence of data, the following was assumed:

Spouse Sex:	Male participants had female spouses and vice versa.
Spouse Age:	Male spouses were three years older than female spouses and same sex spouses were the same age.
Hire Age:	Participants who were not on the previous valuation were hired halfway between last valuation and the current valuation. If we did not have census data related to the last valuation, the participants were assumed to have been hired at age forty.
Retiree Age:	Retirees had the same birth date as they had the prior valuation. If we did not have census data related to the last valuation, retirees who were enrolled in Active plans were assumed to be age sixty-two and retirees who were enrolled in Medicare Supplement plans were assumed to be age seventy-two. Those not enrolled in a medical plan were assumed to be sixty-seven.
School Demographics:	N/A
Other Material Changes:	No other data changes were deemed to be material.

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APPENDIX I – LIABILITIES, ASSETS, & CASH FLOWS

CONTRIBUTION PROJECTION DISCLOSURES

Table 1: Projection of Contributions using a July 1, 2022 Valuation Date

For the Period Ending on the Measurement Date	I. Payroll for current employees	II. Payroll for future employees	III. Total Payroll [I.+II.]	IV. Contributions from current employees	V. Employer Payments for current plan members	VI. Employer Payments for future employees	VII. Total Payments [IV.+V.+VI.]
June 30, 2023	14,197,170	0	14,197,170	0	64,068	0	64,068
June 30, 2024	13,066,009	1,557,076	14,623,085	0	91,727	0	91,727
June 30, 2025	12,170,379	2,891,399	15,061,778	0	109,715	0	109,715
June 30, 2026	11,412,237	4,101,394	15,513,631	0	120,286	0	120,286
June 30, 2027	10,815,249	5,163,791	15,979,040	0	128,962	0	128,962
June 30, 2028	10,327,028	6,131,383	16,458,411	0	141,506	0	141,506
June 30, 2029	9,899,984	7,052,179	16,952,163	0	169,316	0	169,316
June 30, 2030	9,491,205	7,969,523	17,460,728	0	188,809	0	188,809
June 30, 2031	9,171,062	8,813,488	17,984,550	0	215,340	0	215,340
June 30, 2032	8,831,130	9,692,957	18,524,087	0	249,910	0	249,910
June 30, 2033	8,499,511	10,580,299	19,079,810	0	281,482	0	281,482
June 30, 2034	8,270,515	11,381,689	19,652,204	0	342,304	22,462	364,766
June 30, 2035	7,970,732	12,271,038	20,241,770	0	384,869	54,045	438,914
June 30, 2036	7,768,444	13,080,579	20,849,023	0	436,050	88,181	524,231
June 30, 2037	7,621,413	13,853,081	21,474,494	0	491,012	130,754	621,766
June 30, 2038	7,473,279	14,645,450	22,118,729	0	549,873	177,887	727,760
June 30, 2039	7,376,552	15,405,739	22,782,291	0	618,093	203,311	821,404
June 30, 2040	7,255,157	16,210,603	23,465,760	0	682,717	231,393	914,110
June 30, 2041	7,170,433	16,999,300	24,169,733	0	753,950	264,129	1,018,079
June 30, 2042	7,057,085	17,837,740	24,894,825	0	840,422	283,841	1,124,263
June 30, 2043	6,949,949	18,691,721	25,641,670	0	890,528	307,165	1,197,693
June 30, 2044	6,816,849	19,594,071	26,410,920	0	891,708	374,968	1,266,676
June 30, 2045	6,681,356	20,521,892	27,203,248	0	993,321	464,876	1,458,197
June 30, 2046	6,557,425	21,461,920	28,019,345	0	1,058,896	562,008	1,620,904
June 30, 2047	6,422,608	22,437,317	28,859,925	0	1,045,861	679,085	1,724,946
June 30, 2048	6,246,011	23,479,712	29,725,723	0	1,113,714	804,233	1,917,947
June 30, 2049	6,034,269	24,583,226	30,617,495	0	1,192,386	883,947	2,076,333
June 30, 2050	5,826,327	25,709,693	31,536,020	0	1,257,382	971,343	2,228,725
June 30, 2051	5,597,684	26,884,417	32,482,101	0	1,307,206	1,067,319	2,374,525
June 30, 2052	5,300,765	28,155,799	33,456,564	0	1,410,277	1,136,948	2,547,225
June 30, 2053	5,002,705	29,457,556	34,460,261	0	1,482,436	1,214,812	2,697,248
June 30, 2054	4,665,197	30,828,872	35,494,069	0	1,521,496	1,332,554	2,854,050
June 30, 2055	4,338,941	32,219,950	36,558,891	0	1,543,030	1,469,810	3,012,840
June 30, 2056	3,992,480	33,663,178	37,655,658	0	1,547,359	1,615,022	3,162,381
June 30, 2057	3,618,834	35,166,494	38,785,328	0	1,618,892	1,780,027	3,398,919
June 30, 2058	3,206,502	36,742,386	39,948,888	0	1,701,381	1,950,536	3,651,917
June 30, 2059	2,821,121	38,326,234	41,147,355	0	1,776,649	2,094,315	3,870,964
June 30, 2060	2,435,323	39,946,453	42,381,776	0	1,818,870	2,247,019	4,065,889
June 30, 2061	2,037,486	41,615,743	43,653,229	0	1,872,243	2,406,659	4,278,902
June 30, 2062	1,678,416	43,284,410	44,962,826	0	1,911,601	2,561,530	4,473,131

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APPENDIX I – LIABILITIES, ASSETS, & CASH FLOWS

CONTRIBUTION PROJECTION DISCLOSURES (CONTINUED)

Table 1: Projection of Contributions using a July 1, 2022 Valuation Date

For the Period Ending on the Measurement Date	I. Payroll for current employees	II. Payroll for future employees	III. Total Payroll [I.+II.]	IV. Contributions from current employees	V. Employer Payments for current plan members	VI. Employer Payments for future employees	VII. Total Payments [IV.+V.+VI.]
June 30, 2063	1,413,301	44,898,410	46,311,711	0	1,961,349	2,728,364	4,689,713
June 30, 2064	1,143,653	46,557,409	47,701,062	0	1,993,509	2,935,391	4,928,900
June 30, 2065	862,196	48,269,898	49,132,094	0	1,988,721	3,163,541	5,152,262
June 30, 2066	624,756	49,981,301	50,606,057	0	2,013,221	3,407,723	5,420,944
June 30, 2067	441,402	51,682,837	52,124,239	0	2,067,181	3,675,257	5,742,438
June 30, 2068	325,996	53,361,970	53,687,966	0	2,106,330	3,952,088	6,058,418
June 30, 2069	216,070	55,082,535	55,298,605	0	2,131,021	4,220,801	6,351,822
June 30, 2070	120,459	56,837,104	56,957,563	0	2,176,878	4,500,475	6,677,353
June 30, 2071	38,010	58,628,280	58,666,290	0	2,222,646	4,792,693	7,015,339
June 30, 2072	22,858	60,403,421	60,426,279	0	2,241,559	5,078,159	7,319,718
June 30, 2073	10,285	62,228,782	62,239,067	0	2,258,041	5,376,729	7,634,770
June 30, 2074	0	64,106,239	64,106,239	0	2,267,428	5,690,586	7,958,014
June 30, 2075	0	66,029,426	66,029,426	0	2,272,763	6,015,202	8,287,965
June 30, 2076	0	68,010,309	68,010,309	0	2,270,181	6,356,736	8,626,917
June 30, 2077	0	70,050,618	70,050,618	0	2,255,009	6,710,829	8,965,838
June 30, 2078	0	72,152,137	72,152,137	0	2,219,980	7,072,685	9,292,665
June 30, 2079	0	74,316,701	74,316,701	0	2,177,837	7,457,401	9,635,238
June 30, 2080	0	76,546,202	76,546,202	0	2,134,461	7,851,445	9,985,906
June 30, 2081	0	78,842,588	78,842,588	0	2,077,590	8,255,570	10,333,160
June 30, 2082	0	81,207,866	81,207,866	0	2,011,165	8,676,304	10,687,469
June 30, 2083	0	83,644,102	83,644,102	0	1,932,756	9,109,764	11,042,520
June 30, 2084	0	86,153,425	86,153,425	0	1,849,120	9,554,666	11,403,786
June 30, 2085	0	88,738,028	88,738,028	0	1,760,509	10,014,678	11,775,187
June 30, 2086	0	91,400,169	91,400,169	0	1,663,918	10,492,625	12,156,543
June 30, 2087	0	94,142,174	94,142,174	0	1,558,728	10,984,941	12,543,669
June 30, 2088	0	96,966,439	96,966,439	0	1,449,702	11,494,649	12,944,351
June 30, 2089	0	99,875,432	99,875,432	0	1,340,739	12,029,220	13,369,959
June 30, 2090	0	102,871,695	102,871,695	0	1,228,721	12,577,362	13,806,083
June 30, 2091	0	105,957,846	105,957,846	0	1,117,854	13,144,206	14,262,060
June 30, 2092	0	109,136,581	109,136,581	0	1,010,355	13,735,554	14,745,909
June 30, 2093	0	112,410,678	112,410,678	0	905,047	14,345,431	15,250,478
June 30, 2094	0	115,782,998	115,782,998	0	803,844	14,973,607	15,777,451
June 30, 2095	0	119,256,488	119,256,488	0	707,574	15,624,718	16,332,292
June 30, 2096	0	122,834,183	122,834,183	0	616,900	16,300,165	16,917,065
June 30, 2097	0	126,519,208	126,519,208	0	532,335	16,998,143	17,530,478

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APPENDIX I – LIABILITIES, ASSETS, & CASH FLOWS

FIDUCIARY NET POSITION PROJECTION DISCLOSURES

Table 2: Projection of OPEB Plan's Fiduciary Net Position using a July 1 2022 Valuation Date

For the Period Ending on the Measurement Date	I. Beginning Fiduciary Net Position for Current Plan Members	II. Employer Share of Benefit Payments for Current Plan Members	III. Contributions to Trust for Current Plan Members beyond Pay-as-you-go	IV. Gross Contributions to Trust for Current Plan Members [II. + III.]	V. Administrative Expenses Withdrawn from the Trust for Current Plan Members	VI. Benefit Payments Withdrawn from the Trust	VII. Trust Withdrawals [V. +VI.]	VIII. Investment Earnings	IX. Ending Fiduciary Net Position for Current Plan Members
June 30, 2023	6,030,973	64,068	64,074	128,142	0	64,068	64,068	503,660	6,598,707
June 30, 2024	6,598,707	91,727	0	91,727	0	91,727	91,727	312,491	6,911,198
June 30, 2025	6,911,198	109,715	0	109,715	0	109,715	109,715	366,293	7,277,491
June 30, 2026	7,277,491	120,286	0	120,286	0	120,286	120,286	385,707	7,663,198
June 30, 2027	7,663,198	128,962	0	128,962	0	128,962	128,962	406,149	8,069,347
June 30, 2028	8,069,347	141,506	0	141,506	0	141,506	141,506	427,675	8,497,022
June 30, 2029	8,497,022	169,316	0	169,316	0	169,316	169,316	450,342	8,947,364
June 30, 2030	8,947,364	188,809	0	188,809	0	188,809	188,809	474,210	9,421,574
June 30, 2031	9,421,574	215,340	0	215,340	0	215,340	215,340	499,343	9,920,917
June 30, 2032	9,920,917	249,910	0	249,910	0	249,910	249,910	525,809	10,446,726
June 30, 2033	10,446,726	281,482	0	281,482	0	281,482	281,482	553,676	11,000,402
June 30, 2034	11,000,402	342,304	0	342,304	0	364,766	364,766	583,021	11,560,961
June 30, 2035	11,560,961	384,869	0	384,869	0	438,914	438,914	612,731	12,119,647
June 30, 2036	12,119,647	436,050	0	436,050	0	524,231	524,231	642,341	12,673,807
June 30, 2037	12,673,807	491,012	0	491,012	0	621,766	621,766	671,712	13,214,765
June 30, 2038	13,214,765	549,873	0	549,873	0	727,760	727,760	700,383	13,737,261
June 30, 2039	13,737,261	618,093	0	618,093	0	821,404	821,404	728,075	14,262,025
June 30, 2040	14,262,025	682,717	0	682,717	0	914,110	914,110	755,887	14,786,519
June 30, 2041	14,786,519	753,950	0	753,950	0	1,018,079	1,018,079	783,686	15,306,076
June 30, 2042	15,306,076	840,422	0	840,422	0	1,124,263	1,124,263	811,222	15,833,457
June 30, 2043	15,833,457	890,528	0	890,528	0	1,197,693	1,197,693	839,173	16,365,465
June 30, 2044	16,365,465	891,708	0	891,708	0	1,266,676	1,266,676	867,370	16,857,867
June 30, 2045	16,857,867	993,321	0	993,321	0	1,458,197	1,458,197	893,467	17,286,458
June 30, 2046	17,286,458	1,058,896	0	1,058,896	0	1,620,904	1,620,904	916,182	17,640,632
June 30, 2047	17,640,632	1,045,861	0	1,045,861	0	1,724,946	1,724,946	934,953	17,896,500
June 30, 2048	17,896,500	1,113,714	0	1,113,714	0	1,917,947	1,917,947	948,515	18,040,782
June 30, 2049	18,040,782	1,192,386	0	1,192,386	0	2,076,333	2,076,333	956,161	18,112,996
June 30, 2050	18,112,996	1,257,382	0	1,257,382	0	2,228,725	2,228,725	959,989	18,101,642
June 30, 2051	18,101,642	1,307,206	0	1,307,206	0	2,374,525	2,374,525	959,387	17,993,710
June 30, 2052	17,993,710	1,410,277	0	1,410,277	0	2,547,225	2,547,225	953,667	17,810,429
June 30, 2053	17,810,429	1,482,436	0	1,482,436	0	2,697,248	2,697,248	943,953	17,539,570
June 30, 2054	17,539,570	1,521,496	0	1,521,496	0	2,854,050	2,854,050	929,597	17,136,613
June 30, 2055	17,136,613	1,543,030	0	1,543,030	0	3,012,840	3,012,840	908,240	16,575,043
June 30, 2056	16,575,043	1,547,359	0	1,547,359	0	3,162,381	3,162,381	878,477	15,838,498
June 30, 2057	15,838,498	1,618,892	0	1,618,892	0	3,398,919	3,398,919	839,440	14,897,911
June 30, 2058	14,897,911	1,701,381	0	1,701,381	0	3,651,917	3,651,917	789,589	13,736,964
June 30, 2059	13,736,964	1,776,649	0	1,776,649	0	3,870,964	3,870,964	728,059	12,370,708
June 30, 2060	12,370,708	1,818,870	0	1,818,870	0	4,065,889	4,065,889	655,648	10,779,337
June 30, 2061	10,779,337	1,872,243	0	1,872,243	0	4,278,902	4,278,902	571,305	8,943,983
June 30, 2062	8,943,983	1,911,601	0	1,911,601	0	4,473,131	4,473,131	474,031	6,856,484

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APPENDIX I – LIABILITIES, ASSETS, & CASH FLOWS

FIDUCIARY POSITION PROJECTION DISCLOSURES (CONTINUED)

Table 2: Projection of OPEB Plan's Fiduciary Net Position using a July 1 2022 Valuation Date

For the Period Ending on the Measurement Date	I. Beginning Fiduciary Net Position for Current Plan Members	II. Employer Share of Benefit Payments for Current Plan Members	III. Contributions to Trust for Current Plan Members beyond Pay-as-you-go	IV. Gross Contributions to Trust for Current Plan Members [II. + III.]	V. Administrative Expenses Withdrawn from the Trust for Current Plan Members	VI. Benefit Payments Withdrawn from the Trust	VII. Trust Withdrawals [V. +VI.]	VIII. Investment Earnings	IX. Ending Fiduciary Net Position for Current Plan Members
June 30, 2063	6,856,484	1,961,349	0	1,961,349	0	4,689,713	4,689,713	363,394	4,491,514
June 30, 2064	4,491,514	1,993,509	0	1,993,509	0	4,928,900	4,928,900	238,050	1,794,173
June 30, 2065	1,794,173	1,988,721	0	1,988,721	0	5,152,262	5,152,262	95,091	0
June 30, 2066	0	2,013,221	0	2,013,221	0	5,420,944	5,420,944	0	0
June 30, 2067	0	2,067,181	0	2,067,181	0	5,742,438	5,742,438	0	0
June 30, 2068	0	2,106,330	0	2,106,330	0	6,058,418	6,058,418	0	0
June 30, 2069	0	2,131,021	0	2,131,021	0	6,351,822	6,351,822	0	0
June 30, 2070	0	2,176,878	0	2,176,878	0	6,677,353	6,677,353	0	0
June 30, 2071	0	2,222,646	0	2,222,646	0	7,015,339	7,015,339	0	0
June 30, 2072	0	2,241,559	0	2,241,559	0	7,319,718	7,319,718	0	0
June 30, 2073	0	2,258,041	0	2,258,041	0	7,634,770	7,634,770	0	0
June 30, 2074	0	2,267,428	0	2,267,428	0	7,958,014	7,958,014	0	0
June 30, 2075	0	2,272,763	0	2,272,763	0	8,287,965	8,287,965	0	0
June 30, 2076	0	2,270,181	0	2,270,181	0	8,626,917	8,626,917	0	0
June 30, 2077	0	2,255,009	0	2,255,009	0	8,965,838	8,965,838	0	0
June 30, 2078	0	2,219,980	0	2,219,980	0	9,292,665	9,292,665	0	0
June 30, 2079	0	2,177,837	0	2,177,837	0	9,635,238	9,635,238	0	0
June 30, 2080	0	2,134,461	0	2,134,461	0	9,985,906	9,985,906	0	0
June 30, 2081	0	2,077,590	0	2,077,590	0	10,333,160	10,333,160	0	0
June 30, 2082	0	2,011,165	0	2,011,165	0	10,687,469	10,687,469	0	0
June 30, 2083	0	1,932,756	0	1,932,756	0	11,042,520	11,042,520	0	0
June 30, 2084	0	1,849,120	0	1,849,120	0	11,403,786	11,403,786	0	0
June 30, 2085	0	1,760,509	0	1,760,509	0	11,775,187	11,775,187	0	0
June 30, 2086	0	1,663,918	0	1,663,918	0	12,156,543	12,156,543	0	0
June 30, 2087	0	1,558,728	0	1,558,728	0	12,543,669	12,543,669	0	0
June 30, 2088	0	1,449,702	0	1,449,702	0	12,944,351	12,944,351	0	0
June 30, 2089	0	1,340,739	0	1,340,739	0	13,369,959	13,369,959	0	0
June 30, 2090	0	1,228,721	0	1,228,721	0	13,806,083	13,806,083	0	0
June 30, 2091	0	1,117,854	0	1,117,854	0	14,262,060	14,262,060	0	0
June 30, 2092	0	1,010,355	0	1,010,355	0	14,745,909	14,745,909	0	0
June 30, 2093	0	905,047	0	905,047	0	15,250,478	15,250,478	0	0
June 30, 2094	0	803,844	0	803,844	0	15,777,451	15,777,451	0	0
June 30, 2095	0	707,574	0	707,574	0	16,332,292	16,332,292	0	0
June 30, 2096	0	616,900	0	616,900	0	16,917,065	16,917,065	0	0
June 30, 2097	0	532,335	0	532,335	0	17,530,478	17,530,478	0	0

