

CRANSTON SCHOOL COMMITTEE MEETING

TUESDAY, JUNE 12, 2012

WILLIAM A. BRIGGS Building (Reed Conference Room)

845 PARK AVENUE

EXECUTIVE SESSION 6:00 P.M.

PUBLIC SESSION IMMEDIATELY FOLLOWING EXECUTIVE SESSION

**PUBLIC WORK SESSION IMMEDIATELY FOLLOWING PUBLIC
SESSION**

MINUTES

This meeting of the Cranston School Committee was held on the above date with the following members present: Chairwoman Iannazzi, Mrs. McFarland, Mrs. Culhane, Mrs. Ruggieri, Mr. Bloom, Mr. Lombardi and Mr. Traficante.

This meeting was called to Order at 6:00 p.m. It was moved by Mr. Lombardi and seconded by Mr. Bloom and unanimously carried that the members convene to Executive Session pursuant to RI State Laws PL 42-46-5(a)(1) Personnel (Administrator Contracts); PL 42-46-5(a)(2) Collective Bargaining and Litigation (Contract Negotiations' Update – Secretaries), (Maintenance of Effort),(Cranston Area Career & Technical Center Transfer Agreement), (Consideration of legal options regarding status of aid to education appropriation and legal advice relating to same).

Call to Order – Public Session was called to order at 6:55 p.m. It was reported that no votes were taken in Executive Session.

The roll was called; a quorum was present.

Executive Session Minutes Sealed – June 12, 2012

A motion to seal these minutes was made by Mr. Lombardi, seconded by Mr. Traficante. All were in favor.

Public Hearing

- a. Students (Agenda/Non-Agenda Matters) – There were none.**
- b. Members of the Public (Agenda Matters Only) – There were none.**

Consent Calendar / Consent Agenda

Proposed Consent Agenda – Resolutions 12-6-01, 12-6-02, 12-6-03, 12-6-04 w/addendum, 12-6-05 w/addendum, 12-6-06, 12-6-07, 12-6-08, 12-6-09, 12-6-10 w/addendum, 12-6-11, 12-6-12, 12-6-13, 12-6-14, 12-6-15, 12-6-16, 12-6-17, and 12-6-18. Moved by Mr. Lombardi, seconded by Mr. Traficante. All were in favor.

PERSONNEL - ADMINISTRATION

NO. 12-6-01 - RESOLVED, that at the recommendation of the Superintendent, said certified personnel be recalled from layoff, and

Be it further RESOLVED, that the Superintendent notify those individuals of the committee's actions.

NO. 12-6-02 - RESOLVED, that at the recommendation of the Superintendent, the following certified personnel be appointed as substitutes on a temporary basis as needed:

Nicole Carroll, Elementary

Anna Ferenc, Art PK-12

Meghan Healy, Art PK-12

NO. 12-6-03 - RESOLVED, that at the recommendation of the Superintendent, the following certified staff member be granted a leave of absence without compensation as provided in Article XIX, Section B.4 of the Master Agreement between the Cranston School Committee and the Cranston Teachers' Alliance:

Lauren McGrail, Teacher

Cranston West

Effective Date...September, 2012 to January, 2014

NO. 12-6-04 - RESOLVED, that at the recommendation of the Superintendent, the retirement of the following certified personnel be

accepted:

Peter L. Nero, Superintendent

Administration

Effective Date...July 16, 2012

MaryAnn Casale, Principal

Garden City

Effective Date...June 30, 2012

Dorothy Martiesian, Teacher

Norwood

Effective Date...June 30, 2012

NO. 12-6-05 - RESOLVED, that at the recommendation of the Superintendent, the resignation(s) of the following certified personnel be accepted:

Alysia Berube, Teacher

Cranston East

Effective Date...June 30, 2012

NO. 12-6-06 - RESOLVED, that at the recommendation of the Superintendent, the resignation(s) of the following program supervisor be accepted:

Richard Pandolfini

English

Effective Date...June 18, 2012

No. 12-6-07 - RESOLVED, that at the recommendation of the Superintendent, the resignation of the following coach (es) be accepted:

Robert Finelli, Head Coach Field Hockey

CHSE

Effective Date...May 25, 2012

NO. 12-6-08 - RESOLVED, that at the recommendation of the Superintendent, the following non-certified employee(s) be appointed:

Michaela Murray, Bus Driver (probationary)

Transportation

Effective Date...February 27, 2012

Authorization...Replacement

Fiscal Note...11245190 51110

NO. 12-6-09 - RESOLVED, that at the recommendation of the Superintendent, the following non-certified personnel be appointed as substitutes on a temporary basis as needed:

Nathan Tomasso, Custodian

NO. 12-6-10 - RESOLVED, that at the recommendation of the Superintendent, the retirement(s) of the following non-certified personnel be accepted:

Michael Cornachione, Technical Assistant

Layoff

Effective Date...May 30, 2012

NO. 12-6-11 - RESOLVED, that at the recommendation of the Superintendent, the resignation(s) of the following non-certified personnel be accepted:

Jessica Carbone, Bus Monitor

Transportation

Effective Date...May 24, 2012

NO. 12-6-12 - RESOLVED, that at the recommendation of the Superintendent, the termination of the following non-certified employee A be accepted.

NO. 12-6-13 - RESOLVED, that at the recommendation of the Superintendent, the termination of the following non-certified employee B be accepted.

NO. 12-6-14 - RESOLVED, that at the recommendation of the Superintendent, the termination of the following non-certified employee C be accepted.

NO. 12-6-15 - RESOLVED, that at the recommendation of the Superintendent, non-certified staff members be laid off from their respective positions due to budgetary reasons.

