

# **Warwick School Committee Minutes**

## **Open Session**

**Meeting of August 14, 2007**

**The Warwick School Committee met in Open Session at Toll Gate High School on Tuesday, August 14, 2007. The Chair called the meeting to order at 6:35 p.m. with the following in attendance:**

### **COMMITTEE**

**Christopher Friel, Chairperson**

**Lucille Mota-Costa, Vice Chair**

**Bethany Furtado, Clerk**

**Joyce L. Andrade**

**Paul Cannistra**

### **ADMINISTRATION**

**Peter J. Horoschak, Superintendent**

**Victor Mercurio, Director of Secondary Education**

**Robert T. Bushell, Director of Elementary Education**

**Richard D'Agostino, Director Special Services**

**Rosemary Healey, Esq., Director of Compliance & Human Resources**

**MOTION 2007-243: Moved by Mr. Cannistra, seconded by Mrs. Andrade, to go into closed session for discussion and/or action regarding those items of business exempt from open meetings under General Laws of Rhode Island 42-46-5(a)(1) and (a)(2).**

**MOTION PASSES (3-0)**

**Christopher Friel - absent Lucille Mota-Costa - Aye**

**Joyce L. Andrade – absent Bethany Furtado – Aye**

**Paul Cannistra - Aye**

**Meeting reconvened at 7:10 p.m.**

**Robert W. Dooley**

**David E. Small, Director of Buildings and Grounds**

**Approval of Minutes of Public Session:**

**MOTION 2007-244: Moved by Mrs. Andrade, seconded by Mrs. Furtado, to table approval of the minutes of the Open Session for July 10, 2007.**

**MOTION PASSES (5-0)**

**Christopher Friel - Aye Lucille Mota-Costa - Aye**

**Joyce L. Andrade – Aye Bethany Furtado – Aye**

**Paul Cannistra - Aye**

**MOTION 2007-245: Moved by Mrs. Andrade, seconded by Mrs. Furtado, to approve the minutes of the Open Session for August 2, 2007.**

**MOTION PASSES (5-0)**

**Christopher Friel - Aye Lucille Mota-Costa - Aye**

**Joyce L. Andrade – Aye Bethany Furtado – Aye**

**Paul Cannistra - Aye**

**MOTION 2007-246: Moved by Mrs. Andrade, seconded by Mrs. Furtado, to approve the minutes for the Executive Session of July 10, 2007 and August 2, 2007.**

**MOTION PASSES (5-0)**

**Christopher Friel - Aye Lucille Mota-Costa - Aye**

**Joyce L. Andrade – Aye Bethany Furtado – Aye**

**Paul Cannistra - Aye**

**Approval of Transfers:**

**MOTION 2007-247: Moved by Mrs. Furtado, seconded by Mrs. Andrade, to approve the transfers presented to the Committee.**

**MOTION PASSES (5-0)**

**Christopher Friel - Aye Lucille Mota-Costa - Aye**

**Joyce L. Andrade – Aye Bethany Furtado – Aye**

**Paul Cannistra - Aye**

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**Approval of Warrants:**

**MOTION 2007-248: Moved by Ms. Mota-Costa, seconded by Mr. Cannistra, to approve the warrants presented to the Committee.**

**MOTION PASSES (5-0)**

**Christopher Friel - Aye Lucille Mota-Costa - Aye**

**Joyce L. Andrade – Aye Bethany Furtado – Aye**

**Paul Cannistra - Aye**

**Professional Personnel Items:**

**Appointments:**

**MOTION 2007-249: Moved by Mrs. Furtado, seconded by Mr. Cannistra, that the following appointments be approved: Jeffrey Taylor, math department chair at Aldrich; Karleen Bowie, special educator, from category 1 to permanent, step 3; Isabelle Neilson, special educator, from category 1 to permanent, step 2; Tammy Sweeney, special educator, category 1, step 1; Jennifer Rooney, 60% speech teacher, step 6; and Donna Souza, 60% nurse teacher, step 8 (pending receipt of state and national BCI).**

**MOTION PASSES (5-0)**

**Christopher Friel - Aye Lucille Mota-Costa - Aye**

**Joyce L. Andrade – Aye            Bethany Furtado – Aye**

**Paul Cannistra - Aye**

**Leaves of Absence**

**MOTION 2007-250: Moved by Mrs. Andrade, seconded by Mrs. Furtado, that Mary Anne Marcello be granted a leave of absence for the 2007-08 school year to serve as a RIDE Early Childhood Special Education Fellow; and Cynthia Scheller be granted a leave of absence for the 2007-08 school year to serve as a SALT Regents Fellow**

