

FYI

Donna Sieczkiewicz

From: Scott Bill Hirst <scottbillhirst@gmail.com>
Sent: Thursday, June 3, 2021 10:18 PM
To: Donna Sieczkiewicz
Cc: Gina Picard; David Stall; GEORGE ABBOTT
Subject: Fwd: Resolution

Ms: Sieckiewicz:

The Hopkinton Republican Town Committee adopted the resolution below concerning the Chariho School District.

Please direct this to the Chariho School Committee. It was adopted unanimously this evening, Thursday, June 3, 2021.

Two members of the Chariho School Committee are on our town committee George M. Abbott and Pastor David Stall.

Of the two only Pastor Stall was present. I am not contacting you in my capacity of a town council in Hopkinton but as Chair

of the Hopkinton Republican Town Committee.

Respectfully yours,

Scott Bill Hirst

Chair, Hopkinton Republican Town Committee

(401) 677-9503

20 Maple Court

Ashaway, RI 02804-1300

----- Forwarded message -----

From: **David Stall** <pastordavestall@gmail.com>

Date: Thu, Jun 3, 2021 at 9:52 PM

Subject: Resolution

To: Scott Hirst <scottbillhirst@gmail.com>, Scott Hirst <scott.bill.hirst@hopkintonri.org>

Critical RaceTheory: A Resolution

Whereas, The value of all people should be recognized and respected regardless of race and other factors; and

Whereas, Hopkinton has a strong and positive Civil Rights History evidenced by electing minorities to office and taking part in the Underground Railroad, and was the birthplace of the civil rights educator and Connecticut state heroine Prudence Crandall; and

Whereas, It is important to recognize our past, present, and future; and

Whereas, The public, and especially the parents, can be rightfully concerned about indoctrination in our public schools; and

Whereas, At present a Critical Race Theory program is being promoted in our local Chariho Regional School District through the Anti Racism Task Force and in our state and nation; and

Whereas, We all need to work together, but this effort appears to be politically motivated and a divisive effort; and

Whereas. The political left in America appears to dominate the academic areas on many levels, and conservative beliefs are routinely delegitimized, stigmatized, and discounted in academia; and

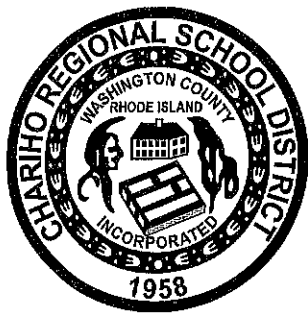
Whereas, Education should expose students to various ideas and philosophies, including our local regional school district;

Therefore Be It Resolved, The Hopkinton Republican Town Committee goes on record and opposes the teaching and discussion of Critical Race Theory in the Chariho School District; and

Therefore Be It Further Resolved, this resolution be sent to the Chariho School Committee, Hopkinton Town Council, the media and others at the discretion of the Chair of this Hopkinton Republican Town Committee.

--

Scott Bill Hirst
20 Maple Court
Ashaway, RI 02804-1300
Cell: (401) 677-9503
Town Business Only Please:
scott.bill.hirst@hopkintonri.org.



Chariho Regional School District Office of the Human Resources Administrator

455A Switch Road
Wood River Junction, Rhode Island 02894

All Kids...All of the Time



LINDA D. LYALL
School Committee Chairperson

GINA M. PICARD
Superintendent of Schools

OFFICE OF THE SUPERINTENDENT
JUN 11 2021

KRISTEN MERRITT
Human Resources Administrator

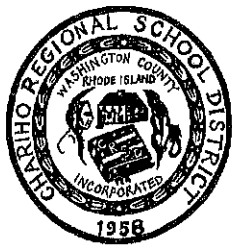
TO: Gina Picard

FROM: Kristen Merritt

DATE: June 11, 2021

SUBJECT: Staff Update

Name	Position	Reason
Jean Bradanini	Assistant Principal – High School	Appointment effective 7/1/2021
Victoria Morrone	District School Nurse Teacher – currently assigned to Ashaway	Appointment effective 8/30/2021
Taylor Merritt	Grade 1, 2 & 3 Summer Slide Tutor (Title IV)	Appointment effective 6/28/2021-8/14/2021
Cheyenne Andrews	Richmond Shannock Summer Slide Teacher Assistant	Appointment effective 8/1-8/20/2021
Meghan Lefort	Mental Health Awareness Club Advisor	Appointment effective 7/1/2021-6/30/2022
Donna Caster	Mental Health Awareness Club Advisor	Appointment effective 7/1/2021-6/30/2022
Laurie Ottoson Perotti	Mental Health Awareness Club Advisor	Appointment effective 7/1/2021-6/30/2022
Joseph Lopes	Boys Soccer, Assistant Coach – Middle School	Resignation effective 6/10/2021



LINDA D. LYALL
School Committee Chairperson

Chariho Regional School District Office of the Superintendent

455A Switch Road
Wood River Junction, Rhode Island 02894

All Kids. All of the Time.



