

Southeastern Massachusetts Educational Collaborative Board
Minutes of March 27, 2018 Board Meeting

Members Present: Carole Clifford, Anne Fernandes, Sarah Gomes, Donna McKenna, James Muse, Christopher Oliver

Members Absent: Christopher Cotter, Michelle Smith

Vacancies: Greater New Bedford Reg. Vocational Technical High School

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 6:32 P.M. The Executive Director informed the Board that Mr. Toomey has stepped down as the GNBVTHS representative.

1. **VOTED** To approve the Minutes of the Board's January 30, 2018 meeting as submitted.

APPROVED

Member Fernandes 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 and the additional maternity leave request of Kelly Nogueira.

APPROVED

3. **VOTED** The Executive Director and Business Manager presented the Board with an amended FY18 Operating Budget, including backup documentation, showing budget line item adjustments and overall changes in the amount of (39,265). Following discussion, the Board voted to approve the amended FY18 Collaborative Operating Budget as submitted on Agenda Attachment 2 showing a total FY18 Operating Budget of \$9,365,347 including \$100,000 in contingency funds.

APPROVED

4. **VOTED** To approve a 2% increase to the FY19 SMEC teacher, paraprofessional and direct care salary scales and to approve a 2% increase for all non-scaled staff for FY19.

APPROVED

5. **VOTED** To approve recommended changes to the administrative office and student services' office staffing structures with the accompanying salary adjustments as recommended and submitted at the meeting.
- APPROVED**
6. **VOTED** To approve the closure of the Collaborative's Early Childhood Program (ECP) at Acushnet Elementary School and to move the ECP staff to the Primary Language Program (PLP) at Rochester Memorial School in order to serve a wider age range of students at the PLP. To amend the leases with Acushnet and Rochester accordingly for FY19.
- APPROVED**
7. **VOTED** To authorize the Executive Director to post an RFR in order to locate potential space to allow for the growth of the Therapeutic Learning Center (TLC) Day School as needed.
- APPROVED**
8. **DISCUSSION** The Executive Director provided the Board members with the FY19 Budget timeline and process and informed them that the actuarial study for OPEB benefits should be completed in time for the April meeting.
9. **DISCUSSION** The Executive Director provided an update to the Board that SMEC regarding legal action in which SMEC has been named as a defendant in a civil complaint filed by a former employee.
10. **DISCUSSION** The Executive Director informed the Board that for the remainder of FY18, the Collaborative's SEI instructor has been granted Special Employee status by the select boards of Dartmouth and Fairhaven and the City Council of New Bedford and has filed all necessary disclosure forms, in order to comply with the MGL Chapter 20, since the instructor also works for a SMEC member district. The Executive Director also informed the Board that she will continue working on behalf of MOEC, the Collaborative statewide organization, to find a solution with the Ethics Commission for this type of arrangement in the future.
11. **DISCUSSION** The Director gave an update on the status of the Collaborative's programs.
12. **DISCUSSION** The Director provided an update on her activities with the MA Assoc. of Educational Collaboratives (MOEC) including the search for a new Executive Director of MOEC.
13. **SCHEDULED** The next scheduled SMEC Board of Directors meeting will be held on April 30, 2018 at 6:30 PM at the SMEC Administrative Office.

14. VOTED To adjourn at 7:23 P.M.

APPROVED

**Respectfully submitted,
Catherine S. Cooper
Secretary to the Board**