

**SOUTH COAST EDUCATIONAL COLLABORATIVE**

Board of Directors' Meeting  
January 16, 2020  
Minutes

Present: A. Azar, R. Drolet, B. Gifford, 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 1:03 PM.

2.00 Minutes of October 24, 2019 and December 5, 2019

The minutes of December 12, 2019 were presented for review and approved.

Motion, J. Robidoux: To approve the minutes of December 12, 2019  
Second, A. Azar  
Vote, Unanimous

3.00 Financial Information

3.10 Post-Employment Benefits (OPEB) Trust

Future action will be taken by the Board after the FY20 budget report has been completed.

3.20 Updating the FY2020 Business Plan

The budget is trending in the right direction. Enrollment is above budget at by 21 students and operating reserves are getting closer to 3 months.

3.30 Status Reporting on the FY 2021 Business Plan/Budget

Executive Director Heimbecker spoke about SCEC's reliance on non-member students and the need to make sure that the distance between non-member and member tuitions is not too far apart. We would like to be a preferred provider and we accommodate non-member districts through tuition and consultation in their districts.

The work on the business plan/budget proposal for FY 2021 is continuing with an attempt to keep tuition and other fees for service at or below 5%.

3.40 SCEC Financial and Control Policies

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

4.00 Human Resources

4.10 New Hires

4.11 Brian Shannon, Administration-Assistant, Building and Grounds, 12 months

4.12 Bethany Vanasse, Paraprofessional II, SCMAS, 12 months

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

Second, B. Gifford

Vote, Unanimous

4.20 Resignations

4.21 Megan O'Brien, Paraprofessional II, Berkley Middle, 12 months

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

Second, A. Azar

Vote, Unanimous

4.30 Retirements

4.31 Terry Gaspard, Counselor, Seekonk North Elementary, 10 months

Motion, T. Lynch: To accept the retirement as presented

Second, B. Gifford

Vote, Unanimous

Executive Director Heimbecker commented upon the longevity of Mrs. Gaspard's employment at SCEC and the size of the caseload that she was responsible for.

4.40 Terminations

None

Executive Director Heimbecker spoke about the possibility of sending out May Letters for those staff who are on Correction Plans and have not demonstrated improvement.

Board members discussed the process in their districts and the implications of Professional Status and Improvement Plans.

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.
- 6.20 Construction of GLC-3 is nearing completion.

Dr. Heimbecker discussed the Student Record Archiving Project Proposal that Board members were given to review. He explained that the scanning process has started and boxes are beginning to be moved into this site.

7.00 Policy and Procedures

- 7.10 As current administrative policies and procedures are refined and new ones emerge, Board participation and oversight will be encouraged and solicited.

8.00 Internal Professional Development – Prepared by Frank Gallishaw Jr.

- 8.10 SCEC STEAM consultant/instructor, Charlie Seekell will facilitate SCEC staff participation in a professional development activity entitled, Basic Coding.
- 8.20 Members of the SCEC Deep Learning Leadership Team held their Zoom online meeting on January 7, 2020

9.00 External Professional Development – Prepared by Dr. Carolyn McKearney

- 9.10 Trainings have occurred in districts in Creating Therapeutic Classrooms. Ongoing consultation and program development continues.
- 9.20 SCEC will partner with Bridgewater State University (BSU) to offer a Masters of Special Education and it will be held on the SCEC Swansea Campus. It will be a hybrid model and the tuition will be less than on-campus. Students will also be able to take advantage of a three month tuition payment plan if needed. Board members will share a flyer about the program with leaders in their districts. Dr. Carolyn McKearney can offer individual assistance if requested.
- 9.30 Bethany DeNardo and Linda Cullen received excellent reviews for their presentation at the School-Based Medicaid Panel for the Massachusetts Organization of Educational Collaboratives (MOEC) on 1/9/20. They have been asked by DESE and University of Massachusetts Medical Center to be a part of a panel presenting at various locations around the state.

## 10.00 Superintendent Issues

10.10 Collective bargaining discussions between the leadership teams from South Coast Educational Collaborative and the South Coast Educational Collaborative Federation began on January 9, 2020.

10.20 Potential for New Membership in South Coast Educational Collaborative

Board members can start taking action for obtaining their School Board approval for the inclusion of New Bedford and Westport and for changing the Collaborative Agreement to be governed exclusively by Superintendents. Board Members will be sent the actual language for the vote.

10.30 Although SCEC was not chosen to be in the first round of Kaleidoscope Collective for Learning initiative, the SCEC Leadership Team members will be participating indirectly with the Chatham Elementary School staff.

10.40 Board Members discussed who will be attending the National Conference of Education presented by the AASA in San Diego, California from February 13-15, 2020.

10.50 Board members discussed the National Conference for ASCD in Los Angeles, California from March 13-16, 2020.

10.60 Jennifer Prendergast discussed the MOEC meeting at which Jay Sullivan, Elena DeMelin and Craig Delmonte presented to member MOEC Finance Directors regarding the new Student Opportunity Act and how it impacts Circuit Breaker Reimbursement for transportation. SCEC will be hosting a meeting at LIFE Academy in February on this topic for member district Special Education Directors and Finance Directors. Executive Director Heimbecker spoke about the MOEC General membership meeting with Jay Sullivan and DESE staff and mentioned that Jay Sullivan was responsive to the recommendations made by Collaborative leaders.

10.70 The Executive Director's Book Club

Executive Director Heimbecker provided to Board Members a book entitled: *The wisdom of leaders: History's most powerful leadership quotes, ideas and advice* by Derek Wellington Johnson and published in 2019. It is "thinking about thinking" and can be used by leaders as part of their leadership team meetings as a way of reflecting upon why we are doing what we are doing.

## 11.00 Other Superintendent Issue(s)

Board members discussed the Board of Directors' meeting schedule and the conflict with the next scheduled meeting on February 13, 2020.

Board back-up will be sent out in February; however, the next scheduled meeting will be on April 30, 2020 at 2pm.

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 136 PM  
Second, J. Cabral  
Vote, Unanimous