

FYI



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

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

EDWARD DRAPER  
Director of Administration & Finance

JODI BROCK  
Asst. Director of Administration & Finance

To: Auditor General, State of Rhode Island  
From: Gina Picard and Ned Draper (as CFO), Chariho Regional School District  
Date: November 18, 2022  
Subject: Formal Request for Extension of Audit – Fiscal Year 22 for Chariho

On behalf of the Chariho Regional School District I, Ned Draper, request an extension to the legal deadline for submission of the FY22 audit. It is our expectation to deliver the audit by January 31, 2023.

This request has been shared with our auditor Marcum LLP and in cooperation with Ben Wilkinson and Jim Wilkinson of their office.

The reason we are requesting the extension is:

- Final entries are still being made and are expected completed by the end of November
- It will take approximately 45 days thereafter to finalize reports, entries and provide adequate review time for the School Audit Committee and full School Committee prior to final audit submission
- GASB 75 reports are in progress and are also anticipated in hand by the end of November
- Our Assistant Director of Finance and Administration (former) Gail Wilcox departed Chariho to take a leadership position at North Kingstown School Department effective 7/1/2022. She continues to assist Chariho as possible.
- Our new Assistant Director of Finance and Administration (current) Jodi Brock officially began with Chariho effective 9/1/2022
- Both Assistant Directors work individually and as a team to complete reports in a timely manner. In particular, Gail's schedule has significant demands due to the unique financial systems at each district and demands of her new position.
- The transition work noted above is anticipated to be resolved by January of 2023

**Corrective Action Plan:**

- We anticipate the transition teamwork underway will largely conclude the possibility of any future delays. We anticipate financial/accounting operations will be on routine schedule effective February 1, 2023 and thereafter.

Thank you,

Gina Picard

Ned Draper

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.

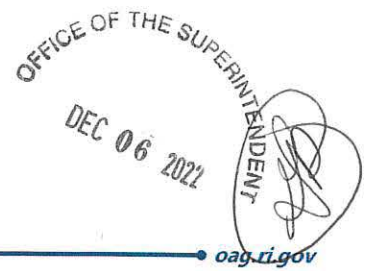
Telephone: (401) 364-3260 Fax: (401) 415-6076 Voice/TDD: (401) 364-1171



## Office of the Auditor General

State of Rhode Island - General Assembly

**Dennis E. Hoyle, CPA - Auditor General**



[oag.ri.gov](http://oag.ri.gov)

33 Broad Street • Suite 201 • Providence, RI • 02903-4177  
tel: 401.222.2435 • fax: 401.222.2111

November 30, 2022

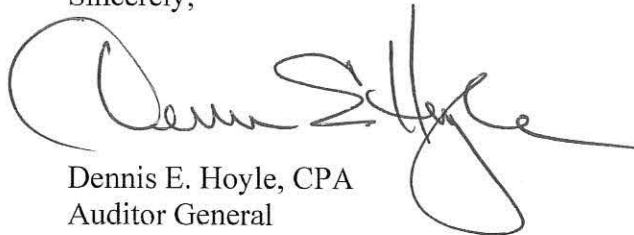
Ms. Gina M. Picard  
Superintendent of Schools  
Chariho Regional School District  
455A Switch Road  
Wood River Junction, RI 02894

Dear Ms. Picard:

In accordance with your request, I am granting an extension to January 31, 2023 for submission of the Chariho Regional School District audited financial report and management letter, if applicable, for the fiscal year ended June 30, 2022.

Please refer to our email on October 21, 2022 for guidance on the timing and coordination of final fiscal year UCOA files and the revised UCOA Agreed-Upon Procedures. Auditors should have performed the test work necessary to complete the UCOA Agreed-Upon Procedures before issuing the audit report. Communication of the results of the UCOA Agreed-Upon Procedures engagement can follow, but not later than 30 days after completion of the financial statement audit.

Sincerely,



Dennis E. Hoyle, CPA  
Auditor General

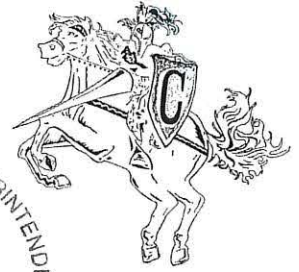
C: Linda D. Lyall  
Edward Draper  
James D. Wilkinson, CPA  
Stephen E. Coleman, Jr.  
Mark Dunham  
Kevin Rampenthal



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LINDA D. LYALL  
School Committee Chairperson

GINA M. PICARD  
Superintendent of Schools

EDWARD DRAPER  
Director of Administration & Finance

JODI BROCK  
Asst. Director of Administration & Finance

To: Gina Picard

From: Ned Draper

Date: December 7, 2022

Subject: Disposal of 2005 Ford F550, place for sale on Craigslist

Please find attached two pictures of a F550 truck that has reached the end of useful life for the district. At present the truck is not able to fulfill needs related to maintenance of the district and is no longer utilized.

Per Disposal of School Property policy the anticipated value of this truck is under \$5000 and the disposal is being conducted via Craigslist. Also per policy the School Committee is to be informed prior to disposal at the December 13<sup>th</sup> meeting. After the meeting the Facilities Director will work with the Finance office to advertise the vehicle via Craigslist and dispose of it per your approval.

Thank you.





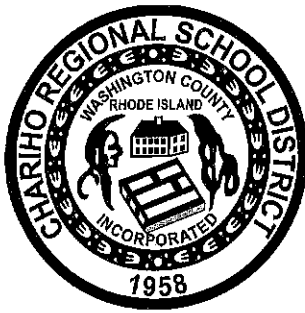




**DISPOSAL OF SCHOOL PROPERTY**

1. In accord with the Chariho Act, the Superintendent shall, at least every five years, arrange for a public sale to dispose of all excess/outdated district properties whose itemized value is less than \$5,000. A list of items shall be provided to the School Committee in advance of disposal. Proceeds from such sale or disposal shall be deposited in the general fund.
2. Disposal of items valued at \$5,000 or more shall be by public invitation to bid. Failure to receive bids, duly advertised, shall cause such items to be disposed of by the Superintendent in an appropriate manner consistent with paragraph one of this policy.
3. For the purpose of selling items in a manner other than that described in paragraph one that are valued at less than \$5,000 and no longer being utilized by the District, sealed price quotes may be obtained via the use of Craigslist.

