

South Coast Educational Collaborative

Board of Directors
December 3, 2015

Minutes

Present: A. Azar, A. Bosco, T. Lynch, R. Medeiros, J. Schoonover
M. Canner, D. Heimbecker, J. Prendergast, and Elaine Renzi

1.00 - Call to Order

The meeting was called to order by Board Chair R. Medeiros at 2:10 PM.

2.00 - Minutes of October 15, 2015

The minutes of October 15, 2015 were presented for review and approved.

Motion, T. Lynch: To approve minutes of October 15, 2015

Second, R. Monteiro

Vote, Unanimous

3.00 - Financial Information

3.10 Elaine Renzi, a partner in the firm of Pavento, Ratcliffe, Renzi & Co., LLC, presented the FY 2015 Audit. It was presented containing no exceptions.

Motion, T. Lynch: To approve the 2014-15 Annual Audit of South Coast Educational Collaborative and instruct the Board Chair and the Executive Director to certify that this action was taken by signing a document that memorializes the action taken.

Second, A. Bosco

Vote, Unanimous

3.20- Update on FY 16 Business Plan/Budget

A discussion transpired about the enrollment fluctuation through the years at SCEC and its impact on Business Plans/Budgets. Currently, there are less member district students than anticipated in the FY 16 Budget/Business Plan and as a result all Leadership Team members are continuing to enhance efforts to increase enrollment.

When the FY 16 Business Plan/Budget was approved by the Board, the new classrooms, (GRAIS, Berkley Elementary and Freetown/Lakeville Elementary) had not yet been opened. A list of Tuition Rates for July 2015-June 2016 was distributed to Board members and includes the tuition rates for all programs, including the additional sites.

Motion, J. Schoonover: To approve an addendum to the FY 15-16 Business Plan/Budget that includes the tuition rates of the additional sites: GRAIS, Berkley Elementary and Freetown Elementary.

Second, T. Lynch

Vote, Unanimous

3.30- Business Plan/Budget for FY 17.

Executive Director, Heimbecker spoke about the need to increase enrollments and pursue other activities to enhance revenues. Step-up/step-down Programs in inclusive environments can offer support and assistance to districts so students will succeed. The SCEC Seekonk High School Classroom is an example of a successful inclusion program. SCEC would like to expand inclusion programs, especially in conjunction with step-up/step-down partnerships. The new Berkley Elementary site as well as the Freetown/Lakeville sites have been very welcoming into their school communities. Transportation is another activity that is a possibility and Board members should let SCEC know if there is a need for this.

4.00 - Superintendent Issues

4.10 - The South Coast Educational Collaborative's Annual Report for July 1, 2014-June 30, 2015 was presented for Board member comment and approval.

Motion, T. Lynch: To approve the 2014-2015 Annual Report of South Coast Educational Collaborative and instruct the Board Chair and the Executive Director to certify that this action was taken by signing a document that memorializes the action taken.

Second, A. Bosco

Vote, Unanimous

4.20 - The AASA's National Conference on Education is being held in Phoenix, Arizona from February 11-14, 2016. Superintendents Medeiros and Lynch and Executive Director Heimbecker will be doing two poster board presentations. Additional board members may present as well. This professional development experience will be shared at the SCEC Board of Directors' meeting scheduled for April 14, 2016.

4.30 - The Board approved an addendum to the FY 16 Business Plan/Budget that includes the additional Sites. (see 3.20 for additional information)

4.40 Superintendent Lynch attended the Executive Committee Meeting of the MA International Academy and reviewed key agenda items.

4.50 - Superintendent Schoonover asked about coursework for licensure renewal in SEI and Special Education Professional Development Points. Various options to meet these requirements were discussed. Additional information about this will be presented at the January 14, 2016 Board of Directors' Meeting.

5.00 - Warrants

The warrants were presented and signed.

6.00 Other Items

Board members reviewed the book, *Simple Habits Complex Times*, by Jennifer and Keith Johnston.

Executive Director, Heimbecker will be taking a vacation in Europe from December 5-17, 2015 in celebration of his 20th anniversary with his wife, Joyce. He has designated an Executive Leadership Team and a Supporting Team to oversee Executive Director responsibilities during this time. Maureen Canner, Associate Director of SCEC, will chair the Executive Leadership Team. Dr. Heimbecker expressed confidence in Maureen Canner's abilities and experience and in all members of the Executive Leadership Team.

7.00 - Adjournment

Motion, T. Lynch: To adjourn at 3:35PM

Second, J. Schoonover

Vote, Unanimous