

SOUTH COAST EDUCATIONAL COLLABORATIVE (SCEC)

Board of Directors' Meeting February 9, 2023 Minutes

Present: B. Gifford, A. Strauss, D. Heimbecker, M. Ryan, T. Anderson, J. Cabral, B. Runey, J. Schoonover, T. Aubin, J. Robidoux, R. Drolet, J. Prendergast, M. Canner, L. Thibault

1.00 - Call to Order

The meeting was called to order by Board Chair J. Schoonover at 1:09 PM.

2.00 - Minutes of January 12, 2023

The minutes of January 12, 2023 were presented for review and approved.

Motion, J. Cabral: To approve the minutes of January 12, 2023

Second, B. Gifford

Abstain: T. Aubin

Vote, Approved

3.00 - Financial Information

3.10 - Updating of the FY 23 Business Plan

The review of MR6 for December indicates a loss of \$192,640. At the end of December SCEC had 212 students and 208 staff.

The January MR-6 indicates a small profit of about \$18,000 with a \$956,000-deficit year to date. As of February 9, 2023, there are 223 students which is an increase of 11 students from January. Quarterly billing for October-December is for 55 billing days while January-March is for 58 Days. Enrollment increases and billing days are heading SCEC in a positive direction.

3.20 – FY24 Business Plan/Budget

This business plan is built upon 223 students with 207 staff. Currently, there are more Member district students than Non-Member included in the FY24 Business Plan.

Included in the FY24 Business Plan:

12 less students and 2 more staff than the prior year, the average tuition increase is 9%. This demonstrates students who are admitted to SCEC are more complex and have more needs.

The Related Services and Clinical Services will increase by 5%. The increase for 1:1 aides is \$2.00 per day. Salaries are the current union contracted rates. Health Insurance rates are the current year plus 2%. Indirect Costs are projected at FY23 plus 5%. Tier billing will increase by 2% and there will be no increase for 45-day Placements.

Direct Services are 86% of the total Business Plan/Budget, this is made up of salaries and benefits. Indirect costs are 14% and include all other expenditures. Rent and leases increased slightly. Building maintenance and upkeep have small increases. Instructional supplies/supports have a small increase to cover the cost of a new curriculum for the high school students.

Executive Director Heimbecker spoke about the idea of the tier and how it attempts to capture some out of state students. This would be for Rhode Island students as staff have to be trained in RI testing. It may be possible to start all out-of-state students at Tier II to cover the costs of testing and training of staff.

Dr. Heimbecker commented about the great job that Director of Finance, Jennifer Prendergast, did in developing this Business Plan/Budget. She worked very hard to get Member and Non-Member districts more aligned in tuition as DESE has been requesting.

Superintendent Robidoux would like the Tiers added to the tuition table, so he will know the exact costs. The Director of Finance, Prendergast, will do this and explained that districts are billed at a daily rate.

Board members discussed the costs of 205- and 220-day programs and Director of Finance, Prendergast explained that 220-day programs are more costly as more services are required. A few of our 205 programs are more expensive due to personnel needed for inclusion opportunities. Finance Director Prendergast explained the history of why SK North K-5 has the biggest difference between Member and Non-Member tuitions and how she has been working on shrinking the difference. Executive Director Heimbecker commented on how welcoming Berkley, Dighton/Rehoboth and Freetown/Lakeville make our students and staff feel in the inclusive classrooms and the school community.

Motion, B. Gifford: To approve the FY24 Business Plan/Budget as presented.
Second, B. Runey

Vote, Unanimous

Finance Director Jennifer Prendergast encouraged board members to reach out to her if they have any questions. Executive Director Heimbecker thanked all board members and explained that this was a restructuring of the Business Plan/Budget created by Finance Director Prendergast in real time.

3.30 – SCEC Financial and Control Policies

As existing policies are honed and new ones emerge, Board member participation and oversight will be encouraged and solicited.