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APPENDIX I – LIABILITIES, ASSETS, & CASH FLOWS

BENEFIT PAYMENT PROJECTION DISCLOSURES

Table 3: Actuarial Present Values of Projected Benefit Payments using a July 1, 2022 Valuation Date

For the Period Ending on the Measurement Date	I. Beginning Fiduciary Net Position for Current Plan Members	II. Benefit Payments for Current Plan Members	III. Funded Portion of Benefit Payments	IV. Unfunded Portion of Benefit Payments [II. - III.]	V. Present Value of Funded Benefit Payments using the Long-Term Rate of Return [5.30%]	VI. Present Value of Unfunded Benefit Payments using the Municipal Bond Rate [4.13%]	VII. Present Value of Benefit Payments using the Single Equivalent Discount Rate [4.69%]
June 30, 2023	6,030,973	64,068	64,068	0	64,068	0	64,068
June 30, 2024	6,598,707	91,727	91,727	0	87,110	0	87,620
June 30, 2025	6,911,198	109,715	109,715	0	98,949	0	100,110
June 30, 2026	7,277,491	120,286	120,286	0	103,022	0	104,841
June 30, 2027	7,663,198	128,962	128,962	0	104,893	0	107,370
June 30, 2028	8,069,347	141,506	141,506	0	109,303	0	112,538
June 30, 2029	8,497,022	169,316	169,316	0	124,202	0	128,626
June 30, 2030	8,947,364	188,809	188,809	0	131,530	0	137,012
June 30, 2031	9,421,574	215,340	215,340	0	142,462	0	149,267
June 30, 2032	9,920,917	249,910	249,910	0	157,010	0	165,474
June 30, 2033	10,446,726	281,482	281,482	0	167,945	0	178,033
June 30, 2034	11,000,402	342,304	342,304	0	193,955	0	206,808
June 30, 2035	11,560,961	384,869	384,869	0	207,096	0	222,113
June 30, 2036	12,119,647	436,050	436,050	0	222,827	0	240,382
June 30, 2037	12,673,807	491,012	491,012	0	238,284	0	258,561
June 30, 2038	13,214,765	549,873	549,873	0	253,418	0	276,591
June 30, 2039	13,737,261	618,093	618,093	0	270,520	0	296,985
June 30, 2040	14,262,025	682,717	682,717	0	283,765	0	313,347
June 30, 2041	14,786,519	753,950	753,950	0	297,599	0	330,547
June 30, 2042	15,306,076	840,422	840,422	0	315,035	0	351,960
June 30, 2043	15,833,457	890,528	890,528	0	317,015	0	356,244
June 30, 2044	16,365,465	891,708	891,708	0	301,458	0	340,744
June 30, 2045	16,857,867	993,321	993,321	0	318,908	0	362,577
June 30, 2046	17,286,458	1,058,896	1,058,896	0	322,850	0	369,206
June 30, 2047	17,640,632	1,045,861	1,045,861	0	302,826	0	348,333
June 30, 2048	17,896,500	1,113,714	1,113,714	0	306,242	0	354,323
June 30, 2049	18,040,782	1,192,386	1,192,386	0	311,372	0	362,366
June 30, 2050	18,112,996	1,257,382	1,257,382	0	311,818	0	365,008
June 30, 2051	18,101,642	1,307,206	1,307,206	0	307,857	0	362,480
June 30, 2052	17,993,710	1,410,277	1,410,277	0	315,415	0	373,551
June 30, 2053	17,810,429	1,482,436	1,482,436	0	314,865	0	375,082
June 30, 2054	17,539,570	1,521,496	1,521,496	0	306,896	0	367,728
June 30, 2055	17,136,613	1,543,030	1,543,030	0	295,574	0	356,234
June 30, 2056	16,575,043	1,547,359	1,547,359	0	281,485	0	341,237
June 30, 2057	15,838,498	1,618,892	1,618,892	0	279,675	0	341,027
June 30, 2058	14,897,911	1,701,381	1,701,381	0	279,131	0	342,355
June 30, 2059	13,736,964	1,776,649	1,776,649	0	276,809	0	341,493
June 30, 2060	12,370,708	1,818,870	1,818,870	0	269,124	0	333,955
June 30, 2061	10,779,337	1,872,243	1,872,243	0	263,078	0	328,362
June 30, 2062	8,943,983	1,911,601	1,911,601	0	255,088	0	320,253

Sum of Column V.
10,204,003

Sum of Column VI.
6,218,053

Sum of Column VII. [V. + VI.]
16,422,056

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APPENDIX I – LIABILITIES, ASSETS, & CASH FLOWS

BENEFIT PAYMENT PROJECTION DISCLOSURES (CONTINUED)

Table 3: Actuarial Present Values of Projected Benefit Payments using a July 1, 2022 Valuation Date

For the Period Ending on the Measurement Date	I. Beginning Fiduciary Net Position for Current Plan Members	II. Benefit Payments for Current Plan Members	III. Funded Portion of Benefit Payments	IV. Unfunded Portion of Benefit Payments [II. - III.]	V. Present Value of Funded Benefit Payments using the Long-Term Rate of Return [5.30%]	VI. Present Value of Unfunded Benefit Payments using the Municipal Bond Rate [4.13%]	VII. Present Value of Benefit Payments using the Single Equivalent Discount Rate [4.69%]
June 30, 2063	6,856,484	1,961,349	1,961,349	0	248,554	0	313,874
June 30, 2064	4,491,514	1,993,509	1,993,509	0	239,914	0	304,736
June 30, 2065	1,794,173	1,988,721	1,794,173	194,548	205,056	35,612	290,392
June 30, 2066	0	2,013,221	0	2,013,221	0	353,922	280,807
June 30, 2067	0	2,067,181	0	2,067,181	0	349,009	275,422
June 30, 2068	0	2,106,330	0	2,106,330	0	341,528	268,073
June 30, 2069	0	2,131,021	0	2,131,021	0	331,841	259,071
June 30, 2070	0	2,176,878	0	2,176,878	0	325,551	252,796
June 30, 2071	0	2,222,646	0	2,222,646	0	319,225	246,554
June 30, 2072	0	2,241,559	0	2,241,559	0	309,186	237,518
June 30, 2073	0	2,258,041	0	2,258,041	0	299,119	228,551
June 30, 2074	0	2,267,428	0	2,267,428	0	288,461	219,225
June 30, 2075	0	2,272,763	0	2,272,763	0	277,684	209,901
June 30, 2076	0	2,270,181	0	2,270,181	0	266,378	200,275
June 30, 2077	0	2,255,009	0	2,255,009	0	254,114	190,029
June 30, 2078	0	2,219,980	0	2,219,980	0	240,255	178,700
June 30, 2079	0	2,177,837	0	2,177,837	0	226,355	167,458
June 30, 2080	0	2,134,461	0	2,134,461	0	213,057	156,774
June 30, 2081	0	2,077,590	0	2,077,590	0	199,163	145,764
June 30, 2082	0	2,011,165	0	2,011,165	0	185,157	134,786
June 30, 2083	0	1,932,756	0	1,932,756	0	170,888	123,731
June 30, 2084	0	1,849,120	0	1,849,120	0	157,015	113,076
June 30, 2085	0	1,760,509	0	1,760,509	0	143,568	102,837
June 30, 2086	0	1,663,918	0	1,663,918	0	130,314	92,843
June 30, 2087	0	1,558,728	0	1,558,728	0	117,239	83,079
June 30, 2088	0	1,449,702	0	1,449,702	0	104,719	73,808
June 30, 2089	0	1,340,739	0	1,340,739	0	93,010	65,204
June 30, 2090	0	1,228,721	0	1,228,721	0	81,862	57,081
June 30, 2091	0	1,117,854	0	1,117,854	0	71,525	49,605
June 30, 2092	0	1,010,355	0	1,010,355	0	62,085	42,827
June 30, 2093	0	905,047	0	905,047	0	53,411	36,646
June 30, 2094	0	803,844	0	803,844	0	45,559	31,091
June 30, 2095	0	707,574	0	707,574	0	38,513	26,142
June 30, 2096	0	616,900	0	616,900	0	32,248	21,771
June 30, 2097	0	532,335	0	532,335	0	26,725	17,946

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APPENDIX II – PLAN PROVISIONS

Plan Year	July 1 through June 30.
Premium Effective Date	**Medicare Supplement Plans:** effective July 1, 2023 **Active Plans:** effective July 1, 2023 **Dental Plans:** N/A
Creditable Service	Elapsed time from date of hire to termination of service date.
Benefits Offered	Comprehensive Medical, Dental & $5,000 of Life Insurance.
Medicare Part A	To the best of our knowledge the Collaborative does not pay any Medicare Part A premiums or penalties.
Medicare Part B	Medicare Part B Premium reimbursements by the Collaborative were not reflected in this valuation. Medicare Part B Penalty reimbursements by the Collaborative were not reflected in this valuation.
Surviving Spouse Coverage	Surviving spouses pay 10% of premiums.

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APPENDIX II – PLAN PROVISIONS

Eligibility

Hire Date	Eligibility
Before April 2, 2012	•Age 55 with 10 years of creditable service •20 years of service regardless of age
On or after April 2, 2012	•Age 60 with 10 years of creditable service

Participant Contributions

Group	Individual	Two-Person / Family
Medical	•Participants who retire on or after October 1, 2009 pay 20% •Participants who retire between July 1, 1994 and October 1, 2009 pay 15% •All others pay 10% •Retirees who elect CIC coverage shall pay 100% of the incremental cost of such coverage	•Participants who retire on or after October 1, 2009 pay 20% •Participants who retire between July 1, 1994 and October 1, 2009 pay 15% •All others pay 10% •Retirees who elect CIC coverage shall pay 100% of the incremental cost of such coverage
Dental	100%	100%
Life	Same as Medical	N/A

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APPENDIX III – ACTUARIAL METHODS & ASSUMPTIONS

Pre-Retirement Mortality	General: RP-2014 Mortality Table for Blue Collar Employees projected generationally with scale MP-2016 for males and females, set forward 1 year for females Teachers: RP-2014 Mortality Table for White Collar Employees projected generationally with scale MP-2016 for males and females
Post-Retirement Mortality	General: RP-2014 Mortality Table for Blue Collar Healthy Annuitants projected generationally with scale MP-2016 for males and females, set forward 1 year for females Teachers: RP-2014 Mortality Table for White Collar Healthy Annuitants projected generationally with scale MP-2016 for males and females
Disabled Mortality	General: RP-2014 Mortality Table for Blue Collar Healthy Annuitants projected generationally with scale MP-2016 for males and females, set forward 1 year Teachers: RP-2014 Mortality Table for White Collar Healthy Annuitants projected generationally with scale MP-2016 for males and females
Assumption Experience Study	The actuarial assumptions used to calculate the actuarial accrued liability and the service cost primarily reflect the latest experience studies of the Massachusetts PERAC issued in 2014 and their most recent analysis of retiree mortality during 2015 and 2016.
Discount Rate	4.69% per annum (previously 5.04%)
Net Long Term Rate of Return	5.30% (based on investment policy)
Municipal Bond Rate	4.13% as of June 30, 2023 (source: S&P Municipal Bond 20-Year High Grade Index – SAPIHG)
Actuarial Cost Method	Individual Entry Age Normal
Asset-Valuation Method	Market Value of Assets as of the Measurement Date, June 30, 2023

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APPENDIX III – ACTUARIAL METHODS & ASSUMPTIONS

Employee Termination

It was assumed that employees would terminate employment in accordance with the sample rates shown in the following table:

Service	Male	Female
0	15.00%	15.00%
5	7.60%	7.60%
10	5.40%	5.40%
15	3.30%	3.30%
20	2.00%	2.00%

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APPENDIX III – ACTUARIAL METHODS & ASSUMPTIONS

Retirement Rates for Eligible Employees

Age	Standard Male	Standard Female	Male Teachers	Female Teachers
45 - 49	0.00%	0.00%	0.00%	0.00%
50 - 51	3.00%	3.00%	2.00%	1.50%
52	3.00%	3.00%	2.00%	1.50%
53	3.00%	3.00%	2.00%	1.50%
54	3.00%	3.50%	2.00%	2.00%
55	3.50%	5.00%	6.00%	5.00%
56	3.50%	5.00%	20.00%	15.00%
57	4.00%	5.50%	40.00%	35.00%
58	5.00%	6.00%	50.00%	35.00%
59	6.00%	6.50%	50.00%	35.00%
60	9.00%	7.50%	40.00%	35.00%
61	11.00%	10.00%	40.00%	35.00%
62	15.00%	15.00%	35.00%	35.00%
63	15.00%	15.00%	35.00%	35.00%
64	16.00%	15.00%	35.00%	35.00%
65	20.00%	20.00%	35.00%	35.00%
66	20.00%	20.00%	40.00%	35.00%
67	20.00%	20.00%	40.00%	30.00%
68	20.00%	20.00%	40.00%	30.00%
69	20.00%	20.00%	40.00%	30.00%
70	100.00%	100.00%	100.00%	100.00%
71	100.00%	100.00%	100.00%	100.00%
72	100.00%	100.00%	100.00%	100.00%

Permanent Disability Rates

Age	Standard	Teachers
20	0.01%	0.05%
30	0.01%	0.07%
40	0.07%	0.21%
50	0.13%	0.42%
60	0.12%	0.50%

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APPENDIX III – ACTUARIAL METHODS & ASSUMPTIONS

Trend Rate

Medicare Part A & B Premiums & Penalties: N/A

Medical Plans: Rates were developed using the SOA Getzen Model of Long-Run Medical Cost Trends with the following model input variables:

Inflation (CPI):	2.50%
Real GDP (per capita):	1.10%
Excess Medical Cost Growth:	1.10%
Expected Health Share of GDP in 2030:	21%
Health Share of GDP Resistance Point:	22.5%
Year for Limiting Cost Growth to GDP Growth:	2060

See below for a table of trend rates for select years:

Year	Rate
2021	9.00%
2022	8.00%
2023	6.50%
2024	5.00%
2025	4.96%
2026	4.92%
2027	4.88%
2028	4.84%
2029	4.81%
2030 - 2037	4.77%
2050	4.38%
2060+	3.63%

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APPENDIX III – ACTUARIAL METHODS & ASSUMPTIONS

Participation Rate	It was assumed that 80% of employees eligible to receive retirement benefits would enroll in the retiree medical plans upon retirement. For life insurance plans, it was assumed that 80% of eligible employees would elect coverage upon retirement.
Spouse Participation Rate	It was assumed that 80% of male employees and 70% of female employees who elect retiree healthcare coverage for themselves would also elect coverage for a spouse upon retirement.
Medicare Eligibility	It was assumed that retirees who were over age 66 on the valuation date and were enrolled in an Active plan were ineligible for Medicare and all other participants would be eligible for Medicare at age 65, absent any information to the contrary.
Compensation Increases	3.00% per year.
Inflation Rate	2.50% per year.
COVID–19	We recognize that COVID–19 may impact plan experience. We have reviewed the assumptions used in this report. Based on the data that is currently available, we have not made any adjustments to these assumptions to reflect the impact of COVID–19. We will continue to monitor the impact of COVID–19 to determine if adjustments to valuation assumptions are warranted.

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APPENDIX III – ACTUARIAL METHODS & ASSUMPTIONS

Implicit Subsidy

The implicit subsidy arises because retirees who are not eligible for Medicare are charged the same premium as active employees, even though their actual medical costs are higher on average. Consequently, a portion of the premiums being paid for active employees are being used to "subsidize" the premiums of retirees. Actuarial Standards of Practice and GASB standards require the liability associated with this implicit subsidy to be valued. The chart below shows a breakdown of how implicit cost impacts reported cash flows and liabilities. Actuarial Standard of Practice No. 6 ("ASOP 6") requires us to recognize this implicit subsidy while the plan sponsor may only pay the premiums billed by an insurance provider.

Impact of Implicit Subsidy

	As of the Measurement Date	
Impact on Liability	**June 30, 2023**	**June 30, 2022**
I. Total OPEB Liability	8,406,758	7,855,437
II. Total OPEB Liability (Excluding Implicit Subsidy)	7,114,600	6,470,686
III. Liability from Implicit Subsidy [I. - II.]	1,292,158	1,384,751

	For the Measurement Period Ending	
Impact on Payments	**June 30, 2023**	**June 30, 2022**
IV. Employer Payments (Including Implicit Subsidy)	64,068	53,917
V. Actual Employer Payments	54,947	53,917
VI. Implicit Subsidy [IV. - V.]	9,121	0

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APPENDIX III – ACTUARIAL METHODS & ASSUMPTIONS

Pre-65 and post-65 per capita costs were developed using fully insured premium rates.