POLICIES AND PROGRAMS

NO. 12-6-16 - RESOLVED, that at the recommendation of the Superintendent, the following Conferences/Field Trips of Long Duration be authorized:

1. Mrs. Joanne Spaziano, teacher at Park View Middle School, and twelve (12) students

from the Park View NEED Cougars (National Energy Education Development) to travel

to Washington DC to participate in the NEED Youth Awards Program (they have been

selected as the RI Junior Level Energy School of the Year 2012 and the National Junior

Level Energy School of the Year 2012) from June 22, 2012 through June 25, 2012, at no

cost to the school department. Expenses to be paid by donations from the CTA and

private donors, a benefit dress down day and sponsorships from the

RI Energy Office.

Please see attached Field Trip of Long Duration form.

2. Kelly B. Whaley, CCLC (Cranston Community Learning Center and Bain +2) Program

Manager, to travel to New Orleans, LA from July 30, 2012 through August 2, 2012 to

attend the 21st Century Community Learning Inst., at no cost to the school department.

Funding Source from 21st Century (Kidventure and Bain +2) and no substitute needed.

Please see the attached Conference Form and attachments.

3. Coach Steven Stoehr, Cranston High School West, and approximately sixty (60) students

to travel to Vermont Academy to attend their summer program and to practice team

building exercises as well as other activities, from August 21st through August 23rd. No

school missed and no cost to the school department. Please see attached Field Trip of

Long Duration form.

POLICIES

NO. 12-6-17 - RESOLVED, that at the recommendation of the Superintendent, the policy for Safe School Act, Statewide Bullying

Policy; Cranston Public Schools' Policy Number 5141.33 be approved for second reading (see policy attached).

NO. 12-6-18 - RESOLVED, that at the recommendation of the Superintendent, the policy for Technology Acceptable Use; Policy Number 6161.2, as amended, be approved for second reading (see policy attached).

ADDENDUM TO THE AGENDA

ADD TO RESOLUTION NO. 12-6-04

**Lynda Wagner, Assistant Principal
Cranston East**

Effective Date...June 30, 2012

ADD TO RESOLUTION NO. 12-6-05

Christine Smith, Teacher

Itinerant

Effective Date...June 30, 2012

ADD TO RESOLUTION NO. 12-6-10

**Carmine Delicarpine, Custodian
Plant**

Effective Date...June 30, 2012

Patricia Spaziano, Secretary

Cranston West

Effective Date...June 29, 2012

At this time, Superintendent Nero wanted to speak on the retirements

tonight, noting the following: We have a number of people retiring tonight including my own retirement.

BUSINESS

NO. 12-6-19 – RESOLVED, that the 2012-2013 Operating Budget, as adopted by the School Committee, be revised.

Moved by Mr. Lombardi, seconded by Mrs. Culhane for discussion:

Mr. Balducci spoke on the operating budget for 2012-2013. Mr. Balducci explained the e-mail that went out to all last week. We are going to be receiving approximately \$1,890,412 more in the State Aid as compared to originally budgeted. Unfortunately we've been level-funded by the City which is a loss of revenue of approximately \$1,600,000. We have an additional \$290,000 to add on the expenditure side of the budget to now reconcile this additional revenue that we're receiving. His suggestions are based on what they have for this years' budget and also prior years budget; teacher substitutes. That's an area of the budget that we budgeted approximately \$1 million and for one reason or another, we seem to have over spent in that area.

Mr. Balducci noted that the other area; going into next year, Mrs. Coogan was informed that a major grant for the school district, IDEA, she was told that that appropriation is being cut approximately \$600,000 (told late in the year). We are trying to make the appropriate

adjustments in the IDEA grant. One of the issues is that that grant helped the district pay for the Horton Program. That program is run by WB Collaborative as the management and the way it worked this year is the school district paid $\frac{3}{4}$ of their management fee and the IDEA Grant paid $\frac{1}{4}$. With a cut of approximately \$600,000, they will not be able to afford that $\frac{1}{4}$ payment in her budget. That's another area where Mr. Balducci will need more money going into next year. It would be part of the deficit if we do not receive some additional funding.

Mr. Balducci reported that his recommendation is to place \$119,241 into a Purchase/Service account designated for the Horton Program and to place \$170,842 to be placed in the Teacher Substitute account. This will total \$290,083 which will then match our total revenue to be budgeted for next year.

Mr. Lombardi noted, at the risk of not repeating the above, he would offer this as an amendment to the budget as reflected by Mr. Balducci. Discussion on the amendment:

Mrs. McFarland noted that the above amount does not satisfy the money that's needed. A discussion ensued. Mrs. Coogan explained her grant and the Horton Program to the committee at this time. As far as the Title 1 money, they did make adjustments accordingly for that.

Mrs. Ruggieri asked if our contract with WB Collaborative was up yet.

Mr. Balducci answered that he believes it is a one-year contract; however, we are renewed going into next year.

Mrs. Ruggieri asked if we would have had the same issue if we were still running the Horton Program? Mr. Nero pointed out that we have, in fact, saved money by going to the Horton Program. Mrs. Coogan pointed out that this is a Federal IDEA Grant; it has nothing to do with the Horton Program, it has to do with federal monies that are allocated to us. Mrs. Ruggieri noted that when she looks at the budget figure, the Horton Program was a huge jump. Looking at that now for next year or the year after, are we going to have another \$120,000 that we will have to come up with for that position again. Mr. Balducci answered, “no, because moving from next year to the following year, he will make the assumption that the general fund has fully absorbed the whole \$420,000”. A discussion ensued. Mr. Nero pointed out that we could have cut other programs; however, through the grant we’re going to fund this program. Mr. Balducci noted that the transition between this year and next year became a budgetary issue because when the School Committee adopted the budget based on information we knew, we made the assumption that IDEA was going to be maintained for ¼ of the management fee. From next year to the following year, it won’t be an issue because from a budget to budget standpoint, he is budgeting \$420,000 next year and he will then move that \$420,000 over into the following year. A lengthy discussion ensued in regards to the budget, the IDEA Grant and the Horton Program.

