

Southeastern Massachusetts Educational Collaborative Board
Minutes of September 30, 2020 Board Meeting

Members Present: Carole Clifford, Christopher Cotter, Ann Fernandes, Thomas Khoury, Donna McKenna, Christopher Oliver, Michael Shea, Michelle Smith, Jonathan Teves, Suzanne Tseki

Members Absent: N/A

Staff Present: Catherine S. Cooper, Executive Director
Christopher Haraden, Director of Business

Others Present: John Nunes, SMEC Treasurer

Mr. Oliver called the meeting to order at 5:30. The Board welcomed Mr. Khoury from Fall River and Mr. Teves from Acushnet to the SMEC Board of Directors.

1. **VOTED** To approve the Minutes of the Board's August 19, 2020 meeting as submitted. Motion by Mr. Cotter, Second by Ms. McKenna.

APPROVED Members Khoury and Teves abstained.

2. **NOMINATED** Christopher Oliver for the office of Board Chairman. Nomination by Ms. McKenna, Second by Ms. Fernandes.

VOTED To appoint Chris Oliver as Chairman of the Board of Directors of the Southeastern Massachusetts Educational Collaborative.

APPROVED

3. **NOMINATED** Michelle Smith for the office of Vice Chairman. Nomination by Mr. Shea, second by Mrs. McKenna.

VOTED To appoint Michelle Smith as the Vice Chairman of the Board of Directors of the Southeastern Massachusetts Educational Collaborative.

APPROVED

4. **NOMINATED** John Nunes as Collaborative Treasurer. Nomination by Mr. Cotter, second by Mrs. McKenna.

VOTED To appoint John Nunes as Treasurer of the Southeastern Massachusetts Educational Collaborative for FY21 at an annual stipend of \$2,000.

APPROVED

5. **VOTED** To appoint Donna McKenna and Christopher Cotter to sign the Collaborative warrants on behalf of the Board. Motion by Ms. Tseki, Second by Mr. Shea.

APPROVED

6. **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. Motion by Mr. Cotter, Second by Mr. Khoury.

APPROVED

7. **VOTED** To approve the amended FY21 Spending Plan as submitted on Agenda Attachment 3 in the amount of \$9,776,800 and to receive, accept and place on file the FY21 revenue projections as submitted on Agenda Attachments 4 and 5 including \$314,000 in contingency funds from the Collaborative fund to be used to supplement FY21 revenue if necessary to cover operating expenses. Motion by Mr. Cotter, Second by Ms. McKenna.

APPROVED

8. **VOTED** To adopt the SMEC Strategic Plan as submitted on Agenda Attachment 6. Motion by Ms. Clifford, Second by Ms. Fernandes.

APPROVED

9. **VOTED** To approve the Collaborative's Title IX policy and procedures as submitted on Agenda Attachment 7 to comply with revised 2020 legislation. Motion by Mr. Khoury, Second by Mr. Cotter.

APPROVED

10. **VOTED** The Board discussed the evaluation of the Executive Director for the prior two year period. As the Board member appointed to oversee the evaluation process for the 2018-2020 cycle; Mrs. Smith reviewed the input she had received from each Board member, the evaluation process, results of the formative assessment and the overall summative evaluation as submitted on Agenda Attachment 8, progress on goals and ratings on each of the DESE standards. The Executive Director was given an overall rating of Exemplary based on a compilation of the input received. The Board voted to approve the Summative Evaluation summary as presented by Ms. Smith. Motion by Suzanne Tseki, Second by Ms. Clifford.

APPROVED Members Khoury and Teves abstained.

11. **VOTED** To approve the SMEC Board of Directors' FY21 Calendar as submitted on revised Attachment 9.

APPROVED

12. **DISCUSSION** The Finance Director informed the Board that the Collaborative's FY20 Independent Audit is scheduled and that a final audit report is expected to be presented to the Board for approval at the November Board meeting.
13. **DISCUSSION** The Director gave an update on the status of the Collaborative's program operations and a Reopening Plan update and provided the Board with a revised Reopening Plan as submitted on Agenda Attachment 10 which was amended to comply with updated DESE guidance as of September 17, 2020.
14. **DISCUSSION** The Director provided a brief summary of statewide legislation relevant to Collaboratives and the status of pending litigation in which the Collaborative is a co-defendant.
15. **DISCUSSION** The Board reviewed a current contact list for all Board members and each member confirmed the accuracy of the contact information as submitted on Agenda Attachment 11.
16. **SCHEDULED** The next scheduled SMEC Board of Directors meeting will be held on November 30, 2020 at 5:30 PM.
17. **VOTED** To adjourn at 7:08 P.M.

APPROVED

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