

SOUTH COAST EDUCATIONAL COLLABORATIVE

Board of Directors' Meeting  
October 27, 2022

AGENDA

- 1.0 - Call to Order
- 2.0 - Minutes of September 22, 2022
- 3.0 - Financial Information
- 4.0 - Human Resources
- 5.0 - Executive Session
- 6.0 - Building Program Update
- 7.0 - Policies and Procedures
- 8.0 - Internal/External Professional Development
- 9.0 - Superintendent Issues
- 10.0 - Other Superintendent Issue(s)
- 11.0 - Warrants
- 12.0 - Other Item(s)
- 13.0 - Adjournment

## SOUTH COAST EDUCATIONAL COLLABORATIVE (SCEC)

Board of Directors' Meeting

October 27, 2022, at 1:00 PM

### BACKUP

#### 1.00 - Call to Order:

#### 2.00 - Minutes of September 22, 2022:

The minutes of the Board of Directors' Meeting held on September 22, 2022, are being presented for review and approval.

#### 3.00 - Financial Information:

##### 3.10 - Post-Employment Benefits (OPEB) Trust

The OPEB Trustees will be meeting on December 15, 2022, at 11:00 AM to consider future funding initiatives, policies, structural considerations, and retiree benefits. The results of this meeting will be shared with the Board of Directors during the Board meeting scheduled to begin at 1:00 PM on December 15, 2022.

Note: According to an actuarial study completed in June of 2022, the SCEC OPEB Trust exposure is \$8.8 million, and the current market value of the Trust is \$55,000.

##### 3.20 - Updating of the FY 23 Business Plan/Budget

According to John Ratcliffe, partner from Pavento, Ratcliffe, Renzi & Co. LLC, who closed the SCEC books for September 2022:

Student enrollment is less than September 2021 by 15 students. Enrollment is below budget by 29 students which consists of less member students budgeted by 15 students and less non-member students by 14. Staffing is at 208, which is a head count and not full time equivalent (FTE) for September. Full time equivalent staff count for September is 194.52. The staffing count of 208 is 3 over budget and 8 under September of 2021.

The Collaborative's year to date net operating results is at \$398,036 deficit and is \$165,344 less of a deficit than the previous year. It is \$413,233 unfavorable to the FY23 budget. With the addition of the PPP loan forgiveness, cash reserves currently cover 3.2 months of SCEC's monthly expenses, if adjusted for the PPP loan forgiveness, cash covers 1.30 months.

Overall, programs are showing a deficit of approximately \$298,216 compared to a deficit the prior year at this time of \$476,969. Student enrollment and billing days are driving the difference. Currently, surplus income is being produced at a Palmer River classroom, middle school classrooms at North Seekonk, and Bishop Connolly High School.

### 3.30 - SCEC Financial and Control Policies

Given the receipt of the PPP grant and continuing needs of SCEC, Director of Finance Jennifer Prendergast, and Executive Director David Heimbecker recommended that the Board create a Capital Reserve Fund. Since sufficient Board Member Districts have voted to create the Capital Reserve Fund, it is being established and partially funded by revenue from the PPP grant.

### 3.40 – Potential Purchase of LIFE Academy

Given the direction during the September 22, 2022 Board of Directors meeting, the Executive Director entered into negotiations with Robert Trahan, CEO of the Young Men's Christian Association Southcoast, Inc. to craft a Purchase and Sales Agreement for South Coast Educational Collaborative's \$1.5 million purchase of the building that houses LIFE Academy and surrounding property. Although there are a number of technical issues related to zoning and other requirements that need to be addressed, a \$1.4 million P&S has been crafted. It appears that the document could be ready for signing by November 11, 2022.

### 3.50 – SCEC's Fin Com and the Employee Retention Credit (ERC) 2022 Application

As a reminder, SCEC's Finance Committee is comprised of John Ratcliffe, a managing partner at the accounting firms that closes SCEC's books each month, Joseph Delude, SCEC Board's Treasure, Jennifer Prendergast, SCEC's Director of Finance, and David Heimbecker, SCEC's Executive Director. Among other strategies, this Committee has been researching options for recovering wages not covered by the PPP. It appears that SCEC may qualify for this benefit, so a partner at Pavento, Ratcliffe, Renzi & Co., LLC is investigating the possibilities.

