

Regional Board of Superintendents' Meeting

Northern Rhode Island Collaborative

Main Office

2352 Mendon Road

Cumberland, RI 02864

Minutes

A regular meeting of the Regional Board of Superintendents was held at the Main Office, 2352 Mendon Road, Cumberland, RI 02864, on **Tuesday, January 4, 2005**. The meeting was called to order at 1:19 p.m. by Mr. Joseph Nasif, Chairman.

In addition to Mr. Nasif, the following board members were present: Dr. D'Acchioli, Dr. Dellith, Mr. DiPrete, Ms. Hanley, Dr. Ottoviano, and Dr. VonVillas, as well as, Julian E. MacDonnell, Jr., Executive Director, Robert E. Fricklas, Assistant Director, and Eugene LaBonte, Business Manager.

Mr. Nasif entertained a motion to approve today's agenda, which was moved by Dr. D'Acchioli and seconded by Dr. Ottoviano, carried by all.

Routine Matters:

Dr. D'Acchioli motioned to approve Items 1 - 4, which was seconded by Dr. Ottoviano, carried by all.

1.0 The Minutes of the Meeting of December 7, 2004

<u>Moved:</u>	Dr. D'Acchioli	<u>Approved:</u>	Dr. Dellith
<u>Seconded:</u>	Dr. Ottoviano		Mr. DiPrete
			Ms. Hanley
			Mr. Nasif
			Dr. VonVillas

2.0 Bills for the month of December 2004

<u>Moved:</u>	Dr. D'Acchioli	<u>Approved:</u>	Dr. Dellith
<u>Seconded:</u>	Dr. Ottoviano		Mr. DiPrete
			Ms. Hanley
			Mr. Nasif
			Dr. VonVillas

Executive Session:

The Board agreed to take Executive Session out of order.

Communications and Reports:

3.0 Nothing to report.

Appointments:

4.0 Nothing to report.

New Business:

5.0 Financial Audit Report 2003-04

The Executive Director reported that according to the 2003-04 Audit Report received from Bacon & Edge, the Northern Rhode Island Collaborative is in good stead. Mr. MacDonnell reviewed the auditors' observations and recommendations regarding the Collaborative's Payroll System and Cash Disbursement and Purchasing System and indicated that their recommendations are being implemented.

Dr. VonVillas expressed concern with the auditors' Prior Year's Observations and Recommendations as they stated that the Collaborative has not implemented their recommendations.

In particular, it was noted that the Federal Grant Funds should be kept in a separate, non-interest bearing checking account. Mr. LaBonte indicated that the interest is negligible at a rate of approximately 2%, however, we will address the problem and transfer the funds to another account.

Mr. MacDonnell stated further that the Collaborative is in good standing and that we are not in violation of any standards. The auditor is just making recommendations and we will be implementing the recommendations.

Dr. D'Acchioli motioned to accept the Audit Report of 2003-04, seconded by Mr. DiPrete.

Moved: Dr. D'Acchioli

Approved: Dr. Dellith

Seconded: Mr. DiPrete

Mr. Nasif

Dr. Ottoviano

Dr. VonVillas

Abstain: Ms. Hanley

Old Business:

5.0 Custodian/Maintenance Position

The Executive Director reported that a job description for the Custodian/Maintenance position has been developed and reviewed and approved by the NRICEU along with a proposed salary scale, copies of which were provided to the Board.

Dr. VonVillas motioned to approve the job description and the proposed salary scale, which

was seconded by Dr. Dellith.

During discussion, Mrs. Hanley questioned the candidates for the position and whether there was an adjustment on the rental fee for St. Lawrence as the Collaborative will be absorbing the custodial duties. Mr. MacDonnell advised that there would be an adjustment in the St. Lawrence rent. The proposed 10-step salary scale was discussed along with hours worked and eliminating overtime.

Mr. MacDonnell stated that upon the Board's approval, the new position will be posted internally.

Dr. D'Acchioli motioned to approve the job description and salary scale, which was seconded by Dr. Dellith.

Moved: Dr. D'Acchioli

Seconded: Dr. Dellith

Approved: Mr. DiPrete

Ms. Hanley

Mr. Nasif

Dr. Ottoviano

Dr. VonVillas

Informational Matters:

7.0 Nothing to report.

Executive Session:

Pursuant to Chapter 42-46-5(a) 1&2 of the General Laws of the State of Rhode Island, Mr. Nasif entertained a motion to adjourn to Executive Session, which was moved by Dr. D'Acchioli, seconded by Dr. Dellith. A roll call vote was taken by the Secretary and the motion was carried by all.

The closed session ended at 1:54 p.m.

With no further information to report, Mr. Nasif entertained a motion to adjourn the meeting at 1:54 p.m., which was moved by Dr. D'Acchioli and seconded by Dr. Dellith, carried by all.

Respectfully submitted,

Debra A. Jannetta