ANNUAL PER CAPITA CLAIMS*

ACTIVE EMPLOYEES

Age Bracket	Female	Male
24 & Under	4,419	2,785
25 to 29	6,519	2,898
30 to 34	8,237	3,638
35 to 39	8,485	4,568
40 to 44	8,685	5,691
45 to 49	9,540	7,185
50 to 54	11,222	9,463
55 to 59	12,973	12,303
60 to 64	15,438	15,787
65 to 69	18,506	19,693
70 & Over	21,822	23,599

RETIREE - NOT MEDICARE ELIGIBLE

Age Bracket	Female	Male
44 & Under	8,685	5,691
45 to 49	9,540	7,185
50 to 54	11,222	9,463
55 to 59	12,973	12,303
60 to 64	15,438	15,787
65 to 69	18,506	19,693
70 to 74	21,822	23,599
75 to 79	25,344	27,872
80 to 84	29,058	32,037
85 to 89	33,169	36,671
90 & Over	33,169	36,671

RETIREE - MEDICARE ELIGIBLE

Age Bracket	Female	Male
65 to 69	3,210	3,296
70 to 74	3,786	3,950
75 to 79	4,394	4,664
80 to 84	5,039	5,361
85 to 89	5,632	5,972
90 & Over	5,632	5,972

*Based on SOA 'Health Care Costs--From Birth to Death' study published in 2013

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APPENDIX III – ACTUARIAL METHODS & ASSUMPTIONS

Open Group Forecast

For the projection of plan liabilities in future years, it was assumed that the number of active employees will remain constant and those who terminate employment or retire will be replaced with new employees with the demographics below:

Open Group Forecast Population Demographics		
Age	**Male**	**Female**
20	8.0%	5.0%
30	7.0%	14.0%
40	20.0%	19.0%
50	10.0%	10.0%
60	3.0%	4.0%
Total	48.0%	52.0%

Additional Comments

The liabilities being reported as of the Measurement Date of June 30, 2023 reflect a closed group and do not reflect any new entrants after the valuation date.

To the best of our knowledge all employees who are eligible on the valuation date are included in the actuarial valuation.

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APPENDIX IV – PLAN DEMOGRAPHICS

Active Employees

Valuation Date	July 1, 2022	July 1, 2020
A. Average Age at Hire	34.05	33.21
B. Average Service	4.54	4.32
C. Average Current Age	38.59	37.53

Retired Employees & Spouses

Valuation Date	July 1, 2022	July 1, 2020
A. Under Age 65	3	1
B. Age 65 & Over	11	11
C. Total	14	12

Average Service Age

	Years of Service									
Age	0-4	5-9	10-14	15-19	20-24	25-29	30-34	35-39	40+	**Total**
0-24	24									24
25-29	31	5								36
30-34	35	13	4							52
35-39	8	12	7							27
40-44	16	3	5	7	1					32
45-49	8	2	1							11
50-54	11	3	1			1	1			17
55-59	8	1	2	3						14
60-64	5	4			1					10
65-69	3	1								4
70+		2								2
Total	149	46	20	10	2	1	1			229

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APPENDIX IV – PLAN DEMOGRAPHICS

Plan Offerings	Number of Contracts			
	Single	Two-Person	Family	Total
Harvard Pilgrim Explorer	31		23	54
Harvard Pilgrim Quality	15		10	25
Mass General Brigham Health Plan Complete	6		2	8
UniCare Total Choice	2			2
UniCare PLUS	14		16	30
UniCare Community Choice	15		5	20
Unicare Medicare Extension	2	1		3
Harvard Pilgrim Medicare Enhance		1		1
Tufts Medicare Preferred	1	2		3
Total	86	4	56	146

	Per Contract Costs (monthly)		
	Single	Two-Person	Family
Harvard Pilgrim Explorer	973.50		2,405.60
Harvard Pilgrim Quality	719.20		1,823.80
Mass General Brigham Health Plan Complete	889.80		2,345.40
UniCare Total Choice	1,344.40		2,974.30
UniCare PLUS	881.40		2,091.70
UniCare Community Choice	674.70		1,664.20
Unicare Medicare Extension	423.80	847.60	
Harvard Pilgrim Medicare Enhance	420.60	841.20	
Tufts Medicare Preferred	351.70	703.40	
Dental Plan	N/A		N/A

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APPENDIX IV – PLAN DEMOGRAPHICS

	Active Plan Average Premium Calculation					
	Single	Two-Person	Family	Number of Participants	Total Premiums Paid	Claims Without Children
Harvard Pilgrim Explorer	31		23	77	1,026,087.60	899,514.00
Harvard Pilgrim Quality	15		10	35	348,312.00	302,064.00
Mass General Brigham Health Plan Complete	6		2	10	120,355.20	106,776.00
UniCare Total Choice	2			2	32,265.60	32,265.60
UniCare PLUS	14		16	46	549,681.60	486,532.80
UniCare Community Choice	15		5	25	221,298.00	202,410.00
Total	83	0	56	195	2,298,000.00	2,029,562.40
				Blended Average Monthly Rate:	$	867.33

	Medicare Supplement Plan Average Premium Calculation					
	Single	Two-Person	Family	Number of Participants	Total Premiums Paid	Claims Without Children
Unicare Medicare Extension	2	1		4	20,342.40	20,342.40
Harvard Pilgrim Medicare Enhance		1		2	10,094.40	10,094.40
Tufts Medicare Preferred	1	2		5	21,102.00	21,102.00
Total	3	4	0	11	51,538.80	51,538.80
				Blended Average Monthly Rate:	$	390.45

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APPENDIX V – OVERVIEW OF GASB 74 & 75

Before Statements 74 and 75, GASB statement 45 established the reporting standards for Other Postemployment Benefit ("OPEB") plans. It was designed to recognize the Other Postemployment Benefits earned by employees throughout their working career vs. when they are paid in retirement – accrual accounting vs. "pay-as-you-go" accounting. Additionally, each eligible active employee earns benefits each year representing benefits to be paid in retirement or a "Service Cost". These amounts are reflected in your financial statement each year so that OPEB benefits for an eligible employee shall be fully charged to the financial statement when that eligible employee terminates employment.

In 2012 GASB issued GASB Statements 67 and 68 to update and standardize the financial reporting of pension liabilities. This increased the transparency of pension liabilities by moving them to the balance sheet and made financial statement disclosures of pension liabilities more comparable between municipal entities. GASB Statements 74 and 75 are designed to have the same effect on OPEB plans.

GASB 74 and 75 require retiree medical plans to disclose information about asset and liability levels and show historical contribution information. GASB 74 only applies in situations where a separate trust is established to prefund these benefits. GASB 75 requires employers to perform periodic actuarial valuations to determine annual accounting costs and to keep a running tally of the extent to which these amounts are over or under funded.

GASB 74 and 75 apply to those benefits provided after retirement, except for pension benefits, such as medical, dental and life insurance. The philosophy behind the accounting standard is that these postemployment benefits are part of the compensation earned by employees in return for their services, and the cost of these benefits should be recognized while employees are providing those services, rather than after they have retired. This philosophy has already been applied for years to defined benefit pensions; GASB 74 and 75 extend this practice to all other postemployment benefits.

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APPENDIX V – OVERVIEW OF GASB 74 & 75

The process of determining the liability for OPEB benefits is based on many assumptions about future events. The key actuarial assumptions are:

Turnover and retirement rates – How likely is it that an employee will qualify for postemployment benefits and when will they start?

Medical inflation and claims cost assumptions – When an employee starts receiving postemployment benefits many years from now, how much will be paid each year for the benefits and how rapidly will the costs grow?

Mortality assumption – How long is a retiree likely to receive benefits?

Discount rate assumption – What is the present value of those future benefit payments in terms of today's dollars?

Since the liability is being recognized over the employee's whole career with the Collaborative, the present value is divided into three pieces: the part that is attributed to past years (the "Total OPEB Liability" or "Past Service Liability"), the part that is being earned this year (the "Service Cost"), and the part that will be earned in future years (the "Future Service Liability").

Once the Accrued Liability and the Service Cost have been calculated, the next step is to determine an actuarially determined contribution. This is an amount that if paid annually would fully prefund the benefits for current active and retired employees. This consists of two pieces:

- ✓ Service Cost – because the benefits earned by active employees each year should be paid for each year
- ✓ Past Service Cost – a catch-up payment to fund the Accrued Liability over a period of time determined by an actuary

The final step is to keep track going forward of how much of the contribution is actually paid. There is no requirement to actually fund these benefits, but the cumulative deficiency must be disclosed on the Collaborative's financial statements as the Net OPEB Liability (NOL). If you decide to fully fund the NOL this will appear in the financial statement as a Net OPEB Asset. In addition, the Discount Rate used to calculate the liabilities must reflect the expected investment income of whatever funds are set aside to prefund the benefits; if there is no prefunding then the Discount Rate will be much lower and the liabilities significantly higher than if the benefits are prefunded.

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APPENDIX VI – ASOP 41 DISCLOSURES

The Actuarial Standards Board (the "ASB"), vested by the U.S.-based actuarial organizations[1], promulgates actuarial standards of practice ("ASOPs") for use by actuaries when providing professional services in the United States. Each of these organizations requires its members, through its Code of Professional Conduct[2], to observe the ASOPs of the ASB when practicing in the United States.

The ASOPs are not narrowly prescriptive and neither dictate a single approach nor mandate a particular outcome. ASOPs are intended to provide actuaries with a framework for performing professional assignments and to offer guidance on relevant issues, recommended practices, documentation, and disclosure. Each ASOP articulates a process of analysis, documentation, and disclosure that, in the ASB's judgment, constitutes appropriate practice within the scope and purpose of the ASOP.

ASOP 41 provides guidance to actuaries with respect to actuarial communications and requires certain disclosures which are contained in this Appendix.

Identification of the Responsible Actuary

The responsible actuary is Parker Elmore, ASA, EA, FCA, MAAA of Odyssey Advisors. This actuary is available to provide supplementary information and explanation.

Identification of Actuarial Documents

The date of this document is September 14, 2023 and its subject is the Valley Collaborative's GASB 75 OPEB liabilities.

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[1] The American Academy of Actuaries (the "Academy"), the American Society of Pension Professionals and Actuaries, the Casualty Actuarial Society, the Conference of Consulting Actuaries, and the Society of Actuaries.

[2] These organizations adopted identical *Codes of Professional Conduct* effective January 1, 2001

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APPENDIX VI – ASOP 41 DISCLOSURES

Disclosures in Actuarial Reports

- ✓ The contents of this report are intended for the use of the officers, employees, and elected officials of the Collaborative and the Collaborative's appointed auditor. The Collaborative may distribute this report to those parties that have a legal right to require the Collaborative to provide it, in which case it will be provided in its entirety including all assumptions, caveats, and limitations. In addition, we request that the Collaborative notify Odyssey Advisors to whom it was distributed.
- ✓ The purpose of this engagement was to provide the Collaborative with analysis of the GASB 75 OPEB liabilities.
- ✓ The responsible actuary identified above is qualified as specified in the Qualification Standards of the American Academy of Actuaries.
- ✓ Actuarial valuations involve estimates of the value of reported amounts and assumptions about the probability of events far into the future. Actuarially determined amounts are subject to continual revision as actual results are compared to past expectations and new estimates are made about the future.
- ✓ Actuarial computations under GASB 75 are for purposes of fulfilling financial accounting requirements of the Collaborative. Determinations for purposes other than meeting these financial accounting requirements may be significantly different from the results contained in this report. These communications should not be relied upon for any other purpose.
- ✓ The Valley Collaborative has agreed to pay Odyssey Advisors a fee for preparing this report. Other than with regard to that contract, we are financially and organizationally independent from the Collaborative and any entity or individual related to the Collaborative. There is nothing in our relationship with the Collaborative that would impair or seem to impair the objectivity of our work.
- ✓ The Collaborative provided the employee/retiree data, premium rates and other information used to prepare our report. We have reviewed the data for reasonableness but have not audited it. To the extent that there are material inaccuracies in the data, our results may be accordingly affected.
- ✓ The date through which data or other information has been considered in developing the findings included in this report is June 30, 2023.
- ✓ The various documents comprising the actuarial report are contained within the document to which these disclosures are attached.

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APPENDIX VI – ASOP 41 DISCLOSURES

Events Subsequent to the Measurement Date

To the best of our knowledge there were no material events subsequent to the Measurement Date that would impact the figures shown in this report.

Actuarial Findings

The actuarial findings of the report can be found in the report to which these disclosures are attached.

Methods, Procedures, Assumptions, and Data

The methods, procedures, assumptions and data used by the actuary can be found in the report to which these disclosures are attached.

Assumptions or Methods Prescribed by Law

While not legally binding, our determinations were made in accordance with our understanding of Statement No. 75 of the Governmental Accounting Standards Board. Actuarial computations under GASB 75 are for purposes of fulfilling employer accounting requirements. Determinations for purposes other than meeting such requirements may be significantly different from these results. Accordingly, additional determinations may be needed for other purposes.

Responsibility for Assumptions and Methods

The actuary does not disclaim responsibility for any material assumption(s) or method(s).

Deviation from the Guidance of an ASOP

The actuary has not deviated materially from the guidance set forth in an applicable ASOP.

Rounding

Results in this report are shown to the nearest dollar. Due to the predictive nature of these results, no implication is made as to the degree of precision in these unrounded figures. Clients should work with their auditors to decide if it would be prudent to round these results when applying them to the financial statements.

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GLOSSARY

Accrual Accounting – A system of accounting in which revenues are recorded when earned and outlays are recorded when goods are received or services performed, even though the actual receipt of revenues and payment for goods or services may occur, in whole or in part, at a different time.

Actuarially Determined Contribution – Amount of funding required annually to fully fund plan benefits. Determined by the actuary using a consistent methodology.

Amortization – Allows the recognition of liability over a fixed period of time.

Cash Basis Accounting – A system of accounting in which revenues are recorded when received and outlays are recorded when payment is made.

Deferred Inflows/Outflows of Resources – Amounts arising from experience gains and losses that have not been recognized into the OPEB Expense but will be recognized in the future.

Discount Rate – The interest rate used to calculate the present value of future cash flows. Under GASB 75, the rate should be the expected long-term rate of return on investments for a plan that is being fully funded, the 20-year municipal bond index for a pay-as-you-go plan, and a blend of the two rates for a plan that is being partially funded.

Entry Age Normal – Under this method, the annual service cost for each individual active member, payable from the date of employment to the date of retirement, is sufficient to accumulate the value of the member's benefit at the time of retirement. The annual service cost for each active member is a level percent of payroll. The total OPEB liability is the actuarial present value of the projected benefit times the ratio of past service to expected total service at retirement/termination.

Fiduciary Net Position – The value of cash, investments, other assets and property belonging to an OPEB trust.

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GLOSSARY

Government Accounting Standards Board (GASB) – "The Governmental Accounting Standards Board (GASB) was organized in 1984 by the Financial Accounting Foundation (FAF) to establish standards of financial accounting and reporting for state and local governmental entities. Its standards guide the preparation of external financial reports of those entities."

Implicit Subsidy – The liability that arises because retirees who are not eligible for Medicare are charged the same premium as active employees even though their actual medical costs are higher on average.

Irrevocable Contribution – The transfer of assets to a qualified trust in which assets may only be withdrawn for the purpose of providing retiree other postemployment benefits.

Net OPEB Liability (NOL) – Total OPEB Liability less the Fiduciary Net Position.

Other Postemployment Benefits (OPEB) – Benefits that an employee will begin to receive at the start of retirement. This does not include pension benefits paid to the retired employee.

OPEB Trust – An entity which holds assets for the sole purpose of funding OPEB. All contributions and earning within this entity must be irrevocable and protected from creditors.

Pay-as-you-go funding – Paying benefits (such as pensions or OPEB) on a cash basis, with no money set aside for future liabilities which are already incurred.

Service Cost – The actuarially determined present value contribution needed to fund benefits which are earned for employee service rendered during the current year. Service cost depends on many factors, including the interest rate used to discount future cashflows, and expected inflation.

Total OPEB Liability (TOL) – That portion, as determined by the Individual Entry Age Normal Actuarial Cost Method, of the Actuarial Present Value of benefits and expenses which are not provided for by future Service Costs.

Other Postemployment Benefits ("OPEB") FAQ's

Phone: (855) 401-GAIN (4246) | Email: GASB75@OdysseyAdvisors.com

Other Postemployment Benefits or OPEB represents a large liability on the balance sheet of many municipal entities across the United States. As various stakeholders try to understand it, we wanted to answer many of the frequently asked questions to allow you to make better decision on your program.

1. What is OPEB?

Other Postemployment Benefits ("OPEB") refers to benefits, other than pension, offered to employees after they leave employment. The most common benefits are medical, dental, and life insurance.

2. Does OPEB affect my bond/credit ratings?

OPEB is one element that rating agencies consider when they determine your bond rating. S&P and Moodys have recently increased the share of their rating based on municipal debt including General Obligation, Pension & OPEB.

3. How does OPEB impact my financial statement?

With the implementation of GASB 75, your OPEB liability has moved from the notes section of your financial statement to the balance sheet. While this doesn't change your liability, it does make it more visible. Your OPEB assets (if any) may allow for the use of a higher discount rate which serves to reduce this disclosed liability beyond the actual amount of OPEB assets.

4. What are the key assumptions?

- **Discount Rate**
  What interest rate is being used to value liabilities in today's dollars?
- **Termination Rate**
  What percentage of employees are going to leave each year prior to retirement?
- **Retirement Rates**
  What percentage of eligible employees are going to retire each year?
- **Election Percent**
  What percentage of employees are going to elect coverage for themselves in retirement? For their spouse?
- Trend Rate
  How much are medical (and dental) costs expected to increase each year?

5. How is the discount rate determined?

There are five key factors that determine the discount rate:

- **Employer Share of Costs**
  What is the portion of retiree medical, dental, and/or life benefits paid by the Employer each year?
- **Municipal Bond Rate**
  What are high-grade municipal bonds earning as of the Measurement Date?
- **Current Asset Level**
  What is the value of the assets currently held in an irrevocable OPEB trust?
- **Funding Policy**
  How much is expected to be contributed to the OPEB Trust each year?
- **Investment Policy**
  How will OPEB assets be invested (e.g., target % in stocks, bonds, cash, etc.)?

