

CRANSTON SCHOOL COMMITTEE

PUBLIC WORK SESSION

WEDNESDAY, OCTOBER 12, 2011

WILLIAM A. BRIGGIS BUILDING (REED CONFERENCE ROOM)

845 PARK AVENUE

EXECUTIVE SESSION: 6:00 P.M.

**PUBLIC WORK SESSION IMMEDIATELY FOLLOWING EXECUTIVE
SESSION**

**PUBLIC MEETING IMMEDIATELY FOLLOWING PUBLIC WORK
SESSION**

MINUTES

The monthly work session of the Cranston School Committee was held on the evening of the above date in the Briggs Building, Reed Conference Room, with the following members present: Ms. Iannazzi, Mrs. Culhane, Mrs. Ruggieri, Mr. Traficante, Mrs. McFarland and Mr. Lombardi. Mr. Bloom was absent from this meeting.

The meeting was called to order at 6:00 p.m. It was moved by Mr. Traficante and seconded by Mrs. Ruggieri and unanimously carried that the members adjourn to Executive Session Pursuant to RI State Laws PL 42-46-5(a)(1) Personnel, PL 42-46-5(a)(2) Collective Bargaining and Litigation (Contract Negotiations' Update – Bus Drivers/Trades People/Mechanics/Custodians), (Consideration of legal options regarding status of aid to education appropriation and

legal advice relating to the same).

Call to Order – Public Work Session – Public Session was called to order at 6:18 p.m.

The roll was called and there was a quorum.

Public Work Session:

Ms. Iannazzi announced that Item B on the Agenda (Due Process Policy #5145 (a) was withdrawn for the evening.

Monthly Review of Year to Date Expenditures

Superintendent Nero

Several months ago, we discussed (Mr. Nero, Mr. Balducci, Mr. Votto and Mr. Campellone) some way of getting a better grip on our finances on a monthly basis. Mr. Balducci and Mr. Campellone put together, using UCOA, a grouping of all of our critical accounts. Mr. Votto then started trouble-shooting everything and they presented to me what I think is something good. We added some refinements and tonight they are going to explain to the committee something that they will be doing at every work session, which is to hand out to the committee a Year-to-Date Expenditure and many of the summarized accounts and also a summary sheet of areas where things come up and there is a problem at a certain school, financially. At this time, Mr. Nero turned the floor over to Mr. Balducci and Mr. Campellone.

Mr. Balducci and Mr. Campellone passed out CPS Year-to-Date Expenditures (2011-2012) as of September 30, 2011. (See report on file in the Superintendent's Office)

Mr. Balducci

We are attempting to do what this document is to report out to the administration and the school committee members where the school district stands at a given point in time. This is live so this is as of September of 2011. My office usually closes the books on a monthly basis a day or two after the official close of the month. What Mr. Campellone would then do is take that data and put together this information for you. This report will be prepared and presented at each monthly work session to give the committee an idea of what we've spent year-to-date. Some of the hot topics or areas where good or bad; where we're running ahead of budget or unfortunately where if you look at a certain point, in some areas we may have spent a certain % of the budget and why we have spent that percentage.

Mr. Balducci summarized the document and how UCOA is involved with this report. Mr. Balducci had the committee go to the back of the report where he explained the boxes at the bottom of the last page, "Accumulated Appropriation: Monthly %/Expense to Date/ +/- areas.

Mr. Traficante asked about the Special Ed numbers and why they are

dramatically reduced. Mr. Balducci answered that he has put in a phone call to try and get information on the district's special education rate for tuition. The State has just come out with the new numbers and Mr. Balducci is going to try to get a handle on why our numbers are so low.

Mr. Balducci answered some of the committee's questions regarding this report. Mr. Nero also noted that the committee members will get this report every month in their update the Friday before the work session. The purpose of this is so when we go to the work session, if you have any questions, Mr. Balducci will be able to explain and answer them.

Mrs. McFarland asked about the smaller items that were not accounted for in the summary and where does Mr. Balducci plan on moving all of these small line items? Mr. Balducci answered by giving an example of the Library Media, noting that he will also give the committee a major revision in December.

Mrs. Ruggieri asked about the Revenue side of this. Mr. Balducci reported that he focused on the Expenditure side for this report; however, he will add a Revenue page with the same synopsis as the Expenditure side. He went on to explain this to the committee.

Ms. Iannazzi added that they need to be cautious about that \$300,000 line item for Special Education because the prior \$692 or whatever it

was, it was her understanding that was only there; it was expended. She went on to explain this to Mr. Balducci. A discussion ensued in regards to the Special Education areas.

At this time, Mr. Nero expressed his appreciation to all of the people involved in this report, Mr. Votto, Mr. Balducci and Mr. Campellone.

Adjourn Public Work Session to Public Meeting

Ms. Iannazzi noted that no votes were taken at Executive Session.

Executive Session Minutes Sealed – October 12, 2011 – Motion made by Mr. Lombardi, seconded by Mrs. Culhane and unanimously carried to seal the minutes of Executive Session.

