**South Shore Educational Collaborative**

**75 Abington Street, Hingham, MA 02043**

**REMOTE BOARD MEETING MINUTES**

**Friday, December 4, 2020**

Present: Patrick Sullivan, Ed.D. Cohasset

Judith Kuehn Hull

James Jette Milton

Matthew Keegan Norwell

Thea Stovell Randolph

William Burkhead Scituate

Jennifer Curtis Whipple, Ed.D. Weymouth

Jeffrey Szymaniak Whitman Hanson

SSEC: Richard L. Reino, Executive Director

Patricia Mason, Ph.D., Director of Student Services

Guests: Michael Nelligan, CPA, Powers and Sullivan

Leah Callahan, SSEC teacher, graduate student

1. Acceptance of the independent audit report. The audit was conducted primarily remotely and things went very smoothly. It was a clean audit. All necessary information was provided in a timely manner. A motion to approve the audit report was made by Dr. Sullivan and seconded by Ms. Kuehn; roll call vote with Mr. Keegan voting yes, Ms. Kuehn voting yes, Ms. Stovell voting yes, Mr. Szymaniak voting yes, Dr. Sullivan voting yes, Dr. Curtis Whipple voting yes, and Mr. Burkhead voting yes; unanimously approved.
2. Acceptance of the minutes from the October 9, 2020 meeting. A motion to accept was made by Mr. Szymaniak and seconded by Ms. Kuehn; roll call vote with Mr. Keegan voting yes, Ms. Kuehn voting yes, Ms. Stovell voting yes, Mr. Szymaniak voting yes, Dr. Sullivan voting yes, Dr. Curtis Whipple voting yes, and Mr. Burkhead voting yes; unanimously approved.
3. Financial update and budget summary. As of November 30th the bank balance is still good and the credit line remains at zero. The fund balance looks good. A motion to approve was made by Ms. Stovell and seconded by Dr. Curtis Whipple; roll call vote with Mr. Keegan voting yes, Ms. Kuehn voting yes, Ms. Stovell voting yes, Mr. Szymaniak voting yes, Dr. Sullivan voting yes, Dr. Curtis Whipple voting yes, and Mr. Burkhead voting yes; unanimously approved.
4. Acceptance of the FY 20 Annual Report. Board members had a chance to review the report. A motion to accept the annual report for FY 20 was made by Ms. Kuehn and seconded by Mr. Szumaniak; roll call vote with Mr. Keegan voting yes, Ms. Kuehn voting yes, Ms. Stovell voting yes, Mr. Szymaniak voting yes, Dr. Sullivan voting yes, Dr. Curtis Whipple voting yes, and Mr. Burkhead voting yes; unanimously approved.
5. Discussion of sale or disposal of 12-seat passenger vans. SSEC has two 12 seat vans that are no longer needed. If any of the member districts can use them, the board will decide how to proceed. The van specifications will be sent out to all member districts for review and this item will be discussed at the meeting in January, 2021.
6. Discussion of executive director’s evaluation. Mr. Keegan will share the evaluation with Dr. Sullivan and Dr. Austin, who will review the evaluation as a committee. Ms. Callahan left the meeting at this time.

7. Executive Session: Chapter 39, Section 29, mandates that in order to go into Executive Session, the Collaborative Board must:

a. Do so on a roll call vote.

b. State purpose of Executive Session

c. Indicate whether the body will reconvene in public session.

Matters to be considered in Executive Session: Negotiations

A motion to enter executive session with the intention of returning to open session, was made by Ms. Stovell and seconded by Ms. Kuehn; roll call vote with Mr. Keegan voting yes, Ms. Kuehn voting yes, Ms. Stovell voting yes, Mr. Szymaniak voting yes, Dr. Sullivan voting yes, Dr. Curtis Whipple voting yes, and Mr. Burkhead voting yes; unanimously approved. Mr. Jette joined the meeting at this time.

A motion to return to open session was made by Ms. Kuehn and seconded by Ms. Stovell; roll call vote with Mr. Keegan voting yes, Ms. Kuehn voting yes, Ms. Stovell voting yes, Mr. Szymaniak voting yes, Dr. Sullivan voting yes, Dr. Curtis Whipple voting yes, Mr. Jette voting yes, and Mr. Burkhead voting yes; unanimously approved. The meeting returned to open session.

The executive director thanked board members for the continued support of the collaborative, especially during the difficult times with the pandemic.

The meeting was adjourned at 9:20 a.m.