GINA M. PICARD
Superintendent of Schools

JANE L. DALY
Assistant Superintendent of Schools

June 7, 2021

Jean Bradanini

North Stonington, CT 06359

Dear Jean:

Your appointment as Chariho High School Assistant Principal of the Chariho Regional School District has been approved from July 1, 2021 through June 30, 2023. On March 1st of the year in which your appointment is scheduled to expire, the term shall automatically be extended for two years if either party does not notify the other in writing, by said March 1st of its intent to allow the term to expire at the end of the current term. Your salary for 2021-2022, which is based on an index of 1.27 of the top step of the teachers' collective bargaining agreement, will be \$111,240.57. In the event an administrator moves to a different administrative position within the district, the salary of an administrator shall not be reduced but shall remain the same until such time as it would reach the new index. When recalculation to the index occurs, the salary of an administrator will not be reduced. In the event that the Superintendent chooses to allow your contract to expire for reasons other than performance, you shall have the right to displace the least senior administrator, in a position for which you are qualified and/or certified, upon consultation with the Superintendent and an administrative position is determined. The Superintendent retains the right to recommend a one-year contract when performance issues exist.

In addition, the following conditions will apply during your term of employment:

Work Year:

Category 1 administrators shall work 210 days per year. Category 2 administrators shall work 219 days per year. Category 3 administrators shall work 224 days per year. Said work days exclude legal holidays; vacation is to be taken upon approval of the superintendent.

Paid Time Off:

All administrators shall be entitled to 4.25 days of Paid Time Off per quarter, with unlimited total accumulation. Upon retirement, you will be able to sell back to the District 1 day for every 3 days of the first 75 accumulated and 1 day for every 10 days above the first 75 accumulated. You must have worked for the District for at least 10 years to be eligible for this benefit. If you retire prior to working for the District for 10 years, you may sell back up to 30 days. You may sell back up to five (5) PTO days upon termination of employment, unless terminated for performance, so long as you have ten (10) or more years of experience in Chariho and are not eligible to retire. Additional time off with or without pay, for personal reasons, may be granted by the Superintendent.

Professional Development:

All administrators shall be entitled to \$2,000 for position-related professional development activities, as approved by the Superintendent. In addition, one professional organization membership and one professional subscription shall be provided, as approved by the Superintendent.

The Chariho Regional School District does not discriminate on the basis of age, sex, marital status, race, religion, genetic information, national origin, color, political affiliation, veteran status, sexual orientation, gender identity or expression, or disability in accordance with applicable law.

Telephone: (401) 364-7575, Fax: (401) 415-6076, Voice/TDD: (401) 364-1171

Retirement and Workers' Compensation Insurance:

All administrators are eligible for retirement provisions in accord with the Employees' Retirement System or Teachers' Retirement Act, including provisions in 88 H 843, Sub A, Article II, as applicable; Social Security benefits in accord with FICA provisions; and Workers' Compensation Insurance.

Life and Disability Insurance:

All administrators shall receive an individual group term life insurance plan, with accidental death and dismemberment benefits, in the amount of \$100,000 to age 70. A long term disability insurance plan shall be provided to all administrators. Upon retirement, administrators may purchase the group plan for life insurance at personal expense to age 70. Payments by a retired administrator must be made to the District before the first of each month, or in a lump sum, or the individual will be dropped from the plan for that year.

Performance-based Compensation:

The School Committee will annually allocate funds no less than the amount formerly allocated to longevity payments (\$14,100) for the purpose of recognizing excellent performance.

Paid Time-Off Sell Back Option:

The Paid Time-Off Sell Back Option is available after five (5) years of service as an administrator. At the request of the administrator, every five (5) years administrators will be allowed to sell back up to five (5) days of accumulated Paid Time-Off/accumulated sick time.

Health and Dental Insurance:

All administrators shall receive health and dental insurance equal to provisions identified in the teachers' collective bargaining agreement.

Early Retirement Benefit:

Any administrator whose age and years of service total at least 75, who has been employed for the District for at least 20 years, and who is eligible to collect retirement benefits under the Employees' Retirement System of RI, may receive the following benefits under the following conditions:

- ✓ Said administrator must notify the Superintendent of the intention to retire before January 1st of the school year preceding the last full year of service.
- ✓ Said administrator applying for the early retirement incentive plans to complete the entire school year prior to retirement.

The early retirement incentive shall be calculated in the following manner: 70 minus age at time of planned retirement times \$350. The total amount to which the administrator is eligible shall be taken in his/her last year of service as salary or in a lump sum payment upon retirement. In the event of the death of an administrator who has not received payment, his/her beneficiary shall receive the balance of the amount due. Administrators shall designate a beneficiary when notifying the Superintendent that he/she shall be retiring under the provisions of this agreement.

In addition to the above and/or retirement in accord with the Employees' Retirement System or Teachers' Retirement Act (88 H 843, Sub A, Article II), as applicable, those administrators who retire within the first 3 years of their eligibility to collect retirement under the State Retirement System will be covered by the following co-payment plan:

- ✓ The School Committee will pay a maximum of \$1,700 each year toward Chariho's group plan for family coverage until age 65 or \$750 each year toward the Chariho's group plan for individual coverage until age 65.

The Chariho Regional School District does not discriminate on the basis of age, sex, marital status, race, religion, genetic information, national origin, color, political affiliation, veteran status, sexual orientation, gender identity or expression, or disability in accordance with applicable law.

