

FYI

April 2024 Home Instruction					
Course		CH	HK	RM	Grand Total
No Course Taken		33	91	65	189
Advertising & Design			1		1
Agriculture				1	1
Band				1	1
Computer Tech		1			1
Cosmetology		1	1	2	4
Criminal Justice				2	2
Culinary			3		3
Electrical			1		1
Graphic Design				1	1
Hospitality			1	1	2
Marine Technology		1			1
Services Only			5	1	6
Welding		1	1		2
Grand Total		37	104	74	215

April 2024 Home Instruction					
2023-2024 GR		CH	HK	RM	Grand Total
	0				0
1		1	5	6	12
2		1	12	7	20
3		1	5	5	11
4		4	6	5	15
5		4	9	4	17
6			7	6	13
7		7	9	4	20
8			7	5	12
9		2	13	10	25
10		4	5	10	19
11		7	13	1	21
12		3	9	7	19
K		3	4	4	11
Grand Total	0	37	104	74	215

MEMORANDUM OF AGREEMENT

DISTRIBUTION OF CATEGORICAL FUNDING RIDE CAREER AND TECHNICAL EDUCATION: PROGRAM EQUIPMENT FUND GRANT PURSUANT TO R.I.G.L. 16-7.2-6

Between

Rhode Island Department of Elementary and Secondary Education (RIDE)

And

Chariho Regional School District

Parties:

The parties to this Memorandum of Agreement are the Rhode Island Department of Elementary and Secondary Education (hereinafter "RIDE") and Chariho Regional School District (hereinafter "LEA").

Purpose:

The Rhode Island General Assembly has appropriated career and technical education funds (hereinafter "categorical funds") in the amount of \$4,500,000.00 for fiscal year 2024 to be allocated, in part, to help offset the higher-than-average costs associated with the investment in equipment which supports the quality of highly specialized programs that are identified as a priority for the Rhode Island economy. As stated in the [*CTE Funding Working Group Final Proposal*](#) (Page 4), RIDE will dedicate an annual amount of no less than \$1M per year from the annual CTE Categorical appropriation, depending on the amount of funding for the CTE Categorical, to support the Program Equipment Fund (PEF).

The intent of the PEF is to invest in equipment specific to eligible CTE center-based programs that prepare students for high-skill high-demand careers. The parties hereby agree that the LEA has been allocated and will receive from RIDE \$111,111.11 of the PEF in fiscal year 2024 to support investments in UCOA 57000 only. The LEA agrees that the LEA will use such PEF funds for costs associated with its career and technical preparation programs under the following terms and conditions.

Terms and Conditions:

1. The expenditure of categorical funds is restricted in purpose and shall be used only to provide direct support to eligible career preparation programs, i.e., for reimbursement of expenses attributed to UCOA 57000 associated with the LEA's approved career and technical preparation programs that support the CTE Categorical Funding Policy (Appendix A). CTE Categorical PEF funds may not be used for any other purpose.

2. Categorical PEF funds shall not be used to pay for salaries and/or fringe benefits of current CTE instructional staff and/or technical aides. Categorical funds shall not be used for facility upgrades / improvements that benefit the school as a whole.
3. The programs, services, and activities of all recipients of categorical funds must adhere to the Regulations Governing Career and Technical Education in Rhode Island (effective July 1, 2012) and all other applicable provisions of state and federal law plus related CTE Inter-District Tuition Policy and CTE Categorical Funding Policy.
4. PEF funds must be invested as noted within nine (9) months of receipt of said funds and all PEF fund investments will be detailed as shown in Exhibit B, Page 4, below.
5. All expenditures of categorical funds must be coded under UCOA Fund/Subfund # 23582001.
6. Recipients of categorical funds must comply with all RIDE requests for CTE program data, and expenditure records and requests for written explanation regarding any expenditures within five (5) business days of the request.
7. LEA fiscal controls and fund accounting procedures must be employed to assure the proper disbursement of, and accounting for, categorical funds.
8. All expenditures and purchases must adhere to all applicable LEA procurement protocols as required by state and federal law and municipal ordinance.
9. Categorical funds will be released and disbursed to the LEA upon receipt by RIDE's business office of a fully executed copy of this Memorandum of Agreement.

AGREED TO:

_____ Date: _____
Angélica Infante-Green
Commissioner on behalf of RIDE

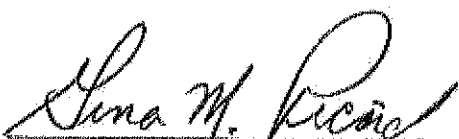
 _____ Date: 5/6/24
Superintendent on behalf of LEA



Exhibit A –

Rhode Island Career and Technical Education: Categorical Funding Policy

RIDE and CTE Board of Trustees
March 6, 2020

Purpose

The purpose of this policy is to describe how the Rhode Island Department of Elementary and Secondary Education (RIDE) will allocate state categorical funding to support career and technical education (CTE) in accordance with RIGL §16-7.2-6(b). This policy is intended to ensure that funding results in high-quality programs for students in preparation for career success. RIDE CTE investments are intended to supplement rather than supplant local CTE investments. To be eligible for funding, districts must provide annual documentation of continuity of local funding or maintenance of effort.

Part 1: High Cost Offset Funding

High-Cost Categorical Funding shall provide supplemental funding to CTE programs to offset the increased expenses associated with supporting high-quality CTE programs.

Eligibility

To be eligible for funding, state approved CTE programs shall:

- a) prepare students for Priority Sector CTE programs; and
- b) meet the program standards adopted by the Career and Technical Education Board of Trustees (CTE Board).

Use of Funds

Effective July 1, 2020, CTE Categorical funding shall be invested into the approved program that generated the funds. Funds may not be reallocated to different CTE programs within the same school. Each recipient will be required to submit an annual expenditure report detailing how funding was invested. LEAs may request a waiver from some or all of this requirement. Waiver requests must be made to RIDE, which will evaluate the request based on standards set by the CTE Board and notify the CTE Board of any waivers granted at the CTE Board's next meeting.

Part 2. Expansion Funding

Categorical CTE Funding shall support the incubation, transformation, or expansion of CTE programs that specifically prepare students for Priority Sector career fields.

Annually, RIDE and the CTE Board, in conjunction with the Governor's Workforce Board and the Department of Labor and Training, will review real-time Labor Market Information to determine CTE Programs that prepare students for Priority Sector career programs. To be eligible for funding, supported programs must both:

- a) align to Priority Sector career programs; and,
- b) meet program standards approved by the CTE Board.

The original policy was adopted in September 2016 and took effect on July 1, 2017. The policy was updated on March 6, 2020 and will take effect on July 1, 2020.

Exhibit B – Instructions

Please review the instructions on the attached Excel Spreadsheet and submit the spreadsheet to RIDE with the signed PEF Memorandum of Agreement (MoA).

