

**Regional Board of Superintendents' Meeting  
Northern Rhode Island Collaborative  
640 George Washington Highway, Suite 200  
Lincoln, RI 02865**

**Minutes**

A regular meeting of the Regional Board of Superintendents was held at 640 George Washington Highway, Suite 200, Lincoln, RI, on **Tuesday, July 16, 2013.**

The following Board members were in attendance: Dr. Barnes, Ms. Fortunato, Mr. Lindberg, Dr. Pallotta, Ms. Smith and Dr. Thornton as well as Joseph M. Nasif, Jr., Interim Executive Director, Robert Wall, Director of Educational Services, and Craig Enos, Director of Administration. Guests: Attorney Benjamin Scungio, Christine Bonas, and Cynthia VanAvery.

**I. Opening of Meeting:**

The meeting was called to order at 12:32 pm by Chair, Georgia Fortunato, with a motion by Dr. Pallotta, seconded by Dr. Thornton and carried by all.

**II. Approval of Minutes:**

A. Ms. Fortunato entertained a motion to approve the Regular Meeting Minutes of June 4, 2013, which was moved by Dr. Pallotta, seconded by Ms. Smith, carried by all.

Moved: Dr. Pallotta  
Seconded: Ms. Smith

Approved: Dr. Barnes  
Ms. Fortunato  
Mr. Lindberg  
Dr. Pallotta  
Ms. Smith  
Dr. Thornton

**III. Old Business:**

**A. Consider/Discussion and possible vote on plan for Graduation/Summer Programs Offering/Introduction of Director**

Mr. Nasif, Interim Executive Director, welcomed Christine Bonas to the meeting as the Director of the Summer Academy. Ms. Bonas reviewed the student enrollment numbers received to date as the following:

|                     |                       |
|---------------------|-----------------------|
| Cumberland – 11     | Foster-Glocester – 10 |
| Johnston -- 6       | Lincoln -- 18         |
| No. Providence – 10 | No. Smithfield -- 5   |

The following enrollments have been reported by district staff but not yet confirmed:

Pawtucket – Shea HS - 12  
Smithfield -- 18

Woonsocket – 18

NRIC will email the districts that are not confirmed and have the Principals forward the information to Christine Bonas.

Dr. Pallotta led a discussion about the timing of starting planning for this year and to be aware of that for next year. It was suggested to start earlier and to incorporate this program into each district's summer program.

**B. Consider/discussion and possible vote on plan for Executive Director Search**

Ms. Fortunato, Chair, reported that the Search Committee interviewed three candidates for the position of Executive Director and it was offered to Dr. Giovanna Donoyan; however, Ms. Donoyan declined the position. Ms. Fortunato and the Board thanked Mr. Nasif for all he has done at NRIC this past year.

Discussion followed on NRIC's strategic plan. Dr. Pallotta questioned the status of the strategic plan. It was suggested an outline be developed of what the needs are for NRIC and use that to determine the need for a full-time or a part-time Executive Director.

Ms. Fortunato would like to look at a ½ day strategic planning session in October. Ms. Fortunato asked that this be added as an agenda item for the August meeting and set a date for the strategic planning session.

**C. Consider/discussion and possible vote on plan for the Need for Additional Classroom Space / St. Joans' Lease**

Mr. Nasif, Interim Executive Director, reported on the need for additional classroom space and that a meeting was held with Fr. Bourdon, Pastor of St. Joan's Church. The St. Joan's rental fee of \$37,000 and a proposed lease was discussed. Mr. Robert Wall discussed the need for a pre-school partnership to be held at St. Joan's.

Dr. Pallotta motioned to authorize Mr. Nasif to enter into a lease agreement with St. Joan's for the 2013-2014 school year, which was seconded by Dr. Thornton and carried by all.

Moved: Dr. Pallotta  
Seconded: Dr. Thornton

Approved: Dr. Barnes  
Ms. Fortunato  
Mr. Lindberg  
Dr. Pallotta  
Ms. Smith  
Dr. Thornton

**D. Consider/discussion and possible vote on NRIC Evaluation Tools for Staff**

Mr. Nasif, Interim Executive Director, reported that all NRIC Evaluation Tools were updated and aligned with RIDE standards.

Mr. Lindberg motioned to approve the NRIC Evaluation Tools for implementation, which was seconded by Dr. Pallotta and carried by all.

|                  |              |                  |               |
|------------------|--------------|------------------|---------------|
| <u>Moved:</u>    | Mr. Lindberg | <u>Approved:</u> | Dr. Barnes    |
| <u>Seconded:</u> | Dr. Pallotta |                  | Ms. Fortunato |
|                  |              |                  | Mr. Lindberg  |
|                  |              |                  | Dr. Pallotta  |
|                  |              |                  | Ms. Smith     |
|                  |              |                  | Dr. Thornton  |

**E. Consider/discussion and possible vote on Purchase of 15-Passenger Van**

As discussed at the previous meeting, Mr. Nasif requested the Board's approval of the purchase of a 15-passenger van.

