

Warwick School Committee Minutes
Meeting July 15, 2014
Open Session

The Warwick School Committee met in Open Session at Toll Gate High School on Tuesday, July 15, 2014. Ms. Furtado called the meeting to order at 6:00 p.m. with the following in attendance:

COMMITTEE

Bethany A. Furtado, Chair
M. Terri Medeiros, Vice Chair
Karen Bachus, Clerk
Jennifer Ahearn
Eugene A. Nadeau

ADMINISTRATION

Richard D'Agostino, Superintendent
Dennis Mullen, Director of Secondary Education
Rosemary Healey, Esq., Director of Compliance & Human Resources
Anthony Ferrucci, Chief Budget Officer

MOTION 2014-173: Moved by Mr. Nadeau, and seconded by Ms. Ahearn, 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 M. Terri Medeiros – Aye
Eugene A. Nadeau - Aye Karen Bachus – not present for vote
Jennifer Ahearn – Aye

Open Meeting reconvened at 7:05 p.m.

Pledge of Allegiance and National Anthem

Approval of Minutes:

MOTION 2014-174: Moved by Ms. Medeiros, seconded by Ms. Furtado, to approve the Minutes of the Open Session for June 9, 2014.

MOTION PASSES (5-0)

Bethany A. Furtado – Aye M. Terri Medeiros – Aye
Eugene A. Nadeau - Aye Karen Bachus - Aye
Jennifer Ahearn - Aye

MOTION 2014-175: Moved by Ms. Medeiros, seconded by Ms. Bachus, to approve the Executive Minutes for June 9, 2014.

MOTION PASSES (5-0)

Bethany A. Furtado – Aye M. Terri Medeiros – Aye
Eugene A. Nadeau - Aye Karen Bachus - Aye
Jennifer Ahearn - Aye

Approval of Transfers

MOTION 2014-176: Moved by Ms. Bachus, seconded by Ms. Furtado, to approve the transfers presented to the Committee.

MOTION PASSES (5-0)

Bethany A. Furtado – Aye M. Terri Medeiros – Aye
Eugene A. Nadeau - Aye Karen Bachus - Aye
Jennifer Ahearn - Aye

Approval of Warrants

MOTION 2014-177: Moved by Ms. Bachus, seconded by Ms. Medeiros, to approve the warrants presented to the Committee.

MOTION PASSES (5-0)

Bethany A. Furtado – Aye M. Terri Medeiros – Aye
Eugene A. Nadeau - Aye Karen Bachus - Aye
Jennifer Ahearn - Aye

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Professional personnel items:**Appointment:**

MOTION 2014-178: Moved by Ms. Bachus, and seconded by Ms. Medeiros, that the following appointments be approved: **Rebecca Katzanek**, 50% math teacher at the Career Center, Step 1 (pending receipt of National and State BCI and receipt of Rhode Island state certification); **Amy Biagioni-Chmura**, general science/physics Teacher at Warwick Veterans High School, Step 9, be approved pending receipt of National and State BCI; **Chantal Reardon**, 80% foreign language teacher at Pilgrim High School, Step 1 (pending receipt of National and State BCI) **Ashleigh Nyblom**, kindergarten teacher, Category 1, Step 1; **Leslie Hahn**, elementary librarian, Step 2 (pending receipt of National and State BCI).

MOTION PASSES (5-0)

Bethany A. Furtado – Aye M. Terri Medeiros – Aye
Eugene A. Nadeau - Aye Karen Bachus - Aye
Jennifer Ahearn - Aye

MOTION 2014-179: Moved by Ms. Bachus, seconded by Ms. Ahearn, that the appointment of **Lynn Dambruch**, Director of Elementary Education, Step 1 of the administrative pay scale, be approved.

MOTION PASSES (5-0)

Bethany A. Furtado – Aye M. Terri Medeiros – Aye
Eugene A. Nadeau - Aye Karen Bachus - Aye
Jennifer Ahearn - Aye

Leave of absence

MOTION 2014-180: Moved by Ms. Bachus, seconded by Ms. Furtado, that the request for an unrestricted leave by **Siobhan Ward-Kosofsy**, elementary teacher at Wickes Elementary School, be approved, effective for the 2014-2015 school year.

