

CRANSTON SCHOOL COMMITTEE MEETING

DECEMBER 10, 2012

WESTERN HILLS MIDDLE SCHOOL

400 PHENIX AVENUE

EXECUTIVE SESSION: 6:00 P.M.

IMMEDIATELY FOLLOWED BY PUBLIC MEETING

MINUTES

The regular School Committee meeting was held on the evening of the above date at Western Hills Middle School with the following members present: Ms. Iannazzi,

Mr. Traficante, Mr. Lombardi, Mrs. McFarland, Mrs. Ruggieri, and Mrs. Culhane.

Mr. Bloom was absent with cause.

The meeting was called to order at 6:00 p.m. and convened to Executive Session Pursuant to RI State Laws -

1. PL 42-46-5(8)(b) Privacy of students and their record
 - a. (Meeting with Student "A")
2. PL 42-46-5(a)(1) Personnel
3. PL 42-46-5(a)(2) Collective Bargaining and Litigation
 - a. (Contract Negotiations' Update - Secretaries)
 - b. (401 A Update)
 - c. (Volunteer Policy)
 - d. (Legal Advice RE: RI General Law 16-38-6)

Call to Order – Public Session was called to order at 7:07 p.m.

The roll was called; a quorum was present. It was reported out that no votes were taken during executive session.

Executive Session Minutes Sealed – December 10, 2012. A motion to seal the minutes of the December 10, 2012 was made by Mr. Lombardi and seconded by Mrs. Ruggieri. The roll was called; all were in favor.

Approve Minutes of Previous Meetings – November 14 and November 19, 2012

A motion to approve the minutes of the previous meetings was made by Mr. Traficante and seconded by Mrs. Culhane and unanimously carried to approve these minutes.

Public Acknowledgements / Communications – Ms. Iannazzi recognized the two new School Committee members Mr. Colford and Mr. Gale.

Chairperson's Communications – At this time, I want to inform everyone that we have two Special School Committee meetings next week. This is our last regularly scheduled School Committee Meeting. I would like to take the opportunity to thank the Vice Chairperson of the committee for his outstanding contributions over the last six (6) years. I didn't know Frank before he was elected to this School Committee but I can tell you enthusiastically now that he

is one of my closest friends.

Frank Lombardi is a man of his word; he's very loyal and dedicated and Frank always does what's best. Frank, most people know by now, has a heart of gold; it's been an absolute joy working with him and on behalf of the School Committee (Ms. Iannazzi handed Mr. Lombardi a plaque) which states: The Cranston School Committee hereby recognizes Frank S. Lombardi on the occasion of your retirement from the Cranston School Committee and thanks you for your six years of service to the students of Cranston. Congratulations and best wishes.

Ms. Iannazzi stated that some of her colleagues would like to join in the Mr. Lombardi recognition also.

Mr. Traficante: I'm going to be very sincere with my remarks. I want to thank Frank on behalf of the entire community for his rather unique and remarkable professionalism. Thank you for your leadership, Frank. Thank you for your fortitude to take on the big causes; for your courage and convictions especially in the Banner case. You lead the committee in that particular case. For your legal perception and perspective which assisted us in making some rather critical and educational decisions and some wise decisions. I want to thank you for your loyalty to this department especially to the kids of the City and I want to thank you for your sense of humor that lightened up the mood when it was most needed. Lastly, your ability to navigate with various personalities not only with this committee but throughout the

City of Cranston. Lastly, I want to thank you for your genuine friendship. It's been a pleasure and I'm going to miss you.

Mrs. Culhane: Frank Lombardi, although he's my cousin because we're related, even though I didn't know you before I was elected to the School Committee. Frank has been a colleague, a friend, a confidant, and a true gentleman for the four years that I have served with him. There has not always been sunshine and roses on this committee. We've had a lot of very difficult tasks before us and while we may not have always agreed on things or seen eye to eye, we've always had respect and what I'd like to believe is mutual admiration for one another. I look forward to seeing you rise in the legislature and to really do a great job for our City and our citizens in representing us.

