



## *MINUTES*

**Regular Meeting** of the Board of Directors of Burrillville Extended Care (BEC) to be held on Tuesday May 3, 2016 at 6:30 PM in the Steere Farm Elementary School Library, 915 Steere Farm Road Pascoag, RI 02859

Meeting called to Order by Chairman Devlin at 6:33 pm

Members Present: Gregory Devlin, Dawn Williams, James Alix

Members Absent: None

Members Excused: Stephen Mulcahey (Motion by James Alix and a second by Dawn Williams to excuse him. Motion passed unanimously.

Others Present: Kelly Cournoyer, BEC Director  
Shannon Murphy, Office Manager  
Michelle D. Bouchard, ex-officio member representing the Town Council

- 1) Motion by James Alix and a second by Dawn Williams to accept the minutes of the January 26, 2016, meeting and dispense with the reading of said minutes. The motion passed unanimously.
- 2) Public comment: None
- 3) Correspondence: None
- 4) Good and Welfare: Director Kelly Cournoyer informed the group that she had received an email from Ms. Short of the Burrillville School Department asking if the school department can cooperate with BEC Program to offer Title One reading assistance during the summer. Ms. Cournoyer will be in touch with Ms. Short on this project.
- 5) Old Business to be considered and acted upon
  - a) Consider and act upon changes to the BEC Parent Handbook regarding
    - i) eligibility for the program and
    - ii) regarding disciplinary mattersMotion by James Alix and seconded by Gregory Devlin to postpone discussion of this item until the July Board meeting. Motion passed unanimously.
  - b) Consider and act upon recommendation to the Town Council to change the Ordinance (§ 2.75(a)) regarding the eligibility parameters for the BEC



Motion by James Alix and seconded by Gregory Devlin to postpone discussion of this item until the July Board meeting. Motion passed unanimously.

6) New Business to be considered and acted upon:

a) Consider and act upon report of FY 2016 year-to-date financial statement: Shannon Murphy presented the most recent Profit/Loss statement. Motion made by Gregory Develin and seconded by James Alix to accept the report as presented. The motion passed unanimously.

b) Consider and act upon Parent/Child Surveys: Ms. Cournoyer told the Board that respondents in the most recent survey were generally satisfied with the program. A number of parents mentioned that they would like the Program to scheduled more time for their children to complete homework. Also, parents voiced their desire that the Program continue to offer healthy snacks while the children wanted more sweets!

No vote was taken on this item.

c) Consider and act upon Out-of-School Time grant. Ms. Cournoyer informed the group that the BEC Program was awarded the grant in the amount of \$2580. No vote was taken on this item.

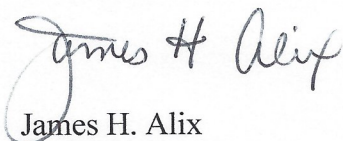
d) Consider and act upon plans for the summer program: Ms. Murphy stated that there are currently 126 families registered for the summer program with a total of 150 children. No vote was taken on this item.

e) Consider and act upon plans for summer staffing: The administration said that the program anticipates being fully staffed for the summer, and so there is no need for further hiring. No vote was taken on this item.

f) Consider and act upon plans for fall registration & fees review: Based upon information provided by Ms. Murphy, a motion was made by James Alix and seconded by Gregory Devlin to accept the administrations recommendation that next year's fees should remain the same as this year's fees, that the school vacation inactivity fee be eliminated, and that the same registration period as in previous years be used for the next school year. The motion passed unanimously.

7) Motion to adjourn by James Alix and seconded by Dawn Williams at 7:13 pm. Motion passed unanimously.

Respectfully submitted,



James H. Alix

Secretary