Jean Bradanini
June 7, 2021
Page three

Incapacity to Serve:

Should an administrator be unable to perform his/her duties by reason of extended illness, accident, or other cause beyond his/her control, for a period of more than 60 days beyond expiration of accumulated sick leave during any school year, the School Committee may, at its discretion, make an appropriate deduction from the salary stipend, and if such disability continues for more than 180 days, or if the nature of said disability is such as to make the performance of duties impossible, the School Committee may, at its option, terminate the administrator.

Just Cause:

Except as otherwise stated herein, no administrator shall be disciplined, reprimanded, reduced in rank or compensation, terminated or deprived of any advantage without just cause. Just cause includes, but is not limited to (1) engagement in behavior which may cause harm or a safety risk to students, parents, community members, and/or staff members, (2) engagement in unprofessional behavior with students, parents, community members, and/or staff members, (3) performance that is less than proficient, (4) violation of policy(s) or directive(s), and (5) displacement due to the non-renewal of a senior administrators' contract for reasons other than performance.

Sincerely,



Gina M. Picard
Superintendent of Schools

Definitions:

Category 1 Administrators: Principals, Assistant Principals, Director of Alternative Programs, Director of Career and Technical Center

Category 2 Administrators: Director of Administration and Finance, Director/Assistant Director of Special Education, Human Resources Administrator, Director of Educational Technology & Information Systems

Category 3 Administrators: Director of Buildings and Grounds, Custodial Services Administrator, Assistant Director of Administration and Finance, Administrative Assistants, Systems Administrator, Data Specialist

Administrator: All individuals on the Index System and not included in a collective bargaining agreement.

Note: Addendum A is considered part of the Letter of Agreement

Administrative Letters of Agreement

Addendum A

- 1) Administrators will not use PTO during the five (5) days preceding the first day of classes for the school year or the five (5) days following the last day of classes. The Superintendent is granted the authority to waive this provision.

- 2) New Administrative professionals (school principals) hired after October 1, 2012 will receive 92% of the current rate of pay for the position in year one of the agreement, 96% in year two of the agreement and 100% in year three. Any Administrator currently employed by the district that is appointed to a different Administrative position will not be compensated at a lower salary.

Jean Bradanini

North Stonington, CT 06359

April 28, 2021

To Whom It May Concern:

It is with great interest that I am applying for the Assistant Principal position at Chariho High School. I believe that my professional experiences as the Stonington High School Humanities Interdisciplinary Coordinator and 7-12 Humanities Curriculum Coordinator make me an ideal candidate for this position.

I have been a member of the Stonington faculty for eight years and have contributed in many ways to the initiatives in place, but some of my greatest accomplishments have become the groundwork for the curriculum and the culture of the school. I have been able to initiate the Senior Project capstone; create goals toward student-centered learning instruction; plan and deliver professional development centered on diversity, equity, and inclusion; and redesign courses to create CTE pathways. I have been able to work with people in all capacities of school improvement, instruction, assessment, and curriculum during my time at Stonington Public Schools. I am confident I will be able to learn about the Chariho community and earn the trust and confidence of all as Assistant Principal at Chariho High School.

As the Humanities Interdisciplinary Coordinator, I supervise three different departments: English, Social Studies, and World Language. I create teachers' schedules, facilitate weekly Professional Learning Committee meetings, plan and maintain the budget for each department, conduct formal and informal evaluations, and help teachers develop their Student Learning Objectives and Performance and Practice Goals. The evidence from these meetings and evaluations is used to plan department goals and professional learning opportunities for the entire SHS faculty and staff. I have had the opportunity to recruit, interview, and recommend hiring a number of full-time teachers and staff as well as long-term substitute teachers. In addition to working with my departments, I also work with the assistant principal on student discipline. I serve in the assistant principal role when needed. I deal with student behaviors, emergency situations, and family communication. The relationships I have built with students, parents, and faculty, and staff allow for open dialogue when student behavioral concerns arise. This unique position has provided the opportunity to experience different roles and make decisions in many situations.

As Humanities Curriculum Coordinator, I have spent much of my time working with the assistant superintendent to write and implement the curriculum with subject area teachers in various departments and plan professional development to apply new initiatives and standards. In the spring of 2020, I created the district Distance Learning Plan and with a small curriculum committee in under a week. We continued this work preparing for the return to school this fall and continue to meet at the building and district level to assess any changes or challenges as they come. I have a great understanding of what it takes to create a strong academic and

collaborative climate for curriculum and instruction in which teachers can demonstrate and foster students' interests and skills and contribute to a school's climate and culture.

One of my greatest assets is my versatility. For eight years, I have been able to successfully juggle teaching, curriculum writing, teacher evaluation, and instructional coaching. I am an integral member of the leadership team at Stonington High School and thrive in a collaborative atmosphere. Having positive, established relationships with students, teachers, administrators, members of the board of education, and the community has afforded me an understanding of what is needed to be a successful administrator.

Thank you for your time and consideration. I look forward to hearing from you.

