

# South Coast Educational Collaborative

Board of Directors

August 20, 2015

## Minutes

Present: A. Bosco, R. Medeiros, R. Monteiro, J Schoonover  
M. Canner, D. Heimbecker and J. Prendergast

### 1.00 - Call to Order

The meeting was called to order by Board Chair R. Medeiros at 1:00 PM.

### 2.00 - Minutes of June 18, 2015

The minutes of June 18, 2015 were presented for review and approved.

Motion, A. Bosco: To approve minutes of June 18, 2015

Second, R. Monteiro

Vote, Unanimous with one abstention

### 3.00 - Financial Information

#### 3.10 - Update on FY 15 Business Plan/Budget

Executive Director, Heimbecker and Board Chair, R. Medeiros met with Auditor, Elaine Renzi, who is preparing the official Audit of SCEC's financials for FY 15. This will be presented at the Board of Directors' Meeting on December 17, 2015. Ms. Renzi noted that SCEC is well prepared for the audit and had prepared all the materials and documents requested for review. The Executive Summary of June, 2015 indicates that in FY 15, SCEC has a large surplus which has replenished the reserve fund to a 2 month level. The number of students from member districts has diminished as SCEC has provided support and resources for member districts to build their own programs.

#### 3.20 - Business Plan/Budget for FY 16

SCEC continues to be available to assist districts to develop and enhance in-district program with the option of SCEC remaining as a Step Up/Step Down model. SCEC continues to serve as a resource for the Seekonk School District and is now beginning work in the Freetown/Lakeville School District. The Leadership Team is expanding the Professional Development Site Model allowing districts to access professional development through these sites.

#### 3.30 - SCEC Financial and Control Policies

As new policies and procedures emerge, board participation and oversight will be encouraged and solicited. The new policy governing health care contributions is an example of this practice.

#### 4.00 - Human Resources

##### 4.10 - New Hires

Motion, R. Monteiro: To approve the hires of:

4.11 Jesse Blakely, Paraprofessional II, Seekonk North Middle/High Programs, 12 months

4.12 Kerrin Conceicao, Nurse RN, Medical Services, Various Programs, 12 months

4.13 Meagan Allaire, Teacher, Seekonk North High Program, 12 months

4.14 Suzanne Mosley, Teacher, Somerset North Elementary, 12 months

Second, A. Bosco

Vote, Unanimous

##### 4.20 - Resignations

Motion, A. Bosco: To accept the resignations of:

4.21 Kendra Jenness, Orientation and Mobility Teacher, Various Programs, Per Diem

4.22 Samantha Lundstrom, Occupational Therapist, Various programs, 12 months

4.23 Sara Buchanan, Teacher, Early Childhood, Chace Program, 12 months

4.24 Stacy Gonsalves, Social Worker, 12 months

4.25 Jennifer Balcius, COTA, Various Programs, 10 months with possible extended year

4.26 Nina Parent, Paraprofessional II, Gallishaw High School Satellite, 12 months

Second, J. Schoonover

Vote, Unanimous

##### 4.30 - Retirements

None

##### 4.40 - Leave of Absence

4.41 Motion: R. Monteiro: To accept the one year medical leave for Sarah Fontes, Paraprofessional II, 12 months

Second. J. Schoonover

Vote, Unanimous

4.42 (Addendum to Agenda)

Motion: J. Schoonover: To table the discussion of the request for leave of absence for one year by Lisa Fournier, Transition Specialist/Teacher/Leader, until the next meeting when more information is available

Second, A. Bosco

Vote: Unanimous

4.50 - Educational Leave

4.51 Motion, R. Monteiro: To accept the educational leave of Caitlin Gavin, APE Teacher, Seekonk North Programs, 12 months  
Second, J. Schoonover  
Vote, Unanimous

5.00 - Executive Session

None

6.00 - Building Program Update

6.10- Board members discussed the Board approved Capital Expenditure plan. Permits should go before the Swansea Planning Board in early September.

6.20 The purchasing of vehicles is progressing.

7.00 - Policy and Procedures

7.10 - The new policy governing health care contributions was proposed and approved at the June 18, 2015 Board of Directors' Meeting.

8.00- Professional Development - Presented by Frank Gallishaw Jr.

8.10 - The program will resume on September 18<sup>th</sup> with the final course to be conducted by Dr. Francis Connor.

8.20 - The SCEC/Framingham State University Partnership Program for Professional Licensure in general education Pre-K-2 and grades 1-6 is continuing recruitment.

8.30 - Recruitment efforts are continuing for the "Bridge to Teaching", a SCEC/Northeastern University Partnership Program. An open house will be scheduled in the near future.

Consideration is being given to establishing a partnership with Bridgewater State University to provide such a program. In addition, Board members discussed the licensure renewal requirements for educators. BSU has agreed to partner with SCEC to provide coursework at our Main Office for Special Education Professional Development Points required for Professional License Renewal for educators that will renew their primary license on or after July 1, 2016.

8.40 - The SCEC/Bridgewater State University Special Educator Licensure Graduate Degree program is continuing.

8.50 - SCEC will host its opening professional development days on September 8 and 9, 2015 and will conduct a number of DESE mandated trainings.

- 8.60 - SCEC Professional Learning is attempting to partner with South Shore Educational Collaborative to provide coursework in the area of Sheltered English Immersion (SEI). Board members discussed the need for this.
- 9.00 - Superintendent Issues
- 9.10 - Board members shared their reflections on the MASS Summer Institute in July, 2015. This conference, "Serving All Children: Leading Healthy Schools", was compelling and many of the conference themes will be implemented in member districts throughout the year. Executive Director Heimbecker, distributed three books to Board Members for follow-up readings. One of these books, Anxiety and Depression in the Classroom was written by Nadja Reilly, PhD, who was a presenter at the conference.
- 9.20 - SCEC staff will present at the AESA national conference in New Orleans in December.
- 9.30 - Executive Director Heimbecker and two Board Members will present at the AASA 2016 National Conference on Education in Phoenix, Arizona, February 11-13, 2016. They will present two sessions both focusing upon data informed practice with neuro-cognitive science infused. Board members interested in attending should contact Jewel Woodside.
- 9.40- The Berkley School Department has made a request regarding payment of rental fees.

Motion, R. Monteiro: To approve the request of the Berkley School Department that rental fees be paid directly to the school department in lieu of tuition credits for FY 2016

Second, A. Bosco

Vote, Unanimous

9.50 – Other Superintendents' Issues

- 9.51 – Superintendent Medeiros thanked SCEC for hosting the Freetown/Lakeville Professional Development for Administrators in the GLC site.

10.00- Warrants

The warrants were presented and signed.

11.00 - Other Items

- 11.10- Executive Director, Heimbecker distributed a sample letter to Board members regarding DESE Technical Assistance Advisory SPED 2016-1: Time out and seclusion. Board members discussed this advisory and its implications.

12.00 - Adjournment

Motion, J. Schoonover: To adjourn at 2:06 PM

Second, A. Bosco

Vote, Unanimous