

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

Board of Trustees

Minutes of the Regular Meeting

Wednesday, January 4, 2006

(Minutes were approved at the Feb. 1, 2006 Board meeting.)

I. Routine

A. **Call Meeting to Order**

At 5:14 pm, Mr. Ferdinandi, Chairperson, called the meeting to order.

B. **Roll Call of the Board**

Davies' Executive Assistant called the roll of the Board.

Members Present: V. Michael Ferdinandi, *Chairperson*; John Gregory; Robert Halkyard; Carolyn Kyle; Deborah Lopes; Dr. James Segovis, *Vice-Chairperson*; Lornette Uthman

Advisor Present: Larry Gemma

Members Absent: Richard Beaupre; James Bone; Michael Marra; Lornette Uthman

Others Present: Victoria Gailliard; Susan Paquin; Joanne Andrews; Judy Valentine; Brian Butler, Cheryl Carroll

C. **Approval of Minutes** – December 7, 2005 Regular Session Minutes
A motion to accept the minutes of the December 7, 2005 meeting was made by Mr. Gregory, Dr. Segovis seconded the motion, and 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 5:15 pm, Mr. Gregory made a motion to recess into 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 and all were in favor.

E. **Return to Regular Session**

At 5:30 pm, Mr. Gregory 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. Mr. Halkyard seconded the motion and all were in favor.

Mr. Halkyard made a motion to keep the minutes of the Executive Session confidential; Mr. Gregory seconded the motion, and all were in favor.

II. Business Agenda

A. **Finance Report-** Cheryl Carroll, Business Office Coordinator

The update on the Aquaculture Building renovation is the bids came in \$150,000 larger than the carryover money allotted to us. Either we have to dig deeper into our pockets or there has to be some serious modifications to the design.

To refresh everyone's memories, this empty, unused building on the left side of the school is being renovated into two additional classrooms because of the additional enrollment from Providence and from the waiting list of the five other sending districts. It will have a sliding partition down the middle and it will house restrooms, storage space, and it's own HVAC unit along with everything needed to meet the fire codes. Right now these teachers are temporarily teaching in the space not aesthetically conducive to instruction.

A question was asked about the availability of capital funds. Requests for this type of funding needs to happen the budget year before so we are a bit too late for the embarkation of the project. This isn't an avenue she will not explore, but the architect initially ball-parked this at about \$250,000 and the low bid was approximately \$400,000. All the bids came in around the same amount so something was totally misestimated in the initial stages of the project so we need to get the funding aligned with what has to be done.

Mr. Gemma said estimates are based on the square footage and the \$400,000 doesn't sound too far off although no one was sure of the exact size. He suggested looking into the apprentice labor classes to assist with the cost. Have apprentices go in to do the work that needs to be done supervised by one project manager. Ms. Carroll will explore this avenue with Mr. Gemma at another time.

Relative to the FY07 budget, she should know the dates for the hearings before the House of Representatives and Senate Finance Committees very soon. She invited the Board to offer their support at these hearings.

B. **Human Resources Report**

This report took place in Executive Session.

C. **Nominating Committee Report** – Mr. Halkyard

The committee has two names they would like to recommend have sent to the Board of Regents for approval: 1) Harry Simms, Jr., President of the Rhode Island Association of Builders and Contractors. He has a history with the school; he was interviewed; and Mr. Halkyard finds him to be an excellent candidate to the Board. 2) Robin Smith, Dean of the Division of Life-long Learning at CCRI. Her interview with the committee is on Friday, Jan. 6th.

Barring any problem with Ms. Smith's interview, Mr. Halkyard made a motion to send her name as well as Mr. Simm's and Mr. Gemma's resumes to the Board of Regents for their approval. Mr. Gregory seconded the motion and all were in favor.

III. Informational Time/Program Updates

A. **Director's Report**

1) **Teachers' Association**

There were no Teachers' Association representatives present; therefore, there was no report.

2) **Teacher Assistants' Association**

There were no Teacher Assistants' Association representatives present; therefore, there was no report.

3 & 4) Approve Revised Mission Statement, Philosophy and Goals—

Ms. Gailliard

With staff involvement and vote approval, revisions were made to the school's mission statement and to the school's philosophy and goals. The goals had to be aligned to the new High School Regulations and the current High School Diploma System. The last time we looked at these was in 1996.

The major changes were:

Mission Statement: "globally competitive skilled workers" was added along with "productive team members." The last piece of the original mission statement was removed because it was more of a measurement on how we were going to fulfill this mission.

Philosophy: The first sentence was added that reiterates the mission statement. Some bullets were added on how we are going to accomplish the mission: infusing technology, support services, and safe supportive environment.

Goals: These were completely changed either in content or in language to align them with the High School Regulations.

John Gregory made a motion to approve the school's revised mission statement and the school's revised philosophy and goal, Dr. Segovis seconded the motion, and all were in favor.

Mr. Ferdinandi commented on the good job that was done and he feels it is very comprehensive.

5) Status of NEASC Preparation—*Ms. Gailliard*

It is not moving as fast as Ms. Gailliard would like for reasons she has no control over. They have to do with the contract negotiations and the work that needs to be done on some of the NEASC standards as it pertains to committee work and the Strategic Plan committees.

Step one of the NEASC accreditation process is the internal self-study of the school environment. There are eleven standards and out of the eleven, we have completed two, four are in progress, and five of the standards have to do with the Strategic Plan committees. Some of the committee people are working in lieu of the unresolved contract issues. She is very concerned about one of those five, Standard 3, "Education Program." There are 11 tech programs and seven academic areas that have to respond to it. This standard is the bulk of the self-study (curriculum). Hopefully this contract issue will be resolved in January so that we can move forward. It is not due until June. Over the last two years we have done a lot of curriculum work so they should be able to respond to the questionnaire very easily. We tied their course overviews into their curricula very nicely. Mr. Butler and Ms. Valentine worked on a standardized course overview format that every teacher is using. They have completed assessing the curricula and they are now in the process of going over them with the teachers individually.

If contract negotiations do not go well, then this self-study will be at great risk by the end of January. Ms. Gailliard's other option is to allow the teachers to use their Common Planning Time but that will not be enough time to get the bulk of the work done. She has some Professional Development Days planned. The only saving grace is that this is their program and they have some ownership to it. They want to do a good job. Everyone in the state is looking at Davies and it will not look good if we do not receive our NEASC accreditation.

6) Peer Support Review Presentation—Ms. Gailliard

This was Part II of the High School Diploma System presentation but it was postponed to the February Board of Trustees meeting.

7) Patriot Newsletter—Dec. 05/Jan. 06 Issue

This is the last newsletter done by Ms. Sullivan. The focus of it was on the Governor's Press Conference on the rollout of the 2005 State Assessment Testing results, and the High School Diploma System.

V. Adjournment:

At 5:53 p.m., Mr. Gregory made a motion to adjourn, Dr. Segovis seconded the motion, and all were in favor.

VI. Next Meeting

The next regular meeting is scheduled on February 1, 2006