

Southeastern Massachusetts Educational Collaborative Board

Minutes of June 17, 2020 Board Meeting

(Meeting held by Zoom due to declared State of Emergency)

Members Present: Carole Clifford, Christopher Cotter, Ann Fernandes, Sarah Gomes, Donna McKenna, Christopher Oliver, Michael Shea, Michelle Smith, Suzanne Tseki

Members Absent: None

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

Others Present: John Nunes, SMEC Treasurer

Mr. Oliver called the meeting to order at 5:16 P.M.

1. **VOTED** To approve the Minutes of the Board's June 1, 2020 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** The Executive Director and Director of Finance and Operations provided an update to Board members regarding the status of all Collaborative programs, services and staffing under the current State of Emergency and Stay at Home Advisory proclaimed by Governor Baker due to COVID-19. All school and adult day programs and services remain closed. LEA transportation invoices were discounted 10% as of the first day of closure to account for lack of gasoline use. Fourth quarter LEA invoices will be going out next week. To date, all LEA invoices have been paid except for transportation invoices submitted to New Bedford Public Schools. Residential adult services continue to be provided and will be paid with an additional 10% supplemental payment for March and April and an additional 15% to cover extraordinary costs on our 24/7 contract for May and June. State guidance regarding adult service revenue is still in flux as of the date of the meeting. Updated guidance received from DDS and MA Health has not changed since the June 1, 2020 Board meeting. New guidance from MA Health indicates that so long as we are making contact with our ADH members at least once per week, which we are exceeding, we will be able to bill for 100% of each member's regularly scheduled attendance at a per diem rate through June 30th, however transportation and food are not included. DDS guidance regarding day funding has been verbally reduced to a 50% retainer payment and additional billing for remote services, however we still do not have written guidance.

The Director of Finance and Operations provided an update on the Collaborative Spending Plan as submitted on Agenda Attachment 2 with proposed line item adjustments based on current revenue and expense information as of the date of the meeting. The updated spending plan, with a total funding level of \$10,510,683, submitted on Agenda Attachment 2 was approved unanimously.

APPROVED

- 4. **VOTED** The Board conducted a second reading of the FY21 Spending Plan which had previously been submitted at the June 1, 2020 meeting and is resubmitted here on Agenda Attachment 3 with a total funding level of \$10,542,800. The Director of Finance and Operations and Executive Director explained that this is a preliminary proposal based on our best knowledge to date of FY21 programs and revenue, which is very fluid at the time of the meeting. The Board voted unanimously to approve the preliminary FY21 spending plan with the understanding that it will be amended based on information available at the September Board meeting.

APPROVED

- 5. **VOTED** The Executive Director proposed a hybrid reopening for our summer 2020 ESY programs to the extent that DESE guidance and other safety protocols can be followed. The Board voted unanimously to approve a hybrid ESY model for summer 2020.

APPROVED

- 6. **DISCUSSION** The Executive Director informed the Board that the amended Articles of Agreement and all required supporting documents had been submitted to the DESE prior to the June 15, 2020 extended deadline and will be reviewed by the Commissioner's office before being submitted to the Board of Education for final approval.

- 12. **SCHEDULED** The next scheduled SMEC Board of Directors meeting will be held on September 30, 2020 at 5:30 PM. Meeting in person or by Zoom will be determined based on the information at that time.

- 13. **VOTED** To adjourn at 6:05 P.M

APPROVED

Respectfully submitted,
Catherine S. Cooper
Secretary to the Board