

South Coast Educational Collaborative

Board of Directors

June 18, 2015

Minutes

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

1.00 - Call to Order

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

2.00 - Minutes of April 16, 2015

The minutes of February 12, 2015 were presented for review and approved.

Motion, R. Monteiro: To approve minutes of April 16, 2015

Second, T. Lynch

Vote, Unanimous

3.00 - Financial Information

3.10 - Update on FY 15 Business Plan/Budget

Jennifer Prendergast, Business Manager, reviewed the Executive Summary of the May closing and the projection for FY 2015 is to earn a surplus that will cover losses of previous years. Indirect costs have been kept down and there is less staff than last year.

3.20 - Business Plan/Budget for FY 16

SCEC will begin FY 16 with lower enrollment and will continue to serve more complicated students. In an effort to respond to budgetary challenges, the Leadership Team is expanding the Professional Development Site Model allowing SCEC to provide more support for regular education students. Executive Director, Heimbecker reviewed the focus of these sites as well as the location and leadership of each site. Embedded professional development will happen especially around the use of data analysis to impact practice. Districts will be able to access professional development through these sites and all of the strands that are in these sites will be available. There will also be an expansion of clinical services in response to an increase in demand.

3.30 - SCEC Financial and Control Policies

Board members discussed the current policy for health care coverage at SCEC, which allows for individual employee contracts to include complete health care coverage being provided by SCEC. As a result of the discussion the Board voted to clarify the practice by implementing the following new policy:

All full-time South Coast Educational Collaborative employees receiving health care coverage shall contribute to their health care plan in the amount determined by the teacher and paraprofessional agreements.

Motion, J. Hackett: All full time SCEC employees, effective July 1, 2015, will pay a contribution to health insurance as determined by the teacher and paraprofessional agreements.

Second, R. Monteiro

Vote, Unanimous

Board members discussed Executive Director Heimbecker's health care coverage.

Motion, J. Hackett: To make adjustments in Executive Director Heimbecker's contract to reflect change in health care policy for full time employees at SCEC by increasing his compensation to the amount of health care contribution he will be making.

Second, T. Lynch

Vote: Unanimous

4.00 - Human Resources

4.10 - New Hires

4.11 Motion, T. Lynch: To approve the new hire of Cameron Costa, Paraprofessional II, Seekonk North Middle/High Program, 12 months.

Second, A. Bosco

Vote, Unanimous

4.20 - Resignations

None

4.30 - Retirements

None

4.40 - Leave of Absence

None

4.50 - Educational Leave

Motion T. Lynch: To accept the educational leave of Melissa Silverman, Nurse, Gallishaw Building, 12 Months

Second, A. Bosco

Vote, Unanimous

5.00 - Executive Session

None

6.00 - Building Program Update

- 6.10- Jennifer Prendergast distributed copies of the SCEC Capital Expenditure Plan and reviewed projected projects. The Board has already approved money to be spent on the capital plan. It is anticipated that bids for resurfacing of the driveway and all parking lots on the 2201 GAR Highway property will be opened prior to the end of FY'15.

Motion, T. Lynch: To approve the SCEC Capital Expenditure Plan as presented
Second, R. Monteiro
Vote, Unanimous

7.00 - Policy and Procedures

- 7.10 - The SCEC Y- Committee has been meeting to clarify "bumping" procedures that could result from a reduction in the SCEC workforce.
- 7.20 - The Y-Committee continues to discuss ways in which DDM's are constructed and assessed and utilized.

8.00- Professional Development - Presented by Frank Gallishaw Jr.

- 8.10 - Participants in the SCEC/BU Administrator's Licensure Program candidates have completed 2 additional courses.
- 8.20 - The SCEC/Framingham State University Partnership Program for Professional Licensure in general 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. An open house will be scheduled in the near future.
- 8.40 - The SCEC/Bridgewater State University Special Educator Licensure Graduate Degree program is continuing.
- 8.50 - SCEC held its final Professional Development release day on May 1, 2015 and was very successful.
- 8.60 - In 2016, SCEC will partake in its first Coordinated Program Review (CPR). SCEC Leaders welcome insights from partners and collaboratives who have completed this process.

9.00 - Superintendent Issues

- 9.10 - The next Annual MASS Executive Institute will be held in Mashpee High School from Tuesday July, 14 through Friday, July 17, 2015. Board members are encouraged to coordinate their learning experiences with the Executive Director so information can be shared at the October Board meeting.

- 9.20 - Executive Director Heimbecker submitted a proposal to present at the next annual conference of the Association of Educational Service Agencies and it was recently accepted by the Association. This is an outgrowth of the Professional Development Site initiatives at SCEC and will focus upon data informed practice with neuro-cognitive science infused.
- 9.30 - The AASA 2016 National Conference on Education is scheduled to be in Phoenix, Arizona, February 11-13, 2016. Board members interested in attending should contact Jewel Woodside for registration and accommodations.
- 9.40 - Other Superintendents' Issues
- 9.41- Superintendent Monteiro discussed the future course work necessary for meeting the teacher relicensure requirements. Executive Director Heimbecker stated to Board members that SCEC is working on this with College and University partners.
- 9.42- Superintendent Medeiros spoke about the rental fee and method of payment for SCEC classroom space in Freetown.

Motion, T. Lynch: To make an exception to the SCEC Collaborative agreement for FY 2016 to allow the Collaborative to make payment directly to the town of Freetown

Second, A. Bosco

Roll call vote:

A. Azar-yes

A. Bosco-yes

T. Lynch-yes

R. Medeiros-abstain

R. Monteiro- yes

Vote, approved- 1 abstain

10.00- Warrants

The warrants were presented and signed.

11.00 - Other Items

- 11.10- Executive Director Heimbecker and Business Manager, Jennifer Prendergast, spoke about the need to establish an Other Post-Employment Benefits (OPEB) fund.

Motion, R. Monteiro: To create an SCEC OPEB fund

Second, A. Bosco

Vote, Unanimous

- 11.20- Superintendents' Medeiros and Monteiro spoke about the value of applying some of the strategies in Superintendent Hackett's book, Building Relationships, Yielding Results.

- 11.30- Executive Director, Heimbecker distributed the proposed SCEC Board of Directors' Meeting Schedule for FY 15-16.

12.00 - Adjournment

Motion, R. Monteiro: To adjourn at 2:21 PM

Second, A. Bosco

Vote, Unanimous