For more information on OPEB visit OdysseyAdvisors.com

Odyssey ADVISORS

Other Postemployment Benefits ("OPEB") FAQ's

Phone: (855) 401-GAIN (4246) | Email: GASB75@OdysseyAdvisors.com

6. How high of a rate of return on investments should we assume?

The rating agency, Moody's, has been calculating liabilities at a lower discount rate than the actuarial report if they feel the assumed rate of return is higher than can be justified by the investment policy, increasing the liability they use when determining the bond rating. Therefore, we recommend using an assumed rate of return that is in line with your investment policy rather than an overly aggressive rate.

7. What is Service Cost?

Service Cost represents the present value of the benefits to be paid in the future that are earned by active employees in the current year. This can be thought of as deferred compensation that active employees earn during the year that they are expected to receive in retirement (typically in the form of a medical, dental, and/or life insurance benefit).

8. What is the impact of Medicare Supplement plans on my OPEB liability?

Medicare Supplement plans generally represent the majority of your OPEB liability (usually 75% to 85%). While your active plans impact OPEB, most of the costs relate to the payments you make for your active employees rather than your retirees.

9. Why does the employer share of costs differ from what I am paying each year?

This is because your employer share of costs includes an implicit subsidy. The implicit subsidy arises because retirees who are not eligible for Medicare often are charged the same premium as active employees even though they are expected to incur higher medical costs as they age. Consequently, a portion of the premiums being paid for active employees "subsidize" the premiums of retirees. Actuarial Standards of Practice and GASB standards require the liability associated with this implicit subsidy to be valued.

10. Should I fund my OPEB Liability?

While you are not required to fund your OPEB liability, the management of your OPEB liability (including the level of funding) is one element that rating agencies consider when determining a municipality's bond rating. You should consider this, coupled with your other financial needs, when determining whether funding is right for you.

11. Are my peers funding?

While most municipalities are far from fully funded, with the implementation of GASB 74/75, we are seeing many municipalities begin to fund who had not previously done so.

12. What can we do with money in an OPEB trust?

At any time, regardless of your funding status, you can use money in your OPEB trust to pay up to the full amount of expected retiree contributions including implicit cost each year.

13. What else can we do to manage the liability besides funding?

- **Change Medicare Prescription Drug Benefit**
  As most OPEB Plans see 75%-85% of the total liability related to benefits paid after attainment of Medicare eligibility, this is the most impactful area to make changes. We've seen plan sponsors modify their drug formulary which can reduce current medical payments by 20% to 25% and OPEB liabilities by 15% to 20%.

  Make your Plan secondary to Medicare
  If you haven't already done so, you should mandate that those retirees who are eligible for Medicare enroll in it and allow your Plan to become a secondary payor.

- **Change Cost Sharing**
  Under Massachusetts law, the maximum allowable contribution rate is 50%. As you charge retirees more, your cash costs & disclosed liabilities will decrease.

For more information on OPEB visit OdysseyAdvisors.com

Other Postemployment Benefits ("OPEB") FAQ's

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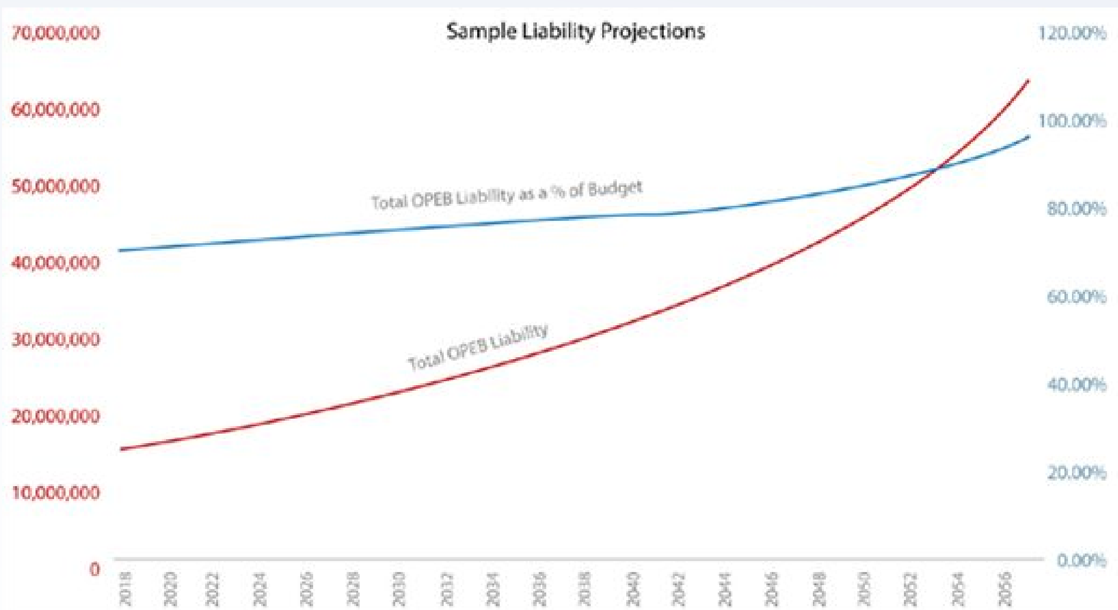
14. How many towns are funding their liability?

As of January 1, 2019, a survey of Odyssey clients shows that 79% of the towns and cities in Massachusetts are funding; however, most of them are not materially funded. Only 53% of the towns and cities are over 1% funded, 19% are over 10% funded and 11% are over 20% funded.

Future Liabilities & Expenses

While your projected future Total OPEB Liability may appear daunting, a more relevant metric is the relation to your budget and your ability to pay. The following graph depicts a sample OPEB Plan and shows the relation of the Total OPEB Liability to the annual budget (assuming your budget increases 3.00% per year). As you can see, while the liability increases significantly, it only increases slightly as a percent of the budget.



The above graph is based on a Total OPEB Liability that is projected to increase from $15 million to $65 million between 2018 & 2056. The Total OPEB Liability as a percentage of budget is projected to increase from 72% to 98% between 2018 & 2056.

Other Postemployment Benefits ("OPEB") FAQ's

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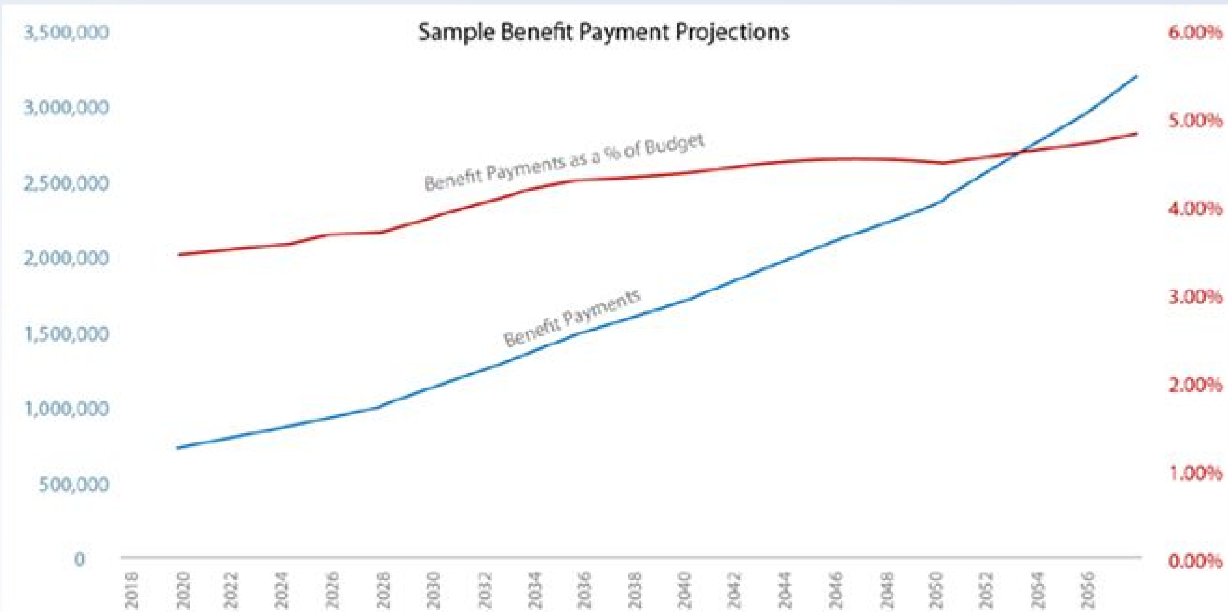
Similarly, while benefit payments (e.g. the portion of premiums that you pay for your retirees) will likely increase significantly in coming years, the increase in costs appears far more manageable when seen as a percentage of the annual budget.



The above graph is based on benefit payments ("Employer share of costs") that are projected to increase from $700 thousand to $3 million between 2018 & 2056. Benefit payments as a percent of budget are projected to increase from 3.5% to 4.9% between 2018 & 2056.

If you have any questions or would like more information, please contact your Odyssey Advisors representative.

Parker Elmore, ASA, EA, MAAA, FCA is a Consulting Actuary in both the Las Vegas & Connecticut offices of Odyssey. Contact him at **pelmore@odysseyadvisors.com.**

For more information on OPEB visit OdysseyAdvisors.com

VALLEY COLLABORATIVE
TREASURER'S REPORT
AUGUST 31, 2023

		Beginning Balance	Receipts	Payroll	Accounts Payable	Earnings	Transfers	Ending Balance
ENTERPISE BANK ACCOUNTS								
Operating	**a/c 493426**	$ 3,977,537.12	$ 567,824.04		$ (366,560.72)		$ (1,650,000.00)	$ 2,528,800.44
Payroll	**a/c 795823**	$ 818,969.73		$ (1,829,072.59)			$ 1,650,000.00	$ 639,897.14
Joe's Bistro	**a/c 531401**	$ 7,201.91	$ 702.09					$ 7,904.00
ICS MMDA	**a/c 856490**	$ 4,733.43				$ 1.99		$ 4,735.42
Capital Reserve	**a/c 4063467**	$ 1,500,000.00						$ 1,500,000.00
Independence Project	**a/c 821315**	$ 864.36	$ -	$ -	$ -	$ -	$ -	$ 864.36
TOTAL ENTERPRISE BANK ACCOUNTS		$ 6,309,306.55	$ 568,526.13	$ (1,829,072.59)	$ (366,560.72)	$ 1.99	$ -	$ 4,682,201.36
MMDT	**a/c 0044263747**	$ 1,047,734.56	$ -	$ -	$ -	$ 4,943.50	$ -	$ 1,052,678.06
Total Unrestricted Cash		$ 7,357,041.11	$ 568,526.13	$ (1,829,072.59)	$ (366,560.72)	$ 4,945.49	$ -	$ 5,734,879.42
PARS OPEB Trust		$ 6,742,885.75	$ -	$ -	$ (1,925.85)	$ (127,644.84)	$ -	$ 6,613,315.06
TOTAL CASH		$ 14,099,926.86	$ 568,526.13	$ (1,829,072.59)	$ (368,486.57)	$ (122,699.35)	$ -	$ 12,348,194.48

Central Administration

11 Executive Park Drive, N. Billerica, MA 01862 | Tel: (978) 528-7826 | www.valleycollaborative.org

MEMORANDUM

To: Valley Collaborative Board of Directors
From: Dr. Chris A. Scott, Executive Director
Date: October 19, 2023
Re: Valley Collaborative Technology Plan

Please find Valley's Technology Plan, attached.

Required Action:
None

Attachments:
Valley Collaborative Technology Plan

Valley
COLLABORATIVE

Technology Plan

2018 - 2024

I. Executive Summary

Valley Collaborative's technology plan is a strategic roadmap that outlines our vision for integrating technology into education, enhancing learning experiences, and ensuring the efficient operation of our network infrastructure. This plan addresses the current and future needs of our students, teachers, and administrative staff while fostering innovation and excellence in education.

Our technology plan is a dynamic document that evolves with the educational landscape and technological advancements. It serves as a guiding framework to ensure that technology enriches the learning environment and equips our students with the skills they need for success in the digital age.

II. Introduction

Valley Collaborative was established in 1976 to meet the special education needs of the students and adults of its nine member districts and surrounding communities. We currently serve over 400 K-12 students and 225 adults with a dedicated staff of 250 teachers, education specialists, therapists, paraprofessionals and adult support professionals. Valley also provides Social Security Administration (SSA), Massachusetts Department of Developmental Services (DDS), Massachusetts Commission for the Blind (MCB) and Massachusetts Rehabilitation Commission (MRC) programs for Individuals over the age of 18 with special needs.

Valley provides a robust pathway for students to continue their careers beyond high school by providing high quality academic, therapeutic, and vocational services to individuals referred by both local school districts and SSA, DDS, MCB and MRC. We provide programming so students and individuals with special needs can reach their educational and/or occupational goals. By sharing its resources with multiple school districts and social service agencies, Valley is able to provide programming of superior quality at reasonable costs to all those it serves while meeting or exceeding state standards.

Valley's Mission: To work collaboratively in order to create a diverse, equitable, inclusive, and responsive learning environment that recognizes individuals and empowers them to navigate confidently with optimal independence in their community and fosters lifelong learning.

Valley's Vision: Valley Collaborative partners with families, districts, and the community to provide innovative programming that empowers all students and adults to discover their diverse individual strengths, interests, and abilities. In doing so, those we serve become self-actualized members of society who contribute in a responsible manner.

III. Current State Assessment (SY 2018-2019)

Our school's current network infrastructure forms the foundation for technology integration and supports educational and administrative functions. This overview provides a snapshot of the existing network infrastructure as of the date of this plan.

Network Infrastructure:

Network Topology

- The school's network is designed as a combination of wired and wireless connections.
- 40 Linnell Circle is our data center; other locations are connected via fiber optic and tunnels

Hardware Components

- Core networking equipment, including routers, switches, and access points, is distributed strategically throughout the buildings.
- Servers are hosted within a dedicated server room, serving various administrative and educational functions.
- Networking hardware is primarily sourced from HP and Baracuda

Internet Connectivity

- Our schools are currently connected to the Internet via a fiber optic provided by New Horizon Communications.
- The current bandwidth is 300 Mbps circuits.

Wireless Network

- Wireless access points (APs) are positioned throughout the school to provide Wi-Fi coverage in classrooms, common areas, and outdoor spaces.
- The wireless network operates on IEEE 802.11, providing both 2.4GHz and 5GHz bands for connectivity.

Security Measures:

- The network is secured through firewalls, intrusion detection systems (IDS), and antivirus software.

- Content filtering is in place to restrict access to inappropriate or non-educational websites.

User Access

- User access to the network is controlled via an authentication system, ensuring that only authorized users, including students, teachers, and staff, can connect.
- Guest network access is available for visitors and staff personal devices.

Data Storage and Backup

- Data storage is managed through network-attached storage (NAS) devices and dedicated servers.
- Regular data backups are performed to ensure data integrity and availability.

Software and Applications:

- A range of educational and administrative software applications with centrally managed licenses are used.
- Updates and patches are regularly applied to maintain software security.

Technical Support:

- An in-house IT team, including 4 IT professionals, provides technical support for network-related issues. (Summer 2023)
- Support hours and contact information are communicated to all users.

Monitoring and Reporting

- Network performance is monitored using PRTG, enabling real-time tracking of bandwidth utilization, device connectivity, and potential issues.
- Regular reports on network performance and security are generated for analysis.

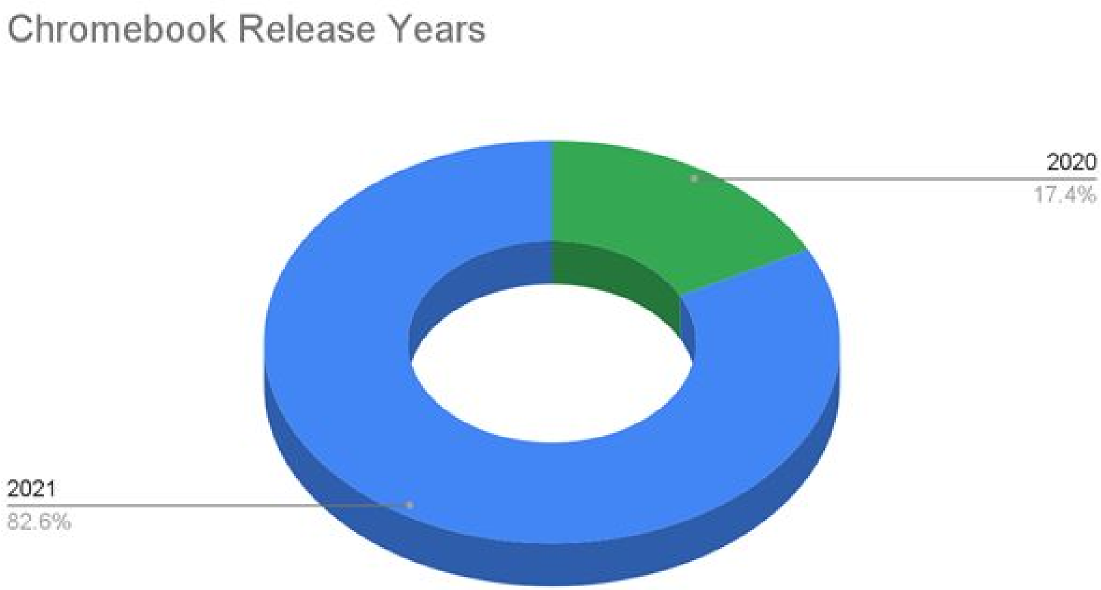
Future Expansion:

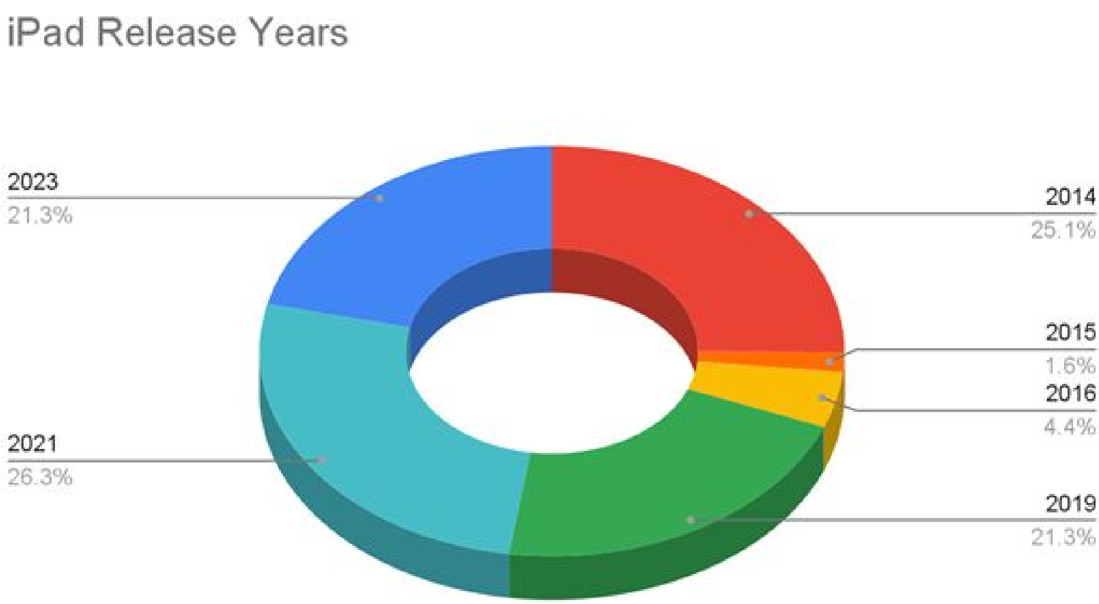
- The existing infrastructure is designed to accommodate future expansion and scalability, with spare ports and additional capacity built into the network design.

