



# Minutes

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**Regular Meeting** of the Board of Directors of Burrillville Extended Care (BEC) held on Tuesday, March 5, 2019, at 6:30 PM in the Steere Farm Elementary School Library, 915 Steere Farm Road Pascoag, RI 02859

Meeting called to Order by Chairman Gregory Devlin at 6:32 PM

Members Present: Gregory Devlin, James Alix, Kristen Connelly, Michael Dutilly

Others Present: Kelly Cournoyer, BEC Director  
Lisa Nault, Assistant BEC Director  
Shannon Murphy, Office Manager  
Terri Lacey, ex-officio member representing the School Committee

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- 1) Motion by Michael Dutilly and seconded by James Alix to accept the minutes of the January 8, 2019, meeting and dispense with the reading of said minutes. The motion passed unanimously.
- 2) Public comment: None
- 3) Correspondence: None
- 4) Good and Welfare: None
- 5) Old Business considered and acted upon: None
- 6) New Business considered and acted upon:
  - a) *Received report from administration regarding Year-to-Date Financial Statement:* Motion made by James Alix and seconded by Michael Dutilly to accept the report as submitted. The motion passed unanimously.
  - b) *Received update from BEC Director regarding:*
    - i) *Proposed third BEC site:* Director Cournoyer met with Town Manager Michael Wood recently to present to him the current status of the plan to open a third site, at Austin T. Levy Elementary School. It may be possible to increase the total enrollment of the BEC program pending input from the DCYF. If that were to happen, additional staff would be required, but otherwise, the program could function with current staffing levels. Mr. Wood would like Ms. Cournoyer to present this information to the School Committee before the BEC Board's next meeting.
    - ii) *Status of security protocols following meeting with school superintendent:* Captain Mainville of the Harrisville Fire Department and school superintendent Dr. Michael Sollitto inspected the Steere Farm Elementary School site in January and discussed possible remedies for the staff's security concerns. They will be discussing the matter further with town-wide public safety officials.
  - c) *Consider any further actions needed to ensure safety of program staff and students:* No action needed at this time.
  - d) *Consider and act upon proposed tuition-rate increase, to be effective September 1, 2019, for*
    - i) *the before-school program from \$9.00/day to \$10.00/day and for*
    - ii) *the after-school program from \$13.00/day to \$15.00/day*

A motion was made by Michael Dutilly and seconded by Kristen Connelly to increase the tuition rates as described in 6(d)(i) and 6(d)(ii) above, to become effective on September 1, 2019. The motion passed unanimously.

- e) *Consider and act upon increases to employee pay brackets considering the state of Rhode Island increasing the minimum wage on January 1, 2019.*

A motion was made by James Alix and seconded by Kristen Connelly to support the administration's proposal to increase staff wages proportionate to the recent increase to the Rhode Island minimum wage, with the stipulation that BEC administration will discuss the matter with Town Manager, Mr. Wood, prior to any implementation. The motion passed unanimously.

Respectfully submitted,

James H. Alix

Secretary, Burrillville Extended Care Board of Directors

March 6, 2019