

Southeastern Massachusetts Educational Collaborative Board
Minutes of March 30, 2021 Board Meeting

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

Members Absent: Donna McKenna, Christopher Oliver
*Ms. Fernandes left the meeting to attend a district meeting following the discussion on facilities RFPs.

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

Others Present: John Nunes, SMEC Treasurer

A quorum was reached and Ms. Smith called the meeting to order at 6:03 P.M. following the conclusion of the SMEC OPEB Trustees' Meeting.

1. **VOTED** To approve the Minutes of the Board's January 20, 2021 meeting as submitted. Mr. Cotter made the motion, Ms. Tseki seconded.

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. Mr. Shea made a motion, seconded by Ms. Tseki.

APPROVED

3. **VOTED** The Director of Finance and Operations provided an update on the FY21 Collaborative Spending Plan and Revenue projections. An explanation and visual presentation were provided regarding the slight increase in the revenue projection since the last meeting for adult service funding as well as a general projection of estimated overall revenue expectations based on current billing information and programmatic and fiscal guidance. In addition, an explanation and presentation on the effect of recent cost cutting measures on the overall budget as well as the resulting positive impact on the projected need for contingency funds to balance the budget was discussed. The Board voted to approve the FY21 Amended spending plan as presented on Agenda Attachment 2 with an additional .55% overall reduction and a revised total of \$8,722,641. Ms. Clifford made the motion, second by Mr. Cotter.

APPROVED

4. **VOTED** To approve a 3% increase to all classroom leases for FY22. Motion by Ms. Fernandes, second by Mr. Khoury.
- APPROVED**
5. **VOTED** To approve a 2% increase to the FY22 Teacher and Paraprofessional Salary Scales as well as a 2% COLA for all non-scaled salaries and hourly rates effective July 1, 2021. Motion by Mr. Cotter, Second by Ms.Clifford.
- APPROVED**
6. **VOTED** To approve an extension to the current SMEC Covid paid leave as defined and approved at the January 2021 Board meeting until April 30, 2021. Motion by Mr. Shea, Second by Ms. Tseki.
- APPROVED**
7. **VOTED** To receive, accept and place on file the DESE letters of response to SMEC’s FY20 Financial Audit and Annual Report as submitted on Agenda Attachments 3 and 4. Motion by Ms. Clifford, Second by Mr. Cotter.
- APPROVED**
8. **VOTED** To authorize the Executive Director and Director of Finance and Operations to evaluate any proposals received in response to the posted RFP SMEC21-001 or SMEC21-002 and to present the recommended award, if any, to the Board at the next scheduled meeting. Motion by Mr. Shea, Second by Mr. Khoury.
- APPROVED**
9. **VOTED** To approve the renewal of the lease between SMEC and the Fairhaven Public Schools for the Tripp School building at 56 Bridge Street in Fairhaven for a 5 year term beginning on November 1, 2021. Motion by Mr. Cotter, Second by Ms. Tseki.
- APPROVED**
10. **VOTED** To authorize the Executive Director and the Director of Finance and Operations to negotiate on behalf of the Board with the Town of Fairhaven for the potential lease of space known as the Rogers School addition and to present any resulting lease agreement to the Board at the next scheduled Board meeting. Motion by Ms. Tseki, Second by Mr. Shea.
- APPROVED**

11. **VOTED** With regard to the observation of Juneteenth, a new state holiday this year, to follow the Secretary of State's guidance in 2021 on the recognition of holidays that fall on a Saturday to be observed on the Saturday and to add Juneteenth to the SMEC holiday policy and incorporate it into the Collaborative's list of paid holidays beginning in FY22 and list it on the 2021-2022 and future school year and adult program calendars to be observed pursuant to our current holiday policy language beginning on June 19, 2022. Motion by Ms. Tseki, Second by Mr. Khoury.

APPROVED

12. **DISCUSSION** The Executive Director provided a summary of the dissolution of the EDCO Collaborative.
13. **DISCUSSION** The Executive Director provided a brief summary of the current status of SMEC's programs and services.
14. **DISCUSSION** The Director of Finance and Operations notified the members that the first reading of the FY22 budget will be presented at the May 2021 meeting and the second reading and vote will occur at the June Board meeting.
15. **SCHEDULED** The next scheduled SMEC Board of Directors meeting is scheduled to be held on May 11, 2021 at 5:30 PM by Zoom, however several members indicated conflicts so the meeting is to be rescheduled to a date TBD.
16. **VOTED** To adjourn at 7:22 P.M. Motion by Mr. Cotter, Second by Mr Shea.

APPROVED

Respectfully submitted,
Catherine S. Cooper
Secretary to the Board