

SOUTH COAST EDUCATIONAL COLLABORATIVE

Board of Directors' Meeting February 7, 2019 Minutes

Present: A. Azar, R. Drolet, 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 1:08 PM.

2.00 - Minutes of December 13, 2018

The minutes of December 13, 2018 were presented for review and approved.

Motion, T. Lynch: To approve minutes of December 13, 2018
Second, R. Drolet
Vote, Unanimous

3.00 - Financial Information

3.10 - Updating of the FY 19 Business Plan/Budget

Jennifer Prendergast, Business Manager, reviewed the MR6 from December, 2018. Enrollment is above budget showing a surplus of \$148,000. Executive Director Heimbecker, spoke about the undulation in enrollment and the complex needs of the students. There is currently almost a full month of cash in the bank, however, there should be three (3) months of cash in the bank.

- 3.20 - The budget planning process is beginning for FY20 and the expectation to keep tuition increases between 2.5 and 5.0% are based upon assumptions made in the FY 19 budget/business plan. Executive Director Heimbecker explained the need to tailor make the budgets so that SCEC can build capacity. SCEC continues to service the most complex students that have failed in other collaboratives, however, SCEC will do everything to make things work for our districts. Our goal is for our districts to view us as a preferred provider. Dr. Heimbecker spoke about the implications for the budget as additional districts join SCEC. Board members inquired about Circuit Breaker and Jennifer Prendergast spoke about her conversation with Jay Sullivan, Associate Commissioner, School Finance and District Support Center at Massachusetts Department of Elementary and Secondary Education. Districts can include the TIERS in Circuit Breaker, as these services are a part of what is necessary to educate an individual student. The Business Plan/Budget will be presented at the April Board of Directors' Meeting. Individual board members or designees are encouraged to reach out to David Heimbecker or Jennifer Prendergast prior to the next meeting, so everyone has a mutual understanding of the budget process.

3.30 - SCEC Financial and Control Policies

As existing policies are honed and new ones emerge, Board participation and oversight will be encouraged and solicited.

3.40 - Post-Employment Benefits (OPEB) Trust

Board members reviewed the requirements for the SCEC OPEB Trust and the need to create the Board of Trustees consisting of:

Executive Director
Business Manager
current Chairman on the Board
current Vice-Chairman on the Board
(1)Appointed member of the board of directors

Superintendent Schoonover has offered to be the appointed member of the board of directors.

Motion, J. Robidoux: To appoint Superintendent Jeffrey Schoonover to be a member of the SCEC OPEB Board of Trustees

Second, A. Azar

Vote, Unanimous

4.00 - Human Resources

4.10 - New Hires

4.11 - Dion Rubio, Paraprofessional II, Seekonk North Middle, 12 months

4.12 - Mark Rhynard, Paraprofessional II, Life Academy, 12 months

4.13 - Marissa Mello, Para II, Seekonk North Elementary, 12 months

4.14 - Brittany Pereira, Paraprofessional II, Life Academy, 12 months

4.15 - Brianna Loyd, Paraprofessional II, Seekonk North Elementary, 12 months

Motion, T. Lynch: To approve the new hires as presented

Second, J. Schoonover

Vote, Unanimous

4.20 - Resignations

4.21 – Alexis Lourenco, Paraprofessional II, Seekonk North ACE Elem 205

Motion. J. Robidoux: To accept the resignation as presented

Second, J. Schoonover

Vote, Unanimous

- 4.30 - Retirements
 - 4.31 – Katherine J. Novick, Administration
 - Motion, J. Robidoux: To accept the retirement of Katherine J. Novick with regret
 - Second, T. Lynch
 - 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 - Repairs and replacements at the majority of SCEC sites are being completed on an as needed basis.
- 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 - The Maker Space staff has developed a CNC Technology Certificate program.
- 8.20 - SCEC hosted a Mass Comprehensive Assessment System-Alternative Assessment drop-in session for all teachers submitting student portfolios for the 2018/19 school year.
- 8.30 - SCEC leaders hosted a Mentor Training on Tuesday, January, 29, 2019.
- 9.00 - External Professional Development – Prepared by Dr. Jennifer Faria
- 9.10 - SCEC is working with Carol Doherty who is able to get great things accomplished in professional development.

