

SOUTH COAST EDUCATIONAL COLLABORATIVE

Board of Directors' Meeting
September 13, 2018
Minutes

Present: A. Azar, J. Cabral, Rich Drolet, T. Lynch, R. Medeiros, J. Robidoux, J. Schoonover,
M. Canner, D. Heimbecker

1.00 - Call to Order

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

2.00 - Minutes of June 14, 2018

The minutes of June 14, 2018 were presented for review and approved.

Motion, T. Lynch: To approve minutes of June 14, 2018
Second, J. Schoonover
Vote, Unanimous

3.00 - Financial Information

3.10 - FY 18 Business Plan/Budget

The budgetary projection for the end of the year is a modest surplus of approximately \$300,000. However, this will not be official, until the accountants complete the close for FY 18 and give the final report.

3.20 - FY 19 Business Plan/Budget

There are currently 10 more students than budgeted; however, staffing levels have increased as student needs have become more complex. It appears that SCEC is progressing at a break-even budgetary pace for FY19.

3.30 - SCEC Financial and Control Policies

The financial audit of SCEC by Edward Sylvanowicz, Supervising Auditor from the Audit and Compliance Unit of MA DESE and a DESE colleague has been completed. The preliminary findings that were shared in the exit interview indicate that at SCEC all required financial and control procedures are in place and being followed appropriately. Executive Director Heimbecker thanked Kathy Novick, who was on point for the SCEC team that prepared for the audit.

3.40 - OPEB Trust

Executive Director Heimbecker updated board members on the process of establishing the OPEB Trust. At this point, SCEC is in the process of generating OPEB Trust documents. The SCEC Finance Committee have suggested that \$25,000 from the FY 18 budget surplus be allocated to the OPEB Trust and going forward, if future budgets allow, making this an annual contribution. Board members asked about the number of SCEC people participating in this and what the projected costs may be for the future. Dr. Heimbecker will send board members the actuarial study completed by SCEC and other information that may be helpful.

4.00 - Human Resources

4.10 - New Hires

- 4.11 - Matthew Pacheco, Para II, BCHS, 12 months
- 4.12 - Eric Delgado, Paraprofessional II, Seekonk North School, 12 months
- 4.13 - Rona Durnell, Paraprofessional II, Gallishaw School, 12 months
- 4.14 - Julia Diamant, Mental Health Counselor, Seekonk North, 12 months
- 4.15 - Tyler Hetu, Paraprofessional II, LIFE Academy, 12 months
- 4.16 - Miranda Gabriele, Teacher, Seekonk North Elementary, 12 months
- 4.17 - Lauren Richard, Paraprofessional II, Freetown Elementary, 12 months
- 4.18 - Sandra Leveille, Paraprofessional II, LIFE Academy, 12 months
- 4.19 - Andrew Cormier – Paraprofessional II, LIFE Academy, 12 months
- 4.20 - Colleen Kinder, Paraprofessional II, Seekonk North, 12 months
- 4.21 - Maria Jutras, Paraprofessional II, Somerset Middle, 12 months
- 4.22 - Linda Coleman, Paraprofessional II, Seekonk North Middle, 12 months

Motion, J. Robidoux: To approve the new hires as presented
Second, J. Cabral

Discussion: Board members recommended that Superintendents inform each other in advance of hiring someone from their district.

Vote, Unanimous

4.20 - Resignations

- 4.21 - Paola Suero, Paraprofessional II, Seekonk North, 12 months
- 4.22 - Katherine Hitte, Teacher, GRAIS, 12 months
- 4.23 - Kelly Duda, Physical Therapist, Related Services, 12 months

Motion, T. Lynch: To accept the resignations as presented
Second, R. Drolet
Vote, Unanimous

