

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, May 5, 2015.**

The following Board members were in attendance: Dr. Barnes, Dr. DiLullo, Ms. Dubois, Ms. Fortunato, Mr. O'Brien, Dr. Pallotta, Ms. Smith, and Dr. Thornton as well as Joseph M. Nasif, Jr., Executive Director, and Craig Enos, Director of Administration. Guest: Attorney Benjamin Scungio.

I. Opening of Meeting:

Chair, Georgia Fortunato, called the meeting to order at 8:01 am with a motion by Dr. DiLullo, seconded by Dr. Pallotta and carried by all.

II. Approval of Regular Meeting Minutes:

Ms. Fortunato entertained a motion to approve the Regular Meeting Minutes of March 3, 2015, which was moved by Dr. Pallotta, seconded by Dr. DiLullo, carried by all.

Moved: Dr. Pallotta
Seconded: Dr. DiLullo

Approved: Dr. DiLullo
Ms. Dubois
Ms. Fortunato
Mr. O'Brien
Dr. Pallotta
Ms. Smith

Approval of Annual Meeting Minutes:

Ms. Fortunato entertained a motion to approve the Annual Meeting Minutes of March 25, 2015, which was moved by Dr. Pallotta, seconded by Dr. DiLullo, carried by all.

Moved: Dr. Pallotta
Seconded: Dr. DiLullo

Approved: Dr. DiLullo
Ms. Dubois
Ms. Fortunato
Mr. O'Brien
Dr. Pallotta
Ms. Smith

The Board agreed to take New Business agenda items out of order.

(Dr. Thornton arrived at 8:03 a.m.)

IV. New Business:

A. Consider/discussion and possible vote on NRIC Representatives on RISSA Executive Board

Ms. Fortunato reported that NRIC representatives on RISSA's Executive Board need to be chosen and provided to them today. Therefore, Dr. Thornton motioned that Georgia Fortunato, Bernie DiLullo and Frank Pallotta represent NRIC on RISSA's Executive Board for a two-year term. The motioned was seconded by Ms. Patricia Dubois and carried by all.

<u>Moved:</u>	Dr. Thornton	<u>Approved:</u>	Dr. DiLullo
<u>Seconded:</u>	Ms. Dubois		Ms. Dubois
			Ms. Fortunato
			Mr. O'Brien
			Dr. Pallotta
			Dr. Thornton
			Ms. Smith

B. Consider/discussion and possible vote on NRIC Audit Report 2013-14

Mr. Enos, Director of Administration, reviewed NRIC's Audit Report as of June 30, 2014 which was prepared by Bacon & Company. Mr. Enos reported the following:

- NRIC ended the fiscal year with total net assets of \$1,978,359 which is an increase of \$532,386 from the prior year. The cash balance increase of \$500,000 from the prior year reflects this increase in net assets.
- Net assets reflect approximately 24% of annual revenues and about 3 months of operating expenses.
- Total revenues and expenses and the excess of the revenues over the expenses is the change in net assets of \$532,386 which is comparable to prior year change in net assets of \$547,760.
- Total revenues increased approximately \$452,000 and expenses increased approximately \$468,000 from the prior year.
- There are no internal control or compliance findings to report that relate to the audit of the financial statements.
- The audit of the federal grants performed under the Single Audit requirements had one finding related to the internal controls over the process of authorizing the federal expenditures. NRIC provided a corrective action to address this finding.

Mr. Nasif commended Mr. Enos and our Business Office staff for another successful audit.

C. Consider/discussion and possible vote on revised NRIC Van Policy

Mr. Enos, Director of Administration, reported that NRIC's Van Policy needs updating adding language that vans are not to be used for personal use since we do have some employees working on weekends. During discussion, Dr. Pallotta questioned what are the consequences if someone breaks the rules. Mr. Enos and Attorney Scungio advised that there would be disciplinary action taken.

Ms. Fortunato entertained a motion to accept the revised NRIC Van Policy as presented, which was moved by Dr. Pallotta, seconded by Ms. Smith and carried by all.

<u>Moved:</u>	Dr. Pallotta	<u>Approved:</u>	Dr. DiLullo
<u>Seconded:</u>	Ms. Smith		Ms. Dubois
			Ms. Fortunato
			Mr. O'Brien
			Dr. Pallotta
			Dr. Thornton
			Ms. Smith

D. Consider/discussion and possible vote on Dress Code Policy Modifications

Mr. Enos, Director of Administration, reported updates to NRIC's Dress Code Policy were made to reflect that employees in all programs wear safe footwear excluding flip flops.

(Dr. Barnes arrived at 8:10 a.m.)

Ms. Fortunato entertained a motion to accept the modified NRIC Dress Code Policy as presented, which was moved by Dr. DiLullo, seconded by Dr. Pallotta and carried by all.