Instructions:

- Print the MoA and sign where indicated.
- Complete the attached Excel spreadsheet.
- Return the signed MoA with the Excel Spreadsheet attached; and,
- email it to paul.mcconnell@ride.ri.gov

A fully "signed" MoA will be returned to the district for related staff and district records.

Exhibit C – Important Information

Important : The CTE Categorical Fund should not be budgeted from year-to-year as this is an annual request by RIDE in the annual Rhode Island budget process.

FY24 Categorical Funds - Equipment Grant
June 1 2024 and Expend by December 31, 2024

0

Request #	School Name	Amount	Request Description, & Justification
1	CHARIHOTech	\$79,835.00	Program equipment to upgrade existing cabinets and storage in lab area. Old counters are wood and have been covered in flammable oil for years (20+) - safety hazard. Workbenches have broken and no longer attached to the floor in some spaces. Cabinets do not lock. Update and modernize aged repair facility.
	Program Name		Cost Basis
	Automotive Technology		Please see attached price quote from WB Mason.
	UCOA Fund #		UCOA CODE
	23582001		05107-122-30-1404-57305

Request #	School Name	Amount	Request Description, & Justification
2	CHARIHOTech	\$15,276.11	Chemical resistance from automotive fluids, slip resistance and easy clean up. 3 coat system with anti-skid texture. Filling in gaps between concrete slabs in the first bay that collect dirt and oil. Current epoxy floor was installed without preparation and must be removed with a grinder.
	Program Name		Cost Basis
	Automotive Technology		1 New Shop Floor Cover/Protection
	UCOA Fund #		UCOA CODE
	23582001		05107-122-30-1404-57305

Request #	School Name	Amount	Request Description, & Justification
3	CHARIHOTech	\$10,000.00	It allows workers to transport necessary tools directly to job sites, reducing downtime and increasing productivity. Additionally, it provides a secure space to store expensive equipment, protecting it from theft and vandalism. With weather protection and flexibility to accommodate different projects, a mobile tool shed is a valuable asset that enhances construction operations.
	Program Name		Cost Basis
	Construction Trailer		1 New Construction Mobile Tool Trailer
	UCOA Fund #		UCOA CODE
	23582001		05107-122-30-1405-57305

Request #	School Name	Amount	Request Description, & Justification
4	CHARIHOTech	\$6,000.00	Training motor for NEW Yamaha Curriculum. Allows students to participate in work based learning activities tied to employable skills.
	Program Name		Cost Basis
	Marine Technology		1 Motor
	UCOA Fund #		UCOA CODE
	23582001		05107-122-30-1431-57305

Request #	School Name	Amount	Request Description, & Justification
5		\$0.00	
	Program Name		Cost Basis
	UCOA Fund #		UCOA CODE
	23582001		

FY24 - Categorical - Equipment Fund - Total	\$111,111.11
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243275



Town Clerk's Office

TOWN HOUSE ROAD, HOPKINTON, R. I. 02833

April 15, 2024

Mr. Ned Draper, Director
Administration & Finance
Chariho Regional School District
455A Switch Road
Wood River Jct., RI 02894

VENDOR # 39455	INV # 040924 Bid. Ref.	INV DATE 4/15
DUE DATE 4/25	INV AMT. 1500.00	PO # 243275
PO COMPLETE	B/O	<i>MD</i>

Re: April 9, 2024, Chariho Budget Referendum

Dear Mr. Draper:

Please accept this letter as a request for the reimbursement of Hopkinton's expenses related to the Chariho Budget Referendum held in Hopkinton on April 9, 2024, in the amount of \$1,500.00. I have enclosed a self-addressed stamped envelope for your convenience.

Also enclosed is the Board of Canvasser's Certification of the April 9, 2024 Chariho Budget Referendum for your records.

Should you need anything further, please feel free to contact me at (401) 377-7777 ext. 1.

Thank you.

Very truly yours,

Marita D. Murray, CMC
Town Clerk

MDM:me
Enclosure

cc: Finance Director

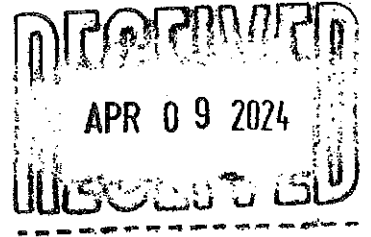
10000000 - 01101 - 531-00-2500-53408-0000-00



Now a BioTouch company
 25 Amflex Drive, Cranston, RI 02921
 (401) 946-6100 Fax (401) 942-8214

INVOICE NO.
263318

INVOICE DATE
3/31/2024



BILL TO

Town of Hopkinton
 Attn Elizabeth Cook Martin
 1 Townhouse Road
 Hopkinton, RI 02833 1142

ACCT NO.	WEB NO.	TERMS	SALES REPRESENTATIVE	SLS. NO.		
151194		Net 30	Peter Rainone	81		
JOB / REL	QTY	INVOICE DESCRIPTION		UNIT PRICE	EXT	TX
J: 806601 R: 0	1,500	BALLOT EX-SM: BALLOT EXTRA SMALL 8.5 X 11		\$0.30/E	\$450.00	N
		PO: CHARIHO BAL	Board of Elections 2000 Plainfield Pike			
		Ref: HOPKINGTON	Cranston, RI 02921			
		Ship Via: SALES PICKUP				

SUBTOTAL: \$450.00
SHIPPING/HANDLING: \$0.00
TAX: \$0.00
INVOICE TOTAL: \$450.00

Remit To: The Allied Group
 Dept 730107
 PO Box 660919
 Dallas, TX 75266



Town of Richmond
Town Clerk's Office
Erin F. Liese, Town Clerk

To: Ned Draper, Director of Administration and Finance
From: Erin Liese, Town Clerk
Date: April 15, 2024
Re: Expenses for Chariho District Financial Referendum

Mr. Draper,

Here is a breakdown of expenses incurred by the Town of Richmond for the Chariho Budget Referendum held April 9, 2024:

Account #01.33.5003	Poll Workers	Stipends	\$ 875.00
Account #01.33.5399	Poll Worker Meals	Twisted Pizza	\$ 250.00
Account #01.33.5200	Ballot's	The Allied Group	\$ 480.00

TOTAL REIMBURSEMENT PAYABLE TO THE TOWN OF RICHMOND: \$1,605.00

Please remit payment to the Town of Richmond Finance Director, Laura Kenyon, at 5 Richmond Townhouse Road, Wyoming, RI 02898.

Thank you.

cc: Laura Kenyon, Finance Director

WE ARE CHARIHO

A newsletter celebrating Chariho's past, present, and future



April 2024, Volume 4: Issue 6

LEARN MORE

Visit the District's [website](#)

Discover ways to [support us](#)

Read [Vision 2026](#)

Check out our [Annual Report](#)

Follow our [We Are Chariho archive](#)

[Join](#) our Alumni & Friends Network

SHARE WITH US

We Are Chariho spotlights stories about our students, alumni, staff, community partners, schools, and our diverse school programs. If you have a story idea for an upcoming issue, please contact our Development Officer, [Katie Kirakosian](#). She will be more than happy to speak with you at your convenience.