revised 4/11/95, revised and effective 1/22/13, revised and effective 3-11-14



**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  
NOV 18 2022



LINDA D. LYALL  
School Committee Chairperson

KRISTEN MERRITT  
Human Resources Administrator

GINA M. PICARD  
Superintendent of Schools

TO: Gina Picard  
FROM: Kristen Merritt  
DATE: November 18, 2022  
SUBJECT: Staff Update

Name	Position	Reason
Elise vonHousen	Girls/Boys Indoor Track, Co-Assistant Coach – High School	Appointment effective 11/10/2022-6/30/2023
Albert DeSalvo	Girls Basketball, Assistant Coach – High School	Appointment effective 11/15/2022-6/30/2023
AJ Monaco	Girls Basketball, Assistant Coach – Middle School	Appointment effective 11/18/2022-6/30/2023
Alexa Bobbin	Girls Lacrosse, Assistant Coach – High School	Appointment effective 11/18/2022-6/30/2023
Aimee Louzon	District Part-Time Teacher Assistant – currently assigned to Charlestown	Unpaid leave of absence request effective 1/23-5/3/2023



**Kristen Merritt**

---

**To:** Justin Cahoone  
**Subject:** RE: Indoor Track

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**From:** Justin Cahoone  
**Sent:** Thursday, November 10, 2022 10:13 AM  
**To:** Kristen Merritt  
**Subject:** Fwd: Indoor Track

Hi Kristen,

I approve this request and can we make this happen?

Thanks,  
Justin

Begin forwarded message:

**From:** Elise vonHousen  
**Subject:** Indoor Track  
**Date:** November 10, 2022 at 10:09:12 AM EST  
**To:** Justin Cahoone <[Justin.Cahoone@chariho.k12.ri.us](mailto:Justin.Cahoone@chariho.k12.ri.us)>

Hi Justin,

I would like to formally apply for the co-assistant coaching position for indoor track for the 2022-2023 season.

I understand that I will need a higher level of background check. Please let me know what I need to do for that as well as any other paperwork.

Thank you!

- Elise  
Sent from my iPhone

## Kristen Merritt

---

**From:** Justin Cahoone  
**Sent:** Tuesday, November 15, 2022 12:29 PM  
**To:** Kristen Merritt  
**Cc:** Andrea Spas  
**Subject:** High School Girls Basketball Assistant Coach

Hi Kristen,

We would like to move forward with Albert DeSalvo as our High School Girls Basketball Assistant Coach.

Thanks,  
Justin Cahoone  
Athletic Director  
Chariho Regional School District  
Work: 401-315-2839

To whom it may concern,

My name is Albert DeSalvo and I am an experienced coach and educator at all levels. I have coached at the college level as a head coach for women's basketball and men's baseball, and as an assistant for women's basketball and women's softball.

It is my goal to provide expert coaching and mentorship to the youth of my home state, Rhode Island. Having Coach at the middle school level for basketball, baseball and softball in Rhode Island. I am confident in my abilities to develop a program that will compete both on and off the court/playing fields that the administration will be proud of.

I look forward to having an opportunity to work with you and build a successful program moving forward.

Sincerely,

Albert DeSalvo



## Kristen Merritt

---

**From:** Justin Cahoone  
**Sent:** Friday, November 18, 2022 12:34 PM  
**To:** Kristen Merritt  
**Cc:** Gregory Zenion  
**Subject:** CMS Girls Assistant Basketball Coach

Hi Kristen,

I would like to move forward with AJ Monaco for the middle school assistant coach for girls basketball.

Thanks,  
Justin Cahoone

Good morning,

I am submitting my application for this basketball coaching role. I am looking for a volunteer assistant coaching role at the high school level. I began coaching grade school basketball in 2008 and have coached the last few years at Monsignor Clarke School in Wakefield. I would love the opportunity to meet to discuss if I would be a good fit for the open assistant coaching role.

My passion for coaching lies in both my love for basketball and working with kids. My greatest accomplishments in the sport lie not in wins or losses but in player development. Helping kids achieve success on the basketball court is what drives me to continue coaching. I am currently working toward my NFHS certification and desire to continue my coaching career.

In my full time role, I manage a team at the bank I work at and coaching is a part of my everyday life. I have been managing teams for over 20 years in the corporate America environment.

Thank you,

AJ Monaco

## Kristen Merritt

---

**From:** Justin Cahoone  
**Sent:** Friday, November 18, 2022 1:52 PM  
**To:** Kristen Merritt  
**Cc:** Andrea Spas  
**Subject:** Fwd: Lacrosse

Hi Kristen,

I would like to move forward with Alexa Bobbin for the Lacrosse Girls Assistant Coaching position.

Thanks,  
Justin Cahoone  
Athletic Director  
Chariho Regional School District  
Work: 401-315-2839

Begin forwarded message:

**From:** Alexa Bobbin <[alexa.bobbin@chariho.k12.ri.us](mailto:alexa.bobbin@chariho.k12.ri.us)>  
**Subject:** Lacrosse  
**Date:** November 18, 2022 at 1:45:07 PM EST  
**To:** Justin Cahoone <[Justin.Cahoone@chariho.k12.ri.us](mailto:Justin.Cahoone@chariho.k12.ri.us)>

Hi Justin,

I am interested in being the Girl's Assistant Lacrosse Coach this upcoming Spring.

Thank you!

Alexa Bobbin  
Mathematics Teacher  
Chariho High School



## Kristen Merritt

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**From:** Aimee Louzon  
**Sent:** Tuesday, November 15, 2022 6:25 PM  
**To:** Kristen Merritt  
**Subject:** RE: Aimee Louzon Leave of Absence for Student Teaching

I, Aimee Louzon, confirm that I am taking this leave of absence unpaid under Article 8.2.2 of the ESP contract from January 23-May 3, 2023. Thank you!

---

**From:** Kristen Merritt  
**Sent:** Tuesday, November 15, 2022 8:25 AM  
**To:** Aimee Louzon  
**Subject:** RE: Aimee Louzon Leave of Absence for Student Teaching

Thank you, Aimee. Please confirm that you are taking this leave of absence unpaid under Article 8.2.2 of the ESP contract from January 23-May 3, 2023.