Note: Monthly Reports (MR) MR-6 for September 2022 is included in this Board Backup

## 4.00 - Human Resources:

### 4.10 - New Hires:

4.11 – Poala Laflame, Paraprofessional, 12 months at Gallishaw High School

4.12 – Misipage Pese, Paraprofessional, 12 months at Seekonk North School

4.20- Resignation(s): None

4.30 – Retirement(s): None

4.40 - Leave of Absence(s): 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, e.g., the wooden handicapped accessibility ramp at the main SCEC office in Swansea has been replaced by a concrete one, and the Technology Hut at 2201 GAR Highway has been resided, and a Maker Space is being created at the North Seekonk School.

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 & External Professional Development—Prepared by Dr. Carolyn McKearney & Frank Gallishaw:

8.10 - Internal Professional Development - Prepared by Frank Gallishaw Jr.:

8.11 - South Coast Educational Collaborative (SCEC) staff continued their work in Deep Learning (DL) during the months of July and August. The SCEC Deep Learning Planning and Leadership Teams provided guidance to the various SCEC sites to reflect and assess the work completed during the 2021/22 school year. In addition, sites were asked to prepare short and long-term goals for the upcoming school year. It should also be noted that the Planning Team is working to bring greater agency to the upcoming Deep Learning professional development.

8.12 -The DL Teams will continue to set their own goals that will include the development of a SCEC DL Google Site, and a calendar to guide the DL work during our monthly half-professional days while improving data collection with Deep Learning dimensions.

8.13 - SCEC held its first Professional Development Day of the 2022/23 school year on September 6, 2022. The DESE mandated topics included SCEC Policies and Procedures (presented by Associate Executive Director, Lisa Martiesian and SCEC Assessment Coordinator, Dr. Cathy Viera-Baker.) and Crisis Prevention Interventions, with a focus on Positive Classroom Culture (presented by members of the SCEC CPI Team.

8.14 - SCEC hosted its second Professional Day on October 7, 2022. The agenda included the following topics: "Wellbeing & Learning" (presented by members of the SCEC wellness committee), Annual Legal Topics Presentation (presented by Attorney Felicia S.

Vasudevan) and there was continued professional development provided to our Elementary and Middle-Level educators associated with new ELA Curriculum materials acquired at the end of last year.

8.15 – SCEC held its Deep Learning early release day on during the afternoon of October 19, 2022. Teams shared their progress on deep learning lesson plan writing. These included Goal Forms related to: Student Records, Asset Management, Safe Schools, Maker Space, Electronic Communication, Health & Wellbeing, and Improving Network Security.

8.20- External Professional Development – Prepared by Dr. Carolyn McKearney:

8.21 - The SCEC/BSU Masters/ Ed.S. in Leadership- Eight cohort members are remaining with the cohort to complete their MEd/ Ed.S degrees. Cohort members represent: Taunton, Somerset/Berkley, Somerset, and SCEC.

8.22 -The SCEC/BSU Master's in Special Education- SCEC started its second cohort on September 12, 2022.

8.23 - Dr. Carolyn McKearney is providing consultation to Dartmouth, Dighton/Rehoboth, Mashpee, Old Rochester Regional, Seekonk, and Wachusett Public Schools in the 2022-2023 school year.

8.24 -Dr. Lisa Fournier is providing consultation to the Dighton/Rehoboth Transition program in the 2022-2023 school year.

8.25- The SCEC CPI team is providing CPI Refresher trainings and initial certification trainings for Seekonk and Berkely Public Schools in October and November 2022.

8.26- Dr. McKearney, along with two other collaborative leaders have been presenters at the MOEC Leadership Academy training series. The series concludes on November 3, 2022.

8.27- Dr. McKearney began a three-part training series for paraprofessionals in Freetown-Lakeville Regional School District.

