

SOUTH COAST EDUCATIONAL COLLABORATIVE (SCEC)

Board of Directors' Meeting October 27, 2022 Minutes

Present: T. Anderson, T. Aubin, J. Cabral, R. B. Gifford, M. Pontes,
B. Runey, J. Schoonover, A. Straus,
M. Canner, D. Heimbecker, J. Prendergast

1.00 - Call to Order

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

2.00 - Minutes of September 22, 2022

The minutes of September 22, 2022 were presented for review and approved.

Motion, J. Cabral: To approve the minutes of September 22, 2022
Second, B. Gifford

Vote, Unanimous

3.00 - Financial Information

3.10 - Post-Employment Benefits (OPEB) Trust

According to Jennifer Prendergast, Director of Finance, SCEC opened the OPEB trust in 2019 with \$50,000. Currently the account balance is \$55,000. In the FY23 Business Plan a \$25,000 deposit for OPEB is included and about \$327,000 from the surplus revenue funds will be placed in the account once the auditors have finalized the audit. This year is a roll forward valuation year with the liability at \$8.8 million compared to last year's liability of \$12.5 million.

Board Chair Schoonover asked Jennifer if these deposits have been completed. Jennifer responded that there will be deposits, but we are waiting for the final numbers from the auditors.

The next meeting of the OPEB Trustees will be on December 15, 2022, at 11:00 AM.

3.20 – Updating of the FY23 Business Plan/Budget

SCEC had a loss of \$339,000 in September, the year-to-date net operating results is a \$398,000 deficit. Student enrollment is below budget by 26 students and is currently at 210 students.

Executive Director Heimbecker and Jennifer Prendergast are reviewing staffing needs with the Leadership Team. In addition, the Human Resource Director and the Director of Finance meet regularly with the Leadership Team to review and discuss staffing along with involuntarily

staff moves when necessary. Executive Director Heimbecker spoke about a case that involves moving a licensed teacher out of a classroom that has two licensed teachers.

3.30 - SCEC Financial and Control Policies

At this time, sufficient Board Member Districts have voted to create the Capital reserve fund. It is being established and partially funded by revenue from the PPP grant.

3.40 – Potential Purchase of LIFE Academy

Discussed in 12.30

3.50 – SCEC’s Fin Com and the Employee Retention Credit (ERC) 2022 Application

Executive Director Heimbecker explained that PPP funds only cover 24 weeks of wages. The Federal government has additional funds available for those who are losing money to recover payroll wages for the remainder of the year. The SCEC accounting firm is researching this option.

4.00 - Human Resources

4.10 - New Hires

4.11 – Poala Laflame, Paraprofessional, 12 months at Gallishaw High School

4.12 – Misipage Pese, Paraprofessional, 12 months at Seekonk North School

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

Second, B. Runey

Vote, Unanimous

4.20 – Resignation(s): None

4.30 – Retirements(s): None

4.40 – Leave of Absence(s): N

5.00 - Executive Session: None

6.00 - Building Program Update

6.10 - The wooden handicapped accessibility ramp at the main SCEC office in Swansea has been replaced by a concrete one, and the Technology Hut at 2201 G.A.R. Highway has been resided, and a Maker Space is being created at the North School.

7.00 - Policy and Procedures

7.10 – We are revisiting our Strategic Plan and welcome feedback. Executive Director Heimbecker explained that any policy updates are done internally and brought to the board for comments and oversight.

Executive Director Heimbecker thanked the board for their strong support of SCEC classrooms and programs in their schools and keeping us informed of district policies.

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

8.10 – Internal Professional Development

Per our union contract, all staff continue to participate in monthly Deep Learning early release days. Staff members are working on their individual and group goals for the school year during these sessions.

Executive Director Heimbecker spoke about the concerns of the SCEC Union Presidents regarding staff losing prep time when covering for other staff. We are trying to be creative in responding to their needs.

8.20 – External Professional Development

Dr. McKearney continues to provide professional development to districts and has expanded the number of expert consultants available for consultation. Our ESL staff and Reading Specialist are providing embedded professional development and are available to districts as well.

9.00 - Superintendent Issues

9.10 – Leah Thibault has sent an email to individual board members who need to stay current with the DESE Roles and Responsibilities of Collaborative Boards.

9.20 – SCEC is currently in the process of revising the Strategic Plan (SP) and it is the hope to have it ready for the December Board Meeting. Executive Director Heimbecker reviewed the major themes that SCEC is addressing and embedded in the SP and in the Educator Evaluation process as well. We are sharing ideas and thoughts throughout SCEC, families and other members of the SCEC community. We welcome feedback from board members as well.

