

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

BOARD MEETING MINUTES  
Friday, October 13, 2017

Present:	Braintree	Frank Hackett, Ed.D.
	Cohasset	Louise Demas
	Hingham	Dorothy Galo, Ph.D.
	Hull	Michael Devine
	Norwell	Matthew Keegan
	Quincy	Richard DeCristofaro, Ed.D.
	Randolph	Thomas Anderson
	Scituate	Ron Griffin
	SSEC	Henry W. Perrin, Ed.D., Executive Director Richard Reino, Business Administrator

1. The meeting began with all members introducing themselves as there are a few new members on the board this year.
2. Acceptance of the minutes from the May 19, 2017 meeting. A motion to approve the minutes was made by Dr. Galo and seconded by Mr. Keegan; unanimously approved, with Mr. Devine, Dr. DeCristofaro, Mr. Anderson and Mr. Griffin abstaining as they were not present for the May meeting.
3. Financial summary and FY 18 budget update. The Business Administrator presented the board with a year-end statement for FY 2017. SSEC had a very good year financially. There has been no need to use the line of credit so far in FY 18. Last year a health insurance initiative was offered to staff who transitioned from the legacy plan to the rate saver plan; that incentive will be paid before the end of the calendar year. This provided a cost savings to both staff and the collaborative. The member and non-member tuition will help keep the finances balanced. A motion to approve the FY17 year-end budget update was made by Dr. Galo, with congratulations to the administration and a thank you from Dr. DeCristofaro; Mr. Anderson seconded; unanimously approved.

The FY 18 budget projection sheet and budget update was reviewed by the board with the business administrator. The SSEC can anticipate another good year financially. Funds were moved into the OPEB account so the current balance is \$128,742.64. SSEC auditors reviewed FY17 in September and found the SSEC to be in good financial shape. A motion to accept the budget update was made by Mr. Keegan and seconded by Dr. Galo;

unanimously approved.

4. Update on the construction project at Randolph High School. The student population in the Community School at 75 Abington Street has been growing. When there is a need for expansion the collaborative tries to locate classroom space in the districts whenever possible. Randolph Public Schools had space available at the high school, and a few Community School classes along with a Mini School class moved in last year. Randolph High School staff has been very supportive and inclusive with SSEC students. The SSEC has now signed a three year lease with Randolph for use of classroom space. An access ramp, air conditioning, bathroom renovations, ceilings and painting of classrooms at the garden level has taken place so the space should be ready to be occupied by students sometime in December. Randolph and SSEC staff have worked collaboratively on this project. Subcontractor expenses for the concrete foundation, installation of ramp, bathroom renovations and air conditioning installation are being funded by SSEC. A reimbursement schedule is included in the lease in case SSEC needs to leave Randolph High School. SSEC anticipates eventually having up to 40 students located at the RHS site. SSEC also leases classroom space in Hull, and the staff in Hull Public Schools has always been supportive and inviting to SSEC students; inclusion is visible and it is working out well.

5. Be Safe Technologies is a system that will provide information about SSEC locations to police, fire, public health and emergency response personnel promptly as needed. Be Safe will create safe evacuation plans for students and staff located in Hingham as well as for SSEC sites located in Hull and Randolph.

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

A motion was made by Dr. DeCristofaro and seconded by Mr. Keegan to go into executive session; roll call vote with Mr. Anderson voting yes, Mr. Devine voting yes, Mr. Keegan voting yes, Dr. Galo voting yes, Ms. Demas voting yes, Mr. Griffin voting yes and Dr. DeCristofaro voting yes; unanimously approved. Dr. Hackett arrived at this time.

A motion to return to open session was made by Mr. Keegan and seconded by Ms. Demas; roll call vote with Mr. Anderson voting yes, Mr. Devine voting yes, Mr. Keegan

voting yes, Dr. Galo voting yes, Ms. Demas voting yes, Mr. Griffin voting yes, Dr. Hackett voting yes and Dr. DeCristofaro voting yes; unanimously approved. The meeting returned to open session.

As there were no other items for discussion, a motion to adjourn was made by Dr. Hackett and seconded by Dr. Galo; unanimously approved. The meeting adjourned at 10:15 a.m.