

**EXETER-WEST GREENWICH REGIONAL SCHOOL DISTRICT SCHOOL COMMITTEE**

**Tuesday, May 12, 2015, 6:00 p.m.**

**Business Meeting**

**Wawaloam School Cafeteria, 100 Victory Highway, Exeter, RI**

**MEETING MINUTES**

*The form and content of these minutes conform to commonly accepted standards and shall become the official record of the meeting after review and approval by the School Committee. By definition, minutes are not a verbatim record of the proceedings.*

*A DVD recording is made a part of the record for a complete account of the School Committee meeting and is available for viewing on the EWG District website.*

**Convene Meeting**

Call to order Chair Pande, 6:05 PM

Board members present: Claudine Pande, Chairperson; Mark Rafanelli, Vice Chairperson; Valerie Zuercher, Clerk; Diane Bampton Allen, Theresa Donovan, Sheryl Green, Lee Kissinger, (arrived 6:12 PM)

Others present: James Erinakes, II, Superintendent; Robert Ross, Director of Administration; Marie Ahern, Curriculum Director

- I. **Pledge of Allegiance**
- II. **District Mission Statement**
- III. **Open Forum (15-minute limit)**
- IV. **Presentation**

**A. Wawaloam School Presentation**

Principal Melissa Marino offered a video presentation relating to Wawaloam School.

Superintendent Erinakes gave an overview of the consent agenda.

**V. Routine Items**

**Consent Agenda**

- A. Approval of Minutes – Regular Meeting Minutes of April 28, 2015;  
Executive Session Meeting Minutes of April 28, 2015**

**B. Personnel Items**

**1. Appointments**

**2. Leaves of Absence – (As Recommended by the Superintendent)**

- a. Letter from Sarah Civic requesting a one-year unpaid Leave of Absence, from her position as 1.0 FTE Kindergarten Teacher at Wawaloam School, for the 2015 – 2016 school year**

- b. Letter from Susan Neff requesting a one-year unpaid Leave of Absence, from her position as 1.0 FTE English Teacher at the Senior High School, for the 2015 – 2016 school year
- 3. Resignations - (As Recommended by the Superintendent, with Regret)
  - a. Letter from Christina McKiernan resigning her position as .5 FTE Math Teacher at the Jr. High School, effective at the conclusion of her approved unpaid leave of absence, on or about June 19, 2015
  - b. Letter from Anne Sullivan resigning her position as Head Coach for the Girls Tennis Team, effective May 12, 2015
- 4. Non-Renewals
- 5. Recalls
- 6. Sabbaticals
- 7. Job Share Proposals
  - a. *Item pulled*

**C. Bills – Bills in the amount of \$199,318.45**

**End Consent Agenda**

Member Bampton Allen recused herself from voting to approve the Job Share proposal.

Item 7. a. was pulled from the consent agenda for a separate vote.

MSV – To approve the consent agenda, minus the job share proposal request – Zuercher/Kissinger – (7-0) – MOTION APPROVED

MSV – To approve the job share proposal for Kristen Allen – Rafanelli/Donovan – (6-0) – Member Bampton Allen–*Recusal* – MOTION APPROVED

**7. Job Share Proposals – (As Recommended by the Superintendent)**

- a. Proposal from Kristin Allen requesting to continue to Job Share .40 FTE of her 1.0 FTE position as Physical Education/Health Teacher at Metcalf School for the 2015 – 2016 school year

**D. Correspondence – (1) August 26, 2014 – April 30, 2015 AND September 1, 2013– April 30, 2014 - Discipline Reports; (2) 2015 Moody’s Rating Report; (3) 2015 National School Lunch Program Administrative Review; (4) May 8, 2015 Communication from the Superintendent regarding Teacher Appreciation Week**

Member Donovan referenced correspondence (2) and said the A-1 Moody’s Rating is a tremendous tribute to the administrative work done in the District. She expressed gratitude.

**E. 2014 – 2015 Budget Projection**

## **F. 2015 - 2016 Budget**

Superintendent Erinakes reported a new outline of the 2015 - 2016 budget would be brought to the committee for validation before the end of the fiscal year. The requisition will incorporate all of the staffing changes that will have occurred since the budget was approved in April. The bottom-line will remain the same.

## **G. Monthly Subcommittee Report(s)**

- 1. Policy Subcommittee**
- 2. Charter Review Subcommittee**

## **H. Monthly Status Reports**

- 1. Superintendent**
- 2. Curriculum**
- 3. Business**
- 4. Maintenance**
- 5. Technology**

## **VI. New Business**

### **A. Approve RI Association of School Committees 2015 - 2016 Dues Invoice**

MSV - To approve the RI Association of School Committees 2015 - 2016 Dues - Zuercher/Green - (7-0) - MOTION APPROVED

Chair Pande reviewed each of the recommended Service Contract Bid Awards.

