

**SOUTH COAST EDUCATIONAL COLLABORATIVE (SCEC)**

Board of Directors' Meeting  
February 25, 2016

Minutes

Present: A. Azar, T. Lynch, R. Medeiros, R. Monteiro, J. Schoonover, D. Heimbecker, J. Prendergast

1.00 - Call to Order

The meeting was called to order by Board Chair R. Medeiros at 1:06pm.

2.00 - Minutes of January 14, 2016

The minutes of January 14, 2016 were presented for review and approval.

Motion, T. Lynch: To approve minutes of January 14, 2016  
Second, R. Monteiro  
Vote, Unanimous

3.00 - Financial Information

3.10 - Update on FY 16 Business Plan/Budget

January is the first profitable month for SCEC in FY16. Student levels have increased since the beginning of the fiscal year but are still below budget. SCEC continues to cutback and hold indirect costs down. Executive Director D. Heimbecker is guardedly optimistic for the future of FY16.

3.20 - Preview of FY 17 Business Plan/Budget

Executive Director D. Heimbecker and Business Manager J. Prendergast presented a draft overview of the FY2017 Business Plan/ Budget.

Executive Director D. Heimbecker mentioned next year SCEC's budget will include STEAM in all classrooms from kindergarten through high school. Robotics classes will continue.

SCEC is looking into joint programs and/or shared space with the YMCA.

Transportation:

Colleen Cavanaugh will be reaching out to member SPED directors for the needed information. Members discussed current busing contracts, vendors and interest in more options.

Executive Director D. Heimbecker believes SCEC should begin transportation service, it is the right thing to do for SCEC students. Having a trained staff person on the bus who understand special education will help with student regulation and continue the educational services.

3.30 - SCEC Financial and Control Policies

As new financial and control policies and procedures are required or emerge, board participation and oversight will be encouraged and solicited.

4.00 - Human Resources

4.10 - New Hires

Motion, R. Monteiro: To approve the hires of:

4.11 David Proulx, Teacher, Gallishaw High School, 12 months

4.12 Diane Martini, Paraprofessional II, Gallishaw High School, 12 months

Second, A. Azar  
Vote, Unanimous

4.20 - Resignations

Motion, T. Lynch: To accept the resignations of:

4.21 Caitlin Gavin, APE Teacher, 12 months

4.22 Sheila McGehee, Paraprofessional II, Gallishaw High School, 12 months

Second, R. Monteiro  
Vote, Unanimous

4.30 - Retirements

None

4.40 - Leave of Absence

None

4.50 - Educational Leave

None

5.00 - Executive Session

None

6.00 - Building Program Update

6.10 - The first phase of SCEC's driveway and parking lot project located at 2201 GAR Highway, Swansea have been completed. Work on the rain gardens, stone walls, and lighting continue. Completion is expected Spring of 2016.

6.20 - Only essential repair and replacement activities are occurring throughout SCEC's buildings.

7.00 - Policy and Procedures

**The new** and revised Policies and Procedures for Program and Safety Standards and the new MA Regulations for Physical Restraint and Time Out will be presented to the board for review and approval.

8.00 - Professional Development – Presented by Frank Gallishaw Jr.

The following Professional Development Programs were reviewed and discussed:

8.10 - SCEC/ BU Administrator's Licensure Program Open house will occur on March 10<sup>th</sup>. The hope is to have 10 students enrolled prior to the program beginning.

8.20 - SCEC will partner with Primary Source to provide Sheltered English Immersion (SEI) PDPs opportunities in the Spring/Summer of 2016.

8.30 - Additional SEI PDP offerings, SCEC plans on providing a course in Special Education with subject matter to meet licensure requirement for general educators.

8.40 - The SCEC/Bridgewater State University Special Educator Licensure/Graduate Degree Program.

9.00 - Superintendent Issues

9.10- Many Massachusetts's superintendents attended the AASA's 2016 National Conference. Executive Director, D. Heimbecker thanked the board and spoke briefly about the 4 hour pre-conference class he attended, 'District Leaders Assisting Principals Improving their Instructional Leadership'.

9.20 - Books written by the keynote speakers at AASA's 2016 National Conference were available for the board members.

9.30 - DESE's Coordinated Program Review Team, led by Christine Romancewicz, will be reviewing student records at SCEC on March 2<sup>nd</sup> & 3<sup>rd</sup> and conducting a site review during the week of March 14<sup>th</sup>. Please note the attached "advertisement".

9.40 - A self-assessment packet was shared with the board. Board members had a brief discussion about the packet.

9.50 - A unified basketball tournament will be held at Dighton-Rehoboth High School. An invitation was handed out to board members. The unified sports program is an incredible opportunity for SCEC students.

10.00 - Warrants

The warrants were presented and signed.

11.00 - Other Items

11.10 - The MASS Executive Institute and reservations was discussed by the board.

11.20 - Superintendent R. Monteiro attended the Massachusetts Bomb Threat Training. He shared his knowledge on the subject. A lengthy discussion on the topic was discussed by the board.

12.00 - Adjournment

Motion, R. Monteiro: To Adjourn meeting at 2:07pm

Second, J. Schoonover

Vote, Unanimous