8.28- SCEC will be hosting a “Threat Assessment” training on November 2, 2022, at the Clarion Hotel & Conference Center in Seekonk Massachusetts. The speaker is Dr. Sharmila Mehta from Cambridge Health Alliance. Districts are welcome to attend. Registration ends Monday October 24, 2022

8.29- SCEC hired an ESL teacher who is also a certified special education teacher. She is available to help SCEC member districts in supporting their English Learners.

Examples of available supports include:

- Support WIDA testing for students
- Support/train staff on WIDA testing
- Consult with classroom teacher to support EL students in the acquisition of the English language
- Collaborating with teachers to plan lessons that include language goals in listening, speaking, reading, and writing
- Determining appropriate teaching methods for students based on their English proficiency
- Assessing students' progress
- Consult on EL students who also require special education services
- Communicating with and supporting families

Contact Dr. Bethany DeNardo if interested in this service. [bdenardo@scecoll.org](mailto:bdenardo@scecoll.org) or call/text at 508-962-6521.

#### 9.00 - Superintendent Issues:

9.10 – As previously mentioned, Ruth Hersh and PaulaJo Gaines from DOE have instructed Executive Director Heimbecker to remind all Board members to make certain to stay current with the DESE Roles and Responsibilities of Collaborative Boards. Document can be accessed online at <https://www.doe.mass.edu/edcollaboratives/governance-guidance/default.html>. This item, 9.10, is meant as a gentle reminder.

9.20 – As previously reported, the final year of SCEC’s Strategic Plan is underway. As a result, we are currently assessing goal attainment data to assist in judging the effectiveness of our efforts and the appropriateness of our goals and the efficiency of our effort. However, the pandemic forced a variety of design and timeline alterations.

Fortunately, at the Leadership Teams request the Board voted in the April 14, 2022, meeting to extend the existing Strategic Plan until December 31, 2022. Since the April 14<sup>th</sup> meeting,

conversations with representative staff members, students, families, and other members of the SCEC community have begun to occur. A strong commitment to deep learning, wellness, and therapeutic environments are emerging as throughlines with most constituents.

The following themes have emerged and are being embedded in the SP and SCEC educators are using them in the educator evaluation process:

- Making certain that Deep Learning is a throughline in all our efforts
- Articulating Wellness and pursuing Well-Being for staff, students and their families, and all members of our SCEC community
- Recommitting to equity, access, and agency for all
- Enhancing and expanding our family networks
- Collecting/analyzing data to inform and shape our practice
- Learning and creating best practice

Please remember that Board member input is always solicited and appreciated by the Leadership Team.

#### 9.30 - The Executive Director's Book Club Reflections – Continuous Learning Service for the SCEC Board of Directors – Considering designing and implementing a truly equitable school system

During a New Pedagogies for Deep Learning US Cluster Call on October 19, 2022, Michael Fullan reported that there is a growing and compelling movement growing throughout the world that is converging on the belief that fundamental changes in society are needed, if education is to be effective. He referred to the latest work of Jeffrey M. R. Duncan-Andrade that draws from neuroscience, social epidemiology, public health, and social work. According to VitalSource, Duncan-Andrade introduces 3 essential domains of pedagogy that are both culturally and community responsive: 1) relationships, 2) relevance, and 3) responsibility.

*Equality or equity: Toward a model community-responsive education* (2022) by Jeffrey M. R. Duncan-Andrade was published by Harvard Education Press on September 22, 2022, and Board members should be receiving copies within two weeks. Hopefully, Board members will find this text both reassuring and instructive. It seems that our journey as educational leaders is headed in the right direction, but the maps are still being written.

#### 10.00 - Other Superintendent Issue(s):

10.10 – Board members express their compassion and support for John Robidoux at the passing of his father Dr. Henry J. Robidoux Jr.

