



Board of Trustees Meeting Agenda February 14, 2014

MEETING MINUTES

The Open Session of the Rhode Island Nurses Institute Middle College was called to order at 10:10 a.m. on the above date at 10 Orms Street in Providence, RI, pursuant to the applicable provisions of the Open Meetings Act, so called other APPLICABLE SECTIONS OF THE General Laws of the state of the Rhode Island as amended.

Board Members Present: Mike Paruta, Nancy McMahon, Donna Policastro, Ruth Ricciarelli, Lynne Dunphy, Manuela Raposo, Christine Rei, Michael VanLeesten, Angela Patterson

Staff Present: Pamela McCue, CEO, Sue Crotty, Business Manager, Keith Olivera, COO, Patricia LaSalle, Main Office, Matthew Plain, Attorney

- 1. Meeting called to order at 10:10 a.m. by Mike Paruta. A quorum was established.**
- 2. Presentation of Minutes of Open Session of November 21, 2013.**

On motion of Donna Policastro and seconded by Ruth Ricciarelli, the present Board members unanimously voted to accept the minutes of November 21, 2013.

3. Administrative Reports

- Pamela McCue gave the CEO Report (attached) and Sue Crotty presented the Financial report providing the following information was provided:
 - Academics: Appointed department instructional coaches who were elected by their peers in their subject content area to ensure academic success. Hired a PBGR faculty member to implement curriculum. Presented the 11th grade NECAP results. Accepted resignation of (2) faculty members and has since filled the positions
 - Admissions: Open house was held on Jan 15th and February 13th. Radio Ads were scheduled between December 30th and February 5th. Poder Talk show 1 hour interview was held on December 22nd 2013. Lottery is scheduled for March 2nd.
 - Community Outreach:
 - The Parent Organization activities include:
 - Fundraising, selling RINI sweatshirts.
 - The Common Core Educational Program, February 11th
 - Wine Tasting Fundraiser at Via Roma scheduled, April 9
 - Featured Articles in the Warwick Beacon and En Español, Active Twitter Account, postings to Facebook.
 - Due to Generous donation by RISNA, hired Michael Beauregard for planning of the first RINI graduation ceremony tentatively scheduled for June 9

- Sue Crotty presented the year to date finance report which projects a year end surplus. Revenues are higher due to increases in tuition from sending districts and grants acquired by the CEO. With changes in staff, we continue to remain in line with budget.

4. New Business

- i. Vote to appoint new members
 - Christine Rei-President of the Parent Organization
 - Angela Patterson, RNP, MS-Health care employer
 - Mike VanLeesten-Community Member

On Motion, of Ruth Ricciarelli, seconded by Donna Policastro, the present Board Members unanimously voted to appoint the new members to the Board of Trustees.

- ii. Vote to appoint new members to the faculty and to appoint existing faculty to new positions
 - Brian Butler-Chief Academic Officer (interim)
 - Colleen Hitchings- Science Instructional Coach
 - James Scott- English Instructional Coach
 - Josh Karten-Social Studies Instructional Coach
 - Erica DeCoste- Mathematics Instructional Coach
 - Michael Clancy-College Transition Coordinator
 - David Wilson-Math teacher/coach
 - Isabel Diaz- Foreign Language Faculty
 - Kathryn Whaley-PBGR Coordinator
 - Yadira Garcia-Lopes-Guidance
 - Rebecca deBarros-Special Services Instructional Coach

On Motion, of Donna Policastro, seconded by Nancy McMahan, the present Board Members unanimously voted to appoint the new members to the Staff and existing faculty to new positions.

- iii. Vote regarding proposed revisions to bylaws. On motion of Ruth Ricciarelli, second by Manuela Raposo, the present board unanimously voted to accept the revision of the bylaws.
- iv. On motion of Donna Policastro and seconded by Manuela Raposo, the present board members unanimously voted to move into Executive Session pursuant to 42-46-4 and 42-46-5(a)(5) of the Rhode Island General Laws for the discussion or consideration related to the non-renewal of non-tenured teacher's contract for the 2014-2015 school year and to discuss the litigation: Chariho Regional School District v. Rhode Island Nurses Institute Middle College, et al.
 - Michael Paruta called the Open Session back to order at 11:24.
 - Vote to Seal Minutes of Executive Session Pursuant to Sections of 42-46-5 of the Rhode Island General Laws.

On motion of Ruth Ricciarelli and seconded by Angela Patterson, the present Board members unanimously voted to keep confidential all matters discussed in the Executive Session and to seal those minutes.

- v. Vote on Non-renewal of Teacher Contract and NECAP Waiver policy

On Motion of Donna Policastro and second by Angela Patterson, the present board unanimously voted to not renew the 2014-2015 year for a non-tenured teacher.

- vi. Discussion/vote of RINI Middle College NECAP Waiver Policy. Donna Policastro motions and Ruth Ricciarelli seconds the acceptance of the NECAP Waiver Policy.

5. Announcements for the good and welfare of the organization-

Through an endowment that was established with the RI foundation, the Hirst Family is offering a scholarship up to \$10k to a RINI student who is pursuing a BSN. The scholarship will be awarded during the graduation ceremonies. Pam McCue and Brian butler will need to create the application and a means for the Hirst family to select the student.

- 6. Open public comment period-**Ruth Ricciarelli would like to recognize Donna Policastro's vision as a founder of this school by creating an award in Donna's name , the Donna Policastro Founder's Award, to be given to a deserving student at graduation.

7. Adjournment:

On motion of Rut Ricciarelli, seconded by Donna Policastro; it was unanimously voted to adjourn at 11:36 a.m.