

**RHODE ISLAND SCHOOL FOR THE DEAF**

**BOARD OF TRUSTEES**

**One Corliss Park**

**Providence, RI 02908**

**MEETING MINUTES**

**Date: February 26, 2009**

**Time: 6:00PM**

**Minutes recorded by: Nancy Sousa**

**Minutes approved on:**

**Interpreters: Carol Fay, Yvette Johnson and Christine West**

**Call to Order**

**a. Chairperson Travis Zellner called the meeting of the RI School for the Deaf Board of Trustees to order at 6:15 p.m. in the RI School for the Deaf Cohen Room.**

**Roll Call of Board of Trustees**

**b. In Attendance: Mary Bird, , Kathleen Ellis, Neil Leahey, Mary Wambach, Travis Zellner**

**c. Excused: Richard Dickson, Suzanne Goldenberg**

**Public Comment: None**

## **Acceptance of Previous Meeting Minutes:**

**January 15, 2009 – Motion made to Accept by Mary Wambach, seconded by Kathleen Ellis.**

## **Reports:**

**Chairperson: Summarize – Strategic Planning Committee – meeting regularly w/RIDE and Board of Regents. Heather Harper is facilitator. First meeting very successful – Director sent out request to four teachers. There are 19 member of SPC, including facilitators. Raised concerns about specialty areas not being represented. Meetings are open, anyone can come, key is transparency.**

**Four people are interested in being on the Board of Trustees; two came this evening, two could not come in.**

**Director: Priorities right now w/RIDE and the Budget Office, re: Fee for Service will proceed and provide a report by May/June. Re: Admission policy – primary criteria = deafness. RIDE wants us to broaden criteria; one-stop center for 168 students. Developing policy, looking @ ways to satisfy students w/additional disabilities. Discussed rates and levels for admission. Strategic planning and School Support System = lots of talking. Need to provide process & results to BOT. Talking about a record retention schedule for RISD-in process of developing. Discussed number of students (84) four left, 5 entered, two active admissions....Open House March 23rd-all service providers and LEAs invited. Want them to see school in action. Great opportunity to come and mingle. Staff trained on Behavior Safety Needs for Children=Mary Smith and Rose Quigley-sent to CPI**

**3/18/09 Professional Day. More teachers will be trained and certified. Goal is to deescalate, not restrain; culture, boundaries, communication have changed. Due to 4 snow days, extended day to 3:15 p.m.. Re PBGR- H.S. teachers met w/Sharon Lee and Mary Smith-goal to be done by 3-23.**

**Back to minutes: questions about number of teachers certified or highly qualified. Also, shredding of documents & retention guidelines=policy committee meeting.**

**We want to refurbish our website-how we present ourselves is important to transition/outreach, etc.**

**Travis: Chairperson signing a greeting on website; include the BOT schedule; one-stop service and bundled services. Will pick up speed w/Strategic Planning.**

**Director: Commented on Basketball-Academic Triathlon in 2011-School Play, etc .**

**Discussion followed regarding qualifications/seniority; putting biographies of BOT members on website; summer school and the move to Rhodes.**

**Assistant Director(s): Wayne Hannon: Plan in place w/timeline on move to Rhodes. New building – land dug out, getting ready for foundations. Discussed access to Rhodes and storage, clean-up days; furniture and equipment at Rhodes for us to utilize. All computers coming w/us. Asked for 3 computer cards w/6 laptops on each. Paging system will be purchased sooner rather than later.**

**Travis: Re: stimulus package – tap in for auditorium for new school.....Wayne: contacted Reed's office – they realize the**

importance of auditorium to school; DOA and Building Committee included in requested for submission. Noted that the budget, summarized on one page - is available for approval.

**MOVED:** Motion made by Mary Bird to Accept Budget, **SECONDED** by Kathleen Ellis, Motion passed.

**Assistant Director: Mary Smith:** Lots of packing done-lots to do. PBGR – meeting w/High School and RIDE – very positive results...look for full approval by 2010. Working w Rick Richards on Action Planning. Communication Action Plans kept coming up on all levels. Working on schedule for next year & summer school; looking at East Providence program, science, math, long-term goals. Discussed: Calendar Committee meeting; Admission policy....

Discussion ensued re: fee for service, profile of students, be creative to attract new students.

**Sub-Committees:**

**Policy Committee:**

**a) Communication Protocol**

Mary Wambach- reviewed communication protocol?-info forwarded to Elliot Prexler – communications specialist, finalize next meeting. Discussion followed on five policies identified by committee- anyone welcome.

**Personnel Committee**

**BOT Applicants:** Neil trying to set-up meetings, wants to delegate chairman position to someone else.

**Travis:** establish criteria for new BOT members. Bd of Regents very interested in the process; we need minimum of five deaf people, their

**criteria different from ours.**

**Budget and Finance Committee: Richard Dickson temp. chair – have not met yet. One of people interested in joining BOT is very interested in this committee and very experienced in finance.**

**Evaluation Committee: Richard Dickson chair – First meeting in January; working on evaluation tool for board to evaluate Director and for Director to evaluate Board. He gathered standards from all over state-developing formal-invite all to join next meeting on March 12.**

**Adjourn to Executive Session pursuant to RIGL 42-46-5 (a)(1) and (2)**

**d. MOVED Kathleen Ellis AND SECONDED Neil Leahey: That the Board would adjourn to Executive Session pursuant to RIGL 42-46-5 (a)(1) and (2) at 7:15 p.m. Approved unanimously.**

**e. MOVED Mary Wambach AND SECONDED Kathleen Ellis: That the Board would return to Open Session at 8:25 p.m.. Approved unanimously.**

**f. MOVED Mary Wambach AND SECONDED Mary Bird: That the Board would seal the minutes of Executive Session. Approved unanimously.**

**a) Motions from Executive Session: Recommendation of appointment**

**MOVED Neil Leahey and SECONDED Kathleen Ellis that the Board recommends Jim Hockhausen, James Litback and Fern Ressiges to Board of Regents for review.**

## **Agenda Items and Next Meeting Date:**

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### **II. Adjournment**

**a. Meeting adjourned at 8:30 p.m.**