

**West Bay Collaborative  
Board of Directors Meeting  
July 9, 2012**

**Minutes**

This special meeting of the Board of Directors was held at the Collaborative's main office, 144 Bignall Street, Warwick, RI, on Monday, July 9, 2012. The meeting was called to order at 1:10PM by Chair, Dr. Horoschak.

Board Members Present:

Mr. Michael Convery, Superintendent	Coventry
Ms. Patricia Dubois, Superintendent	Glocester
Dr. Peter Horoschak, Superintendent	Warwick
Dr. Davida Irving, Superintendent	Foster
Mr. Kenneth Sheehan, Superintendent	West Warwick
Ms. Lisa Vargas-Sinapi, Representative	Providence

Board Members Absent:

Dr. Michael Barnes, Superintendent	Foster-Glocester
Dr. Paul Lescault, Superintendent	Scituate
Dr. Peter Nero, Superintendent	Cranston

Others Present:

Ms. Karen Ostroff, Executive Director	West Bay Collaborative
Mr. William Capron, Business Manager	West Bay Collaborative

**Agenda Item I: West Bay Collaborative Governance**

Due to the cancellation of four previously scheduled meetings (for lack of a quorum) Director Horoschak informed the Board that he had given Executive Director Ostroff approval to recall some certified staff, and to hire for summer programs. He called for a vote to approve this action.

Moved: Mr. Convery  
Seconded: Mr. Sheehan

Approved: Mr. Convery  
Ms. Dubois  
Dr. Horoschak  
Dr. Irving  
Mr. Sheehan  
Ms. Vargas-Sinapi

Discussion ensued regarding creating an alternative to full Board of Directors meetings. The Directors agreed to the formation of an Operating Committee composed of representatives

from Cranston, Providence, and Warwick, to meet three times per year, with full Board meetings held twice a year, mid-year and in June. All Directors, however, may attend any meeting and all will receive meeting agenda and supporting material in advance. By-Laws will be amended to reflect above, and the Operating Committee may approve changes for the entire Board.

Moved: Mr. Sheehan  
Seconded: Ms. Dubois

Approved: Mr. Convery  
Ms. Dubois  
Dr. Horoschak  
Dr. Irving  
Mr. Sheehan  
Ms. Vargas-Sinapi

### **Agenda Item II: Administrative Contracts and Salaries**

The Board voted to approve the proposed contract and salary for William Capron, Business Manager, on a vote of 6-0.

Moved: Mr. Convery  
Seconded: Mr. Sheehan

Approved: Mr. Convery  
Ms. Dubois  
Dr. Horoschak  
Dr. Irving  
Mr. Sheehan  
Ms. Vargas-Sinapi

The Board declined to take action on the contracts and salaries of the other three administrators (B. Wilson, S. McConnell, K. Ostroff) and requested that further information be provided.

### **Adjournment**

At 2:30PM, with no further business to discuss, the Board agreed to adjourn. The next meeting was scheduled for August 15<sup>th</sup> at 9:00AM.

Respectively submitted,

Karen G. Ostroff  
Executive Director

MINUTES APPROVED AT 10/17/2012 MEETING