CONNECT WITH US



Chariho Alumni & Friends Network



@Chariho_Pride



401.552.7277



katie.kirakosian@chariho.k12.ri.us



Chariho Regional School District
455A Switch Road
Wood River Junction, RI 02894

There are so many reasons to celebrate Chariho!!

We are exceptionally proud of the work of our students and staff across the District. Click on the links below to read just a few stories from the past month, which exemplify what it means to say, "We Are Chariho".

They've Got Skills: Chariho students find historic success at state SkillsUSA competition [LINK](#)

Chariho Drama to present Disney's 'The Little Mermaid' this weekend [LINK](#)

U.S. Department of Education Names Chariho, Cranston, Providence, and Westerly Schools as 2024 Green Ribbon Awardees [LINK](#)

Chariho High School ranked Top 10 in state by U.S. News & World Report [LINK](#)

CONGRATULATIONS!!



Read all of the District's Press Releases for the '23-'24 School Year by clicking [HERE](#).

Want to cheer on the Chariho Chargers? Check out the Athletics page [HERE](#) to find upcoming games. We would love to have you join us!!

Show your Charger Pride too by purchasing an item from our School Store. Click [HERE](#) for more details.

IN THESE UNCERTAIN TIMES, LET'S MAKE ONE THING CERTAIN--
OUR COMMITMENT TO ALL KIDS. ALL OF THE TIME.

Ways to support the District during the '23-'24 School Year

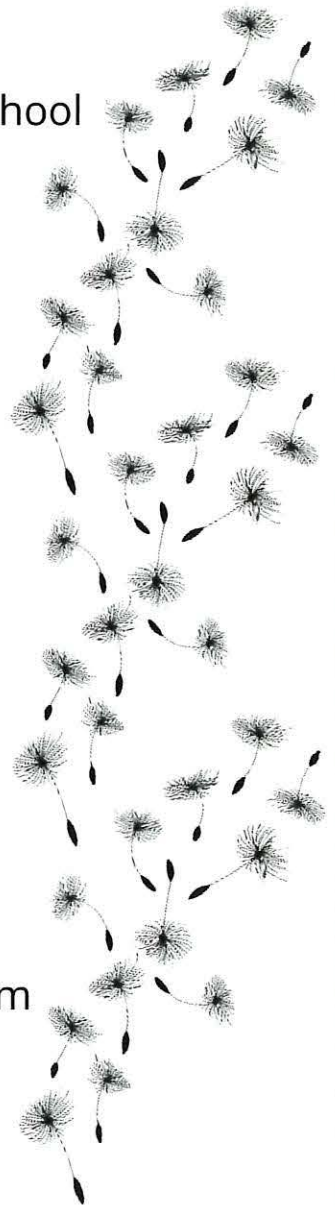
- Make a financial donation to the District or a specific school
- Make a donation of supplies to a school or the District
- Sponsor a youth sports team or club
- Sponsor an event or assembly
- Support our PTO events
- Support our community partners in their work
- Establish a student scholarship
- Give a gift from your retirement plan
- Make a charitable bequest to the District

Your time and expertise are invaluable as well.

- Attend School Committee meetings
- Attend District and school-based events
- Share your time and expertise as a guest speaker
- Become a mentor through the CHILL Mentoring Program
- Host a job shadow or intern at your place of business
- Serve as an Independent Study mentor

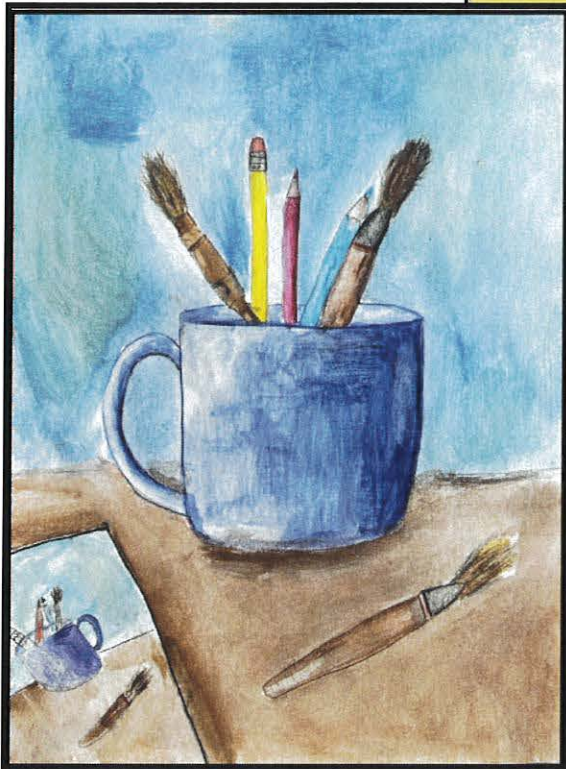
Find out more on our "[Support Chariho](#)" page on the District's website.

WITH **YOUR** SUPPORT, WE CAN PAVE THE WAY
FOR A YEAR FULL OF LEARNING ADVENTURES.
CONTACT US TO FIND OUT MORE.



CHARIHO ARTISTS OF THE MONTH

Click on the following [LINK](#) to celebrate our many exceptionally talented students!



PLANNING AN ALUMNI REUNION OR EVENT? WE WOULD LOVE TO BE A PART OF IT

If your class is planning a reunion, please let us know. In the past, we have supported reunions with custom cakes through our Culinary Arts Pathway, planning support through our Hospitality and Event Planning Pathway, flowers through our Agricultural Science Plant Pathway, and even school tours. Reach out to our Development Officer, if interested in connecting in some way. If you recently had a reunions, share some highlights and reunion pictures with us too. Not sure if you have a reunion coming up? Check out this handy [reunion chart](#) to see. Some big (potential) reunions are coming up in 2024 for the classes of '64, '69, '74, '79, '84, '89, '94, '99, '04, '09, and '14!

Upcoming Reunions

Class of 2004: June 29th at Chair 5 in Narragansett (details on [FaceBook page](#))



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.



CATHERINE M. GIUSTI
School Committee Chairperson

GINA M. PICARD
Superintendent of Schools



KRISTEN MERRITT
Human Resources Administrator

TO: Gina Picard
FROM: Kristen Merritt
DATE: April 5, 2024
SUBJECT: Staff Update

Name	Position	Reason
Jennifer Petrocelli	P-T District Teacher Assistant – currently assigned to Charlestown	Resignation effective 6/21/2024



Kristen Merritt <kristen.merritt@chariho.k12.ri.us>

Letter of Resignation

1 message

Jennifer Petrocelli <jennifer.petrocelli@chariho.k12.ri.us>

Thu, Apr 4, 2024 at 5:00 PM

To: Jennifer Poore <jennifer.poore@chariho.k12.ri.us>, Kristen Merritt <kristen.merritt@chariho.k12.ri.us>

Dear Mrs. Poore,

Please accept this letter as my formal resignation from my position as a Teacher's Assistant at Charlestown School. My last day of work will be June 21, 2024. I would like to transition to a substitute Teacher's Assistant.