-----Original Message-----

**From:** Aimee Louzon  
**Sent:** Monday, November 14, 2022 4:36 PM  
**To:** Kristen Merritt  
**Subject:** Aimee Louzon Leave of Absence for Student Teaching

Mrs. Merritt,

I hope all is well! I am reaching out to let you know that I will be taking a leave of absence from my part-time kindergarten TA position at Charlestown Elementary School this winter/spring as I will be completing my student teaching placement before graduating from URI in May. I am actually lucky enough to be student teaching in a kindergarten classroom at Richmond Elementary! The spring semester at URI begins on January 23, 2023 and ends on May 3, 2023. I have spoken in advance to Mrs. Poore about this as well. Let me know if there is anything that I need to do moving forward. Thank you!

Best regards,  
Aimee Louzon



**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  
NOV 22 2022



LINDA D. LYALL  
School Committee Chairperson

GINA M. PICARD  
Superintendent of Schools

KRISTEN MERRITT  
Human Resources Administrator

TO: Gina Picard

FROM: Kristen Merritt

DATE: November 22, 2022

SUBJECT: Staff Update

Name	Position	Reason
Rhonda Barner	District Clerk – currently assigned to Middle School	Resignation effective 11/30/2022
Jonathan Pincince	Boys' Volleyball, Head Coach – currently assigned to High School	Resignation effective 11/22/2022
Ann Kinsley	District Teacher Assistant, 6.75 hours per day, 5 days per week, 10 months – currently assigned to High School	Appointment effective 12/1/2022

## Kristen Merritt

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**From:** Rhonda Barner  
**Sent:** Monday, November 21, 2022 9:13 AM  
**To:** Kristen Merritt  
**Subject:** resignation

Good morning Kristen, I am writing to submit my resignation from Dean's Clerk at CMS. My resignation will be effective November 30, 2022.

Thank you  
Rhonda Barner



## Kristen Merritt

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**From:** Justin Cahoone  
**Sent:** Tuesday, November 22, 2022 9:54 AM  
**To:** Kristen Merritt  
**Subject:** Fwd: Boys' Volleyball

FYI

Sent from my iPhone

Begin forwarded message:

**From:** Jack Pincince  
**Date:** November 22, 2022 at 9:10:27 AM EST  
**To:** Justin Cahoone <[Justin.Cahoone@chariho.k12.ri.us](mailto:Justin.Cahoone@chariho.k12.ri.us)>  
**Subject:** Boys' Volleyball

Good morning,

My name is Jonathan Pincince, I know we haven't met; I coached the boys' volleyball team last year. Unfortunately I won't be able to return because I've gone back to school, and some of the classes I have to take directly conflict with the after school time slots when we practice. I'm sorry for the late notice, I thought I was going to be able to take all morning classes but it hasn't worked out.

Jonathan

Ann M. Kinsley

Charlestown, RI 02892

October 31, 2022

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

Dear Kristen:

I am applying for your vacant teaching assistant position that was advertised on the Chariho Website. I feel that I am ideally suited to the vacancy in view of my creative abilities, nurturing attitude, organizational abilities, and most of all my patient manner. I consider my biggest strengths being my ability to plan effectively and to make learning a fun experience for children.

You can see my Certification and my Para pro score enclosed and can be assured that I would be an asset to your students and school.

I look forward to the opportunity of being able to contribute to your schools continued success.

I would welcome an interview and hope to hear from you at your earliest convenience.

Sincerely,

Ann Kinsley

Charlestown, RI 02813

**Kristen Merritt**

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**To:** Andrea Spas  
**Subject:** RE: Teaching Assistant Candidate

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**From:** Andrea Spas  
**Sent:** Monday, November 14, 2022 1:46 PM  
**To:** Kristen Merritt; Gina Picard  
**Cc:** Jean Bradanini; Heather Card  
**Subject:** Teaching Assistant Candidate

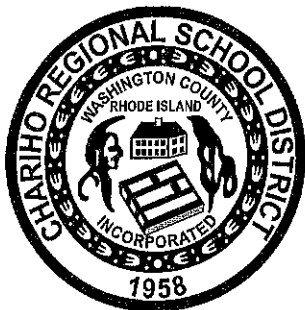
Hello,

We interviewed Ann Kinsley for the position of TA. The interview team would like to move her forward in the hiring process for TA.

Thank you,  
Andrea

**Andrea J. Spas**  
Principal  
Chariho Regional High School  
(401) 364-7778  
[Andrea.Spas@Chariho.k12.ri.us](mailto:Andrea.Spas@Chariho.k12.ri.us)

**Set Goals. Work Hard. Have Fun.**



**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  
DEC 02 2022

KRISTEN MERRITT  
Human Resources Administrator

TO: Gina Picard  
FROM: Kristen Merritt  
DATE: December 2, 2022  
SUBJECT: Staff Update

Name	Position	Reason
Lisa Smith	McKinney-Vento Elementary Liaison	Appointment effective 12/2/2022-6/30/2023
Megan Anderson	McKinney-Vento Secondary Liaison	Appointment effective 12/2/2022-6/30/2023

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**INTEROFFICE MEMORANDUM**

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**TO:** GINA PICARD, SUPERINTENDENT

**FROM:** MICHAEL COMELLA, ASSISTANT SUPERINTENDENT



**SUBJECT:** POSTING RECOMMENDATIONS

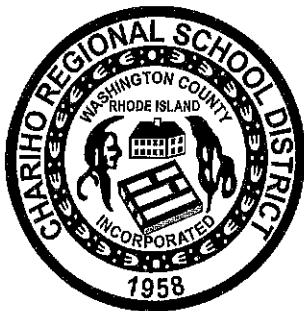
**DATE:** NOVEMBER 29, 2022

**CC:** KRISTEN MERRITT

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The following positions are recommended for per the posting:

Last Name	First Name	Position	Stipend	Expires
Smith	Lisa	McKinney-Vento Elementary Liaison	\$2500 - ARP- HCY Funding	June 2023
Anderson	Megan	McKinney-Vento Secondary Liaison	\$2500 - ARP- HCY Funding	June 2023



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**Office of the Human Resources Administrator**

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Wood River Junction, Rhode Island 02894

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School Committee Chairperson

