



Segue Institute for Learning

Where ALL Students are "AT PROMISE"

325 Cowden Street – Central Falls, RI – 02863

Phone – (401) 721-0964 * Fax – (401) 721-0984 * Website – SegueIFL.org

Angelo Garcia – Founder/Head of School

Board of Directors Meeting Minutes Monday, August 26, 2013

Meeting was called to order at 5:38 by Jesse Cohen.

Roll Call –

Present were Jessica Brown, Jesse Cohen, Lucy Rios, Lauren Schechtman and James Setaro.

Absent were Tia Ristaino-Siegel and Nelly Vargas-Hoffens.

Segue staff present were – Angelo Garcia, Head of School, Ann Manocchio, Head of Finance/Operations and Grace Rivera, Operations Assistant and Staff Secretary to the Board, and Segue Lead Staff: Mrs. Tenika Ortiz, Director of Counseling and Support; Mr. Joseph Gravina, Director of Technology and Information Systems; Mrs. Melissa Lourenco, Director of Academic Supports; Ms. Sarah Girard, Assistant Director of Academic Supports; Mr. Kevin Montoya, 6th Grade ELA and Lead teacher; Ms. Nina Marold, Art Teacher and MAGN'T² Lead; Ms. Ashley Swanson, Numeracy Coach and Lead; Mrs. Isaura Rua-Cortes, Individual Needs Coordinator; Ms. Kelly Dalton, 8th Grade Science and Lead teacher; Mr. Carlos Miranda, Director of SAFE Team; and Ms. Linda Blair, Student Opportunities/Guidance Coordinator.

Quorum – five of the nine Board members present.

Mr. Cohen recognizes Ms. Steve Nardelli of the League of Charter Schools. Mr. Nardelli briefly thanked Board members and those present for what they do as a charter school. The purpose of his visit was to address the Board and staff and provide a handout detailing the services the League of Charter Schools offers its membership. He further mentioned that advocacy by the League is not a one-time event but a process, it is for the most part a one person operation mostly undertaken behind the scenes, making policy to allow charter schools to move forward and flourish. Although at the beginning the process was "horrific", the League has made sure decision makers have the information they need. Mr. Nardelli asked those present to read the document he has provided for further information.

Mrs. Schechtman asked if all charter schools are members of the League. Mr. Nardelli responded that currently there are 16 charters school members. Ms. Rios asked what kind of governing model does the League have, to which Mr. Nardelli responded that is basically structured in committees. Mr. Garcia mentioned that he has brought to the Board his concerns regarding the League. Having no further questions, Mr. Nardelli thanked the Board once more and exited the meeting.

Mr. Cohen made a point of clarification to Mr. Garcia in regard to Board member committee descriptions. Before moving forward on the approval of the minutes of July 20, Board members took a couple of minutes to read these minutes. Board reconvened at 5:57 p.m.

Approval of Minutes: Minutes of the July 20, 2013 Board meeting were approved with two minor edits. Point of clarification from Mr. Cohen regarding spelling out the names of two Board members mentioned on page 3 of the minutes. The secretary will make these changes accordingly. Lauren Schechtman motion to approve minutes and James Setaro second. Group reached consensus with no opposition and no further discussion. Motion to accept the

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minutes with the changes mentioned was made by Mrs. Lauren Schechtman and second by Mrs. Jessica Brown. Group reached consensus with no opposition and no further discussion. Motion passed. Minutes approved.

Reports –

Wellness Policy:

The Health and Wellness policy was presented by Matthew Kerwin, Segue's Health and Fitness teacher along with James Setaro, Board member. Overall the policy's main goal is to promote a healthy school environment by supporting activities of good nutrition, wellness, and regular physical activity. Mr. Kerwin expressed what will be considered healthy eating and the incentives that will be offered when students and staff follow the established guidelines. Additionally, he mentioned that staff could serve as better role models through demonstration of what they consume.

