

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

**BOARD MEETING MINUTES
Friday, December 6, 2019**

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

SSEC: Richard L. Reino, Executive Director
Patricia Mason, Ph.D., Director of Student Services
Carolyn Ray, SSEC Careers High School teacher (observer)

GUESTS: Michael Nelligan, CPA, Powers & Sullivan
Paulajo Gaines, Education Collaborative Coordinator, Department of Elementary
and Secondary Education
Ruth Hersh, Department of Elementary and Secondary Education

1. Acceptance of the minutes from the October 11, 2019 meeting. A motion to accept the minutes was made by Mr. Devine and seconded by Dr. Curtis Whipple; unanimously approved.
2. Acceptance of the financial summary and budget update. At this time, all of the year end projections look good. The OPEB balance as of November 25, 2019 was \$466,505.01. SSEC started the 2019-2020 school year with 346 FTE students and is now currently at 350. There are only a few openings left. Mr. Granatino arrived at this time. A motion to accept was made by Mr. Griffin and seconded by Mr. Devine; unanimously approved.
3. Mike Nelligan, Powers & Sullivan CPA, addressed the board to review the independent audit for FY 19. He stated that the audit for FY 2019 went smoothly. All information was made available on a timely basis. The general fund surplus is just under \$500,000. Three years ago that amount was showing a deficit, so the current budgetary results are favorable. A motion to accept the FY 2019 independent audit was made by Mr. Granatino and seconded by Ms. Stovell; unanimously approved. A motion to accept the cumulative surplus in the amount of \$2,071,124 was made by Mr. Griffin and seconded by Mr. Granatino; unanimously approved.

4. Summary of OPEB trustee meeting decision. The OPEB trustees voted to increase the contribution to \$20,000 per month beginning in January, 2020. A motion to increase the total FY 20 OPEB contribution from \$126,000 to \$183,000 in equal monthly increments for the remainder of FY20 starting on January 1, 2020 and the first of each month thereafter for the remainder of FY 2020 was made by Mr. Griffin and seconded by Dr. Sullivan; unanimously approved.
5. Acceptance of the FY2019 annual report. A motion was made by Mr. Granatino and seconded by Mr. Griffin; unanimously approved.
6. Approval of a revised Director of Student Services job description. The following line has been added to the job description; “Perform duties similar to those of a Town Accountant, subject to MGL 41, Section 52, including approval of all bills, approval of payroll, etc.” A motion to approve the revised job description was made by Mr. Granatino and seconded by Dr. Austin; unanimously approved.
7. Approval of executive director being a voting representative for SSEC on the Mayflower Municipal Health Group board. The executive director participates in deliberations and votes that affect the benefits and costs of health insurance including copayments, deductibles, tiered provider network copayments and other cost-sharing plan design features. The executive director has health insurance through SSEC. A motion to approve was made by Dr. Sullivan and seconded by Dr. Paul; unanimously approved.
8. Discussion of a Whitman Hanson Regional School District request. Whitman Hanson has asked to be considered for membership in the SSEC. They currently have ten students attending SSEC programs. There is a different tuition rate for member districts. Right now SSEC is just about at capacity and more space would be needed to accommodate more students. Quincy is in the process of creating an alternative education school which may impact SSEC student numbers. Staffing is a consideration and has been a bit difficult this year. Following discussion, SSEC board members approve of the idea of allowing Whitman Hanson to join. There is a process to be followed; after the board votes, the current SSEC agreement is amended to include the new district. Each member district and school committee must then vote on accepting a new district. All signed documents along with the amended agreement must be returned to the Board of Elementary and Secondary Education by April 1st. When it is returned signed by the commissioner the process is complete. Board members will be provided with a checklist to help assist them with the process. A motion to accept the request of Whitman Hanson Regional School District was made by Mr. Devine and seconded by Mr. Griffin; unanimously approved.

9. Curriculum and professional development update. The director of student services told board members about the SEED program started by Alpha Sanford in Randolph. People are enjoying the classes. Wilson Training has been requested; it allows small group instruction and provides participants with another credential. It will be held on three days in March. Norwell Public Schools asked for Research for Better Teaching; this may run in the spring. Educational Neuroscience; part 2 will be offered in late spring and will be ongoing for next several years. Weymouth Public Schools is seeking Orton Gillingham training. MGH may still be running it.

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