Frank, congratulations. We will miss you. I will miss you; my school committee buddy, and good luck.

Mrs. McFarland: I just want to say thank you too. You have been a wonderful leader here on our committee. He's been very dedicated to the School Department. A lot has to be said for someone who would marry a Math teacher which is a love of mine, as you know. My own daughter studied Math as well. Also, thank you for representing part of my community that needs great representation. I know you'll do a great job for the people of Gladstone and Arlington as well as the Western side of the district. I look forward to you doing great things and good luck to you.

Superintendent Lundsten: Good Evening. Frank, first thank you on behalf of the children. That is, whenever there is something that involves the children, you're always there. You're respectful, you're thoughtful and thank you from the entire Executive Team and the principals. You ask us questions; you push our thinking and we truly have enjoyed working with you and we look forward to working you as you proceed and we're delighted that you are going to be team advocate of education. Thank you so much.

I hate to follow that with what I need to say next. I have directed all the principals this morning to put out a letter to all our schools because we have been notified by the Department of Health that the flu season has started early. They have put out some letters both in English and Spanish. I've directed our principals to put them out to parents in any form or manner they can whether it be a PTO newsletter; list serves; I've also put it up on the cps website. I just wanted you to be aware of that. I've asked Mr. Dillon to track our attendance and we are going to try our best to keep everybody as healthy as we can. My other note tonight is also up on the website; it is a Strategic Planning Survey and I would ask respectfully that if you have time, it would take you about 15 minutes. If you would take a look at it and respond to it so we have more input as I proceed in developing this new Strategic Plan. Thank you.

Ms. Iannazzi: One more note; I failed in the communications to

mention that the School Committee also wants to recognize as Cranston Teachers' Alliance President, Lizbeth Larkin, on behalf of her recognition that she will be receiving Thursday night. Liz is being recognized by RI Jobs for Justice for her amazing advocacy in our position to the Mayoral Academy and for truly being a real advocate for Cranston's Tax Payers and working families. Congratulations to Liz.

Mr. Lombardi: Thank you Madam Chair. I was driving back to the office and started to look at my packet this afternoon at 3:00 and looked at future meetings and it hit me at that time that tonight is actually my last meeting. It caused me to reflect a little. I hadn't really thought about it and ironically it is on the evening before the day that I go for orientation for the State Senate. It got me a little philosophical and I called my wife and I said that I've never been good with goodbyes; I hate goodbyes; I'm just not good with them. My wife, as is always the case, makes more sense than I do and she said it's one point in your life and now you springboard to another part of your life. I did reflect and I remember the phone call about 7 years ago and I remember where I was. I was walking into Zooma Restaurant for lunch and my phone rings and it was Peter Nero. He asked if I would speak to Mike Traficante. Mike and I knew each other; we certainly didn't know each other as well as we do now; but we knew each other. Mike made a suggestion that I take up the task of running for School Committee. My first reaction was, "Are you out of your mind?" I'm not going to do it; there's no way; I don't know

anything about the School Committee. Low and behold here we are 6 years later and I have to tell you that it has been one of the most rewarding experiences of my life. I knew nothing of education. I knew nothing of educating a student. I knew nothing of making policies to educate students. And, I got to work on this committee. I've said it before; I'll say it again, this is a group of the most dedicated, elected officials in the State of Rhode Island. I mean that when I say not just every School Committee, my/our School Committee/this School Committee. I had the joy of meeting some wonderful people; learning a lot of things and so I say thank you to the friendships that I've acquired first with all of the people that I've met but more importantly all of the professional relationships that I have developed as a result of my tenure on this committee. I say thank you and I see Liz here and I say "Thank you" to the teachers. The teachers who all understand that we are all in this together for the kids. I say thank you to that leadership where predecessor, Frank Flynn and to her for having a group of a thousand people who are understanding. I say thank you to most of our other collective bargaining units who also got it; most of them who came to the table and understood we're in tough times. The kids consistently amaze me and they are forever....I am forever in their debt. When I say I don't like goodbyes; there's no goodbye. I may be a State Senator but I'm going to come to a lot of these meetings and be an advocate for you at the State House. I'm going to be an advocate for Cranston Public Schools and the amazing children that we have. So I say thank you to the children. I say thank you to all of the unbelievable