**MOTION PASSES (5-0)**

**Christopher Friel - Aye Lucille Mota-Costa - Aye**

**Joyce L. Andrade – Aye            Bethany Furtado – Aye**

**Paul Cannistra - Aye**

**Resignation:**

**MOTION 2007-251: Moved by Mrs. Furtado, seconded by Ms. Mota-Costa, that the resignation of Kristina Fisher, math teacher at Toll Gate, be accepted, effective August 7, 2007.**

**MOTION PASSES (5-0)**

**Christopher Friel - Aye Lucille Mota-Costa - Aye**

**Joyce L. Andrade – Aye            Bethany Furtado – Aye**

**Paul Cannistra - Aye**

**Classified Personnel Items:**

**Resignation**

**MOTION 2007-252: Moved by Ms. Mota-Costa, seconded by Mr. Cannistra, that the resignation of Lauren M. Whiting, teacher assistant, Park School, be accepted, effective August 30, 2007.**

**MOTION PASSES (5-0)**

**Christopher Friel - Aye Lucille Mota-Costa - Aye**

**Joyce L. Andrade – Aye            Bethany Furtado – Aye**

**Paul Cannistra - Aye**

**Coaching appointments:**

**MOTION 2007-253: Moved by Mrs. Andrade, seconded by Mrs. Furtado, that the appointment of Fred Schweizer, assistant coach, girls' soccer at Toll Gate be approved; and that the appointment of Charles Benson, assistant coach, girls' soccer at Warwick Veterans, be approved for one year only.**

**MOTION PASSES (5-0)**

**Christopher Friel - Aye Lucille Mota-Costa - Aye**

**Joyce L. Andrade – Aye            Bethany Furtado – Aye**

**Paul Cannistra - Aye**

**Vehicle Repair Contract Extension:**

**Mr. Dooley reported that on December 12, 2006, the School Committee awarded the contract for vehicle maintenance for our school buses to First Student for the period January 1, 2007 to June 30, 2007. The Committee has since extended the contract to the end of August 2007. He said that after reviewing the vendor's performance, he believed they were in compliance with the bid award. The service has been**

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**within the scope of what we should be receiving, and we have been saving money under this contract. He said that based on our experience, both Mr. O'Haire and I recommend that the contract for school bus maintenance with First Student be extended to June 30, 2008.**

**At this time Mr. O'Haire came forward to answer questions and in summary they were as follows: He said there was a transition which had been worked through, the vendor has hired additional people to work at the bus yard, there had been several issues brought to his attention, like repairs that were not done properly and had to go back in. Ms. Andrade asked how many mechanics; he answered 3 in**

house plus one which is dedicated to our fleet. Ms. Andrade said there was nothing in the bid that specified so much work being done off site, and that they are not able to do wheel alignment and there was no lift. Mr. O'Haire said to the best of his knowledge several things have been outsourced, major body work, front alignment, air conditioning and transmission work. Everything else is done in house. When asked about oil changes being previously done at 3,000 miles and now being done at every 4,000 or even at 6,000, he responded most oil changes work out in between runs and at the end of the day. He was not aware of any going to 6,000 miles. There is a tag over the door or visor and he told drivers to advise him when close to 4,000 miles. They are using high quality oil and the manufacture recommends 4,000 miles. When asked if he approves buses being sent to another location for work, he answered yes. When asked about buses leaving with full tanks of gas and being brought back empty, he answered he expected road tests, and that there will be a credit on repair of any vehicle leaving Warwick. Ms. Andrade said that First Student agreed to work on Saturdays when they bid, and they haven't. Mr. O'Haire responded the bid specification asked if the vendor would be available for repair work on Saturdays, and First Student responded repairs could be done on Saturdays on an emergency basis.