Mr. Bloom asked: The grant for \$600,000 of which \$500,000 was not in our district's operating budget but is part of other monies for operating. Then there's \$100,000 of it is what is showing up in our budget for last year. Is that correct? Mrs. Coogan answered that the \$600,000 has nothing to do with it. A lengthy discussion ensued. There have been other expenses cut. Mr. Bloom asked that when Horton was being run, how long does that grant stay in place in generating and providing \$100,000 worth of revenues.

Mr. Traficante

Are you saying then that next year's budget; you're going to live with that cut or are you going to ask for additional appropriation? Mrs. Coogan answered that we have to live with the cut; we don't get to ask for how much we get for a federal grant. It's not going to be an additional expense.

Mrs. Culhane asked if that contract is already renewed with WB. Mr. Nero answered that they are planning on going into next year with the W.B. Collaborative running the program. Mrs. Culhane asked if that contract will be brought before the committee. She noted that a contract that has to have management fees is something that should be approved by the school committee under the Superintendent's advisement. She stated that we should not be entering into contracts with anybody without the School Committee approving. Mr. Nero noted that what they have done, we could not do as efficiently and as

well. In a situation, when a child acts up and someone gets hurt it goes on our Worker's Compensation bill. That no longer happens to us, now. They take all responsibility.

Mrs. Culhane asked about the State Appropriation and if we are solid on this. Is there a potential that the Governor will veto any of the appropriations that will come to us? It was noted that this isn't an appropriation; it is the acceleration of a fair funding formula.

At this time, the roll was taken on the amendment:

Mr. Traficante Yes Mrs. Ruggieri Yes

Mrs. McFarland Yes Mr. Lombardi Yes

Mrs. Culhane Yes Mr. Bloom Yes

Ms. Iannazzi Yes

A discussion ensued in regards to the calculations on the budget.

Ms. Iannazzi noted, for the record, that we in fact do not have a balanced budget; we still have the line item that has not been determined.

There being no further amendments or discussion on the 2012-2013 Operating Budget, Resolution No. 12-6-19, the roll was called on the Budget:

Mr. Lombardi Yes Mr. Traficante Yes

Mr. Bloom Yes Mrs. Ruggieri Yes

Mrs. Culhane Yes Mrs. McFarland Yes

Ms. Iannazzi Yes

Adjourn to Public Work Session

a. Draft Agreement Between RIDE and District regarding CAC&TC Transfer

Superintendent Nero recommended postponement of this until after he meets with the Mayor. He noted that he will have it on the Agenda for now and into the next couple of months until we have an agreement, a meeting with the Mayor, the Chairman of the Finance Committee and the Council President. When asked if there were any concerns with this agreement, it was noted that right now we are working our way through the concerns, and once we get the Mayor on board, then the attorneys will begin that.

School Bus Advertising Policy (see copy attached) – Mrs. Ruggieri

Mr. Lombardi

I take it that this School Bus Advertising Policy, presupposes that there will be State Law approved to allow School Bus Advertising.

Mrs. Ruggieri answered that her thought process through this was.....she started to research what other states do and there are states that allow school bus advertising. Very few of them set perimeters around what they will/will not allow. That concerns me. It

concerns me when the City Council sends it to the General Assembly that there were no parameters; it concerns me when the General Assembly is doing it with few parameters around it. Given that Cranston has a strong round of policies and strong feelings about how we want to represent ourselves as a community, we thought that it was a good start to get a policy in place. For that reason and for allowing us the opportunity that if this does happen to pass we can then move right away because we have a policy.

Mr. Lombardi noted that the only caveat that he would do...he read it like a lawyer and the best way to start a policy like this is to do exactly what Mrs. Ruggieri did and to look at comparable laws elsewhere. The only concern he has is that obviously depending on what the General Assembly does with it, is one thing but there are words such as “disorder”, “promote”, “interfere” that are so innocuous that they may be constitutionally vague. It could become problematic from a constitutional standpoint. Mr. Lombardi gave an example at this time and discussion ensued. He noted that any policy, such as this, has to be significantly refined with the use of the words that you have on there.

Mrs. Ruggieri reported that Attorney Cascione reviewed this policy and they did make some changes to what he thought would be some issues.

Ms. Iannazzi

Perhaps we could run this by Mr. Steve Brown and see if he has any first amendment issues with the language. It would also need a review committee to look at it. It has to be approved by the school committee before anything is done.

Mr. Bloom

I was thinking that we would end up with Dorito ads and Soda ads and other things like this; which is inconsistent with our Wellness Policy and that was actually one of the first things that we discussed. I think we should have that this is consistent with the Wellness Policy. Mrs. Ruggieri reported that this was on it; however, she will add it back in.

Mr. Bloom and Mrs. Ruggieri discussed the revenue areas and putting funding aside from advertising.

Mrs. Culhane asked about the revenue and the States that do have a policy such as this and if Mrs. Ruggieri had any idea of how much money their making. Mrs. Ruggieri noted that there is absolutely nothing out there on this subject.

Mrs. Culhane asked if we had looked at RIPTA to see what their advertising policy consisted of. They seem to follow suit with this policy. Mrs. Ruggieri stated that RIPTA actually has a group and she has the contact person already. They have a group that monitors

their advertising.

