



MEETING MINUTES – General Meeting

Date: July 18, 2018

Time: 6:30 p.m.

Minutes recorded by: Mary Pendergast

Minutes approved on: August 16, 2018 with edits

ASL Interpreters: Tina Nelson and Heather Anderson

CART Reporter: Shelly Deming

- **Call to Order**
 - a. Chairperson Montgomery called the meeting of the RI School for the Deaf Board of Trustees to order at 6:40 p.m.
- **Roll Call of Board of Trustees**
- **Trustees in attendance:** Amanda Montgomery, Jodi Merryman, Danielle Loughlin, Jane Canulla, Nora Meah, and Joe Fishgrund
- **Administration in attendance:** Nancy Maguire Heath, Amy Vincenzi, Mary Pendergast
Guest: Potential board member – Kelly Peterson

- **Public Comment:**
 - No one registered for public comment.

- **Report of the Chairperson**
 - Director's contract was accepted by the Commissioner and then approved by the Council on Elementary and Secondary Education. The Board appreciates The State's support of their recommendation to renew the Director's appointment.
 - The Board is in dialogue with two potential board members.
 - Contract negotiations are ongoing with the Teacher's Association.
 - Sub-Committee updates coming in August and September.
 - The Board is in need of a renewed Policy Sub-Committee.
 - The annual golf tournament will be on August 21st. All are welcome to participate and or volunteer.
 - The June Meeting swapped to Finance Meeting

- **Report of the Director**
 - The Extended School Year (ESY) program is very full especially in younger grades
 - Four student camperships were subsidized this summer. One student going to the YLC Deaf Youth Leadership Camp in Oregon, an extraordinary experience. Three students going to Camp Mark 7 Film Camp. Many staff and others have made contributions through FRIENDS of RI School for the Deaf, so students could attend these out-of-state camps this year.

There are 3 new preschool referrals and a kindergarten referral. Both programs are very full for the fall.

- In the Board packets is included the most recent newsletter that summarizes activities from the winter and late spring.
- Sports schedules for the fall are also included in the packets.
- Monthly census report is included in the packet as well with districts sending students and numbers per grade.
- Director Nancy Maguire Heath emphasized the importance of re-establishing a Policy Sub-committee so that we can move policies through for approval more efficiently.
- The year ended with four families in the Parent Infant Program and nine active students in the Outreach Program
- There were two staff retirements this year, one teacher, Linda Kalafarski, and one maintenance staff person, Manny Roderiques. We are grateful for their service and wish them well.
- We have hired an elementary teacher and a middle school math teacher for the fall
- There are several staff members hired last fall who are working hard to meet the RIDE testing requirements for RI reciprocity certification in their areas. The hope is that they will meet the requirements by the end of the summer. Board members had some questions regarding next steps in the process for these staff. Board member Joe Fishgrund offered to write a letter from the Board to RIDE in support of the staff.
- Policies that are coming up for review include a revised graduation policy that will align with the revised RIDE graduation guidelines and a new Transgender Non-discrimination policy.
- Director Nancy Maguire Heath reported that after submitting a comprehensive portfolio of the School's Thinking Maps work over the last 2 years, RISDeaf was awarded a Level 2 Thinking Maps school status. This was an honor earned by the entire staff
- Summer Institute will run 8/27-8/29. Topics covered will include; Mental Health Issues that appear in our classrooms training for middle and high school, STEM training for elementary school, CLAD – Foundations for Literacy training for preschool, CLAD Fingerspelling to Read training for elementary and early childhood, Math and STEM.

- **Report of the Assistant Director-** will be reported as part of the Finance Committee Report

Break

- Reports continued:
 - Finance Committee Report
 - The finance committee met in June to review State Auditor findings. The Audit team worked well with our front office employees and were thorough in their review. The report was clean in that no errors were noted. It concluded with a significant recommendation to review and carefully revise tuition rate setting methodology. The Finance Sub-Committee is recommending to the Board that the Board approve retaining a consultant to assist the school in developing a rate setting tuition methodology that is equitable and sustainable moving forward.
 - Board member Jodi Merryman asked for clarity regarding the recommendation for the search process. It was suggested that if Board members have knowledge of experts in this area that they make recommendations of potential consultants. If the cost is under

\$5000? It does not have to go out to bid. It will likely be more and would therefore require several bids.

- It was also reported that based on the audit report recommendations, the school will now recoup some of the funds from out of state tuition which have traditionally gone directly to the general funds.

- **Discussion items:**

- Finance Committee:
- Discussion re: support for proposals –
- Approval of search for CPA
- Chairperson Amanda Montgomery proposed that the Board vote to approve hiring a consultant, board member Jane Canulla seconded the motion. All were in favor. Chairperson Amanda Montgomery suggested that board member Joe Fishgrund, as the finance committee representative join phone conferences with potential consultants.

- **Action Items:**

- First Reading of policies:
- Director Nancy Maguire Heath explained that the 2 policies presented are policies that the school needs to approve within 3 months in order to be in compliance. The school has procedures in place that needed to be formally written into policy
- On Site Vehicular and Pedestrian Traffic policy
- Integrated Pest Management Procedures
- The Board reviewed the policies for the first read. A few suggestions were made for revisions. Chairperson Amanda Montgomery recommended that Board move forward with the second read at the next Board meeting. All board members were in agreement.

- **Adjournment: 7:47 pm**