**MOTION 2007-254: Moved by Mrs. Andrade, seconded by Mr. Cannistra, to extend contract three months, in addition to monitoring.**

**MOTION PASSES (5-0)**

**Christopher Friel - Aye Lucille Mota-Costa - Aye**

**Joyce L. Andrade – Aye            Bethany Furtado – Aye**

**Paul Cannistra - Aye**

**MOTION 2007-255: Moved by Mrs. Andrade, seconded by Mr. Cannistra, to ask the superintendent to appoint a committee to investigate options for maintenance of our bus fleet.**

**MOTION PASSES (5-0)**

**Christopher Friel - Aye Lucille Mota-Costa - Aye**

**Joyce L. Andrade – Aye            Bethany Furtado – Aye**

**Paul Cannistra - Aye**

**Science textbook adoption: - Dr. Siesel recommended the purchase of the Holt series for Grade 7 and 8 Science, Biology I Honors and Chemistry I Honor; the purchase of McDougal Littell series for Life Science and Biology I; and the Glencoe series for Chem Science and Chemistry I. Copies of the books are available for review by members of the school committee. Also provided are on-line versions, CD's, teacher kits, and supplemental materials. Mr. Cannistra asked if this was piggybacked with the State, and Dr. Siesel said the state does not purchase textbooks, each district does.**

**MOTION 2007-256: Moved by Mr. Cannistra, seconded by Ms. Mota-Costa, to approve the science textbook adoption recommendation.**

## **MOTION PASSES (5-0)**

**Christopher Friel - Aye Lucille Mota-Costa - Aye**

**Joyce L. Andrade – Aye Bethany Furtado – Aye**

**Paul Cannistra - Aye**

**School Lunch Advisory Committee – Annual Report - Presentation by Alice Carlan. She acknowledged the contributions of Scott Sears, Chartwells Director of Food Services, who has had a distinct impact on the program. She said smoothies in the high schools have been a success, along with**

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**balanced choice meals on the elementary menus, and pizzas with whole grain crusts. She said the committee has been monitoring waste through a meal-tracker report. She asked that the School Lunch Advisory Committee become a part of the District's Wellness Committee, and that two or three members of the Advisory Committee should sit on the Wellness Committee. The Chair commented that this would have to be an agenda item.**

**Performance Contract: presentation by David LaPlante regarding the Performance Contracting Vendor recommendation. He recommended**

**TRANE as the most qualified vendor based on the request for qualifications issued by the Warwick Public Schools. If approved we will be able to begin to formulate a process that will customize specific needs of our facilities, that will allow us to achieve maximum efficiency in a minimal time frame. The steps to be taken are: (1) meet with selected vendor to determine course of action and form an engineering development team; (2) discuss priorities and perform a preliminary audit to develop an initial project scope; (3) evaluate scope and proceed with Investment Grade Audit; (once IGA is performed, if WPS decides not to proceed with energy conservation measures, there will be a charge for the audit); and (4) develop contract, procure funding and proceed with implementation of energy conservation measures.**

**MOTION 2007-257: Moved by Ms. Mota-Costa, seconded by Mrs. Furtado, to go ahead with Step 1 [meet with selected vendor to determine course of action and form an engineering development team.]**

**MOTION PASSES (4 ayes 1 nay)**

**Christopher Friel - Aye Lucille Mota-Costa - Aye**

**Joyce L. Andrade – Aye Bethany Furtado – Aye**

**Paul Cannistra - Nay**

**School Redistricting Consolidation Advisory Committee – Chairman Friel proposed the following: That the Warwick School Committee create an advisory committee to study the practicality and feasibility**

**of school redistricting and/or consolidation. The committee will be charged as follows:**

- (1) study city-wide enrollment projections and trends on a school by school basis**
- (2) ascertain the maximum capacity of each of our district's schools together with current enrollment**
- (3) develop a redistricting plan or plans, together with any associated costs/savings resulting from the implementation of said plan or plans**
- (4) develop a school consolidation plan or plans, together with any associated costs/savings resulting from the implementation of said plan or plans**
- (5) determine the effect of any redistricting/consolidation plan in terms of class size and educational impact**
- (6) report back to the WSC in or before March 2008 with any findings and recommendations.**

**The composition of this advisory committee shall be determined by the Warwick School Committee, and include the Superintendent, together with any other agents or employees of the Warwick Public Schools who possess knowledge or expertise which will assist the goal of this committee.**

**MOTION 2007-258: Moved by Mr. Cannistra, seconded by Ms. Mota-Costa, to accept the proposed school redistricting consolidation advisory committee creation.**

**MOTION PASSES (5-0)**

**Christopher Friel - Aye Lucille Mota-Costa - Aye**

**Joyce L. Andrade – Aye Bethany Furtado – Aye**

**Paul Cannistra - Aye**

**Cellular Telephones: Ms. Furtado said since serving as clerk she reviews the warrants, and one area that she felt would provide savings would be to develop a policy regarding cell phones provided to staff. In March there were 44 cell phones, but that has been trimmed down and we now have 25. Discussion included school department employees who would be eligible for a cell phone, the Superintendent would identify people who he needs to stay in touch with; no other third parties or School Committee members having cell phones; the charges incurred for coverage; and if the phones are monitored.**

