

SOUTH COAST EDUCATIONAL COLLABORATIVE

Board of Directors' Meeting

January 31, 2017

Minutes

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

1.00 - Call to Order

The meeting was called to order by Board Chair R. Medeiros at 1:06 PM.

2.00 - Minutes of December 15, 2016

The minutes of December 15, 2016 were presented for review and approved.

Motion, T. Lynch: To approve minutes of December 15, 2016

Second, A. Azar

Vote, Unanimous

3.00 - Financial Information

3.10 - FY 17 Business Plan/Budget

The FY 17 budget continues, is tracking reasonably well and heading in the right direction. The SCEC Leadership Team is appreciative of the support of SCEC Executive Board members who are entrusting some of their most severely challenged students to SCEC programming. Leadership Team members are collaborating to consolidate and share staff, however, additional staff is essential to meet the needs of these very challenging students.

3.20 - SCEC Financial and Control Policies

All existing financial policies and procedures that are currently in place are being followed.

4.00 - Human Resources

4.10 - New Hires

4.11 Kaitlyn Gregoire, Paraprofessional II, Bishop Connelly High School, 12 months

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

4.13 Erin Jarvis, Paraprofessional II, Somerset North Elementary, 12 months

4.14 Mabel Kabatalya, Paraprofessional II, Seekonk North ACE Elementary, 12 months

4.15 Ayanda Mdledle, Paraprofessional II, Seekonk North High, 12 months

- 4.16 Amanda Ventola, Paraprofessional II, Seekonk North ACE Elementary,
12 months
- 4.17 Kathryn Warrington, Paraprofessional II, Somerset North Elementary,
12 months

Motion, J. Hackett: To approve the new hires of 4.11 through 4.17
Second, T. Lynch
Vote, Unanimous

4.20 - Resignations

- 4.21 Lindsey Lyon, Paraprofessional II, Seekonk North High, Seekonk, 12 months
- 4.22 Tamara Neville, Paraprofessional II/ABA, Related Services, various programs
12 months

Motion, T. Lynch: To accept the resignations of 4.21 and 4.22
Second, J. Robidoux
Vote, Unanimous

4.30 - Retirements

None

4.40 - Leave of Absence

None

4.50 - Educational Leave

None

- 4.60 - Executive Director Heimbecker discussed with Board members the need to investigate and possibly consider termination of the existing cleaning contract with the outside vendor. The Swansea YMCA will be an additional site to be cleaned and all cleaning could possibly be done by SCEC staff. Board members will be kept informed.

5.00 - Executive Session

None

6.00 - Building Program Update

- 6.10 - Renovations are moving along on the Swansea YMCA building and site.

- 6.20 - The Seekonk Council on Aging has moved out of the Gallishaw building and this will allow for additional classrooms. The planning process for the best use of the space has begun and will include a flex Maker/Manufacturing/Disassembling space, small office and a small kitchen.

- 6.30 - Repair and replacement is a significant part of the work that is needed at SCEC and Rich Shannon is vital to this process.
- 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 - Recruitment efforts continue for the SCEC workshop in Special Education subject matter to meet licensure requirements for general educators.
- 8.20 - ESE did not confirm the need for any of the six SCEC/Boston University licensure programs up for expiration. Executive Director Heimbecker suggested that board members who may have a need for any of these programs should submit data indicating this need to SCEC. The SCEC Professional Learning Team may consider resubmitting the Needs Assessment to ESE.
- 9.00 - Superintendent Issues
- 9.10 - Continuing Executive Director’s Educator Evaluation
 The Board Chair and Vice Chair will continue to meet with Executive Director Heimbecker on the 2016-2018 Educator Evaluation of Dr. Heimbecker and will keep Board Members informed throughout the cycle. Board Member comments and suggestions are welcomed.
- 9.20 - AASA NCE Conference 2017 in New Orleans, LA March 2-4, 2017
 Superintendent, Julie Hackett will represent SCEC Executive Board Members at this conference in New Orleans, LA, March 2-4, 2017. Superintendent Hackett will have the opportunity to reflect on her experiences at the SCEC Executive Board Meeting on April 13, 2017.
- 9.30 - ASCD Empower 17 Conference in Anaheim, California, March 25-27, 2017
 Maureen Canner will represent SCEC Executive Board Members at this conference in Anaheim, California, March 25-27, 2017. Mrs. Canner will have the opportunity to reflect on her experiences at the SCEC Executive Board Meeting on April 13, 2017.
- 9.40 - Wide Range of Executive Coaching available to Board Members
 Executive Director Heimbecker spoke about Executive Coaching services that are available to Board members.

9.50 - Reconsidering Future Board of Directors' Meeting Dates for FY 17.

Board members discussed the possible schedule conflict for the next Board of Directors meeting on March 2, 2017. The next Board of Directors' meeting is scheduled for April 13, 2017.

Motion, Hackett: To cancel the March 2, 2017 Board of Directors' Meeting.

Second, A. Azar

Vote, Unanimous

9.60 - Other Superintendent's issue(s)

Executive Director Heimbecker distributed a map of all SCEC locations. SCEC has programs located at thirteen different sites.

Executive Director Heimbecker distributed a chart, prepared by Kathy Novick, of Student Enrollment by Level. Dr. Heimbecker explained that this information is used for planning purposes. Board members are encouraged to let SCEC know what their needs may be.

Negotiations between South Coast Educational Collaborative and South Coast Educational Collaborative Federation has commenced.

10.00 - Warrants

The warrants were presented and signed.

11.00 - Other Item(s)

Felicity K., a student at Gallishaw High School, spoke about the book, *Zombiehood*, which she wrote. Executive Director, Heimbecker, praised Felicity for her work and distributed copies of the book to Board Members.

12.00 - Adjournment

Motion, A. Azar: To adjourn meeting at 1:56 PM

Second, J. Hackett

Vote, Unanimous