

Board of Directors

January 11, 2022
Session Minutes

GENERAL BOARD MEETING

Date: January 11, 2022
Start Time: 4:35 PM
End Time: 5:48 PM
Location: Shore Educational Collaborative

ATTENDEES

<u>Board of Directors</u>	<u>Shore Educational Collaborative</u>
Ms. Millie Cardello, Everett	Ms. Jacquelyn Clark, Executive Director
Mr. Ruseau, Medford	Ms. Kristin Shaver, Director of Finance & Operations
Ms. Rizzo, Revere	Ms. Barbara Galatis, Clerk
Ms. Ackman, Somerville	
Ms. swope, Winthrop	
Atty Howard Greenspan	

AGENDA

The agenda for the meeting is as follows:

<i>I</i>	<i>Call to Order</i>
	Roll call taken by Ms. Galatis. There was a quorum present.
<i>II</i>	<i>Review and Approve December 14, 2021 minutes</i>
	Ms. Rizzo made the motion to accept the minutes from the meeting held December, 2021. Ms. Cardello seconded the motion. Roll Call Vote: Everett Yes Medford Yes Revere Yes Somerville Yes Winthrop Yes Vote was unanimous.

III *Finance and Operations*

A **Financial Statement**

Ms. Shaver presented the Board with the balance sheet and income statement for the period ending 11/30/21. Ms. Shaver also indicated that the operating expenses look good up to this point but warns that December is a short month (less billable days). Also since adults can only be billed when they are present, the high absenteeism due to covid that has already been seen in January will adversely affect January income.

D **Warrants**

Ms. Shaver presented the warrants from October and November follows:

December Warrants

DATE	WARRANT #	TYPE	AMOUNT
12/3/2021	1219	Accounts Payable	\$52,594.59
12/14/2021	1228	Accounts Payable	\$30,339.84
12/17/2021	1235	Accounts Payable	\$87,447.17
12/17/2021	1237	Accounts Payable	\$30,970.00
12/23/2021	1248	Accounts Payable	\$349,560.67
12/3/2021	FY22-27	Payroll	\$238,902.86
12/8/2021	FY22-28	Payroll	\$35,727.16
12/10/2021	FY22-29	Payroll	\$143,253.08
12/15/2021	FY22-30	Payroll	\$436.19
12/15/2021	FY22-31	Payroll	\$344,334.82
12/17/2021	FY22-32	Payroll	\$234,995.55
12/23/2021	FY 22-33	Payroll	\$333,732.36
12/31/2021	FY22-34	Payroll	\$239,366.24
12/31/2021	FY-6	Electronic Payment	\$45,400.43

Ms. Swope made the motion to accept the December warrants as presented, Ms. Ackman seconded the motion.

Roll Call Vote:

Everett Yes
 Medford Yes
 Revere Yes
 Somerville Yes
 Winthrop Yes

	Vote was unanimous.
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IV	<i>Executive Director Report & Discussion Items</i>
A	<p>Services Update</p> <ol style="list-style-type: none"> 1. <u>Student Services</u> Ms. Clark informed the Board that Student Services currently has 161 students. The School has several referrals and is looking to open a new classroom 2. <u>Adult Services</u> Adult Services has a total of 356 enrolled, with 242 attending in person. 3. Ms. Clark informed the Board that in the past three weeks Shore had 98 positive covid cases between staff, students, and clients.
B	<p>Policies</p> <ol style="list-style-type: none"> 1. <u>Title IX Policy</u> Ms. Clark reviewed the IX Policy with the Board and answered any questions. Ms. Rizzo made the motion to accept the policy as presented, Ms. Cardello seconded the motion. Roll Call Vote: Everett Yes Medford Yes Revere Yes Somerville Yes Winthrop Yes Vote was unanimous. 2. <u>Vaccination & Testing Policy</u> Ms. Clark reviewed a policy on the Covid Testing Policy and answered all questions. Ms. Rizzo made the motion to accept the new testing policy with two changes in the policy. <ol style="list-style-type: none"> 1. Change the policy to 4 hours of time off and 1 day recovery if symptoms occur. 2. Staff will be required to receive the booster within 30 days of Booster eligibility.

	<p>Roll Call Vote: Everett Yes Medford Yes Revere Yes Somerville Yes Winthrop Yes</p> <p>Vote was unanimous.</p> <p>3. <u>Mission, Vision, Values</u> Ms. Clark presented the board with the new Mission Statement and reviewed the changes that were made to the Values statement.</p> <p>Ms.Rizzo made the motion to accept the Mission Statement, Vision and Values as presented to the Board, Mr.Ackman seconded the motion.</p> <p>Roll Call Vote: Everett Yes Medford Yes Revere Yes Somerville Yes Winthrop Yes</p> <p>Vote was unanimous.</p>
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V. <i>Personnel</i>	
A	<p>Approval of Hires and Terminations Ms. Shaver presented the Hires and Terminations Report to the Board. Ms. Ackman made the motion to accept the report as presented, Ms. Rizzo seconded the motion.</p> <p>Roll Call Vote: Everett Yes Medford Yes Revere Yes Somerville Yes Winthrop Yes</p> <p>Vote was unanimous.</p>

VII. *Adjournment*

Ms. Rizzo made a motion to adjourn the meeting, Ms. Ackman seconded the motion. Vote was unanimous.

Roll Call Vote:

Everett Yes

Medford Yes

Revere Yes

Somerville Yes

Winthrop Yes

Vote was unanimous.

Meeting adjourned at 5:48