Thank you for your support and encouragement in this role. I have enjoyed working with the children and learning from the teaching staff.

Thank you again for everything.

Best wishes,
Jen



Chariho Regional School District
Office of the Human Resources Administrator

455A Switch Road
Wood River Junction, Rhode Island 02894

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CATHERINE M. GIUSTI
School Committee Chairperson

GINA M. PICARD
Superintendent of Schools

APR 12 2024
OFFICE OF THE SUPERINTENDENT
KRISTEN MERRITT
Human Resources Administrator

TO: Gina Picard
FROM: Kristen Merritt
DATE: April 12, 2024
SUBJECT: Staff Update

Name	Position	Reason
Dennis Hazard	District Computer Technician	Resignation effective 4/19/2024
Brittany Faragalli	Science Teacher – High School	Maternity leave effective approximately 6/7/24 through remainder of 2023-2024 school year
Pamela Panciera	District Teacher Assistant – currently assigned to Charlestown	Retirement effective 6/30/2024

Dennis Hazard

Narragansett, RI, 02882

4/5/2024

Kristen Merritt
455A Switch Rd
Wood River Jct, RI 02894
401-364-3260
401-415-6076 - Fax
kristen.merritt@chariho.k12.ri.us

Dear Kristen Merritt,,

Please accept this letter as formal notification of my resignation from my position as Computer Technician for the Chariho Regional School District. My last day of employment will be April 19, 2024, providing the 2-Week notice period required by my employment contract.

I have thoroughly enjoyed my time at Chariho and am grateful for the opportunities I've had to grow both personally and professionally. I've learned a great deal from my colleagues and have valued being part of such a dynamic team.

I am committed to ensuring a smooth transition during my remaining time here. I am willing to assist in training a replacement or provide guidance to whoever will be taking over my responsibilities.

I would like to take this opportunity to thank you, and the entire team, for your support and guidance during my tenure at Chariho. I am proud of the work we have accomplished together and leave with fond memories.

Please let me know if there are any specific tasks you would like me to complete before my departure. I am happy to help in any way I can to make this transition as seamless as possible.

Thank you again for the opportunity to be a part of the Chariho community. I wish everyone continued success in the future.

Sincerely,

Dennis Hazard

April 8th 2024

Dear Mrs. Picard,

My husband and I are excited to welcome a baby girl in a few short months! Therefore, in accordance with Article 17, Section C of the Collective Bargaining Agreement, I am writing to provide you with notice that beginning on or around June 7th, unless otherwise directed by my doctor, I will be taking maternity leave. I will be using my PTO and APTO days. Pending release from my doctor, I will be returning to work in August and my maternity leave will not be extending into the 2024-2025 school year.

Best regards,

Brittany Faragalli

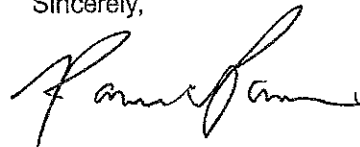
March 27, 2024

Gina M. Picard, Superintendent of Schools
Chariho Regional School District
455A Switch Road
Wood River Junction, RI 02894

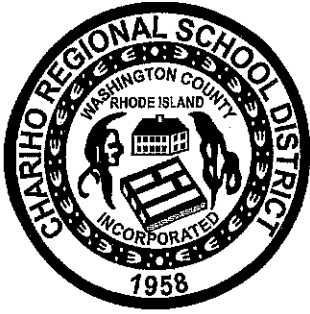
Dear Superintendent Picard,

I am writing to inform you that effective June 30, 2024, I hereby irrevocably retire as an employee of the Chariho Regional School District.

Sincerely,

A handwritten signature in black ink, appearing to read 'Pamela Panciera', written in a cursive style.

Pamela Panciera



Chariho Regional School District
Office of the Human Resources Administrator

455A Switch Road
Wood River Junction, Rhode Island 02894



CHARIHO

All Kids. All of the Time.

APR 22 2024



KRISTEN MERRITT
Human Resources Administrator

CATHERINE M. GIUSTI
School Committee Chairperson

GINA M. PICARD
Superintendent of Schools

TO: Gina Picard
FROM: Kristen Merritt
DATE: April 22, 2024
SUBJECT: Staff Update

Name	Position	Reason
Cheryl Berker	P-T District Teacher Assistant – currently assigned to Charlestown	Resignation effective 4/26/2024
Sean Goley	District Behavior Management Assistant I – currently assigned to Richmond	Resignation effective 4/15/2024
Danielle Kores	P-T District Custodian, 2 nd Shift – currently assigned to High School	Resignation effective 5/6/2024
Weima Capehart	District Social Worker – currently assigned to CALA (Ashaway)	Appointment effective 8/28/2024
Sara Reilly	Food Truck Operator – CTC	Appointment effective 4/24-6/30/2024

Cheryl Berker

Charlestown, RI 02813

4/12/24

Jennifer Poore

Principal

Charlestown Elementary School

363 Carolina Back Rd

Charlestown, RI 02813

Dear Jen,

I am writing to inform you that I have made the difficult decision to resign from my position as Teacher Assistant at Charlestown Elementary School. My last day of work will be 4/26/2024.

I want to take this opportunity to thank you and the entire staff for the valuable experience and support provided during my time at Charlestown Elementary School. It has been an honor to work with such a talented and dedicated group of individuals.

I apologize for the inconvenience this causes during such a busy time of year. Unfortunately, due to the needs of my family, I have reached a point where I must prioritize their well-being. It is a difficult decision, but I believe it is the right one for my family at this time.

Thank you again for everything.

Sincerely,

A handwritten signature in cursive script that reads "Cheryl".

Cheryl Berker

Kristen Merrit
Human Resources Director
CHARIHO School Dept.
Switch Rd
Woodriver Jct, RI
02894

Dear Mrs. Merrit

Please accept my letter of resignation from my position as Behavior Management Assistant for the CHARIHO school department, effective Monday April 15, 2024.

Sincerely

Sean Goley



Kristen Merritt <kristen.merritt@chariho.k12.ri.us>

Resignation

1 message

Danielle Kores <danielle.kores@chariho.k12.ri.us>
To: Kristen Merritt <kristen.merritt@chariho.k12.ri.us>

Mon, Apr 22, 2024 at 7:25 AM

I Danielle Kores resign from my part time second shift custodian position hours 3pm to 7pm. I'm putting in my two weeks notice.

