

Southeastern Massachusetts Educational Collaborative Board
Minutes of May 30, 2023 Board Meeting

Members Present: Rosemarie Bowman, Christopher Cotter, Donna McKenna, Sarah Rodrigues*, Ann Fernandes, Michael Shea,

Members Absent: Christopher Oliver, Tiffini Reedy, Michelle Smith

Vacancies: Acushnet

Staff Present: Catherine S. Cooper, Executive Director
Christopher Haraden, Director of Business
Kim Wilmot, Director of Student Services

Others Present: John Nunes, SMEC Treasurer

*Participated remotely. Votes were recorded by roll call.

1. **VOTED** In the absence of the chair and vice-chair, Mr. Shea made a motion to appoint Mr. Cotter as temporary chairman. Ms. McKenna seconded. The Board voted unanimously by roll call vote to appoint Mr. Cotter as temporary chairman. Mr. Cotter called the meeting to order at 5:34.

2. **VOTED** To approve the Minutes of the Board's March 29, 2023 meeting as submitted. Motion by Mr. Shea, Second by Ms. McKenna.

APPROVED. Members Bowman, Cotter and McKenna abstained.

3. **VOTED** To receive, accept and place on file the LEA, SAIL and ADH funded staff appointments, transfers, promotions, salary adjustments, resignations, terminations, and reductions as submitted on Agenda Attachment 1. Motion by Ms. Fernandes, Second by Mr. Shea.

APPROVED

4. **VOTED** To approve a 3% increase to the FY24 district-based classroom lease rates. Motion by Mr. Shea, Second by Ms. Fernandes.

APPROVED

5. **1st Reading** The Director of Finance and Operations presented the FY24 Proposed Collaborative Spending Plan and Revenue Projection as submitted on Agenda Attachments 2 & 3. An explanation was provided regarding the general projection of estimated overall revenue expectations based on current FY23 enrollment, expected FY24 starting enrollment, services and rates, historic and projected expenses and evolving fiscal guidance. The Collaborative Regulations require two readings of the proposed spending plan before adoption so the item will be brought back for a vote at the June meeting.

6. **VOTED** Following a presentation by the Executive Director and Director of Finance and Operations, the Board voted to approve the FY24 Tuition and Fee schedules for both school year and summer ESY school programming as submitted on Agenda Attachments 4 & 5. Motion by Ms. Smith, Second by Mr. Shea.
- APPROVED**
7. **VOTED** The Director of Finance and Operations provided an update on the FY23 Collaborative Spending Plan with line item adjustments and updated Revenue Projection resulting in a 3.06% decrease to the total funding level. The Board voted to approve the FY23 Amended Spending Plan as presented on Agenda Attachment 6 & 7. Mr. Shea made the motion, Second by Ms. Rodrigues.
- APPROVED**
8. **VOTED** To revise the Collaborative's Personal Appearance employee policy as shown on Agenda Attachment 8 and Contracted Staff Pricing Policy as presented on Agenda Attachment 9. Motion by Mr. Shea, Second by Ms. McKenna.
- APPROVED**
9. **VOTED** Following an explanation by the Executive Director and Director of Finance and Operations, the Board voted to re-approve the purchase of 267 Samuel Barnet Boulevard in Dartmouth pending successful resolution of title restrictions, with a decreased purchase price of \$1,040,000 consistent with the bank's appraisal, as well as initially utilizing the Collaborative's credit line to pay the down payment of \$208,000 with the balance to be financed through Rockland Trust. Motion by Ms. McKenna and Second by Mr. Cotter.
- APPROVED**
10. **VOTED** To approve the Executive Director's 2023-2025 Evaluation Goals as submitted on Agenda Attachment 10. Motion by Ms. Fernandes, Seconded by Ms. Bowman.
- APPROVED**
11. **VOTED** To received, accept and place on file the Rockland Trust Statement of Value and Activity dated April 30, 2023 for the Collaborative's OPEB trust account, as submitted on Agenda Attachment 11. Motion by Ms. McKenna, Second by Mr. Shea.
- APPROVED**
12. **VOTED** To approve the Retirement of Diane Antone effective October 6, 2023. Motion by Ms. McKenna, Second by Mr. Shea.
- APPROVED**

13. **DISCUSSION** The Executive Director and Director of Student Services gave an update on the status of the Collaborative's program operations and enrollment.
14. **SCHEDULED** Due to several members being unable to attend the meeting scheduled for June 13, 2023, the Board agreed to reschedule the next meeting to June 20, 2023 at 5:30. Due to the brevity of the agenda planned for that date, the meeting will be held by Zoom.
15. **VOTED** To adjourn at 6:47 P.M. Motion by Ms. Bowman, Second by Ms. Fernandes.

APPROVED

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