

Southeastern Massachusetts Educational Collaborative Board
Minutes of May 31, 2016

Members Present: Christopher Cotter, Sarah Gomes, Harry Carter Hunt III, Jennifer Kulak, Christopher Oliver

Members Absent: Donna McKenna, James Muse, Michelle Ouellette

Staff Present: Catherine S. Cooper, Executive Director
Jill Brilhante, Director of Business

Others Present: John Nunes, SMEC Treasurer

Mr. Oliver called the meeting to order at 6:41 P.M.

1. **VOTED** To approve the Minutes of the Board's March 31, 2016 meeting as submitted.

APPROVED

Members Hunt and Kulak abstained

2. **VOTED** To receive, accept and place on file the LEA, SAIL and ADH funded staff appointments, transfers, promotions, resignations, terminations, and reductions as submitted on Agenda Attachment 1 as submitted.

APPROVED

3. **VOTED** To increase the amount of SMEC classroom lease payments to member districts by 3% for FY17.

APPROVED

4. **REVIEWED** The Board reviewed the proposed Collaborative FY17 Operating Budget as a first reading, including proposed FY17 tuitions and service fees (Agenda Attachments 2-3) and backup documentation. The FY17 Operating Budget will be presented for a vote at the next regularly scheduled Board meeting in June.

5. **VOTED** The Board Chairman presented the Executive Director's 2015-2016 Summative Evaluation which included all of the individual Board member responses that had been submitted. The Board voted to give the Executive Director an overall rating of Proficient. Discussion regarding a revised evaluation process for the upcoming year ensued and the Executive Director indicated that she would submit new goals at an upcoming regularly scheduled Board meeting.

APPROVED

6. **VOTED** To authorized the Collaborative Director to draw from the Collaborative's Capital Reserve account and surplus funds to fund renovations and improvements to the Collaborative's building at 4238 Acushnet Avenue as well as to add a playground in preparation for housing a new elementary day school program in excess of the Capital Budget amount of \$25,000.
- APPROVED**
7. **VOTED** To authorize the Executive Director to execute a lease agreement with a member district for a new facility/space as needed to expand the Collaborative's school program offerings.
- APPROVED**
8. **VOTED** The Board voted, at the recommendation of the Executive Director and Business Manager, to make a \$0 contibution to the SMEC OPEB fund during FY16 in light of increase expenditures related to program relocation and growth during the fiscal year.
- APPROVED**
9. **DISUSSION** The Executive Director confirmed with Board members that the MA Commissioner of Education granted final approval on the Collaborative's revision to the Articles of Agreement including granting Greater New Bedford Regional Vocational Technical High School membership status effective July 1, 2016. GNBRVTHS will appoint a school committee member to the SMEC Board before the September 2016 Annual Board meeting.
10. **DISCUSSION** The Executive Director presented the findings of the DESE Coordinated Program Review that had been conducted during the 2015-2016 school year including all areas found to be "partially implemented" and the Corrective Action Plan that had been submitted to address those areas. The Director also informed the Board that although the DESE PQA team had included in the report that the Collaborative's must apply for a day school license for its Transitional Services, the DESE day school license division has indicated otherwise. The Director will continue to seek clarified guidance from DESE on this topic to come to a final resolution.
11. **DISCUSSION** The Executive Director gave an update on the Collaborative's current programs, upcoming professional development offerings and involvement in the SCRO activities.
12. **SCHEDULED** The next scheduled meeting of the Collaborative Board will be on Wednesday, June 29, 2016 at 25 Russells Mills Road in Dartmouth.
13. **VOTED** To adjourn at 7:31 P.M.
- APPROVED**

Respectfully submitted,
Catherine S. Cooper
Secretary to the Board