10.20 – The SCEC Leadership is continuing its tradition of sharing exemplary highlights from programs throughout the Collaborative. Since there was not sufficient time to discuss our emerging aquatic efforts during our last Board meeting, we will during this Board meeting, Therefore, the focus will be on the evolving aquatics program being facilitated by Tracy Lancellotta, a SCEC OTA and being ably guided by her immediate supervisors Linda Cullen and Dr. Bethany DeNardo. Tracy is the SCEC Aquatics Liaison. There are three major goals of this initiative: 1-To train volunteer staff members as Certified Lifeguards, 2-To provide swimming lessons to all SCEC students whose

families desire to have them learn how to swim, and 3-To infuse best-practices into the program. Currently, the pools at George R. Austin Intermediate School (GRAIS) in Lakeville and the Newman YMCA in Seekonk are being graciously provided for our use.

The SCEC Leadership Team strongly supports this program, not only because swimming is an important life skill, but because drowning is a leading cause of children’s accidental death.

Also, with the support of Superintendent Bill Runey and other officials, Tracy was instrumental in securing a communication board for the playground of the Palmer River School. This was the result of a successful grant request submitted to the Doug Flutie Foundation and consistent with the “all student” commitment by the D/R school district and SCEC.

10.30 - Reviewing the proposed scheduling of SCEC Board of Board Directors’ meetings for the 2022-2023 school year:

National Conferences:

The AASA national conference on education entitled Live Well Lead Well is scheduled for February 16-18, 2023, in San Antonio, Texas

The ASCD annual conference is scheduled for March 31-April 3, 2023, in Denver, Colorado.

Note: Board members interested in attending either of these conferences should contact Leah Thibault. She will assist in making participation possible as a continuous professional learning experience.

Board of Directors’ Meetings:

<u>Date</u>	<u>Meeting Description</u>	<u>Time</u>	<u>Location</u>
October 27, 2022	-Board of Directors’ Luncheon -Board of Directors’ Meeting	12:30 – 1:00 PM 1:00 – 3:00 PM	GLC-2 GLC-2
December 15, 2022	-OPEB Trust -Superintendents’ Academic Excellence Award Luncheon with students and their families -Board of Directors’ Meeting with presentations of Annual Audit and Annual Report	11:00 – 11:30 AM 11:30 AM -1:00 PM 1:00 – 3:00 PM	BSU* BSU* BSU*
*Note: With Board Support			
January 12, 2023	-Board of Directors’ Luncheon -Board of Directors’ Meeting	12:30 – 1:00 PM 1:00 – 3:00 PM	GLC-2 GLC-2
February 9, 2023	-Board of Directors’ Luncheon -Board of Directors’ Meeting	12:30 – 1:00 PM 1:00 – 3:00 PM	GLC-2 GLC-2

April 13, 2023	-Board of Directors' Luncheon	12:30 – 1:00 PM	GLC-2
	-Board of Directors' Meeting	1:00 – 3:00 PM	GLC-2
June 15, 2023	-Administrative Assts' Luncheon	11:30 AM – 1:00 PM	TBA
	-Board of Directors' Meeting	1:00 – 3:00 PM	TBA

11.00 - Warrants: To be signed via DocuSign

12.00 - Other Item(s):

12.10 - Updating and Discussing Leasing and/or Purchasing Property for Instructional Purposes

Space to operate SCEC programs continues to be a serious concern for the SCEC Leadership team. Both extending existing leases, acquiring new ones with lease/ purchase provisions, and other arrangements are being pursued.

12.11 – Leases have been extended at the Berkley Community and Middle Schools in Berkley.

12.12 – Discussions with officials from the Dioceses of Fall River ended successfully with the execution of a three-year lease that expands the SCEC footprint at Bishop Connolly High School.

12.13 – Leases have been extended at FES and GRAIS in Freetown Lakeville.

12.14 – Negotiations are continuing to secure additional time on the leases of the Gallishaw and North Schools in Seekonk and a classroom at SHS.

12.15 – As previously reported, it appears the purchase of LIFE Academy will occur during FY23.

12.16 – Lease has been extended at the Palmer River School in D/R.

12.17 – The possibilities of purchasing school buildings in Seekonk and other properties are currently being pursued by the Executive Director.

12.20 – Additional items

13.00 - Adjournment: