

## SOUTH COAST EDUCATIONAL COLLABORATIVE

Board of Directors' Meeting  
September 14, 2017  
Minutes

Present: A. Azar, A. Bosco, T. Lynch, 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 1:05 PM.

2.00 - Minutes of June 15, 2017

The minutes of June 15, 2017 were presented for review and approved.

Motion, A Bosco: To approve minutes of June 15, 2017

Second, J. Robidoux

Vote, Unanimous

3.00 - Financial Information

3.10 - Closure on FY 17 Business Plan/Budget

SCEC ended the year in a very positive way at a break-even point. The financial audit went well and will be presented at the December board meeting. Board members reviewed MR-6 and discussed the financial status of the middle school programs as well as other programs and how the complex needs of the students can impact the budget. The programs that provide inclusion require more staffing and can be costlier. Executive Director Heimbecker spoke of the excitement about STEM at the Somerset Middle School.

3.20 - FY 18 Business Plan/Budget

SCEC is beginning the 2017-18 school year at budget. At this time, SCEC is transitioning to Tyler Technologies' Infinite Visions which is a new accounting software system. Business staff continue to be trained and this will have a budgetary impact. Overall, this has been very successful and SCEC is hoping to have real time feedback eventually. Jennifer Prendergast will assume responsibility for this and has successfully trained all leaders and facilitators.

3.30 - SCEC Financial and Control Policies

The Leadership Team is working on all policies. The Train the Trainer model was utilized at leadership and has prepared leaders to train staff on policies and procedures in smaller settings.

4.00 - Human Resources

4.10 - New Hires

- 4.11 Kelsey Bachand, Paraprofessional II, Life Academy, 12 Months
- 4.12 Linda Pumphrey, Paraprofessional II, Life Academy, 12 Months
- 4.13 Megan O'Brien, Paraprofessional II, Life Academy, 12 Months
- 4.14 Rachel Baxter, Registered Nurse, 12 Months
- 4.15 Kristy Ferreira, Registered Nurse, 12 Months
- 4.16 Patricia Leahy, LPN, 12 Months
- 4.17 Leigh Guerri, Teacher, Somerset North, 12 Months
- 4.18 Jennifer Murphy, Teacher, GRAIS, 12 Months
- 4.19 Braelaan Martin, Teacher, Ace Elementary, 12 Months
- 4.20 Jessica Roberts, Paraprofessional II, Ace Elementary, 12 Months
- 4.21 Paola Suero, Paraprofessional II, Ace Elementary, 12 Months
- 4.22 Amanda Cahill, Teacher, North Seekonk, 12 Months
- 4.23 Mary Flynn, Paraprofessional II, FES, 12 Months
- 4.24 Chelsea Berlo, Paraprofessional II, FES, 12 Months
- 4.25 Brian Lalli, School Adjustment Counselor, 12 Months

Motion, J. Schoonover: To approve the new hires as presented  
Second, A. Bosco  
Vote, Unanimous

4.20 - Resignations

- 4.21 Meagan Allaire, Teacher, Seekonk North, 12 Months
- 4.22 Genevieve Donahue, Teacher, GRAIS, 12 Months
- 4.23 Alexandra Bernardo, Paraprofessional II, FES, 12 months
- 4.24 Erica Zongrone, Teacher, Seekonk Ace Elementary, 12 months
- 4.25 Kevin Hurley Jr. Teacher, D/R, 12 Month
- 4.26 Katherine Loffredo, Registered Nurse, 12 Months
- 4.27 Mary-Katherine Lynch, Registered Nurse, 12 Months
- 4.28 Kara McEachern, Administration - Business Office, 12 Months

Motion, J. Schoonover: To accept the resignations as presented  
Second, A. Bosco  
Vote, Unanimous

4.30 - Classification Changes:

Logan Butler, Paraprofessional II to Teacher, Seekonk Ace Elementary, 12 Months

Motion, J. Robidoux: To accept the classification change as presented  
Second, A. Azar