administrators that we have had over the last six years. I had the pleasure and joy of meeting Catherine Ciarlo at the end of her tenure. She was an unbelievable advocate for the children and an unbelievable Superintendent. She was followed in line by my bother; not my friend but my brother, Peter Nero, who was sensational. And he turned over the reins to the person that I think is most worthy of getting those reins, Dr. Judith Lundsten. She is, as we say, the children of Cranston are in good hands under your leadership. And all of the wonderful people that Peter, Catherine and Judy have surrounded themselves with. Not just the wonderful Central Administrators like Cheryl Coogan and Joe Rotz and the dream team here, Joe Balducci and Ray Votto and Jim and all the others; also, all of those young principals. Joe Rotz used to be one; but the Sean Kelly's of the world that are here; the Tommy Barbeiri's of the world that are not here. And, all of our Central Administrators and my dear friend, Jeannine, who I've known before this and who I'd like to say I played a role of bringing her back to Cranston because she belongs right here. Most importantly, thank you to the two Gail's who make it all possible. They've been a joy to work with and some day when I'm president I want to bring the two of you to the White House with me. You two are incredible in everything you do. My colleagues here; I love you all. You're a family. Janice, you have become an extraordinary School Committee person. You read everything; you're unbelievable. Traf, thank you, not only for being my friend but for being my teacher. You taught me how to be a political official; you taught me how to be an elected official; how to hold yourself with

dignity; how to speak; how to present yourself; how to do the right thing. I thank you for that and I thank you for the friendship that you have given me and that is a life's gift. To Stephanie and to Paula, the woman on this group are hard working, local officials. They are the hardest working officials than any others in the State of Rhode Island.

Stephanie you do your constituency very, very, very, good and the good news is that these meetings will probably be cut in half now that I won't be speaking and only Stephanie will be speaking. Paula, you have faithfully served the Citizens of Cranston in two capacities and you do both of them very, very well and you don't take anything from anybody and that's what I love about you. It's been a joy and an honor to work with you. Finally, to our Chairperson, Andrea, you are the hardest working member of this group. I know how hard it is; I have gone through life as John Lombardi's brother. I know what it's like to have the last name Iannazzi but if anybody should ever say otherwise, you are your own person; you're incredible at what you do.

I love you all thank you; I'm not saying goodbye; I'll see you soon. I'll see you at the party and then I'll see you here, advocating for you all. Thank you and I love you all.

Mrs. Culhane: Thank you Madam Chair. I would like to give a very brief report on the Special Ed Sub-committee that was formed a while back. We have been a little bit delayed in actually getting the ball rolling with forming the committee and actually getting any real hard work done and part of that is due to the fact that for the last four or five months, we have just been trying to tread water with a lot of other

issues that have come up; be it dances or boy scouts; or the other area of issues that were tossed at us that we were ducking at over the last several months. Unfortunately, as is the case and as many of us were saying during that “Silly Season” those things were just diversions from us getting real work done, such as this sub-committee. To all those people who tossed all that at us, thanks for us not being able to really get to the real work but we’re getting to it now. There’s four areas that we hope to identify with a fifth for potential:

