

SOUTH COAST EDUCATIONAL COLLABORATIVE

Board of Directors' Meeting August 18, 2016 Minutes

Present: A. Azar, A. Bosco, T. Lynch, R. Medeiros, J. Schoonover,
M. Canner, D. Heimbecker, J. Prendergast, & J. Robidoux (not a voting member at this meeting)

1.00 - Call to Order

The meeting was called to order by Board Chair R. Medeiros at 1:00 pm.

2.00 - Minutes of June 16, 2016

The minutes of June 16, 2016 are presented for review and approval.

Motion, T. Lynch: To approve minutes of June 16, 2016
Second, A. Azar
Vote, Unanimous

3.00 - Financial Information

3.10 - Update on FY16 Business Plan/Budget

The August 11, 2016 Executive Summary indicates that SCEC has made great strides in the last 6 months reducing the Fiscal 2016 deficit. Although the beginning of the year was difficult, SCEC's enrollment had increased to 230 students by the end of the fiscal year which is on budget. This resulted in an overall loss of \$151,251 which is considerably lower than projected earlier in the year. 45 Day diagnostic placements are increasing and step-up/step down initiatives are expanding to meet the needs of the transient student population and prepare them to go back to their districts.

3.20 - FY 17 Business Plan/ Budget

Executive Director Heimbecker reviewed the SCEC Capital Expenditure Plan for 2016-2017 and 2017-2018. The SCEC/Swansea YMCA is included in the capital plan. A ten year lease has been signed and this will become the SCEC Transition Center and will be the hub of Transition Services for SCEC and its partners. Rick Shannon will be involved in the design and renovation of this facility and this will be a cost saving for SCEC. Renovations will take place in two phases to accommodate the needs of the students. In addition, SCEC now has a transportation request that will require a wheelchair van. The purchase of a wheelchair van was approved in the SCEC Capital Expenditure Plan. SCEC will be transporting Freetown/Lakeville Students who attend SCEC programs and SCEC staff will be busing students from Somerset to afterschool programs at the Swansea YMCA. This is an opportunity to be less reliant on tuitions and ties in our business plan and quality of services.

Dr. Heimbecker also spoke about two members of the Leadership Team, Dr. Carolyn McKearney and Dr. Jennifer Faria, who will be assuming more collaborative-wide responsibilities.

Motion, T. Lynch: To accept the amended FY 2017-18 Capital Expenditure Plan
Second, A. Azar
Vote, Unanimous

3.30 - SCEC Financial and Control Policies

All existing financial policies and procedures that are currently in place are being followed.

4.00 - Human Resources

4.10 - New Hires

4.11 Genevieve Donahue, Teacher, GRAIS, Freetown, MA, 12 months

4.12 Michael Silva, Paraprofessional II, Gallishaw High School, Seekonk, MA, 12 months

4.13 Christine Courville, Nurse, Medical Services, 12 months

4.14 Samantha Knight, Paraprofessional II, Somerset North Elementary, Somerset, MA
12 months

4.15 Michelle Camara, Paraprofessional II, Palmer River Elementary, Rehoboth, MA
12 months

Motion, T Lynch: To approve the new hires of 4.11 through 4.15
Second, A. Azar
Vote, Unanimous

4.20 - Resignations

4.21 Sean Stanton, Paraprofessional II, Palmer River Program, Rehoboth, MA 12 months

4.22 Anne Bealka, Nurse, Palmer River Program, Rehoboth, MA 12 months

Motion, T. Lynch: To accept the resignations of 4.21 and 4.22
Second, J. Schoonover
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 - With the exception of the Swansea YMCA site, only necessary repair-and-replacements are currently being completed.

6.20 - Phase One of renovating the Swansea YMCA site will begin in September of 2016. Phase Two will begin as the budget allows.

7.00 - Policy and Procedures

As current administrative policies and procedures are refined and new ones emerge, Board participation and oversight will be encouraged and solicited.

8.00 - Professional Development – Presented by Frank Gallishaw Jr.

8.10 - SCEC will host its opening professional development days on September 6 and 7, 2016.

8.20 - SCEC will host a Crisis Prevention Intervention Course: Initial Certification on October 6 and 7, 2016.

8.30 - Recruitment efforts are continuing for the SCEC workshop in Special Education subject matter to meet licensure requirements for general educators

8.40 - Recruitment efforts are continuing for the SCEC/BU Administrators' Licensure program.