Monthly Review of Year-to-Date Expenditures – Mr. Balducci

Mr. Balducci

Asked if everyone had the Mayor's monthly financial statement and at this time he explained this statement to the committee. He went over the following items:

- Summary Expenditure Page – snapshot of the budget and where we stand**
- Noted that we are well within the budget for this year**
- Special Ed tuitions category – right now projected we end the year with \$254,000 surplus. We will not be using the contingency fund next door.**
- Mrs. Ruggieri asked where we were with Medicare Reimbursement as far as recouping everything; her biggest concern was that they were supposed to get us more money than we had been reimbursed in the past.**
- Mr. Nero reported on the meeting with them last Friday. There is concern. A lengthy discussion ensued.**
- Mr. Balducci noted that there are areas that we continue to achieve data on, such as service providers – Medicare Reimbursement**
- There are students we have outside of the district that they are waiting for attendance records from the outside schools. Mr. Balducci noted that they are meeting tomorrow (internal team) to gather all the information on what they need to do and then get all of that information to PCG.**

- Once they have it, we will be in a better position to give us a final number
- The next time they meet will be in a couple of weeks and at that point Mr. Balducci will need to know the bottom line item number
- Mr. Balducci noted that the other concern they have would be that they need a better cash flow. You could probably add another \$200,000 to the \$400,000 that has since come in during the month of June.

At this time, a discussion occurred in regards to the money we have been promised by PCG. Mr. Balducci noted that a couple of things have happened; one being that the federal government take over the stimulus dollars; that is going away and having a negative impact on the money we get. On the flip side, because of our demographics, our reimbursement rate spiked so we are hoping that one will offset the other. It was noted that some committee members feel that they are not fulfilling their promise in their contract which is to actually get us more than what we're originally getting.

A discussion occurred on us moving forward with this company.

Mr. Balducci noted that this year has been a difficult year with a new company and a new Medicaid Manager; however, he feels that next year the internal person will have a better understanding of the job along with the company.

Mr. Lombardi expressed his concerns on the year-to-date budget as in May 2012 in regards to Medicaid, noting that we are in the 80%

completed expectation area. Another thing is that it should happen a certain way and he doesn't understand how if there is a promise of a certain amount of money; we received considerably off the mark.

Mr. Balducci explained this issue to the committee noting that before June 30th there will be continued revenue coming in actual cash. There will be a receivable; however, we are still getting data to PCG so they can fill on our behalf.

Mr. Bloom feels that this is not acceptable. He stated that we should knowwe shouldn't be 15 days until the end of the school year, not knowing what this potential receivable is. A lengthy discussion occurred between Mr. Bloom, Mrs. Ruggieri and Mr. Balducci. Mr. Bloom feels that there is a serious problem; either we missed Medicaid reimbursements because they closed or there's some other reason; he requested that this committee receive a report identifying what it is that we're supposed to receive for the rest of this year and what has happened and why. There should be an explanation in black and white as to why it didn't happen.

Mr. Nero also reported that he requested and met with them once a month, noting that it's been frustrating to him also. Again, Mr. Bloom stated that this is not acceptable. Ms. Iannazzi noted that we should follow Mr. Lombardi's recommendation to have them come before the School Committee. Mr. Lombardi noted that the ultimate view is where you expect this number to be; how far short do you expect to be at the \$1.4 million. Mr. Balducci noted that he has asked that

question, exactly, also. Mr. Nero stated that we have meetings all through June scheduled and the committee should just let him know what they want and Mr. Balducci will let them know to be there.

Mrs. Culhane noted that someone had stated to her that for the Cities and Towns that manage their own; we are one of the best in reimbursement. Mrs. Culhane asked a couple of questions to Mr. Balducci in regards to where we were last year at this time.

Mr. Balducci answered Mrs. Culhane's question but mentioned also that there was no missed opportunity here to go after dollars. The bigger question is, "What is that number going to be at the end of the year."

Mrs. Culhane asked about the reduction in the stimulus money noting that she doesn't see how that has a reflection on Medicaid. Mr. Balducci answered that one of the components of a Medicaid reimbursement is that the federal government allows the reimbursement rates to spike as part of the whole stimulus money coming from the federal government.

Mr. Balducci is going to ask them to give a full counting with comments on what they believe they achieved from a revenue standpoint.

Mrs. McFarland noted that this has been a concern to her all the way along; she thinks they need to have a plan in place. Are they going to

send out documentation prior to knowing what students can be reimbursed through the Medicaid system and that we have all their documentation in place; who we're charging; and if there are any changes, they have to immediately be known. She noted that we are looking at another substance of our budget which we will not be able to sustain.

Mr. Bloom noted that he would like to see what billings they've done on a month-to-month basis so that we know if the receivables are coming. That would show us how much work they have actually done.

Mrs. Ruggieri added that she would like to know what they feel their biggest obstacle is in this district because considering we had one person doing this job and she was doing it without issue and we hired a company to come in and do it and they seem to be having a lot of difficulty.

Ms. Iannazzi suggested also to the extent that they are going to be discussing prior personnel you may want to discuss with our attorney advertising that prior personnel manager. Mr. Bloom added that we need to consider a fall back position. If we're not happy we should start thinking about what we will do come July 1st. It was suggested that Attorney Cascione have a look at the contract.

Adjournment

A motion to adjourn was made by Mr. Lombardi and seconded by Mrs. Culhane. All were in favor. The meeting adjourned at 7:50 p.m.

Respectfully submitted,

Frank S. Lombardi

School Committee Clerk

STATE OF RHODE ISLAND

Department of Elementary and Secondary Education

SAFE SCHOOL ACT STATEWIDE BULLYING POLICY

Effective: June 30, 2012

RHODE ISLAND STATEWIDE BULLYING

POLICY CPS #5141.32 (a)

INTRODUCTION

This Statewide Bullying Policy is promulgated pursuant to the authority set forth in §16‐21‐34 of the General Laws of Rhode Island. Known as the Safe School Act, the statute recognizes that the bullying of a student creates a climate of fear and disrespect that can seriously impair the student's health and negatively affect learning. Bullying undermines the safe learning environment that students need to achieve their full potential. The purpose of the Policy is to ensure a consistent and unified statewide approach to the prohibition of bullying at school.

