

South Coast Educational Collaborative

Board of Directors

August 5, 2013

Minutes

Present: A. Bosco, T. Lynch, R. Medeiros, R. Monteiro, J. Prendergast, M. Canner, D. Heimbecker

1.00 - Call to Order

The meeting was called to order by Board Chair R. Medeiros at 8:53 AM.

2.00 - Minutes of June 17, 2013

The minutes of June 17, 2013 were presented for review and approved.

Motion, T. Lynch: To approve minutes of June 17, 2013

Second, R. Monteiro

Vote, Unanimous

3.00 - Financial Information

3.10 - Monthly Reports (as of May 31, 2013)

Projections indicate that the fiscal year should end in the black with revenue exceeding expenses by approximately \$300,000. Due to Board support, this enables a turnaround of \$600,000 from last year.

Auditors from Pavento, Ratcliffe, Renzi and Company will begin the audit process for FY 13 during the week of August 5, 2013.

3.20 - Business Plan/Budget for FY 14.

SCEC seems to be positioned to have a successful FY 14, although enrollments are declining and new members could present complications.

3.30 - SCEC Financial and Control Policies

The policies and procedures that are currently in place are being followed. Jay Sullivan and Christine Lynch, DESE Director of Regional Governance, visited SCEC and seemed pleased with the policies and procedures initiated by the SCEC Board.

4.00 - Human Resources

4.10 - New Hires

None

4.20 - Resignations

Motion, T. Lynch: To accept the resignation of Lisa Perry, Paraprofessional II, ACE-CASE Program, 12 months, with regret.

Second, A. Bosco
Vote, Unanimous

4.30 - Retirements

Michael Novick's official retirement date is July 1, 2013. He should receive \$11,578.00 for his sick day accrual. This is in accordance with what has been paid to other SCEC leaders who have recently retired. He will not be replaced, but would like to continue his work in retirement.

4.40 - Leave of Absence

Motion, R. Monteiro: To approve the leave of absence for one year for Maureen Murphy-Mello, SLP, Related Services, Various programs.

Second, T; Lynch
Vote, Unanimous

4.50 - Educational Leave

Motion, T. Lynch: To approve the Educational Leave for one year for Jocelyn Albernaz, COTA/L, Related Services, Various Programs.

Second, A. Bosco
Vote, Unanimous

5.00 - Executive Session

None

6.00 - Building Program Update

Repairs and replacements continue as necessary.

7.00 - Policy and Procedure

7.10 - As SCEC updates and revisions in existing policies and procedures are necessitated, the Board will be informed and involved.

8.00 - Professional Development

8.10 - The SCEC/Boston University Administrators Licensure Program has received conditional approval. This unique program will license all district level people (except Business Managers). Dr. Stacey Kaminski was on point for this and did an outstanding job. The first cohort is projected to begin in January 2014.

8.20 - The Framingham State University for Professional Licensure Program is continuing recruitment.

8.30 - The SCEC/Northeastern University "Bridge to Teaching" Bachelor's Degree in Liberal Studies with a concentration in Education is hosting an Open House for September 26, 2013.

8.40 - The SCEC/Northeastern University Doctoral Program continues to grow. High quality individuals are encouraged to apply.

8.60 - The Simmons/SCEC Master's Program in Special Education Teaching Cohort#18 began last summer. This will be the last cohort with Simmons.

8.70 - Recruitment will begin this summer for a Bridgewater State University/SCEC Master's Program in Special Education Teaching.

8.80 - If interest continues to build, the Teacher of Students with Severe Disabilities, Initial Licensure Program with Bridgewater State University will be reinstated.

8.90 - Program design and implementation activities are currently in place for a new SCEC/BCC Associates Degree Program.

9.00 - Superintendent Issues

- 9.10 - The new SCEC collaborative agreement has been approved and is an agreement that is in compliance with the new collaborative law and promulgated regulations. Once Board members approve the agreement, it must be approved by all the School Committees representing all the districts in the agreement.

Executive Director, Heimbecker explained the requirements about the attendance for Board members for Collaborative meetings.

Motion, T. Lynch: To approve the new SCEC Collaborative agreement.

Second, R. Monteiro
Vote, Unanimous

9.20 - Continuing Annual Evaluation Process for Executive Director

Board members should complete the Executive Director's Annual Review Form for FY 13 and return to the Board Chair. The Executive Director will be following the assessment process for Superintendents for FY 14.

- 9.30 - Board members who attended the MASS Summer Institute spoke about it being a very helpful professional development experience. It provided the opportunity to learn more about implementing and maintaining DESE's educator evaluation program. It was also an opportunity to network with other Superintendents and Collaborative Directors. Executive Director, Heimbecker and Maureen Canner presented a summary of conference workshops to the SCEC Leadership Team.

- 9.40 - Board member Thomas Lynch, Berkley School Committee member Christopher Ghilarducci, Executive Director, David Heimbecker, Readiness Center Co-Director, Stacey Kaminski and author Karl Clauset will be presenting at the Joint MASS/MASC conference in November 2013 on using Community Learners to enhance student learning.

- 9.50 – Officials from the Fall River School Department continue to express interest in becoming SCEC members.

9.60 – Other Superintendents' Issues

None

10.00 - Warrants

The warrants were posted and signed.

11.00 - Other Items

None

12.00 - Adjournment

Motion, R. Monteiro: To adjourn at 9:32 AM

Second, A. Bosco

Vote, Unanimous