



# 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](http://SegueIFL.org)

Angelo Garcia – Founder/Head of School

## Board of Directors Meeting Minutes

Monday, October 21, 2013

5:30 – 7:00 PM

### Call to Order

Meeting was called to order at 5:35 p.m. by Jesse Cohen.

### Quorum

Meeting minutes reflect that there is quorum.

### Roll Call

Secretary to the Board called members' name. Present were, Jesse Cohen, Jessica Brown, Nelly Hoffens-Vargas, Tia Ristiano-Siegel, and Lucy Rios. Segue staff members present were Angelo Garcia, Head of School, Ann Manocchio, Director Finance and Operations, Mrs. Melissa Lourenco, Director of Academic Supports and Mary Ackerman, 7<sup>th</sup> Grade Science teacher, and Grace Rivera, Staff Secretary to the Board.

### Approval of Meeting Minutes

- September 9, 2013 – Mr. Cohen noted that there is a minor typo in the second page of the minutes, where the first name of Mrs. Hoffens-Vargas was misspelled. Secretary noted the correction would be made.
  - Motion to approve minutes by
    - Tia Ristiano-Siegel and second by
    - Lucy Rios

All members were in favor approving minutes with the minor typo indicated with no opposition or further discussion.

- October 6, 2013
  - Motion to approve minutes by
    - Jesse Cohen and second by
    - Lucy Rios

All members in favor approving minutes with no opposition or further discussion.

### Reports and Presentations

- *Head of School*

NECAP testing was completed last Friday. All but one (1) student completed the assessments. Teaching staff worked with students during their Food for Thought and Power Hour sessions to help prepare students for these assessments. Student population received these assessments very well and were comfortable during the process. Staff prepared a very successful Pep Rally to Power Up! students for NECAP testing. There was one round of STAR assessments. As indicated by Mrs. Lourenco, all interventions are designed around STAR assessments. Mr. Garcia and Mrs. Lourenco are meeting to determine what to do with assessment data besides planning interventions. Staff co-teaching collaboration continues to be very impressive. Evaluation Academy meetings were successful and a sub-group for evaluations of non-teaching staff is underway. Segue is currently working with outside agencies such as Sojourner House for Men's/Women's Groups to provide social/emotional support to students participants. The

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partnership with the Provider Group insurance company for a community service project has been rescheduled for late winter or early spring. Ms. Girard is currently working with Junior Achievement staff to bring a program for each grade. Segue continues its partnership with the College Crusade on its programs and activities for our scholars.

Segue held its first student dance which was a huge success. This coming Friday we have our annual field trip to Witches Woods. Segue's soccer team has a very successful program. Conversely, basketball tryouts were held where 80 students applied for 30 spots. A track program is underway. Segue's afterschool clubs start next week with programs such as basketball, student government, theater, Fashionistas, Segue Gives Back (community service group) and Photoshop/web page design. Mr. Garcia met with "Make a Splash" Foundation to talk about a possible pool/swim project. The Annex building continues to undergo repairs of its facilities such as the elevator, electricity, lead abatement search, roof repairs, air ducts and receipt of Gym ceiling quotes. Conversely, the Annex building is currently being used by outside community agencies such as St. Elizabeth Ann Seton school, Choir practices, Crusades and the YWCA to name a few. Lastly, Segue has upcoming events such as Spirit Week, Family Conferences, Thanksgiving Dinner, Arts Night and Showcase.

- **Finance Committee**

Bank reconciliations for the operating checking account were reviewed through August 31, 2013.

Also reviewed were the payables and receivables through October 7, 2013.

Segue's auditors are currently conducting the annual audit and their first visit to Segue was on September 9, 2013.

The Central Falls Zoning Board approved Segue's request for a zoning change to the Annex building from a public gathering place to a school. The cost for this change was \$1,000.

The conversion from oil to gas to heat the Annex building is going well. There is still oil left in the tank and there is no way to gauge.