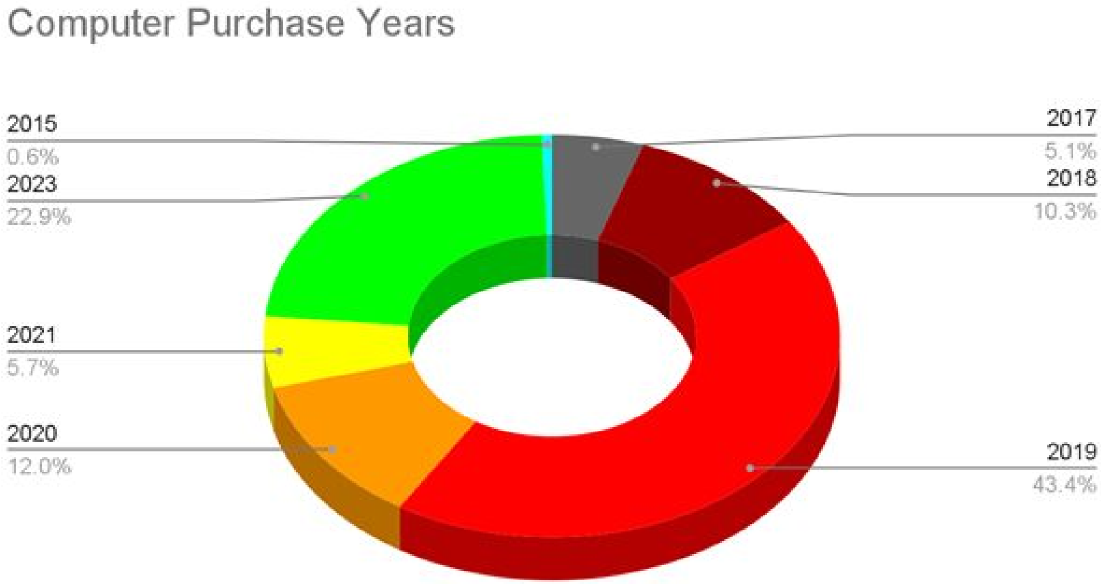
This overview of our current network infrastructure is the foundation for our technology plan. It provides essential insights into the existing capabilities and challenges, which will inform the strategies and initiatives outlined in the plan to enhance our network infrastructure and technology integration to benefit our students, teachers, and staff.

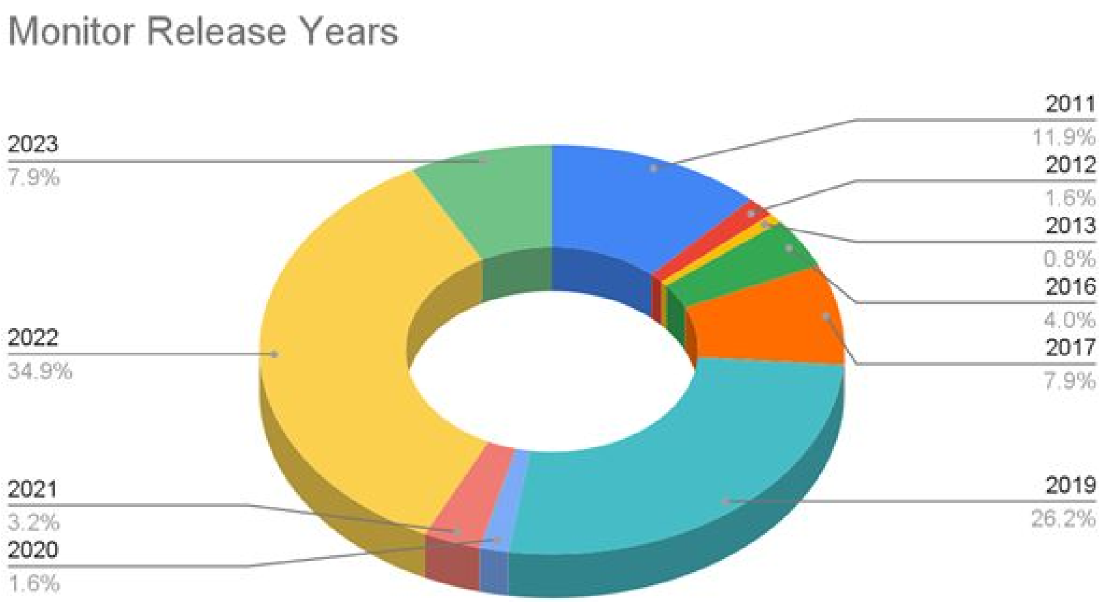
In recognition of the evolving technological landscape and the need to maintain an efficient and productive work environment, we have developed a comprehensive plan to replace our aging computer infrastructure. This initiative is driven by our commitment to staying at the forefront of technology to enhance productivity and ensure the security and reliability of our digital resources.

Aging Charts

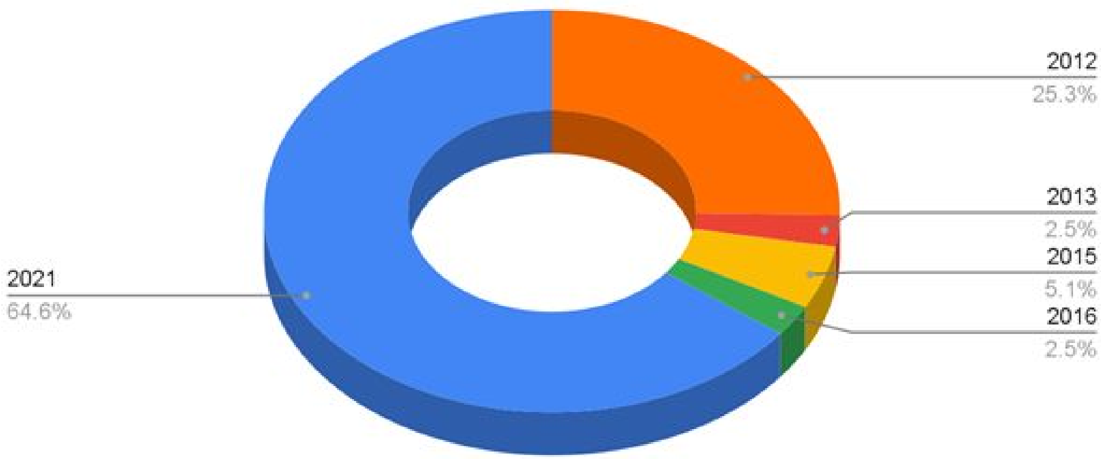




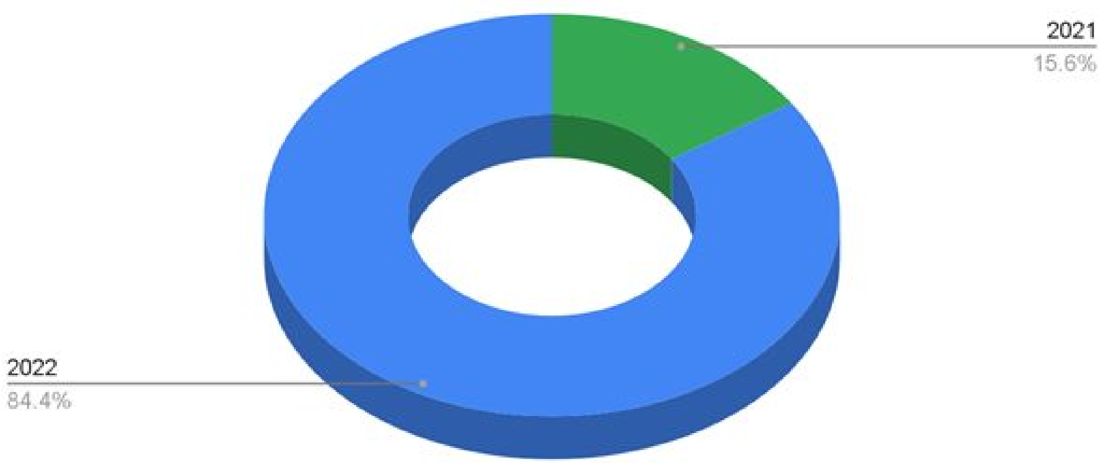

Computer Purchase Years
2015
0.6%
2023
22.9%
2021
5.7%
2020
12.0%
2017
5.1%
2018
10.3%
2019
43.4%


Monitor Release Years
2023
7.9%
2022
34.9%
2021
3.2%
2020
1.6%
2011
11.9%
2012
1.6%
2013
0.8%
2016
4.0%
2017
7.9%
2019
26.2%

Desk Phone Purchase/Release Years



Clear Touch Purchase Years



IV. Vision and Goals

To create a cutting-edge and robust network infrastructure that empowers our school community with seamless access to digital resources fosters innovative teaching and learning, and supports administrative efficiency. We envision a secure, reliable, and scalable network, enabling our students to thrive in a technology-rich environment, our educators to excel in their teaching endeavors, and our school to remain at the forefront of educational innovation.

Budget and Resources

Valley Collaborative's Technology Plan includes expenses such as software licenses, replacements, hardware purchases, maintenance costs, subscriptions, etc. The following fiscal year amounts encumber these aforementioned categories, rolled into an annual gross budgeted amount.

- FY 2024 - $180,000.00 Budgeted
- FY 2023 - $225,000.00 Budgeted
- FY 2022 - $200,000.00 Budgeted
- FY 2021 - $350,000.00 Budgeted
- FY 2020 - $225,000.00 Budgeted
- FY 2019 - $100,000.00 Budgeted
- FY 2018 - $100,000.00 Budgeted

Valley Collaborative's District Improvement Plan

- Strategic Objective 2: Valley Collaborative will provide professional development to build capacity and retain high-quality staff.
- Strategic Initiative a.) Provide content-specific professional development in technology

A snapshot of the District Improvement Plan follows.

Action Plan

Strategic Objective:

2.) Valley Collaborative will provide professional development to build capacity and retain high quality staff

Initiative:

2a.) Develop content specific PD in Technology

Monitoring Progress:

Process Benchmark for Initiative 2a	Person Responsible	Date	Status
Identify PD Focus Group members: • Joia Mercurio • Kari Morrin • Judy Norton • Nicole Noska • Heather Valcanas	PD Focus Group	September 2015	Completed
Define Valley's 'technology' uses and needs		Fall 2015	Completed
Adopt/Modify needs assessment (i.e. DESE's TSAT) for technology to collect baseline data (i.e. "How often do you use…")		Fall 2015	Completed
Administer the DESE's TSAT (modified)		Winter 2016	Completed
Assess needs assessment data		Winter 2016	Completed
Prioritize identified areas of need		Winter 2016	Completed
Modify current PD evaluation form to collect continued progress data		Spring 2016	Completed
Create PD plan for 2016 -2017 school year		Summer 2016	Completed
Provide Beginner Smart Board training for ELA and Humanities as well as Math and Science as a choice for October 7th early release PD Day		Fall 2016	Completed
Provide Beginner and Advanced mandatory Smart Board training for all licensed staff during staff meeting times at the Elementary and Middle/High School level		Spring 2016	Completed

Measuring Impact

Early Evidence of Change: Changes in practice, attitude, or behavior you should begin to see if the initiative is having its desired impact

Early Evidence of Change Benchmark for Initiative 2a	Person Responsible	Date	Status
60% return rate of needs assessment among all staff	PD Focus Group	Winter 2016	Completed
Analyze results and identify top 3 high priority technology PD needs from needs assessment		Winter 2016	Completed

Goals for Network Update

Valley Collaborative will secure the technology consultant group, AdvizeX to aid in the upgrading and enhancement of its infrastructure with a detailed implementation plan: Phase I - Phase IV. Please find the detailed statements of work below:

- **Phase I**
- **Phase II**
- **Phase III**
- **Phase IV**

Enhanced Connectivity

- Goal: Upgrading network component

- Objectives:
  - Install Aruba routers and switches at 40 Linnell Circle, including ten layer of three Aruba 2930 switches and one 5406 router by April 2018.

  - Install Aruba routers and switches at 25 Linnell Circle,135 Coburn Street, and 17 Bridge Street, including six layer three Aruba 2930 switches and one 5406 router (Elementary school) by August 2018.

  - Ensure 99% network uptime, minimizing disruptions to teaching and learning by September 2018

Improved Wi-Fi Coverage

- Goal: Expand and optimize wireless network coverage to support digital learning in all classrooms and common areas.

- Objectives:

  - Install Aruba access points at 40 Linnell Circle, including ten layer of three Aruba 2930 switches and one 5406 router by April 2019.

  - Install Aruba routers and switches at 25 Linnell Circle,135 Coburn Street, and 17 Bridge Street, including six layer three Aruba 2930 switches and one 5406 router (Elementary school) by April 2019.

        - Implement a seamless roaming experience for users moving across the buildings.

Cabling

- Goal: Review all network cables in all locations.

- Objectives:
    - 40LC: All cables have been reviewed and updated - July 2022
    - 25LC: All cables have been reviewed and updated - Jan 2023
    - TYNG: This location needs cables updated in the whole building for the WAP and Offices - Summer 2024

Updating Backup System

- Goal: Ensure the integrity of all technological infrastructure by maintaining frequent backups to protect against any threat.

- Objectives:
    - Maintain automatic, regular backups of all servers
    - Maintain backups of our user database and employee mailboxes for extra protection
    - Synchronize backups across multiple physical locations
    - Ensure timely alerts when a potential backup issue is detected
    - Creating a detailed plan for recovering our systems from a backup in the event of an emergency by October 2023.

Enhanced Security Measures

- Goal: Strengthen network security to protect against cyber threats and ensure student safety.

- Objectives:
    - Implement advanced firewall and intrusion detection systems, replacing Baracuda technology with Fortinet firewalls by May 2019
    - Implementing 2FA (Two Factor Authentication) for Microsoft and G Admin by Oct 2022
    - Regularly update and test cybersecurity protocols.

Security Camera

- Objectives:
    - Upgrade the security camera servers to NVR5 by 2024
    - Adding cameras to 40LC location outdoor and indoor to expand the coverage by 2024

Support for Digital Learning:

- Goal: Enable educators to leverage technology for innovative teaching and students to access digital resources seamlessly.

- Objectives:
    - Provide a 1:1 device-to-student ratio by Sep 2019 - Chromebooks
    - Provide a 1:1 device-to-student ratio by Sep 2023 - iPads
    - Replacing Smartboards and NEC projector with interactive boards by Sep 2024 for all classrooms in both locations.

Professional Development:

- Goal: Equip educators and staff with the necessary skills and knowledge to effectively utilize network resources and digital tools.

- Objectives:
    - Offer ongoing training and workshops for teachers on technology integration and cyber security awareness by September 2024.

Monitoring and Evaluation:

- Goal: Establish a robust monitoring and evaluation framework to assess network performance and adapt to evolving needs.

- Objectives:
    - Implement network monitoring tools and conduct regular performance assessments by July 2021.
    - Collect user feedback and conduct surveys to gauge satisfaction and identify areas for improvement - Every year.

Gaming Room:

- Goal: Establish a game room at 25LC for High school and Middle school students.

- Objectives:
    - Installing an Arcade machine for up to four users by Dec 2023.
    - Setting up gaming consoles, desktops, and displays

V. Strategies and Initiatives

- Network Infrastructure
    - Upgrading hardware (routers, switches, access points)
    - Expanding network coverage
    - Implementing redundancy and backup solutions

- Connectivity
    - Increasing bandwidth to support high-speed internet
    - Ensuring reliable Wi-Fi access throughout the campus
    - Implementing a guest network for visitors

- Security
    - Enhancing cybersecurity measures
    - Implementing content filtering for student safety
    - Conducting regular security audits

- Classroom Technology
    - Providing access to computers or devices for students
    - Promoting interactive whiteboards and projectors
    - Supporting digital learning platforms

11 Executive Park Drive, North Billerica

In 2022, Valley Collaborative moved its Adult programming as well as district offices to a new leased space (12,000 SF) located at 11 Executive Park Drive, North Billerica.

11 Executive Park Drive, North Billerica, has 19 offices, two classrooms, a computer lab, and two milieu spaces.

Internet Connectivity:

- 11 EXE is connected to the Internet via a fiber optic provided by New Horizon Communications. 300 Mbps (Mainline)
- 11 EXE is connected to the Internet via a fiber optic provided by Comcast business (back upline)

Network devices

- 2 Aruba 2930 Switches
- 8 Aruba Access Points
- Fortigate Firewall

Multimedia

- 11 Samsung TVs
- 2 ClearTouch board

Printers

- 6 HP printers
- 1 Toshiba printer

VI. Internet Use Policies

Student Internet Use Policy:

Valley Collaborative's aims to provide students with accessible, up-to-date and reliable information to support them in their studies and educational experience. This goal requires the Collaborative to provide access to the vast information resources on the Internet to help students in their studies and to be well informed. The Internet is an educational tool for the Collaborative. Users must understand that this access is for educational purposes and not for non- educational activities. Students will be utilizing the Internet, but WILL NOT have access to email or instant messaging.