GINA M. PICARD  
Superintendent of Schools

OFFICE OF THE SUPERINTENDENT  
DEC 09 2022

KRISTEN MERRITT  
Human Resources Administrator

TO: Gina Picard

FROM: Kristen Merritt

DATE: December 9, 2022

SUBJECT: Staff Update

Name	Position	Reason
Robert Mayne	Technology Device Selection Committee	Appointment effective 1/3-6/30/2023
Martha Dion	Technology Device Selection Committee	Appointment effective 1/3-6/30/2023
Vincent Levcowich	Technology Device Selection Committee	Appointment effective 1/3-6/30/2023
Jill Burke	Technology Device Selection Committee	Appointment effective 1/3-6/30/2023
Aimee Blanchette	Technology Device Selection Committee	Appointment effective 1/3-6/30/2023
Kathryn Sagamang	Technology Device Selection Committee	Appointment effective 1/3-6/30/2023
Stacy Wilbur	Technology Device Selection Committee	Appointment effective 1/3-6/30/2023
Lindsay Parks	Technology Device Selection Committee	Appointment effective 1/3-6/30/2023
Albert DeSalvo	Softball, Assistant Coach – High School	Appointment effective 12/9/2022-6/30/2023
Michael Conklin	Softball, Assistant Coach – High School	Appointment effective 12/9/2022-6/30/2023
Sandra Laub	Portfolio Support Team English – High School	Appointment effective 12/9/2022-6/30/2023

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**INTEROFFICE MEMORANDUM**

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**TO:** GINA PICARD, SUPERINTENDENT

**FROM:** MICHAEL COMELLA, ASSISTANT SUPERINTENDENT *M.C.*

**SUBJECT:** POSTING RECOMMENDATIONS

**DATE:** DECEMBER 7, 2022

**CC:** KRISTEN MERRITT

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The following positions are recommended for per the posting:

Last Name	First Name	Position	Stipend	Expires
Mayne	Robert	Technology Device Selection Committee	\$40	June 2023
Dion	Martha	Technology Device Selection Committee	\$40	June 2023
Levcowich	Vin	Technology Device Selection Committee	\$40	June 2023
Burke	Jill	Technology Device Selection Committee	\$40	June 2023
Blanchette	Aimee	Technology Device Selection Committee	\$40	June 2023
Sagamang	Kathryn	Technology Device Selection Committee	\$40	June 2023
Wilbur	Stacy	Technology Device Selection Committee	\$40	June 2023
Parks	Lindsay	Technology Device Selection Committee	\$40	June 2023



## Kristen Merritt

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**From:** Justin Cahoone  
**Sent:** Wednesday, December 7, 2022 3:39 PM  
**To:** Kristen Merritt  
**Cc:** Andrea Spas; Gerald Auth  
**Subject:** Softball Assistant Coaches

Hi Kristen,

We would like to move forward with Albert DeSalvo and Michael Conklin for our high school assistant softball coaching positions.

Thanks,  
Justin Cahoone  
Athletic Director  
Chariho Regional School District  
Work: 401-315-2839

To whom it may concern,

My name is Albert DeSalvo and I am an experienced coach and educator at all levels. I have coached at the college level as a head coach for women's basketball and men's baseball, and as an assistant for women's basketball and women's softball.

It is my goal to provide expert coaching and mentorship to the youth of my home state, Rhode Island. Having Coach at the middle school level for basketball, baseball and softball in Rhode Island. I am confident in my abilities to develop a program that will compete both on and off the court/playing fields that the administration will be proud of.

I look forward to having an opportunity to work with you and build a successful program moving forward.

Sincerely,

Albert DeSalvo

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

Dear Ms. Merritt,

I'm reaching out to express my interest in the varsity softball assistant coaching position for the 2022-2023 school year. As a Chariho alumni, I know the importance of maintaining and promoting a positive softball program, one that has already been strong for many years. Having served in several positions relating to girls softball, I feel that I would be a great candidate for this position and would bring the right attitude to the Chariho community.

Having served as a teacher in both elementary and middle school for the past 11 years, I have a tremendous amount of experience working with student-athletes. My approach is simple: academics first, athletics second. While I take great care and pride in coaching, I have always put students' education first and fully support Chariho's mission of "ensuring that all students meet high academic standards and are prepared for lifelong learning and productive global citizenship."

During the past five years, I served as a coach for two travel teams, the South County Sea Devils and the North Kingstown Riptide, and I'm currently serving as an assistant coach to a 16u travel team in Johnston, RI; the RI Rockets. I worked closely with my athletes to develop proper skills, teamwork, and competitiveness, while at the same time ensuring the physical and mental safety of the girls. My calm coaching demeanor and effectiveness as a role model for young adults are evident both on and off the field. Furthermore, my training as a school administrator has provided me with an additional perspective outside of the classroom as well as valuable leadership skills.

I'd be honored to bring my coaching experience to the Chariho athletic community and would allow me to give back to a school that provided me with a strong foundation for success.

Sincerely,

Michael Conklin

## **Kristen Merritt**

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**To:** Andrea Spas  
**Subject:** RE: Extra-Curricular Certified Postings

**From:** Andrea Spas <[andrea.spas@chariho.k12.ri.us](mailto:andrea.spas@chariho.k12.ri.us)>  
**Sent:** Thursday, December 8, 2022 1:17 PM  
**To:** Sandra Laub <[Sandra.Laub@Chariho.k12.ri.us](mailto:Sandra.Laub@Chariho.k12.ri.us)>; Kristen Merritt <[Kristen.Merritt@Chariho.k12.ri.us](mailto:Kristen.Merritt@Chariho.k12.ri.us)>  
**Subject:** Re: Extra-Curricular Certified Postings

Yes, this is approved. Thank you Sandy!

**Andrea J. Spas**  
Principal  
Chariho Regional High School  
(401) 364-7778  
[Andrea.Spas@Chariho.k12.ri.us](mailto:Andrea.Spas@Chariho.k12.ri.us)

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**From:** Kristen Merritt <[Kristen.Merritt@Chariho.k12.ri.us](mailto:Kristen.Merritt@Chariho.k12.ri.us)>  
**Date:** Thursday, December 8, 2022 at 12:35 PM  
**To:** Sandra Laub <[Sandra.Laub@Chariho.k12.ri.us](mailto:Sandra.Laub@Chariho.k12.ri.us)>  
**Cc:** Andrea Spas <[andrea.spas@chariho.k12.ri.us](mailto:andrea.spas@chariho.k12.ri.us)>  
**Subject:** RE: Extra-Curricular Certified Postings

Hi Sandy,

Yes, the posting closed yesterday. However, your e-mail stating you would like to apply for this position is fine.