- 4.30 - Retirements
 - 4.31 – Kelly Cardoza, Paraprofessional II, BCHS, 12 months
 - Motion, J. Robidoux: To accept the retirement as presented
 - Second, R. Drolet
 - Vote, Unanimous
- 4.40 - Terminations
 - None
- 4.50 - Leave of Absence
 - None
- 4.60 - Educational Leave
 - None
- 5.00 - Executive Session
 - None
- 6.00 - Building Program Update
- 6.10 - Roofing and repairs are being completed at the SCEC site, GAR Highway, Swansea.
- 6.20 - Repairs and replacements at SCEC sites are being completed as needed.
- 6.30 - Leases for classroom spaces will be presented during the Board of Directors' meeting scheduled for October 18, 2018.
- 7.00 - Policy and Procedures
- 7.10 - As current policies and procedures are refined and new ones emerge, Board participation and oversight will be solicited.
- 8.00 - Internal Professional Development – Presented by Frank Gallishaw Jr.
- 8.10 - SCEC held its opening professional development days on September 4 and 5, 2018. Dr. Heimbecker spoke about Courageous Teaming and he introduced various SCEC teams. Board members were given a document listing all teams and contact information.
- 8.20 - The recently established twitter handle for SCEC is @Southcoastlearning.

- 9.00 - External Professional Development – Prepared by Dr. Jennifer Faria
- 9.10 - There was good representation and interest from surrounding districts at the SCEC sponsored New Pedagogies for Deep Learning Institute held on August 15, 16 and 17, 2018.
- 9.20 - SCEC staff members, as well as staff from Bishop Connolly High School will attend a Deep Learning Lab in New Brunswick, Canada on October 9 and 10, 2018.
- 9.30 - District staff are encouraged to attend the additional SCEC Deep Learning Institute on October 25 and 26, 2018. This is an opportunity to learn about Project Based learning with a strong foundation, data analysis and to be part of an international network.
- 10.00 - Superintendent Issues
- 10.10 - The SCEC Treasurer's Evaluation for 2017-2018 has been completed and was included with the Board Backup.
- 10.20 - The SCEC Business Manager's 2016-2018 Educator Evaluation has been completed and The End of Cycle Summative Evaluation was included with the Board Backup.
- 10.30 - The Executive Director's 2016-2018 Educator Evaluation has been completed and The End of Cycle Summative Evaluation report was included with the Board Backup.
- 10.40 - Board members interested in joining in with SCEC's ASCD institutional membership should contact Jewel Woodside.
- 10.50 - Leadership assessment and coaching will be offered through SCEC as part of the Executive Coaching Center which is being planned to open in October, 2018.
- 10.60 - Executive Director Heimbecker discussed his upcoming participation in The CEO Forum sponsored by the Institute for Coaching and Leadership at McLean Hospital and Harvard University, as well as the Harvard Medical School's course entitled Health Care and Leadership.
- 10.70 - Efforts for the Dartmouth Public School District to become a member of SCEC are in progress. Both the Berkley and Freetown/Lakeville School Committees have voted unanimously to allow Dartmouth to become a member. Executive Director Heimbecker reminded Board members to have their boards do the same. He explained that if Dartmouth does become a member, there will more stability in the SCEC budget and it will help to maintain the suburban blend at SCEC. Dr. Heimbecker will provide written information to new board members about SCEC membership requirements, and the information will be shared with all board members. He spoke about the responsibility of collaboratives to provide services for low incidence students that individual districts may not be able to provide.
- 10.80 - It appears that the Fall River School Department will be asking to join SCEC. Executive Director Heimbecker will be meeting with Fall River Assistant Superintendent Ann Dargon on September 14, 2018. If Fall River becomes a member, the Superintendent has asked to

have the Collaborative agreement changed so that Assistant Superintendent Dargon would be able to represent Fall River as a voting Member at all SCEC board meetings. Board members discussed the implications of this as well as the overall impact of a large urban district joining the Collaborative.

- 10.90 - Executive Director, Heimbecker, facilitated a professional learning experience for Board Members utilizing Darrell M. West's 2018 book entitled *The future of work: Robots, ai, and automation*.

- 11.00 - Other Superintendent Issue(s)

None

- 12.00 - Warrants

The warrants were presented and signed

- 13.00 - Other Item(s)

None

- 14.00 - Adjournment

Motion, T. Lynch: To adjourn meeting at 2:11 PM
Second, J. Robidoux
Vote, Unanimous