

**BRISTOL WARREN REGIONAL SCHOOL COMMITTEE  
BUSINESS MEETING MINUTES**

**Monday, March 27, 2023**

The meeting of the Bristol Warren Regional School Committee was held in person on Monday, March 27, 2023 at Mt. Hope High School in the Cafeteria located at 199 Chestnut Street, Bristol, RI 02809.

Present: Nicky Piper, Chairperson; Jessica Almeida, Treasurer; Tara Thibaudeau, Secretary; Kyle Jackson, Marjorie McBride, Carly Reich, Karen Cabral, and Sarah Bullard; Ana Riley, Superintendent of Schools; Diane Sanna, Ph.D., Assistant Superintendent; Frank Caliri, Facilities Director; Mary Ann Carroll, Esq., District Solicitor.

Absent: Adam McGovern

**I. OPEN SESSION**

Chairperson Nicky Piper called the meeting to order at approximately 7:00 PM.

**II. OPENING BUSINESS**

A. Pledge of Allegiance

Chairperson Piper invited all present to stand to recite the Pledge of Allegiance.

**III. ACCOLADES**

Chairperson Piper postponed Accolades to later in the meeting.

**IV. PUBLIC COMMENT**

There were no requests to make Public Comment.

**V. PRESENTATION**

A. Warren Prevention Coalition Health & Wellness Survey Results

Ms. Ann Marie Roy, Ms. Maria Ursini, and Mr. John Mattson presented the results to the Health & Wellness Surveys that were conducted at the middle and high schools. Mr. Mattson explained that 1,047 students (70% of the population, grades 7-12) responded to the survey.

**III ACCOLADES (postponed from earlier in the Agenda)**

Chairperson Piper called upon Ms. Michelle King, MHHS Principal, and Superintendent Riley to present a certificate to Chase Jackson acknowledging his perfect score on the 2022 Next Generation Science Assessment.

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B. Mid-year Data Review

Assistant Superintendent Sanna introduced Christopher Slater, K-8 Math Coordinator, and Mary Cabral, K-8 Literacy Coordinator, who facilitated the Mid-year Data Review. She announced that the district has made strides toward its goal of 75% proficiency by 2027 but still has a ways to go. Principals Deborah Kearns, Colt Andrews Elementary School, Christine Hughes, Guiteras Elementary School, Colin Grimsey, Hugh Cole Elementary School, Tara McAuliffe, Rockwell Elementary School, Dennis Morrell, Kickemuit Middle School, and Michelle King, Mt Hope High School, presented their schools' achievements, by grade, and their plans toward continuing their progress and growth.

DISCUSSION:

Ms. McBride congratulated the schools on their hard work and achievements.

Ms. Almeida asked for clarification on the use of MTSS implementation as part of school improvement. Principal McAuliffe responded that MTSS tools are used to identify factors that had an impact on the students' scores and help to determine strategies for improvement.

Ms. Karen Cabral asked about the top two areas that were the most effective. Ms. Mary Cabral answered that being able to put high-quality resources into the hands of teachers, having separate blocks for targeting skills, and being data driven, so teachers can identify areas needing attention, are some of the key factors she sees are having an impact on improving academic growth in the district.

**VI. CONSENT AGENDA**

Chairperson Piper asked if any member of the School Committee wanted to remove any items from the Consent Agenda. Ms. Thibaudeau requested that Item E - Trash/Recycling Bid be pulled from the Consent Agenda. Chairperson Piper pulled Item E and then asked for a motion to approve all the remaining items under the Consent Agenda:

- A. Minutes of 2-27-23 School Committee Business Meeting
- B. Minutes of the 2-9-23 School Committee Building Tours
- C. Donation to KMS Best Buddies
- D. Equipment Disposal List
- E.
- F. Approve Budget Transfer Report
- G. Recode/rename Policies to conform with NEPN Classification Standards, as recommended by the Policy Subcommittee. Note: There were no changes to Policy Content
  - i. Policy JP - Education Records & Confidentiality to Policy JP-E - Education Records & Confidentiality

