

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

BOARD MEETING MINUTES
Friday, October 2, 2015

Present: Braintree Frank Hackett, Ed.D.
Cohasset Barbara Cataldo
Hingham Dorothy Galo, Ph.D.
Marshfield Jeffrey Granatino
Norwell Matthew Keenan
Scituate John McCarthy
Weymouth Kenneth Salim, Ed.D.

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

Guest: Paulajo Gaines, Collaborative Coordinator, Office of Regional
Governance, Department of Elementary and Secondary Education

1. Approval of minutes from the May 29, 2015 meeting A quorum of members who were present for the May meeting were not present this morning, so this item is tabled until the December 4, 2015 meeting.

2. Discussion of Other Post-Employment Benefits (OPEB). A trust fund needs to be established, then a board of trustees need to be appointed. Items discussed included clarification that the board maintains control of the funds. When a trust is established, the dollar amount that would be contributed annually would be determined annually. Identifying potential sources of funding for OPEB is important. A few board members would like their district legal counsel to review this document before it is finalized. A suggestion was made that if any board member would like to have their legal counsel review the document they may do so now, and get back with results to the executive director and the business administrator by November 1st.

3. A financial summary and current budget update was provided by the business administrator. It has been necessary to access the line of credit already during this fiscal year as many tuition payments have not been received. A motion to approve the October 2nd financial summary was made by Mr. Granatino and seconded by Dr. Galo; unanimously approved. The board reviewed actual year end totals as of June 30, 2015. The expenses incurred for snow removal were the largest unexpected financial expenditure during the 2014-2105 school year. A motion to accept the fiscal year end expenses was made by Dr. Galo and seconded by Dr. Salim; unanimously approved.

4. Approval of the updated restraint policy that will meet new DESE regulations which will take

effect in January, 2016. This item was distributed for a first reading at the May, 2015 board meeting. A motion to approve the policy was made by Dr. Salim and seconded by Dr. Galo; unanimously approved.

5. Update on union negotiations. There was a general review of the proposed memorandum of agreement between the SSEC and the SSEC Federation for the period of September 1, 2015 through August 21, 2018. This agreement has not yet been ratified.

6. Personnel matters: during the 6+ years that the executive director has been at SSEC, Beal Street Residence and Community Adult Services have been transferred to management of other organizations. Two programs have merged due to a reduction in referrals. The remaining programs are being closely monitored and enrollments have increased. In one program, two paraprofessional staff members were released at the close of the 2014-2015 school year. A restructure of the program was taking place, and they did not feel able to adapt to the new kitchen and greenhouse paraprofessional positions. There has been a reduction in program directors from ten to five, with a long term projected goal of three. Eventually, there will be a director for the three therapeutic schools, the Community School and the Mini School. Programs are currently working together more effectively with personnel and resources.

7. SSEC underwent a coordinated program review in March, 2015. A draft report prepared by the Department of Elementary and Secondary Education was then returned to the collaborative based on the site visit and documentation review. SSEC staff prepared coordinated program review responses that the SSEC submitted to the Department of Elementary and Secondary Education in September. The final review from DESE did not have any “not implemented” findings and had eight “partially implemented” findings. The corrective action plan has been shared with the board of directors. The executive director commended the staff for their preparation and overall success on this review. A few suggestions were made by board members including putting the employee handbook and restraint policy online.

8. In 2016, a committee will be formed comprised of some SSEC staff, board members, parents and some member district special education administrators, to create a new strategic plan for the collaborative for the years 2017-2021.

9. Other items: the packet of information for school committee members will be sent electronically to board members for distribution. Classrooms in Hull are working out for the 2015-2016 school year. The intention of the additional classrooms in Hull and increase in the rental rate was to consolidate the Mini School in one school district. There were not enough classrooms at Hull High School or middle school to accommodate all students. With this scenario it will be necessary to continue to rent classrooms in other school districts. Community-Quest classroom (AIM) collaboration is working out wonderfully. The first Sheltered English Immersion class is in process. A flyer from Boston University was distributed to begin recruitment for a third cohort. The Virtual Learning Academy is up and running with six classes currently being offered.

A motion to adjourn at 10:00 was made by Dr. Galo and seconded by Mr. Granatino, unanimously approved.