### **B. Award Service Contract Bids**

- 1. Inspection/Maintenance of Fire Alarm System**  
*Electronic Alarm Systems, Inc. - \$1,200 (annual)*
- 2. Inspection/Maintenance of Fire Extinguishers**  
*All State Fire Protection, Inc. - \$2,815 (annual)*
- 3. Septic System Pumping**  
*Diffley & Daughters Septic Service - \$.15 cents (per gallon)*
- 4. Rubbish Removal**  
*MTG Disposal - \$4,950*
- 5. Storm Drain Cleaning**  
*R. Bruce Briggs - \$2,500*
- 6. Inspection/Maintenance of Elevators**  
*Otis Elevator Company - \$2,400*
- 7. Boiler Cleaning and Repair**  
*Falcon Hydraulics & Boiler Services - \$4,150*
- 8. Maintenance Monitoring/Repair of Building Security Systems**  
*Electronic Alarm Systems, Inc. - \$1,272*

MSV - To approve the service contract bids as presented - Kissinger/Donovan - (7-0) - MOTION APPROVED

### **C. Award Audit Contract Bid**

Mr. Ross offered his recommendation to award the auditing and agreed upon procedure services contract to Bacon & Company in the amount of \$19,500.00, conditional approval on receipt of legal opinion for bid compliance.

MSV – To award the auditing and agreed upon procedure services contract to Bacon & Company in the amount of \$19,500.00 for the base price, as a 3-year agreement with the opt out clause for the third year, conditional approval on receipt of legal opinion for bid compliance – Kissinger/Zuercher - (7-0) – MOTION APPROVED

### **D. Policy Amendment**

#### **1. 6242 – Administrative Salaries**

Superintendent Erinakes highlighted the proposed changes to policy 5242. Members reached consensus to increase the proposed salary range for the Director of Technology to 0.90 – 105%.

MSV – To approve policy 6242 as amended, effective July 1, 2015 – Rafanelli/Zuercher – (7-0) – MOTION APPROVED

### **VII. Unfinished Business**

#### **A. Reserve/Capital Project Update**

Mr. Ross reported the security system bids would be available for pick up on May 14 and the high school tennis court project should begin on May 22, 2015.

#### **B. School Committee Resolution**

MSV – To approve the Resolution with the removal of the third WHEREAS and the deletion of the last sentence beyond 2015 – S 743 – Kissinger/Zuercher – (7-0) – MOTION APPROVED

### **VIII. Reports/Comments**

### **IX. Important Dates and Meetings –Thursday, May 21, 2015-Honors Night (6:30 PM); Tuesday, May 26, 2015-School Committee Meeting-*(Special Education/Lineham School Presentation)*; **WEDNESDAY, June 10, 2015-School Committee Meeting; Saturday, June 13, 2015-High School Graduation; Friday, June 19, 2015-Jr. High Moving Up Ceremony; Tuesday, June 23, 2015-School Committee Meeting****

MSV – To move to Executive Session at 7:29 PM in accordance with RIGL 42-46-4 and 42-46-5 (a) (1) – Personnel – Superintendent’s Evaluation – Rafanelli/Zuercher – and voted as follows:

Claudine Pande	AYE
Mark Rafanelli	AYE
Valerie Zuercher	AYE
Lee Kissinger	AYE
Theresa Donovan	AYE
Diane Bampton Allen	AYE
Sheryl Green	AYE

- X. **Executive Session – RIGL 42-46-4 and RIGL 42-46-5**  
A. 42-46-5 (a)(9) – CBA – Grievance(s)  
B. 42-46-5 (a)(2) – CBA – (C-94/Teachers’ Association)-Negotiation  
Discussion and/or Pending/Potential Litigation – Legal Advice  
C. 42-46-5 (a)(1) – Personnel – Superintendent’s Evaluation  
D. 42-46-5(a)(3) – Security
- XI. **Disclosure of any votes taken in Executive Session**  
MSV – To seal the Executive Session Minutes [of May 12, 2015] –  
Kissinger/Rafanelli – (7-0) – MOTION APPROVED
- XII. **Motion to Seal Executive Session Minutes**  
MSV – To seal the Executive Session Minutes [of May 12, 2015] –  
Donovan/Kissinger – (7-0) – MOTION APPROVED
- XIII. **Adjournment**  
MSV – To adjourn – Zuercher/Kissinger – (7-0) – MOTION APPROVED

The meeting adjourned at 7:45 PM

**ROBIN CERIO  
RECORDING SECRETARY**