

**South Shore Educational Collaborative
75 Abington Street, Hingham, MA 02043**

**BOARD MEETING MINUTES
Friday, October 11, 2019**

Present:	Patrick Sullivan, Ed.D.	Cohasset
	Paul Austin, Ph.D.	Hingham
	Michael Devine	Hull
	Jeffrey Granatino	Marshfield
	Mary Gormley	Milton
	Matthew Keegan	Norwell
	Thea Stovell	Randolph
	Ron Griffin	Scituate

SSEC: Richard L. Reino, Executive Director
 Patricia Mason, Ph.D., Director of Student Services

1. Acceptance of the minutes from the May 31, 2019 meeting. A motion to approve the minutes was made by Mr. Devine and seconded by Mr. Griffin; unanimously approved, with Ms. Gormley and Dr. Austin abstaining as they were not present for that meeting.
2. Acceptance of the financial summary and budget update, as of June 30, 2019. The executive director reviewed the year end balances for FY 19. Mr. Granatino arrived at this time. Mr. Reino reviewed the summary and explained how the finances are set up. Overhead costs include rent and other expenses beyond salaries. Student FTE's are delineated due to the fact that students come and go over the course of the year. In most programs enrollment is up and continues to rise. A motion to approve the FY 19 financial summary was made by Mr. Griffin and seconded by Mr. Devine; unanimously approved. Acceptance of the financial summary and budget update for FY 20 as of October 11, 2019. The tuition overview on budget projection sheet for FY 20 was explained. A projection is made as to what the dollar amounts coming in will be as student enrollment fluctuates each month. A motion to approve the budget projection sheet as of October 11, 2019 was made by Mr. Devine and seconded by Ms. Stovell; unanimously approved. There was a brief discussion of the monthly dollar amount of the OPEB contribution being adjusted. A motion to authorize the transfer of \$63,000 to the OPEB trust fund was made by Mr. Granatino and seconded by Ms. Gormley; unanimously approved. The transfer from the general fund to the OPEB trust fund will occur as follows; \$42,000 immediately, \$10,500 on November 1, 2019, and \$10,500 on December 1, 2019.

3. Appointment of OPEB board of trustees member. OPEB bylaws read that the executive director is an ex-officio, so he/she does not vote. Mr. Keegan offered to become the chairperson and Ms. Stovell also volunteered to become a trustee. A motion to approve appointing Mr. Keegan and Ms. Stovell to the OPEB board of trustees was made by Mr. Devine and seconded by Mr. Granatino; unanimously approved.
4. Operating Committee update; Dr. Mason surveyed operating committee members in preparation of setting up meetings for FY 20. There is also an online meeting option available to members for all meetings. Topics reviewed during the first meeting include a suggestion from Randolph that a Seeking Educational Equity & Diversity (SEED) course be offered. This will begin in November. Norwell asked about a Research for Better Teaching (RBT) class to be offered for new teachers. This course will hopefully run onsite here at SSEC and would be open to all districts. Dr. Sullivan came in at this time. No concerns were expressed by Operating Committee members. Mr. Reino complimented Dr. Mason on the excellent job she is doing.
5. Tuition credits; consideration of tuition credits for FY 20. Board members reviewed a spreadsheet outlining tuition credit amounts per district based on FY 19 year end amounts. Each district's percentage is based on student enrollment for that district. It appears that enrollments will remain steady. Credits are allowable and reasonable; funds can be applied to a specific student. A question was raised about adding any surplus funds to OPEB. A motion to approve accepting the recommended tuition credits per district was made by Mr. Granatino and seconded by Dr. Austin; unanimously approved. Mr. Keegan noted how he appreciates how much improved the financial situation is now compared to a few years ago.
6. Future retiree health insurance eligibility. The executive director asked legal counsel if the SSEC policy on retiree health insurance would be impacted in any way by the "Galenski" decision in the Town of Erving. The SSEC policy is fine and will not be impacted according to counsel.
7. Curriculum and professional development. Upcoming professional development offerings include three one-day math content institutes for elementary, middle and high school levels; AAC Classroom Implementation Training being held on 11-5-19; an educational neuroscience series; Wilson Reading; expanded social studies curriculum across programs; and expanded science content across middle and high school levels.
8. Other items;
 - Out of district transportation costs may become reimbursable soon.

- The school resource officer at SSEC has received a promotion to detective and will be leaving around mid-November. The Hingham Police Department will be accepting applications to replace this position.
- The executive director received an inquiry from the Department of Elementary and Secondary Education regarding the reorganization of administrative staff that took place at SSEC in June of 2018. The concern involves a separation of duties relative to financial responsibility. The director of student services authorizes payment of bills, the executive director and the board chairperson signs all warrants, and the treasurer oversees all collaborative spending. The executive director is getting clarification from DESE and legal counsel on what documentation is necessary in order to resolve the situation.
- Mr. Keegan mentioned public records requests from a Natick woman focusing in on fundraising, 501c3 areas. SSEC only receives small donations from time to time, and all expenditures go through the warrant process.

A motion to adjourn was made by Mr. Granatino and seconded by Mr. Devine; unanimously approved. The meeting adjourned at 9:20 a.m.