

SOUTH SHORE EDUCATIONAL COLLABORATIVE
75 Abington Street, Hingham, MA 02043

BOARD MEETING MINUTES
Friday, December 4, 2015

Present:

| | |
|------------|-----------------------------|
| Braintree | Frank Hackett, Ed.D. |
| Cohasset | Barbara Cataldo |
| Hingham | Dorothy Galo, Ph.D. |
| Hull | Kathleen Tyrell, Ed.D. |
| Marshfield | Jeffrey Granatino |
| Norwell | Matthew Keegan |
| Quincy | Richard DeCristofaro, Ed.D. |
| Randolph | Thomas Anderson |
| Scituate | John McCarthy |
| Weymouth | Kenneth Salim, Ed.D. |

SSEC Henry W. Perrin, Ed.D., Executive Director
 Richard Reino, Business Administrator

Guests Michael Nelligan, Powers and Sullivan, LLC
 Jon Reynard, Community School Coordinator
 Erin Holder, Community School Coordinator

1. Board members went around the table with introductions to Michael Nelligan.
2. Approval of minutes from the meetings of May 29th and October 2nd. A motion to approve the minutes of the meeting on May 29, 2015 was made by Dr. Galo and seconded by Dr. Salim; Mr. Keegan abstained from the vote as he was not present for that meeting; with that exception, the minutes were unanimously approved. A motion to approve the minutes from the October 2, 2015 meeting was made by Dr. Galo and seconded by Mr. McCarthy; unanimously approved.

2. Michael Nelligan, Powers and Sullivan, LLC, addressed the board to review the audit performed for the SSEC. Members of the Powers and Sullivan team visited the collaborative during the spring and fall. The business office staff provided information as requested, there were no issues, and everything went smoothly. A page by page review of the audit report followed, and questions were responded to by Mr. Nelligan. Following discussion, a motion was made to accept the audit report for FY 2015 by Mr. Keegan and seconded by Dr. Galo; unanimously approved. A motion to accept the cumulative surplus for FY2015 in the amount of \$445,716 was made by Dr. Hackett and seconded by Dr. Salim; unanimously approved.
3. Review and acceptance of the SSEC annual report for the 2014-2015 year. Dr. Galo expressed her compliments to all staff, and noted that the quality of reports is excellent

and the information is very useful as a reference when parents have questions about what types of student services the collaborative provides. A motion to accept the 14-15 annual report was made by Dr. Galo seconded by Mr. Keegan; unanimously approved.

4. The business administrator presented a financial summary and a current budget update. On a couple of occasions this year, the SSEC has experienced a cash flow deficit, so the line of credit has been accessed. Enrollment projections are close to or above anticipated for students in attendance with the exception of the Mini School. Students have turned 22 years of age and transitioned to adult programs. An unexpected number of students have moved out of SSEC districts. As a result, personnel will be reviewed as the budget process begins for next year. A motion to accept the financial summary update was made by Dr. DeCristofaro and seconded by Dr. Galo; unanimously approved.

5. Other Post-Employment Benefits (OPEB) agreement. This document has been reviewed by the board, the SSEC legal counsel, and a few member district town counsels as well. A motion to accept the agreement was made by Mr. McCarthy and seconded by Dr. Galo; unanimously approved.

6. Discussion of the 40 Pond Park Road building lease termination. A 10 year lease for the building at 40 Pond Park Road in Hingham will be ending on October 31, 2016. Road to Responsibility has been paying half of the expenses incurred there for the past two years. If the SSEC needs to rent space in that building after the lease has ended, it will cost approximately \$30,000 per year per classroom. A special arrangement was made for the current school year with Hull Public Schools in an attempt to locate all of the Mini School classrooms in one district, but age appropriate class space was not available for all students. It was necessary to continue leasing classrooms in Weymouth and 2 new classrooms in Randolph. The executive director will determine needs for next year and meet with district superintendents who SSEC leases classrooms from. Mr. Keegan left the meeting at this time (9:30) and Dr. Tyrell arrived at 9:30.

7. Update on union negotiations and the Memorandum of Agreement. The SSEC union ratified at its December 3, 2015 meeting. The increase for union staff this year will be a step increase, and a new top step which will reflect a 3% increase. For the 2016-2017 and 2017-2018 school years there will be a 2% increase plus a step. A motion to ratify the memorandum of agreement was made by Dr. Tyrell to open discussion of the agreement. The MOA includes a "reopener" which states the following:

"No later than June 30, 2016, the Union can make a written request to the Board of Directors to reopen the collective bargaining agreement to discuss and negotiate about lunch breaks in the Collaborative's programs, particularly the Community program. The Board will honor that request. No other provision of the collective bargaining agreement is subject to the Reopener clause except that if changes in longevity and salary are necessary to offset the cost of changes in the lunch breaks, longevity and salary schedules may also be discussed and renegotiated."

At this time, a motion to approve going into executive session was made by Dr. Tyrell and seconded by Dr. DeCristofaro with a roll call vote with Mr. Anderson voting yes, Dr. DeCristofaro voting yes, Dr. Tyrell voting yes, Dr. Salim voting yes, Dr. Hackett voting yes, Dr. Galo voting no, Mr. McCarthy voting yes, and Ms. Cataldo voting yes.

At 10:00 a.m., a motion to approve returning to open session was made by Dr. Tyrell and seconded by Dr. Galo with a roll call vote with Mr. Anderson voting yes, Dr. DeCristofaro voting yes, Dr. Tyrell voting yes, Dr. Salim voting yes, Dr. Hackett voting yes, Dr. Galo voting yes, Mr. McCarthy voting yes, and Ms. Cataldo voting yes.

A motion to approve the Memorandum of Agreement was made by Dr. Tyrell and seconded by Dr. Hackett; unanimously approved.

In other business, the executive director noted that the Mini School program director, Mary Scott, is retiring at the end of the 2015-2016 school year. Her position will be posted internally soon. Maureen Gattine, Program Coordinator at the Mini School, may be an applicant for the position. There is also a matter involving 2 former Careers High School staff members which may be discussed at the meeting in January. There was a brief review of the statement that goes to each member district school committee. Dr. Galo and Dr. Salim both left the meeting at 10:05.

A motion to adjourn was made by Dr. Tyrell and seconded by Mr. McCarthy; unanimously approved. The meeting adjourned at 10:05 am.