Sincerely,

Jean Bradanini

JEAN Jean BRADANINI

North Stonington, Connecticut 06359

Education

University of Connecticut

Storrs, Connecticut

Sixth Year

Major: Educational Administration

GPA: 4.000

Attended July 2006 to May 2008

Degree conferred May 2008

Transcript

(1.3MB)

University of Connecticut

Storrs, Connecticut

Master of Education

Major: Curriculum & Instruction

GPA: 3.900

Attended August 2003 to May 2004

Degree conferred May 2004

Transcript

(1.3MB)

University of Connecticut

Storrs, Connecticut

Bachelor of Science

Major: English Education

GPA: 3.300

Attended August 1999 to May 2003

Degree conferred May 2003

Transcript

(1.3MB)

Experience

Stonington Public Schools

Sep 2013 - Present

Humanities Interdisciplinary Coordinator

Stonington, CT

Supervise and evaluate members of the English, Social Studies, World Language, and Library Media Center Departments (22 members)

Serve as a liaison between administration, school counseling, parents, students, and teachers

Coordinate department meetings and Professional Learning Community meetings

Plan the SHS budget with the administrative team and maintain the budget for the Humanities Department

Supervise student discipline

Recruit, interview, and recommend new teachers and long-term substitute teachers

Plan and conduct professional development for faculty and staff at SHS

Coordinate Senior Project at SHS after initiating the capstone project at SHS in 2014

Create the master schedule of teaching assignments for members of the Humanities Department

Provide instruction for curriculum development in the Humanities Department and coordinate vertical meetings between the middle school and high school teachers in grades 6-12

Collaboratively develop and revise the Stonington Public Schools' Distance Learning Plan

Stonington Public Schools PDEC, TEAM Collaborative Committee, and Curriculum Committee member

Reason for leaving: I would like to advanced my career.

Supervisor: Mark Friese ((860) 599-5781)

Experience Type: Public School, Full-time

It is **OK** to contact this employer

North Stonington Public Schools

Jul 2004 - Sep 2013

English Teacher

North Stonington, CT

Administrative Experience:

- Scheduled Senior Project presentation day and grading days for Senior Project papers and portfolios
- Revised and reviewed Senior Project Handbook and rubrics
- Administered professional development to faculty and staff, parents, and community members

Teaching Experience:

- Taught a variety of courses and grade levels including 8th grade English, English 10, American Literature 11, World Literature 12, AP Language and Composition, and AP Literature and Composition
- Implemented Positive Behavioral Interventions and Support techniques in the classroom to create an environment conducive to learning with minimal disruptions

Reason for leaving: I left for an administrative position in another district.

Supervisor: Christopher Sandford (860-535-0377)

Experience Type: Public School, Full-time

It is **OK** to contact this employer

Chariho Regional School District Superintendent's Interview Report

Name:	<u>Victoria Morrone</u>	Date of Interview:	<u>06/03/2021</u>
Position:	<u>School Nurse Teacher</u>	FTE:	<u>1.0</u>
Building:	<u>District – currently assigned to Ashaway</u>	Starting Date:	<u>08/30/2021</u>

Individuals Present for Interview: Superintendent Picard

Years of Full-Time Public-School Teaching Experience in RI: 1

Years of Military Experience: 0

Years of Private School/Out-of-State/Work Experience: 3.5

Currently Tenured in Another RI District: No

Decision:
Recommended ☒ Not Recommended ☐

Salary Step Placement Step 5 (\$57,667)

Master's Degree in Area Directly Related to
Posted Position No

Subject Matter Training Compensation Yes

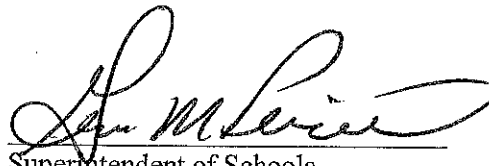
Have you been a member and contributed to the RI retirement system? Yes ☐ No ☒

Employment Notes:

1. Must complete Reflective Practitioner course by May 1, 2023.
2. Offer of employment is contingent upon submission of all required application materials, including but not limited to a criminal background investigation with no disqualifying information, completion of Chariho, state and federal forms; RI Department of Health requirements, and statements of service (if applicable) by 08/27/2021.

Other Items Discussed:

1. New Teacher Orientation (Aug. 26)
2. Professional Development (Aug. 31-Sept. 1)
3. Orientation Day (Aug. 30)
4. 1:1 Initiative
5. Salary and Health Benefits
6. 10-day Rule (if applicable)


Superintendent of Schools

Victoria L Morrone

Westerly, RI 02891

April 27, 2021

To Whom it May Concern:

I am interested in the School Nurse position advertised on SchoolSpring. My resume is enclosed for your review. Given my related experience as a School Nurse Teacher for the Westerly Public School District, as well as prior substitute experience in both the Westerly and Chariho School Districts, I would appreciate your consideration for this job opening. My skills are an ideal match for this position. I appreciate you take the time to review my credentials and experience. Again, thank you for your consideration.

Respectfully,

Victoria L Morrone, RN, BSN, SNT

Victoria L Morrone

Westerly, Rhode Island 02891

Education

Southern New Hampshire University

Manchester, New Hampshire

Bachelor of Science

Major: Nursing

GPA: 3.300

Attended July 2019 to June 2020

Degree conferred June 2020

Community College of Rhode Island

Warwick, Rhode Island

College Coursework - no degree

Major: Nursing, **Minor:** Psychology

GPA: 2.700

Credit Hours: 89

Attended January 2011 to May 2017

Degree conferred May 2017

Transcript
(608KB)

Experience

Westerly Public Schools

Aug 2020 - Present

School Nurse Teacher

Westerly, RI

School Nurse Teacher in the Westerly School District for the Pre-k. Triaging clinic visits, administering meds, and managing various student's medical conditions.