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1. DEFINITIONS

BULLYING means the use by one or more students of a written, verbal or electronic expression or a physical act or gesture or any combination thereof directed at a student that:

- a. Causes physical or emotional harm to the student or damage to the student's property;**
- b. Places the student in reasonable fear of harm to himself/herself or of damage to his/her property;**
- c. Creates an intimidating, threatening, hostile, or abusive educational environment for the student;**
- d. Infringes on the rights of the student to participate in school activities; or**
- e. Materially and substantially disrupts the education process or the orderly operation of a school.**

The expression, physical act or gesture may include, but is not limited to, an incident or incidents that may be reasonably perceived as being motivated by characteristics such as:

Race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity and expression or mental, physical, or sensory disability, intellectual ability or by any other distinguishing characteristic. Bullying most often occurs as repeated behavior and often is not a single incident between the bullying/cyber‐bullying offender(s) and the bullying victim(s).

CYBER‐BULLYING means bullying through the use of technology or any electronic communication, which shall include, but not be limited to, any transfer of signs, signals, writing, images, sounds, data, texting or intelligence of any nature transmitted in whole or in part by a wire, radio, electromagnetic, photo electronic or photo optical system, including, but not limited to, electronic mail, Internet communications, instant messages or facsimile communications.

Forms of cyber‐bullying may include but are not limited to:

- a. The creation of a web page or blog in which the creator assumes the identity of another person;
- b. The knowing impersonation of another person as the author of posted content or messages; or
- c. The distribution by electronic means of a communication to more than one person or the posting of materials on an electronic medium that may be accessed by one or more persons, if the creation, impersonation, or distribution results in any of the conditions enumerated in clauses (a) to (e) of the definition of bullying.

AT SCHOOL means:

- a. on school premises,
- b. at any school‐sponsored activity or event whether or not it is held on school premises,
- c. on a school‐transportation vehicle,
- d. at an official school bus stop,
- e. using property or equipment provided by the school, or

f. acts which create a material and substantial disruption of the education process or the orderly operation of the school.

2. SCHOOL CLIMATE

Bullying, cyberbullying, and retaliation against any person associated with a report of bullying or the investigation thereof is prohibited in all schools that are approved for the purpose of the compulsory attendance statute (§§16-19-1 and 16-19-2). School staff shall take all reasonable measures to prevent bullying at school. Such measures may include professional development and prevention activities, parental workshops, and student assemblies among other strategies. School faculty, administration and staff, at all times, will model courteous behavior to each other, to students, and to school visitors. Abusive or humiliating language or demeanor will not be accepted. Additionally, students and their families are expected to exhibit courteous behavior to all members of the learning community in school and at school sponsored events.

3. POLICY OVERSIGHT and RESPONSIBILITY

The school principal, director, or head of school shall be responsible for the implementation and oversight of this bullying policy.

The school principal, director, or head of school shall provide the superintendent, school committee and/or school governing board with a summary report of incidents, responses, and any other bullying-related issues at least twice annually.

For public schools, the prevention of bullying shall be part of the

school district strategic plan (§ 16‐7.1‐2(e)) and school safety plan (§16‐21‐24).

4. INFORMATION DISSEMINATION

The school principal, director or head of school shall ensure that students, staff, volunteers, and parents/legal guardians are provided information regarding this Policy. This information shall include methods of discouraging and preventing this type of behavior, the procedure to file a complaint, and the disciplinary action that may be taken against those who commit acts in violation of this policy. This policy shall be:

- a. Distributed annually to students, staff, volunteers, and parents/legal guardians**
- b. Included in student codes of conduct, disciplinary policies, and student handbooks**
- c. A prominently posted link on the home page of the school /district website**

5. REPORTING

The school principal, director or head of school shall establish, and prominently publicize to students, staff, volunteers, and parents/guardians, how a report of bullying may be filed and how this report will be acted upon (See attached sample Report Form).

The victim of bullying, anyone who witnesses an incidence of bullying, and anyone who has credible information that an act of bullying has taken place may file a report of bullying.

Any student or staff member who believes he/she is being bullied

should immediately report such circumstances to an appropriate staff member, teacher or administrator.

Parents / Guardians of the victim of bullying and parents/ guardians of the alleged perpetrator of the bullying shall be notified within twenty‐four (24) hours of the incident report. When there is a reasonable suspicion that a child is either a bully or a victim of bullying, the parents/ guardians of the child will be notified immediately by the principal, director or head of school.

Responsibility of Staff: School staff, including volunteers, who observe an act of bullying or who have reasonable grounds to believe that bullying is taking place must report the bullying to school authorities. Failure to do so may result in disciplinary action.

Responsibility of Students: Students who observe an act of bullying or who have reasonable grounds to believe that bullying is taking place must report the bullying to school authorities. Failure to do so may result in disciplinary action. The victim of bullying, however, shall not be subject to discipline for failing to report the bullying. Student reports of bullying or retaliation may be made anonymously, provided, however, that no disciplinary action shall be taken against a student solely on the basis of an anonymous report.

Prohibition against Retaliation: Retaliation or threats of retaliation in any form designed to intimidate the victim of bullying, those who are witnesses to bullying, or those investigating an incident of bullying shall not be tolerated. Retaliation or threat of retaliation will result in the imposition of discipline in accordance with the school behavior code.