Compensatory Time; we’re going to discuss IEP meetings and the process; we’re going to be looking at service reimbursement and also at training and accessibility of technology. Also, we’re going to talk about the potential for mentors. There’s been a lot of discussion about the function of having mentors for new parents that are coming into the Special Ed system to sort of help to guide. We’re going to discuss that and one of the things that we’ve been doing is working with our particular Special Ed Attorney, MaryAnn Carroll to sort of identify with where we can go with this. This isn’t like other sub-committees like we’ve had the Redistricting Sub-committee, the All Day K; this is a very sensitive topic that involves a lot of personal issues; a lot of personal stories and education stories so what we don’t want it to become is just a sounding ground for individual complaints. What we want to do is identify areas where we’re seeing pockets of similar concerns and similar things that either are working and strive to do those well or that aren’t working and strive to do them better. I hope to have at least formed the skeleton of the

committee or the actual committee and we'll give a report at our next full meeting in January. I'd also like everybody to keep in mind that this is a very important committee and this is not something that when we discussed forming this committee that we wanted to just do, roll out and get it out there with a full report to say we got it done. We want to see real things come from this sub-committee; we want to see what we're doing well and do it better and we want to see what we can do better and make efforts to get there. If it takes months or even a year to get a final report on this committee, please know that I intend, as the chair, to do whatever it takes to make sure that this is a real report and a substantial report not just one of those reports that comes out just to say that we did it. I want it to be thorough and I want it to be meaningful for the students and the parents and the teachers in this district. I look forward to working on the sub-committee and to really see some great things come from it. I thank you for your patience, for those of you who have been waiting, for those that have concerns and feel free to contact any of us at any time or myself as the chair with any questions or concerns on things you might like to see identified on the sub-committee and we'll work to do what we can. Thank you.

Public Hearing

- a. Students (Agenda/Non-agenda matters) – there were none.**
- b. Members of the Public (Agenda matters only) – There were none.**

Consent Agenda / Consent Calendar

**The proposed Consent Agenda this evening are Resolutions No's:
12-12-01,
12-12-02, 12-12-03, 12-12-04, 12-12-5, 12-12-6, 12-12-07, 12-12-08 with
addendum, 12-12-9, 12-12-10, 12-12-11, 12-12-12, and 12-12-13.**

**Moved by Mr. Lombardi, seconded by Mr. Traficante and unanimously
carried to approve the above proposed consent agenda.**

**NO. 12-12-01 – RESOLVED, that at the recommendation of the
Superintendent, the Rhode Island Model – Building Administrator
Evaluation & Support System, be approved in place of the current
Administrative Performance System.**

**NO. 12-12-02 - RESOLVED, that at the recommendation of the
Superintendent, the following certified personnel be appointed for the
remainder of the 2012-2013 school year:**

Brian Pena, Step 3

Education...RIC, BA

Experience...Cranston Substitute

Certification...Health & Physical Education K-12

Assignment...CHSE 1.0 FTE

Effective Date...November 20, 2012

Authorization...Replacement

Fiscal Note...11312910 51110

**NO. 12-12-03 – RESOLVED, that at the recommendation of the
Superintendent, the following certified personnel be appointed as**

substitutes on a temporary basis as needed:

Sara Lennon, Elementary

Joseph Margres, Secondary Business

NO. 12-12-04 - RESOLVED, that at the recommendation of the Superintendent, the resignation(s) of the following certified personnel be accepted:

Kristen Maynard, Teacher

Charter

Effective Date...November 30, 2012

NO. 12-12-05 - RESOLVED, that at the recommendation of the Superintendent, the following individual(s) be appointed as an athletic coach:

Thomas Centore, Head Baseball Coach (One year appointment)

CHSE

Step – 7

Class – B

Playing Competition – High School

Experience – Head Coach Cranston East Football/Volunteer Baseball

Certification – RI Coaches Certification; CPR\AED\First Aid

Thomas Aronne, Assistant Coach Boys' Indoor Track

CHSW

Step – 3

Class – D

Playing Experience – High School & College

Experience – Cranston West Boys’ Outdoor Track

Certification – RI Coaches Certification; CPR\AED\First Aid

NO. 12-12-06 – RESOLVED, that at the recommendation of the Superintendent, the following non-certified employee(s) be appointed:

