

Southeastern Massachusetts Educational Collaborative Board  
**Minutes of April 30, 2018 Board Meeting**

**Members Present:** Christopher Cotter, Anne Fernandes, Donna McKenna, James Muse, Michelle Smith

**Members Absent:** Carole Clifford, Sarah Gomes, Christopher Oliver

**Vacancies:** Greater New Bedford Reg. Vocational Technical High School

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

**Vice Chairman, Michelle Smith, called the meeting to order at 6:39 P.M.**

1. **VOTED** To approve the Minutes of the Board's March 27, 2018 meeting as submitted.

**APPROVED**

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 revised to add the additional resignation of Jill Brilhante, Director of Finance, effective June 30, 2018.

**APPROVED**

3. **VOTED** The Executive Director and Business Manager presented the Board with a proposed FY19 Spending Plan, including backup documentation, showing a proposed budget total of \$9,644,189, along with proposed FY19 tuition and service fees. The Director informed the Board that we do not yet have contract numbers for our adult service contracts with DDS and MCB, therefore the budget for the SAIL program is based on existing FY18 figures and will be amended to reflect actual contract totals in September. This was a first reading of the FY19 spending plan and tuition proposal; a vote will be postponed until a second reading at a subsequent meeting as required by regulation.

4. **VOTED** The Board reviewed the summary of SMEC's 2018 Actuarial Study and the updated Total OPEB Liability figure of \$2,354,864 based on SMEC retiree benefits as they currently exist. The Board then revisited a tabled request by a retired SMEC employee to offer a Medicare Supplement plan under the Collaborative's Retiree Insurance Benefit policy. Given the massive projected increase to the Collaborative's OPEB liability if such a plan were offered, the Board declined to offer such a plan and voted to maintain the offerings under the Retiree Insurance Benefit policy as they currently stand.

**APPROVED**

5. **VOTED** To revise the Retiree Insurance Benefit policy as submitted.

**APPROVED**

6. **DISCUSSION** The Executive Director informed the Board that the DESE Financial Compliance team is conducting an audit of the Collaborative's business office procedures and administrative policies during the week of April 30, 2018. A report will be submitted to the Board once final.
7. **DISCUSSION** The Executive Director provided an update to the Board on the Collaborative's programs including a review of the plan to close the ECP program at Acushnet Elementary School at the close of the school year and reallocate the classroom staff to the Primary Language Program at Rochester Memorial School.
8. **DISCUSSION** The Executive Director provided the Board with an explanation of the Collaborative's 2016-2017 restraint data and the policies and practices of the DESE regarding publication of district and school restraint data.
9. **SCHEDULED** The next scheduled SMEC Board of Directors meeting will be held on May 30, 2018 at 6:30 PM at the SMEC Administrative Office.
14. **VOTED** To adjourn at 7:28 P.M.

**APPROVED**

Respectfully submitted,  
Catherine S. Cooper  
Secretary to the Board