Reason for leaving: N/A- part time

Supervisor: Mary Ellen Rossi (4013151599)

Experience Type: Public School, Part-time

It is **OK** to contact this employer

Chariho Public Schools

Sep 2018 - Present

Substitute School Nurse

Wood River Junction, RI

Supervisor: Kristen Merritt (4013643260)

Experience Type: Public School, Part-time

It is **OK** to contact this employer

L & M Hospital

Mar 2018 - Present

Registered Nurse

New London, CT

Supervisor: Kelly Brennan (8604420711)
Experience Type: Other, Part-time
It is **OK** to contact this employer

Westerly Public Schools

Sep 2018 - Mar 2020

Long-Term Substitute School Nurse
Westerly, RI

Long-term substitute school nurse, covering AM high school, PM pre-k, as well as floating to middle and elementary schools as needed. Flexible, team player. Triaged students with various injuries as well as managing medical conditions.

Supervisor: Mary-Ellen Rossi (401-315-1599)
Experience Type: Public School, Full-time
It is **OK** to contact this employer

Coventry Center
Registered Nurse
Coventry, RI

Jun 2017 - Mar 2018

Supervisor: Erin Prioulx (4018262000)
Experience Type: Other, Full-time
It is **OK** to contact this employer

Certified Peer Visitor

Certified Peer Visitor for the Amputee Coalition

INTEROFFICE MEMORANDUM

TO: GINA PICARD, SUPERINTENDENT

FROM: JANE L. DALY, ASSISTANT SUPERINTENDENT *JLD*

SUBJECT: STEM POSITION

DATE: JUNE 9, 2021

CC: NANCY PIRNIE, KRISTEN MERRITT

The following posting is recommended for approval:

Last Name	First Name	Position	Stipend	Expires
Merritt	Taylor	Grade 1, 2 & 3 Summer Slide Tutors (Title IV)	\$40	August 2021
Andrews	Cheyenne	Richmond Shannock Summer Slide Support	Hrly rate	August 2021
Lefort	Megan	Mental Health Awareness Club Advisor	\$40	June 2022
Caster	Donna	Mental Health Awareness Club Advisor	\$40	June 2022
Ottoson Perotti	Laurie	Mental Health Awareness Club Advisor	\$40	June 2022

Kristen Merritt

From: Michael Shiels
Sent: Thursday, June 10, 2021 11:48 AM
To: Kristen Merritt
Subject: FW: assistant coach

Please see below. thanks

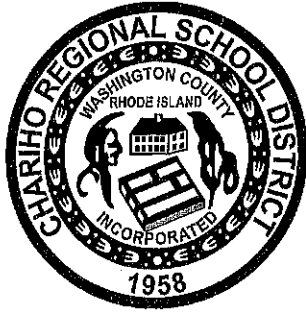
From: Joseph Lopes
Sent: Thursday, June 10, 2021 11:27 AM
To: rkanaczet9@gmail.com; Michael Shiels
Subject: assistant coach

Hello Ryan and Mike,

Hope all is well. I was hoping not to make this decision until next month, but Kristen Merritt has sent out an email wanting to know if I am returning as the CMS assistant soccer coach.

I want to be fair to you, especially now that you have to fill the position. As a result, I am letting you know that I unfortunately have to resign my position. I want to thank you for the opportunity you have given me the past two seasons to coach some awesome middle school boys. I wish you continued success, and I am sure I will see you at some games in the Fall. Thanks, again. It has been a great experience.

Take care,
Joe



Chariho Regional School District
Office of the Human Resources Administrator

455A Switch Road
Wood River Junction, Rhode Island 02894

All Kids...All of the Time



LINDA D. LYALL
School Committee Chairperson

GINA M. PICARD
Superintendent of Schools

OFFICE OF THE SUPERINTENDENT
JUN - 4 2021

KRISTEN MERRITT
Human Resources Administrator

TO: Gina Picard

FROM: Kristen Merritt

DATE: June 4, 2021

SUBJECT: Staff Update

Name	Position	Reason
Julia Phelan	District School Nurse Teacher – currently assigned to Middle School	Appointment effective 8/30/2021
Joanne Hellested	District Occupational Therapist .6 FTE – currently assigned to Hope Valley	Resignation effective 8/6/2021
Cassie Iacona	English Teacher – High School	Maternity leave starting 8/30/2021 returning 12/8/2021
Kevin Hooper	CALA Project-Based Learning Lesson Study Member	Appointment effective 6/4/2021 through 9/30/2021
Joshua Blair	CALA Project-Based Learning Lesson Study Member	Appointment effective 6/4/2021 through 9/30/2021

Chariho Regional School District Superintendent's Interview Report

Name:	<u>Julia Phelan</u>	Date of Interview:	<u>05/26/2021</u>
Position:	<u>School Nurse Teacher</u>	FTE:	<u>1.0</u>
Building:	<u>District – currently assigned to Middle School</u>	Starting Date:	<u>08/30/2021</u>