One major obstacle encountered by the committee is that the RI Department of Education mandates 100 minutes minimum per week of Physical Education, Segue currently offers 60 minutes per week. A discussion ensued on how to accommodate the additional 40 minutes on Segue's already long school day without affecting the other educational programs currently in place at the school.

Ms. Lucy Rios asked if RIDE is allowing some type of flexibility regarding the mandated 100 minutes. Mr. Angelo Garcia responds that the biggest challenge is the time factor since Segue has such a long day. It is a struggle not only for Segue but for other schools as well. Mr. Cohen asked if Segue has a time frame, to which Mr. Kerwin responds that we need to work out the structural aspects of the mandate. The fact that Segue offers more than fitness takes us to further conversations on how to best work it out. Mrs. Schechtman asked if we need a time to get it done, both Mr. Garcia and Mr. Kerwin respond that by the spring of 2014 this has to have a projected roll out.

A discussion followed were Mr. Joseph Gravina commented that in order to get it done a part time PE teacher would need to be in place to undertake these specific interventions. Mr. Garcia commented that how would we compromise one area without affecting another. There is an internal struggle on how to incorporate an additional health instructor. Crunching numbers has been difficult. Mrs. Schechtman suggested a PE student to which Mr. Gravina commented that the person would need to be certified in the field. Having no other questions for Mr. Kerwin or Mr. Setaro, a motion to adopt the Health and Wellness policy was made by Mr. Cohen and second by Ms. Rios. Group reached consensus with no opposition and no further discussion. Motion passed.

Head of School –

Mr. Garcia asked the Board to hear Segue's current Lead Staff members as they introduce themselves and speak briefly of what area they are in charge of and what they are currently doing. Staff introductions were made by: Mrs. Tenika Ortiz, Director of Counseling and Support; Mr. Joseph Gravina, Director of Technology and Information Systems; Mrs. Melissa Lourenco, Director of Academic Supports; Ms. Sarah Girard, Assistant Director of Academic Supports; Mr. Kevin Montoya, 6th Grade ELA and Lead teacher; Ms. Nina Marold, Art Teacher and MAGN'T² Lead; Ms. Ashley Swanson, Numeracy Coach and Lead; Mrs. Isaura Rua-Cortes, Individual Needs Coordinator; Ms. Kelly Dalton, 8th Grade Science and Lead teacher; Mr. Carlos Miranda, Director of SAFE Team; and Ms. Linda Blair, Student Opportunities/Guidance Coordinator. Ms. Rios asked if the STAR assessment was new. Mrs. Lourenco responded yes and that it will be administered 4 times a year. Also, students in intervention will use it weekly. Mr. Cohen asked the name of the teacher who transitioned from the 8th grade to the 7th. Mrs. Lourenco answered that it is Ms. Amanda Larner.

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Head of School Report -

Home visits were made to all incoming 6th grade students and those identified in the 7th and 8th grades. Segue staff had a 97% returned for this school year. There were only two replacements made, one for a math coach and a math teacher. The new Annex building underwent significant work before the August opening. Mr. Garcia indicated that construction costs were \$64K and there still is a pending cost of \$50K for the roof, doors, and elevator. The zoning and City of Central Falls have been very accommodating along with the mayor's office. Mr. Garcia met with RI State Council of the Arts in regard to organizing a Middle School Drama Festival. Over the summer Segue had youth employees paid by CCAP and Segue. It was a way of helping recent graduates and other former Segue students with some funds to help with their school needs. Lastly the annual Leader's Lunch was a great success, more than 100 people attended along with staff.

Before the opening of SY 2013-2014, staff participated of two weeks of professional development. As of today (8/26/2013) we have 237 students enrolled at Segue; 80 6th grade; 80 7th grade and 77 8th grade. Segue hired a math coach, technology instructor, math teacher, ELA teacher, teaching partner, front office person and a transitions program coordinator in light of the recent shifts and opening of positions at Segue. Lastly, Mr. Garcia gave a quick list of initiatives currently under way such as the formation of the Teacher/Staff Evaluation Committee, NECAP planning committee, after school program roll out and RIDE RTTT initiative.

