

Warwick School Committee Minutes
Meeting of November 13, 2012
Open Session

The Warwick School Committee met in Open Session at Toll Gate High School, on Tuesday, November 13, 2012. Ms. Furtado called the meeting to order at 6:00 p.m. with the following in attendance:

COMMITTEE

Bethany A. Furtado, Chair
Patrick E. Maloney, Jr., Vice Chair
Eugene A. Nadeau, Clerk
Christopher E. Friel
M. Terri Medeiros

ADMINISTRATION

Richard D'Agostino, Acting Superintendent
Dennis Mullen, Director of Secondary Education
Rosemary Healey, Esq., Director of Compliance & Human Resources

MOTION 2012-234: Moved by Mr. Friel, seconded by Mr. Nadeau, 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 (4-0)

Bethany A. Furtado – Aye Patrick E. Maloney, Jr. – absent for vote
Christopher E. Friel - Aye Eugene A. Nadeau - Aye
M. Terri Medeiros – Aye

Meeting reconvened 7:10 p.m. with the following present in addition to those listed above:

Robert T. Bushell, Director of Elementary Education
David P. LaPlante, Director of Buildings and Grounds
Paul Jansson, Construction Coordinator
Anne H. Siesel, Assistant Director of Curriculum
Edson Place, Business Office/Purchase Manager

Approval of Minutes:

MOTION 2012-235: Moved by Mr. Nadeau, seconded by Mr. Friel, to approve the Minutes of Open Session for October 9, 2012.

MOTION PASSES (4-0)

Bethany A. Furtado – Aye Patrick E. Maloney, Jr. – not present for vote
Christopher E. Friel - Aye Eugene A. Nadeau - Aye
M. Terri Medeiros – Aye

MOTION 2012-236: Moved by Mr. Friel, seconded by Mr. Nadeau, to approve the Minutes of the Executive Session for October 9, 2012 and September 20, 2012.

MOTION PASSES (4-0)

Bethany A. Furtado – Aye Patrick E. Maloney, Jr. – not present for vote
Christopher E. Friel - Aye Eugene A. Nadeau - Aye
M. Terri Medeiros – Aye

Approval of transfers:

MOTION 2012-237: Moved by Mr. Friel, seconded by Mr. Nadeau, to approve the transfers presented to the Committee.

MOTION PASSES (4-0)

Bethany A. Furtado – Aye Patrick E. Maloney, Jr. – not present for vote
Christopher E. Friel - Aye Eugene A. Nadeau - Aye
M. Terri Medeiros – Aye

Approval of warrants:

MOTION 2012-238: Moved by Mr. Friel, seconded by Mr. Nadeau, to approve the warrants presented to the Committee.

MOTION PASSES (4-0)

Bethany A. Furtado – Aye Patrick E. Maloney, Jr. – not present for vote
 Christopher E. Friel - Aye Eugene A. Nadeau - Aye
 M. Terri Medeiros – Aye

Professional personnel items:**Appointments:**

MOTION 2012-239: Moved by Mr. Friel, seconded by Mr. Nadeau, that the following appointments be approved. **Carol Marginson**, Transitional Advocate, part-time and funded entirely by a grant from the Rhode Island Department of Education; **Heather Clark**, elementary teacher, step 2; **Colleen Healey**, elementary teacher, step 1; **Traci-Lyn Marrocco**, elementary teacher, step 1; **Bradley Wilson**, assistant director of special education, step 3 of the administrative pay scale, pending receipt of National and State BCI.

MOTION PASSES (4-0)

Bethany A. Furtado – Aye Patrick E. Maloney, Jr. – not present for vote
 Christopher E. Friel - Aye Eugene A. Nadeau - Aye
 M. Terri Medeiros – Aye

MOTION 2012-240: Moved by Mr. Friel, seconded by Mr. Nadeau, to approve the appointment of **Kevin Delaney**, 40% English language arts site-based literacy teacher; step 10; subject to the continuing availability of Perkins Grant funding.

