

## **SOUTH COAST EDUCATIONAL COLLABORATIVE**

Board of Directors' Zoom Meeting  
April 30, 2020  
Minutes

Present: A. Azar, J. Cabral, R. Drolet, B. Gifford, 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 1:14 PM.

### 2.00 Minutes of January 16, 2020

The minutes of January 16, 2020 were presented for review and approved.

Motion, J. Robidoux: To approve the minutes of January 16, 2020  
Second, J. Schoonover

Roll Call Vote:

J. Cabral-Yes

B. Gifford-Yes

R. Medeiros-Yes

J. Robidoux-Yes

J. Schoonover-Yes

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 Collaborative's year to date surplus at the end of March is \$841,000. Enrollment is above budget by 30 students and operating reserves cover 2.19 months of SCEC's monthly expenses.

The impact of COVID -19 on revenues was discussed and includes some cost saving possibilities. Reduction in transportation costs, refunds for cancelled conferences and adjustment in insurance premiums are a few of the cost saving opportunities that were reviewed.

### 3.30 Status Reporting on the FY 2021 Business Plan/Budget

Student referrals are continuing and plans for a soft opening in July are being made to accommodate people. The soft opening will be a combination of remote learning, instructional packets and some students in school buildings. Plans are being developed for buildings to have a space for quarantine, if necessary and protective gear must be purchased. SCEC continues to focus on the side of safety and move ahead as if a soft opening will occur.

Board members discussed proposed plans for the FY 2021 Business Plan/ Budget Proposal. They spoke about the budget in response to the pandemic and how this may impact tuition and staffing. At this point, SCEC is structurally putting together a budget and Executive Director Heimbecker is recommending for FY 2021 to keep tuition and other fees for service at or below a 5% increase. Jennifer Prendergast will update board members with information on percentage increases. Board members inquired about the possibility of surplus money to be used to offset any deficits.

### 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 Danielle Cabral, Para Professional, Berkley Elementary, 12 months

4.12 Sarah Galbraith, Para Professional, Seekonk North Elementary, 12 months.

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

Roll Call Vote:

R. Medeiros - Yes

B. Gifford – Yes

J. Cabral – Yes

J. Schoonover – Yes

J. Robidoux – Yes

R. Drolet - Yes

A. Azar – Yes

Vote, Unanimous

### 4.20 - Transfers

4.21 - Kevin Hurley from Teacher at Gallishaw to Teacher at LIFE Academy, 12 months

4.22 - Christopher Costa from Para Professional at Gallishaw to Teacher at Gallishaw, 12 months

4.23 - Jason Rogers from Para Professional at LIFE Academy to Teacher at LIFE Academy, 12 months

4.24 – Andrew Cormier from Para Professional at LIFE Academy to Teacher at LIFE Academy, 12 months

Motion, J. Schoonover: To accept the transfers as presented  
Second, J. Cabral

Discussion: Executive Director Heimbecker noted that all of the transfers began as Para Professionals at SCEC and now have become licensed teachers.

Roll call vote

R. Medeiros - Yes

B. Gifford – Yes

J. Cabral – Yes

J. Schoonover – Yes

J. Robidoux – Yes

A. Azar – Yes

R. Drolet - Yes

Vote, Unanimous

4.30 - Resignations:

None

4.40 - Retirements:

None

4.50 - Terminations:

None

4.60 - Leave of Absence:

None

4.70 - 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.

Building officials from the Town of Swansea have approved the use of GLC-3. In addition to storing documents digitally, the building can be used for meetings and other activities by appointment only.

#### 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 Senior Leadership Team member, Dr. Carolyn McKearney, is training staff in Bullying Prevention via Zoom.

8.20 Members of the SCEC Deep Learning Leadership Team held their Zoom online meeting on April 7<sup>th</sup> and discussed updates on Deep Learning.

#### 9.00 External Professional Development – Prepared by Dr. Carolyn McKearney

9.10 SCEC External Professional Development trainings in March 2020

Dr. McKearney has been conducting online trainings via Zoom for districts.

9.20 Master's Degree Cohort in Special Education with BSU.

The Master's Degree cohort is wrapping up its first semester and plans are underway for two summer courses.

9.30 Bethany DeNardo and Linda Cullen presented the School-Based Medicaid Panel for the Massachusetts Organization of Educational Collaboratives (MOEC) on 1/9/20.

9.40 Dr. McKearney is available to assist districts in analyzing their continuous learning needs and developing the necessary supports.