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- ii. Policy JP-E - Family Education Rights & Privacy Act to JP - Family Education Rights & Privacy Act
  - iii. Policy BCA - School Committee Organization Meeting to Policy BDA - School Committee Organization Meeting
  - iv. Policy BDA - Regular School Committee Meetings to Policy BEA - Regular School Committee Meetings
  - v. Policy BDB - Special School Committee Meetings to Policy BEB - Special School Committee Meetings
  - vi. Policy BBBB - School Committee Oath of Office to Policy BDA-E School Committee Oath of Office
- H. Review and Reaffirm the following policies, as recommended by the Policy Subcommittee. Note: There were no changes to Policy Content
- i. DGA - Authorized Signatures
  - ii. DID - Inventories
  - iii. CF - School Building Administration
  - iv. CH - Policy Implementation
  - v. CHB - School Committee Review of Regulations

MOTION: Ms. Reich made a motion to approve the remaining items on the Consent Agenda; seconded by Ms. Cabral. The motion was approved unanimously.

**VII. DISCUSSION AND/OR ACTION ITEMS**

- A. Approve OPM Bid, as recommended by the Superintendent.

Superintendent Riley stated that the Review Committee unanimously recommends PMA Consultants for the district's Project Management Services. She added that Mr. McGovern, who could not attend the School Committee meeting, also endorsed PMA Consultants.

Superintendent Riley introduced Mr. Chris Carroll, the Executive Director for PMA Consultants, who provided an overview presentation on PMA Consultants' approach to projects, its experience with other towns and districts, and provided examples of projects PMA has completed for some of those districts.

MOTION: Ms. McBride made a motion to approve the recommended OPM bid from PMA Consultants; seconded by Ms. Reich.

DISCUSSION:

Mr. Caliri asked about the impact of inflation on current cost estimates. Mr. Carroll responded that inflation has increased cost estimates by about 13-15%, but that inflation does seem to be stabilizing.

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Ms. Cabral asked how contractors were selected. Mr. Carroll responded that PMA oversees the selection process in collaboration with the Architect.

Ms. Cabral also asked about safety during construction. Mr. Carroll responded that any concerns the district or the principals may have during construction can be brought up at any time, but that his team also meets with the school administrator daily, as needed.

Mr. Caliri asked how the management fees are estimated. Mr. Carroll responded that fees are typically 3.5% of the construction costs.

VOTE: The motion was approved unanimously.

- B. Standardize Monthly Financial Reports
  - i. Cash Disbursements
  - ii. Monthly Financial Report with Variance Analysis

There was no action.

- C. Approve Policy KH - Public Gifts to the Schools, as recommended by the Policy Subcommittee, for a second Reading.

MOTION: Ms. Thibaudeau made a motion to approve the 2nd Reading of Policy KH for adoption; seconded by Ms. Reich.

DISCUSSION: Ms. Almeida stated that she would like to see the amount be \$500. Ms. McBride agreed.

VOTE: The motion was approved with a vote of 5-3. Ms. McBride, Ms. Almeida, and Ms. Thibaudeau voted in dissent.

- D. Draft 2023-24 School Calendar

Superintendent Riley presented the draft for the 2023-2024 School Year Calendar. She stated that the calendar is complete, except for the presidential primary date, which has not been set yet. She added that parents and staff can proceed with making their plans for next year, because, except for the primary date, all other dates are confirmed.

VI-E Trash/Recycling Bid

MOTION: Ms. Thibaudeau made a motion for discussion purposes; seconded by Ms. Reich.

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DISCUSSION:

Ms. Thibaudeau asked if the contract had been reviewed by Attorney Carroll. Superintendent Riley stated that contracts for this level of work are not usually reviewed by Attorney Carroll.

Ms. Thibaudeau asked if the contract included information on local recycling and pointed out that the bid was \$5000 over budget. Attorney Carroll reminded the Committee that they are approving the bid award and that the contract will be negotiated once the bid award is approved.

Mr. Caliri stated that he will contact the Departments of Public Works for Bristol and Warren to discuss local recycling.

VOTE: The motion was approved with a vote of 7-1. Ms. McBride voted in dissent.

**VIII. ADJOURNMENT**

MOTION: Ms Bullard. made a motion to adjourn the meeting; seconded by Ms. Reich. The motion was approved unanimously.

The meeting adjourned at 9:04 PM.

Respectfully submitted,  
Tara Thibaudeau, Secretary

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