False Reporting/Accusations: A school employee, school volunteer or student who knowingly makes a false accusation of bullying or retaliation shall be disciplined in accordance with the school behavior code.

Reports in Good Faith: A school employee, school volunteer, student, parent/ legal guardian, or caregiver who promptly reports, in good faith, an act of bullying to the appropriate school official designated in the school's policy shall be immune from a cause of action for damages arising from reporting bullying.

6. INVESTIGATION/RESPONSE

The school principal, director or head of school shall promptly investigate all allegations of bullying, harassment, or intimidation. If the allegation is found to be credible, appropriate disciplinary actions, subject to applicable due process requirements, will be imposed. The School Resource Officer or other qualified staff may be utilized to mediate bullying situations.

The investigation will include an assessment by the school psychologist and/or social worker of what effect the bullying, harassment or intimidation has had on the victim. A student who engages in continuous and/or serious acts of bullying will also be referred to the school psychologist and/or social worker.

Police Notification: Immediate notification of the local law enforcement agency will be made when circumstances warrant the pursuit of criminal charges against the perpetrator.

Protection: If a student is the victim of serious or persistent bullying:

- a. The school principal, director or head of school will intervene immediately to provide the student with a safe educational environment.**
- b. The interventions will be developed, if possible, with input from the student, his or her parent/ guardian, and staff.**
- c. The parents/ guardians of a victim shall also be notified of the action taken to prevent any further acts of bullying or retaliation.**

7. DISCIPLINARY ACTION

The disciplinary actions for violations of the bullying policy shall be determined by the school/district appropriate authority. Disciplinary actions for violations of the bullying policy shall balance the need for accountability with the need to teach appropriate behavior. The severity of the disciplinary action shall be aligned to the severity of the bullying behavior.

The range of disciplinary actions that may be taken against a perpetrator for bullying, cyberbullying or retaliation shall include, but not be limited to:

- a. Admonitions and warnings**
- b. Parental/ Guardian notification and meetings**
- c. Detention**
- d. In-school suspension**
- e. Loss of school-provided transportation or loss of student parking pass**
- f. Loss of the opportunity to participate in extracurricular activities**
- g. Loss of the opportunity to participate in school social activities**

h. Loss of the opportunity to participate in graduation exercises or middle school promotional activities

i. Police contact

j. School suspension: No student shall be suspended from school unless it is deemed to be a necessary consequence of the violation of this Policy.

8. SOCIAL SERVICES/COUNSELING

Referral to appropriate counseling and/or social services currently being offered by schools or communities shall be provided for bullying victims, perpetrators and appropriate family members of said students.

9. SOCIAL NETWORKING

Students shall be prohibited from accessing social networking sites in school, except for educational or instructional purposes and with the prior approval from school administration.

10. OTHER REDRESS

This section does not prevent a victim of bullying, cyber‐bullying or retaliation from seeking redress under any other available law, either civil or criminal. This section does not create or alter any tort liability.

11. ADOPTION OF POLICY

The governing bodies of all schools approved for the purpose of §§16‐19‐1 and 16‐19‐2 shall adopt this Policy by June 30, 2012.

REPORT FORM (SAMPLE)

(Bullying and/or Cyberbullying)

Name: _____ **Student ID:**

_____ **Grade:** _____

Date: _____ **Time:** _____ **School:**

_____ **Please answer the following questions about this reporting incident:**

List the name of the alleged bully, and/or cyberbully. If name is not known, provide any other identifiable information:

Relationship between you and the alleged bully, and/or cyberbully:

Describe the incident:

When and where did it happen?

Were there any witnesses? [] yes [] no If yes, who?

Other information, including previous incidents or threats:

Student or parent declines to complete this form: Initial:

_____ **Date:** _____

I certify that all statements made in the complaint are true and complete. Any intentional false statement of fact will subject me to appropriate discipline. I authorize school officials to disclose the information I provide only as necessary in pursuing the investigation.

Signatures:

Student:

Date: _____

School official receiving complaint:

_____ **Date:** _____

School official conducting follow-up:

_____ **Date:** _____

This document shall remain confidential

Second Reading: June 12, 2012

Cranston Public Schools

TECHNOLOGY ACCEPTABLE USE POLICY Policy 6161.2

This policy's intent is to ensure appropriate educational access to computers, the CPS Network of computers, and the Internet.

Students found in violation of the Technology Acceptable Use Policy will be referred to the building principal or appropriate administrator and the parent or guardian will be notified. The building administrators will have the right and responsibility to exercise judgment in all technology use violations, including those that may not have been specifically outlined in the acceptable use policy. Consequences may include suspension of computer privileges,

notification of police, and suspension from school and/or recommendation for exclusion from school for up to one calendar year.

Educational Purpose

1. The Cranston Public Schools Network (CPSnet) has been established for an educational purpose to support and enhance the curriculum. For the purpose of this policy, the term CPSnet shall include Cranston Public Schools computers, local area networks (LANs), wide area networks (WANs), wireless networks (Wi-Fi), and access to the Internet through CPSnet or other Internet Service Providers.

2. The CPSnet has not been established as a public access service or a public forum. Cranston Public Schools has the right to place restrictions on the material accessed or posted through the system. Users, including faculty, staff, students, and others granted access shall agree to follow the rules set forth in the Cranston Public Schools Disciplinary Procedure Handbook.

3. The CPSnet shall not be used for private commercial purposes. This means offering, providing or purchasing products or services for non-school related usage.

4. Political lobbying is not allowed through the CPSnet.

Student Internet Access

1. Students will have access to the CPSnet information resources through their classrooms, library, or school computer labs.

2. Student users and their parent(s)/guardian(s) must sign the

“Technology Acceptable Use Policy Agreement” portion of this handbook. Signatures are required in order for students to be granted access to the Internet. The parent(s)/guardian(s) can withdraw approval at any time.