Individuals Present for Interview: Gina Picard

Years of Full-Time Public-School Teaching Experience in RI: 8

Years of Military Experience: 0

Years of Private School/Out-of-State Experience: 0

Currently Tenured in Another RI District: Yes

Decision: Recommended ☒ Not Recommended ☐

Salary Step Placement 12 (\$87,591)

Master's Degree in Area Directly Related to
Posted Position N/A

Subject Matter Training Compensation Yes

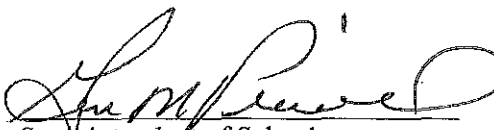
Have you been a member and contributed to the RI retirement system? Yes No

Employment Notes:

1. Must complete Reflective Practitioner course by May 1, 2023.
2. Offer of employment is contingent upon submission of all required application materials, including but not limited to a criminal background investigation with no disqualifying information, completion of Chariho, state and federal forms; RI Department of Health requirements, and statements of service (if applicable) by 08/27/2021.

Other Items Discussed:

1. New Teacher Orientation (Aug. 26)
2. Professional Development (Aug. 31-Sept. 1)
3. Orientation Day (Aug. 30)
4. 1:1 Initiative
5. Salary and Health Benefits
6. 10-day Rule (if applicable)


Superintendent of Schools

Julia Phelan RN, BSN, CSN-T, NBCSN

Hope Valley, RI 02832

March 26, 2021

Ms. Kristen Merritt
Human Resources Administrator
Chariho Regional School District
455A Switch Road
Wood River Junction, RI 02894

Dear Ms. Merritt:

Please accept this letter as my application for the position of School Nurse Teacher at Chariho Middle School. I am a Registered Nurse with over 14 years of experience, half of which have been as a School Nurse Teacher in a large urban middle school setting. This experience has provided the perfect opportunity for me to expand my knowledge and skills, and facilitate my transition from inpatient nurse to National Board Certified School Nurse. I am a highly qualified and very enthusiastic candidate for your position. Prior to working in the hospital setting I worked at Clara Barton Center for Diabetes as a healthcare team assistant. This position sparked my passion for pediatric and adolescent nursing, with particular interest in chronic disease management and patient education. As a new graduate RN, I worked at Memorial Hospital of Rhode Island on a very busy medical-surgical oncology and urology unit for 8 years, where I was recognized as a calm presence on our unit even in stressful situations. I was noted as a leader and was promoted to Assistant Clinical Nurse Manager after 5 years. I have a passion for education, and served as a preceptor for most of our newly hired staff as well as assisted in clinical instruction for nursing students from both CCRI and NETI nursing programs. As the School Nurse Teacher at Nathanael Greene Middle School in Providence I have been an academic advocate for my students by advising, mentoring and modeling healthy habits and providing health education in individual and small group settings during teachable moments. I have been a leader among my School Nurse Teacher colleagues for computerized documentation in our electronic school record system as well as initiating a district school nurse and individual school nurse Google classrooms during distant learning last spring. I served on a committee of 5 nurses to help develop policies and procedures for reopening schools during COVID-19 this fall. As part of our Crisis Team, I have been a valuable team player and have helped develop school policies and protocols. I would love to continue to broaden my knowledge and experience in school nursing, particularly in my very own community.

I consistently demonstrate the devotion, hard work, teamwork, flexibility, creativity and enthusiasm that would make me an asset to your school community. I feel confident that my experience and specialized knowledge of school nursing would allow me to make immediate contributions at Chariho Middle School. I look forward to meeting with you soon to discuss how my skills and experience can meet your needs.

Sincerely,
Julia Phelan

Julia Phelan

Hope Valley, Rhode Island 02832

Education

Roger Williams University

Bristol, Rhode Island

Certificate of Study (Postgraduate)

Major: School Nurse Teacher

GPA: 4.000

Credit Hours: 24

Attended January 2014 to August 2016

Degree conferred August 2016

Transcript

(2.3MB)

University of New Hampshire

Durham, New Hampshire

Bachelor of Science

Major: Nursing

GPA: 3.460

Credit Hours: 128

Attended August 2002 to May 2006

Degree conferred May 2006

Transcript

(323KB)

Community College of Rhode Island

Lincoln, Rhode Island

College Coursework - no degree

Major: Special Education

GPA: 4.000

Credit Hours: 3

Attended January 2016 to May 2016

Transcript

(284KB)

Colorado State University

Pueblo, Colorado

College Coursework - no degree

Major: Teacher Certification

GPA: 3.000

Credit Hours: 6

Attended September 2016 to December 2016

Degree conferred December 2016

Transcript

(1.9MB)

Experience

Providence Public School District- Nathanael Greene Middle School

School Nurse-Teacher

Providence, RI

Oct 2013 - Present

Supervisor: Donna O'Connor (401-456-9347)

Experience Type: Public School, Full-time

It is **OK** to contact this employer

Memorial Hospital of Rhode Island
Assistant Clinical Nurse Manager
Pawtucket, RI

Jun 2006 - Sep 2014

Supervisor: Donna Dupuis (401-729-2000)
Experience Type: Other, Full-time
It is **OK** to contact this employer

Barton Center for Diabetes
Healthcare Team Assistant
North Oxford, MA
see resume

Jun 2005 - Aug 2005

Reason for leaving: Camp season ended
Supervisor: Regina Shirley (508-987-2056)
Experience Type: Other, Summer
It is **OK** to contact this employer

