

Southeastern Massachusetts Educational Collaborative Board
Minutes of May 25, 2021 Board Meeting

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

Members Absent: N/A

Board Vacancies: Mattapoisett

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 5:31 P.M. Ms. Clifford did not seek re-election to the Mattapoisett School Committee in April and her replacement to the SMEC Board has not yet been appointed.

1. **VOTED** To approve the Minutes of the Board's March 30, 2021 meeting as submitted. Mr. Shea made the motion, Ms. Smith seconded.

APPROVED (Members McKenna and Oliver 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. Mr. Cotter made a motion, seconded by Ms. McKenna.

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 increase in the revenue projection since the last meeting 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 cost cutting measures on the overall budget as well as the resulting beneficial 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 and Revenue Projection presented on Agenda Attachment 3. Mr. Cotter made the motion, second by Ms. Smith.

APPROVED

4. **VOTED** To approve the FY22 Dartmouth classroom lease as shown on Agenda Attachment 4, to include two additional classrooms for SMEC's management of the former Quinn School TLC program. Mr. Cotter made the motion, seconded by Ms. McKenna.
- APPROVED**
5. **VOTED** Following a visual presentation by the Director of Finance on the budget impact of various potential adjustments, reductions and additions to several positions and related salaries to be reflected in the FY22 preliminary spending plan, the Board voted to approve such changes that would result in a balanced budget proposal. Motion by Ms. Fernandes, second by Mr. Cotter.
- APPROVED**
6. **VOTED** To approve the FY22 tuition and fee schedule as presented on Agenda Attachments 7 and 8. Motion by Ms. McKenna, second by Mr. Shea.
- APPROVED**
7. **VOTED** Following a presentation on the FY22 Proposed Spending Plan and Revenue Projection as shown on Agenda Attachments 5 and 6, with supporting documentation, the Board voted to receive the information as presented and bring it back for a second reading and vote at the June Board meeting. The lack of final FY22 DDS contract figures and fiscal guidance was noted. Motion to accept and receive by Mr. Cotter, second by Ms. Smith.
- TABLED**
8. **VOTED** To approve the revision to the SMEC Salary Administration, Employee Referral and Tuition Reimbursement policies as submitted on Agenda Attachments 9-11. Motion by Mr. Khoury, second by Mr. Teves.
- APPROVED**
9. **VOTED** To receive, accept and place on file the Rockland Trust April 2021 Value and Activity Statement for the SMEC OPEB Trust. Motion by Ms. Fernandes, second by Ms. McKenna.
- APPROVED**
10. **VOTED** To receive, accept and place on file the retirement letter of Patricia Terrell and approve her request to stay on the Collaborative's insurance plan per the Retiree Health Policy. Motion by Mr. Khoury, second by Ms. Fernandes.
- APPROVED**
11. **DISCUSSION** The Executive Director explained to the Board that given the possible delays in the completion of the new Durfee High School, and the recent unsuccessful RFP for appropriate additional day school space, the expansion of programming into Fall River's city limits had been discussed with the Fall River Special Education Administration and would be delayed until further into FY22.

12. **DISCUSSION** The Executive Director provided a brief summary of the current status of SMEC's programs and Services including ongoing negotiations with Fairhaven town officials regarding a potential lease of the Roger's School addition and the IFB process that would ensue if negotiations are successful.
13. **DISCUSSION** The Executive Director and Director of Finance and Operations explained to the Board that Collaboratives are not directly eligible for any of the stimulus funds that have been and/or will be distributed to the towns and school districts but that advocacy work continues on the state level to assist us with direct care staff recruitment and retention as well as reimbursement for extraordinary expenses related to the pandemic.
14. **SCHEDULED** After discussion as to format for the final meeting of the school year, the next scheduled SMEC Board of Directors meeting is scheduled to be held on June 22, 2021 at 5:30 PM by Zoom, with a plan to hold future meetings in person.
15. **VOTED** To adjourn at 7:22 P.M. Motion by Ms. Smith, Second by Ms. Tseki.

APPROVED

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