Last day -> May 6, 2024

Sincerely,
Danielle Kores

Chariho Regional School District Superintendent's Interview Report

Name: <u>Welma Capehart</u>	Date of Interview: <u>03/05/2024</u>
Position: <u>Social Worker</u>	FTE: <u>1.0</u>
Building: <u>District -- currently assigned to CALA</u>	Starting Date: <u>08/28/2024</u>

Individuals Present for Interview: Gina Picard

Years of Full-Time Public-School Teaching Experience in RI: 0

Years of Military Experience: 0

Years of Private School/Out-of-State Experience: 18

Currently Tenured in Another RI District: No

Decision: Recommended Not Recommended

Salary Step Placement Step 11 (\$95,742)

Master's Degree in Area Directly Related to Posted Position Yes (\$2,106)

Subject Matter Training Compensation N/A


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

Employment Notes:

1. 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 08/26/2024.

Other Items Discussed:

1. New Teacher Orientation (08/20-08/22/2024)
2. Professional Development (08/29/2024)
3. Orientation Day (08/28/2024)
4. 1:1 Initiative
5. Salary and Health Benefits
6. 10-day Rule (if applicable)



Superintendent of Schools



Kristen Merritt <kristen.merritt@chariho.k12.ri.us>

Social Worker recommendation

1 message

Brian Tetreault <brian.tetreault@chariho.k12.ri.us>
To: Kristen Merritt <kristen.merritt@chariho.k12.ri.us>

Fri, Feb 16, 2024 at 2:29 PM

Hi Kristen,

I would like to recommend Welma Capehart for the district Social Worker position to be assigned at CALA Ashaway.

Thank you,

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

National Alternative Education Association
Region 1 Director
region1@the-naea.org

Dear Chariho School District, I am Welma Capehart and I am interested in the School Social Worker position. I have experience working with children/ families in a school setting and I have a Master's degree in Social Work. I am passionate about working with children/ families and I believe that I could be a valuable asset to your school. I am known for exceptional communication and active listening skills, I am especially adept at completing psychosocial assessments, educating clients and families about mental health issues, and coordinating new personnel. I have developed treatment plans, monitoring students progress, and providing an all-time excellent client experience. This career experience has also taught me how to deal with people from different countries and with various personalities which is essential for this job. I am excited about the possibility of working with your school and I believe that I can be a great fit to your team. I am committed to working hard and I am passionate about making a difference in the lives of children and families. I would be happy to bring my expertise to the school and would appreciate the opportunity to discuss my qualifications/ experience with you further. Thank You for your time and consideration. Sincerely, WC 02-03-2024

WELMA A. CAPEHART, MSW

Cranston, RI 02910

EDUCATION:

Rhode Island College
Master of Social Work
Graduated-May 2015

Rhode Island College
Bachelor of Arts (History)

PROFESSIONAL EXPERIENCE:

Justice Resource Institute Step - (JRI STEP - RI)
818 Dyer Avenue
Cranston, RI 02920 (May 2005 - Present)

Direct Support Staff (2005 - Present) - Justice Resource Institute Step

- Coached developmental adult men with developmental disabilities with daily tasks
- Collaborated in assisting clients with employment
- Supported clients with meal preparation
- Ensured clients were transported to appointments
- Administered medications to clients
- Provided daily notes of clients

Supervisor (2007 - 2010) - Justice Resource Institute Step

- Organized daily schedules for staff and individuals being served
- Conducted supervision for direct support staff
- Overseen individuals routine such as banking and shopping
- Observed individuals development to help in creating treatment plans
- Wrote shift summaries and daily notes
- Facilitated staff meetings
- Participated supervisory meetings

Assistant Manager (2010 - 2012) - Justice Resource Institute Step

- Assisted program coordinator with ongoing operations and activities
- Taught independent living skills
- Coordinated all medical appointments
- Carried on-call phone on a rotational schedule
- Attended managers meetings
- Created staff and individuals schedules

Work Experience:

St Joseph's Hospital
21 Peace Street
Providence, RI 02907 (July 2002 - May 2005)

Dietary Aide (2002 – May 2005)

- Collaborated with the cook in preparing meals
- Insured scheduled meal times were followed
- Completed cleaning duties
- Participated in loading and arranging food carts

Internship Experience:

Roger Williams Medical Center
825 Chalkstone Avenue
Providence, RI 02908 (September 2014 - May 2015)

Behavioral Health Department (2014 - May 2015)

- Facilitated the Partial Hospitalization Program and Intensive Outpatient Program
- Obtained authorizations for patients health insurance
- Effectively worked with a multi-disciplinary team
- Wrote up assessments and progress notes
- Assisted with patients treatment plans
- Organized discharge planning and referrals for patients
- Administered breathalyzer tests and managed samples
- Performed initial assessments
- Ensured protocols followed of all local, state and federal record keeping

Summit Commons Rehabilitation and Health Care Center
99 Hillside Avenue
Providence, RI 02906 (September 2013 - May 2014)

Social Service Department (2013 - May 2014)

- Advocated for residents during interdisciplinary team meetings
- Completed assessments of residents
- Provided psycho-education to residents and family
- Referred residents to appropriate social service agencies
- Coordinated residents' discharge planning
- Modified treatment plans to comply with residents' status
- Recorded assessments and progress notes
- Participated in creating residents' treatment plans

Volunteer Activities:

Trinity United Methodist Church (Liberian Community)
375 Broad Street
Providence, RI 02907 (1998 - 2005)

Youth Volunteer (1998 - 2005)

- Organized activities and talent shows
- Chaperoned field trips
- Tutored children ages 6-15
- Assisted with arts and crafts
- Delivered meals to nursing homes

Pond Street Baptist Church (Liberian Community)
75 Chester Avenue
Providence, RI 02907 (1998 - 2005)

Sunday School Volunteer (1998 - 2005)

- Plan bible lessons from Sunday school curriculum
- Taught bible lessons from Sunday school curriculum
- Assisted the lead teacher with Sunday school activities

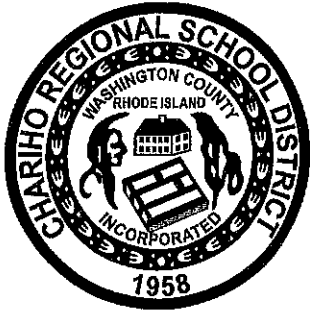
St. Patrick Academy
244 Smith Street
Providence, RI 02908 (2000 - 2005)

Youth Basketball Volunteer (2000 - 2005)

- Coached specific skills through proper techniques
- Facilitated practices
- Helped manage team schedule
- Helped create and foster team unity

Training/Skills:

- Motivational Interviewing: The Basics 2005
- The Confidentiality of Alcohol And Drug Abuse Patient Records Regulation And The HIPPA PRIVACY RULE: Implications For Alcohol And Substance Abuse Programs 2014
- Treatment for Alzheimer's Disease 2013