MOTION PASSES (5-0)

Bethany A. Furtado – Aye M. Terri Medeiros – Aye
Eugene A. Nadeau - Aye Karen Bachus - Aye
Jennifer Ahearn - Aye

Retirement

MOTION 2014-181: Moved by Ms. Furtado, seconded by Ms. Bachus, that the **retirement of Robert Socia**, physical education department head at Aldrich Jr. High School/Pilgrim High School, be accepted effective July 10, 2014.

MOTION PASSES (5-0)

Bethany A. Furtado – Aye M. Terri Medeiros – Aye
Eugene A. Nadeau - Aye Karen Bachus - Aye
Jennifer Ahearn - Aye

Classified personnel items:

MOTION 2014-182: Moved by Ms. Bachus, seconded by Ms. Furtado, that the following appointments be approved: **Donna Higgins**, attendance Clerk at Aldrich Junior High School; **Susan Carroll**, custodian at Wickes Elementary School; and **Christopher Giarrusso**, custodian at the Career Center.

MOTION PASSES (5-0)

Bethany A. Furtado – Aye M. Terri Medeiros – Aye
Eugene A. Nadeau - Aye Karen Bachus - Aye
Jennifer Ahearn - Aye

The resignation of Cheryl Bongivengo will be tabled until the August meeting.

Coaching appointments:

MOTION 2014-183: Moved by Ms. Bachus, seconded by Ms. Furtado, that the following coaching appointments be approved: **John Fitz-Simon**, assistant coach football at Toll Gate for one year only (pending receipt of RIDE coaching certificate); **Stephanie Bucci**, assistant coach girls' soccer at Toll Gate High School and **Andrew Bevilacqua**, head coach girls' volleyball at Toll Gate High School.

MOTION PASSES (5-0)

Bethany A. Furtado – Aye M. Terri Medeiros – Aye
Eugene A. Nadeau - Aye Karen Bachus - Aye
Jennifer Ahearn - Aye

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Approval of field trip for Pilgrim High School football team camp August 18 to 21, 2014

MOTION 2014-184: Moved by Ms. Bachus, seconded by Ms. Medeiros, to approve the field trip for the Pilgrim High School Football Team Camp for August 18th to 21st, 2014.

MOTION PASSES (5-0)

Bethany A. Furtado – Aye M. Terri Medeiros – Aye
Eugene A. Nadeau - Aye Karen Bachus - Aye
Jennifer Ahearn - Aye

Approval to establish contingency procedure

for summer capital projects – Mr. Ferrucci said that last year and the year before for Phase I and Phase II of the fire code, the School Committee authorized a procedural change that included the Superintendent and him handling construction project change orders so that work would not be interrupted during the summer. This procedure worked well and assisted in meeting strict deadlines, and requested this procedural change once again, establishing a contingency allocation of 8% of the bid. The status of the contingency fund would be reported at each scheduled meeting. We would not be allowed to exceed the contingency allocation.

MOTION 2014-185: Moved by Ms. Bachus, seconded by Ms. Furtado, to approve the establishment of a contingency procedure for summer capital projects as outlined.

MOTION PASSES (5-0)

Bethany A. Furtado – Aye M. Terri Medeiros – Aye
Eugene A. Nadeau - Aye Karen Bachus - Aye
Jennifer Ahearn - Aye

Approval of contract award to Pearson for Social Studies Textbooks and instructional materials.

Dr. Siesel recommended purchasing a classroom set of books for each teacher and using the remaining allocated textbook funds to purchase web based supplemental materials aligned to common core. The contract includes six years of electronic access to the book and resources, as well as a 5% shipping cost. The total cost is \$50,445.99. These books are for the junior highs. These funds are budgeted.