Unacceptable Uses

1. Breach of Personal Safety

- a. Student users will not post personal contact information about themselves, their parent(s)/guardians or other people. Personal contact information includes (but is not restricted to) home address, telephone, school address, work address or parent information, etc.**
- b. Student users will not meet in person with anyone met online.**
- c. Student users will promptly disclose to a teacher or other school employee any message received that is inappropriate or makes them feel uncomfortable.**

2. Illegal Activities

- a. Users will not attempt to gain unauthorized access to the CPS network or to any other computer system through the CPSnet or go beyond authorized access levels. This includes attempting to log in through another person’s account or access another person’s files. These actions are illegal, even if only for the purposes of “browsing.”**
- b. Users will not make deliberate attempts to disrupt the CPSnet or any other computer system or destroy data by spreading computer viruses or by any other means. These actions are illegal.**
- c. Users will not use the CPSnet to engage in any other illegal act,**

such as arranging for a drug sale or the purchase of alcohol, engaging in criminal activity, threatening the safety of a person and/or invading the privacy of individuals.

d. System Security

e. Under no conditions should a password be provided to another person. Users are responsible for their individual accounts and should take all reasonable precautions to prevent others from being able to use their accounts to protect their own liability.

f. Users will immediately notify a teacher or a system administrator if a possible security problem has been identified.

g. Users will avoid the spread of computer viruses by following the district virus protection procedures.

3. Inappropriate Language

a. Users will not send, display or receive any public and/or private messages through the CPSnet that contain inappropriate language. This restriction also applies to material posted on school web pages.

b. Users will not send, display or receive messages through the CPSnet that use obscene, profane, lewd, vulgar, rude, inflammatory, threatening, or disrespectful language.

c. Users will not send, display or receive information through the CPSnet that could cause damage or disruption.

d. Users will not send, display or otherwise engage in personal attacks, including prejudicial or discriminatory attacks through the CPSnet.

e. Users will not send, display or receive messages through the

CPSnet that harass another person. Harassment is persistently acting in a manner that distresses or annoys another person. If asked to stop sending messages, the user must stop.

f. Users will not send, display or receive false or defamatory information about a person or organization through the CPSnet.

g. Users will not send, display or receive anonymous messages using pseudonym signatures through the CPSnet.

4. Respect for Privacy

a. Users will respect the privacy of confidential messages and will not repost those messages without the permission of the person who sent the message.

b. Users will not post private information about another person or organization.

5. Respect for Resource Limits

a. Users will utilize the system only for educational activities and limited, high quality self-discovery activities. Faculty will provide developmentally appropriate guidance to students as they make use of telecommunications and electronic information resources to conduct research and other studies related to the Cranston Public Schools curriculum. All students will be informed by faculty of their rights and responsibilities as users of the CPSnetwork prior to gaining access to that network, either as an individual user or as a member of a class or group.

b. Student users will not download any file without the expressed

permission of the instructor.

c. Users will not post chain letters or engage in “spamming.” Spamming is sending an annoying or unnecessary message to a large number of people.

d. All users will check their e-mail frequently and delete unwanted messages promptly.

6. Plagiarism and Copyright Infringement

a. Users will provide proper citation for information gathered from CD-ROMs, through the CPSnet, or on the Internet. Plagiarism is taking the ideas or writings of others and presenting them as if they were yours.

b. Users will respect the rights of copyright owners. Copyright infringement occurs when a user inappropriately reproduces a work that is protected by a copyright. A work includes: text, graphics, photos, sounds, music, animation, video and software programs. If a work contains language that specifies appropriate use of that work, users should follow the expressed requirements. If unsure whether or not a work may be used, permission from the copyright owner must be requested.

7. Inappropriate Access to Material

a. Receiving or inputting pornographic materials, promoting violence, engaging in racial, gender or other defamatory slurs or for personal attacks on others through the CPSnet is strictly prohibited.

b. Receiving or transmitting information throughout the CPSnet

pertaining to dangerous instruments such as bombs, automatic weapons, or other illicit firearms, weaponry, or explosive devices is prohibited.

c. The CPSnet does not permit the use of chatrooms.

Individual Rights

1. Search and Seizure

a. Network administrators may review files and communications to maintain system integrity and to ensure that users are utilizing the CPSnet responsibly. Users should not expect that files stored on district servers or computers will be private.

b. An individual search will be conducted if there is reasonable suspicion that a user has violated this policy.

2. Due Process

a. The Cranston Public Schools will cooperate fully with local, state, or federal officials in any investigation related to any illegal activities conducted through the CPSnet.

b. In the event there is a claim that a user has violated this policy, the user will be notified of the suspected violation. An opportunity to present an explanation will be provided.

Limitation of Liability

1. The Cranston Public Schools makes no guarantee that the functions or the services provided by or through the CPSnet will be error-free or without defect.

2. The Cranston Public Schools will not be responsible for any damage suffered, including but not limited to, loss of data or interruptions of service.

3. The Cranston Public Schools is not responsible for the accuracy or quality of the information obtained through or stored on the CPSnet.

4. The Cranston Public Schools will not be responsible for financial obligations arising through the unauthorized use of the CPSnet system.

Policy 6161.2 Amended

Internet Safety

1. The Cranston Public Schools will provide age-appropriate training for students who use the Cranston Public Schools Internet facilities. The training provided will be designed to promote the district's commitment to:

a. The standards and acceptable use of Internet services as set forth in the Cranston Public Schools Internet Safety Policy

b. Student safety with regard to safety on the Internet

c. Appropriate behavior while on online, on social networking Web sites, and in chat rooms

d. Cyberbullying awareness and response.