MOTION PASSES (4-0)

Bethany A. Furtado – Aye Patrick E. Maloney, Jr. – not present for vote
 Christopher E. Friel - Aye Eugene A. Nadeau - Aye
 M. Terri Medeiros – Aye

Retirement(s)/Resignation(s)

MOTION 2012-241: Moved by Mr. Friel, seconded by Mr. Nadeau, that the **retirement of Linda Voccio**, elementary teacher at Lippitt Elementary School, be accepted effective November 15, 2012; that the **retirement of Denis Walker**, elementary teacher at Greenwood Elementary School, be accepted effective October 17, 2012; that the **retirement of John Vuono**, principal of Holliman Elementary School, be accepted effective July 2, 2013; and that the **resignation of Andrea Spas**, assistant administrator of special education-administration, be accepted effective October 24, 2012.

MOTION PASSES (4-0)

Bethany A. Furtado – Aye Patrick E. Maloney, Jr. – not present for vote
 Christopher E. Friel - Aye Eugene A. Nadeau - Aye
 M. Terri Medeiros – Aye

[Patrick Maloney present at 7:15 p.m.]

Classified personnel items - Retirement(s)/Resignation(s)

MOTION 2012-242: Moved by Mr. Friel, seconded by Mr. Nadeau, that the **retirement of Christine Heffernan**, elementary secretary at Park School be accepted effective December 21, 2012; that the **retirement of Diane McNamara**, teaching assistant, Wyman Elementary School, be accepted effective December 21, 2012; and the **resignation of Donald Gregory**, budget and accounting systems analyst, be accepted effective October 23, 2012.

MOTION PASSES (5-0)

Bethany A. Furtado – Aye Patrick E. Maloney, Jr. - Aye
 Christopher E. Friel - Aye Eugene A. Nadeau - Aye
 M. Terri Medeiros – Aye

Coaching appointments:

MOTION 2012-243: Moved by Mr. Maloney, seconded by Ms. Furtado, that the following coaching appointments be approved: **Chad Tvenstrup**, head coach boys' ice hockey at Pilgrim High School; **Andrew Razza**, assistant coach boys basketball Pilgrim High School; **John Frenze**, assistant coach girls' indoor track Pilgrim High School; **James Reynolds**, freshman coach boys' basketball Pilgrim High School (for one year only); **Michael Champagne**, head coach boys' ice hockey Toll Gate High School (for one year only, pending receipt of RIDE coaching certificate); **Joseph Ucci**, assistant coach football Toll Gate High School (for one year only); **Thomas McCormick**, assistant coach girls' co-op ice hockey (for one year only); **John Paolino**, head coach girls' basketball Toll Gate High School; **Kaitlyn Paolino**, assistant coach girls' basketball Toll Gate High School; **James Areson**, freshman coach boys' basketball Toll Gate High School; **Stacy Capone-Melino**, head coach girls' gymnastics, Warwick Veterans (for one year only); **Gary Costantino**, assistant coach girls' basketball Warwick Veterans (for one year only); **Tamra Gallo**, head coach girls' swimming Warwick Veterans; and **Brendan Friel**, head coach wrestling Warwick Veterans (for one year only).

MOTION PASSES (5-0)

Bethany A. Furtado - Aye Patrick E. Maloney, Jr. - Aye
 Christopher E. Friel - Aye Eugene A. Nadeau - Aye
 M. Terri Medeiros - Aye

New Business

GBP Update – Ms. Bilodeau – 707 seniors – 652 approved portfolios, 200 completed

First Student Update on Training: Representatives of First Student came before the Committee to make a presentation – Mr. Bill Roche gave a history of the company, covering longevity, service in Warwick since 1960's and said we are currently in the third year of a 5-year contract. He also gave an overview of current operations, manpower and staff, facility improvements and investments. He then asked Ms. McCallum to explain the training. She covered the following issues: challenges of working with special education students; experience and consistency are keys to success; recognizing and encouraging district training for drivers and attendants; specialization based on needs of individual students; ongoing learning process and building relationships and trust of students, parents and school staff.

Ms. Medeiros said we had asked for information on wheelchair loading and unloading and the training. Mr. Maloney commented that the reason this was brought up was there were concerns that students were seen being brought on and taken off in a way not secure or safe. There are children being transported that have issues with their neck bouncing around and with breathing. We were promised additional training would be done; what additional training is being done for our special needs students? This is our first year for special needs transportation, and a lot of parents have questions and concerns. Several of your people were hired so close to the start of the year, how did they go through the extensive training? Ms. Furtado remarked perhaps we were not clear that our concern was special ed drivers were not familiar with some of the tie downs. This was what this presentation was supposed to be about. We will send you a list of exactly what our concerns are and you can come back. We will dispense with the rest of this presentation.