Internet Use

The Collaborative provides students with Internet access in most classrooms and some locations have computer labs. All students may have access to the Internet. Students who wish this access must read and sign the "Student Internet/Email Usage Policy" form.

Authorized Use

The Collaborative's Internet connection is intended primarily for educational use. That means we expect students to use Internet access primarily for education-related purposes, i.e. to research relevant topics and to obtain useful information. The following are specific provisions regarding authorized use of the Collaborative's Internet connection:

- Users may use the Collaborative's Internet services for personal improvement provided that such use is consistent with staff and educational conduct.
- Internet use should be restricted to sites and materials such as news or information that might be considered reasonable if read as a text publication in a classroom or library environment.

Unauthorized Use

Users shall not use the Collaborative's Internet services to view, download, save, receive, or send material related to the following:

- Offensive content of any kind, including pornographicmaterial.
- Propagating a virus, worm, Trojan horse, or trap-door program code.

- Disabling or overloading any computer system or network.
- Circumventing any system intended to protect the privacy or security of another user.
- Promoting discrimination on the basis of race, religion, ethnicity, disability, gender, sexual orientation, race, age, or marital status.
- Visiting websites that promote threatening or violent behavior.
- Using the Internet for illegal activities including the illegal downloading of music, movies,
- or other copyrighted materials.
- Distributing commercial messages.
- Gambling websites.
- Hosting of 'game servers' for online or network gaming.

The above list of prohibited actions is by way of an example only and is not intended to be exhaustive.

Privacy and Monitoring

The Collaborative has software and systems in place to monitor and record all Internet usage. The Collaborative's security systems are capable of recording each website, email, and instant message into and out of its internal networks. The Collaborative reserves the right to do so at any time. No student should have any expectation of privacy as to his or her Internet usage. The Collaborative's technicians will periodically review Internet activity and contact staff of improper use to ensure that the Collaborative Internet resources are devoted to maintaining the highest levels of access and integrity. The Collaborative reserve the right to inspect any and all files stored in private areas of its network in order to assure compliance with this policy.

Accidental/Unintended Violations

The Collaborative does utilize software designed to identify inappropriate or sexually explicit Internet sites. The Collaborative blocks access from within its networks to all such sites. If a student accidentally connects to a site that contains sexually explicit or offensive material, they must disconnect from that site immediately, regardless of whether that site had been previously deemed acceptable by any screening or rating program. A user who accidentally accesses a prohibited site is encouraged to report the incident to staff without the threat of consequences.

Staff Internet Use Policy:

Internet use is a privilege, which is provided to employees and students to conduct research and support educational endeavors. Communications over the network are often public in nature; therefore, general rules and standards for professional behavior and communications will apply. Employees may not use the network, electronic mail, and telecommunications to share confidential information about students or other employees. The Executive Director or his/her designee must approve publication of web pages on either the Collaborative or a member district network prior to publication.

Collaborative administrators and those responsible for managing the local area network may review files and communications to maintain system integrity and to ensure that employees are using the system responsibly. Staff should not expect files stored on district servers to be private. The use of a password to access Collaborative computers does not guarantee a right to privacy of any information stored on, sent from or received by the computer. The following behaviors are not permitted on Collaborative or district networks:

- Unauthorized sharing of confidential information about students or employees.
- Sending or displaying offensive messages or pictures
- Accessing, transmitting, displaying, or using obscene language and material.
- Participating in partisan politics.
- Participating in any communications that facilitate gambling, the illegal sale or use of drugs or alcohol, criminal gang activity or any other violation of the law. This includes threatening, intimidating or harassing any other person or engaging in "spamming" ("spamming" means sending annoying or unnecessary messages to large numbers of people.)
- Engaging in any form of discrimination, including sexual harassment or harassment based on any protected classification.
- Engaging in practices that threaten the integrity of the network (i.e., loading files that may include viruses.)
- Violating copyright laws.
- Using others' passwords without express authorization.
- Trespassing in others folders, documents or files.
- Intentionally wasting resources.
- Employing the network for commercial purposes or financial gain.
- Violating regulations prescribed by the network provider.

All information transmitted by, received from, or stored in Collaborative systems are the property of the Collaborative. Therefore, no expectation of privacy in connection with the use of these systems or with the transmission, receipt, or storage of information on these systems should be expected. The use of a personal password does not give the employee a right of privacy in the information on the system.

The Collaborative may monitor the use of these systems at any time at its discretion. Such monitoring may include printing and reading all email entering, leaving, or stored in Collaborative systems. Network administrators or their designee will report all inappropriate behavior to the employee's principal or supervisor and/or administrator who will take appropriate corrective action. Any other reports of inappropriate behavior, violations, or complaints will be routed to the employee's principal or supervisor for appropriate action. Violations may result in a loss of access and/or corrective action up to and including termination and action as deemed appropriate consistent with the local, state, and federal law. When applicable, law enforcement agencies may become involved. (Children's Internet Protection Act - April 20, 2001).

SOCIAL MEDIA

This policy is adopted in addition to, and not as a substitute for, the internet use policy contained in this Handbook.

The Collaborative recognizes that the use of social media can support its educational goals. The Collaborative also understands that social media can be a fun and rewarding way for employees to share their life and opinions with family, friends, and co-workers. However, the use of social media also presents certain risks to the Collaborative, its students, its employees, and its operations. Thus, it is important for employees to use social media responsibly and safely.

The purpose of this policy is to provide guidelines for the responsible use of social media for employees. For the purpose of this policy, “social media” means any online, electronic, or Internet medium, tool, community, or space for social or professional interaction, networking, sharing user generated content, or public or semi-public communication. Social media can take many different forms, including Internet forums, blogs & microblogs, online profiles, wikis, podcasts, pictures and video, email, text, instant messaging, music-sharing, and chat, to name just a few. Examples of social media include but are not limited to the following: LinkedIn, Facebook, MySpace, Wikipedia, YouTube, Twitter, Skype, Vine, Snapchat, dating websites, and blogs. Given the rapid pace of technological change, it is not possible to identify all types of social media. As such, all online, electronic or computerized means of communication are subject to this policy.

It is essential that social media tools are used appropriately and safely. Employees must exercise common sense and conduct themselves in ways that do not distract from or disrupt the educational process or Collaborative operations. To this end, the following rules apply to employee use of social media.

1.) Employees are prohibited from engaging in improper fraternization with students using email and social media sites, or via cell phone, texting or the telephone.

    a) Employees are prohibited from connecting with current Collaborative students or the families of students via personal social media and shall not respond to social media invitations from students unless approved by their principal or supervisor. There may be situations in which a Collaborative employee may have an existing relationship to a student or the family of a student independent of the Collaborative, in which case they may have an existing social media relationship with such individual(s). In such a situation, the employee must receive approval from the employee's principal or supervisor to establish or maintain such a social media relationship.

b) All electronic communication and contact with students relating to education or Collaborative operations should be through the Collaborative's official computer, email, and telephone system. Such communication by personal mobile phone, text message, personal email, or personal social media is prohibited, except in emergency situations. Employees are strictly prohibited from giving out their private cell phone, home phone numbers, or personal email to students or their families, unless approved by the ExecutiveDirector.

2) Employees should be mindful that the things they say or do on social media are publically available and searchable and may be forever accessible. Employees are free to express their point of view on social media but are responsible for what they post and, thus, should use good judgment and common sense. Generally, comments, expressions, and other postings on social media must be honest and respectful of others,and respect confidential, personal,and proprietary information.

3) Employees may not post or publish anything on social media in the name of the Collaborative or in a manner that could reasonably be attributed to the Collaborative without prior authorization from the Executive Director. Similarly, employees may not post or publish anything on social media as a representation of any opinion or view of Collaborative or any individual on behalf of the Collaborative without prior authorization from the Executive Director. If the business of the Collaborative is the subject of content being published or posted, employees should be clear and open about the fact that they are an employee and that the opinions or views expressed are not those of the Collaborative. Below are examples of postings on social media that violate this and other Collaborative policies if unauthorized.

4) Recognizing that the actions of employees reflect on the Collaborative, even with respect to personal communications on social media not discussing or relating to the Collaborative, employees are expected to maintain appropriate content and tone in their use of social media. Employees must use professional judgment in all use of social media to avoid circumstances that could be considered inappropriate or contrary to the mission and objectives oftheCollaborative.

5) The Collaborative may maintain official social media sites, such as a Collaborative Facebook page. Only authorized employees whose position entails using social media on behalf of the Collaborative may post or publish comments or materials to the Collaborative's official social media sites on behalf of the Collaborative. Employees whose positions entail such use of social media may only post or publish content that has been authorized by the ExecutiveDirector.

6) Employees may not use social media for personal use during work hours in a manner that distracts from or interferes with their job duties or the operation of the Collaborative. This policy is not meant to restrict employees from using social media while on break or otherwise off the clock.

7) Employees must respect the privacy and dignity of students and employees. Without exception, employees are prohibited from posting or publishing on social media information pertaining to students, including, without limitation, student names, pictures of students or employees, or references to particular students, even if not by name. Employees must always adhere to individual student privacy and the rights of employees to have their personal information kept confidential.

8) Employees may not use social media to threaten, harass, bully, discriminate, insult, or defame co-workers or students or to make any threats of violence. Threats of violence, even if made in jest, will be taken very seriously. Employees may not disparage the Collaborative on social media by maliciously or knowingly posting or publishing false information regarding the Collaborative. Below are examples of postings on social media that violate this and other Collaborative policies. These are just examples, and in no way are meant to be exhaustive.

- Posting “I Could kill my boss.”
- Posting “My coworker is an idiot.”
- Posting jokes about a bomb threat.
- Derogatory comments based on color, national origin,sex,religion, disability, genetic information,sexual orientation,or gender identity.
- Sexual jokes or references concerning co-workers or passengers.
- Posting a rear-view picture of a co-worker bending over.
- Comments Intended to harm co-workers or passenger's reputation.
- Comments Statements, photographs, video or audio that reasonably could be viewed as malicious,obscene,threatening or intimidating.
- Comments that disparage students or their families.

9) Employees must respect the intellectual property rights of the Collaborative and may not use the Collaborative's trademarks, logos, or copyrighted materials on social media for Commercial purposes.

10) Employees may not request, pressure, or require co-workers to share passwords to social media. Employees may not pressure or require co-workers to engage in an unwanted "friendship" online or otherwise establish an online social media relationship.

11) Because violations of this policy have the potential to undermine the safe and effective operation of the Collaborative, employees are encouraged to report violations of this policy to the Human Resources Department. The Collaborative prohibits any form of retaliation against an employee who has made a good faith report of a potential violation of this policy or for cooperating in an investigation. Any employee who engages in such retaliation against a co-worker will be subject to corrective action, up to and including termination.

The Collaborative will ensure that employees adhere to this policy and will investigate allegations that employees have violated this policy or have posted inappropriate materials on-line. Violations of this policy will constitute cause for corrective action, up to and including termination.

PERSONAL ELECTRONIC DEVICES

Personal electronic devices, such as mobile phones, iPods,and tablets should be turned off or set to silence mode during instructional classroom time, including assemblies, or any other activities that take place during the work day.

VII. Conclusion

Although the presence of technology does not ensure equity and accessibility in learning, it has the power to lower barriers in ways previously unimaginable. All learners can access resources, experiences, planning tools, and information to lead a fulfilling life. As we bridge the digital divide in schools and homes, we also should build educator capacity to ask students to take part in new and transformational learning experiences with technology.

Central Administration

11 Executive Park Drive, N. Billerica, MA 01862 | Tel: (978) 528-7826 | www.valleycollaborative.org

MEMORANDUM

To: Valley Collaborative Board of Directors
From: Dr. Chris A. Scott, Executive Director
Date: October 19, 2023
Re: Student, DDS/MRC Adult Program Participant and Staff Making a Difference Award Presentation

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We would like to recognize Valley's student and staff members of the month from the Elementary, Middle, and High School as well as a DDS/MRC Adult Program Participant and staff member from the Adult Services Program for all their hard work and dedication to the Collaborative.

Valley Elementary School
Student of the Month: **Aydenn Santos**
Staff of the Month: **April Campbell**

Valley Middle School
Student of the Month: **Vincent Galvin**
Staff of the Month: **Elis Ramos**

Valley Transitional High School – Alternative Programming
Student of the Month: **Gavin Correia**
Staff of the Month: **Daniel MacDonald**

Valley Transitional High School – Transitional Programming
Student of the Month: **Gabriella Bunni**
Staff of the Month: **Kiely ten Hope**

Valley Adult Services
DDS/MRC Adult Program Participant: **Brian Zarinetchi**
Staff of the Month: **Lyndsey Hir**

Valley Collaborative
Staff of the Month: **Vivi Leighton**

Required Action:

- None

Attachments:

- None

Central Administration

11 Executive Park Drive, N. Billerica, MA 01862 | Tel: (978) 528-7826 | www.valleycollaborative.org

MEMORANDUM

To: Valley Collaborative Board of Directors
From: Dr. Chris A. Scott, Executive Director
Date: October 19, 2023
Re: Communications

The following communications are attached for your review:

State Agencies:

- Fall 2023 DESE Education Collaborative Team Newsletter
- FY'23 Annual Report Guidelines
- MOEC Leadership Academy for New & Aspiring Executive Directors

Valley Program Updates:

- Valley Elementary School Update & Newsletter
- Transitional High School - Alternative Programming Update
- Middle School and Transitional High School - Transitional Programming Update
- Adult Services Update

Community and Staff Relations:

- Valley Collaborative's Fall 2023 Newsletter

Required Action:

- None

Attachments:

- September 2023 DESE Education Collaborative Team Newsletter
- FY'23 Annual Report Guidelines for Educational Collaboratives
- Presentation by Chris A. Scott for MOEC Leadership Series for new Executive Directors regarding Articles of Agreement and Annual Reports
- Valley Elementary School Update & Newsletter
- Transitional High School - Alternative Programming Update
- Middle School and Transitional High School - Transitional Programming Update
- Adult Services Update
- Valley Collaborative's Fall 2023 Newsletter

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Education Collaborative Team

September 2023

With a new school year upon us, it is important to us to acknowledge that education collaboratives serve students and families in some fashion throughout the summer and to thank you for all that you do to provide Massachusetts students with quality educational experiences, year-round. Your teachers and staff are talented professionals deserving of our appreciation. We hope you have a smooth opening and a successful year!

Educational Vision

As most of you know, earlier this year, the Department of Elementary and Secondary Education (Department/DESE) introduced a new educational vision with the goal of ensuring that all students, particularly students from historically underserved groups, are supported and have opportunities to shine. In brief, the Department envisions classrooms where:

- All students are known and valued;
- Learning experiences are relevant, real-world, and interactive; and
- Individualized supports allow all students to excel.

The Department also produced a catalog of DESE supports, aligning each resource or opportunity with the new vision. For more information, please visit the Educational Vision webpage. We also encourage you to take some time to review the Commissioner's Back-To-School Update and to subscribe to the Commissioner's Weekly Message.

As Commissioner Riley's liaisons to education collaborative boards of directors, we will be scheduling meetings with executive directors and board chairpersons in order to promote collegial relationships between collaborative leadership and Department staff, beyond interactions around compliance issues. By establishing open lines of communication, when issues arise, as they inevitably will, we will have already established a positive working relationship.

Each collaborative:

- must hold at least 6 (six) board meetings,
- must post the 2023-24 board meeting schedule to the website with the date for the annual independent audit,
- must post all agendas and approved board meeting minutes per Open Meeting Law requirements, and
- should submit an electronic (pdf) board packet to the Education Collaborative Team, prior to each scheduled board meeting.

New Education Security Portal

The Department has upgraded to the Education Security Portal (ESP). The new ESP requires that each username to be linked with a verified email. DESE Security Portal users who did not register for the ESP before launch need to go through the reactivation process to link a verified email with their username before they can log in. If you are encountering any issues, please visit the Education Security Portal Online Help and Resources.

Required Electronic Submissions
As you are aware, we collect your audits and annual reports through the Department's ESP so please be sure to confirm your access and if necessary, reactivate your account prior to the submission deadlines listed below. In general, when uploading your reports, please include the collaborative name or acronym, the type of report, and the fiscal year the report addresses.

FY23 Annual Report *(due no later than January 1, 2024)* **–** Required content includes:
- information on all programs and services provided by the collaborative,
- discussion of the cost-effectiveness of all programs and services offered, and
- discussion of the progress made toward achieving the objectives/purposes of the collaborative.

FY23 Annual Independent Audit Report *(due no later than January 1, 2024)* **–** Required content includes:
- the names, duties, and total compensation of the five most highly compensated employees,
- transactions between the collaborative and any related for-profit or non-profit organization,
- amounts expended on services for individuals aged 22 years and older,
- amounts expended on administration and overhead,
- accounts held by the collaborative that may be spent at the discretion of another person/entity,
- transactions or contracts related to purchase, sale, rental, or lease of real property, and
- annual determination and disclosure of cumulative surplus.

Board Member Training
Collaborative leaders have received notifications regarding the training status of board members. All collaborative leaders are responsible for ensuring **all** board members are current with their training. If you are unsure of your board members' status, email Paulajo Gaines at Paulajo.Gaines@mass.gov.

Resource and Guidance documents are available on our Education Collaboratives webpages.

Communications - Distribution Lists
The Department routinely uses distribution lists to send important messages and reminders to the field. The distribution lists are populated by the Department's School and District Profiles, which are accessed by schools through Directory Administration in the Security Portal. Each school has at least one staff member designated as the school's Directory Administrator who can add, remove, and update all permissions, roles, and functions for staff members. Please reach out to your Directory Administrator if you need assistance updating your Collaborative's Profile or accessing your ESP account.

