

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

**BOARD MEETING MINUTES
Friday, December 7, 2018**

Present:	James LaBillois, Ed. D.	Hingham (Assistant Superintendent)
	Michael Devine	Hull
	Jeffrey Granatino	Marshfield
	Matthew Keegan	Norwell
	Richard DeCristofaro, Ed.D.	Quincy
	Ron Griffin	Scituate
	Jennifer Curtis Whipple, Ed.D	Weymouth

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

Guest: Michael Nelligan, CPA, Powers & Sullivan

A quorum was not present at the start of this meeting, so items were taken out of sequence.

1. Board members discussed the issuance of tuition credits based on enrollment during FY 18. This topic will be considered during a board meeting later in the year.
2. Update on the reporting for Medicaid. The requirements have changed based on the medical necessity of the therapy services being provided. This may potentially have an impact on districts. SSEC has been sharing documentation information with other collaboratives and districts.
3. Discussion of a recent request from a member district for regular education students being able to enroll at SSEC. There are times when a student may need a temporary resource to meet their academic needs while being evaluated to determine whether or not they will be placed on an IEP, etc. The STARTS 45 day assessment program is an appropriate placement in order to allow time to obtain additional information on the student.
4. Update on the Boston University cohort. BU has committed to running the leadership program at SSEC through the spring of 2019, and then it is anticipated that the program at SSEC will end. Students who have not completed the course may need to go elsewhere to finish.

5. The Director of Student Services told board members about some SSEC therapists who presented recently at the ASHA conference. Mr. Granatino arrived at this time, so a quorum was now present.
6. Approval of the minutes from the October 12, 2018 meeting. A motion to approve was made by Mr. Granatino and seconded by Mr. Keegan; unanimously approved.
7. Michael Nelligan, CPA with Powers & Sullivan, reviewed the audit report with the board. He sees a healthy change in the year end numbers. Revenues and expenses are consistent, financial conditions have improved. The SSEC OPEB was fully funded in FY 18. As part of approval of the audit report, the board voted to approve and retain \$1,571,750 as the amount designated as Cumulative Surplus from general funds remaining in the Collaborative's accounts as of June 30, 2018. A motion to approve the audit report in its entirety was made by Mr. Granatino and seconded by Mr. Griffin; unanimously approved.
8. Review and acceptance of the financial summary and budget update. The bank balance is currently higher than at this time last year. SSEC is tracking close to projections with enrollments at this time. A motion to accept the financial summary and budget update was made by Mr. Griffin and seconded by Mr. Keegan; unanimously approved.
9. Acceptance of the FY 2018 annual report. The executive director explained how each program director contributes updated information each year to create the annual report. Mr. Griffin expressed his appreciation to everyone who put their time and energy into putting the report together. A motion to accept the annual report was made by Mr. Griffin and seconded by Dr. DeCristofaro; unanimously approved.
10. Consideration of an additional OPEB contribution. The OPEB account balance is growing with funds being added more frequently. The recommendation was made to transfer \$21,000 to the OPEB trust account. A motion was made by Mr. Keegan to authorize the executive director to transfer \$21,000 to the OPEB account; this was seconded by Mr. Griffin; unanimously approved.
11. Acceptance of the School Resource Officer and Memorandum of Understanding with the Hingham Police Department. The SRO began in August and has been a welcome addition to the school, providing assistance and support to both staff and students. A motion was made by Mr. Keegan and seconded by Mr. Griffin to authorize the executive director to sign the MOU and return it to the HPD; unanimously approved.

12. Discussion of the FY 2020 budget. Copies of a current organization chart along with a proposed version were distributed for review by the board. A new position, Director of Therapeutic Services, was presented for discussion. This person would oversee Quest, South Shore High School, and Careers to provide consistency of services and curriculum along with aligning policies and practices in the three therapeutic schools. Board members asked for more details and a job description for review. The executive director is planning the tuitions for next year including a realignment of the Quest tuition since the needs of the program have changed with the student enrollment. By providing classrooms with appropriate paraprofessional staffing the goal is to reduce the number of 1:1 paraprofessionals needed to support the staff and students. One possible tuition increase would be zero percent for member districts, and a 5% increase for non-member districts. This will be discussed in further detail at the next meeting in January.
13. The executive director explained that when the 2018 – 2021 union agreement materials were printed, some content regarding stipend payments and variations in salary according to the number of hours worked were inadvertently omitted. The union president and the executive director agreed to return the content to the printed union materials by way of a side letter, which will be considered part of the agreement with the union. A motion to approve the side agreement letter to be considered as part of the agreement with the SSEC union was made by Mr. Granatino and seconded by Dr. DeCristofaro; unanimously approved. Dr. LaBillois left the meeting at this time.
14. The director of student services updated the board regarding curriculum changes that are being implemented. MATHia is a hybrid program teaching high level math. High School students will be learning personal finance as part of this program. Mr. Griffin left the meeting at this time. REACH reading training took place in November and is providing continuity; this program is supportive for student with gaps in learning. A Risk Assessment Team has been implemented to review and consult on complex student situations as they arise. DESE is coming to the SSEC in February to visit programs. Faith Murray, an 11 year old Community School student, was featured on cable news doing her volunteer work at the Talking Information Center recently. The 3rd annual fundraiser, Crafting Winter Wishes, is taking place on Saturday, December 8th. All money raised benefits students at SSEC.

The meeting was adjourned at 9:55 a.m.