Approval of Warwick Veterans High School Foreign Language Student trip to Costa Rica in July of 2013.

MOTION 2012-244: Moved by Mr. Nadeau, seconded by Mr. Friel, to approve the trip to Costa Rica in July of 2013.

MOTION PASSES (5-0)

Bethany A. Furtado - Aye Patrick E. Maloney, Jr. - Aye
 Christopher E. Friel - Aye Eugene A. Nadeau - Aye
 M. Terri Medeiros - Aye

Approval of administrative step increases: Dr. D'Agostino commented there are three groups with steps in their contracts – WISE, teachers and administrators. Two have received their step increases over the last three years and one didn't. I believe all should be treated equally, and if people are working hard, they should receive their steps. Some administrators have not received step increases for the past six years. There is no incentive for our teachers to move into an administrator position because they see it as working longer hours for less pay. We are no longer competitive as other districts are offering higher salaries. Ms. Healey noted that the step increases are for 12 administrators which are listed in the November 13, 2012 memorandum. The total cost to implement step increases for 12 administrators would amount to \$27,000 and \$28,000.

MOTION 2012-245: Moved by Ms. Medeiros, seconded by Mr. Friel, to approve the superintendent's request for administrator step increases.

MOTION PASSES (5-0)

Bethany A. Furtado – Aye Patrick E. Maloney, Jr. - Aye
 Christopher E. Friel - Aye Eugene A. Nadeau - Aye
 M. Terri Medeiros – Aye

Approval of pay increase for administrators, middle managers, confidential secretaries and acting superintendent

Dr. D'Agostino recommended a one percent pay increase for administrators, middle managers, confidential secretaries and acting superintendent, for a total cost of \$55,000 for 67 employees. He said teachers received a one percent pay increase and WISE a two percent increase. Mr. Maloney commented that he has visited schools and talked to administrators who do a lot of good work and find money where it doesn't exist, keeping us in budget, but I can't ignore our current economic situation. I've voted against every raise that has come up except for a small one in 2009. We saw a need for additional principals this year and we had some excellent candidates, but on the day we were ready to vote we had to go back out and search again because they were offered something better somewhere else. He said he was conflicted on this particular vote. Mr. Friel said we are looking at less than one percent since 2007-2008; look at all the additional work load that was taken on at that time; evaluation instrument taking up time. He said he had no hesitation to support the increase.

MOTION 2012-246: Moved by Mr. Nadeau, seconded by Mr. Friel, to approve the request on behalf of the Administration of a one percent pay increase.

MOTION PASSES (5-0)

Bethany A. Furtado – Aye Patrick E. Maloney, Jr. - Aye
 Christopher E. Friel - Aye Eugene A. Nadeau - Aye
 M. Terri Medeiros – Aye

Approval of pay scale for bus monitors, lunch aides and non-teaching substitutes – Ms. Healey recommended a pay increase of 3 percent. The present range is from \$8.02 to \$9.97 and with an increase the range would be \$8.26 to \$10.27. It is hard to calculate what the total cost would be since the number of substitutes changes, but the last time she checked the total cost was less than \$20,000. This is a large group that works behind the scenes in part-time jobs, but they are important jobs because they watch the students and keep them safe at lunch and on the bus. The last time this group saw a pay raise was in November 2005. Mr. Friel commented that he thought this was overdue. Mr. Maloney asked how difficult is it to fill these positions and how many of the positions are currently open? Ms. Healey responded it is hard to gauge; we used to have a chance to turn substitutes into permanent jobs but unfortunately with cuts over the years that opportunity has decreased. There is interest in positions, but it's hard to retain people because once they get an offer for a full-time job somewhere else, they leave. We have sent notices out looking for people.

MOTION 2012-247: Moved by Mr. Maloney, seconded by Mr. Nadeau, to approve request for pay scale increase for bus monitors, lunch aides and non-teaching substitutes.