Chariho Regional School District
Office of the Human Resources Administrator

455A Switch Road
 Wood River Junction, Rhode Island 02894

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CHARIHO
 APR 25 2024
 OFFICE OF THE SUPERINTENDENT
 KRISTEN MERRITT
 Human Resources Administrator

CATHERINE M. GIUSTI
 School Committee Chairperson

GINA M. PICARD
 Superintendent of Schools

TO: Gina Picard
 FROM: Kristen Merritt
 DATE: April 25, 2024
 SUBJECT: Staff Update

Name	Position	Reason
Ryan Bridgham	Social Studies Teacher – High School	Leave of Absence request effective 2024-2025 school year to continue HS Dean of Students position
Michael Shiels	District PE/Health Teacher – currently assigned to Middle School	Leave of Absence request effective 2024-2025 school year to continue HS Dean of Students position
Jennifer Mossner	Gr. 7/8 Social Studies Teacher – Middle School	Leave of Absence request effective 2024-2025 school year to continue MS Dean of Students position
Dolores Buonanno	P-T District Custodian - 2 nd Shift, 4 hours per day, 5 days per week, 12 months currently assigned to High School	Appointment effective 4/29/2024



Kristen Merritt <kristen.merritt@chariho.k12.ri.us>

LOA for Dean Position

1 message

Ryan Bridgham <ryan.bridgham@chariho.k12.ri.us>

Mon, Jan 22, 2024 at 10:41 AM

To: Gina Picard <gina.picard@chariho.k12.ri.us>, Kristen Merritt <kristen.merritt@chariho.k12.ri.us>

Good morning,

I am sending this brief email to request a continued leave of absence from my 1.0 History Department position. This request is so that I may continue in the position of High School Dean of Students for the 24-25 school year.

Thank you,

Ryan Bridgham
Dean of Students
Chariho Regional High School/CTC
401-213-6251

"When facing a difficult task, act as though it is impossible to fail. If you're going after Moby Dick, take along the tartar sauce." -The Complete Life's Little Instruction Book by H. Jackson Brown



Kristen Merritt <kristen.merritt@chariho.k12.ri.us>

HS Dean Position

1 message

Michael Shiels <michael.shiels@chariho.k12.ri.us>
To: Gina Picard <gina.picard@chariho.k12.ri.us>
Cc: Kristen Merritt <kristen.merritt@chariho.k12.ri.us>

Mon, Jan 22, 2024 at 2:36 PM

Hello Gina,

I wish to remain in the HS Dean of Students Position for the next school year and renew my leave of absence. Thanks



Kristen Merritt <kristen.merritt@chariho.k12.ri.us>

Dean of Students Renewal LOA Letter

1 message

Jennifer Mossner <jennifer.mossner@chariho.k12.ri.us>
To: Gina Picard <gina.picard@chariho.k12.ri.us>
Cc: Kristen Merritt <Kristen.Merritt@chariho.k12.ri.us>

Mon, Jan 29, 2024 at 6:54 AM

Good morning,

I am writing to request a Leave of Absence (LOA) from my middle school social studies teaching position for the 2024-2025 school year so I can remain one of the two Deans of Students assigned to Chariho Middle School. If budget cuts deem a reduction to only one dean at CMS for the 2024-2025 school year, I would prefer and respectfully ask to return to the classroom (middle school social studies position).

Please let me know if you require any additional information.

Sincerely,
Jen Mossner



Kristen Merritt <kristen.merritt@chariho.k12.ri.us>

Dolores Buonanno

1 message

Heidi Greene <heidi.greene@chariho.k12.ri.us>
To: Kristen Merritt <kristen.merritt@chariho.k12.ri.us>

Mon, Apr 22, 2024 at 1:54 PM

Hi Kristen, I would like to appoint Dolores Buonanno to part time Custodian at the High School from 3-7pm

--
Heidi Greene
Chariho School District
Custodial Services Administrator
401-742-3651 401-552-7004
heidi.greene@chariho.k12.ri.us

Start date 4/29/24

4 hours per day

5 days per week

12 months

To: Kristen Merritt, Human Resources Administrator 455A Switch Road Wood River Junction, Rhode Island 02894 RE: Part-Time Custodian Position Good Morning Kristen, I am writing to you to express my interest in the Part-Time Custodian position or any other position you think I may qualify for. I have been associated with the Chariho School District in various roles over the last 22 years. I first started as a Bus Monitor in September of 2002 and later became a Bus Driver in 2012. I also held a position in food services with Aramark in each one of the Chariho schools for three years. Throughout those years I have developed a strong repour and a mutual respect with the school staff, students and parents. I also have experience in Real Estate, Elderly Care and Public Welfare, these positions have allowed me to acquire a strong work ethic, outstanding ability to communicate and acquire various computer skills. I am hard working and take pride in my abilities to work well with others to accomplish tasks assigned. I feel I am a great fit for this position and the work hours are perfect for me. Thank you for your consideration for this position and I hope to hear from you soon for an interview. Warmest Regards Dolores Buonanno



Chariho Regional School District
Office of the Human Resources Administrator

455A Switch Road
Wood River Junction, Rhode Island 02894



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CATHERINE M. GIUSTI
School Committee Chairperson

GINA M. PICARD
Superintendent of Schools

CHARIHO

MAY 03 2024

KRISTEN MERRITT
Human Resources Administrator

OFFICE OF THE SUPERINTENDENT

TO: Gina Picard
FROM: Kristen Merritt
DATE: May 3, 2024
SUBJECT: Staff Update

Name	Position	Reason
Lea Ann McQuaide	Grade 3 Teacher – Charlestown	Resignation effective 8/28/2024
Dana Hall	Performing Arts & Literacy Summer Coordinator	Appointment effective 7/29-8/9/2024
Kerry Pastore	Performing Arts & Literacy Summer Coordinator	Appointment effective 7/29-8/9/2024
Kerry Pastore	Gr. 1, 2, 3 Summer Slide Reading Tutor – Hope Valley	Appointment effective 6/17-8/16/2024
Tricia Abbott	Gr. 1, 2, 3 Summer Slide Reading Tutor – Hope Valley	Appointment effective 6/17-8/16/2024
Karrie Carreiro	Gr. 1, 2, 3 Summer Slide Reading Tutor – Richmond	Appointment effective 6/17-8/16/2024
Paige Leddy	Gr. 1, 2, 3 Summer Slide Reading Tutor – Richmond	Appointment effective 6/17-8/16/2024
Lauren Durante	Gr. 1, 2, 3 Summer Slide Reading Tutor – Richmond (half)	Appointment effective 6/17-8/16/2024
Karen Pellegrino	Gr. 1, 2, 3 Summer Slide Reading Tutor – Ashaway	Appointment effective 6/17-8/16/2024
Rebecca Truppi	Gr. 1, 2, 3 Summer Slide Reading Tutor – Charlestown	Appointment effective 6/17-8/16/2024
Johannah LaFountain	Field Hockey, Assistant Coach – High School	Resignation effective 4/30/2024
Kevin Dorgan	Boys Soccer, Head Coach – Middle School	Resignation effective 5/1/2024
Kevin Dorgan	Boys Basketball, Assistant Coach – Middle School	Resignation effective 5/1/2024

Re: Notice of Resignation

1 message

Gina Picard <gina.picard@chariho.k12.ri.us>

Fri, Apr 26, 2024 at 3:37 PM

To: Lea Ann McQuaide <leaann.mcquaide@chariho.k12.ri.us>, Kristen Merritt <kristen.merritt@chariho.k12.ri.us>

Hi Lea Ann,
We will miss you! I wish you nothing but the best!