Andrea, can I forward Sandy's name for appointment to the English Portfolio Support Team position for the remainder of this school year?

*Kristen Merritt*  
Human Resources Administrator  
Chariho Regional School District  
455A Switch Road  
Wood River Junction, RI 02894  
(401)364-3260, Ext. 2029

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**From:** Sandra Laub <[Sandra.Laub@Chariho.k12.ri.us](mailto:Sandra.Laub@Chariho.k12.ri.us)>  
**Sent:** Thursday, December 8, 2022 12:03 PM  
**To:** Kristen Merritt <[Kristen.Merritt@Chariho.k12.ri.us](mailto:Kristen.Merritt@Chariho.k12.ri.us)>  
**Cc:** Jill Burke <[Jill.Burke@chariho.k12.ri.us](mailto:Jill.Burke@chariho.k12.ri.us)>; Keith Moreau <[Keith.Moreau@Chariho.k12.ri.us](mailto:Keith.Moreau@Chariho.k12.ri.us)>  
**Subject:** Re: Extra-Curricular Certified Postings

Hi Kristen,  
I just told Jill Burke I'd apply for the Portfolio Support English position Lynn left open—what shall I do, the posting says it's closed?  
Thanks,  
Sandy

**Charlho Regional School District**  
**Tri-Town Count - 10/1/2022**

**Enrollment by Attending School**

	PK	KG	01	02	03	04	05	06	07	08	09	10	11	12	Total
Ashaway Elem		33	47	41	36	38									195
Charlestown Elem		43	60	35	51	48									237
Hope Valley Elem	60	45	43	33	38	36									255
Richmond Elem		72	83	71	95	84									405
Middle School							195	225	204	220					844
High School											311	273	246	226	1056
CALA			1	1	1	1	3	5	5	4	12	15	9	7	64
Out-Of-District	1							2	1		4	2	2	4	16
Charter		5	4	6	14	6	13	7	5	8	11	5	10	8	102
<b>Total</b>	<b>61</b>	<b>198</b>	<b>238</b>	<b>187</b>	<b>235</b>	<b>213</b>	<b>211</b>	<b>239</b>	<b>215</b>	<b>232</b>	<b>338</b>	<b>295</b>	<b>267</b>	<b>245</b>	<b>3174</b>

**Enrollment by Town of Residence**

	PK	KG	01	02	03	04	05	06	07	08	09	10	11	12	Total
Charlestown	13	42	63	37	51	54	52	57	53	58	69	59	61	62	731
Richmond	28	76	87	72	104	85	73	83	76	80	103	99	92	85	1143
Hopkinton	20	80	88	78	80	74	86	99	84	93	118	93	76	65	1134
Coventry														2	2
Cumberland												1	1		2
East Greenwich											2				2
Exeter									1		4	4	2	3	14
Jamestown												1	1		2
Narragansett											3	1			4
North Kingstown									1		3	3	2	3	12
Out of State												1	1		2
South Kingstown											10	12	10	3	35
Warwick												1			1
West Greenwich											3	3		3	9
Westerly										1	23	17	21	19	81
<b>Total</b>	<b>61</b>	<b>198</b>	<b>238</b>	<b>187</b>	<b>235</b>	<b>213</b>	<b>211</b>	<b>239</b>	<b>215</b>	<b>232</b>	<b>338</b>	<b>295</b>	<b>267</b>	<b>245</b>	<b>3174</b>

**Charlho Regional School District**  
**Tri-Town Count - 10/1/2022**

**Students Residing in the District by Town of Residence**

	<b>Elem</b>	<b>MS</b>	<b>HS</b>	<b>CALA</b>	<b>ODP</b>	<b>Charter</b>	<b>Total</b>
<b>Charlestown</b>	253 23.17%	209 24.79%	229 25.30%	9 18.00%	3 18.75%	28 27.45%	731 24.30%
<b>Richmond</b>	431 39.47%	293 34.76%	349 38.56%	17 34.00%	7 43.75%	48 45.10%	1143 38.00%
<b>Hopkinton</b>	408 37.36%	341 40.45%	327 36.13%	24 48.00%	6 37.50%	28 27.45%	1134 37.70%
<b>Total</b>	1092 100.00%	843 100.00%	905 100.00%	50 100.00%	16 100.00%	102 100.00%	3008 100.00%

**Charter School Students by Town of Residence**

		<b>KG</b>	<b>01</b>	<b>02</b>	<b>03</b>	<b>04</b>	<b>05</b>	<b>06</b>	<b>07</b>	<b>08</b>	<b>09</b>	<b>10</b>	<b>11</b>	<b>12</b>	<b>Total</b>
<b>Compass</b>	Charlestown		1		1		1			4					7
	Hopkinton			1	2		2	4	2	2					13
	Richmond	4			5	2	5	2	3	2	1				24
	<b>Total</b>	4	1	1	8	2	8	6	5	8	1	0	0	0	44
<b>Greene</b>	Charlestown											2			2
	Hopkinton												1		1
	Richmond		1								1				2
	<b>Total</b>	0	1	0	0	0	0	0	0	0	1	2	1	0	5
<b>Kingston Hill</b>	Charlestown			3		1	2								6
	Hopkinton	1	1	2	2	2	1								9
	Richmond		1		4	1	2								8
	<b>Total</b>	1	2	5	6	4	5	0	0	0	0	0	0	0	23
<b>Met School</b>	Charlestown												1		1
	Hopkinton										1				1
	Richmond										2			1	3
	<b>Total</b>	0	0	0	0	0	0	0	0	0	3	0	1	1	5
<b>Other</b>	Charlestown							1			2	1	4	4	12
	Hopkinton										2		1	1	4
	Richmond										2	2	3	2	9
	<b>Total</b>	0	0	0	0	0	0	1	0	0	6	3	8	7	25
<b>Total</b>		5	4	6	14	6	13	7	5	8	11	5	10	8	102

