

**KINGSTON HILL ACADEMY  
BOARD OF TRUSTEES  
MEETING MINUTES**

January 16, 2013

5:00 p.m.

**Members Present:** Helen Morcos, Debra Deion, Stephen Panikoff, Ann Kuzminsky, Lorraine Melillo, Rob Raposo

**Members Absent:** Lisa Davis, Ellen Nelson, Dr. June Groden, Dr. John Nazarian, Johnna Bicknell, Dr. Patricia Wisocki

**Guest:** Attorney Christopher Little

The meeting was called to order at 5:15 p.m.

**Approval of Minutes**

The minutes of December 17, 2012 were reviewed. Helen Morcos motioned to accept the minutes; seconded by Stephen Panikoff.

**Update On RIDE Approval Of Charter Renewal**

In an email from RIDE, they stated that even though the services agreement still presents some issues, it is not an obstacle to renewal. We cannot have any conflicts of interest. They also requested that we fully comply with Open Meetings requirements, which we are.

**Follow up:** Chris Little will contact RIDE to secure an official document of approval for our files.

**Financial Report**

Helen Morcos provided the line items that are included in the Other Expenses category that was requested last meeting. The board members reviewed the Consolidated Balance Sheet and Income Statement for the Four Months Ending November 30, 2012. Rob Raposo motioned to accept the financial report; seconded by Deb Deion.

**KHA Safety Plan**

Detective Doug O'Brien from the South Kingstown Police Department, along with two other associates, visited KHA to perform a safety survey. They were very pleased with the processes and procedures that KHA has in place. They made some suggestions which will be acted upon.

There will be buzzers and cameras installed at the main entrance. Helen Morcos has received one proposal in the amount of \$4,685. Lorraine Melillo suggested having cameras installed at all exit doors.

**Update on Board Structure – Staggered Terms for Members – Chris Little**

Chris Little joined the meeting at 5:50 to discuss staggered terms for trustees to balance continuity. Members could have 1 year terms, 2 year terms, or 3 year terms. A committee will be set to discuss and implement it.

**Charter School Planning Committee**

As stated in the Bylaws, the Board shall establish a Charter School Planning Committee (CSPC), chaired by the President, consisting of the CEO and not less than 3 nor more than 5 members.

**Action:** Helen, Anne and Steve will have a conference call to discuss further.

### **Air Conditioning**

The Department of Health needs to approve the water design before we can make plans for expansion. Since we don't know the size of the possible expansion, it's difficult to decide on air conditioning at this time. The board members discussed the pros and cons of split air units versus central air; the cost of central air could be very high and the whole school does not need to be air conditioned in the summer, only one classroom; however, classes are held throughout June and then begin in late August and it can be very warm in June and August. We will consult with an engineer. This is more involved than just getting 3 bids for central air conditioning and split air units. Also our transportation costs are going up 60% to \$251,000 which may make central air conditioning unaffordable.

### **RIDE School Initiatives – Steve Panikoff**

There are a number of teachers going to the Department of Education for professional development.

IMS – Information Management System

PARCC (Partnership for Assessment of Readiness for College and Career) – replacing NECAP.

Additional training for using data (2 teachers).

A grade 4 teacher who is on leave presently has been recruited to bring her extensive experience to our present 4th grade classes for the NECAP Science test. She will come in 2 days/week to work with grade 4 teachers and train them. The NECAP Science test will take place the 2<sup>nd</sup> week in May.

Helen questioned the science curriculum; Steve answered that the science and social studies standards are not firmed up at this point in time and it could be another 2-3 years before the curriculum is in place. Linda Paolillo is working with a team of teachers to review present standards.

Teachers will be renewing their Pro Act training. Eleven teachers are certified.

### **Make up of 5 School Days Lost due to Storm Sandy**

KHA follows the SK school schedule and shares the busses. The SK superintendent wrote a letter to Deb Gist requesting a waiver for making up the 5 days. No response has been received yet. Stephen will write a letter to Deb Gist as well asking for a waiver for the 5 days and explain that KHA shares the busses with South Kingstown schools. June 19 is the 185<sup>th</sup> day. Classes cannot be held beyond June 28.

### **Future School Bus Contract for KHA and Compass School**

Alan Zipke at Compass School has taken the lead in securing estimates from STA and Ocean State Bus Company. Their proposals are around \$300,000 which is more than what we will be paying in year 5 (\$251,000). Alan has asked both companies to take another look at their proposals to see if they could reduce the pricing. Approximately 150 students take the bus; will need 12 busses with monitors.

For bussing, KHA will be paying \$94,000 in 2013; \$145,000 in 2014; \$196,000 in 2015; \$251,000 in 2016.

### **Parent Comments**

Rob Raposo asked for more information about the expansion plan. Helen explained that when the grant application submitted to DOH is approved, we will get an engineering firm to give us a quote. We would like to add another classroom, a resources room (for Speech and Language and Special Education teachers), three offices and a storage area. \$500,000 is earmarked for the expansion and the

water system, the building, the design, and the architect. Adding a gymnasium may not fit into the budget.

**Annual Meeting Calendar**

The following meeting dates for 2013 were agreed upon:

March 20, May 8, June 19, August 21, September 18, November 6

Rob Raposo motioned to adjourn the meeting. Deb Deion and Lorraine Melillo seconded the motion.

Meeting was adjourned at 6:30 pm.

Next meeting date: March 20

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