

## Annual Board Meeting of November 29, 2016

### AGENDA INFORMATION AND DIRECTOR'S RECOMMENDATIONS

I. **Call to Order:** Chairman

II. **Routine Actions**

A. **Minutes of September 27, 2016** (Enclosed)

*Recommendation:* To approve as submitted.

III. **Business Items**

A. **Staff Appointments and Reductions** (Attachment 1)

*Recommendation:* To receive, accept and place on file as submitted the attached L.E.A., SAIL and ADH staff appointments, transfers, promotions, resignations, terminations and reductions in force.

B. **FY16 Independent Audit and Annual Report** (Attachments 2 and 3)

The Collaborative's Independent Auditor, James Benoit, will present the FY16 Independent Financial Audit including the surplus fund account balance and percentage. In addition, the Board is asked to approve the Collaborative's FY16 Annual Report draft that is to be attached to the Independent Audit and submitted to various state agencies and Collaborative members by December 31, 2016 per legislation.

*Recommendation:* To approve the FY16 Financial Statement and accompanying Annual Report as presented. To accept, receive and place on file the unassigned cumulative surplus fund balance of \$1,346,962.00 as of June 30, 2016 which represents a 17% surplus balance and to maintain said surplus funds in the Collaborative Fund.

C. **Maternity Leave Request** (Attachment 4)

*Recommendation:* To approve as submitted.

**D. FY17 Operating Budget Amendment** (Attachment 5)

The director and business manager will update the Board as to the status of the FY17 SMEC Operating Budget including any amendments or revisions.

**Recommendation:** To approve as submitted.

**E. Policy Revisions** (Attachment 6-10)

**Recommendation:** To approve as submitted.

**F. Other:** Any agenda item(s) not reasonably foreseen by the Executive Director or Board Chair at least 48 hours prior to the Meeting.

**IV. Discussion Items**

**A. Non-Member District Service Request (Gosnold)**

**B. Tripp School**

**C. FLSA Revision**

**D. MGL CH. 257 Update**

**E. Program and Service Update**

**F. Southeastern Collaborative Regional Organization (SCRO) and MA Organization of Educational Collaboratives (MOEC)**

**G. Next Scheduled Board Meeting: January 31, 2017, 6:30 P.M.**

**ADJOURN**