

**West Bay Collaborative
Board of Directors Special Meeting
December 15, 2015
9:30 AM**

Minutes

This regular meeting of the West Bay Collaborative Board of Directors was called to order by Acting Chair, Michael Convery at 9:15 AM.

Board Members Present:

Michael Convery, Representative	Coventry
Michelle Simpson, Representative	Cranston
Brian Quigg, Representative	Providence
Philip Thornton, Superintendent	Warwick
Karen Tarasevich, Superintendent	West Warwick

Board Members Absent:

Dr. Paul Lescault, Superintendent	Scituate
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Others Present:

Karen Ostroff, Executive Director	West Bay Collaborative
Shane McConnell, Director of Special Education	West Bay Collaborative
Erin Hughes, Assistant Director of Special Education	West Bay Collaborative
Therese Curran, Director of Transition & Vocational Services	West Bay Collaborative
Bill Capron, Business Manager	West Bay Collaborative

I. Welcome & Introductions

Introductions were briefly made as Directors and District representatives arrived.

II. Approval of Minutes

a. Minutes of May 15, 2015

Approved unanimously on a vote of 2-0.

Moved: Mr. Convery
Seconded: Mr. Thornton

Approved: Mr. Convery
Ms. Tarasevich

Abstained: Mr. Thornton
Ms. Simpson

III. Report of the Executive Director

Executive Director, Karen Ostroff, presented updates on program enrollment and shared program quarterly reports. A calendar for subsequent Board meetings was proposed, and input requested, and the new roster of Board members was shared. It was noted that West Bay programs are receiving increased attention from districts across the state, which is reflected in both our student enrollments and requests for other services.

IV. Old Business

- a. Updates were provided on a number of summer programs which took place in July and August, 2015, as was information concerning West Bay’s provision of Wilson Reading workshops.
- b. A vote to approve personnel changes was requested and taken.

Approved unanimously on a vote of 5-0.

<u>Moved:</u>	Mr. Thornton	<u>Approved:</u>	Mr. Convery
<u>Seconded:</u>	Ms. Simpson		Ms. Simpson
			Mr. Quigg
			Mr. Thornton
			Ms. Tarasevich

V. New Business

- a. 2015 – 2016 Proposed Budget was presented by Business Manager, Bill Capron, and approved on a vote of 5-0.

<u>Moved:</u>	Mr. Thornton	<u>Approved:</u>	Mr. Convery
<u>Seconded:</u>	Mr. Convery		Ms. Simpson
			Mr. Quigg
			Mr. Thornton
			Ms. Tarasevich

- b. Election of Board Officers: a new slate of officers was approved, as follows:

Chair: Karen Tarasevich
Vice Chair: Philip Thornton
Secretary: Michelle Simpson

<u>Moved:</u>	Mr. Convery	<u>Approved:</u>	Mr. Convery
<u>Seconded:</u>	Ms. Simpson		Ms. Simpson
			Mr. Quigg
			Mr. Thornton
			Ms. Tarasevich

- c. A third West Bay representative was added to the RISSA Board, Directors Convery, Thornton, and Tarasevich will serve in that capacity.

<u>Moved:</u>	Ms. Simpson	<u>Approved:</u>	Mr. Convery
<u>Seconded:</u>	Mr. Quigg		Ms. Simpson
			Mr. Quigg
			Mr. Thornton
			Ms. Tarasevich

Items *d, e, f* and *g* were shared and discussed.

VI. Executive Session

Closed session pursuant to Chapter 42-46-5(a) 1&2 of the General Laws of the State of Rhode Island.
No Executive Session was required.

Adjournment

The meeting dispersed spontaneously at approximately 10:20 AM.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Karen G. Ostroff". The signature is written in a cursive style with a large, stylized initial "K".

Karen G. Ostroff
Executive Director

MINUTES APPROVED AT 2/2/2016 MEETING