

**SOUTH COAST EDUCATIONAL COLLABORATIVE**

Board of Directors' Meeting  
June 15, 2017  
Minutes

Present: A. Azar, A. Bosco, T. Lynch, R. Medeiros, J. Robidoux,  
M. Canner, D. Heimbecker, J. Prendergast

1.00 - Call to Order

The meeting was called to order by Board Chair R. Medeiros at 1:01 PM.

2.00 - Minutes of April 13, 2017

The minutes of April 13, 2017 were presented for review and approved.

Motion, T. Lynch: To approve minutes of April 13, 2017  
Second, A. Bosco  
Vote, Unanimous

3.00 - Financial Information

3.10 - FY 17 Business Plan/Budget with May 2017 Close: Executive Summary and MR-6

The SCEC Leadership Team is thankful to Board Members and Participating Partners for sending more students than anticipated. The nearly \$750,000 projected loss has been addressed successfully and it appears that we are breaking even at the end of the FY '17 school year. There are a few trends occurring that indicate a positive direction for the FY 18 budget.

3.20 - FY 18 Business Plan/Budget

The Leadership Team has constructed a Business Plan that will allow SCEC to make good use of the opportunities available by the current positive trends that are occurring at SCEC. The driving force of the budget/business plan is a strong commitment on the part of all SCEC employees to sustainability and this is at the heart of the new Union Contracts as well. This commitment is a throughline meant to synthesize all collective and individual activity and production.

The Business Plan/Budget has 4% tuition increases for Member Districts and no higher than 5% increases for Participating Districts.

Motion, T. Lynch: To accept business plan as presented for FY 18  
Second, A. Azar  
Vote, Unanimous

Motion, A. Bosco: To accept the Capital Expenditure Adjustment for the FY'17 Business Plan/Budget  
 Second, T. Lynch  
 Vote, Unanimous

3.30 - SCEC Financial and Control Policies

In preparation for a possible DESE financial audit at SCEC sometime during FY 18, the Leadership Team will be assessing all existing financial and control policies and procedures. As adjustments to existing ones and new ones emerge, Board participation and oversight will be encouraged and solicited.

4.00 - Human Resources

4.10 - New Hires

4.11 Martina Athas, Nurse, Medical Services, 12 months

Motion, J. Robidoux: To approve the new hire as presented  
 Second, A. Azar  
 Vote, Unanimous

4.20 - Resignations

4.21 Wayne Kissell, Paraprofessional II, Seekonk North Elementary, 12 months

4.22 Tyler Roberge, Paraprofessional II, GRAIS, 12 months

4.23 Taylor Belanger, Paraprofessional II, Seekonk North High School, 12 months

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

4.25 Gina Holick, Paraprofessional II, Gallishaw High School, 12 months

4.26 Erica Zongrone, Teacher, Seekonk North Elementary, 12 months

4.27 Katherine Loffredo, Nurse, Medical Services, 12 months

Motion, T. Lynch: To accept the resignations of 4.21-4.27  
 Second, A. Bosco  
 Vote, Unanimous

4.30 - Retirements

None

4.40 - Leave of Absence

4.41 Erica Zongrone, Teacher, Seekonk North Elementary, 12 months

Motion, J. Robidoux: To deny the request for leave of absence by Erica Zongrone  
 Second, A. Bosco  
 Vote, Unanimous

- 4.50 - Educational Leave  
None
- 4.60 - Executive Director Heimbecker explained that SCEC has been exploring other alternatives to do the current cleaning work as well as the additional work at the Swansea YMCA site. At this point, SCEC may just find someone for the additional work at the Swansea YMCA site.
- 5.00 - Executive Session  
None
- 6.00 - Building Program Update
- 6.10 - Since many unexpected expenses have occurred for the renovation of the Swansea YMCA building and site, adjustments to the Capital Expenditure Plan for FY 2017 will need to be made.
- 6.20 - The work continues on renovation of the Gallishaw space made available by the move of the Seekonk Council on Aging. STEAM initiatives are expanding.
- 6.30 - Renovations are occurring at Bishop Connolly High School. Bridge at Dighton/Rehoboth High School is being consolidated with the Bridge Program currently at Bishop Connolly. Renovations are not completed at the Bishop Connolly Site, so the students at DRHS will be remaining at that site during the summer months.
- 6.40 - John Kennedy from NESDEC recently coordinated a facilities study of the Gallishaw and North Elementary Schools.
- 6.50 - Repair and replacements at the majority of SCEC sites are being completed as needed.
- 7.00 - Policy and Procedures  
Leadership Team members are refining and creating policies for SCEC. Board members are encouraged to share policies and procedures that may be helpful to SCEC.
- 8.00 - Professional Development – Presented by Frank Gallishaw Jr.
- 8.10 - SCEC hosted the final Professional Development Day on May 5, 2017. The morning session included a theme of our collective commitment as an organization to sustainability. It concluded with the annual presentation on legal matters/mandates by Attorney Felicia Vasudevan of the law firm Murphy, Hesse Toomey and Lehane.
- 8.20 - Board members who were able to attend the SCEC final Professional Development Day discussed the good work and excitement that was evident on that day. They were able to view SCEC staff providing presentations on site and classroom initiatives during the afternoon Learning Expos.

- 8.30 - Charles Seekell continues to support STEAM professional learning activities and has conducted numerous classroom visits to demonstrate and co-teach Project Based Learning with SCEC staff.
- 9.00 - Superintendent Issues
- 9.10 - SCEC has been recruited by DESE to participate in an exciting 5-year project called the Massachusetts Partnership for Transition into Employment. (MPTE) Dr. Lisa Fournier will serve on a committee that designs policies and procedures that will be used on IEP's throughout the state.
- 9.20 - Executive Board members shared highlights of their continuous Professional Learning Experiences that have occurred since the April 13, 2017 Board meeting
- 9.30 - Executive Board Members will be attending the M.A.S.S. 2017 Executive Summer Institute July 18, 2017-July 21, 2017, *Leading and Creating Inclusive Schools: All Means All*. This is about learning and growing personally and professionally.
- 9.40 - Executive Director Heimbecker facilitated a brief book club activity utilizing Chinghua Tang's *The ruler's guide: China's greatest emperor and his timeless secrets of success*. (2017)
- 9.50 - The Board Chair and Vice Chair have continued to confer with the Executive Director regarding the 2016-2018 year Educator Evaluation cycle.
- 9.60 - Board members discussed the schedule of Board meetings for the 2017-2018 school year and agreed that the current format is fine. Adjustments can be made if there are any conflicts.
- 9.70 - There were no other Superintendent Issues discussed.
- 10.00 - Warrants  
The warrants were presented and signed.
- 11.00 - Other Item(s)  
None
- 12.00 - Adjournment  
Motion, T. Lynch: To adjourn meeting at 1:44 PM  
Second, A. Azar  
Vote, Unanimous