Lucy Ragosta, Secretary

Cranston East

Effective Date...January 2, 2013

Authorization...Replacement

Fiscal Note...5113430101110

NO. 12-12-07 - RESOLVED, that at the recommendation of the Superintendent, the retirement(s) of the following non-certified personnel be accepted:

Florence Rotondo, Secretary

Nursing\Dental\Child Outreach\Central Registration

Effective Date...January 4, 2013

NO. 12-12-08 - RESOLVED, that at the recommendation of the Superintendent, the resignation(s) of the following non-certified personnel be accepted:

Kyle Saillant, Bus Monitor

Transportation

Effective Date...November 21, 2012

NO. 12-12-09 - RESOLVED, that the following purchases be approved:

Reconditioning of Football Equipment be awarded as follows:

Helmet \$21.50 Riddell

Shoulder Pad \$ 8.15 Riddell

Rib Pad \$ 1.99 Riddell

Game Jersey \$ 1.15 Stadium

Game Pant \$ 1.70 Stadium

Number of bids issued 2

Number of bids received 2

NO. 12-12-10 - RESOLVED, that at the recommendation of the Superintendent, the following Conferences/Field Trips of Long Duration be authorized:

1. Katrina Pillay, Evaluation Coordinator, to travel to Phoenix, Arizona from January 7, 2013 through January 10, 2013 to attend the Gates Conference on Teacher Evaluation, at no cost to the district; completely covered by outside agency (Gates Foundation).

2. Isa Tejada, Spanish Teacher at Cranston High School East and Carolyn Sczerbinski, Program Supervisor – World Language, and 6 students to travel to Costa Rica from February 14th to February 22nd, 2013. This trip will provide an educational opportunity to practice their language skills in Costa Rica and experience the rich biodiversity and culture of the country at no cost to the school department. Please see the attached Field Trip of Long Duration form.

3. Kelly Whaley, Program Manager of Bain +2 and Kid Venture, to travel to Chevy Chase, MD from January 7, 2013 through January 11, 2013 to attend the 4H National Mentoring Program at no cost to the school department. All costs covered by URI/4-H/RW Grant. Please see attached Field Trip of Long Duration form.

NO. 12-12-11 - RESOLVED, that at the recommendation of the Superintendent, the Public Records Request Guidelines Policy #8360.1 be approved for second reading (see policy attached).

NO. 12-12-12 - RESOLVED, that at the recommendation of the Superintendent, the Volunteer Policy, as amended, be approved for second and final reading (see policy attached).

NO. 12-12-13 - RESOLVED, that at the recommendation of the Superintendent, the Art Curriculum Grades K-12, be approved for second reading (Curriculum Binder on file in the Curriculum Office, Briggs Building, Cranston Public Schools, 845 Park Avenue, Cranston, RI).

ADDENDUM TO RESOLUTION NO. 12-12-8:

ADD TO RESOLUTION NO. 12-12-08

Valerie Bernardo, Bus Driver

Transportation

Effective Date...December 14, 2012

Dr. Lundsten: Tonight we have one retirement in front of us for Florence Rotundo. It's been my pleasure to know Florence. She's a secretary; she worked in Special Services for over 22 years and I'd like to wish her the very best in her retirement and we look forward to hearing her good news and her continued good health. Thank you.