Massachusetts Department of Elementary and Secondary Education

75 Pleasant Street, Malden, Massachusetts 02148-4906

Telephone: (781) 338-3000
TTY: N.E.T. Relay 1-800-439-2370

Jeffrey C. Riley
Commissioner

ANNUAL REPORT GUIDELINES FOR EDUCATION COLLABORATIVES

Fiscal Year 2023

Massachusetts General Law Chapter 40, Section 4E and Education Collaborative Regulations, 603 CMR 50.08 require each education collaborative to submit an annual report to the Commissioner of Elementary and Secondary Education (commissioner), to each member school committee and charter school board (member district). The annual report for the 2022-2023 academic year must address the fiscal year beginning on July 1, 2022 and ending on June 30, 2023. The annual report must be approved by the collaborative board of directors (collaborative board) and submitted on or before **January 1, 2024.** The Department of Elementary and Secondary Education (Department) issues these guidelines to provide direction on the format, content, and submission of the FY23 annual reports.

An extensive summary of the collaborative's programs and services from the previous fiscal year should be included in the annual report. The collaborative's progress toward achieving the goals and purpose(s) outlined in the collaborative agreement can be evaluated by member districts, the collaborative board, the Department, and the general public through the annual report. Please review the following sections for the FY23 annual report's content requirements.

Letter from Executive Director and/or the Chairperson of the Collaborative Board - This letter serves as an introduction to the key elements of the annual report and provides a brief overview of collaborative activities and significant changes from the previous annual report, including the total number of students served by the collaborative, and any new programs or services, or significant changes in program offerings or locations since the last annual report.

General Information - Include the name of the collaborative, the contact information for key personnel, the physical address of the collaborative's administrative offices, the website for the collaborative, and the fiscal year that is being presented in the report.

Governance and Leadership - List the member districts, and the names and roles of the appointed representatives for each member district.

Programs and Services - Provide a detailed description and location for each program offered by the collaborative. Describe the type and scope of service for each service offered by the collaborative, noting the number of individuals served, the number of professional development sessions offered, and/or the entities benefiting from cooperative purchasing, joint transportation, or Medicaid billing.

Cost-Effectiveness of Programs and Services - A discussion of the cost-effectiveness of each of the collaborative's programs and each of the collaborative's services, including clear explanations of the methodologies used to assess cost-effectiveness and appropriate citations to data against which programs and services are compared. Please ensure that the report addresses every program and service offered by the collaborative, that reasonable methodologies are used to measure cost-effectiveness, and that they are described sufficiently, so that readers understand how the collaborative measured cost-effectiveness. Note that there are various ways to address cost-effectiveness, as described below.

The Department does not advocate or promote any particular means of measuring cost-effectiveness. That determination is to be made by the individual collaborative. However, there are a number of different ways collaboratives in Massachusetts and educational service agencies in other states have measured cost-effectiveness, some of which are listed later in this document. These examples are not all-inclusive and are not intended to require any particular means of measurement. Measuring cost-effectiveness may include cost comparisons, qualitative comparisons or comparisons based on other factors, as well.

Cost comparisons - The cost of programs and services offered through a collaborative effort can be compared to the cost of providing the same programs and services in individual districts or through private placements or contracts. Please identify the agencies or entities to which cost comparisons are made. Documentation or evidence may include:

- Reductions in combined administration and coordination costs for staffing and administration of programs and services versus costs at the individual district level;
- Collaborative tuitions compared to costs of program creation or maintenance, at the individual district level;
- Costs incurred by individual districts' placement of students at collaborative programs compared to those at comparable private schools that offer substantially similar programs;
- Fees-for-services for related services as compared to the costs individual districts would pay full-time employees, private vendors and/or hospitals;
- Transportation savings due to joint bidding and/or shared routes;
- Transportation costs as compared to those districts would pay or have paid in the past;
- Savings realized from Medicaid billing;
- Professional development (PD) costs compared to those an individual teacher or district would have to pay colleges, universities and/or other PD providers;
- Savings in travel costs and staff time for staff to attend professional development sessions at locations closer to their local districts; and
- Savings realized from increased bargaining power associated with pooled purchases of school and professional development materials, cafeteria food, utilities, health insurance and transportation vehicles.

Qualitative or other comparisons - The cost-effectiveness determination does not have to be based solely on financial analysis, but may include qualitative factors or other tangible benefits, as follows:

- Ability to offer higher quality services (e.g., a more costly and more experienced professional development provider) due to pooling resources;
- Increased opportunity through shared resources, (e.g., teachers from smaller districts or districts with a lower budget can avail themselves of the same professional development as teachers from larger or more affluent districts);
- Ability to retain students in the least restrictive environment for academic programs and/or extracurricular and/or non-academic activities;
- Standardization of content and ability for follow-up (fewer presenters can ensure consistency of message, and local presenters/PD providers can monitor delivery of content more readily); and
- Likelihood that service would not have been provided at all if an individual district had to plan and fund the service alone.

Progress Made toward Achieving the Purposes and Objectives Set Forth in the Collaborative Agreement - The annual report must report directly on the progress made toward achieving the purpose(s) and objectives set forth in the collaborative agreement and must indicate the measures that the collaborative uses to determine progress toward achieving the purpose(s) and objectives. Additionally, information about how the collaborative "strengthens and complements" member district programs should be included by:

- Re-stating the purpose(s) and objectives;
- Reporting on whether the collaborative is achieving or making progress toward achieving its purpose(s);
- Reporting on whether the collaborative is achieving or making progress toward achieving its objectives; and
- Describing the tools for measuring progress toward meeting both the purpose(s) and objectives of the collaborative.

Collaborative Board Approval and Submission of the Annual Report - The collaborative board must discuss and vote to approve the annual report at an open meeting. Upon approval by the collaborative board and no later than January 1 of each year, the annual report must be submitted to the chair of each member district and the commissioner. Documentation of the collaborative board's approval in the form of a signed certification from the collaborative board chair or the approved meeting minutes must be filed with the Department.

PLEASE NOTE THAT JANUARY 1ST IS A STATUTORY DEADLINE AND CANNOT BE WAIVED BY THE DEPARTMENT.

Posting Requirements - Each collaborative must publish the approved annual report with the annual independent audit in an accessible format on the collaborative website. Once approved by the board, the annual report and the annual independent audit are public documents and must be accessible to the public.

Electronic Submission through the Department's Security Portal
All annual reports are to be submitted electronically to the Department after **October 1, 2023,** and no later than **January 1, 2024,** by following these directions from your internet browser:

1. Navigate to the Security Portal landing page.
2. Enter your username and password.
3. Select **Application List** at top of the page.
4. Select **Drop Box Central** from the center of the page.
5. Select **Education Collaboratives*** from the Drop Box list and select the **Next** button.
6. Select **Browse** to find and select the FY23 Annual Report on your computer.
7. Select the **Upload File** button to transmit your document.

If you are unable to access any of these fields, you may not have the necessary security clearance and should contact your collaborative's directory administrator in order to gain access to the portal.

Once your submission has been received, you will receive an email confirming receipt of the document(s), the date, and the time of submission. Please email any questions regarding this submission to the educationcollaborativeteam@mass.gov.

* PLEASE DO **NOT** UPLOAD ANY FILES TO THE **REGIONAL GOVERNANCE** DROPBOX.

MOEC Leadership Academy for New & Aspiring Executive Directors:

Articles of Agreement & Annual Report

Dr. Chris A. Scott,

Executive Director

Valley Collaborative

Collaborative Articles of Agreement

- **Laws & Regulations:**
  - M.G.L. c. 40, § 4E
  - 603 CMR 50:00 Educational Collaboratives

Collaborative Articles of Agreement

- **603 CMR 50.03: Department Approval**

  (2) New Collaborative Agreements: No new educational collaborative may operate until the collaborative agreement created in accordance with M.G.L. c. 40, § 4E and 603 CMR 50.03 is approved by all of the member districts and the Board, upon recommendation of the Commissioner. A collaborative agreement shall be effective on July 1st of any fiscal year, provided that all requisite approvals, including the Board's approval, shall be obtained no later than the preceding April 30th.

Articles of Agreement (cont.)

- **603 CMR 50.03: Department Approval (cont.)**
- **(3) Amending a Collaborative Agreement:**

  a) All amendments to collaborative agreements shall be approved by votes of the member school committees or charter boards in accordance with the collaborative agreement and shall comply with 603 CMR 50.03(4) and (5).

Articles of Agreement (cont.)

- **603 CMR 50.03: Department Approval (cont.)**
- **(3) Amending a Collaborative Agreement (cont.):**

  b) All amendments for the admission and withdrawal of member districts shall comply with the following timeline.

  1. A school committee or charter school board may be admitted to, or an existing member district may withdraw from, an educational collaborative as of July 1st of any fiscal year, provided that all requisite approvals for such admission or withdrawal, including the Board's approval, shall be obtained no later than the preceding April 30th. The authorizing votes may provide for the deferral of said admission or withdrawal until July 1st of a subsequent fiscal year.

Articles of Agreement (cont.)

- **603 CMR 50.03: Department Approval (cont.)**
- **(3) Amending a Collaborative Agreement (cont.):**

b) All amendments for the admission and withdrawal of member districts shall comply with the following timeline. (cont.)

2. Following the approval for admission to an educational collaborative and continuing until the actual date of such admission, the school committee or charter school board may designate a non-voting representative to the collaborative board of directors.

c) No amendment shall take effect until it is approved by the Board.

Articles of Agreement (cont.)

- **603 CMR 50.03: Department Approval (cont.)**
- **(4) Department's Review of a Collaborative Agreement or Amendment (cont.):**

  a) A draft collaborative agreement or draft amendment to a collaborative agreement shall be submitted to the Department for initial review, prior to its approval by the member districts. The model agreement developed by the Department may be used as a guide.

Articles of Agreement (cont.)

- **603 CMR 50.03: Department Approval (cont.)**
- **(4) Department's Review of a Collaborative Agreement or Amendment(cont.):**
  - b) The collaborative agreement shall include the following: (as per M.G.L. c. 40, § 4E)
    1. the mission, purpose, objectives and focus of the collaborative;
    2. the program areas or services to be offered by the collaborative;
    3. the powers and duties of the collaborative board of directors to operate and manage the collaborative;
    4. the governance of the collaborative;

Articles of Agreement (cont.)

- **603 CMR 50.03: Department Approval (cont.)**
- **(4) Department's Review of a Collaborative Agreement or Amendment(cont.):**

  b) The collaborative agreement shall include the following: (as per M.G.L. c. 40, § 4E) the mission, purpose, objectives and focus of the collaborative; (cont.)

  5. the conditions of membership of the collaborative, which may include:
     a) minimum attendance requirements, including consequences for failure to attend meetings;
     b) consequences for failure of a member district to meet the terms of the collaborative agreement;
     c) consequences for failure to attend training as required by 603 CMR 50.05(3) and 50.12(3); and/or
     d) whether member districts will be assessed membership dues.

Articles of Agreement (cont.)

- **603 CMR 50.03: Department Approval (cont.)**
- **(4) Department's Review of a Collaborative Agreement or Amendment: (cont.)**

b) The collaborative agreement shall include the following: (cont.)

6. the financial terms for member districts and non-member districts, including any non-member surcharge or fee;
7. the detailed procedure for the preparation and adoption of an annual budget, tuition rates, membership dues and fees-for-service;
8. a timeline and process for amending the budget, tuition rates, membership dues and fees-for-service;

Articles of Agreement (cont.)

- **603 CMR 50.03: Department Approval (cont.)**
- **(4) Department's Review of a Collaborative Agreement or Amendment: (cont.)**

b) The collaborative agreement shall include the following: (cont.)

9. the method and timeline for notification and payment of tuition, membership dues and fees-for-service;
10. a limit, not to exceed 25 percent, on the amount of cumulative surplus that may be held by the collaborative at the end of a fiscal year;
11. how and under what conditions surplus funds may be returned to member districts or credited to support collaborative programs and services offered to member districts and how such funds will be allocated to such member district(s) upon the withdrawal of a member district(s) or the termination of the collaborative;

Articles of Agreement (cont.)

- **603 CMR 50.03: Department Approval (cont.)**
- **(4) Department's Review of a Collaborative Agreement or Amendment: (cont.)**

b) The collaborative agreement shall include the following: (cont.)

12. a procedure for the review and approval of any borrowing, loans, mortgages or acquisition of real property;
13. the method of termination of the collaborative;
14. the procedure for apportioning assets and liabilities upon the termination of the collaborative or the withdrawal of a member district;

Articles of Agreement (cont.)

- **603 CMR 50.03: Department Approval (cont.)**
- **(4) Department's Review of a Collaborative Agreement or Amendment: (cont.)**

b) The collaborative agreement shall include the following: (cont.)

15. the procedure for the admission or withdrawal of member districts;
16. the procedure for amending the collaborative agreement; and
17. any other matter not incompatible with law which the member districts consider advisable.

Articles of Agreement (cont.)

- **603 CMR 50.03: Department Approval (cont.)**
- **(4) Department's Review of a Collaborative Agreement or Amendment: (cont.)**
  - c) The Department shall review the draft collaborative agreement or amendment to ensure that it complies with M.G.L. c. 40, § 4E, 603 CMR 50.00, and any guidelines issued by the Department.
  - d) When all changes are made to the draft collaborative agreement or amendment as required by the Department, the final collaborative agreement or amendment shall be submitted to the collaborative member districts for approval. Member districts shall not delegate the approval of a collaborative agreement to any other person or entity.

Articles of Agreement (cont.)

- **603 CMR 50.03: Department Approval (cont.)**
- **(5) Required Documentation for Board Approval:**

  a) Once the collaborative agreement or amended collaborative agreement has been approved by the member districts in accordance with 603 CMR 50.03, it shall be submitted to the Commissioner for approval by the Board along with the following supplemental documentation:

     1. a notification and signature from the chair of each member district certifying as to the date the member district voted to approve the collaborative agreement;
     2. a current organizational chart with the administrative structure of the collaborative;
     3. the names and positions of current appointed representatives to the collaborative board of directors from each member district;

Articles of Agreement (cont.)

- **603 CMR 50.03: Department Approval (cont.)**
- **(5) Required Documentation for Board Approval (cont.):**

  a) Once the collaborative agreement or amended collaborative agreement has been approved by the member districts in accordance with 603 CMR 50.03, it shall be submitted to the Commissioner for approval by the Board along with the following supplemental documentation: (cont.)

  4. the collaborative by-laws, as applicable;
  5. a description of proposed program areas and services; and
  6. any other information as required by the Commissioner or Board to clarify the intent or purpose of the collaborative.

Articles of Agreement (cont.)

- **603 CMR 50.03: Department Approval (cont.)**
- **(5) Required Documentation for Board Approval (cont.):**

  b) The Board shall approve or disapprove a collaborative agreement or any amendment to such agreement, upon a recommendation by the Commissioner as to whether the collaborative agreement or amendment meets the standards in M.G.L. c. 40, § 4E and 603 CMR 50.00.

Valley Collaborative's Articles of Agreement

- Valley Collaborative's Articles of Agreement

Annual Report

- **DESE Annual Report Guidelines For Education Collaboratives - Fiscal Year 2023**

Annual Report

- DESE Education Collaborative Team: Back to School Newsletter
- **FY23 Annual Report** *(due no later than January 1, 2024)* – Required content includes:
  - information on all programs and services provided by the collaborative,
  - discussion of the cost-effectiveness of all programs and services offered, and
  - discussion of the progress made toward achieving the objectives/purposes of the collaborative.

Annual Report

- [Valley Collaborative's Fiscal Year 2022 Annual Report]

Resources

- **Laws & Regulations:**
  - M.G.L. c. 40, § 4E
  - 603 CMR 50:00 Educational Collaboratives
  - Valley Collaborative's Articles of Agreement
  - DESE Annual Report Guidelines For Education Collaboratives - Fiscal Year 2023
  - Valley Collaborative's Fiscal Year 2022 Annual Report

Central Administration

11 Executive Park Dr., N. Billerica MA 01862 | Tel: (978) 528-7826 | www.valleycollaborative.org

MEMORANDUM

To: Valley Collaborative Board of Directors
From: Dr. Chris A. Scott, Executive Director
Date: October 19, 2023
Re: Monthly Update – Heather MacKay, Principal of Valley Elementary School

---

In September, we started the new school year, greeted new students, welcomed returning students, and families visited the school for an open house. On September 15th, Detective Bethany Bonczar and her comfort dog George visited for a book reading and meet and greet with our students.

School pictures were taken on October 3rd after our favorite Barber came and gave over 20 students' fresh haircuts on the days prior! Classes will be returning to Parlee Farms, in Tyngsboro, to pick pumpkins, take a hayride, visit farm animals, and enjoy apple cider & donuts. On Halloween, we will have our annual dance and Trunk-or-Treat event where we invite parents to dress up their cars and enjoy the afternoon with their student! Students are welcome to wear costumes to school on Halloween. If a student does not have a costume and would like to wear one, the school has costumes available for students to borrow for the event.

Our current enrollment at the Elementary School is 75 students with current referrals from Tewksbury, North Middlesex, Haverhill and Andover.

Thank you for the continued support.

Required Action:

None

Attachments:

None

Valley COLLABORATIVE

Central Administration

11 Executive Park Dr., N. Billerica MA 01862 | Tel: (978) 528-7826 | www.valleycollaborative.org

MEMORANDUM

To: Valley Collaborative Board of Directors
From: Dr. Chris A. Scott, Executive Director
Date: October 19, 2023
Re: Monthly Update - Nick LeClair, Principal Valley Transitional High School Alternative Program

---

Valley Transitional High School - Alternative programming has introduced student government to its three cohorts. At the end of September, students from each cohort were given deadlines to announce their intent to run for student council. Students wrote letters and printed pamphlets to spread their message to the student body.

On September 28th the Alternative program held its election with over 95% participation from students. Each cohort elected one member of student council, while the staff of each cohort appointed another member. In total, the inaugural student council is complete with 6 representatives. These students will provide leadership, organization, and advocacy for their classmates, cohort, and school.

Students will be sworn in at the first upcoming meeting. On the agenda: endorse the council code of conduct, review the roles and expectations, and discuss fundraising opportunities for the class of 2024.

