

WILLIAM M. DAVIES, JR. CAREER AND TECHNICAL HIGH SCHOOL
50 Jenckes Hill Road, Lincoln, RI 02865

Minutes of the Regular Meeting
Wednesday, October 13, 2004

(Minutes were accepted at the Nov. 3, 2004 board meeting.)

I. Routine

A. Call Meeting to Order

At 5:18 PM, Mr. Mitchronev called this meeting to order.

B. Roll Call of the Board

Davies' Executive Assistant called the roll of the Board.

Members Present: Richard Beaupre; Timothy Csanadi; V. Michael Ferdinandi, *1st Vice Chairman*; Robert Halkyard; Deborah Lopes; Michael Marra; Domenic Mitchronev, *Chairman*; Dr. James Segovis, *2nd Vice Chairman*, Lornette Uthman

Members Absent: James Bone, John Gregory, Guy Medaglia

Nominee Present: Carolyn Kyle

Others Present: Victoria Gailliard, Brian Butler, Cheryl Carroll, Catherine Collins, Susan Paquin, Vicki Phelps, Stephanie Sullivan, Frank Barcellos, Jean Halstead, Lynn Tait-Romano

C. Approval of Minutes – September 8, 2004 Regular Session

Mr. Ferdinandi made a motion to accept the September 8, 2004 Regular Session minutes and Mrs. Uthman seconded the motion. All were in favor.

D. Recess to Executive Session Pursuant to R.I.G.L. 42.46-5 (A) (1) and (2) to Discuss Pending Litigation and Personnel Issues

At 5:19 p.m., Dr. Segovis made a motion to recess to Executive Session pursuant to R.I.G.L. 42.46-5 (A) (1) and (2) to discuss pending litigation and personnel issues. Mr. Halkyard seconded the motion. All were in favor.

E. Return to Regular Session

At 6:15 p.m., Mr. Halkyard made a motion to return to Regular Session pursuant to R.I.G.L. 42.46-5 (A) (1) and (2) to discuss pending litigation and personnel issues. Dr. Segovis seconded the motion. All were in favor.

Mr. Mitchronev asked for a motion to keep the minutes of the Executive Session confidential, Dr. Segovis made the motion and Mr. Halkyard seconded the motion. All were in favor.

F. Opportunity for Audience to Comment

There were no audience comments.

II. Business Agenda

A. Finance Committee — Cheryl Carroll

All is status quo regarding the Davies budget. Will not hear about the amended FY05 budget until springtime. The FY06 budget request was presented to the Board of Regents, which included the funding for the legislative act on adding 60 additional students and the five FTE's.

Ms. Carroll needs to meet with Mr. Mitchrone to discuss the next step on the development of a Davies Foundation before she calls in the committee for a meeting.

B. Strategic Plan — Victoria A. Gailliard

The Steering Committee met prior to the Board meeting. Ms. Gailliard gave them a quick review on the percentage of the strategies and goals completed and some of the highlights of the 03-04 Annual Operating Plan. Those not completed were carried over to the 04-05 Annual Operating Plan. The percentage of staff participation has declined because of the decrease in sub-committees from nine to five, and they are: Structures, Programs, Marketing/Recruiting, Focus, and Technology. Ms. Gailliard informed the Board that the Steering Committee agreed that meeting every other month was not necessary and decided to meet on a quarterly basis.

The Steering Committee reviewed the 04-05 Annual Operating Plan over the summer months. They did not have any modifications to it and unanimously voted to accept the plan as is. Ms. Gailliard asked the Board for their approval so that we can start implementing it. A motion to approve was not made at this time.

The original 5-year Strategic Plan is approximately 98% completed. The Steering Committee will begin to reassess the school's needs within the next few months in order to design a new 5-year plan. Mr. Mitchrone was concerned that the original plan was going to be put on a back shelf. He asked Ms. Gailliard if she planned to write a new mission or vision or was she going to revise them or keep them the same? Ms. Gailliard was not able to give him a definite answer at this time, but pointed to maybe rewriting them because the original plan does not include the goals and objectives RIDE requires.

III. Informational Time/Program Updates

A. Director's Report

1) Teachers' Association

Being her first meeting, Jean Halstead, President of the Davies' Teachers' Association, welcomed the Board back after the summer months. She welcomed Ms. Kyle, the Board's nominee, and once again, she asked the Board if they are actively looking for a union representative. Mr. Mitchrone responded that he told Mr. Barcellos, Vice President, at the last meeting that the Nominating Committee has not met since the summertime, and once they do, he will report back to them. He reminded everyone that the committee did get two names, Mr. Coia and Mr. Sabatoni, both from the Laborer's Union, who they approached asking them to consider being a Board member, but they both declined because

they were just too busy. The Board of Trustee's by-laws are being reviewed relative to its members' representation.