Gina

Gina M. Picard
Superintendent
Chariho Regional School District
455A Switch Road
Wood River Junction, RI 02894
Phone: (401) 364-7575

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On Fri, Apr 26, 2024 at 3:31 PM Lea Ann McQuaide <leaann.mcquaide@chariho.k12.ri.us> wrote:
Superintendent Picard,

I am writing to inform you of my resignation from my position of Grade Three Classroom Teacher at Charlestown Elementary School effective August 28, 2024. I would like to express my gratitude for your support over the last two school years and I am deeply thankful for the time I have spent at Charlestown and with the Chariho district.

Thank you,

Lea Ann McQuaide

<p>Lea Ann McQuaide</p> <p>.....</p> <p>Grade 3</p> <p>Charlestown Elementary School</p> <p>LeaAnn.McQuaide@Chariho.k12.ri.us</p>	
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Kristen Merritt <kristen.merritt@chariho.k12.ri.us>

Resigning as Assistant Coach for FH

1 message

Johannah LaFountain <johannah.lafountain@chariho.k12.ri.us>

Tue, Apr 30, 2024 at 2:15 PM

To: Justin Cahoone <justin.cahoone@chariho.k12.ri.us>

Cc: Kristen Merritt <kristen.merritt@chariho.k12.ri.us>, Alexa Bobbin <alexa.bobbin@chariho.k12.ri.us>, Emily Louzon <emily.louzon@chariho.k12.ri.us>

Hello!

I would like to officially resign as the Assistant Coach for Field Hockey.

Thank you!

Jo LaFountain

Johannah LaFountain

AP Art History

History Department

NHS Co-Chair

Charlho Regional High School

Johannah.LaFountain@Charlho.k12.ri.us

"Grit depends on a different kind of hope. It rests on the expectation that our own efforts can improve our future. "I have a feeling tomorrow will be better" is different from "I resolve to make tomorrow better". The hope that gritty people have has nothing to do with luck and everything to do with getting up again."

— Angela Duckworth, Grit



Kristen Merritt <kristen.merritt@chariho.k12.ri.us>

Fwd: MS coaching resignation

1 message

Justin Cahoone <justin.cahoone@chariho.k12.ri.us>
To: Kristen Merritt <kristen.merritt@chariho.k12.ri.us>

Thu, May 2, 2024 at 10:53 AM

Please see below.

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

From: **Kevin Dorgan** <kevin.dorgan@chariho.k12.ri.us>
Date: Wed, May 1, 2024 at 4:49 PM
Subject: MS coaching resignation
To: Justin Cahoone <justin.cahoone@chariho.k12.ri.us>

Justin,

Just writing to inform you I won't be coming back next year and will be resigning as head coach of the Middle School boys soccer team, as well as resigning as the assistant coach for the middle School boys basketball team.

I'd like to thank you and the administration for all of their support over the last 2+ years. It was truly a pleasure to coach all of these kids.

-Kevin Dorgan

--
Justin Cahoone
Athletic Director
Chariho Regional School District
Work: 401-213-6130



Chariho Regional School District
Office of the Human Resources Administrator

455A Switch Road
 Wood River Junction, Rhode Island 02894



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MAY 10 2024

OFFICE OF THE SUPERINTENDENT

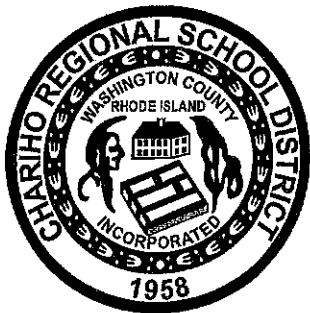
KRISTEN MERRITT
 Human Resources Administrator

CATHERINE M. GIUSTI
 School Committee Chairperson

GINA M. PICARD
 Superintendent of Schools

TO: Gina Picard
 FROM: Kristen Merritt
 DATE: May 10, 2024
 SUBJECT: Staff Update

Name	Position	Reason
James Provuncher	Science Teacher – High School	Retirement effective 7/30/2024
Donna Sieczkiewicz	Administrative Assistant to the Superintendent/District Clerk	Retirement effective 10/15/2024
Kyle Rumowicz	District Computer Technician, 8 hours per day, 5 days per week, 12 months	Appointment effective 5/13/2024
Sara Pinkham	District School Counselor – High School	Maternity leave effective approximately 10/28/2024-1/27/2025
Emily Louzon	Field Hockey, Head Coach – High School	Resignation effective 5/3/2024
Jessica Sexton	Girls Soccer, Assistant Coach – High School	Resignation effective 5/4/2024
Alexa Bobbin	Field Hockey, Head Coach – High School	Appointment effective 7/1/2024-6/30/2025
Jennifer LaPietra	Credit Recovery Modules for HS Mathematics (Algebra/Geometry)	Appointment effective 5/10- 6/30/2024
Meghan Lefort	Peer to Peer (P2P) Faculty Co-Mentor – High School	Appointment effective 9/3/2024-6/30/2025
Laurie Ottoson Perotti	Peer to Peer (P2P) Faculty Co-Mentor – High School	Appointment effective 9/3/2024-6/30/2025
Margaret DeAngelis	Peer to Peer (P2P) Faculty Co-Mentor – Middle School	Appointment effective 9/3/2024-6/30/2025
Monica Andrews	Peer to Peer (P2P) Faculty Co-Mentor – Middle School	Appointment effective 9/3/2024-6/30/2025



Chariho Regional School District
Chariho Regional High School
453 Switch Road
Wood River Junction, Rhode Island 02894



LINDA D. LYALL
School Committee Chairperson
GINA M. PICARD
Superintendent of Schools
MICHAEL L. COMELLA, Ed. D.
Assistant Superintendent of Schools

ANDREA J. SPAS
Principal
JEAN N. BRADANINI
Assistant Principal
RYAN J. BRIDGHAM
Dean of Students
MICHAEL R. SHIELS
Dean of Students

May 7, 2024

Gina M. Picard
Superintendent of Schools
Chariho Regional School District

Ms. Picard

Please accept this letter as my Official Retirement Letter. Effective July 30, 2024 will be my last day as a Chariho High School Science Teacher for the Chariho Regional School District. It has been a privilege to have taught in the district for which my wife and I have raised our three children. Teaching at Chariho since the fall of 2001 has been an honor. Working with such a dedicated staff of educators has been all inspiring. I will forever be grateful for the opportunity to serve the district and teach at Chariho Regional High School.

