

**SOUTH COAST EDUCATIONAL COLLABORATIVE**

Board of Directors' Meeting  
April 12, 2018  
Minutes

Present: A. Azar, A. Bosco, 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 1:01 PM.

2.00 - Minutes of February 8, 2018

The minutes of February 8, 2018 were presented for review and approved.

Motion, A. Bosco: To approve minutes of February 8, 2018  
Second, J. Robidoux  
Vote, Unanimous

3.00 - Financial Information

3.10 - FY 18 Business Plan/Budget

The positive trend of SCEC operating at a surplus is continuing. Since enrollment continues to be above budget, SCEC financial leaders are guardedly optimistic that the budget will break even by the end of FY 18.

3.20 - FY 19 Business Plan/Budget

Upon review of MR-6, it is evident that certain programs are financially more successful than others. This illustrates the need to rearrange and consolidate various SCEC programs and classrooms. Currently, plans are being formulated to move the middle school students at the Gallishaw site to the Seekonk North School and move the high school students from Seekonk North to the Gallishaw site.

In addition, SCEC will acquire two additional classrooms at the Bishop Connolly site. SCEC is very dependent upon available space and requires flexibility when planning for the use of space.

The FY 19 Business Plan/Budget will include up to a 5% increase depending upon the census.

## 3.30 - SCEC Financial and Control Policies

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

## 3.40 - OPEB Trust

As supported by the SCEC Board of Directors, an actuarial study has been completed. At the next SCEC Board of Directors meeting on June 14, 2018 information from the meeting with the Rockland Trust Bank will be shared.

4.00 - Human Resources

## 4.10 - New Hires

4.11 - Timothy Oborski, Para II, Life Academy/Seekonk North  
Middle, 12 months

4.12 - Susan Fortes-Couitt, Administrative Assistant, LIFE Academy, 12 months

Motion, T. Lynch: To approve the new hires as presented  
Second, A. Bosco  
Vote, Unanimous

## 4.20 - Resignations

None

## 4.30 - Retirements

None

## 4.40 - Terminations

None

## 4.50 - Leave of Absence

None

## 4.60 - Educational Leave

None

5.00 - Executive Session

Motion, T. Lynch: To enter into Executive Session at 1:59PM  
Second, J. Robidoux

Roll Call:

A. Azar - Aye  
 A. Bosco – Aye  
 T. Lynch – Aye  
 R. Medeiros – Aye  
 J. Robidoux - Aye  
 J. Schoonover – Aye

Vote, Unanimous

Motion, T. Lynch: To end Executive Session at 2:16 PM and return to regular meeting  
 Second, J. Robidoux

Vote, Unanimous

- 6.00 - Building Program Update
- 6.10 - SCEC Board members were invited to visit the LIFE Academy following the Board of Directors’ meeting. SCEC’s newest site will be used as a hub and districts are invited to use this as a resource.
- 6.20 - The completion of the LIFE Academy site has allowed repairs and replacements at other sites to be completed as needed.
- 7.00 - Policy and Procedures
- 7.10 - Leadership Team members continue to refine and create policies for SCEC.
- 7.20 - Maggie Arruda, Nurse Leader, shared the journey of the development of SCEC’s draft substance use screening, education, and Narcan intervention protocols, as well as relevant documents. A committee was formed at SCEC consisting of nursing staff, counselors, teachers and paraprofessionals from the middle and high school programs. Committee members attended many professional trainings on substance use and opioid addiction in an effort to prepare for interventions and resources. Connections were made with many community partners who provide treatment. Seekonk was a very close partner in piloting the CRAFFT Tool at the high school. In addition, SCEC nurses will be involved in teaching a Life Skills Program on decision-making to SCEC students. Maggie also spoke about the Narcan protocol and the involvement of the SCEC school physician and community responders in the development of this.
- 8.00 - Professional Development – Presented by Frank Gallishaw Jr.
- 8.10 - A group of SCEC staff attended Professor Mark Moss’s workshop in treating the ageing brain on March 16, 2018. Professor Moss is Chair of the Neurobiology Department at Boston University’s Medical School.

- 8.20 - The SCEC Leaders who attended the annual ASCD international conference in Boston shared their learning with the Leadership Team on April 10, 2018.
- 8.30 - Executive Director Heimbecker shared information from the DALI session that he attended in Orlando from April 4-6.
- 8.40 - Board members are invited to send representatives from their district to the SCEC Legal Workshop on May 4, 2018.
- 8.50 - SCEC Leadership Team participated in the Planning for Success workshop lead by Katherine Novick.
- 8.60 - Executive Director Heimbecker spoke about the New Pedagogies Global Laboratory for Deep Learning in Vancouver, Canada that a team of SCEC leaders will attend from April 16-18. SCEC will represent the New Pedagogies Global Laboratory in this part of the United States.
- 8.70 - The South Coast Professional Development Committee continues to pursue a Bachelor's and Master's Degree Program in Special Education.
- 9.00 - Superintendent Issues
- 9.10 - Board members shared their learning from the valuable sessions that they attended at the AASA National Conference held in Nashville, Tennessee in February, 2018.
- 9.20 - Board members and SCEC Leadership Team members who attended the annual ASCD international conference in Boston shared information and resources from the conference.
- 9.30 - Board Members planning to attend the MASS Executive Institute scheduled for July 10 - July 13, 2018 should contact Jewel Woodside for the particulars.
- 9.40 - Discussions continue about strengthening the relationship between the Fall River School Department and SCEC.
- 9.50 - SCEC Executive Director, David R. Heimbecker and Donna Ottaviano, Executive Director of East Bay Collaborative in Warren, R.I. continue to explore potential opportunities for collaboration.
- 9.60 - Executive Director Heimbecker's 2016-2018 Educator Evaluation process continues with the supervision of the SCEC's Board Chair and Vice-Chair.
- 9.70 - A document created by Board Chair R. Medeiros and Vice Chair T. Lynch regarding the Executive Director's contract extension was distributed to Board members for review, input and approval.
- 9.80 - Executive Director Heimbecker facilitated a book club activity utilizing *The House of Broken Angels* written by Luis Alberto Urrea in 2018.

9.90 - Other Superintendent Issue(s)

None

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 2:24 PM

Second, A. Azar

Vote, Unanimous