<u>Moved:</u>	Dr. DiLullo	<u>Approved:</u>	Dr. Barnes
<u>Seconded:</u>	Dr. Pallotta		Dr. DiLullo
			Ms. Dubois
			Ms. Fortunato
			Mr. O'Brien
			Dr. Pallotta
			Dr. Thornton
			Ms. Smith

E. Consider/discussion and possible vote on NRIC Board Meeting Schedule 2015-16

Mr. Nasif presented the proposed Board Meeting Schedule for 2015-16. Ms. Fortunato entertained a motion to approve the 2015-16 meeting schedule with an 8:00

a.m. start date, which was moved by Dr. Pallotta, seconded by Ms. Dubois and carried by all.

Moved: Dr. Pallotta
Seconded: Ms. Dubois

Approved: Dr. Barnes
Dr. DiLullo
Ms. Dubois
Ms. Fortunato
Mr. O'Brien
Dr. Pallotta
Ms. Smith
Dr. Thornton

F. Consider/discussion and possible vote on Employment Non-Renewal of Certified Staff for 2015-16

Ms. Fortunato, Chair, entertained a motion to approve the Employment Non-Renewal of Certified Staff member, Kathleen O'Brien, APE Teacher, to .6 FTE. The motion was moved by Dr. DiLullo, seconded by Dr. Pallotta and carried by all.

Moved: Dr. DiLullo
Seconded: Dr. Pallotta

Approved: Dr. Barnes
Dr. DiLullo
Ms. Dubois
Ms. Fortunato
Mr. O'Brien
Dr. Pallotta
Ms. Smith
Dr. Thornton

G. Consider/discussion and possible vote on Director of Educational Services Contract

Mr. Nasif reported that the employment contract of Ms. Lori Facha, Director of Educational Services, will expire on June 30, 2015. Mr. Nasif recommended renewal for one more year and at that time renew for three years in order to be in line with the other administrators. Mr. Nasif is also recommending a 1.5% increase for Ms. Facha.

Ms. Fortunato entertained a motion to approve the one-year employment contract of Ms. Lori Facha, Director of Educational Services. The motion was moved by Dr. Pallotta and seconded by Dr. DiLullo.

Moved: Dr. Pallotta
Seconded: Dr. DiLullo

Abstained: Ms. Smith

Approved: Dr. Barnes
Dr. DiLullo
Ms. Dubois
Ms. Fortunato
Mr. O'Brien
Dr. Pallotta
Dr. Thornton

(Dr. Thornton left the meeting at 8:14 a.m.)

III. Old Business:

A. Consider/discussion and update on Pathways to Graduation Summer 2015 Program

Mr. Nasif reported that he recently met with Christine Bonas and she was eager to continue the program this year. Mr. Nasif advised, however, that we did not have the funding to move forward. After discussion, the consensus of the Board was to take a year off and seek other funding.

B. Consider/discussion and possible vote on RI Induction Program

Mr. Nasif reviewed the “Teacher Induction Program Overview” document provided to the Board indicating there were 15 new teachers in the Induction Program for 2014-15. Mr. Nasif advised that according to a survey of districts there were 19 new hires anticipated for next year, however, RIDE is not funding the program for next year. Mr. Nasif will be meeting again with Hilda Potrzeba next week and will keep the Board informed.

V. Expense Warrants for March & April 2015

Ms. Fortunato entertained a motion to approve the Bills for March and April 2015, which was moved by Dr. Pallotta, seconded by Dr. DiLullo, carried by all.

Moved: Dr. Pallotta
Seconded: Dr. DiLullo

Approved: Dr. Barnes
Dr. DiLullo
Ms. Dubois
Ms. Fortunato
Mr. O’Brien
Dr. Pallotta
Ms. Smith

VI. Executive Director Report:

A. CCRI Partnership

Mr. Nasif reported that a meeting is scheduled for May 15th with one of CCRI’s Vice Presidents along with Cindy VanAvery and Craig Enos regarding our TEC Program at CCRI. Mr. Nasif advised our goal is to set up a program for our students to receive college credits. Mr. Nasif will keep the Board informed.

B. General Information:

Mr. Nasif reported that we have scheduled another Teacher Assistant Training Program beginning next week with 35 attendees.

VII. Executive Session:

Move into Closed Executive Session pursuant to Chapter 42-46-5(a) 1,2,&5 of the General Laws of the State of Rhode Island for legal advice related thereto:

- Personnel: Employment Non-Renewal of Certified Staff for 2015-16
Director of Educational Services Contract

These items were discussed during Open Session.

VIII. Information:

Mr. Nasif provided a copy of an article that appeared in the Providence Journal which was written by Dr. Pallotta.

With no further information to report, Ms. Fortunato entertained a motion to adjourn the meeting at 8:19 am, which was moved by Ms. Smith, seconded by Dr. Pallotta and carried by all.

Moved: Ms. Smith
Seconded: Dr. Pallotta

Approved: Dr. Barnes
Dr. DiLullo
Ms. Dubois
Ms. Fortunato
Mr. O'Brien
Dr. Pallotta
Ms. Smith

Respectfully submitted,

Ms. Georgia Fortunato, Chair