9.00 - Superintendent Issues

9.10 - The SCEC Board honors Bob Monteiro for his years of service as a Superintendent in Swansea.

9.20 - Board members discussed payment of rental fees by SCEC to the Swansea YMCA.

Motion, T. Lynch: To allow rental fees to be paid by SCEC to the Swansea YMCA in lieu of tuition credit

Second, A. Azar

Vote, Unanimous

9.30 - The following are the highlights from the MASS Summer Institute discussed by each board member:

Superintendent A. Azar discussed with his administrative team the importance of looking at the "Whole Child" and reconnecting with the social/emotional needs of students.

Superintendent T. Lynch enjoyed the presentation by Dr. Milton Chen and his discussion of Edutopia with regard to being able to reach students on a different level and the ability to make school relate to the lives of the students.

Superintendent R. Medeiros discussed how he was able to bring the information from the Institute to his retreat for Freetown/Lakeville administrators. He feels that The Summer Institute enables the participants to be able to "recharge" and better focus with their own teams.

Superintendent J. Schoonover emphasized a great deal of the social/emotional work from the conference in his summer retreat. He would like to host the movie, *Life, Animated* in his district.

Superintendent J. Robidoux felt that there were many good discussions about social/emotional learning and he will provide leadership to implement this work in his district.

Superintendent A. Bosco echoed the comments of the rest of the Board Members and shared her district's commitment to addressing the social/emotional concerns of all members of the Seekonk's educational community.

Executive Director Heimbecker will bring information and ideas about social/emotional learning and other topics discussed to the Leadership Team at SCEC. Charlie Seekell heads up STEAM at SCEC and will tie together many of the initiatives that were discussed. These include STEAM, Place Based Learning and other projects. Dr. Heimbecker has tied this work into his educator evaluation goals. He recommends that all board members bring this information back and apply it in their districts. He also spoke about the social/emotional needs of the adults as well as the students and how important it is to be kind to others. There were many deep conversations about learning and individual social/emotional needs among the participants. Dr. Heimbecker also had the opportunity to speak with Tom Scott, Executive Director of MASS, about the importance of bringing families to the conference so that participants find a good balance in their lives.

Maureen Canner enjoyed the presentation by Ron Suskind and how it demonstrated the importance of the relentless commitment that a family must make to a child with special needs. In addition, she felt that Dr. Chen's presentation on the *Six Edges of Innovation* was interesting and very applicable to our work.

- 9.40 - Superintendent Schoonover would like to arrange a showing of the movie *Life, Animated* in his district. SCEC staff are willing to assist in arranging this activity.
- 9.50 - Executive Director Heimbecker facilitated a discussion of Alison Gopnik's book, *The Gardener and the Carpenter: What the new science of child development tells us about the relationship between parents and children*, especially as it relates to the theme of Social Emotional Learning from the MASS Summer Institute.
- 9.60 - Board Chair Richard Medeiros and Vice-Chair Thomas Lynch facilitated the Educator

Evaluation of Executive Director Heimbecker. The goals will be set and reviewed at the October Board meeting. This is the first year of a two year plan and they will meet 2-3 times throughout the school year to review progress. If other board members would like to be a part of this process, contact Board Chair R. Medeiros.

9.70 - Board members discussed the possibility of attending the ASCD Annual conference in March, 2017 year instead of the AASA conference.

10.00 - Warrants

The warrants were presented and signed.

11.00 - Other Items

11.10 - Board member Schoonover inquired about SCEC providing transportation services. Board Chair Medeiros spoke about SCEC staff transporting Freetown/Lakeville students who attend SCEC programs. Superintendent Schoonover would like to discuss a possible alternative form of transportation for his special education students. Executive Director Heimbecker spoke about the history of this endeavor and the positive impact on SCEC students if they are transported to SCEC programs by SCEC staff. Board members will continue to discuss this at future meetings.

11.20 - Modifications were made to the schedule of Executive Board Meetings. The October 13, 2016 meeting was changed to October 27, 2016. The February 16, 2017 meeting was changed to March 2, 2017. A new schedule will be distributed.

12.00 - Adjournment

Motion, T. Lynch: To Adjourn meeting at 2:28pm
Second, J. Schoonover
Vote, Unanimous