MOTION 2014-186: Moved by Ms. Bachus, seconded by Ms. Medeiros, to approve the contract award to Pearson.

MOTION PASSES (4 ayes 1 nay)

Bethany A. Furtado – Aye M. Terri Medeiros – Aye
Eugene A. Nadeau - Aye Karen Bachus - Aye
Jennifer Ahearn – Nay

Approval of contract award for annual multiple technology

service contract renewals – Mr. Ferrucci recommended the renewal of six technology annual software support contracts which total \$237,540:

Blackboard Inc. ConnectEd	\$ 24,900.00
CDWG,Symantec Anti-Virus Software	\$ 19,703.00
RILINK Library System	\$ 36,969.00
Ideas Consulting Inc. Richer Picture-ePortfolio	\$ 27,160.50
NCS Pearson, Inc. SuccessMaker-Math	\$ 12,891.50
X2 Develop. Corp. Aspen Student Info System	\$115,916.00

Mr. Ferrucci noted that these amounts have been included in Technology's Fy2015 budget, and as long as the recommended budget is approved, these funds are budgeted.

MOTION 2014-187: Moved by Ms. Bachus, seconded by Ms. Medeiros, to approve the contract award for the annual multiple technology service contract renewals.

MOTION PASSES (5-0)

Bethany A. Furtado – Aye M. Terri Medeiros – Aye
Eugene A. Nadeau - Aye Karen Bachus - Aye
Jennifer Ahearn - Aye

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Approval of contract award for Aspen Instructional Management System – Mr. Ferrucci reported that it was the recommendation to award a contract that enhances our current student management system (ASPEN) that supports the district’s initiatives in curriculum, teaching and learning to Follett School Solutions in the amount of \$36,280.00 . This amount has been included in Technology’s Fy2015 budget and as long as the recommended budget is approved, these funds are budgeted.

MOTION 2014-188: Moved by Ms. Bachus, seconded by Ms. Furtado, to approve the contract award for Aspen Instructional Management System.

MOTION PASSES (5-0)

Bethany A. Furtado – Aye M. Terri Medeiros – Aye
Eugene A. Nadeau – Aye Karen Bachus – Aye
Jennifer Ahearn – Aye

Approval of contract award for Google PD-Educational Collaborators – Recommendation: award a contract for Google Professional Development & Training to Educational Collaborators Google Professional \$ 18,000.00 with estimated travel and other expenses of \$2,000.00 – a total estimated cost of \$20,000.00. This amount has been included in the Fy2015 budget and as long as the recommended budget is approved, these funds are budgeted.

MOTION 2014-189: Moved by Ms. Bachus, seconded by Ms. Furtado, to approve the contract award to Google PD Educational Collaborators.

MOTION PASSES (5-0)

Bethany A. Furtado – Aye M. Terri Medeiros – Aye
Eugene A. Nadeau – Aye Karen Bachus – Aye
Jennifer Ahearn – Aye

Approval for Student Guardian to contact First Student – Ms. Furtado commented that in May Student Guardian gave us a presentation about cameras on the exterior of school buses. There is no cost to us or the bus company. This motion is to give Student Guardian permission to have a conversation with First Student with the approval of the School Committee. Ms. Mederios asked if this was a pilot or ongoing contract. Ms. Furtado responded that would be between Student Guardian and First Student; we don’t own the buses. Mr. Nadeau said they get 75% of the fines and what would prevent them from reporting incident after incident, saying that was the problem he had. He wanted more answered on how this would work.

MOTION 2014-190: Moved by Ms. Bachus, seconded by Ms. Furtado, moves the question in favor of Student Guardian having conversation with First Student.

MOTION PASSES (4 ayes 1 nay)

Bethany A. Furtado – Aye M. Terri Medeiros – Aye
Eugene A. Nadeau – Nay Karen Bachus – Aye
Jennifer Ahearn – Aye

Discussion of recording process of school committee meetings: Ms. Medeiros commented that she would like to move forward with some kind of recording process of the School Committee meetings (audio only). It was noted that the City Council has a recording process, but that they meet at the same place. Perhaps there could be some kind of wireless system. It was also discussed how this would be accessed and if it would be edited. Ms. Healey said it would be on our website and most likely broken into sections. Ms. Medeiros requested information about setting up something be brought to the August or September meeting.

