



Board of Trustees Meeting Agenda February 12, 2015

MEETING MINUTES

The Open Session of the Rhode Island Nurses Institute Middle College was called to order at 4:09 pm on the above date at 150 Washington Street, 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: Donna Policastro, Nancy McMahon, Christine Rei, Gerald Williams, Jane Williams, Kara Misto, Angela Patterson, Jody Jencks

Excused: Charles Alexandre, Michael VanLeestan

Staff Present: Pamela McCue, CEO, Mike Abney, CFO, Keith Oliveira, COO, Brian Butler, CAO, Colleen Hitchings, Curriculum Coordinator

Guests:

1. Call to Order/Welcome

Meeting called to order at 4:09 pm by Donna Policastro. A quorum was established. Ms Policastro asked if any Board members had a conflict of interest with any of the agenda items. No members declared a conflict of interest.

Ms. Policastro welcomed all members and special guest Susan Hassmiller, PhD, RN, FAAN, Senior Advisor to Nursing Robert Wood Johnson Foundation

2. Discussion/vote to approve January 8, 2015 meeting minutes.

On motion of by Mrs. Rei and seconded by Dr. Williams, the present Board members unanimously voted to accept the minutes of January 8, 2015.

3. Open Public Comment period

No members of the public requested to speak

4. Administrative Reports

Ms. McCue provided the following CEO Report to the Board

Charter Renewal

Documents were submitted to RIDE on January 23rd.

Site visits are scheduled for February 24, 25, 26th. The site visit includes interviews with Board, teachers, parents, students and administrators. It also involves classroom observations and document review.

Renewal Application due March 6th

Draft Renewal Report will be given to RINI on or about March 27th

Ride mtg with RINI to discuss renewal report on or about April 3rd

Final Renewal to Secondary Education work session scheduled for April 27th

Board Education vote May 11th

Kent Hospital Internship Program

Mrs. Jenks has been very instrumental in working with RINI to create an internship for RINI students at Kent Hospital beginning in March. Mrs. Hitchings is coordinating the efforts for RINI.

Building Update

Ms. McCue asked that Mr. Oliveira, COO update the Board on this topic. Mr. Oliveira informed the Board that he and Ms. McCue have met with the architect and the developer to determine next steps on the project. It was decided that the Building Committee would convene in the next few weeks to work with the architect on the design and layout. Ms. McCue has already reached out to the developer and requested a term sheet, which the developer has promised to deliver in the next couple of weeks. The term sheet will allow for a starting point in lease negotiations. Thus far, all is on target for a timeline to begin building in August 2015.

Cape Verde Trip

RINIMC is partnering with URI to create an educational study abroad course for nine days in July 2015. Five RINIMC students and two RINI faculty members will accompany the students. Students will earn college credits as well. A competitive application process will be used to select the students

Recruitment/Open Houses

Open houses were scheduled for January 21st and February 11th. Many interested students and families attended. Recruiting for 80 10th grade students for the 2015-2016 academic year.

Legislative

House Commission to study funding formula and how charters are funded. Specifically how much money should follow the child. Last 2 mtgs, district superintendents testified. Charter leaders will be testifying at the next mtg.

Governor nominates new members to Board of Education; including new chairman Commissioner Gist leaving at end of June 2015.

Mr. Abney provided the CFO report to the Board

Budget projections are on target. The school received grants for general operations in the amount of \$9000. The Finance Committee will be meeting with Bristol County Savings Bank regarding investment options. We have received only 33% of our District tuition at this point, however this is not unusual as it is only a few weeks into the quarter.

5. Fundraising Committee Report

Angela Patterson, Chair of the fundraising committee reported that the March 25th Wine Tasting event is finalized and that invites should be sent out soon. Proceeds will go to fund scholarships for students' Cape Verde URI trip. Jody Jencks, a member of the committee reported that she and Angela will be meeting to create sponsor letters for the Founders Ball planned for May 1st. Ms. Policastro reminded Board members that there was an agreement at the last meeting that all Board members would purchase two tickets to fund family members that wanted to attend.

6. Executive Session

A motion was made by Ms. Jencks and seconded by Ms. Patterson to move into Executive Session. The present board members unanimously voted to move into Executive Session pursuant to 42-46-5(a) (1)-discussion of the job performance/character of a person or persons

- a) Discussion of Administrations recommendations to not renew nontenured teachers' contracts for the 2015-16 school year/dismiss from service at the conclusion of the 2014-15 school year.
Prior to convening executive session, The Board of Trustees made a statement that all persons affected had been notified in advance in writing and advised that they could have required that the discussion be held in open session. No requests was made.

7. Donna Policastro called the Open Session back to order at 4:55pm. On motion by Mrs. Rei seconded by Dr. Misto, the present Board members unanimously voted to keep confidential all matters discussed in the Executive Session and to seal those minutes.

8. Discussion/vote regarding Administration's recommendation to not renew nontenured teacher's contract for 2015-16 school year/dismiss from service at the conclusion of the 2014-2015 school year.

On motion of Ms. Jencks, seconded by Mrs. Rei, the present board members unanimously voted to not renew the following contracts for

- a. Second year guidance counselor
- b. First year math teacher
- c. First year social studies teacher

9. Discussion/vote to accept the resignation of Mariana Wong at the end of the academic year

On motion of Ms. McMahan, seconded by Dr. Misto, the present board members unanimously voted to accept this resignation.

10. Discussion/vote to amend the school calendar to make up canceled school days due to inclement weather.

Ms. McCue informed the Board that 6 class days had to be canceled. The original calendar did include two additional days built in, thus only 4 days have to be added. Ms. McCue recommended that make up days include; March 10th April 3, June 22, 23. At least one additional day could be added at the end of the year if needed. Any further days, Ms. McCue said she would ask the board to consider days from April vacation.

On motion Ms. Rei, seconded by Ms. Jenks, the present board members unanimously voted to accept the recommendation to add March 10, April 3, June 22 and June 23 as make up days and that one additional day could be added to the end of the year calendar if needed.

11. Announcements for the good and welfare of the organization

No announcements were made.

12. **Adjournment**

On motion of Dr. Misto, seconded by Dr. Williams, it was unanimously voted to adjourn at 5:35pm.