**Chariho Regional School District  
Tri-Town Count - 10/1/2022****Tuition Students by Town**

	<b>Total</b>
<b>Coventry</b>	2
<b>Cumberland</b>	2
<b>East Greenwich</b>	2
<b>Exeter</b>	14
<b>Jamestown</b>	2
<b>Narragansett</b>	4
<b>North Kingstown</b>	12
<b>South Kingstown</b>	35
<b>Warwick</b>	1
<b>Westerly</b>	81
<b>West Greenwich</b>	9
<b>Out of State</b>	2
<b>Total</b>	166



# WE ARE CHARIHO

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



November 2022, Volume 3: Issue 3

## LEARN MORE

Visit the District's [website](#)

Discover ways to [support](#) us

Read [Vision 2023](#)

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](mailto:katie.kirakosian@chariho.k12.ri.us)

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

## "YES, WE CAN": ANNUAL HARVEST FOOD DRIVE BRINGS IN THOUSANDS OF DONATIONS FOR LOCAL COMMUNITY



Throughout the month of November, students and staff at all four elementary schools, Chariho Alternative Learning Academy, and Chariho Regional Middle School were busy collecting nonperishable food items for their Annual Harvest Food Drive. Chariho Regional High School's Interact Club is extending the spirit of giving with their food drive, which closes Friday, December 2nd.

In total, the Harvest Food Drive brought in over 6,000 food items, which are now being sent to local community organizations focused on helping those with food insecurity. Such organizations include the [Rhode Island Center Assisting those in Need](#) (RICAN) and the [St. Andrew Food Pantry](#), both in Charlestown. Other items will also be used in the holiday baskets that are given directly to families in the Chariho district. First and foremost, the event is about giving back to the community. It is also a friendly competition between the elementary schools to see which one can raise the most cans per student. Hope Valley Elementary School held that distinction last year. Hope Valley's Principal, Mr. G loves to see his students get involved in the spirit of giving. He shared how "Fourth graders help make posters to ensure all grades know about the drive and the event exemplifies how Hope Valley Elementary School strives to be a small school with a big heart".



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.



## District happenings: Chariho Press releases for the month of November



Every month, so many things are happening across the District that it can be tough to capture even a fraction of them. In an effort to ensure that the community is informed about some of these events, our press releases for the month are all listed below. Click on the titles below to read more. If you know of an upcoming event that might make a strong press release, please contact Katie Kirakosian, the District's Development Officer, at [katie.kirakosian@chariho.k12.ri.us](mailto:katie.kirakosian@chariho.k12.ri.us) or 401-552-7277.

### **November 3rd:**

**Hope Valley Elementary School to bring back  
PPAC experience after a three year hiatus**

### **November 9th:**

**Chariho High School Benefit Concert to have students,  
alumni and staff giving back, together**

### **November 10th:**

**Richmond Elementary Students to salute local Veterans**

### **November 16th:**

**CHARIHOTech students give back with  
Thanksgiving luncheon for local senior citizens**

### **November 17th:**

**Hope Valley Elementary Students excited to showcase their  
handmade creations and math skills to the public**

### **November 21st:**

**Director of Veterans Affairs to attend veterans  
celebration at Ashaway Elementary School**

**Before School Running Club takes off again at Charlestown Elementary School**

### **November 22nd:**

**For Academy students, learning and growth occurs always and, in all ways**

**A feast with friends: Chariho Middle School brings back  
popular celebration that has important lessons for all**

### **November 29th:**

**"Yes, we can": Annual Harvest Food Drive  
brings in thousands of donations for local community (see cover story as well)**



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 '22-'23 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.



## THE GENEROSITY OF THE CHARIHO COMMUNITY IS FELT THROUGHOUT THE DISTRICT

We would like to take a moment to thank the following individuals and/or businesses for making donations to the District:

- Donation from Ambient Sound, Inc. Warwick, RI of a brand new Draper Electric Projection Screen to Hope Valley Elementary School.
- Donation from the Paul Family (Sandy Paul in memory of her son Jamie Paul) of financial assistance to be used towards the purchase of diabetic supplies for two students.
- Donation from Ryan Saunders, Chorus of Westerly, of the George Kent Performance Hall to the CHS Chorus for their concert in support of the Benefit Concert Scholarship Fund.

If you would like to make a donation to support the Chariho Regional School District, or a particular school, or initiative; please contact Katie Kirakosian, the District's Development Officer, at [katie.kirakosian@chariho.k12.ri.us](mailto:katie.kirakosian@chariho.k12.ri.us) or 401-552-7277.

### ALUMNI SPOTLIGHT



Students (left to right) Sarah Frost, Brian Gouvin, & Chris Sutcliffe act out a scene for an audition in 2018. (Sarah Bentley)

Earlier this month, I spoke with Sarah Frost ('21) who is in her second year as Assistant Director for the CHS Theatre Company. She assisted with the productions of *A Christmas Carol* and *Hello, Dolly* last school year. Later this week, you will find her at the Chariho Middle School Auditorium on 12/2 (at 7pm), 12/3 (at 7pm), and 12/4 (at 1pm) for the CHS Theatre Company's production of *Macbeth*. To help the cast prepare, Sarah has been working on articulation with actors, as his work can be hard for modern audiences to understand. She was never a huge Shakespeare fan, but "digging into it has made me love it". Chariho students are doing everything from the AV, to lighting, set design, and acting, so it is a show you will not want to miss. Frost admits that some "schools are afraid to choose an intense show, but I am confident in everyone working on this".

## 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 2023 for the classes of '63, '68, '73, '78, '83, '88, '93, '98, '03, '08, and '13!

### Upcoming Reunions

**Class of 1973: 50th reunion, June 10th, 2023 at the Haversham Inn.**

Thank you for reading the *We Are Chariho* newsletter.  
If you have ideas for a story to share in the newsletter, please contact Katie Kirakosian at 401-552-7277 or [katie.kirakosian@chariho.k12.ri.us](mailto:katie.kirakosian@chariho.k12.ri.us).

# **NOVEMBER PRESS RELEASES**

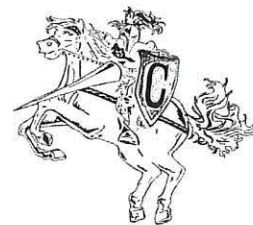




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***All Kids. All of the Time.***



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Superintendent of Schools

MICHAEL COMELLA  
Assistant Superintendent

LINDA D. LYALL  
School Committee Chairperson

KATIE KIRAKOSIAN  
Development Officer

### PRESS RELEASE

#### **Hope Valley Elementary School to bring back PPAC experience after a three year hiatus**

**HOPE VALLEY, RI, November 3, 2022**—Hope Valley elementary students in grades K-4 will be visiting Providence Performing Arts Center on November 3<sup>rd</sup> to see ALL THE WAY LIVE, an interactive musical experience created by world-renowned hip-hop artists Baye Harrell and Paige Hernandez.