At this time, Mr. Lombardi took the chair for the following Tabled Resolution:

TABLED RESOLUTION

NO. 12-10-01 – WHEREAS, the City Council requested by resolution that the Cranston School Committee conduct a thorough study of the economic consequences of privatizing its school bus operations, that the School Committee analyze the experience and economic consequences over five to ten years in other communities that have privatized their bus operations and disposed of their fleets,

WHEREAS, the School Committee formed a Transportation Subcommittee in May of 2011 to conduct the study as requested by the City Council,

WHEREAS, the Transportation Subcommittee has met and formally adopted a Transportation report on September 27, 2012, representing the majority opinion of the Subcommittee,

WHEREAS, such Transportation report includes a 10 year financial

analysis on the costs associated with replacing the School District's fleet of buses and the costs and benefits of outsourcing its transportation services versus maintaining the services in-house.

Be it RESOLVED, that the School Committee accepts the Transportation Subcommittee's Majority Report in satisfaction of the City Council's resolution and as the best financial analysis available for the School District's options for replacing the bus fleet.

A motion was made by Mrs. McFarland to remove this resolution from the table and seconded by Mrs. Ruggieri; the role was taken as follows:

Mrs. Culhane Yes Ms. Iannazzi Recused

Mr. Lombardi Yes Mr. Traficante Recused

Mrs. McFarland Yes Mr. Bloom Absent

Mrs. Ruggieri Yes

Discussion of the above Resolution:

Mrs. Ruggieri: It is unfortunate that Mr. Bloom is not here tonight so that he could have answered a question for me but I will ask two of the other members of this sub-committee to answer this question.

My question regarding this report is the figure of \$8.5 million, has been bantered as being the figure for savings over the 10 year duration, if the school department decided to privatize transportation.

My question to the sub-committee is, "Is this \$8.5 million an accurate

and concrete figure for savings over the 10 years? Mr. Lombardi answered that he was a member of the sub-committee who chaired some of the meetings. The resolution out of the sub-committee was that the financial information was the best available evidence afforded on potential savings over a 10 year basis. The answer was...and I know this was politicized in November, that somehow the \$8.5 million was a concrete figure. It is, in fact, a projection and an estimate based on certain assumptions. It is not....so the answer to your question, your direct questions; in my opinion, is “no, it’s not”.

Mrs. McFarland: As a committee member that also chaired some of the meetings, I would agree that the assumption is based upon buses that would in fact be old and would not be more recent buses. Also on another...many other variables, that we do not have to pay out of pocket any costs for privatization that was on the analysis. It’s very difficult to project. I think that the City Council ...there was injustice to this issue by saying, “Plan out 10 years”; it’s very difficult to plan out and know whether or not you’re going to have All Day Kindergarten; know what your transportation needs are going to be for your students whether or not you’re going to have an increase or decrease in student population. To analyze that over a 10 year period, not to look at other means or mechanisms to create a busing solution over a 5 year period and use numbers that are more consistent with what we’re looking at and the needs of the school department and after school programs would be a much better analysis. I just want to say that the other half of this was that the City

Council would look at a bond referendum on the ballot of purchasing new buses. They have a responsibility to the sub-committee. They were members of it and many of them did not attend or attended very few meetings. They never fulfilled their obligations and since we have two new School Committee members coming on and five new members to the City Council, I think it would be much better if we go back with a five year analysis and look at our needs and our enrollment and really analyze busing and what we anticipate our future needs to be because we're going to try to throw numbers out there; let's throw actual numbers out there so the public will actually realize that we're not trying to ...our cost savings when it's really not there.

There being no discussion, the roll was taken to accept Resolution No. 12-10-01 at this time:

Mrs. Culhane No Mr. Traficante Recuse

Mr. Lombardi No Ms. Iannazzi Recuse

Mrs. McFarland No Mr. Bloom Absent

Mrs. Ruggieri No

The above resolution did not pass.

Public Hearing on Non-agenda Items – There were none.

Announcement of Future Meetings – December 17 at 5 p.m. in the Briggs Building, December 19, at 5 p.m. in the Briggs Building,

January 7, January 22, January 28, and January 31, 2013 (If Necessary)

Adjournment

A motion to adjourn was made by Mr. Lombardi, seconded by Mrs. Ruggieri. All were in favor. The meeting adjourned at 7:40 p.m.