9.30 - The Executive Director's Book Club Reflections – Continuous Learning Service for the SCEC Board of Directors - Considering designing and implementing a truly equitable school system.

Executive Director Heimbecker spoke about the New Pedagogies for Deep Learning US Cluster Call on October 19, 2022 with Michael Fullan.

Equality or equity: Toward a model community-responsive education (2022) by Jeffrey M.R. Duncan-Andrade published by Harvard Education Press on September 22, 2022. This book gives hope that we all can work together and learn new skills.

10.00 - Other Superintendent Issues

10.10 – The obituary of Dr. Henry J. Robidoux, father of board member, John Robidoux was distributed to Board members.

10.20 – Executive Director Heimbecker shared exemplary highlights from the evolving SCEC aquatics program. SCEC is very fortunate to have Tracy Lancellotta, a SCEC OTA as a facilitator of this program. Tracy is also a certified lifeguard and lifeguard instructor. She is able to certify our staff and has training on working with students on the autism spectrum. SCEC is on a mission that every student can learn to swim as long as their family allows participation. SCEC is pleased that we are able to use the pool at the George R. Austin Intermediate School. (GRAIS) as well as the Newman YMCA in Seekonk.

Tracy was able to secure a communication board for the playground of the Palmer River School with the support of Superintendent Bill Runey.

10.30 – Reviewing the proposed scheduling of SCEC Board of Directors' meetings for the 2022-2023 school year.

Board members reviewed the proposed scheduling of SCEC Board of Directors' meetings for the 2022-2023 school year. In addition, the AASA national conference on education, scheduled for February 16-18, 2023, in San Antonio Texas was reviewed as well as the ASCD annual conference scheduled for March 31-April 3, 2023, in Denver Colorado. SCEC will register any board members who are interested in attending either one of these conferences. Board members can contact Leah Thibault at SCEC for assistance.

The OPEB Trust meeting is December 15, 2022 and will be held at BSU. Members of the OPEB board include the SCEC Chair, Vice Chair, Director of Finance Jennifer Prendergast, Executive Director Heimbecker and one additional board member. Superintendent J. Cabral volunteered to serve as a board member.

Motion, T. Aubin: To accept J. Cabral as a member of the board of the OPEB Trust
Second, B. Gifford

Vote, Unanimous

SCEC will send information to board members regarding the location of the meeting at BSU.

The December 15, 2022 Board of Directors' Meeting will include the presentation of the Annual Audit and Annual Report as well as the ceremonies for the Superintendents Academic Excellence Award Luncheon. PaulaJo Gaines from DESE will observe at this meeting.

Leah Thibault will send a packet to board members with the information that the principals were given.

11.00 – Warrants: To be signed via DocuSign

12.00 - Other Item(s)

12.10 - Updating and Discussing Leasing Property for Instructional Purpose.

Executive Director Heimbecker reviewed the leases in the board backup. Although the town of Seekonk is talking about taking over Gallishaw and North School buildings, the principals, staff and Seekonk Superintendent support SCEC programs in those buildings.

Other leases and negotiations were reviewed as well. Discussions are continuing with the Diocese of Fall River relative to expanding classrooms and space for our existing program as well as possibly opening a high school inclusion program.

12.20 – Additional items

Superintendent Runey asked about the selection process for the Superintendents Academic Excellence Award. Superintendent Gifford explained that the high school principal chooses the student. Board members discussed the MASS Superintendent Excellence Award and the SCEC Superintendents' Academic Excellence Award. The SCEC award is \$1,000 scholarship. Superintendent Runey stated that the MASS award is not a scholarship but a certificate.

12.30 – Update on potential purchase of LIFE Academy

Superintendent Anderson mentioned that the potential for acquiring the LIFE Academy property had not been discussed, so executive Director Heimbecker gave an update. The attorneys from SCEC and of the Young Men's Christian Association Southcoast, Inc. are working together to prepare a Purchase and Sales Agreement for SCEC's \$1.4 million purchase of the building that houses LIFE Academy and surrounding property. The price was lowered by \$100,000 as a result of removing the costs for the work on the septic system and leaching field from the agreement. SCEC is delighted this is going to happen and is pleased that the YMCA values collaboration with other agencies.

13.00 - Adjournment

Motion, B. Runey: To adjourn meeting at 2:03 PM
Second, T. Anderson

Vote, Unanimous