

Southeastern Massachusetts Educational Collaborative Board
Minutes of January 30, 2024 Board Meeting
Held by Zoom

Members Present: Rosemarie Bowman, Melissa Cordeira, Christopher Cotter, Donna McKenna, Christopher Oliver, Ann Fernandes, Sara Rodrigues, Michelle Smith, Tiffini Reedy

Members Absent: Michael Shea

Staff Present: Catherine S. Cooper, Executive Director
Christopher Haraden, Director of Business
Charles Farrell, Payroll Manager

Others Present: John Nunes, Treasurer

Mr. Oliver called the meeting to order at 5:32 PM.

1. **VOTED** To approve the Minutes of the Board's November 28, 2023 meeting as submitted. Motion by Ms. Smith, Second by Ms. Fernandes. Ms. Bowman abstained.

APPROVED

2. **VOTED** To receive, accept and place on file the LEA, SAIL and ADH funded staff appointments, transfers, promotions, resignations, administrative adjustments, terminations, and reductions as submitted on Agenda Attachment 1. Motion by Mr. Cotter, Second by Dr. Rodrigues.

APPROVED

3. **VOTED** Following a presentation by Mr. Haraden regarding updated projections to our FY24 revenue and expenses, the Board voted to approve the updated FY24 spending plan and revenue projection. Motion by Ms. Smith, Second by Mr. Cotter.

APPROVED

4. **VOTED** Following an explanation by Ms. Cooper, the Board voted to approve the revisions to the SMEC sick leave, personal leave, vacation leave and salary administration employee policies. Motion by Ms. Smith, Second by Mr. Cotter.

APPROVED

5. **VOTED** Following an explanation by Ms. Cooper, the Board voted to approve new research, nursing and diagnostic policies required by DPH and specific to our Adult Day Health program. Motion by Ms. Smith, Second by Ms. McKenna.

APPROVED

6. **VOTED** Following an explanation of the process by Ms. Cooper, the Board voted to approve the development of a new Early Childhood Program at our 4238 Acushnet Avenue site and to submit a new public day school license application to DESE.

APPROVED

7. **DISCUSSION** The Director gave an update on the status of the Collaborative's program operations and facilities.
8. **DISCUSSION** The Director provided a brief summary of statewide legislation and legal action relevant to SMEC.
9. **DISCUSSION** The Director informed the Board that the Collaborative's FY23 Annual Report, Financial Audit and UFR had all been submitted to the relevant state agencies.
10. **DISCUSSION** The Director asked if all members had been able to fulfill their Board member training requirements for DESE, the response was that two members are still having trouble logging in or hadn't received any information from DESE, so Ms. Cooper will follow up with our DESE liaison for assistance.
11. **SCHEDULED** The Board agreed to add a virtual meeting to the Board Meeting Calendar on March 20, 2024 at 5:30 in order to facilitate the FY25 budget development process.
12. **VOTED** Following a motion by Ms. Smith and a Second by Ms. McKenna, the Board voted to adjourn at 6:26 P.M.

APPROVED

Respectfully submitted,
Catherine S. Cooper
Secretary to the Board