Rhode Island School Nurse Teacher Association (RISCNTA)

Active Member

National School Nurse Association (NASN)

Active Member

Kristen Merritt

From: Joanne Hellested
Sent: Thursday, June 03, 2021 3:40 PM
To: Gina Picard
Cc: Jennifer Durkin; Giuseppe Gencarelli; Kristen Merritt

Dear Superintendent Picard,

Please accept this as formal notification that I am resigning from my position as occupational therapist at Chariho Regional School District effective August 6th, 2021. It has been an honor working all these years in special education under the direction of Jennifer Durkin. I am also so thankful for my time at Hope Valley working with Joe Gencarelli and an amazing dedicated staff! It has been a privilege serving this community. I wish you and the Chariho community the best!

Sincerely,
Joanne Hellested

RECEIVED JUN - 2 2021

June 02, 2021

Dear Mrs. Kristen Merritt,

In accordance with Article 17, Section C of the Collective Bargaining Agreement, I am writing to provide you with notice that beginning on the first day of the 2021-2022 school year, currently scheduled for August 30th, I will be taking maternity leave.

I will use approximately 14 of my PTO and APTO days, plus roughly 51 unpaid days, not to exceed 65 days of FMLA leave in total. I will return on Wednesday, December 8, 2021.

Best,

Cassie Iacona
English Teacher
Chariho High School

Kristen Merritt

From: Kevin A Hooper
Sent: Wednesday, June 02, 2021 12:10 PM
To: Kristen Merritt
Subject: CALA Project Based Learning

Hi Kristen

Brian asked me to see if I could join the Project Based Learning group

He said that I should send you an email to see if you could add me.

Let me know

Thank you

Kevin

Kristen Merritt

From: Brian Tetreault
Sent: Wednesday, June 02, 2021 1:44 PM
To: Kristen Merritt
Subject: RE: PBL Lesson Study

yes, please - I have been trying to get every teacher to participate!

Brian L. Tetreault
Chariho Regional School District
Director of Alternative Learning Programs
401-315-2880

From: Kristen Merritt
Sent: Wednesday, June 02, 2021 1:12 PM
To: Brian Tetreault
Subject: FW: PBL Lesson Study

Can I appoint him to the PBL Lesson Study as requested below?

From: Joshua Blair
Sent: Wednesday, June 02, 2021 1:01 PM
To: Kristen Merritt
Subject: PBL Lesson Study

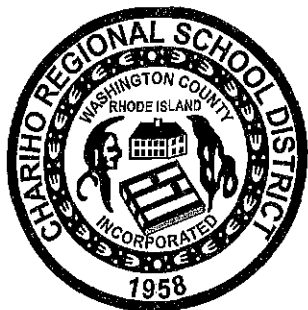
Hi Kristen,

I know its past due date for applying, but after our meeting today I've decided that I would like to participate in the Lesson study, if possible.

Please let me know if that is a possibility.

Thank you,

Joshua Blair
Chariho Alternative Learning Academy
Chariho Regional School District
(401) 315-2880



Chariho Regional School District
Office of the Human Resources Administrator

455A Switch Road
Wood River Junction, Rhode Island 02894

All Kids...All of the Time

OFFICE OF THE SUPERINTENDENT
MAY 28 2021



KRISTEN MERRITT
Human Resources Administrator

LINDA D. LYALL
School Committee Chairperson

GINA M. PICARD
Superintendent of Schools

TO: Gina Picard
FROM: Kristen Merritt
DATE: May 28, 2021
SUBJECT: Staff Update

Name	Position	Reason
Maria (Susie) Scanapieco	.6 STEM Specialist	Re-appointment effective 7/1/2021 through 6/30/2024
Michele Leclerc	Gr. 1, 2, 3 Summer Slide Virtual Tutor – Richmond	Appointment effective 6/28/2021-8/14/2021
Josie Chaves	CALA Project-Based Learning Lesson Study Member	Appointment effective 5/28/2021 through 9/30/2021

INTEROFFICE MEMORANDUM

TO: GINA PICARD, SUPERINTENDENT

FROM: JANE L. DALY, ASSISTANT SUPERINTENDENT *JLD*

SUBJECT: STEM POSITION

DATE: MAY 27, 2021

CC: NANCY PIRNIE, KRISTEN MERRITT

The following posting is recommended for approval:

Last Name	First Name	Position	Expires
Scanapieco	Susie	STEM Specialist	3 yr term

INTEROFFICE MEMORANDUM

TO: GINA PICARD, SUPERINTENDENT

FROM: JANE L. DALY, ASSISTANT SUPERINTENDENT *JLD*

SUBJECT: ELA SUMMER SLIDE

DATE: MAY 24, 2021

CC: NANCY PIRNIE, KRISTEN MERRITT

The following extra-curricular postings are being recommended for approval for Title IVA funded positions:

Last Name	First Name	Position	Stipend	Expires
Leclerc	Michele	Grade 1, 2 & 3 Summer Slide Tutors (Title IV)	\$40	August 2021

Kristen Merritt

From: Brian Tetreault
Sent: Wednesday, May 26, 2021 2:42 PM
To: Kristen Merritt
Subject: FW: PBL group

Hi Kristen,

Can we please add Josie to the PBL lesson study??