Washington Trust (WT) has asked Segue to conduct a lead test in order to secure the loan to purchase the Segue main building. Both soil and dust tests came up clean. Attention to painting the building should be made. WT provided the school with a list of contractors who could possibly conduct the lead abatement. Mr. Garcia contacted all the companies in the list but only one offered a quote in the amount of \$115,000. The school needs an additional quote and Mr. Garcia has obtained a state-authorized list of contractors who can perform the same service. Furthermore, Segue will not be able to close on the loan until it has secured a contractor with a plan to conduct the lead abatement. The purchase and sale agreement with the City of Central Falls runs until October 31 although Mr. Garcia informed that it was extended until January 2014.

- **Academic Committee**

The Academics Subcommittee will participate in discussions over the curriculum, academic initiatives, and assessment of the Segue Institute for Learning. Members of the Academics Subcommittee will serve as the liaison between the academic leadership team and the Segue Institute for Learning Board of Directors. Functions of the Academics Subcommittee include, but are not limited to: (1) review and recommendation concerning the Schoolwide Innovations Plan, (2) monitor progress toward the Schoolwide Innovations Plan goals, (3) participate in discussion regarding changes to the academic program (schedule, grading policy, resources and products, etc.), (4) participation in data driven discussions around standardized testing results. The Academics Subcommittee plans to meet on a monthly basis. Current member of this committee are: Ms. Lucy Rios, Mrs. Jessica Brown, Ms. Sarah Girard, Mrs. Melissa Lourenco, and Mr. Angelo Garcia. They met on September 16, 2013.

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- **Nominations and Governance Committee**

Segue's charter states that its governing Board should be comprised of an odd number of members from 9 to 15. The Board currently has 7 members. Two members need to be brought in at this time. The committee is currently reviewing six prospective members who have submitted their names for consideration. Four out of the six are residents of Central Falls and two reside in Providence. One prospective member was identified through the Fidelity Investments Board Matching Program which is organized by the RI Foundations' Institute for Nonprofit Excellence. The committee will propose four names for membership consideration at its monthly meeting in November. The USDA loan guarantee requires that more than 50% of Board composition be comprised on residents of the city and the committee plans to nominate members accordingly. The individuals under consideration are: Claudia DeFaria (CF), Tabitha Elfsiades (CF), Marc Harrison (PROV), Naomi Petel (CF), Maggie Rivera (CF), and Jeffrey Wentzell (PROV). Lastly, the committee is contacting each person to have a brief, informational phone call where committee members will be sharing information about the school. The committee will provide board members with those who will be presented along with a brief biography. If for any reason the committee is not able to interview all the prospective members it may elect to bring fewer than four names to the board for voting purposes.

## Old Business

- **Update – Annual Report for RIDE and Charter Renewal Conditions Removal Process and Status**
  - All documentation was submitted to RIDE
- **Update – Elementary School Expansion Status and Planning**
  - In 2011 the Board voted to seek a modification of the charter to change it to a K-12 from a 6-8 when Ms. Smith was at RIDE. At that time, Segue was informed that it was too soon to roll out a growth plan, that it had no merit. As part of our 5 year renewal Mr. Garcia was informed to focus on the renewal without an expansion. Mr. Garcia informed that there is a change in the law limiting charters growth.
- **Discussion and Vote: Rhode Island League of Charter Schools Membership**

Mr. Cohen expressed his concerns and reasons for continuing the membership in the League. He mentioned that the school could remain until the remainder of SY 2014 while monitoring closely the League's support of Segue moving forward. Mr. Cohen made a motion to pay the current membership dues which will be accompanied with a letter from the Board leadership were they will express their dissatisfaction and how they want their real support. Ms. Rios second the motion. There being no opposition or further discussion the motion was approved.

## Adjournment

Meeting was adjourned at 7:40 pm by Mr. Cohen and second by Ms. Siegel. There was no opposition or further discussion, motion to adjourn was approved.

## Next Board Meeting

Monday, November 18, 2013 – 5:30 PM

Minutes taken by: Grace M. Rivera

Approved on: November 18, 2013

Lauren Schechtman

Board Co-Chair Signature

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