Required Action:

None

Attachments:

None

Valley
COLLABORATIVE

Central Administration

11 Executive Park Dr., N. Billerica MA 01862 | Tel: (978) 528-7826 | www.valleycollaborative.org

MEMORANDUM

To: Valley Collaborative Board of Directors
From: Dr. Chris A. Scott, Executive Director
Date: October 5, 2023
Re: Monthly Update - Nicole Noska, Principal of Valley Middle School and Valley Transitional High School, Transitional Program

---

Like the colors of the fall foliage, our programs are popping with enthusiasm! Students in the Transitional High School classes have had the opportunity to tour the U.S.S. Constitution, hike through Dogtown in Gloucester and step through history at the Salem Witch Museum and Pirate Museum. Students in the post-graduate classes toured a local college campus and practiced travel training in Boston. Students working at the landscaping worksite helped to freshen up the exterior of the school by weeding the garden beds, spreading mulch, and installing seasonal items such as pumpkins, mums, and hay bales.

The after-school recreation program kicked off with a trip to DeCordova Museum. Highlights from October's recreation offerings include Frisbee Golf, Cooking Night, Mini-Golf, Video Game Night, and a Halloween Dance.

In the Transitional Middle School, students found their way through the corn maze at Honey Pot Hill Orchards, to enjoy some apple picking and cider doughnuts. In the Alternative Middle School, students enjoyed hikes through Purgatory Chasm and Breakheart Reservation as well as a field trip to the Franklin Park Zoo.

In all of the cooking classes, students are working together to master familiar recipes and skills, while individually challenging themselves to move out of their comfort zone and try a new food or skill each week. This month cucumber water, Cajun shrimp, pomegranate couscous, and orange ginger chicken were a few of the interesting dishes that had the students buzzing.

Along with all of our elective offerings, the robust academic schedules and vocational opportunities are in full swing as well. We look forward to showcasing student work at our annual Open House scheduled on October 19th for all middle and high school programs.

Required Action:

None

Attachments:

None

Central Administration

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MEMORANDUM
To: Valley Collaborative Board of Directors
From: Dr. Chris A. Scott, Executive Director
Date: October 19, 2023
Re: Monthly Update - Matthew Gentile, Director of DDS Services

---

As the Adult Program moves into autumn, the individuals continue to take advantage of the variety of job sites and volunteer opportunities, as well as the different community outing activities planned by Valley Collaborative staff.

With ten different paid group employment worksites and twelve different volunteer site opportunities, the individuals continue to have a wide variety of choices in regards to how they spend their day with Valley. All of these opportunities are based on the strong impressions the individuals leave in the community. Valley is only able to retain all of these employment and volunteer sites based on the high-level work completed by the individuals. Valley carries a positive reputation into the community, and that is strictly based on the continued efforts of the individuals we serve. They strive to complete work at their highest level of capability, and with the added support of the Valley's Direct Support Professionals, our individuals continue to add authentic value to any organization with which we partner.

Beyond employment and volunteer opportunities, Valley individuals are also given the chance to explore their surrounding communities through different partnerships and activities. Valley maintains ongoing relationships with the Chelmsford, Tewksbury, Billerica and Woburn public libraries, The Tyngsboro Sports Center, Billerica Access Television, Chelmsford Senior Center, Mindfulness Meditation, and the Middlesex Sheriff's Department. These continued partnerships are supplemented by other seasonal opportunities such as attending the Topsfield Fair and going apple picking at Parlee Farm.

Valley's Adult Programming will continue to strive toward offering the individuals we serve with opportunities to engage in their community. This can take many different forms, with the ultimate goal of creating lifelong connections between the individuals and the communities they live in and contribute to.

Required Action:

None

Attachments:

None

VALLEY COLLABORATIVE

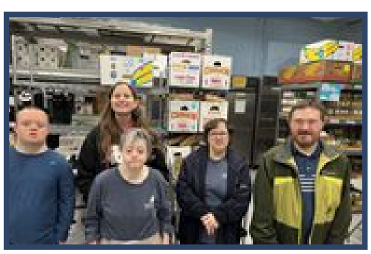
Volume 12, Issue 1 News for the extended Valley Collaborative community Fall 2023

We are: Riding High

- Page 2: The school year at Valley Elementary is off to a busy, fun-filled start.

We are: Making a Splash

- Page 3: The swimming program is back at Valley Middle and Transitional High Schools.



We are: Giving Back

- Page 5: Volunteering and community involvement are an essential part of Valley's Adult programs.

Welcome Back

FROM LEFT: VALLEY COLLABORATIVE DIRECTOR OF HR, TITLE IX AND 504 COORDINATOR KARI MORRIN, EXECUTIVE DIRECTOR, DR. CHRIS A. SCOTT, AND DEPUTY DIRECTOR JOIA MERCURIO,

Dear Valley Community:

Fall is in the air! I hope you had a wonderful summertime. Valley's summer school students enjoyed several engaging field trips and enrichment opportunities throughout our six-week program while the individuals in our adult programs continued to hone their vocational skills at businesses throughout the Merrimack Valley. We were eager to welcome our students, DDS/MRC adult program participants, and staff back to our state-of-the-art facilities, which are equipped with the latest technology, curriculum, and furnishings for the beginning of fall.

Valley's staff enjoyed an inspiring Orientation Day on September 5, 2023. We welcomed Dr. Donna Hicks, author of *Leading with Dignity*, who provided the keynote address. Dr. Hicks' Ten Essential Elements of Leading with Dignity offers the framework for Valley's "Leadership at Every Level" professional learning series. These elements represent the values at the heart of Valley's culture. All Ten Essential Elements are at the core of our work to ensure Valley continues to be a diverse, equitable, and inclusive (DEI) organization where all students and staff feel like they belong. Maintaining a culture where all people feel they belong is hard work and among the most important work we do.

We also welcomed back Dr. Anthony Bent, Facilitator for Valley's "Leadership at Every Level" professional learning series as a guest speaker on Orientation Day. For the second year in a row, Dr. Bent is leading a book study with our leadership teams anchored by Dr. Hicks' foundational text Leading with Dignity. Additionally, all of Valley's staff are reading and studying Dr. Hicks' book with their programmatic teams.

I want to re-share with you Dr. Donna Hicks' *Ten Essential Elements of Dignity* (Weatherhead Center for International Affairs, Harvard University, 2018) below, as these elements are the fundamental drivers that shape our culture:

»continued on back page

Valley Elementary: a Fun-Filled Fall Ahead

Valley Elementary School is excited to kick off a new school year after a great summer program! Some highlights of the summer included a BMX show, an animal show by Curious Creatures, STEM workshops by the Acton Discovery Center, African drumming workshops by Ammaya Dance and Drum, and an inspirational skateboard show. Our students also got out and about, enjoying a day on skates at Roller Kingdom. We also took lots of field and community trips to area parks, hiking trails, museums, beaches and zoos.

The new school year is already off to an action-packed start. Detective Bethany Bonczar, of the Tyngsboro Police Department, came to our school on 9/15 with her comfort dog, George, to read her new book, *Curious About George*, to students. Bethany wrote the book over the past year in collaboration with Tayla Makevich, a special education teacher in the Tyngsborough Public Schools who created original illustrations for the book.

We've also got lots of fun fall activities planned. In October, we will continue our fall tradition when classes will go to Parlee Farms in Tyngsboro to pick pumpkins, take a hay-ride and enjoy apple cider and donuts. October 3rd will be school picture day, and we are looking forward to a visit from a traveling barber to give students fresh haircuts so that they are camera ready! We are looking forward to welcoming families into the school for an open house on 9/26 and later in November for our annual family Thanksgiving event. ■

TOP LEFT: AMELIA OLIVERA AT THE PETTING ZOO AT PARLEE FARMS; BOTTOM LEFT: HENRY GOLD PRACTICES AFRICAN DRUMMING; BOTTOM RIGHT: KEESHAEW WINEERT AT ROLLER KINGDOM; TOP RIGHT: JAMESON OSTERFIELD WITH GEORGE THE COMFORT DOG.

Students in Valley Middle and Transitional High School Programs Ready to Make a Splash

Swimming is about to return to Valley Middle and High School Transitional Programs. Often a favorite student activity, swimming was put on hold during the pandemic. Now, thanks to the enthusiasm of students, and the persistence of staff who've been searching for an appropriate pool, the swimming program will soon be back.

Physical therapist Katie Nutile says that excitement has been building about a return to the pool. "Some kids recall swimming in the past and are eager to get back to it. Others have just heard about it and are eager to give it a try," says Katie.

Once the program is up and running, ten to twelve students, joined by Valley staff, will head to the pool. The goal is to enable students to swim once a month, says Katie, who has worked at Valley for the past nine and a half years. While the students may think of swimming as another fun Valley activity, Katie is focused on the many benefits that swimming can bring.

Start with getting into the water. While typical pools can be downright chilly, a therapy pool is warmer and offers a ramp for ease of entry. Even students in wheelchairs can go right in, says Katie, who points out that once in the water, students of all abilities benefit tremendously from the buoyancy.

Because buoyancy reduces body weight by 80%, the pool provides a perfect environment for restriction free (or at least restriction-less) movement. At the same time that students are enjoying the warm water, they're also building muscle tone thanks to water resistance, as well as improving balance and coordination, and developing motor skills. Finally, swimming provides an important safety skill for a population that is at higher risk of drowning. All of those reasons have made bringing swimming back to Valley a priority for school staff and leaders.

WISDOM M ENJOYS SOME POOL TIME WITH SPECIAL EDUCATION ASSISTANT ELIS RAMOS. THE SWIMMING PROGRAM ,ON HOLD SINCE THE PANDEMIC, IS RESTARTING.

"Swimming has been a therapeutic experience for our students and they love it!" says Principal Nicole Noska. "It has been a wonderfully accessible and rewarding activity for our students. In addition to strengthening muscles, improving flexibility and posture, we've seen students gain confidence and independence."

Research confirms the connection between gaining skills in the pool and a corresponding increase in self confidence and self esteem. That's because as students learn new skills, they're also discovering new abilities and expanding their horizons.

When asked why they want to take the plunge, Valley students offer a variety of reasons. "It's a good thing, and it will give me exercise," says Stephanie Delmonico. "I want to swim at school. It will make me feel good. I would love to go in a big pool or hot tub," says Christopher Cote.

Katie, who was a college swim coach, says that she's as eager to get back to the pool as her students. "There are just so many benefits to getting in the water, and the students have a great time. That's a great combination."

While finding an appropriate pool has been tough due to a persistent shortage of lifeguards, staff are hopeful that one will be located soon. Lots of aspiring Valley swimmers hope so too! ■

Democracy in Action at Valley Transitional High School Alternative Programs

The ballots have been counted and the results are official: Valley Transitional High School Alternative Programs has a new student council. Featuring six representatives, two from each of the school site, the new governing body will give students a platform to advocate for the needs of their classmates while providing them with essential training in leadership skills.

ENGLISH TEACHER TAMARA MELNICK SERVED ON STUDENT COUNCIL WHEN SHE WAS IN HIGH SCHOOL AND HELPED PUSH FOR THE NEW GOVERNING BODY AT VALLEY.

Principal Nick LeClair says that the decision to start a student council reflected input from students at the end of the last school year. "What we were hearing was that students felt that their teachers listened to them in the moment but that it was hard to make actual change, and that this was causing them to feel frustrated," says Nick. A student governing body is also a way of providing students with a whole range of skills, including organizing and having conversations with adult decision makers. Add to the mix the fact that several Valley staff had served as student leaders during their high school years and the case for a student council was clear.

Tamara Melnick, an English and theater teacher at the Alternative High School vocational site, was class president for several years at her alma mater, Lawrence High School. She says that recalling her own experience speaking up for her peers so that they could communicate their ideas–for events, field trips, or for things they wanted to see changed–convinced her that a similar structure could be beneficial for Valley students. "The students from our different sites come up with great ideas but they don't always go anywhere," says Tamara. "Now we can start to translate those ideas into practice and programming."

For the students who campaigned for seats on the new council, having to make a case for their own election among their peers was a learning experience in and of itself. Eleventh grader Eden Hogan was one of them. Eden says that she developed a taste for advocacy after she and other students successfully lobbied for a pet turtle to join the Valley community, then made sure that the reptile had appropriate living quarters. Running for office meant convincing enough students that she was the right person to speak up for them. While other candidates put up fliers, Eden relied on word of mouth. "They know me and trust me to speak up," says Eden.

On election day, Eden's reputation as an advocate paid off. Her peers voted her and two other students onto the council. They'll join three additional students, representing each school site, who've been appointed.

The council has already held its first meeting. On the agenda: fundraising for the senior class. The funds might go to subsidize a class trip or to make a donation in the name of the class of 2024. The ultimate decision, though, will be in the hands of students as represented by the new student council. And that's exactly the point.

"Our students are so creative and they have the ability to use that creativity for good," says Tamara. She recalls that when she served as class president, she tried to encourage her classmates to use their energy and power for good purposes. "I try to do the same thing here at Valley," says Tamara.

Nick hopes that the experience in democracy is something that will prepare Valley students for the future. "They're going to be learning so many great skills, including how to get a message out and how to use facts and data in their advocacy." All of these can go on a resume, says Nick, but that's only the beginning. "Who knows where these skills could take them?" ■

VALLEY COLLABORATIVE

Adult Services: Giving Back Brings Rewards

Valley's Adult programming has long highlighted volunteer opportunities in the community. The individuals clearly value the chance to give back to other people who may be in a less fortunate situation, and one distinct arena we volunteer in is making sure people in the community have access to food. Valley has been partnering with Meals on Wheels out of Chelmsford for the last four years, and more recently we've started helping with Meals on Wheels in Tewksbury as well. Additionally, the Valley Adult Program partners with The Merrimack Valley Food Bank out of Lowell and with "People helping people," or as it is more commonly known, the Burlington Food Pantry.

INDIVIDUALS VOLUNTEERING AT THE BURLINGTON FOOD PANTRY. FROM LEFT: ERIC HORAN, ALANA CONNELL, LISA DEMEO, JULIE ANDERSON AND ADAM GUILD.

Volunteering is such an essential part of Valley's Adult Programing as it helps the individuals we serve realize the benefit of donating their time to a cause greater than any one person. In these settings the individuals get to witness, and become part of, a community coming together to support people who need help the most.

So many of the individuals served by Valley have benefited from the kindness and philanthropy of others. In our daily lessons we often discuss what it means to be a productive member of society and why it is so important to contribute within our communities. This message and understanding are a driving force of the Adult program as individuals are consistently less concerned about any money they earn through their paid employment opportunities, and more about how they can be involved in chances to help the people around them, regardless of the situation.

Ben Morrisson often works as the coach, overseeing the volunteer efforts, in partnership with the Chelmsford Senior Center. He says that Valley's individuals look forward to greeting and helping out the seniors on the route, and commends the Chelmsford Senior Center for being such a great partner. "Not only do they provide a great base for our volunteer work, they also provide a setting where our individuals feel safe and comfortable, both in who they are and what they can offer the greater community," says Ben.

With Meals on Wheels, the Food Bank, and Food Pantry, our individuals are helping to provide people with something essential to survival. In Meals on Wheels, the individuals deliver prepared meals directly to people in their homes. The appreciation shown to our individuals from the clients receiving their meals is unmatched, and it helps to reinforce how important the service is that the individuals get to be a part of. Our volunteer work with the Food Pantry differs a bit as we are actually stationed in a warehouse and the individuals are helping to sort and package meals that will provide support to community members who are in need.

Alana Connell says that she particularly enjoys working with the Burlington Food Pantry. "I like thinking about when the people get the donations and how it will make them feel, how it will help them, and how it can make things in their life easier for them," says Alana. ""I also like that they have baby supplies, pet supplies, and hygiene supplies because people need all those things as well."

We often talk to prospective new members of Adult programming about the culture and community that are built through being a part of Valley. These truths are never more on display than they are when our individuals get the opportunity to volunteer their time and improve the lives of their fellow community members. ■

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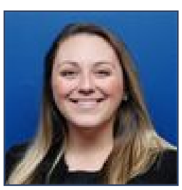

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Chair: Dr. Jay Lang
Superintendent, Chelmsford Public Schools

Dr. Kerry Clery
Interim Superintendent, Billerica Public Schools

Mr. Steven Stone
Superintendent, Dracut Public Schools

Dr. Laura Chesson
Superintendent, Groton-Dunstable Regional School District

Dr. Denise Pigeon
Superintendent, Nashoba Valley Technical School District

Mr. Brad Morgan
Superintendent, North Middlesex Regional School District

Ms. Brenda Theriault-Regan
Superintendent, Tewksbury Public Schools

Dr. Michael Flanagan
Superintendent, Tyngsborough Public Schools

Dr. Christopher Chew
Superintendent, Westford Public Schools

Welcome Back

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Acceptance of Identity
Approach people as neither inferior nor superior to you; give others the freedom to express their authentic selves without fear of being negatively judged; interact without prejudice or bias, accepting how race, religion, gender, class, sexual orientation, age, disability, etc. are at the core of their identities. Assume they have integrity.

Recognition
Validate others for their talents, hard work, thoughtfulness, and help; be generous with praise; give credit to others for their contributions, ideas and experience.

Acknowledgment
Give people your full attention by listening, hearing, validating and responding to their concerns and what they have been through.

Inclusion
Make others feel that they belong at all levels of relationship (family, community, organization, nation).

Safety
Put people at ease at two levels: physically, where they feel free of bodily harm; and psychologically, where they feel free of concern about being shamed or humiliated, that they feel free to speak without fear of retribution.

Fairness
Treat people justly, with equality, and in an evenhanded way, according to agreed upon laws and rules.

Independence
Empower people to act on their own behalf so that they feel in control of their lives and experience a sense of hope and possibility.

Understanding
Believe that what others think matters; give them the chance to explain their perspectives, express their points of view; actively listen in order to understand them.

Benefit of the Doubt
Treat people as trustworthy; start with the premise that others have good motives and are acting with integrity.

Accountability
Take responsibility for your actions; if you have violated the dignity of another, apologize; make a commitment to change hurtful behaviors.

Please reach out at any time; my door is always open.

My best to you always,

Chris A. Scott

Chris A. Scott, Ph. D.
Executive Director