Vote, Unanimous

- 4.40 - Retirements  
None
- 4.50 - Leave of Absence  
None
- 4.60 - Educational Leave  
None
- 4.70 - Executive Director Heimbecker explained that SCEC has been exploring other alternatives to do the current cleaning work as well as the additional work at the Swansea YMCA site. This may be accomplished by hiring SCEC staff to do the cleaning.
- 5.00 - Executive Session  
None
- 6.00 - Building Program Update
- 6.10 - Renovation activities on the Swansea YMCA building and site are continuing.
- 6.20 - Renovations are beginning at the Gallishaw space. Additional kitchen space will be used for a pre-culinary arts and life skills component.
- 6.30 - Renovations have been completed at the Bridge Bishop Connolly site. The Bridge Program at Dighton/Rehoboth High School has been consolidated into that site. Executive Director Heimbecker spoke of the very positive environment for the program when at Dighton/Rehoboth High School.
- 6.40 - Repairs and replacements at the majority of SCEC sites are being completed as needed.
- 7.00 - Policy and Procedures  
Leadership Team members continue to refine and create policies for SCEC and will be training all staff in small groups.
- 8.00 - Professional Development – Presented by Frank Gallishaw Jr.
- 8.10 - SCEC held its very successful Opening Days on September 5 and 6, 2017.

- 8.20 - Opening Day activities included information about a DESE professional learning opportunity for Paraeducators.
- 8.30 - SCEC will host a Mentor Training on October 3, 2017.
- 8.40 - SCEC is hosting a two day training in Nonviolent Crisis Intervention on October 5<sup>th</sup> and 6<sup>th</sup>.
- 9.00 - Superintendent Issues
- 9.10 - Board members reviewed and discussed the South Coast Educational Collaborative's proposed Strategic Plan for 2017-2022.
- Motion, A. Bosco: To approve the South Coast Educational Collaborative's Strategic Plan for 2017-2022 as presented  
 Second, A. Azar  
 Vote, Unanimous
- 9.20 - Continuing Executive Director's Educator Evaluation- The Board continues to be engaged in this process.
- 9.30 - Board members shared the Professional learning they experienced at the M.A.S.S. 2017 Executive Summer Institute in July, 2017. Chad Hymas, a keynote speaker, had a very powerful message and has been invited to present in the Swansea School District on October 6, 2017. Information about this will be sent to board members.  
 Various other sessions attended were inspirational and informative and board members spoke about the importance of incorporating some of the key themes into the school year.
- 9.40 - Board members discussed other continuous learning opportunities for Board members and SCEC Leaders to consider and attend throughout the 2017-18 school year. Board members are encouraged to let Ramona Stanley know about their choices in order to plan and coordinate efforts.
- 9.50 - Executive Director Heimbecker facilitated a brief book club activity utilizing Jesmyn Ward's *SING UNBURIED, SING.*(2017) Dr. Heimbecker explained how this relates to a SCEC goal developed for Educator Evaluation and/or Individual Professional Development Plans and reflected in the SCEC Strategic Plan as well.
- 9.60 - Brian Bigelow, a SCEC paraprofessional at Gallishaw High School, presented a brief introduction to the Berklee Pulse Portal available through the Berklee School of Music. A discussion ensued about bringing this portal to SCEC and the districts .Further information will be sent to interested board members.
- 9.70 - Sharing consensus on Board of Directors' Meeting Dates for FY 18:  
 Members agreed upon the following dates for SCEC Board of Directors' Meetings:

September 14, 2017  
October 19, 2017  
December 7, 2017 – Superintendent’s Academic Excellence Awards  
February 8, 2018  
April 12, 2018  
June 14, 2018 – Administrative Assistant’s Luncheon

9.80 - Other Superintendent Issue(s)

None

10.00 - Warrants

The warrants were presented and signed.

11.00 - Other Item(s)

None

12.00 - Adjournment

Motion, J. Robidoux: To adjourn meeting at 2:20 PM  
Second, T. Lynch  
Vote, Unanimous