This performance is part of PPAC's live ARTS Showcase, offering Rhode Island students in grades PreK-8 access to live performances and virtual performance access. ARTS Showcase Live performances were impacted by the COVID-19 pandemic, so having live shows return is so exciting for our students. The ARTS Showcase connects especially well to Hope Valley's Specialty focus of Visual and Performing Arts and are free events with registration through the PPAC Outreach Program. The Hope Valley PTO is paying for bus transportation costs to ensure that this opportunity remains accessible to all.



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**Hope Valley students with Principal Gencarelli on their way to PPAC.**

###

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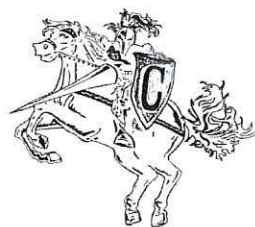
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Development Officer

### PRESS RELEASE

#### **Chariho High School Benefit Concert to have students, alumni and staff giving back, together**



**WESTERLY, RI, November 9, 2022**—Chariho Regional High School is preparing to host their annual Benefit Concert, scheduled for Wednesday November 9<sup>th</sup> at 7pm at the George Kent Performance Hall in Westerly, RI.

This is the 12<sup>th</sup> year that the concert has had staff participation. While the performance is free, donations will be taken at the door to support the Benefit Concert Scholarship. This year will be one of the biggest concerts to date, with 50 staff and alumni planning to join current Chariho students on the stage.

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Development Officer

### PRESS RELEASE

#### **Richmond Elementary Students to salute local Veterans**



**RICHMOND, RI, November 10, 2022**—Richmond Elementary School and the Richmond Parent Teacher Organization (PTO) is planning a Veterans Day breakfast and celebration next Thursday morning to honor students' parents or grandparents who have served or are serving in the military.

Richmond Elementary School students with active duty and veteran parents and grandparents will have the opportunity to share a special breakfast with them in recognition of Veterans Day.

The whole school is also participating in a school-wide assembly to thank their guests with singing, cards, a certificate, and a flag. In addition to the assembly, the school and the PTO are collecting donations of as clothing, personal care items, and nonperishable snacks to send to various veterans' organizations. If you would like to send in a donation, please do so through November 10<sup>th</sup>.

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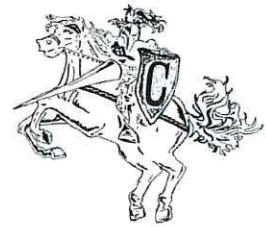
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Development Officer

### PRESS RELEASE

#### **CHARIHotech students give back with Thanksgiving luncheon for local senior citizens**



**RICHMOND, RI, November 16, 2022**—There is a lot to be thankful for this November, as CHARIHotech hosts its annual Senior Citizens of Chariho Thanksgiving Luncheon on November 16<sup>th</sup> at 11am.

This sold out event promises to be a special treat for local senior citizens across the District. The three-course meal is always made from scratch and is served free of charge to all attendees, thanks, in part, to financial support from Community 2000. The luncheon serves as an opportunity for CTC students to give back to their community, while showing their learning in action. Students in Culinary and Hospitality and Event Planning participate in the luncheon, as well as floral design students who make the centerpieces and Advertising and Design students who design the menu. From start to finish, students help plan the event, practice customer service, and gain hands-on experience in a banquet and dining setting.

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### PRESS RELEASE

#### **Hope Valley Elementary Students excited to showcase their handmade creations and math skills to the public**



**HOPE VALLEY, RI, November 17, 2022**—Hope Valley Elementary students are busy preparing for a Makerspace Showcase and Math Extravaganza on Thursday November 17<sup>th</sup> at 6pm.

Inspired by the popularity of school science fairs, this event will allow students in Mrs. Ward's before school Maker Mornings and Ms. Patten's after school math tutoring program to share the results of their ongoing work. At Maker Mornings, students have access to recycled materials and technology to invent and create all sorts of different things using engineering skills. Maker Mornings became popular with HVES students before the pandemic and returned this school year. So far Grade 4

students have participated in Maker Mornings and by the end of the year, all students in grades K-4 will have had a chance to participate. Thursday evening will also host a "Math Extravaganza" where students will be able to play math games learned during the school year with their families. There will be games available for all grades to play, including Make 10 Go Fish, Multiplication Bingo, Addition Doubles Bingo, and Dot Pattern Memory. The Math Extravaganza is being spearheaded by Ms. Patten, who runs the afterschool math tutoring program at Hope Valley, which is an ESSER funded program. If you are unable to join us for our November event, know that this is actually a preview event for Hope Valley's STEAM Week (science, technology, engineering, arts, and math) in February!

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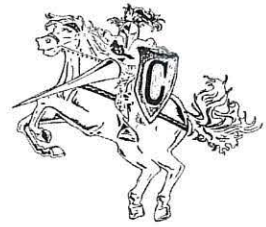
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### PRESS RELEASE

#### **Director of Veterans Affairs to attend veterans celebration at Ashaway Elementary School**



**CHARLESTOWN, RI, November 21, 2022**—Students at Ashaway Elementary School are celebrating local veteran this month with a special guest, Kasim Yarn, Director of Veterans Affairs for Rhode Island.

The event will kick-off with a breakfast at 9am for Ashaway students and their veteran family members. The breakfast will be followed by a school-wide assembly that includes songs, a presentation, and closing remarks given by Director Yarn. All veterans will also be given a flag as a show of appreciation for their service. This is the third time Mr. Yarn has visited Ashaway Elementary School, although his visits were interrupted for several years due to COVID-19. Students at the school are also giving back this month by raising donations for local veterans and the VA Hospital.

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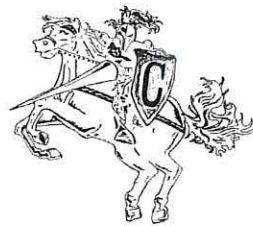




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### PRESS RELEASE

#### **Before School Running Club takes off again at Charlestown Elementary School**



**CHARLESTOWN, RI, November 21, 2022**—Sixty students at Charlestown Elementary School are participating bi-weekly in a wildly popular before school running club.