Approval of the RFP for Long Term Planning Consultant – Discussion regarding the RFP presented to the Committee. It was noted that the RFP is posted on the school website. Ms. Bachus said the purpose of the RFP is to look at what’s been done in the district and make recommendations - not to reinvent the wheel. The ongoing reporting would be done by us [school committee and school administration], not by the consultant, so that we are always going forward and planning for the future. The Chair asked about a

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timeframe, and Ms. Bachus responded that once we hire the consultant, two to three months. We have a \$150,000 cap right now. Ms. Ahearn said we do need district leadership and a point person. This plan is for the consultant to develop a three- to five-year plan that conceptually moves out in five-year increments, 10, 15 and 20 years, in an ongoing manner. Ms. Furtado thanked Ms. Bachus and Ms. Ahearn for co-chairing the committee but said she had concerns saying our goal in reviewing our facilities and considering consolidation has always been to maximize resources in the classroom. She was troubled by the scope of the work. Consolidation is necessary now, not 3, 5 or 10 years from now. Scope of work as outlined in a 22-page RFP will not accomplish the goals of maximizing student resources in the classroom now. This scope will expend hundreds of thousands of dollars in reviewing work which has already been performed by our certified administration and certified teaching staff and a group of well qualified individuals who served on our Long Term Facilities Planning Committee. Asking a consultant to develop a long term master education plan is duplicative work already performed. I propose that the scope of work be deleted and qualifications related to that process be deleted. Any planning beyond ten years is speculative given changing educational requirements and needs. Submission of 2 but no more than 3 options will be especially costly and time consuming. We should be spending money on initiatives for students rather than creating multiple options. Almost every item on the listed tasks has already been performed – why pay hundreds of thousands if not millions for duplicative services and take money away from student programs? I would prefer to complete our conversion to all day kindergarten. The fact that this RFP requires annual reporting means that this process is going to take too long. While this process is on-going, no changes will be made. Student population is dropping and we will be on hold indefinitely pending this study. Our students need programs and initiatives today if we consolidated.

Mr. Nadeau commented he voted in favor of hiring an outside consultant because he felt the LTFPC recommendation was too limited in scope. He commented you don't close Vets three months after the report and then close Aldrich and Gorton one year later. There are 18 other schools that were not looked at. We hope the consultant will look at all 24 schools and issue a report accordingly. He would like to see the sixth grade moved up to the junior highs to create a true middle school model, with grades 6 through 8, and full implementation of all-day kindergarten before any consolidation is considered. He also hoped that the consultants would have the opportunity to speak to anyone they wanted to.

MOTION 2014-191: Moved by Ms. Medeiros, seconded by Ms. Bachus, call the question – approve the RFP as presented.

MOTION PASSES (4 ayes 1 nay)

Bethany A. Furtado – Nay M. Terri Medeiros – Aye
Eugene A. Nadeau - Aye Karen Bachus - Aye
Jennifer Ahearn - Aye

FY2014 preliminary year-end fiscal report - Mr. Ferrucci reported we have achieved a combined surplus of committed and unrestricted totaling \$3,409,308 for the school year ending June 30, 2014. This is a preliminary determination that will be validated thru the summer based on payments of accrued expenses and final bills received. Final results are expected by mid-September and will be verified by audit. A number of authorized capital projects using FY2014 funds were not completed by June 30, and those funds will have to be reported as surplus in FY2014 but must be recommitted to projects as contracts have been awarded and/or work is expected to be completed in the new fiscal year FY2015.

