

South Coast Educational Collaborative

Board of Directors

December 18, 2014

Minutes

Present: A. Azar, A. Bosco, J. Hackett, T. Lynch, R. Medeiros, R. Monteiro, J. Schoonover
M. Canner, D. Heimbecker, J. Prendergast, & E. Renzi

Note: Following the meeting, P. Gaines from DESE processed-out action taken on important agenda items.

1.00 - Call to Order

The meeting was called to order by Board Chair R. Medeiros at 1:35 PM.

2.00 - Minutes of October 16, 2014

The minutes of October 16, 2014 were presented for review and approved.

Motion, R. Monteiro: To approve minutes of October 16, 2014.

Second, A. Azar

Vote, Unanimous

3.00 - Financial Information

3.10 - Update on FY 15 Business Plan/Budget

Budget projection for SCEC over the next 7 months is that all losses experienced last year should be fully recovered in FY15. Restructuring within programs and services has contributed to this recovery. However, enrollment, staffing and indirect expenses must remain level with current numbers to maintain the recovery.

3.20 - Business Plan/Budget for FY 16

Although some service centers may require fee adjustments, the vast majority of services that are planned for FY 16 will require only modest increases ranging from 1 to 5%. For most SCEC Member Districts, It is anticipated that increases in fees for services being rendered will be blunted by increases in tuition credit given by SCEC for the use of property. However, decisions regarding this are dependent upon end of year revenue. SCEC continues to tailor services and pursue prudent entrepreneurial initiatives to offset costs.

3.30 - Elaine Renzi a partner in the firm of Pavento, Ratcliffe, Renzi, & Co. LLC, presented the FY 2014 Audit.

Elaine Renzi reported that there were no changes in accounting policies from the prior fiscal year and that there were no exceptions. Executive Director Heimbecker indicated that Accounts Receivable are documented in the monthly financial reports, but not in the audit.

Motion, T. Lynch: To accept the SCEC's Annual Financial Audit for FY'14 as presented

Second, R. Monteiro

Vote, Unanimous

3.50 - SCEC Financial and Control Policies

The policies and procedures that are currently in place are being followed. As new ones emerge, Board participation and oversight will be encouraged

4.00 - Human Resources

4.10 - New Hires

4.11 - Jessica Tetreault, Paraprofessional II, Gallishaw High School, 12 months

4.12 - Patrick Townson, Paraprofessional II, Gallishaw Middle School, 12 months

4.13 – Wade Paiva, Paraprofessional II, Gallishaw High School, 12 months

4.14 - Brendan Emanuel, Paraprofessional II, Gallishaw High School, 12 months

4.15- Matt Soares, Special Education Teacher, Gallishaw High School, 12 months

4.16 - Susan Mosely, Paraprofessional II, Somerset North Elementary, 12 months

4.17 - Melinda Wheeler, Nurse, Medical Services, Early Childhood, Chace, 12 months

Motion, J. Hackett.: To approve the hires of 4.11-4.17.

Second, A. Bosco

Vote, Unanimous

4.20 - Resignations

None

4.30 - Retirements

4.31 - Sharon Perry, Nurse, Medical Services, Early Childhood Chace, 12 months

Motion, T. Lynch: To accept the retirement of Sharon Perry, Nurse, Medical Services, Early Childhood Chace, 12 months.

Second, J. Hackett

Vote, Unanimous

4.40 - Leave of Absence

None

4.50 - Educational Leave

None

5.00 - Executive Session

None

6.00 - Building Program Update

Currently an assessment of the safety issues regarding the Route 6 entrance to SCEC is being completed. Plans will be presented to the Board in April, 2015.

7.00 - Policy and Procedures

7.10 - Board members were presented the updated SCEC Policies and Procedures Manual at the October meeting to review. All relevant Federal and State Laws and Regulations have been addressed and its content was guided by the SCEC Strategic Plan.

8.00 - Professional Development - Presented by Frank Gallishaw Jr.

8.10 - Currently, the SCEC/BU Administrator's Licensure Program candidates have finished their third and fourth courses. This licensure program will resume on January 10, 2015 with TL530, Section D: School Leadership: English Language Learners. There are 5 slots available for administrators interested in taking this class.

8.20 - The Framingham State University /SCEC Partnership Program for Professional Licensure in regular education Pre-K-2 and grades 1-6 is continuing recruitment.

8.30 - Recruitment efforts are continuing for the "Bridge to Teaching", a SCEC/Northeastern University Partnership Program.

8.40 - The SCEC/Bridgewater State University Special Educator licensure graduate degree program is continuing with two classes.

8.50 - SCEC hosted two workshops on the SCRO Professional Day, November 4, 2014 which were well attended by South Coast staff and educators from other school districts. In addition, SCEC internal professional development included many topics for SCEC faculty members.

8.60 - Frank Gallishaw, Jr. is now the Coordinator of Continuous Professional Learning and is available to design professional development and consultation services in school districts.

9.00 - Superintendent Issues

9.10 - AASA's National Conference on Education is being held in San Diego California from February 26-28, 2015.

9.11 - There are several Pre-Conference Workshops offered on February 25, 2015. .

9.12 - Thursday, February 26th - Saturday, February 28th offerings are categorized by Focus Zones.

9.13 - Board members who are interested in attending the AASA National Conference in February, 2015 should contact Jewel Woodside.

9.20 - The Annual Report was presented to the Board for its approval. Much of what is contained in this Report has been previously shared with the Board.

Motion, T. Lynch, to approve the 2013-2014 SCEC Annual Report as presented and to have the Board Chair sign a document stipulating that the Board approved the Annual Report on 12/18/14.

Second, R. Monteiro

Vote, Unanimous

9.30 - Executive Director Heimbecker shared the Paul A. Howard-Jones's article entitled "Neuroscience and Education: myths and messages" as an example of the continuous learning afforded him in the Graduate Credential in Executive Coaching Program at the Massachusetts School of Professional Psychology.

9.40 - There is strong indication that the Dartmouth School Committee will be officially requesting that their School District become a member of the South Coast Educational Collaborative.

9.50 - Board members discussed the need to increase the amount of the SCEC/MASS Scholarship.

Motion, R. Monteiro: To increase the SCEC/MASS Scholarship from \$500 to \$1,000 beginning with the 2014 Scholarship.

Second, J. Schoonover

Vote, Unanimous

10.00 - Warrants

The warrants were presented and signed.

11.00 - Other Items

None

12.00 - Adjournment

Motion, T. Lynch: To adjourn at 2:50 PM.

Second, J. Hackett

Vote, Unanimous