9.20 - SCEC staff are investigating and possibly offering undergraduate programs, Masters Programs in Special Education and a range of licensure opportunities.

9.30 - A partnership with GOHAcademy is being explored.

9.40 - SCEC is partnering with Bridgewater State University and will offer the Sheltered English Immersion (SEI) Endorsement course at South Coast.

10.00 - Superintendent Issues

10.10 Carol Doherty facilitated a professional learning needs assessment for Board Members. She has a great deal of knowledge in professional learning in Massachusetts and Rhode Island and will work with SCEC and the districts to assist with developing both internal and external professional development. At SCEC, there is a need for SEI coursework, MTEL Prep, licensure opportunities and paraprofessional training.

Superintendent Robidoux discussed the following needs in Swansea: SEI coursework; Aspiring Principal coursework; Paraprofessional training and testing; MTEL Prep and Vocational licensure.

Superintendent Drolet discussed the following needs in Seekonk: Paraprofessional training for low incidence population, and licensure requirements for teachers and administrators.

Superintendent Schoonover spoke about the needs in the Somerset District: Paraprofessional training with a focus upon cultural shifting from supporting teachers to supporting students, and data collection, as well as behavioral management focusing upon social/emotional needs.

Superintendent Lynch discussed the needs in the Berkley District: Behavioral management focusing upon the social/emotional needs of the students.

Superintendent Medeiros spoke about the need for SCEC to contact key staff in Districts who should be a part of this process, especially those who are responsible for professional development.

Carol Doherty will contact Superintendents or designee and arrange for a meeting. She will listen and get input. She will follow-up with an email and she can be redirected to the right person. She will copy all emails to Superintendents.

10.20 - SCEC Board Members who are interested in attending ASCD's national conference being held in Chicago, Illinois from March 16-18, 2019 should contact Jewel Woodside.

10.30 - SCEC Board members who are interested in attending the AASA national conference in Los Angeles from February 14-16, 2019 should contact Jewel Woodside.

10.40 - New Collaborative Law

The new Collaborative law, entitled AN ACT RELATIVE TO EDUCATION COLLABORATIVES, has gone into effect and has expanded the role of Collaboratives. Through the years, the SCEC Business Plan has been developed to provide more services in regular education. In addition, the South Coast Regional Organization (SCRO) organizational structure has been in place for a number of years. Executive Director Heimbecker commended the SCEC Board of Directors for their timely support of the SCRO.

10.50 Potential for New Membership in South Coast Educational Collaborative (SCEC) and Other Emerging Arrangements.

There is a strong possibility that Dartmouth Public Schools will become a member of South Coast Educational Collaborative by July 1, 2019. Board Chair Medeiros praised board members for obtaining their school committee support.

The request for the Fall River Public Schools to become a member of South Coast Educational Collaborative (SCEC) is in process. Executive Director Heimbecker spoke about Fall River Superintendent Matthew Malone's request to have the Assistant Superintendent attend SCEC Board meetings. Dr. Heimbecker also discussed the importance of continuing a positive relationship with the Fall River School District.

Consultation work with the King Philip Regional High School staff is leading to expanded consultation work for SCEC.

Regular education initiatives are continuing to expand.

10.60 - The Executive Director's Book Club

Executive Director Heimbecker discussed the book *Farsighted: How we make the decisions that matter the most* (2018) by Steven Johnson.

The book points out the benefit of reading fiction and the need to be well balanced in what one reads.

Dr. Heimbecker thanked Board Members for their thoughtful discussion on the SCEC budget. Superintendent Medeiros stated that he appreciated the candid conversations and the helpful information that Board members share with each other.

11.00 - Other Superintendent Issue(s)

Executive Director Heimbecker spoke about the mid-cycle review with FB Insure and the ability of SCEC to keep Workers Compensation costs down. Experts from the insurance company will be meeting with the Leadership Team in March and will return in June.

A technology security audit will take place at SCEC as well.

12.00 - Warrants

The warrants were presented and signed

13.00 - Other Item(s)

None

14.00 - Adjournment

Motion, J. Schoonover: To adjourn meeting at 2:30 PM
Second, T. Lynch.
Vote, Unanimous