



Meeting of the Board of Directors June 17th, 2014

- Meeting Location:** Academy for Career Exploration, 130 Broadway, Providence, RI 02903
Date and Time of Meeting: June 17th, 2014, 4:30pm
Directors Present: Jane Nugent, Kerry Altman, Alan Neville, Nicolette Ciano, Denise DeBarros, Phil Zarlengo, Kathy Fisher, Donna Paine.
Others Present: Mario F. Cirillo, Jane Bernardino, Randy Dittmar and Roger Ray, Dittmar, McNeil, & Ferolito, LLC.
Directors Absent: Kristin Smilevski, Roberto Garcia, Paul R. Racicot.
Presiding Officer: Jane Nugent

I. Call to Order

Board Co-Chair Jane Nugent called the meeting to order at 4:47PM.

II. Roll Call

Ms. Nugent welcomed Mr. Zarlengo to the Board of Directors.

Ms. Nugent announced that Mr. Racicot has resigned from the board due to his relocation to Arizona. She recognized his work for the Board and expressed her gratitude. She indicated that Mr. Neville, Ms. Paine and herself will serve as the executive committee. Mr. Neville will be reconstituting the board development committee in order for us to continue to add new members.

III. Acceptance of Meeting Minutes

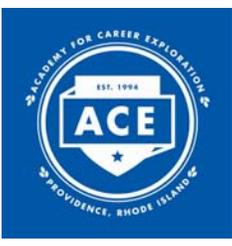
- **Discussion/vote to approve minutes from Monday, May 29, 2014 meeting**

Ms. Ciano moved and Ms. Altman seconded the approval of the May 29th minutes. The motion passed by unanimous vote.

IV. Discussion Regarding Budget a. reconciling Barton Gilman account; b. allocation of funds for moving expenses, inspections, upgrades, etc.

Mr. Dittmar distributed a copy of the Budget FY13-14 and Draft FY15. E-rate may come in lower if we are able to find a new vendor. Salaries and wages are based on what we think we will need for the next school year and reflects the increases we may see for the teaching staff. On the administrative side there are some changes that have lowered that cost. Ray mentioned that the Q3 Claimspro study came in higher than expected. Mr. Dittmar commented that custodial budget has increased due to a bigger space and the repairs and maintenance has also increased due to the work that needs to be done in the new space. Telephone and internet are a big higher due to the costs of the move. In the G&A he added an unemployment cost due to the possible departure of some staff.

Ms. Nugent inquired about the repairs and maintenance budget line and whether it is inclusive of the work that needs to be done in the basement and kitchen. Mr. Dittmar indicated that it does not include those expenses and that we will have to work out an arrangement with the landlord. Dr. Cirillo mentioned that he is looking to have Sodexo bring a portable kitchen because the current kitchen facility cannot be brought up to code.



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Mr. Neville mentioned that there is no line in this budget to cover the services of a PR consultant that might be needed if we find ourselves in need of advocacy services.

Mr. Neville moved and Ms. Fisher seconded a motion to approve the budget as presented. The motion passed by unanimous vote.

V. Executive Session Pursuant to R.I.G.L. §42-46-5(a)(5) Discussions or Considerations Related to the Acquisition or Lease of Real Property: School-Building Relocation

The group did not go into executive session.

VI. Discussion/Vote Regarding School-Building Relocation

Dr. Cirillo reported that he met with Mr. Dittmar and Mr. Bassi to craft a lease agreement. They decided to commit to a year with an option to renew and Mr. Bassi draft a lease agreement. The lease was sent to Father Garcia last Friday. We have secured a mover and are in the process of packing. Mr. Neville and Dr. Cirillo met with Mr. Dan Walsh (from Bradley Hospital) who is willing to give us some space for storage and agreed to purchase the lockers. They also discussed the possibility of Mr. Walsh joining the board.

Dr. Cirillo mentioned that the PPSD facilities manager visited ACE today and mentioned the price they paid for new desks. Dr. Cirillo might be able to sell the desks that we do not take with us.

Mr. Dittmar expects the diocese will come back with some changes to the lease agreement but we should be able to get the space. Dr. Cirillo mentioned that we have a letter ready to go out in English and Spanish to let the parents know but we will not send it out until we have a signed lease. We also have a new IT vendor and we should be able to transition to the new site and stay online.

Mr. Neville moved and Ms. Paine seconded a motion to approve moving forward with a lease agreement with St. Charles Parish as long as the agreement is within 10% of the budgeted amount. The motion passed by unanimous vote.

Dr. Cirillo mentioned that we are doing credit recovery at JSEC and decided not to run Math & Science Camp. We are going to contact the 9th grade parents and determine the level of interest/availability for summer Ninth Grade Academy. He also mentioned that we finalized the OCR review documentation and we are on track.

VII. Discussion Regarding the May 30th Meeting with PPSD

Mr. Neville provided an overview of the May 30th meeting with PPSD and the meeting notes were distributed to the group. Attendees were very supportive of our renewal and we feel confident that they will support our efforts.

VIII. Appointment of J. Bernardino as Assistant Head of School

Ms. Nugent commented that the board has already approved the Assistant Head of School position. Dr. Cirillo mentioned that Ms. Bernardino is a great asset to ACE and her dedication and hard work has been tremendous. She wears many hats and has stepped in to take on a lot of responsibilities to fill the gaps we have had in staff. He would like her to begin in this role as of July 1st.

Ms. Ciano moved and Ms. Fisher seconded a motion to appoint Ms. Bernardino as the Assistant Head of School as of July 1st.



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IX. Update on RIDE renewal application: status report

Ms. Nugent mentioned that the application was submitted on time and we thing was a strong one. We may know within the next two weeks what her recommendation will be. She also mentioned that we had a meeting with Vanessa Cooley and she provided a great overview of the CTE Model and what the district is doing in that area. The updated ACE Fact Sheet, which reflects that we are the 2nd highest ranking high school in Providence, was distributed to the group

The group asked to have the summary of where the class of 2014 is headed after graduation emailed to them.

X. Update on Parent Survey

Ms. Paine talked about the efforts to put together a bilingual version of the survey on paper and through survey monkey. We had a good response rate and the feedback looks very positive. The Parent Link system is probably the most popular vehicle for parents to get information. Ms. Fisher asked whether there are any standard surveys that the district uses. Ms. Altman will check with her contacts to see what is available. The parent survey data will be presented at the next meeting.

XI. Update on Student Survey

Ms. Altman mentioned that for a number of reasons we have decided to do the student survey in the fall once we are in the new location.

XII. Public Comment

There was no public comment.

XIII. Summer Board Meeting Dates

A schedule of meeting dates for the next twelve months was distributed. Mr. Neville will try to get the AARP board room for our July and August meetings. Ms. Nugent mentioned that July will be our results and data meeting.

XIV. Adjourn

Ms. Fisher moved and Ms. DeBarros seconded a motion to adjourn. The meeting was adjourned at 6:33PM