

SOUTH COAST EDUCATIONAL COLLABORATIVE

Board of Directors' Zoom Meeting
December 16, 2021
Minutes

Present: T. Anderson, T. Aubin, A. Azar, R. Drolet, B. Gifford, R. Medeiros, J. Schoonover, P. Gaines, M. Canner, D. Heimbecker, J. Prendergast, M Nelligan, K Casey

1.00 - Call to Order

The meeting was called to order by Board Chair R. Medeiros at 1:05 PM. Executive Director Heimbecker welcomed Paulajo Gaines, Educational Collaborative Coordinator at the Massachusetts Department of Elementary and Secondary Education and noted that we are fortunate to have her here with us, as she must monitor SCEC's Annual Audit.

2.00 - Minutes of October 21, 2021

The minutes of October 21, 2021 were presented for review and approved.

Motion, B. Gifford: To approve the minutes of October 21, 2021
Second, J. Schoonover

Vote, Unanimous

3.00 - Financial Information

3.10 -Post-Employment Benefits (OPEB) Trust

The OPEB Trustees will meet on January 20, 2022 at 11:30 AM.

3.20 – Presentation of the 2020-2021 Financial Audit of SCEC from Powers & Sullivan, LLC

Michael Nelligan and Katheryn Casey from Powers & Sullivan were introduced as SCEC's new Auditors. They presented and discussed the written report on the Financial Audit of SCEC for fiscal year 2021. It was presented containing no exceptions.

3.30 – Financial Audit Approved

Motion, T. Aubin: To approve the 2020-2021 Annual Financial Audit of South Coast Educational Collaborative as presented and instruct the Board Chair and the Executive Director to certify that this action was taken by signing a document that memorializes the action taken.
Second, J. Schoonover

Roll Call Vote:

R. Medeiros, Aye
J. Schoonover, Aye
R. Drolet, Aye
A. Azar, Aye
T. Aubin, Aye
B. Gifford, Aye
T. Anderson, Yes
Unanimous

Motion, B. Gifford: To designate \$4,138,709 as South Coast Educational Collaborative's cumulative surplus for FY2021 and retain for the Collaborative's use.
Second, J. Schoonover

Roll Call Vote:
T. Anderson, Yes
T. Aubin, Yes
A. Azar, Yes
R. Drolet, Aye
J. Schoonover, Aye
B. Gifford, Yes
R. Medeiros, Aye
Unanimous

Paula Jo Gaines offered congratulations on another successful audit.

3.40 – Updating of the FY 21 Business Plan/Budget

Executive Director Heimbecker explained that there are Federal and State funds available for the first time to educational collaboratives. He commended Business Manager, Jennifer Prendergast, for collaborating with SCEC leaders to pursue funds. Jennifer explained that she has been researching opportunities to help with the budget. SCEC's enrollment is down over 25 students and is the lowest in many years due to the Pandemic. The following revenue streams have been pursued:

- COVID Paid Sick Leave
- P-EBT Administration Reimbursement
- COVID EASSER Reimbursement Cost
- DESE Grant COVID Summer Programming FY 22
- MEMA/FEMA

Business Manager Prendergast stated that SCEC has a loss of \$787,000 which is all student related and is down \$414,000 in tuition revenue. The PPP loan is in process for forgiveness.

3.50 – FY23 Business Plan/Budget

The FY23 Business Plan/Budget is still a work in progress as we wait for more information. The models being considered are reflecting 3%-5% increases in tuitions and other fees for services.

4.00 - Human Resources

4.10 - New Hires:

4.11 – Emily Parsons, Paraprofessional II, North School, 12 months

4.12 – Sarah Hannagan, Clinical Assistant, Gallishaw High School, 12 months

Motion, J. Schoonover: To accept new hires as presented

Second, B. Gifford

Vote, Unanimous

4.20 - Transfers:

4.21 – Brittany Burt, Clinical Assistant at North Seekonk, 12 months from Paraprofessional II at North Seekonk.