Projects meeting committed restrictions:

	Original Award	Completed/paid to date	Surplus needed FY2015
Veterans High School roof	1,700,000	500,000	1,200,000
Lippitt Elementary	775,000	697,500	77,500
Wickes Elementary	182,000	0	182,000
Drum Rock	140,000	0	140,000
Sherman Elementary	120,000	108,000	12,000
Warwick Avenue	40,000	5,000	35,000
RFP Consultant	150,000	0	150,000
Technology Hardware	225,000	0	225,000

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Total Committed Funds	2,021,500
Unrestricted Surplus for FY2014	1,387,808
Total Surplus:	3,409,308

After adjusting for committed projects, we achieved positive results by:

	FY14 Adopted Revised As to March 11, 2014	FY14 Preliminary Year End 7/1/14	Dollars	Percentage
Revenue (Housing Aid 379,000 Medicaid \$144,210)	\$161,503,831	\$162,050,739	\$546,907	0.34%
Personnel costs	96,532,816	96,243,220	289,596	0.30%
Fringe Benefits	36,428,950	36,157,303	271,647	0.75%
Budget Managers	26,807,173		279,658	1.0%
Total Unrestricted Surplus	\$1,387,808			

Other potential items that will impact the preliminary year-end report later this year are (a) open purchase orders still outstanding \$3,171,031 and contingency for unencumbered expenses and payrolls to be paid over the summer \$500,000. It was recommended that \$1,250,000 of projected unrestricted surplus from FY2014 be used in FY2015. This recommended surplus could be used to offset budget cuts that we will have to make in order to achieve a FY2015 balance budget that equals the City Council's Approved Allocation.

Adoption of FY2015 Budget – Mr. Ferrucci said the School Committee adopted a Recommended Budget on April 16, 2014 of \$160,588,324. The City Council allocated \$158,872,256 for the School Department. This "Superintendent's Recommended Original Budget" is the recommended budget addressing the difference of <\$1,716,068>. The following is an outline of recommended actions to achieve a balance budget as required by city charter and state law.

REVENUE

- Community Support, adjust to City Council Approved; <\$1,716,068>
 - State aid – adjust to actual enacted allocation, reduce by <93,938>
 - Housing aid: adjust based on projected increase in projects to be funded +93,938
- TOTAL REDUCTION IN REVENUE <\$1,716,068>

EXPENSES

[Presented in Object Code order – not priority order]

Recommended Actions	Object Code	Increase/<Decrease>
• cut math coaches	51110	<385,000>
• cut separation of legal from HR office	51110	<250,000>
• add unsupported IDEA staff	51110	+250,000
• cut curriculum professional development	51115	<60,000>
• cut district wide professional development	51305	<300,000>
• cut appendix B Athletics & Extra Curricular	51404	<250,000>
• add Workers Compensation actual bid	52710	+210,000
• add errors & omissions insurance actual bid	55207	+14,340
• cut Charter School tuition – adjust to actual tuition rate as determined by RIDE (from \$12,800 to \$11,702 per pupil)	55660	<95,000>
• cut supplies to actual average last 3 years	56101	<55,000>
• cut textbooks	56402	<176,810>
• building improvements reconsider	57202	<230,000>
• cut technology all computer hardware after determining prior FY 2014 carryover	57309	<463,598>
• add fund transfer school lunch as presented 6/10/14	59102	+75,000
Total Expense Reduction:		<\$1,716,068>

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Based on these recommended actions to Revenue and Expenses, the FY2015 Superintendent's Recommended Budget balances to the City Council Approved Budget of \$158,872,256.

MOTION 2014-192: Moved by Ms. Furtado, seconded by Ms. Medeiros, to approve the amended budget as presented based upon appropriation from City.

MOTION PASSES (5-0)

Bethany A. Furtado - Aye M. Terri Medeiros - Aye
Eugene A. Nadeau - Aye Karen Bachus - Aye
Jennifer Ahearn - Aye

Adoption of FY2015 Revised Budget Adoption – Mr. Ferrucci presented the Superintendent's Recommended Revised Budget for FY2015. He said based on the preliminary year-end fiscal report and the FY2015 recommended original budget, we have prepared a recommendation for utilizing the expected surplus from the FY2014 to cover the prior year committed obligations and to reinstate cuts that were necessary to balance to the City's approved school budget.