Discussion followed and the Board approved going out to bid for a used van.

The motion was made by Dr. Thornton, seconded by Dr. Pallotta and carried by all.

|                  |              |                  |               |
|------------------|--------------|------------------|---------------|
| <u>Moved:</u>    | Dr. Thornton | <u>Approved:</u> | Dr. Barnes    |
| <u>Seconded:</u> | Dr. Pallotta |                  | Ms. Fortunato |
|                  |              |                  | Mr. Lindberg  |
|                  |              |                  | Dr. Pallotta  |
|                  |              |                  | Ms. Smith     |
|                  |              |                  | Dr. Thornton  |

**IV. New Business:**

**A. Consider/discussion and possible vote on plan for Executive Director Position**

Ms. Fortunato, Chair, suggested that this item be tabled for future discussion.

**B. Consider/discussion and possible vote on Rescinding Employment Non-Renewals for 2013-2014**

Ms. Fortunato, Chair, entertained a motion to approve rescinding the employment non-renewals for the following staff for 2013-14:

|                               |                    |                           |                    |
|-------------------------------|--------------------|---------------------------|--------------------|
| <u>Teacher</u>                |                    | <u>APE/Health Teacher</u> |                    |
| Karen Correia                 | 1.0 FTE            | Kathy O'Brien             | add'l .2 FTE (.8)  |
| <u>Occupational Therapist</u> |                    | <u>Speech Therapist</u>   |                    |
| Erin Manchester               | add'l .2 FTE (1.0) | Claire Fortier            | add'l .2 FTE (1.0) |

Travel Trainer

Georgia Wattendorf-Guiney .8 FTE

Clerks

Debra Kociuba .6 FTE

Joanne Campbell 1.0 FTE

The motion to approve was made by Dr. Pallotta, seconded by Mr. Lindberg, and carried by all.

Moved: Dr. Pallotta  
Seconded: Mr. Lindberg

Approved: Dr. Barnes  
Ms. Fortunato  
Mr. Lindberg  
Dr. Pallotta  
Ms. Smith  
Dr. Thornton

**C. Consider/discussion and possible vote on plan for TEC Reorganization & Job Descriptions**

Mr. Nasif welcomed Ms. Cindy VanAvery, TEC's Grant Facilitator, to the meeting. Discussion took place on TEC's reorganization and the new job descriptions were reviewed by Ms. VanAvery.

Dr. Pallotta suggested a line be added at the bottom of each job description – "Employment is contingent upon grant funding".

Dr. Pallotta motioned to approve TEC's Reorganization Plan and Job Descriptions, which was seconded by Mr. Lindberg, and carried by all.

Moved: Dr. Pallotta  
Seconded: Mr. Lindberg

Approved: Dr. Barnes  
Ms. Fortunato  
Mr. Lindberg  
Dr. Pallotta  
Ms. Smith  
Dr. Thornton

**D. Consider/discussion and possible vote on plan for Needs Assessment Report from Special Education Directors**

Mr. Nasif reviewed the Needs Assessment Report developed by Donna Foisy with the Special Education Directors.

Discussion followed. It was agreed that this report be included for discussion at the Strategic Planning Day.

## **V. Expense Warrants for June 2013**

Ms. Fortunato entertained a motion to approve the Bills for June 2013, which was moved by Dr. Pallotta, seconded by Dr. Thornton and carried by all.

Moved: Dr. Pallotta  
Seconded: Dr. Thornton

Approved: Dr. Barnes  
Ms. Fortunato  
Mr. Lindberg  
Dr. Pallotta  
Ms. Smith  
Dr. Thornton

## **VI. Executive Director Report:**

### **A. General Information**

Mr. Nasif advised that CPI Training will be held in late August if needed. Also, another Drivers' Training program is to be held in August 2013, along with another TA Training Program.

## **VII. Executive Session:**

Nothing to report.

## **VIII. Information:**

### **A. Audit Letter 2013**

Bacon & Company's letter of services for the Audit of 2013 was provided to the Board for their information.

- Dr. Barnes suggested the 2014-2015 calendar be placed on the agenda for discussion in September.
- Dr. Barnes also suggested the day/time of NRIC Board Meetings be discussed.

With no further information to report, Ms. Fortunato entertained a motion to adjourn the meeting at 1:17 pm, which was moved by Dr. Pallotta, seconded by Dr. Thornton and carried by all.

Moved: Dr. Pallotta  
Seconded: Dr. Thornton

Approved: Dr. Barnes  
Ms. Fortunato  
Mr. Lindberg  
Dr. Pallotta  
Ms. Smith  
Dr. Thornton

Respectfully submitted,

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Georgia Fortunato, Chair