4.00 - Human Resources

4.10 - New Hires:

4.11 – Sean Miranda- Paraprofessional, Seekonk North MS/205, 12 months

4.20 – Transfers: None

4.30 – Resignations:

4.31 – Kelly Hunton-Nurse, 12 months at Berkley

4.40 – Retirements:

4.41 – Ellen Bankston - Teacher, Gallishaw High School, 12 months

4.42 – Bill MacDonald - Teacher, Palmer River Elementary, 12 months

4.43 – Claire Rice-Fenstermaker – Speech & Language Pathologist, 12 months

4.50 – Leave of Absence(s):

None

Motion, J. Cabral: To approve new hires, resignations and retirements as presented.

Second, T. Aubin

Vote, Unanimous

Motion, J. Cabral: To send a letter of appreciation to Claire Rice-Fenstermaker and to accept her retirement with regret.

Second, T. Anderson

Vote, Unanimous

5.00 - Executive Session: None

6.00 - Building Program Update: None

7.00 - Policy and Procedures

7.10 – 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

8.10 – Internal Professional Development

Board members reviewed Internal Professional Development at SCEC.

8.20 - External Professional Development

The Board approved Restorative Practices Training was a huge success, Executive Director David Heimbecker was impressed with the positive feedback regarding the presenter Kelvin Oliver. SCEC is open to suggestions from the board for next steps and who would benefit from additional training. Please contact Executive Director Heimbecker, Dr. Carolyn

McKearney or Superintendent Schoonover for additional training needs. Board Members discussed the training and strategies to move forward.

Board Chair Schoonover thanked Executive Director Heimbecker, Dr. Carolyn McKearney and Leah Thibault, Associate Administrative Assistant for organizing this event.

9.00 - Superintendent Issues

9.20 – The grant that Michael Novick, SCEC Retiree, submitted in hardening the structures relative to armed intruders through the installation of window safety film has been approved.

9.30 – The Executive Director’s Book Club: Considering the Role of Love in our Sustainability

Executive Director Heimbecker referred to the quote in Bell Hook’s *All about Love* and the need to consider the implications of the author’s reflections on love for our wellness journey.

Board members received the book entitled *The High 5 Habit* and Executive Director Heimbecker noted that the research about this is profound.

9.40 – Superintendent Runey asked for guidance on expanding school choice in his district. D/R only offers this at the high school level and Superintendent Runey would like to extend this to other grade levels. Board members offered guidance and will continue further discussions with Superintendent Runey.

10.00 - Other Superintendent Issues

10.10 –Opportunities for Continuous Professional Learning

The Paul J. Andrews MASS Executive Institute is scheduled at Sea Crest Resort/Mashpee High School for July 11-13, 2023. Leah Thibault has heard from most Board members and will continue to reach out and register our Board members. Leah is actively working on the details with Sea Crest.

Executive Director Heimbecker spoke about the AASA national conference on education scheduled for February 16-18, 2023, and the importance of taking the time for recalibrating at conferences. Additionally, the Executive Director stressed that SCEC supports Board member conference participation as an essential component of their continuous professional learning. Traditionally, after attending conferences, institutes etc., Board members share brief summaries of their experiences during Board meetings.

Board members reviewed the schedule of meetings for the remainder of the school year.

11.00 - Warrants:

To be signed via DocuSign

12.00 - Other Item(s)

12.10 – Updating and Discussing Leasing Property for Instructional Purposes

Board members reviewed all updates on leases.

12.20 – Executive Director Heimbecker has just been notified by the attorney that negotiations for LIFE Academy has been completed and the purchase & sale is all set.

12.30 – Superintendent Drolet has worked with Executive Director Heimbecker to continue the lease on Seekonk High School space for the next 3 years.

13.00 - Adjournment

Motion, J. Cabral: To adjourn meeting at 2:17

Second, T. Anderson

Vote, Unanimous