#### 10.00 Superintendent Issues

10.10 Executive Director Heimbecker updated board member on the status of collective bargaining discussions between the leadership teams from South Coast Educational Collaborative and the South Coast Educational Collaborative Federation. Progress was being made and then school closures due to COVID-19 slowed the negotiation process. Dr. Heimbecker is recommending a one-year contract with an across the board 2% raise. Parties will return to discussions after school reopens. Board members discussed this and spoke about the status of contracts in their districts

and the financial implications of this. Executive Director Heimbecker commented that the SCEC Federation wants stability and wishes to work with us.

Motion, B. Gifford: To approve a one-year extension with a 2% salary increase of the current contract

Second, R. Drolet

Roll Call Vote

B. Gifford - Yes

J. Cabral - No

J. Schoonover - No

J. Robidoux -Abstain

A. Azar - Yes

R. Drolet - Yes

R. Medeiros - Yes

Motion Carries

Superintendent Medeiros noted that as Board Chair, the Board supports this, but any effort to lower tuitions would be appreciated.

#### 10.20 Potential for New Membership in South Coast Educational Collaborative

All SCEC member district school committees have voted to include New Bedford and Westport as members of SCEC and to change the Collaborative Agreement, so that the Collaborative is governed exclusively by a Board of Directors comprised exclusively of the Superintendents from member districts.

- 10.30 David Marr, co-chair of SCEC's New Pedagogies for Deep Learning Committee, is now serving as a member of the Chatham Elementary School's Kaleidoscope Collective Committee. As a result, SCEC will be represented in all Kaleidoscope activities.

#### 10.40 The Executive Director's Literary Club

Evan Salvo, Senior Teacher Leader, at SCEC's Middle school program in Somerset shared a letter he recently wrote that exemplifies his reflections on being an educator during the COVID-19 crisis. He wrote this letter as he felt that remote learning experiences for students and families may not always reflect the relationships that teachers and families have.

Board members expressed appreciation for this and how this letter speaks to what many educators are feeling now. They commended Evan for his outstanding work.

Executive Director Heimbecker thanked Evan and his team for their work and noted that Evan wrote this letter from his heart. He also thanked the Somerset Middle School for including our students in their school and classrooms.

#### 11.00 Other Superintendent Issue(s)

### 11.10 – End of Year /School Calendars

Board members discussed the school calendar and the projected last day of school for each of their districts. Discussion topics included professional days, snow days and school vacations for current school year and the impact on the last day of school.

The following are the end of year dates for each district:

Freetown/Lakeville - 6/25

Dartmouth – 6/15

Taunton – 6/17

Seekonk – 6/15

Swansea – 6/19

Somerset – 6/22

Plans for school calendars for FY 20-21 were shared and discussion ensued regarding Patriots Day on 9/14/20 and considerations in the calendar as a holiday or school day. Proposed start dates for school year FY '20-21 were shared.

### 11.20 – Coyle Cassidy

Board members discussed the possible usage of the Coyle Cassidy facility in the future. The SCEC Leadership Team and Executive Director Heimbecker have been investigating possibilities and were considering the possibility of establishing a SCEC Enterprise Center at this location. Superintendent Cabral has been asked by his school committee to inquire about the facility and the possibility of relocating the central office of his district. Superintendent Cabral shared with board members that Bridgewater State University, Bristol Community College and Morton Hospital are also inquiring about possible usage.

### 11.30 –Transportation

Superintendent Schoonover inquired if SCEC could explore expanding transportation opportunities for Somerset students. SCEC has 29 vehicles and continues to try and help districts while breaking even financially.

Executive Director Heimbecker and Jennifer Prendergast, Business Manager, will meet with Superintendent Schoonover and the Director of Business and Finance for further discussion.

Superintendent Robidoux commented that the Swansea School District has their own transportation and would be interested in collaborating with Somerset as well.

## 12.00 Warrants

Executive Director suggested that Board members make an appointment to sign warrants at 2201 G.A.R. Highway, however Board members would like to sign warrants electronically using DocuSign and attach a PDF. Jennifer Prendergast will research this and make this available for the Board.

13.00 Other Item(s)

None

14.00 Adjournment

Motion, R.Drolet: To adjourn meeting at 2:26PM

Second, J. Cabral

Roll Call Vote:

R. Medeiros - Yes

B. Gifford – Yes

J. Schoonover – Yes

J. Robidoux – Yes

R. Drolet – Yes

J. Cabral – Yes

Vote, Unanimous