

**KINGSTON HILL ACADEMY
BOARD OF TRUSTEES
MEETING MINUTES
August 19, 2015 at 5:00 p.m.
Place of Meeting: Kingston Hill Academy**

Board Members Present: Dr. John Nazarian, Ms. Debra Deion, Ms. Anne Kuzminsky, Ms. Linda Paolillo, Ms. Anne Considine and Ms. Johnna Bicknell

Board Members Absent: Dr. June Groden, Dr. Lionel Murray, Ms. Helen Morcos, Ms. Lorraine Melillo and Ms. Lisa Davis

Guests: Stephen Nardelli and Lee Mita (Members-elect); Attorney Matthew Plain and Attorney Greg Vanden-Eykel

Recording Secretary: Ms. Linda Ollari

Dr. Nazarian called the meeting to order at 5:15 p.m.

1. Approval of Minutes from July 29, 2015

Dr. Nazarian requested a motion to approve the minutes from the July 29, 2015 Board meeting. The motion was made (Ms. Considine) and was seconded (Ms. Deion). All Board members were in favor of approving the minutes and the motion was passed unanimously by all Board members present. No Board members abstained.

2. Public Comment

None

3. Building Committee Report

a. Summary of Building Committee Meeting held on August 4, 2015

The Building Committee received two bids, the bids were opened and the quotes were similar. The bids did not include pricing for mechanicals, electrical or plumbing. The Committee recommended going back to the architect to request a revised bid document, and to request the architect to submit an application for a building permit from the Town of South Kingstown. To date, the architect has yet to agree to this request. The Building Committee will meet again soon to discuss next steps.

b. Recommendation of Contractor to Install Tank and Make Connection to the Existing Well System:

Only one contractor bid on the installation of the tank and connection to the existing well system. Tanks are available prepped or untreated. The Building Committee members recommend a prepped tank which will take 6 weeks to arrive once ordered. Ms. Deion made the motion to hire Russell Water Wells for the ordering and installation of the tank and making the connection to the existing well system at the cost of \$36,056 for the prepped tank, \$38,700 for the installation of the tank and approximately \$7,000 for the electrical work, for an approximate total of \$81,756. Ms. Considine seconded the motion. All Board members present were in favor of hiring Russell Water Wells to order the tank, install the tank and make the connection to the existing well system. The motion was passed unanimously by all Board members present. No Board members abstained.

4. Handbook Committee Recommendations, Discussion and Vote

The KHA Student/Family Handbook with tracked changes made during the Handbook Committee meeting held on August 4, 2015 was distributed to all Board members. The Board members discussed the document and suggested additional revisions. Ms. Paolillo made the motion to accept the revisions to the Handbook in the tracked changes version, as well as the additional proposed changes made during this meeting as summarized below:

- 1) Page 11, Section IV. Code of Conduct, part B., second paragraph beginning “***KHA recognizes”, at the end of that paragraph include “as needed where appropriate”.
- 2) Page 25, under Authorized Staff in the table, remove the list of names in the first column and add the comment “Contact administration to obtain names and contact information.”
- 3) Page 25 (please note there are two pages numbered 25; this is the second one), Section V., Health Guidelines, part B., in the last sentence after “nurse” add “as soon as practical”.
- 4) Remove Section XIV. Staff Directory, from the end of the Handbook and make it a part of the KHA website.

Ms. Kuzminsky seconded the motion. All Board members present were in favor of accepting the changes to the Handbook via the tracked changes version of the Handbook distributed prior to the meeting, as well as the additional changes suggested during this meeting as described above. The motion was passed unanimously by all Board members present. No Board members abstained.

Ms. Kuzminsky made the motion to adopt the KHA Title IX Policy with changes recommended by the Handbook Committee. Ms. Bicknell seconded the motion. The Board members discussed the contents of the policy and additional changes were suggested. Ms. Considine made the motion to adopt the KHA Title IX Policy with the changes recommended by the Handbook Committee along with the following additional changes suggested during this meeting:

- 1) Page 3, under Sexual Violence Perpetrated Against a Student:
 - a. At the end of the first paragraph, delete the last word, “when”, delete the colon and add a period.
 - b. Delete the second paragraph.
- 2) Page 4, Section D. Title IX Coordinator, add Kerri Dailey and Amanda Fandetti and both of their email addresses.
- 3) Page 7, first sentence on the page, after “action,” replace “including” with “which may include”.
- 4) Page 7, first full paragraph, second sentence, delete “At the discretion of” through “notwithstanding the fact that” and capitalize the “T” in “the”.

Ms. Deion seconded the motion. All Board members present were in favor of accepting the changes to the KHA Title IX policy recommended by the Handbook committee along with the additional changes made during this meeting as described above. The motion was passed unanimously by all Board members present. No Board members abstained.

5. Possible Change to Remainder of 2015 Meeting Dates

The Board members discussed holding a meeting in September, and were asked to hold the dates of September 16 and 23. Ms. Ollari will contact the Board members to determine which date will fit everyone’s schedule the best.

6. Adjournment of Board Meeting

Dr. Nazarian expressed his appreciation to the Board and wished everyone well. Dr. Nazarian requested a motion to adjourn. The motion was made (Ms. Deion), was seconded (Ms. Kuzminsky),

and was passed unanimously by all Board members present. No Board members abstained. The meeting was adjourned at 6:55pm.

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