Adjournment

Moved by Mrs. Ruggieri, seconded by Mrs. Culhane and unanimously carried that the meeting be adjourned.

There being no further business to come before the committee, the meeting was adjourned at 6:40 p.m.

Respectfully submitted,

Frank S. Lombardi

School Committee Clerk

APPENDIX B (AMENDED – OCTOBER 17, 2011)

DUE PROCESS

Cranston Public Schools Policy #5145 (a)

incorporated into the Disciplinary Procedures for Cranston Students. All students are given a copy of the procedures at the beginning of each school year or when they enroll in the district. Consistent with Rhode Island General Law “each student and his or her parent (guardian) shall sign a statement verifying that they have been given a copy of the student disciplinary code of their respective school district.”

If the student and/or parent (s)/guardian (s) are not in agreement with the disciplinary decision made at the school level, the following steps may be taken:

Level I Dismissal of a Student from Class/Assignment of Detention

1. The student and/or parent (s)/guardian (s) shall be informed of the reasons for removal and assignment of detention by the principal and/or assistant principal.

2. The student and/or the parent (s)/guardian (s) shall be given an

opportunity to appeal the action to the principal of the school and present his/her point of view regarding the decision.

3. The principal will render a decision and inform the student and/or parents verbally.

Levels 2 & 3 Dismissal from the Building/Suspension of Student from School

1. The student and/or parent (s)/guardian (s) shall be informed of the reasons for removal from the building or school for a period of time by the administrator in writing, including:

- incident that has taken place**
- the proposed disciplinary consequence (e.g. notice of intent to suspend)**
- Due Process Procedures**

2. The student and/or the parent (s)/guardian (s) shall be given an opportunity to appeal to the principal of the school and present his/her point of view regarding the incident.

3. The principal shall conduct a hearing regarding the incident and the disciplinary action and render a decision in writing regarding the appeal including:

- written notice of charges against the student shall be provided to the student and the parent (s)/guardian (s) in their native language by**

the principal

- **proposed action to be taken by the school administration**
- **Due Process Procedure**

Level 4 Appeal of a Disciplinary Action to the Superintendent

1. The student and parent (s)/guardian (s) shall have the right to appeal the recommendations of the school principal within ten (10) days of receipt of notice of the action recommended by the principal.

2. This notice of appeal must be sent in writing by the parent (s)/guardian (s) to the office of the Superintendent which includes:

- **requesting an appeal hearing**
- **listing the reason (s) for the appeal.**

3. The principal must be notified by the parent (s)/guardian (s) if an appeal is being made to the Superintendent.

4. In response to the receipt of an appeal in writing, a hearing will be scheduled by the Superintendent or designee:

- **this student will be invited to be present at the hearing**
- **the parent (s)/guardian (s) will be invited to the hearing**
- **if the parties appealing the decision of the school administration are represented by legal counsel, the Superintendent's office must be**

notified twenty-four (24) hours in advance of the commencement of the hearing.

5. All parties will be given an opportunity to present their version of the facts and their implications. All parties will be allowed to offer testimony of other witnesses and other evidence relative to the issue.

6. The hearing will be conducted by the Superintendent or designated representatives who shall make a determination solely upon the evidence presented at the hearing.

7. The hearing officer shall keep a record of the hearing.

8. A decision will be rendered within a reasonable time after the hearing and will be forwarded to the parent (s)/guardian (s) in writing in their dominant language.

Level 5 Appeal of a Decision to the School Committee

1. The student and parent (s)/guardian (s) shall have the right to appeal to the School Committee the decision at the Superintendent's level within ten (10) days of receipt of the written decision.

2. The notice of appeal must be sent by the parent (s)/guardian (s) to the Chairperson of the School Committee:

- requesting an appeal hearing of the School Committee**

- listing the reason (s) for the appeal

3. A copy of the record and written decision at the Superintendent's level will be forwarded to

the Chairperson of the School Committee:

- a hearing shall be held by the School Committee or its designated hearing officer

- the school system may be assisted in the process by legal representation

4. A decision will be given to the parent (s)/guardian (s) in writing

5. The parent (s)/guardian (s) will have the right to appeal the decision of the School Committee to the Commissioner of Education at the Rhode Island Department of Education.

6. In cases where the parent (s)/guardian (s) appeal the decision of the School Committee, a copy of the decision and record of the hearings will be forwarded to the Commissioner of Education.

File: MyDocs:DueProcess\Appendix B

APPENDIX B (ORIGINAL-See change on Pg. 2, Level 5, #3)

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- written notice of charges against the student shall be provided to the student and the parent (s)/guardian (s) in their native language by the principal**
- proposed action to be taken by the school administration**
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- requesting an appeal hearing of the School Committee**
- listing the reason (s) for the appeal**

3. A copy of the record and written decision at the Superintendent's level will be forwarded to

the Chairperson of the School Committee:

- a hearing shall be held by the School Committee or its designated hearing officer**
- ** a stenographic record of the hearing will be maintained (amended**

to be removed)

- the school system may be assisted in the process by legal representation

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