2) Teacher Assistants' Association –

Ms. Lynn Tait-Romano, Davies' Teacher Assistants' Association president, asked Mr. Mitchrone to clarify whether the nominating committee has met yet because obviously they did if we have a new Board nominee. Mr. Mitchrone responded that Mr. Halkyard and he met with Ms. Kyle based on a recommendation from another Nominating Committee member at their last meeting in the spring. She felt we should recruit someone in the mental health field to help the students who are doing poorly in school based on a personal problem vs. a learning problem. Once the Nominating Committee meets, he will get back to the union representatives.

3) Enrollment – Ms. Gailliard

There are 237 freshmen, 206 sophomores, 166 juniors, and 171 seniors for a total of 780 students. Ms. Gailliard always over-enrolls knowing some students end up not coming because they moved out of district or decided to go to the high school in their sending district. Mr. Ferdinandi asked if these numbers are comparable to last year's numbers and she answered they are.

4) Status on the Plan for Additional Students

Presently we have the 20 additional students from the Pawtucket waiting list enrolled and only five of the 40 additional students from Providence. One reason why we only have five from Providence is because Davies did not get a chance to present its outreach program to the eighth graders in June. We provided the Providence School Dept. with the marketing materials and they distributed them to the middle schools on the last day of school.

Currently, Ms. Gailliard is working with Dominic Spera from the Providence School Dept. to coordinate two more outreach efforts. In November, Davies guidance counselors will present the program to those interested at a location of their choice. Then in January, the guidance counselors at the middle schools will be trained to present the program to their own students because there are too many middle schools in the Providence district.

Mr. Mitchrone asked Ms. Gailliard to report on the status of the additional students because even though the legislators gave us the additional money for these 60 students and FTE's, it isn't a blank check. We have to have a strategy in place with some action steps to show the legislators we are trying to recruit these students.

5) Parent Visitation Night, September 23, 2004 – Ms. Gailliard

300 parents and student attended Parent Visitation Night. The evening focused on both the technical and academic expectations of the Davies School. The Director gave the opening remarks, which included the school's mission and vision steering towards and increased level of

excellence, teacher expectations, parents' role in meeting those expectations, school/community/parent partnerships, and school environment conducive to learning. Parents and students visited classrooms and technical areas where the teachers discussed classroom policy, grading policy, syllabi, and teacher expectations.

- 6) Future Student Night – November 16, 2004 – Ms. Gailliard
Last year we moved this night from December because of the possibility of inclement weather, and it worked out very well. Over a thousand people came through the doors last year and we are expecting the same this year. The program for the evening follows a new format that also worked out very well last year. Each took one of three different routes of the building and they walked through at their leisure to the departments of their choice. Representatives were present to greet them and to speak to them about the department's program.
- 7) Edgar Allan Poe Night – October 27, 2004 —Ms. Gailliard
The third annual Edgar Allan Poe Night is scheduled for Oct. 27th from 7:00-8:30 pm, which proceeds the first Parent Council meeting of this school year from 6:00 – 7:00 pm.
- 8) Patriot Newsletter – October 2004 Issue – Ms. Gailliard
The October 2004 issue was published and mailed out to all of our parents/guardians. This issue highlights the 1st annual Freshmen Orientation Cookout, our four new faculty/staff members, and two seniors, Tim Cabbabe and Quinton Dorval, who are completing their senior years and their post-secondary freshman years at CCRI's "Running Start" Program.
- 9) Other
 - a) In the agenda packets was a newspaper article on a Davies cheerleader, Lynn Maria Martinez, who was invited to join a high school varsity team to perform at the 2005 Pro Bowl NFL football game in Honolulu, Hawaii, at half-time, in February 2005.
 - b) RIDE mailed invitations to the Board of Trustees and to the Davies staff invited them to an expo at the State House starting at 4:00 p.m., on Tuesday, October 26th, to promote career and technical education and the \$15,000,000 bond issue for the maintenance of career and technical facilities throughout the state. Davies was invited to put on a display.

Mr. Mitchrone was upset no one explained to the Board until now what this invitation and expo was all about. Some members may have been planning to attend but now maybe they will decide not to because it does not impact Davies. Ms. Gailliard didn't realize she needed to find out more about it because RIDE is coordinating the event, not Davies. It was at this point that Mr. Mitchrone felt there wasn't enough communication to the Board.

IV. Adjournment: At 7:10 p.m., Mr. Halkyard made a motion to adjourn and all were in favor.

V. Next Meeting November 3, 2004