Reallocation of Committed Funds

Recommended Actions	Obj. Code	Increase
RFP Consultant	53201	\$150,000
Veterans High School roof	57202	1,200,000
Lippitt Elementary	57202	77,500
Wickes Elementary	57202	182,000
Drum Rock	57202	140,000
Sherman Elementary	57202	12,000
Warwick Avenue	57202	35,000
Technology Hardware	57309	<u>225,000</u>
Total Committed Funds Carried Forward		\$2,021,500

Recommended Reinstatement of Cuts

Recommended Action-Reinstate	Obj. Code	Increase
• cut curriculum prof. development	51115	\$60,000
• cut district wide prof. development	51305	300,000
• cut Appendix B Athletics & Extra Curric.	51404	250,000
• cut textbooks	56402	\$176,810
• cut technology all computer hardware	57309	<u>463,598</u>
Total Cuts reinstated – unrestricted surplus		\$1,250,408

Based on the recommended actions to Revenue and Expenses, the FY2015 Superintendent's Recommended Revised Budget would now be \$162,144,164.

MOTION 2014-193: Moved by Ms. Medeiros, seconded by Ms. Furtado, to approve Superintendent's recommended revised budget as presented

MOTION FAILS (3 NAYES 2 AYES)

Bethany A. Furtado - Aye M. Terri Medeiros - Aye
Eugene A. Nadeau - Nay Karen Bachus - Nay
Jennifer Ahearn - Nay

Bids/Change Orders

MOTION 2014-194: Moved by Ms. Medeiros, seconded by Ms. Furtado, that the re-bid for custodial supplies/toilet paper, in the amount of \$18,282.30 be awarded to Banner Systems, Inc. as per bid tabulations

MOTION PASSES (5-0)

Bethany A. Furtado - Aye M. Terri Medeiros - Aye
Eugene A. Nadeau - Aye Karen Bachus - Aye
Jennifer Ahearn - Aye

Agenda item: bid for Chromebook and accessories, on a per unit/as needed basis be awarded to Whalley Computer Associates, Inc. **will be tabled until the August meeting.**

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MOTION 2014-195: Moved by Ms. Furtado, seconded by Ms. Medeiros, that the bid for film and recording studio equipment in the amount of \$49,526.96 be awarded to B&H Photo Video.

MOTION PASSES (5-0)

Bethany A. Furtado - Aye M. Terri Medeiros - Aye
 Eugene A. Nadeau - Aye Karen Bachus - Aye
 Jennifer Ahearn - Aye

Information and proposals: Ms. Bachus thanked the members of the SubCommittee for all their hard work in preparing the RFP. Mr. Nadeau commented on how bad the Pilgrim fields are and said he has letters from members of the soccer program and football program offering time and money to put the fields back into shape. Ms. Furtado thanked Robert Bushell for his 45 years of service to the school department.

Public Comment: Darlene Netcoh commented on the English literacy issue saying 3 days on and 3 days off doesn't work and we need reading specialist for Kindergarten on. She also commented on the RFP document. Darilyn Gorton commented on the recording of meetings and that a literacy program of three days would fail and to move to a six-day schedule. She said children that have deficits need consistency. David Testa complimented Mr. Ferrucci on his budget presentations, saying it was the best thing that has happened in the last twenty years. He also commented on the principal and interest payments. George Landrie said as the new President of the WTU he has an opened door policy and had optimism and trust to get things done. He also said that West Warwick unanimously rejected the charter school and asked that a resolution condemning charter schools be passed as it siphons money from our schools.

MOTION 2014-196: Moved by Ms. Medeiros, seconded by Ms. Furtado, to adjourn.

MOTION PASSES (5-0)

Bethany A. Furtado - Aye M. Terri Medeiros - Aye
 Eugene A. Nadeau - Aye Karen Bachus - Aye
 Jennifer Ahearn - Aye

Adjourned: 9:45 p.m.