Students in the club can run before school on Tuesday and Thursday mornings from September through June. The club is currently open to students in Grades 2 through 4, but will open to Kindergarten and 1<sup>st</sup> graders starting in January. Cathy Moffitt, Charlestown's Health and Physical Education teacher, has led the Running Club for over twelve years. Both she and Christine Miguel, a Teacher Assistant at Charlestown Elementary School, volunteer their time for the club. Moffitt sees the club as a win for everyone with students, parents, and staff all seeing benefits. For students, they get to spend extra time with their friends and have fun. For parents, it helps their

child get extra time outside and start their day on the right foot. Some parents have even shared that it's easier to get their student to school on running club days. For staff, it impacts learning, as research shows that physical activity can increase focus and help to improve academics. Moffitt shares, "I love that the students enjoy it and are so proud of their accomplishments. I love watching them set goals and reach them. They like the little rewards along the way (i.e. the feet and medals) to show how much they have done. I've actually had some high school students bring me back the feet they earned in elementary school".

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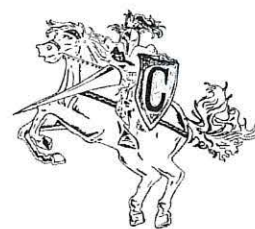
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## Chariho Regional School District Development Office

455A Switch Road  
Wood River Junction, Rhode Island 02894

***All Kids. All of the Time.***



GINA M. PICARD  
Superintendent of Schools

MICHAEL COMELLA  
Assistant Superintendent

LINDA D. LYALL  
School Committee Chairperson

KATIE KIRAKOSIAN  
Development Officer

BRIAN TETREAU  
Director of Alternative Learning Programs

### PRESS RELEASE

#### **For Academy students, learning and growth occurs always and, in all ways**



**RICHMOND, RI, November 22, 2022**—An exciting day is planned for Chariho Alternative Learning Academy (CALA) students and staff right before Thanksgiving recess. On this day, all Academy students will participate in an annual ice-skating trip to URI's Boss Arena. After the trip, students in the Clinical Day Program (CDP) will also sit down to a Thanksgiving-inspired meal that they planned and prepared.

The ice-skating trip is organized by Mr. Kazarian, the Physical Education teacher at the Academy and the school's SEL Health and Wellness Coordinator. As Kazarian explains, ice skating "helps the students learn that it is ok to fail or fall and get right back up again because they see their peers and staff do the same thing". The Thanksgiving meal is organized by the CDP staff at the Academy. Mrs. Bruneau, a Special Education teacher at CALA and the Chariho District's Teacher of the Year, shares that there is both a social and an academic focus here. She explains how it is, "an opportunity to engage our community as a whole. Too many times we are splintered into separate classes - this gives us a chance to sit down and reflect as a group about our progress this year". It also allows students to hone their executive functioning skills and apply what they are learning in math and social studies. Students are looking forward to the event as well. Many agree that "It's fun to work on cooking in school." Josh, a Freshman at CALA, shares just what it means to him. "I'm grateful for having teachers and friends that care about me. I like having support here, it makes me happy to think about the future." The fieldtrip and meal are supported in part by the Academy's Comprehensive Support and Improvement Plan (CSIP) funding.

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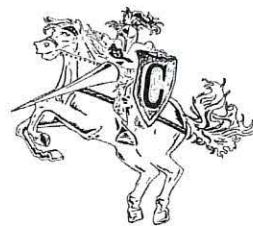




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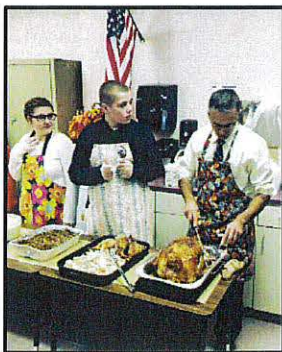
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### PRESS RELEASE

#### **A feast with friends: Chariho Middle School brings back popular celebration that has important lessons for all**



**WOOD RIVER JUNCTION, RI, November 22, 2022**—Chariho Middle School had a unified Thanksgiving Feast on Tuesday which served as an exemplar for the District's motto, "All Kids. All of the Time".

A group of students with special needs at Chariho Middle School have been working for several weeks to prepare everything for this much anticipated meal. Students prepared the entire meal including turkey, potatoes, and stuffing. They also made a guest list, created invitations, set up the room, set the tables, and cleaned up. These skills are all considered daily living skills, which is a main focus of their program. According to CMS Special Education teacher Kerri Warburton, "This is a great opportunity to have their friends come into their classrooms and spend time together, which they look forward to every year.

One of their favorite parts is when Principal Zenion carves the turkey with his apron on. This meal fosters meaningful and lasting relationships within the school community, for all involved". This event is made possible, in part, by PTO funding.

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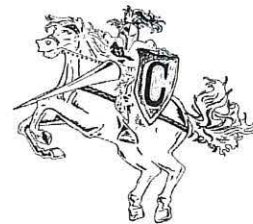




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### PRESS RELEASE

#### **“Yes, we can”: Annual Harvest Food Drive brings in thousands of donations for local community**



**WOOD RIVER JUNCTION, RI, November 30, 2022**—Throughout the month of November, students and staff at all four elementary schools, Chariho Alternative Learning Academy, and Chariho Regional Middle School were busy collecting nonperishable food items for their Annual Harvest Food Drive. Chariho Regional High School's Interact Club is extending the spirit of giving with their food drive, which closes Friday, December 2<sup>nd</sup>.

In total, the Harvest Food Drive brought in over 6,000 food items, which are now being sent to local community organizations focused on helping those with food insecurity. Such organizations include the Rhode Island Center Assisting those in Need (RICAN) and the St. Andrew Food Pantry, both in Charlestown. Other items will also be used in the holiday baskets that are given directly to families in the Chariho district. First and foremost, the event is about giving back to the community. It is also a friendly competition between the elementary schools to see which one can raise the most cans per student. Hope Valley Elementary School held that distinction last year. Hope Valley's Principal, Mr. G loves to see his students get involved in the spirit of giving. He shared how "Fourth graders help make posters to ensure all grades know about the drive and the event exemplifies how Hope Valley Elementary School strives to be a small school with a big heart".

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