4.22 – Kerrie Serrecchia, Teacher at Palmer River, 12 months from Paraprofessional II at Berkley Middle School

4.23 – Alicia Albernaz, Paraprofessional II at Seekonk High School, 12 months from Paraprofessional II at Palmer River

4.30 - Resignations:

4.31 – Ashly Berry, Paraprofessional II at GRAIS, 12 months

4.32 – Kristy Ferreira, Nurse, 12 months

4.40 – Retirements

4.41 – Kathy Ventura, Paraprofessional II at Berkley Middle School, 12 months

4.42 – Maria Rodriguez, Paraprofessional II at Gallishaw, 12 months

Discussion: Dr. Heimbecker stated that these people will be missed and have contributed a great deal to SCEC students through the years.

4.50 – Terminations: None

4.60 – Leave of Absence:

Erica Allardice, Nurse, 12 months

4.70 – Educational Leave: None

5.00 - Executive Session: None

6.00 - Building Program Update

6.10 - Repairs and replacements at most SCEC sites are being completed on an as needed basis.

7.00 - Policy and Procedures

7.10 – The *Policies and Procedures Manual 2021-2022 School Year* was sent to the Board of Directors for informational purposes and to solicit suggestion and/or comments.

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

8.00 - Internal & External Professional Development – Prepared by Dr. Carolyn McKearney & Frank Gallishaw

Board members reviewed all SCEC professional development activities. Executive Director Heimbecker suggested that it is helpful to contact Dr. Carolyn McKearney if there is a need for professional development in a district. This also provides SCEC an opportunity to gain an understanding of what is happening in the field.

9.00 - Superintendent Issues

9.10 – Dr. Heimbecker discussed the Annual Report that had been submitted to the Board of Directors. He commended Dr. Bethany DeNardo, Linda Cullen, Lisa Martiesian and other leaders behind the scenes who worked diligently to compile this informative report.

Motion, R. Drolet: To approve the 2020-2021 Annual Report of South Coast Educational Collaborative and instruct the Board Chair and the Executive Director to certify that this action was taken by signing a document that memorializes the action taken.

Second, B. Gifford

Vote: Unanimous

9.20 – All SCEC School Committees have approved Fall River's request to become a SCEC member, and a majority of them have forwarded Leah Thibault their school committee minutes with a copy of the motion to approve.

9.30 - Executive Director Heimbecker continues to informally explore the possibilities with education department staff from both RI and the MA Department of Educations for having SCEC staff provide services in RI schools.

9.40 - The Executive Director's Book Club – Continuous Learning Service for Board of Directors

Executive Director Heimbecker reviewed the new book by Brene Brown entitled *Atlas of the heart: Mapping meaningful connections and the language of the human experience*. (2021) Board members are map makers, and our Annual Report illustrates that we are all taking the journey together. At our meeting today, we memorialized our Audit and the Annual Report.

10.00 - Other Superintendent Issues

10.10 - Interested parties should contact Leah Thibault for National Conferences. The AASA national conference is scheduled for February 17-19, 2022 in Nashville, Tennessee.

10.20 - Executive Director Heimbecker thanked Board Members Thomas Anderson and Bonny Gifford for their support and guidance throughout the Influence 100 program. In addition, Deep Learning at SCEC is about equity, access and social justice and is merged into Influence 100 plans.

10.30 - Board members reviewed the Board of Director's Meeting Schedule for 2021-2022. After discussing the February 17th, 2022 meeting conflict, it was recommended to reschedule the meeting to a virtual meeting on March 3, 2022 at 1PM.

10.40 - Board members discussed the challenge of filling nursing positions and the use of other possible resources to meet this need.

11.00 - Warrants:

Warrants will be signed via DocuSign.

12.00 - Other Items(s):

12.10 - Updating and Discussing Leasing Property for Instructional Purposes

Executive Director Heimbecker is exploring the possibility of purchasing school buildings in Seekonk and the LIFE Academy building at the YMCA in Swansea

12.11 - Dr. Heimbecker shared that the Doorways Food Pantry in Seekonk is donating \$5,000 to SCEC to create a Maker Space at Seekonk North site.

12.12 – T. Anderson facilitated a brief discussion regarding the need to take a balanced approach to monitoring social media.

13.00 - Adjournment

Motion, R. Drolet: To adjourn meeting at 1:55 PM
Second. B. Gifford

Vote, Unanimous