

Southeastern Massachusetts Educational Collaborative Board
Minutes of April 30, 2019 Board Meeting

Members Present: Carole Clifford, Christopher Cotter, Anne Fernandes, Donna McKenna, James Muse, Michael Shea, Christopher Oliver

Members Absent: Sarah Gomes, Michelle Smith,

Staff Present: Catherine S. Cooper, Executive Director
Christopher Haraden, Director of Finance and Operations

Others Present: John Nunes, Treasurer

Mr. Oliver called the meeting to order at 5:33 P.M.

1. **VOTED** To approve the Minutes of the Board's January 29, 2019 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.
APPROVED

3. **VOTED** To approve the FY19 amended spending plan as presented by the Director of Finance and Operations and as submitted on Agenda Attachment 2
APPROVED

4. **VOTED** To approve the FY20 teacher and paraprofessional salary scales as submitted on Attachments 3 and 4 representing a 2% increase over FY19 scales, a 2% increase for all non-scaled employees and to change the adult service direct care staff to a flat \$15/hour rate, eliminating the direct care scale and job coach stipend but maintaining any direct care wages that are or would have been over \$15/hour in FY20 if the prior scale had stayed in place with a 2% increase.

5. **VOTED** To authorize the Executive Director and Director of Finance and Operations to open and review any lease proposals submitted as a result of SMEC's current RFP and to negotiate a lease with an award winner if applicable and deemed favorable to the Collaborative. Said lease to be submitted for final approval at the May Board meeting.

6. **TABLED** The Director of Finance presented the Board with a proposed FY20 Spending Plan,

including backup documentation, showing a proposed budget total of \$10,257,817, along with proposed FY20 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 FY19 figures and will be amended to reflect actual contract totals in September. This was a first reading of the FY20 spending plan and tuition proposal; a vote will be postponed until a second reading at a subsequent meeting as required by regulation.

7. **VOTED** To approve a revision to the Collaborative's Emergency Closing policy as submitted on Agenda Attachment 8.

APPROVED

8. **VOTED** To approve the maternity leave request submitted on Agenda Attachment 9.

APPROVED

9. **DISCUSSION** The Executive Director provided a program and service update including the move of our MLC program from East Fairhaven School to the Old Hammondtown School next year, the move and reclassification of our ISP at DHS program to a middle school age program and move it to the Hastings Middle School in August and the potential move of the TLC program if the RFP results in a favorable proposal. The Executive Director also informed the Board that consideration is being given to swap the locations of our Adult Day Health and our SAIL programs due to the growth and need for greater capacity of ADH and the plateau and potential reduction of the need for space for SAIL. She indicated the need for discussions with our landlord for these two buildings and potential retrofitting and move to occur over the summer.

10. **DISCUSSION** The Director shared the DESE response to our DESE FY18 annual report and independent financial report submission as well as the renewal of our ADH license by DPH.

11. **DISCUSSION** The Director informed the Board that the DDS QUEST compliance team would be onsite at SAIL starting on May 2, 2019 and that any resulting written report would be shared with the Board at a future date.

12. **SCHEDULED** The next scheduled SMEC Board of Directors meeting will be held on May 29, 2019 at 5:30 PM at the Collaborative's Administrative Building. A SMEC OPEB Board of Trustees' meeting will follow.

13. **VOTED** To adjourn at 6:50 P.M.

APPROVED

Respectfully submitted,
Catherine S. Cooper
Secretary to the Board