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

BOARD MEETING MINUTES
Friday October 2, 2026

Present:	Matthew Keegan	Norwell
	Kevin Mulvey	Quincy
	Michael Jette	Hull
	Patrick Sullivan	Marshfield
	Timothy MacDonald	Braintree
	John Marcus	Whitman-Hanson
	Kathryn Roberts	Hingham
	Thomas Raab	Scituate
	John Phelan	Milton
	Sarah Shannon	Cohasset
	Thea Stovell	Randolph
	Melanie Curtin	Weymouth

SSEC: Michael Losche, Executive Director
Jon Reynard-School Business Administrator
Erin Holder- Director of Student Services

1. Acceptance of the minutes from the May 15, 2026 meeting: A motion to approve the minutes was made by Mr. Sullivan and seconded by Mr. Marcus; unanimously approved. Sara Shannon and Thea Stovell were not in attendance for this vote.

2. Acceptance of the FY26 Audit Report: The Collaboratives net position increased approximately $1.1 million in 2026 and the Capital Reserve Fund increased by $475,000. A motion to approve the appointments was made by Mr. Sullivan and seconded by Ms. Stovell; unanimously approved.

3. Approval of Appointments: A motion to approve the appointments was made by Mr. Sullivan and seconded by Mr. Phelan; unanimously approved.

4. Approval of the Quarterly Report: A motion to approve the quarterly report was made by Mr. Sullivan and seconded by Ms. Roberts; unanimously approved.

5. Strategic Planning Update: The Collaborative received three different bids for the Strategic Planning Plan. The Rennie Center came in with the lowest bid of $43,000 for a three-year plan. We have begun working with the Rennie Center to identify focus groups. The Rennie Center will also be sending out surveys to families and staff to get feedback for focused priorities. The Rennie Center will also reach out to the

Superintendents and their Special Education Directors for input. At the January board meeting the board will receive a draft plan.

6. School Business Manager Update:
    a. FY26 year-end budget report: Mr. Reynard gave recognition to his team for the hard work this past year. Year-end bank balance was $5,435,231.83, which is higher than last year's balance. Fund balance exclusive of OPEB was $6,082,554.81. OPEB balance as of June 30, 2026 was $1,608,509.18. With the criteria SSEC set in place we were able to deposited $475,000 into the OPEB account. We had a positive year last year with a net surplus of $1,006,720, which was due to the following: total revenue being higher than expected, the STARTS program did well and was higher than budgeted and the expenses stayed on track. SSEC budgeted for 293FTE's and ended the year with 291.9. There were a total of 352 students served during the FY26 school year, excluding in-district collaborative work.

    b. FY27 budget update: Bank balance as of September 17, 2026 was $5,539,375.38. OPEB balance as of August 31, 2026 was $1,717,994.92, which is $225,930.47 higher than last year. We were able to recall most of the staff that was riffed at the end of the SY25-26 and some are also doing work out in the districts. The projected net surplus is $41,259.03, which represents a conservative projection. Ancillary services money should be around a $1,000,000 surplus due to the fulfillment of outside services we are providing to the districts. ESY budgeted enrollment was 233FTES, but we exceeded the budget targets with 260.93 FTES. Budgeted school year enrollments were 274 FTES, but as of September 15 there were 289.02 enrollments. The enrollments came in later than usual for this year. Mike and Jon will be meeting with program directors a few times a year to get their projected enrollments and budgets moving forward. As of the September 11, 2026 payroll, there was 276 staff supporting 296 students, with last year at the same time having 292 staff supporting 299 students. Some of the programs are in need of some additional staffing, which we are currently in the process of hiring. SSEC was awarded the PRISM II Grant for $146,000 and the Time-Out Practice Grant for $41,273.40. Upcoming Projects: Rennie Center for $43,000 for the strategic planning facilitation and HVAC repairs for $23,306, which are both in the budget.
    A motion to approve the FY26 Year-End Budget and FY27 budget update was made by Mr. Sullivan and seconded by Mr. Phelan; unanimously approved.

7. Donations: The following donations have been made to SSEC: $1,000 donation to the Community school in support of local program development, $50 donated by Susan and Bob Matthews in loving memory of Maureen Ruth Sullivan Ferrisi, and a donation of equipment for students in memory of a Community student by his former church. A motion to approve these donations was made by Mr. Sullivan and seconded by Mr. Phelan; unanimously approved.

8. Annual Report: At the end of last school year we were able to reinvest, we bought 17 cleartouch screens and put in filtered water throughout the building. Overall it was an excellent year and everyone seemed to leave on a high note. A motion to approve the annual report was made by Mr. Sullivan and seconded by Ms. Curtin; unanimously approved.

9. Policies: Approval of the following policies: Protect Act and Seclusion Timeout policy; A motion to approve the Protect Act policy was made by Mr. Sullivan and seconded by Mr. Phelan; unanimously approved. A motion to approve the Seclusion Timeout policy was made by Mr. Sullivan and seconded by Mr. Jette; unanimously approved.

10. Approval of the updated job descriptions: A motion to approve the job descriptions for 1:1 Nurse and Specialized Services Assessor as well as an update to the Coordinator of School Nursing was made by Mr. Sullivan and seconded by Ms. Mulvey; unanimously approved.

11. Abington Discussion: Mr. Losche talked about Abington becoming a member of the collaborative and wanted to give the other members a chance to provide their thoughts on the matter. Abington is still interested in becoming a member and would like SSEC to be their collaborative of choice. Currently Abington has 14 students spread out across the collaborative with 10 being in the Mini Program. If Abington joined the Collaborative the difference would be $230, 000. Mr. Mulvey is against this as he was last year and feels the collaborative would take a significant hit if we were to allow Abington to become a member. Mr. Mulvey stated that his focus is for SSEC to stay strong and the have that extra $230, 000 would be important to help increase the capital fund, OPEB and potentially a new building. Abington is part of two other collaborative as Quincy is focused on SSEC. Ms. Stovell suggested talking again about this at a future date with Mr. Jette stating if Abington were willing to shift their kids and increase enrollments with SSEC he would be willing to agree. Mr. Keegan agrees with Mr. Mulvey and also asked if we were seeing a shift of non-member verses member. Mr. Reynard stated when he came into his current position; the split was 62% member and 38% non-member. At the end of last year the split was 58% member and 42% non-member. Mr. Keegan and Mr. Phelan both stated that to become a member there should be a benchmark and meet certain criteria.

12. 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.

    Motion to not go into Executive Session was made by Mr. Keegan and seconded by Ms. Stovell; unanimously approved.

A motion to enter Executive Session for purpose #12 and then not return to open session was made by Mr. Sullivan and seconded by Mr. Phelan; a roll call vote was taken, with Mr. Sullivan voting yes, Mr. Mulvey voting yes, Mr. Phelan voting yes, Mr. Jett voting yes, Ms. Shannon voting yes, Mr. Marcus voting yes, Mr. MacDonald voting yes, Mr. Keegan voting yes, Ms. Roberts voting yes. And Mr. Raab voting yes; unanimously approved.