

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

BOARD MEETING MINUTES
Friday, January 19, 2018

Present:	Braintree	Frank Hackett, Ed.D.
	Cohasset	Louise Demas
	Hingham	Dorothy Galo, Ph.D.
	Hull	Michael Devine
	Marshfield	Jeffrey Granatino
	Norwell	Matthew Keegan
	Quincy	Richard DeCristofaro, Ed.D.
	Randolph	Thomas Anderson
	Scituate	Ron Griffin
	Weymouth	Jennifer Curtis-Whipple, Ed.D.
	SSEC	Henry W. Perrin, Ed.D., Executive Director Richard Reino, Business Administrator Patricia Mason, Community Program Director

1. Acceptance of minutes from the December 8, 2017 meeting. A motion to accept was made by Dr. Galo and seconded by Mr. Keegan; unanimously approved, with Dr. Hackett abstaining as he was not present for this meeting.
2. Acceptance of the financial summary and budget update. The credit line has not been needed. The current OPEB balance is \$134,791 which demonstrates that the more aggressive portfolio is beginning to pay off. The 2018-2019 draft budget will be ready for the board to review at its March 2nd board meeting. A motion to accept the financial summary and budget update was made by Mr. Granatino and seconded by Dr. Galo; unanimously approved.
3. OPEB trustee update. The business administrator stated that at the trustee meeting in December the trustees suggested transferring \$62,500 into the OPEB account soon, rather than waiting until the end of the fiscal year, then consider a second contribution at a later date this year. A motion was made by Mr. Granatino and seconded by Dr. Hackett to authorize the SSEC treasurer to transfer \$62,500 into the OPEB account now, and to consider making a second contribution at a later date this year; unanimously approved.
4. Health insurance incentive acceptance. Last year, SSEC offered staff who were taking the “legacy” level of health insurance coverage an incentive to switch to a lower priced plan. This one time incentive saved money for both employees and SSEC. The business administrator would like to offer the incentive once again. There are still sixty-five staff members currently on legacy plans. The MMHG steering committee is meeting next week to discuss health insurance rates for next year. Mr. Griffin and Dr. Curtis-Whipple arrived at this time. Some districts have

changed to GIC and MIIA to provide health insurance. A motion to approve offering an incentive to employees to change from a legacy insurance plan to a plan with a lower rate was made by Mr. Granatino and seconded by Mr. Keegan; unanimously approved.

5. SSEC handbook review and acceptance. SSEC is having its mid cycle review with DESE in February. Employee handbook policies have been board approved; other policies such as sick time, FMLA are according to state and/or federal laws. The question was raised as to whether or not the handbook has been translated into other languages. At this time, it has not been translated. New staff would sign off that they agree to items in handbook. A suggestion was made to include vaping in smoking policy, and to mention controlled substances and edibles in the handbook also. SSEC staff will continue working on the handbook and return for consideration in March.

Mr. Reino left the meeting at this time.

6. Executive Session. Chapter 39, Section 29, mandates that in order to go into Executive Session, the Collaborative Board must:

- a. Do so on a roll call vote.
- b. State purpose of Executive Session
- c. Indicate whether the body will reconvene in public session.

Matters to be considered in Executive Session: Discussion of Personnel Matters

The board entered executive session with Mr. Keegan voting yes, Ms. Demas voting yes, Dr. Galo voting yes, Mr. Griffin voting yes, Mr. Devine voting yes, Dr. Hackett voting yes, Mr. Granatino voting yes, Dr. Decristofaro voting yes, Mr. Anderson voting yes, and Dr. Curtis-Whipple voting yes.

A motion to close out executive session and return to open session was made by Dr. Hackett and seconded by Dr. DeCristofaro with a roll call vote with Mr. Keegan voting yes, Ms. Demas voting yes, Dr. Galo voting yes, Mr. Griffin voting yes, Mr. Devine voting yes, Dr. Hackett voting yes, Mr. Granatino voting yes, Dr. Decristofaro voting yes, Mr. Anderson voting yes, and Dr. Curtis-Whipple voting yes.

Richard Reino and Patricia Mason joined the meeting.

A motion to support reorganization within SSEC including the job descriptions as presented by the subcommittee for an executive director and a director of student services, including the organization chart for clarification, was made by Dr. Hackett and seconded by Mr. Griffin; unanimously approved. A motion to accept the subcommittee's recommendation for the appointment of Richard Reino as Executive Director and Patricia Mason as Director of Student Services was made by Mr. Devine and seconded by Dr. Hackett; unanimously approved. This

reorganization and redefinition of roles will provide a stable transition of executive roles as current executive director Hank Perrin retires on June 30, 2018.

A motion to adjourn was made by Mr. Keegan and seconded by Dr. Hackett; unanimously approved. The meeting adjourned at 9:50 a.m.