

**The Greene School
Board of Directors Meeting Minutes
The Greene School
94 John Potter Rd
West Greenwich, RI
April 24th, 2013 at 7PM**

Open Session at 7:10PM

Call to order: Members present: Debbie, Laura, Christa, Amy, Kelly, Dick, Jen and Karen

Reading of the Mission Statement- done by Debbie Fletcher

Welcome Mr. Kurt Van Dexter to speak about the RI Flower Show exhibit

Mr. Van-Dexter was unable to join us this evening, but will at the next BOD meeting, May 15th

Welcome Stacie Connors

Approval of the March 20th, 2013 meeting minutes- Christa made a motion to accept the minutes with the word change from "cast" to "cost" under 3h. Debbie 2nd. Karen abstained. All agree unanimously.

Old Business:

1. Outreach-
 - a. Amgen Earth Day event went very well. Attended by Karen Fontes and Laura Clavette and three students. We were given a facilities tour which was enjoyed by all.
 - b. Website- photo uploader working well. Plan from here is to set a date for O'Toole and Parr to work with staff for website training.
2. Finance Committee
 - a. Sue Crotty business proposal- Karen O'Neil summarized. Sue is proposing to only work for two schools, TGS being one of them as a paid employee. She would be a part-time business manager. Her proposal would be the same cost of what we are paying now. Karen is questioning pension.
 - i. Kelly made a motion that we move forward with Sue Crotty and ask her to create a contract for us to vote on for the next meeting. Karen 2nd. All agree unanimously.
3. Head of School Update
 - a. Vote on calendar for 2013-2014 school year- has been circulated. Jen made a motion to accept the calendar for 2013-2014 school year. Debbie 2nd. All agree unanimously.
 - b. Earth Day will be celebrated on Friday at the school. All grades will be involved. Three off campus and one grade on campus.
 - c. In May- registration packets will be sent home with letters of intention to return for next year.
 - d. 11th grade students who have not passed the NECAP this year have been met with- RIDE reviewed our action plan- please refer to Ms. Duncan's Head of School report which has been circulated to the Board prior to this meeting.
 - e. First Prom is next Friday
 - i. Policeman will be present and will speak with all students about the dangers of drinking and driving prior to the dance
 - f. Scott Millar will speak to entire community on April 30th- he is from DEM and is a coach from Exeter- hoping to start a collaboration with them
 - g. A proposed budget for next year will be available for the next BOD meeting.
4. Facilities Update
 - a) Gateway Lease update: Paul and Amy met with Scott and a draft lease is being worked on. Will get an extension until the next board meeting.

- b) Draft report from Tidwell on renovation options for the summer renovations would run between \$69,000.00-\$78,000.00- Dee says we don't need as much office space – would rather see more classroom space. Need to review for next meeting as report not received in time to consider.
 - c) Master Plan update- Final edits are underway
 - d) URI- April 30th- the business students present their business plan to URI
5. Fundraising Update
- a. AFP-RI Meet the Funders event on May 16th from 8:30 AM- 11 AM at the Amica Building in Lincoln, RI: Kelly is planning to attend and will ask questions/ seek funding options at the event.
 - b. Amy continues to work on gaining more collaboration with URI- spoke recently to Denise Jenkins
 - c. Spring event for families to update on Master Plan- need to plan this.
6. Personnel Committee report
- a. Clarification of members of this committee-
 - i. The personnel committee will consist of Amy, Dick and Jen
 - ii. There is NO grievance committee, it is Personnel Committee
 - b. Teacher grievances –refer to personnel committee: done
7. Academic Standards report
- a. Senior policies: Dee, Melissa Hall and Karen Fontes have put together ideas for senior policies and they have been circulated to the Board
 - b. Christa made a motion to accept the proposed senior policies for senior week with discussed changes. Debbie 2nd. All agree unanimously.

New Business:

1. Employee handbook update: \$800 quote from Jon Anderson over the summer to finalize the employee handbook and present it to staff with the yearly sexual harassment training they receive.
2. Salary sub-committee report- On April 10th- Dee, Paul, Amy, Dick and Jen met to discuss salaries because the current scale is not going to work with our budget.
3. They checked into other districts and also feel there are benefits to working for a charter school than a regular public school

At this point, Stacie Connors removed herself from the meeting.

Jen made a motion to enter into Executive session at this time. Debbie 2nd. All agree unanimously.

Amy made a motion to go into executive closed session pursuant to RIGL 42-46-5 (a) (1)(personnel) and 42-46-5 (a)(2) (litigation) regarding non-renewed teacher. Dee Duncan remains.

Amy made a motion to move back into open session. Debbie 2nd. All agree unanimously.

No votes were taken in closed session.

Amy made a motion to seal the minutes from the closed session. Debbie 2nd. All agree unanimously.

Karen motioned to adjourn the meeting . Debbie 2nd. All agreed unanimously.

Meeting adjourned at 8:45 PM