Respectfully submitted,

Frank S. Lombardi

School Committee Clerk

8360.1

PUBLIC RECORDS REQUEST GUIDELINES

The Cranston School Department adheres to the Access to Public Records Act, R.I. Gen. Laws 38-2-1, et. seq., and has instituted the following procedures for the public to obtain public records.

1. The regular business hours of the Department are 8:00 a.m. to 4:30 p.m.

2. You are not required to provide identification or the reason you seek the information, and your right to public records will not depend upon providing identification or reasons.

3. In order to ensure that you are provided with the public records that you seek in an expeditious manner, unless you are seeking records available pursuant to the Administrative Procedures Act or other documents prepared for or readily available to the public, we ask that you complete the Public Records Request Form located in the Superintendent's Office, Administration Building, located at 845 Park Avenue, Cranston, RI 02910, or on our website <http://www.cpsed.net> or otherwise submit your request in writing (email requests will not be accepted) addressed to:

Superintendent of Schools

Cranston Public Schools

845 Park Avenue

Cranston, RI 02910

4. You may also obtain a copy of the Attorney General's Guide to Open Government, which can be found at <http://riag.ri.gov> (then proceed to the link entitled "Open Government").

5. Please be advised that the Access to Public Records Act allows a public body ten (10) business days to respond, which can be extended an additional twenty (20) business days for "good cause."

We appreciate your understanding and patience.

6. The Cranston School Department is committed to providing you with public records in an expeditious and courteous manner.

First Reading: November 19, 2012

Resolution No. 12-11-20

Second Reading: December 10, 2012 CRANSTON PUBLIC SCHOOLS

Resolution No. 12-12-11 CRANSTON, RHODE ISLAND

**OFFICE OF THE SUPERINTENDENT
PUBLIC RECORDS REQUEST FORM
UNDER THE ACCESS TO PUBLIC RECORDS ACT**

Date_____ Request Number_____

Name (optional)_____

Address (optional)_____

Telephone (optional)_____

Requested

Records:_____

OFFICE USE ONLY

Request taken by: _____ **Request**
Number _____

Date: _____ **Time:** _____

Records to be available on: _____ **Mail** _____ **Pick**
Up _____

Records provided: _____

Costs: _____ **copies** _____ **search** _____ **and**
retrieval _____

Forward this Document to the Open Government Unit
(Superintendent's Office)

Office of the Superintendent – Public Records Request
Receipt

If you desire to pick up the records, they will be available on
_____. **If, after review of your request, the Department**
determines that the requested records are exempt from disclosure for
a reason set forth in the Access to Public Records Act, the
Department reserves its right to claim such exemption.

Note: if you chose to pick up the records, but did not include identifying information on this form (name, etc.), please inform the assistant in the Superintendent's office of the date you made the request, records requested and request number.

VOLUNTEERS IN SCHOOLS 1240.1

STATEMENT POLICY

Cranston Public Schools appreciates volunteer efforts in its schools. Parents, college students, senior citizens, elected officials, business representatives, and community members are important sources of support and expertise that enrich the instructional program, assist teachers, and connect the student body with the community.

DESCRIPTION

A volunteer is any non-compensated person who wishes to donate his/her time for any public school related activity within a school building.

Volunteers must adhere to all Cranston Public Schools policies and regulations including but not limited to Code of Conduct, Confidentiality, etc.

Volunteers shall not physically discipline a student.

REQUIREMENT

Volunteers shall be required to complete an Information and Disclosure Statement, including references and information about prior volunteer experience. In addition, volunteers may be required to participate in an orientation and/or training established by Cranston Public Schools.

AGE REQUIREMENT

Volunteers must be a minimum of 18 years of age.