2. Compliance with the E-rate requirements of the Children's Internet Protection Act ("CIPA") in the Cranston Public Schools is achieved

with the assistance of M86 web filtering hosted by RINET. This utility allows the district to block access to inappropriate content. The following is a guideline to the filtering that has been configured through the R3000 interface.

High School Category Blocks

- o Adult Content**
- o Child Pornography**
- o Pornography**
- o Games**

Middle School Category Blocks

- o Adult Content**
- o Child Pornography**
- o Pornography**
- o “R” Rated**
- o Games**

Elementary School Category Blocks

- o Adult Content**
- o Child Pornography**
- o Pornography**
- o “R” Rated**
- o Obscene/Tasteless**
- o Games**

Cranston District wide Custom Blocks

- o Facebook**
- o Myspace**
- o YouTube (able to access safe videos through VuSafe)**

Following receipt of this training, the student will acknowledge that he/she received the training, understood it, and will follow the provisions of the District's acceptable use policies.

It is a privilege, not a right, to use the CPSnet and the information resources found on the network and on the Internet.

PARENT SIGNATURE PAGE

Parent(s)/Guardian(s) and students must sign both the “DISCIPLINARY PROCEDURES” AND the “TECHNOLOGY ACCEPTABLE USE POLICY sections of this page. Sign and return this form to school.

TO: The Principal

FROM: Student's Name:

Student's Homeroom: _____ Date:

We have read, discussed, and understand the DISCIPLINARY POLICY AND PROCEDURES HANDBOOK FOR CRANSTON PUBLIC SECONDARY SCHOOLS.

Student's Signature:

Signature

Parent(s)/Guardian(s)'

TECHNOLOGY ACCEPTABLE USE POLICY

I, _____(Student’s Signature), as a user of the Cranston Public Schools’ CPSnetwork, agree to follow the rules of the Technology Acceptable Use Policy.

PARENT(S)/GUARDIAN(S)

As the parent(s)/guardian(s) of the minor student signing above, I have read the “Technology Acceptable Use Policy” and agree to promote this policy with my son/daughter. Having read the policy, I grant permission for my son/daughter to access networked computer services such as electronic mail and the Internet.

Parent/Guardian

Signature:

_____Date: _____

Once properly completed, this agreement page should be removed from the booklet and returned to the student’s homeroom teacher before the completion of the first week of school. Non-compliance will result in disciplinary action.

PERMISSION TO APPEAR IN PUBLICATIONS

As the parent/guardian of the minor student signing above,
CHECK ONE: I ___do agree I___do not agree to allow my child to be photographed and/or identified in print or electronic publication as those photographs pertain to the promotion of school functions.

Parent/Guardian Initials: _____

Second Reading – June 12, 2012

Policy 6161.2 Amended

Cranston Public Schools

School Bus Advertising Policy

Cranston School District will hire a company to operate and maintain the marketing/advertising program for school buses. This company shall be chosen through a request for proposal process (RFP). Fees will be paid out of advertising profit under contract.

Approval of Advertisements

Final approval of advertisers and advertisements must be made by a majority vote of the School Committee. Advertisements must meet restrictions and guidelines as set forth below in order to be eligible for approval.

Advertising Restrictions/Guidelines:

The following restrictions for advertising will include but not be limited to the following in place for all advertisements placed on school buses:

The advertising will not:

- **Promote violence, hostility or disorder**
- **Promote any religious or political organization**
- **Promote, favor or oppose any candidacy, bond issue, budget issue, or public questions submitted for any election**
- **Be obscene or pornographic as defined by local standards**
- **Promote the use of tobacco, alcohol, narcotic drugs**
- **Interfere with the safety and recognition of a school bus**
- **Be slanderous**

Privatization of Transportation Fleet and Services

- **If Cranston Public Schools decides to retain the services of a private busing company for transporting our students we would require that the company adhere to all aspects of the School Bus Advertising Policy as adopted. This policy would be included in any and all RFP's that are part of the process of privatization.**
- **If Cranston Public Schools allows the private busing company to place advertising on the buses the School District and the private company will split the profit from advertising equally.**

Advertiser Responsibilities

The advertiser will be responsible to pay the district and its' contractors for all costs related to advertising on the school buses, including but not limited to:

- **Storing advertising**

- **Retrofitting buses**
- **Attaching advertisements**
- **Related maintenance**
- **Monthly advertising placement fees**
- **Removal of advertising**

Exterior bus advertising placement

- **Advertisements placed on exterior of buses will not exceed the requirements set by the General Assembly legislation guidelines**
- **Only one advertisement per exterior side of bus (total of 2 per bus—1 on each side)**
- **May not extend from the body of the bus**
- **Must be at least three inches from any required lettering, lighting, wheel well , reflector or other safety features**
- **Shall not interfere with the operation of any doors or windows**
- **Shall not be placed on emergency exits**

Interior bus advertising placement

- **Advertisements placed on the interior of buses will not exceed a maximum length of 24 inches or a maximum width of 10 inches per sign**
- **Maximum 6 advertisements per bus interior**
- **Must be at least three inches from any required lettering, lighting, wheel well, reflector or other safety features**
- **Shall not interfere with the operation of any doors or windows**

- **Shall not be placed on emergency exits**

School Bus Advertising Fund

Revenue raised from advertising contracts shall be remitted directly to the school district and held in subaccounts for the following purposes:

70 % towards replacement of existing school bus fleet

20% towards programs determined by the school district

10% towards capital expenditures for school improvements

Rates and Fees for Advertising

Rates and fees will be set by marketing firm subject to School Committee approval.

Rates will be discounted for Cranston-based businesses subject to School Committee approval.

A minimum per bus and per month fee schedule will be set subject to School Committee approval.