



Bi-County Collaborative
Making It Possible

MEMORANDUM

TO: BICO Board of Directors

FROM: Jeanne M. Sullivan, Executive Director

DATE: December 23, 2020

RE: Quarterly Report

- Current enrollment is 212 students.
 - We will continue to work through referrals as we receive them with a goal of reaching our budgeted average of 220 students as soon as possible.
 - We have had 12 students leave the Collaborative since the beginning of the school year.
 - 5 students returned to their home district
 - 2 students moved to another town/state
 - 2 students transitioned to other programs
 - 3 students were withdrawn by their home district
- BICO has had 10 programs shift to remote learning due to a positive COVID-19 case, staffing shortage or due to the host district going remote causing our classrooms to be unavailable. All programs with the exception of those located in Blackstone Millville are expected to reopen in person on January 4, 2021.
- I have collaborated with DESE to obtain 18 air purifiers for the classrooms at Summit. (Delivery is pending).
- The BICO Annual Report was completed and approved at the December 3, 2020 Board Meeting. This report along with the Annual Audit was uploaded to the DESE Security Portal in accordance with the regulations.
- On November 6, 2020 I held a virtual coffee hour for families. One family attended. I will be scheduling these coffee hours on a bi-monthly basis and will experiment with different times of the day for optimal family engagement.
- Tom Drake, Coordinator of Technology and I have been working on some upgrades and changes to available technology.
 - Shift of BICO phone system from First Light to Zoom phone effective 3/1/2021 due to contract expiration.
 - Staff will have access through the Zoom App on their computers and on their cell phone if they choose, to use their BICO phone extension to contact families.
 - Agreement to upgrade student information system to Infinite Campus effective 7/1/2021.
 - Increased ability to monitor and access student information.
 - Agreement to have Collaborative.org update BICO website. Go live date 7/1/2021.
 - Current website is tied to the current student information system (Midas).
 - Addition of online registration

- Negotiated agreement to move from Smart PD to Salesforce to manage internal and external professional development.
- Deb Ciccone, Business Manager and I negotiated an agreement between the BICO Transportation Network and Van Pool to address unexpected changes to school calendars and schedules due to COVID-19.
- 42 BICO Staff completed the Life Is Good Playmaker 101 Course. We are considering offering 101 again in the Spring as well as the 202 course. For more information on the Playmaker Courses <https://www.lifeisgood.com/kidsfoundation/playmakers-work.html> The feedback from staff was very positive.
- I have continued the staff virtual check-ins during our professional development days. I am attaching the links for your review.
 - October 21, 2020 - Early Release Check-in
https://docs.google.com/presentation/d/1Qxx6ZCresSdGjpDmCvOhOgMgkMGw5Jr7AQ5qLvrBNRw/edit#slide=id.g35f391192_00
 - November 3, 2020 Professional Development Day Check-in
https://docs.google.com/presentation/d/11_hEAFVU8vFVLS_VOm6yTy4MeTc7-j3gjk_MB-VO9pU/edit#slide=id.g35f391192_045
 - December 9, 2020 Early Release Check-in
https://docs.google.com/presentation/d/12eBy4Br5YqiCdOp7OcY7hVI1MOKSw-0wFqyYjCGaIhc/edit#slide=id.g35f391192_00
- In an effort to increase communication across the Collaborative and with families, we have implemented a monthly newsletter. Attached are the links to the October and November Newsletters.
 - October Newsletter -
https://www.bicounty.org/tsc_image.php?path=images/site/school_5420/uploads/2020%20OCTOBER%20NEWSLETTER.pdf
 - November Newsletter -
<https://site-pages-resources.s3.amazonaws.com/2020+NOVEMBER+NEWSLETTER.pdf>
- BICO-wide Events
 - BICO Gives Back
 - Student organized and led food drive at Summit
 - Staff & Student Food Drive at Mansion Drive
 - Donations of small gifts and toiletries for New Hope.
 - Holiday Door Decorating
 - Ugly Sweater Day
 - Collaborative Wide Zoom - December 23, 2020
https://docs.google.com/presentation/d/10pwdlhJ3_bMlBsaCsq0yOvH9IID5pf3s/edit#slide=id.gb22d0615f6_0_167
- I will continue to monitor developments related to the ongoing pandemic and will respond accordingly.

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