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**MOTION 2007-259: Moved by Mrs. Furtado, seconded by Ms. Mota-Costa, that school department employees be eligible at the discretion of the superintendent; and no other outside or school committee member will be eligible.**

**MOTION PASSES (5-0)**

**Christopher Friel - Aye Lucille Mota-Costa - Aye**

**Joyce L. Andrade – Aye**

**Bethany Furtado – Aye**

**Paul Cannistra - Aye**

**Administrative step increases: Dr. Horoschak: School Committee policies CDA and GDBA require administrators and middle managers moving from step 4 to 5 must be approved by the School Committee and going from steps 2 to 3 for middle managers must be approved by the school committee. He recommended step increases for 3 high school principals, 2 elementary principals and 2 middle management position. [Gerald Habershaw 4 to 5; Dennis Mullen 4 to 5; William McCaffrey 3 to 4; Colleen Limoges 4 to 5; Nancy Plumb 4 to 5; Denise Bilodeau 3 to 4 and Chris Porter 2 to 3; The following should automatically advance to the next step: Timothy Kane, Susan Rooney, John Livsey, Marilyn Feeney, John Driscoll, Nancy Sinotte and Joanne Pelletier]**

**MOTION 2007-260: Moved by Ms. Mota-Costa, seconded by Mrs. Furtado, to approve the step increases recommended.**

**MOTION PASSES (5-0)**

**Christopher Friel - Aye Lucille Mota-Costa - Aye**

**Joyce L. Andrade – Aye**

**Bethany Furtado – Aye**

**Paul Cannistra - Aye**

**Pilot Program Extension: Ms. Healey recommended to extend for one more year the part-time evening position (no more than 15 ½ hours**

per week) to take teacher absence calls and place substitutes from Monday evening through Thursday. The position was filled for a one year pilot program under the Teachers' Contract to help ease the log jam of teacher calls in the morning. She hoped that this would increase our ability to provide substitute coverage by contacting substitutes in the evening – consistent with practice followed in other districts. There will no increase; the cost would be \$6,094.29.

**MOTION 2007-261: Moved by Ms. Mota-Costa, seconded by Mrs. Furtado, to approve recommendation.**

**MOTION PASSES (5-0)**

**Christopher Friel - Aye Lucille Mota-Costa - Aye**

**Joyce L. Andrade – Aye Bethany Furtado – Aye**

**Paul Cannistra - Aye**

**Bids and change orders:**

**MOTION 2007-262: Moved by Mrs. Furtado, seconded by Mr. Cannistra, to approve a one-year smart-board bid to Shanix.**

**MOTION PASSES (5-0)**

**Christopher Friel - Aye Lucille Mota-Costa - Aye**

**Joyce L. Andrade – Aye Bethany Furtado – Aye**

**Paul Cannistra - Aye**

**MOTION 2007-263: Moved by Ms. Mota-Costa, seconded by Mrs. Andrade, that the bid for the 2007-08 printer, peripheral and accessory equipment be awarded to various vendors as per bid tabulation.**

**MOTION PASSES (5-0)**

**Christopher Friel - Aye Lucille Mota-Costa - Aye**

**Joyce L. Andrade – Aye Bethany Furtado – Aye**

**Paul Cannistra - Aye**

**Adoption of Policies:**

**Policy IGA - Basic Instructional Program (1st reading)**

**MOTION 2007-264: Moved by Mrs. Andrade, seconded by Mrs. Furtado, to approve the first reading of Policy IGA.**

**MOTION PASSES (5-0)**

**Christopher Friel - Aye Lucille Mota-Costa - Aye**

**Joyce L. Andrade – Aye Bethany Furtado – Aye**

**Paul Cannistra - Aye**

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**Policy BBAA – Committee Member Authority and Responsibilities  
(2nd reading)**

**MOTION 2007-265: Moved by Ms. Mota-Costa, seconded by Mrs. Andrade, to approve the second reading of Policy BBAA.**

**MOTION PASSES (5-0)**

**Christopher Friel - Aye Lucille Mota-Costa - Aye**

**Joyce L. Andrade – Aye Bethany Furtado – Aye**

**Paul Cannistra - Aye**

**Policy BBC - Committee Member Resignation (2nd reading)**

**Mrs. Andrade noted that her notes indicated adding “but not limited to”, but that paragraph #4 should be stricken. After discussion, it was agreed to eliminate paragraph #4.**

