

**PAUL CUFFEE SCHOOL**  
**MINUTES OF BOARD OF TRUSTEES MEETING**  
**MAY 19, 2016**

**Present:** Su Almeida, Leslie Brackett, Russell Carey, Carrie Bridges-Feliz, Dorothy Fields, Nick Figueroa, Crystal Gantz, Ann Hampson, Bob Kelley, Keith Mathews, Leeds Mitchell IV, Joop Nagtegaal, Martha Newcomb, Kim Noble, Jean Patiky

**Absent:** Tom Beall, Alex Molina, Carolyn Pemberton, Abraham Pinales, Earl Smith III

**Guests:** Kelly Barr, Matt Black, Amy Hill, Leanne Nyahkoon, Megan Thoma, Amy Weigand (PCS Communications Council)

**Paul Cuffee Staff:** Eric Charlesworth, Jon Conklin, Becky Coustan, Chris Haskins, Maria Palmgren

**Visitors:** Parents and Staff

Mr. Russell Carey called the meeting to order at 6:09 pm and asked for a moment of silence. Mr. Carey asked Trustees and visitors to introduce themselves.

### **Approval of Minutes**

Mr. Bob Kelley made a motion to approve the minutes of the March 17, 2016 meeting, seconded by Ms. Crystal Gantz, and the Board unanimously approved the minutes.

### **Communications Council Presentation**

After a brief explanation by Mr. Eric Charlesworth about the history of the Communications Council, a slide presentation showing the results of the staff surveys was shared with the Trustees. A lengthy discussion ensued among Trustees and the Communications Council. Questions included whether the staff felt appreciated by the administration; whether the concerns among staff have been addressed by administration, and the methods by which they have been addressed; whether the staff's comments could be shared with Trustees; whether the Communications Council meet regularly either as a whole group or by each building. The Communications Council and Mr. Chris Haskins answered the questions. Following the presentation, Mr. Carey thanked the Communications Council for its work and for attending the meeting.

### **Head of School's Report**

Mr. Haskins gave several updates to the Board, including the financial status of the school. He noted that due to the possibility of the proposed state budget, the school would be eliminating and/or reducing FTEs for some positions due to fiscal exigency. He also explained that these measures were precautionary and that the school would likely be able to re-instate some positions.

## **COMMITTEE REPORTS**

### **Finance Committee**

Ms. Noble reported that the second semi-annual housing aid payments were received, \$49,510 relating to facilities acquisition (bond principal and interest) and \$24,102 relating to asset protection (lower school roof), and she proposed transferring the amounts to the capital expansion reserve and the capital replacement reserve, respectively. At the recommendation of the Finance Committee, she made a motion that \$49,510 be transferred from operating funds to the Board Designated Reserve – Capital Expansion and that \$24,102 be transferred from operating funds to Board Designated Reserve – Capital Replacement. Ms. Su Almeida seconded the motion, and it was approved.

## **CoTaG**

Mr. Carey reported that the committee had identified potential candidates for consideration to join the Board, and that recommendations for those candidates would be made at the annual board meeting on June 16, 2016. He also stated that the CoTaG needs additional members, and that any Trustees who might be interested in joining CoTaG should inform Mr. Earl Smith III. Mr. Carey informed the Trustees that his term would end in June, 2017, and asked that Trustees interested in serving as, or had recommendations for, the next Board President should inform CoTaG.

## **Conclusion of Open Session**

Mr. Carey announced that the open session of the meeting was concluded and that the Board would go into closed executive session pursuant to RIGL 42-46-5(a)(1)(*personnel matters – non-renewal of certified educators*). He asked that Trustees, Mr. Haskins, and Ms. Maria Palmgren remain, and all others were excused. Mr. Joop Nagtegaal made a motion to go into closed executive session and to keep the minutes sealed, seconded by Ms. Almeida, and the Board unanimously approved the motion.

## **Executive Session - RIGL § 42-46-5(a)(1)(*personnel matters – non-renewal of certified educators*)**

There seven votes taken during the executive session, in which the Board approved the recommendations made by the Head of School.

Upon conclusion of the executive session, Mr. Carey made a motion to resume the open meeting. Mr. Kelley seconded the motion and the Board unanimously voted to resume the open meeting.

*The minutes of the executive session are kept sealed in the Office of the Head of School.*

## **Adjournment**

There being no further business coming before the Board, the meeting was adjourned at 8:58 p.m.

Respectfully submitted,

Maria Palmgren