

# Board of Directors

February 11, 2020  
General Session Minutes

## GENERAL BOARD MEETING

Date: February 11, 2020  
Start Time: 6:00PM  
End Time: 6:40PM  
Location: Shore Educational Collaborative Board Room

## ATTENDEES

<u>Board of Directors</u>	<u>Shore Educational Collaborative</u>
Mr. Wilson, Chelsea	Ms. Jacquelyn Clark, Executive Director
Ms. Millie Cardello, Everett	Mr. Robert Alconada, Assistant Executive Director
Mr. Ruseau, Medford	Mr. Sacco, Treasurer
Ms. Rizzo, Revere	Ms. Barbara Galatis, Clerk
Ms. Normand, Somerville	
Mr. Greenspan, Counsel	

## AGENDA

The agenda for the meeting is as follows:

<b>I.</b>	<i>Call to Order</i>
	Meeting was called to order at 6:00 p.m. by Mr. Ruseau
	Roll call taken by Ms. Galatis. There was a quorum present.
<b>II</b>	<i>Review and Approve January 14, 2020 minutes</i>
	Ms. Rizzo made the motion to accept the minutes from the meeting held on January 14, 2020. Ms. Normand seconded the motion. Vote was unanimous.
<b>IV</b>	<i>Finance Report</i>
A.	<b>Treasurer's Report</b> Mr. Sacco reviewed the balance sheet and other financial documents with the Board.
B	<b>Warrant Approval</b> Mr. Sacco presented the following warrants for the Board's approval:

	January 2020																																
	<table border="1"> <thead> <tr> <th>DATE</th> <th>WARRANT #</th> <th>TYPE</th> <th>AMOUNT</th> </tr> </thead> <tbody> <tr> <td>1/3/2020</td> <td>20-38</td> <td>Payroll</td> <td>\$164,913.89</td> </tr> <tr> <td>1/15/2020</td> <td>20-39</td> <td>Payroll</td> <td>\$190,194.92</td> </tr> <tr> <td>1/15/2020</td> <td>20-40</td> <td>Accounts Payable</td> <td>\$449,153.28</td> </tr> <tr> <td>1/17/2020</td> <td>20-41</td> <td>Payroll</td> <td>\$169,386.02</td> </tr> <tr> <td>1/30/2020</td> <td>20-42</td> <td>Payroll</td> <td>\$197,904.85</td> </tr> <tr> <td>1/31/2020</td> <td>20-43</td> <td>Accounts Payable</td> <td>\$740,704.45</td> </tr> <tr> <td>1/31/2020</td> <td>20-44</td> <td>Payroll</td> <td>\$170,652.11</td> </tr> </tbody> </table>	DATE	WARRANT #	TYPE	AMOUNT	1/3/2020	20-38	Payroll	\$164,913.89	1/15/2020	20-39	Payroll	\$190,194.92	1/15/2020	20-40	Accounts Payable	\$449,153.28	1/17/2020	20-41	Payroll	\$169,386.02	1/30/2020	20-42	Payroll	\$197,904.85	1/31/2020	20-43	Accounts Payable	\$740,704.45	1/31/2020	20-44	Payroll	\$170,652.11
DATE	WARRANT #	TYPE	AMOUNT																														
1/3/2020	20-38	Payroll	\$164,913.89																														
1/15/2020	20-39	Payroll	\$190,194.92																														
1/15/2020	20-40	Accounts Payable	\$449,153.28																														
1/17/2020	20-41	Payroll	\$169,386.02																														
1/30/2020	20-42	Payroll	\$197,904.85																														
1/31/2020	20-43	Accounts Payable	\$740,704.45																														
1/31/2020	20-44	Payroll	\$170,652.11																														
	Ms. Normand made the motion to accept the January warrants as presented, Mr. Wilson seconded the motion. Vote was unanimous.																																

<b>IV</b>	<b>Executive Director Report</b>
A	<p><b>Enrollments</b></p> <p>Ms. Clark informed the Board that Student Services currently has 175 Students which is 11 less than this time last year. The Adult division currently has 367 clients which is 14 more than this time last year.</p>

<b>V.</b>	<b>Personnel</b>
A	<p><b>Retro to Former Professional Employees</b></p> <p>Ms. Clark indicated that several former professionals have reached out inquiring about retroactive salary for the time they were employed by Shore Collaborative and the CBA was being negotiated. Ms. Clark consulted Attorney Greenspan as there was no clear language in the memorandum of agreement. Attorney Greenspan recommended that Shore pay former employees who worked in FY18 and/or FY19.</p> <p>Ms. Rizzo made the motion to pay salary differentials to former employees who worked during the time frame retroactively covered by the CBA signed by both parties in December 2019. Ms. Normand seconded the motion. Vote was unanimous.</p>
B	<p><b>Assistant Executive Director Contract</b></p> <p>Mr. Alconada informed the Board that he would be resigning from his position of Assistant Executive Director of Shore Collaborative and will be providing (more than) a 45 day notice, as required by his contract with the Board. Mr. Alconada has accepted a position as Assistant Superintendent of Business and Finance at Woburn Public Schools.</p>

	C	<b>Hires and Terminations</b> Ms. Clark presented the Hires and Terminations report to the Board. Ms. Normand made the motion to accept the report as presented, Mr. Wilson seconded the motion. The vote was unanimous.
--	---	---

	<b>VII.</b>	<i>Adjournment</i>
		Ms. Cardello made a motion to adjourn the meeting, Mr. Wilson seconded the motion. Vote was unanimous.  Meeting adjourned at 6:40.