

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

**Minutes Approved
Monday, June 23, 2025**

The meeting of the Bristol Warren Regional School Committee was held in person on Monday, June 23, 2025 at Mt. Hope High School, Cafeteria located at 199 Chestnut Street, Bristol, RI 02809. The meeting link can be found here: <https://www.youtube.com/watch?v=bknynBKQMq4>

Present: Adam McGovern, Nicky Piper, Jessica Almeida, Kyle Jackson, Carly Reich, Megan Ferreira, Glenn Donovan, Christine Barlow, Margaret Richards, Ana Riley- Superintendent, Lisa Colwell- Director of Student Services, Diane Sanna- Assistant Superintendent, Danielle Carey- Director of Finance and Administration

Absent:

I. OPEN SESSION

Chairperson McGovern called the meeting to order at approximately 7:02 pm.

II. OPENING BUSINESS

A. Pledge of Allegiance

Chairperson McGovern invited all present to stand to recite the Pledge of Allegiance. Chairperson McGovern asked all to stand for a moment of silence for Thomas Godbout, a graduate from 2024 who recently passed away.

III. MOTION TO SEAL EXECUTIVE SESSION MINUTES (Meeting Date 6/23/25)

Chairperson McGovern asked for a motion to seal the Executive Session minutes.

MOTION: Ms. Almeida made a motion to seal the Executive Session minutes; seconded by Ms. Reich. The motion was approved (9-0).

IV. PUBLIC COMMENT

None

V. ACCOLADES

The School Committee recognized the BWRSD Retirees and the KMS Science Olympiad Team.

VI. CONSENT AGENDA

Chairperson McGovern asked if any member of the School Committee wanted to remove any items from the Consent Agenda. No items were removed and Chairperson McGovern asked for a motion to approve all the items under the Consent Agenda.

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MOTION: Ms. Almeida made a motion to approve all items on the Consent Agenda; seconded by Ms. Reich. The motion was approved (9-0).

- A. Approval of Minutes
 - a. 6/9/25 School Committee Meeting
- B. Administrative Contract Renewals
 - a. Colt Andrews Principal
 - b. Hugh Cole Assistant Principal
 - c. Colt Andrews Assistant Principal
 - d. Kickemuit Middle School Assistant Principal (2)
 - e. Mt Hope High School Assistant Principal
 - f. Athletic Director
 - g. Data Manager/PC Technician Analyst
 - h. Administrative Assistant to Assistant Superintendent
- C. School Property Disposals

VII. DISCUSSION AND/OR ACTION ITEMS

A. Bid Approval for construction firm – Brait Builders for capital projects lowest bidder with inclusion of alternates 1 and 2

Please see the meeting video for discussion and questions at 34:39 and 44:44.

Chairperson McGovern asked for a motion to approve the Bid Approval for construction firm – Brait Builders for capital projects lowest bidder with inclusion of alternates 1 and 2.

MOTION: Ms. Piper made a motion to approve the Bid Approval for construction firm – Brait Builders for capital projects lowest bidder with inclusion of alternates 1 and 2; seconded by Ms. Reich. The motion was approved (9-0).

Chairperson McGovern moved the School Improvement Plans up to be the next item on the agenda.

D. Approval of the FY25-26 School Improvement Plans

Please see the meeting video for discussion at 1:16:06.

Chairperson McGovern asked for a motion to approve the FY25-26 School Improvement Plans.

MOTION: Mr. Jackson made a motion to approve the FY25-26 School Improvement Plans; seconded by Ms. Piper. The motion was approved (9-0).

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B. Standardized Monthly Financials

- a. Monthly Financial Report with Variance Analysis**
- b. PMA/Perkins Eastman Payments**
- c. Monthly BAN Statement**

This item was discussion only. Please see the meeting video for discussion at 1:19:17.

C. Quarterly Gate Receipts Report

This item was discussion only. Please see the meeting video for discussion at 1:28:12

E. Approval of the Negative Lunch Balance Write Off

Please see the meeting video for discussion at 1:29:40.

Chairperson McGovern asked for a motion to approve the Negative Lunch Balance Write Off.

MOTION: Mr. Jackson made a motion to approve the Negative Lunch Balance Write Off; seconded by Mr. Donovan. The motion was approved (9-0).

F. Approval of Chartwells Contract

Please see the meeting video for discussion at 1:31:31.

Chairperson McGovern asked for a motion to approve the Chartwells Contract.

MOTION: Ms. Piper made a motion to approve the Chartwells Contract; seconded by Mr. Jackson. The motion was approved (9-0).

G. RFP for Landscaping- Bid Approval

Please see the meeting video for discussion at 1:34:05.

Chairperson McGovern asked for a motion to approve the RFP for Landscaping- Bid Approval.

MOTION: Ms. Reich made a motion to approve the RFP for Landscaping- Bid Approval; seconded by Mr. Donovan. The motion was approved (9-0).

H. RFP for Auditing Services- Bid Approval

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Please see the meeting video for discussion at 1:38:54.

Chairperson McGovern asked for a motion to approve the RFP for Auditing Services- Bid Approval.

MOTION: Ms. Piper made a motion to approve the RFP for Auditing Services- Bid Approval; seconded by Mr. Jackson. The motion was approved (9-0).

MOTION: Ms. Piper made a motion to approve items I-Q on the Business Agenda in one motion; seconded by Ms. Reich. The motion was approved (9-0).

Chairperson McGovern asked for a motion to approve Items I-Q on the Business Agenda.

- I. **GBEBD- Employee Use of Social Networking Websites- New (Final Read)**
- J. **JJE- Student Fund Raising Activities- Review (Final Read)**
- K. **JJE-E1- BWRSD Fundraising Group Form- Review (Final Read)**
- L. **JJE-E2- BWRSD Fundraising Activity Request Form- Review (Final Read)**
- M. **IJOA- Field Trips- Review (Final Read)**
- N. **IJOA-E- Field Trip Consent Form- Review (Final Read)**
- O. **DFD- Gate Receipts and Admissions- Review (Final Read)**
- P. **GCC/GDC- Professional Staff/Support Staff Leaves and Absences- New (Final Read)**
- Q. **GCAA- Employee Recruitment and Retention Policy- Review (Final Read)**

MOTION: Ms. Piper made a motion to approve Items I-Q on the Business Agenda; seconded by Ms. Reich. The motion was approved (9-0).

Chairperson McGovern asked for a motion to adjourn Public Session and return to Executive Session.

MOTION: Ms. Reich made a motion to adjourn Public Session; seconded by Mr. Donovan. The motion passed (9-0). The public meeting adjourned at approximately 8:32 PM.