Thanks,

Brian L. Tetreault
Chariho Regional School District
Director of Alternative Learning Programs
401-315-2880

From: Josie Chaves
Sent: Wednesday, May 26, 2021 2:17 PM
To: Brian Tetreault
Subject: RE: PBL group

Hi Brian!

I would like to join the PBL group Is it too late?

Thank you!

Josie

From: Brian Tetreault
Sent: Tuesday, May 25, 2021 2:37 PM
To: Raymond Gomes; Danielle Bruneau; Joel Watson; Paul Tarasevich Sr.; Patricia Turner
Cc: CALA Staff
Subject: PBL group

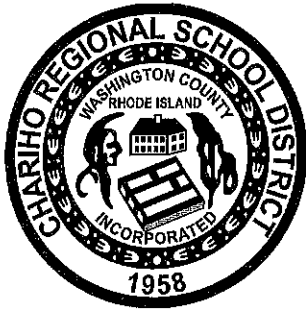
Good afternoon,

Just wanted to check in and see if you needed anything before we get this group going...please let me know when you are planning to start/collaborate and I will be happy to attend any meetings that you plan to have.

We can still add others to the group if there is any further interest in developing some project based learning lesson plans.

Thank you,

Brian L. Tetreault
Chariho Regional School District
Director of Alternative Learning Programs
401-315-2880



Chariho Regional School District
Office of the Human Resources Administrator

455A Switch Road
Wood River Junction, Rhode Island 02894

All Kids...All of the Time



KRISTEN MERRITT
Human Resources Administrator

LINDA D. LYALL
School Committee Chairperson

GINA M. PICARD
Superintendent of Schools

OFFICE OF THE SUPERINTENDENT
MAY 24 2021

TO: Gina Picard

FROM: Kristen Merritt

DATE: May 24, 2021

SUBJECT: Staff Update

Name	Position	Reason
Jeffrey Domingoes	Engineering Drafting & Design Teacher - CTC	Retirement effective 6/30/2021
Leigh Meade	Middle School Special Educator - CALA	Maternity Leave effective approximately 8/29-11/22/2021
Dawn Tucker	Part-Time District Teacher Assistant – currently assigned to Hope Valley	Resignation effective 5/21/2021
Heather Gray	Gr. 1, 2, 3 Summer Slide Virtual Tutor - Ashaway	Appointment effective 6/14/2021-8/14/2021
Carrie Brown	Gr. 1, 2, 3 Summer Slide Virtual Tutor - Charlestown	Appointment effective 6/14/2021-8/14/2021
Karen Pellegrino	Gr. 1, 2, 3 Summer Slide Virtual Tutor - Hope Valley	Appointment effective 6/14/2021-8/14/2021

Kristen Merritt

From: Jeffrey Domingoes
Sent: Friday, May 21, 2021 1:09 PM
To: Gina Picard; Kristen Merritt; Gerald Auth
Subject: Retirement

This email is to inform you that I will be resigning my position of Engineering Drafting & Design Teacher at the Career & Technical Center for the purpose of retirement as of June 30, 2021.
Jeffrey Domingoes

May 21, 2021

To Whom It May Concern,

I am writing to inform you that I am expecting a child in the upcoming months, and am officially requesting full maternity leave benefits per Article 17 section C (Maternity, Paternity and Medical Leave) of the Chariho Regional Public Schools Contract Agreement.

My physicians have estimated my due date to be August 29, 2021, so I will be requesting my maternity leave to start on (or around) this date. I am expecting to return to work at the conclusion of the 12 weeks allotted per our contract, assuming I am fully recovered from delivery and cleared medically to return.

Thank you for your consideration of this request. Please let me know when/what documentation I need to provide moving forward.

Best,

Leigh Meade
leigh.meade@chariho.k12.ri.us
Chariho Alternative Learning Academy

Kristen Merritt

From: notification@sharpschool.com
Sent: Friday, May 21, 2021 2:01 PM
To: Kristen Merritt
Subject: resignation

The following email message was generated by a user filling in a contact form on your website. It was sent from the following IP address:

Kristen,
I am resigning my position effective immediately. I feel I am no longer up to it and need to put my energies into my family . Thank you for understanding in advance.
Dawn Tucker

Sent By: Dawn P Tucker

*District Teacher Assistant - Hope Valley
Part-Time*

Sent From:

INTEROFFICE MEMORANDUM

TO: GINA PICARD, SUPERINTENDENT

FROM: JANE L. DALY, ASSISTANT SUPERINTENDENT *JLD*

SUBJECT: ELA SUMMER SLIDE

DATE: MAY 24, 2021

CC: NANCY PIRNIE, KRISTEN MERRITT

The following extra-curricular postings are being recommended for approval for Title IVA funded positions:

Last Name	First Name	Position	Stipend	Expires
Gray	Heather	Grade 1, 2 & 3 Summer Slide Tutors (Title IV)	\$40	August 2021
Brown	Carrie	Grade 1, 2 & 3 Summer Slide Tutors (Title IV)	\$40	August 2021
Pellegrino	Karen	Grade 1, 2 & 3 Summer Slide Tutors (Title IV)	\$40	August 2021