MOTION PASSES (5-0)

Bethany A. Furtado – Aye Patrick E. Maloney, Jr. - Aye
 Christopher E. Friel - Aye Eugene A. Nadeau - Aye
 M. Terri Medeiros – Aye

Approval of paralegal/compliance specialist position – Ms. Healey commented when she was first hired as the director of compliance, her duties consisted of dealing with legal matters, other than special education. Two years later the full time director of human resources retired and passed away, she agreed to take on the responsibilities of both positions to help out the district. However, given the large responsibilities of 2,000 employees and 11,000 students and legal commitments, she indicated she was unable to perform both positions without having an assistant director of compliance. That was approved and was effective for five years. In the 2010 budget cycle, the Superintendent deemed that I did not need an assistant director of compliance and would be replaced with a lower paid position with the description to be determined by the superintendent. That was accepted. The superintendent did not write the job description and that has been over two years now. I have reconfigured the position request by changing it from assistant director of compliance to a paralegal/compliance specialist to be posted at a salary at \$39,000-\$42,000.

MOTION 2012-248: Moved by Mr. Nadeau, seconded by Mr. Maloney, to approve paralegal assistant position.

MOTION PASSES (5-0)

Bethany A. Furtado – Aye Patrick E. Maloney, Jr. - Aye
 Christopher E. Friel - Aye Eugene A. Nadeau - Aye
 M. Terri Medeiros – Aye

Approval of amendment to WSC Retirement Plan – Ms. Healey said that the amendment before you was drafted by our retirement plan administrator and this makes us compliant with federal and state pension law.

MOTION 2012-249: Moved by Mr. Friel, seconded by Mr. Nadeau, to approve the amendment to the WSC Retirement Plan.

MOTION PASSES (5-0)

Bethany A. Furtado – Aye Patrick E. Maloney, Jr. - Aye
 Christopher E. Friel - Aye Eugene A. Nadeau - Aye
 M. Terri Medeiros – Aye

Policies: 1st Reading:

Ms. Healey: Bullying policies JFCN and JFCO – There is no need to carry both policies as the contents of JFCO are duplicated in Policy JFCN. All changes are directly related to the requirements of the State.

MOTION 2012-250: Moved by Mr. Maloney, seconded by Ms. Furtado, to approve the first reading of Policy JFCN as amended.

MOTION PASSES (5-0)

Bethany A. Furtado – Aye Patrick E. Maloney, Jr. - Aye
 Christopher E. Friel - Aye Eugene A. Nadeau - Aye
 M. Terri Medeiros – Aye

MOTION 2012-251: Moved by Mr. Maloney, seconded by Mr. Nadeau, to repeal JFCO.

MOTION PASSES (5-0)

Bethany A. Furtado – Aye Patrick E. Maloney, Jr. - Aye
 Christopher E. Friel - Aye Eugene A. Nadeau - Aye
 M. Terri Medeiros – Aye

Policy KHG – Ms. Healey reported that Policy KHB (Advertising) expired and should have been reviewed. She asked that KHB be readopted, with amendments made directly relating to KI (public solicitations in schools), KJ (advertising/questionnaires in schools), KGB (public conduct on school property), KK (visitors to schools).

MOTION 2012-252: Moved by Mr. Nadeau, seconded by Mr. Friel, to readopt policy KHB (Advertising)(first reading) adding “other than when schools are closed to students and being used as polling places.”

MOTION PASSES (5-0)

Bethany A. Furtado – Aye Patrick E. Maloney, Jr. - Aye
Christopher E. Friel - Aye Eugene A. Nadeau - Aye
M. Terri Medeiros – Aye

MOTION 2012-253: Moved by Mr. Nadeau, seconded by Mr. Maloney, to approve policy KGB (public conduct on school property) as updated (first reading).

MOTION PASSES (5-0)

Bethany A. Furtado – Aye Patrick E. Maloney, Jr. - Aye
Christopher E. Friel - Aye Eugene A. Nadeau - Aye
M. Terri Medeiros – Aye

MOTION 2012-254: Moved by Mr. Nadeau, seconded by Mr. Maloney, to approve policy KK (visitors to schools) (first reading).

MOTION PASSES (5-0)

Bethany A. Furtado – Aye Patrick E. Maloney, Jr. - Aye
Christopher E. Friel - Aye Eugene A. Nadeau - Aye
M. Terri Medeiros – Aye

MOTION 2012-255: Moved by Mr. Nadeau, seconded by Mr. Maloney, to approve policy KJ (advertising/questionnaires in schools), (first reading).

MOTION PASSES (5-0)

Bethany A. Furtado – Aye Patrick E. Maloney, Jr. - Aye
Christopher E. Friel - Aye Eugene A. Nadeau - Aye
M. Terri Medeiros – Aye

Approval to continue to purchase anti-plagiarism software from Turnitin Anti-Plagiarism

MOTION 2012-256: Moved by Ms. Furtado, seconded by Mr. Maloney, to approve the purchase of anti-plagiarism software from Turnitin.