**MOTION 2007-266: Moved by Mrs. Andrade, seconded by Mr. Cannistra, that the language “but not limited to” be added to Policy BBC and to eliminate paragraph 4.**

**MOTION PASSES (5-0)**

**Christopher Friel - Aye Lucille Mota-Costa - Aye**

**Joyce L. Andrade – Aye Bethany Furtado – Aye**

**Paul Cannistra - Aye**

**MOTION 2007-267: Moved by Mrs. Furtado, seconded by Mr. Cannistra, approve the second reading of Policy BBC as amended.**

**MOTION PASSES (5-0)**

**Christopher Friel - Aye Lucille Mota-Costa - Aye**

**Joyce L. Andrade – Aye Bethany Furtado – Aye**

**Paul Cannistra - Aye**

**Policy JE – Student Attendance (1st reading) – discussion regarding being present in school a minimum of 165 days in order to receive grades and be promoted; overview of the words “extended,” “excessive,” and “chronic;” changing the word “with” to “within” in the “chronic” definition; discussion regarding absences and tardiness; medically fragile students and verifications from doctors; buses that get children to school late; parents removing children**

from school before and after vacation periods; and Policy JE being a district-wide policy.

**MOTION 2007-268: Moved by Mr. Cannistra, seconded by Mrs. Furtado, to approve the**

**1st reading of Policy JE with minor amendments and notation that incentives be uniform throughout the system.**

**MOTION PASSES (4 ayes 1 nay)**

**Christopher Friel - Aye Lucille Mota-Costa - Aye**

**Joyce L. Andrade – Nay Bethany Furtado – Aye**

**Paul Cannistra - Aye**

**MOTION 2007-269: Moved by Mr. Cannistra, seconded by Mrs. Furtado, to approve the 1st reading of Policy JE as amended.**

**MOTION PASSES (4 ayes 1 nay)**

**Christopher Friel - Aye Lucille Mota-Costa - Aye**

**Joyce L. Andrade – Nay Bethany Furtado – Aye**

**Paul Cannistra - Aye**

### **Public Comment**

**Maureen Howard inquired since Mr. Dooley was retired, why was he answering questions about bids and unfinished business this evening. Mr. Dooley answered until they find another person, I am basically keeping things running as smoothly as possible. He said he was getting no extra pay for being here tonight. I'm offering my experience until they hire someone to replace me. Ms. Howard asked**

**Ms. Healey if she had consulted the union regarding extending the pilot program, and she answered the teacher union – yes. Ms. Howard asked what the total administrators’ raises were. The Chair answered we do not have figures in front of us tonight, but staff increases should be in the budget. Ms. Howard asked if they could be forwarded to the Union, the exact dollar amount for each employee and the response was – yes. Ms. Netcoh commented that all the cuts were made at the school level, what cuts**

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**were made at the administration building? She said by cutting nine clerical positions, there is no clerical support and the clerks are responsible for photocopying, seeing that books are passed out and collected and they answer phones. She asked where the money came from to paint the Superintendent’s office. Tom Daniels, a parent, asked if there would be parents on the redistricting committee. The Chair responded that we would have to have one for each of the 26 schools. Ms. Nickerson asked Mr. Dooley if he was managing the pension money and lunch program and he responded – yes. He would be until the new person gets in and gets comfortable and that at some point this new position will terminate, as this is a temporary position. Ms. Nickerson commented about Mr. Dooley overseeing the food services and asked about his retirement.**

**Mr. Dooley said it has always been the School Department's responsibility to oversee lunch aides, financial reports, application verification, verification process; one week audit, etc. Applications have come in for the position of director of business affairs and interviews will begin this week. He said the reason it was not posted until July was he had not made any decision until June. Ms. Nickerson asked Ms. Healey if the pilot program was extended, why it was not discussed with the union. Mr. Ginolfi questioned Mr. Dooley about his retirement, his new position, the money he was being paid, what did the posting say, how many days he works, was he collecting his pension, and health benefits, etc.**

**MOTION 2007-270: Moved by the Chair, seconded by Mrs. Furtado, to adjourn.**

**MOTION PASSES (5-0)**

**Christopher Friel - Aye Lucille Mota-Costa - Aye**

**Joyce L. Andrade – Aye Bethany Furtado – Aye**

**Paul Cannistra - Aye**

**Meeting adjourned: 9:40 p.m.**

**Bethany Furtado, Clerk**

**Betsey Snipes, Secretary**