Respectfully Submitted,

James J. Provuncher

James J. Provuncher
Science Teacher
Chariho Regional High School

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.

Donna Sieczkiewicz

Westerly, RI 02891

May 6, 2024

Superintendent Gina Picard
Charlho Regional School District
455A Switch Rd
Wood River Jct, RI 02894

Dear Gina:

On October 15, 2002 I began my career at Charlho having second thoughts about whether or not I made the right decision to leave my previous job. Fast forward to October 15, 2024 which is the date I have chosen to begin the next phase of my life - retirement.

Over the last 22 years, I was fortunate to work for three amazing Superintendents: John Pini, Barry Ricci and you. I consider all of you to be very gifted, intelligent individuals with the same goal - to make Charlho successful by making it the best school district, with the best students, best staff and best community. Your main focus has always been *All Kids. All of the Time.* and each one of you have worked incredibly hard to achieve this.

Assisting you on this journey are the outstanding employees, School Committee members who are committed to moving the Charlho District forward, dedicated volunteers and exceptional community members. I consider all those I have been blessed to work with and work for as my family and leaving my full-time employment is probably one of the most difficult decisions I have had to make. However, the decision I made back in 2002 to accept the position as Charlho's Administrative Assistant to the Superintendent and District Clerk was one of the best decisions I have ever made.

Thank you for making my work days and years so enjoyable. I will be available to assist you and your new Administrative Assistant/District Clerk whenever needed.

Sincerely,



Donna J. Sieczkiewicz



Kristen Merritt <kristen.merritt@chariho.k12.ri.us>

Computer Tech Position

1 message

Shawn Cole <shawn.cole@chariho.k12.ri.us>
To: Kristen Merritt <kristen.merritt@chariho.k12.ri.us>
Cc: Eric O'Brien <eric.obrien@chariho.k12.ri.us>

Fri, May 3, 2024 at 8:31 AM

Kristen,

After finishing interviews with 4 candidates for the computer tech position, we have decided that Kyle Rumowicz would be the best fit for the position.

Thank you,
Shawn Cole
Chariho Regional School District
Director of Educational Technology
and Information Systems
shawn.cole@chariho.k12.ri.us
401-364-1163

7 am - 3 pm

5 days per week

12 months

Start date 5/13/24

Kyle Rumowicz

Providence, RI, 02909

Kristen

Merritt 455A Switch Road Wood River Junction, RI, 02894 Dear Kristen Merritt, I am excited to apply for the Computer Technician position at the Charlho Regional School District. Having previously served the district from 2016 to 2022, I am eager to continue supporting the technological needs of the students and staff while upholding the high standards of service that I consistently delivered during my tenure. In my previous role within the district, I gained valuable experience in troubleshooting hardware and software issues, supporting students and staff with state testing, and providing exceptional technical support to users. My commitment to excellence and dedication to ensuring smooth operations have helped me foster positive relationships with both staff and students. Thank you for considering my application. I look forward to the possibility of discussing how my background and expertise can contribute to the continued success of the Charlho Regional School District. Please feel free to contact me at
Sincerely, Kyle Rumowicz

May 10, 2024

Dear Ms. Merritt,

In accordance with Article 17 section C, I am writing to provide you with notice that beginning on approximately October 28, 2024, unless otherwise directed by my doctor, I will be taking maternity leave.

Pursuant to the Family and Medical Leave Act of 1993, I anticipate taking thirteen weeks available to me for maternity leave. Pending release from my doctor, I will be returning to work on approximately January 27, 2025. I understand that I will not have enough PTO and APTO days to cover the entire leave.

Please let me know if you have any questions. I am happy to meet with you to discuss any concerns and provide you with any documentation, including documentation from my physician.

Sincerely,

Sara H. Pinkham



Kristen Merritt <kristen.merritt@chariho.k12.ri.us>

Resigning as Head Coach for FH

1 message

Emily Louzon <emily.louzon@chariho.k12.ri.us>

Fri, May 3, 2024 at 12:06 PM

To: Justin Cahoone <justin.cahoone@chariho.k12.ri.us>

Cc: Kristen Merritt <kristen.merritt@chariho.k12.ri.us>, Alexa Bobbin <alexa.bobbin@chariho.k12.ri.us>, Johannah LaFountain <johannah.lafountain@chariho.k12.ri.us>

Hello,

I would like to officially resign as the Head Coach of Chariho Field Hockey! If the Assistant Coach of Chariho Field Hockey becomes available I would love the position.

Best Regards,

Emily Louzon



Kristen Merritt <kristen.merritt@chariho.k12.ri.us>

Coaching Soccer

1 message

Jessica Sexton

Sat, May 4, 2024 at 12:06 PM

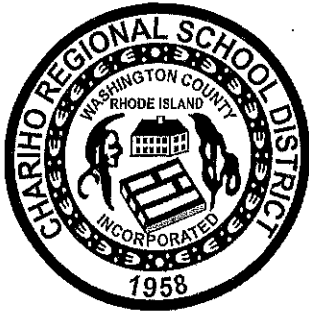
To: Kristen Merritt <kristen.merritt@chariho.k12.ri.us>

Good afternoon,

I wanted to put my resignation in for coaching girls soccer as the assistant coach. I will not be returning this year, but have enjoyed my 7 years coaching as a lady charger. Thank you for everything!

All the best,

Jess Sexton  



Chariho Regional School District
Office of the Director of Administration & Finance

455A Switch Road
Wood River Junction, Rhode Island 02894

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APR 20, 2024

CATHERINE M. GIUSTI
School Committee Chairperson

GINA M. PICARD
Superintendent of Schools

OFFICE OF THE SUPERINTENDENT

EDWARD DRAPER
Director of Administration & Finance

LYNN GOUVIN
Asst. Director of Administration & Finance

To: Gina Picard
From: Ned Draper
Date: April 20, 2024

Subject: GZA – Oil Spill remediation update report for Chariho Middle School site

Please find enclosed a report of the annual remediation results for the Middle School oil spill that has been in remediation for over twenty years. The current system and results are tracking positively. Oil related materials have now reached a level that is minimally detectable. Please see figure 6 for a graphic of the visible/detectable level of petroleum based materials by month/year.

Typically, drought years make the spill materials more detectable. Rhode Island Department of Environmental Management (RIDEM) has determined that remediation of the spill may conclude when the reports indicate consistent achievement of no detectable materials. While we are close, DEM requires we continue remediation efforts.

We have budgeted another year of remediation consistent with RIDEM requirements and will update the Committee should there be any material changes to our course of action.

Thank you.