Mr. Cohen asks Mr. Garcia for the time of meeting for RIDE visit on Thursday. Mr. Cohen will inform Mr. Garcia within 24 hours if he is able to come. Mr. Cohen inquires about upcoming events that Board members can schedule to attend. Mr. Garcia informs the Board that during the months of August, September and October not a lot of events take place because these months are used to plan and prepared for NECAP testing. He further informs the Board that Segue's Leadership staff will be attending the Board of Education's monthly meetings. Either to make a public comment or only to sit at meetings and have a Segue presence there. Mr. Garcia further mentioned that he personally will attend the September meeting to present Segue in the light it should be presented. RIDE is never going to represent Segue as it should.

Mrs. Schechtman indicates that in light of this, Board should change the meeting originally scheduled for Monday, December 9. Ms. Rios suggests Monday, December 2. After a brief discussion meeting date changed with all in agreement from December 9, 2013 to December 2, 2013. Mr. Cohen comments that this is good practice to continue for Board to assess when and what events the Board can attend.

Finance Report -

The Finance Committee met on August 5, 2013 to approve the minutes of the June 3, 2013 meeting and to review the bank reconciliations for May and June 2013 of the operating checking account. Ms. Ristaino-Siegel joined the committee at this meeting. Furthermore, the committee reviewed payables and receivables through June 30, 2013. The committee also reviewed the payables until August 2, 2013. The receivables did not have any change. The 4th quarter financial statement was reviewed and a unaudited report shows a net income of \$528,993.00.

Old Business -

- 1.) Vote – there were not votes made at this time. This refers to the first item pertaining to the vote for the new development position.

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- 2.) During the July meeting, two position descriptions were reviewed. Ms. Rios indicated that it was embedded into minutes and to be placed separately.
- 3.) Mr. Cohen presented the structure of Board subcommittees. Points of procedure, three positions have been filled. The treasurer position needs to be filled. Mr. Cohen asks the members if there are comments, concerns, or suggestions. There being none, a motion made by Ms. Lucy Rios to accept the subcommittee structure as presented is entered, second by Mrs. Schechtman. Group reached consensus with no opposition and no further discussion. Motion passed. Subcommittee structure approved.

Nominations Committee:

A discussion ensued in regard to nominations for additional Board members. Mrs. Schetchman suggested two names (Irene McCormack from the College Crusades and Patricia Melgrano) and Mr. Garcia suggested another name (Maggie Rivera). Mrs. Ortiz’s husband (Andrew Ortiz) was also suggested. Since the name suggested by Mr. Garcia is a family member of a Board member, Mr. Cohen proposed that the Nominations Committee check the current conflict of interest policies and procedures.

Mr. Garcia requests that the remaining items in the agenda be moved for another meeting as it is already 7:30 p.m. Proposition to leave Ms. Rios as board chair was made but Ms. Rios declined. At the July 20 meeting the Board voted to amend the by-laws to establish two co-chairs voting Mrs. Schechtman and Mr. Cohen to these positions. In light of this, Mr. Cohen asked that we proceed with the agenda. Ms. Rios motions to establish the two co-chair positions, motion seconded by Mr. Setaro. Group reached consensus with no opposition and no further discussion.

Mr. Cohen motioned the meeting to adjourn at 7:43 pm, second by Ms. Rios. Group reached consensus with no opposition and no further discussion. Motion passed.

Next Meeting –

Monday, September 9, 2013 at 5:30 p.m.
Segue Institute for Learning – Central Falls

Minutes submitted by Grace M. Rivera

Board approved meeting minutes on _____.

Accepted by _____ on _____.
Board Co-Chair Signature Date

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