MOTION PASSES (5-0)

Bethany A. Furtado – Aye Patrick E. Maloney, Jr. - Aye
Christopher E. Friel - Aye Eugene A. Nadeau - Aye
M. Terri Medeiros – Aye

Approval of contract award for refurbished computer equipment purchase

MOTION 2012-257: Moved by Mr. Nadeau, seconded by Ms. Medeiros, to purchase refurbished computer equipment.

MOTION PASSES (5-0)

Bethany A. Furtado – Aye Patrick E. Maloney, Jr. - Aye
Christopher E. Friel - Aye Eugene A. Nadeau - Aye
M. Terri Medeiros – Aye

FY 2013 Monthly Fiscal Report – presented by Mr. Place: - For the Period ending 11/01/12

Total Revenue Received	\$129,130,255
Total Expenditures:	\$ 34,296,175
Total Encumbrances:	\$ 12,166,562
[excludes salaries and fringe benefits]	

Summary Review of non-salary and fringe benefits costs

Approved Budget	Revised Approved Budget	Year to Date Exp./Encumber	Percentage of non-staff costs
7/10/12	8/14/12	11/11/12	
\$24,673,572	\$24,825,106	\$17,400,171	70.1%

Bids/Change Orders

MOTION 2012-258: Moved by Mr. Friel, seconded by Mr. Nadeau, that the bid for math supplies, in the amount of approximately \$11,000 be awarded to various vendors as per the bid tabulation presented.

MOTION PASSES (5-0)

Bethany A. Furtado – Aye Patrick E. Maloney, Jr. - Aye
Christopher E. Friel - Aye Eugene A. Nadeau - Aye
M. Terri Medeiros – Aye

MOTION 2012-259: Moved by Mr. Nadeau, seconded by Mr. Maloney, that the bid for two (2) snow plow vehicles in the amount of \$69,138 be awarded to Paul Masse Chevrolet.

MOTION PASSES (5-0)

Bethany A. Furtado – Aye Patrick E. Maloney, Jr. - Aye
Christopher E. Friel - Aye Eugene A. Nadeau - Aye
M. Terri Medeiros – Aye

Mr. Maloney wanted it noted that we did go out to the City and did not receive any response – so next year when city Council asks why we did not go to them, we can say we did but there was no response.

MOTION 2012-260: Moved by Mr. Nadeau, seconded by Mr. Maloney, that the bid for musical instruments in the amount of \$11,963 be awarded to the various vendors as per the bid tabulation presented.

MOTION PASSES (5-0)

Bethany A. Furtado – Aye Patrick E. Maloney, Jr. - Aye
Christopher E. Friel - Aye Eugene A. Nadeau - Aye
M. Terri Medeiros – Aye

Information and Proposals

Mr. Maloney said PCAC next meeting is scheduled for January and it is held the first Thursday of the month. He also said he wanted to acknowledge the “pumpkin launch catapult” at Gorton and recognized Boy Scouts Troop from Gaspee.

Public comment: Ms. Townsend said she has been sending information since February to First Student and wished she had been able to respond at their presentation. She wanted to know who was doing their training for autistic students, as she took classes at college. Ms. Furtado responded that she will follow up, as their presentation was not what we asked them to do. Ms. Townsend also commented that she didn’t think it was right that WISE members were asked to remove campaign signs. Debra Sherman commented on the amount of food wasted by Sodexo. There was a whole pan of mac and cheese with hamburger that the kids didn’t like that went into the trash. Claire Madison said Sodexo could care less what we think and they do not listen to what we have to say. We have a proposal how they could save money and stop throwing away food. Linda said this is the fourth company we have worked for. Sodexo said do not come to work sick, as we are dealing with children, but they want to cut our sick days in half. People will come to work sick.

MOTION 2012-261: Moved by Mr. Maloney, seconded by Ms. Furtado, to adjourn the meeting.

MOTION PASSES (5-0)

Bethany A. Furtado – Aye Patrick E. Maloney, Jr. - Aye
Christopher E. Friel - Aye Eugene A. Nadeau - Aye
M. Terri Medeiros – Aye

Meeting adjourned: 9:45 p.m.
Eugene A. Nadeau, Clerk