CONFIDENTIALITY

Volunteers must keep confidential what they observe. Volunteers must maintain confidentiality, and are not permitted to discuss student/school related issues in the outside community. Volunteers shall not have access to confidential information / files / records.

SAFETY AND SECURITY

Upon initial application, all volunteers shall be required to obtain a Rhode Island BCI. All out-of-state volunteers, or volunteer applicants

who have not resided in Rhode Island for a period of one year, shall be required to obtain a National Fingerprint BCI.

The cost of the background check, if any, is the responsibility of the applicant. Funds may be made available for those who are unable to cover the cost of the background check. Inquiries may be made with Human Resources.

Volunteers shall not be with a student(s) outside the presence of a classroom teacher, administrator, or appropriate school personnel, unless authorized by said classroom teacher, administrator or appropriate school personnel to do so after having undergone the BCI check. A volunteer shall not, in his or her volunteer capacity, be in a one-on-one situation with a child, during or outside of a school day.

Volunteers must provide identification and sign in/out at the school's main office. Volunteers shall wear the "Visitors" badge or other means of identification, as required by school policy.

VOLUNTEER LIABILITY AND INDEMNIFICATION

A volunteer shall at all times indemnify and hold harmless the Cranston Public Schools and its officers, agents and employees from any and all claims, damages and expenses arising out of injuries to persons or damage to property which resulted from any omissions or

negligent acts of the volunteer.

EXCLUSION

This Policy may not apply to parents observing classrooms, guest speakers, performers, student mentors who are enrolled in Cranston Public Schools, truancy court personnel, newspaper reporters, vendors for school related items such as rings, yearbooks, delivery vendors, and alike, provided they are accompanied by the Superintendent or school personnel.

RECORD RETENTION

The Office of Human Resources shall maintain an accurate file of signed Volunteer Disclosure Statements and the results of criminal background checks as required by policy.

DISQUALIFYING INFORMATION

In the event that a bureau of criminal identification (BCI) check reveals disqualifying information, then the bureau of criminal identification, state police or local police department will inform the applicant in writing of the nature of the disqualifying information; and without disclosing the nature of the disqualifying information, will notify the employer in writing that the disqualifying information has

been discovered.

If there is any disqualifying information concerning a potential volunteer set forth in the BCI report, it shall be the responsibility of the Superintendent or his/her designee to notify the potential volunteer and explain that he/she will not be able to participate due to the information contained in the report. The Superintendent or his/her designee shall also provide the potential volunteer with the opportunity to meet with the Superintendent to discuss the matter.

If the potential volunteer elects to have the meeting with the Superintendent, then at that meeting, notwithstanding the disqualifying information, the Superintendent may make a judgment regarding whether the individual may volunteer in the Cranston Public Schools. In determining whether to allow an individual with a disqualifying record to volunteer, the Superintendent may consider the following factors:

(1) Time frame of conviction; (2) Rehabilitative efforts of the applicant; (3) The applicant's community involvement; (4) References;
(5) Experience with children; and (6) Any other factors deemed relevant.

For purposes of this policy, "disqualifying information" means those offenses listed in R.I.G.L. §§23-17-37, 11-37-8.1 (first degree child

molestation) and 11-37-8.3 (second degree child molestation).

APPEALS PROCESS

Any volunteer wishing to appeal the Superintendent's decision may do so by writing a letter to the Chairperson of the School Committee within ten days of the Superintendent's decision, requesting a hearing before the School Committee, and shall be advised of this process by the Superintendent. The School Committee shall independently consider the request and may consider the same factors set forth above.

ENACTMENT

This policy shall take effect immediately upon passage.

THIS POLICY SHALL BE INTERPRETED AND IMPLEMENTED IN

**COMPLIANCE WITH THE REQUIREMENTS OF THE RHODE ISLAND
CIVIL RIGHTS OF PEOPLE WITH DISABILITIES ACT AND ALL OTHER
ANTI-DISCRIMINATION LAWS.**

Policy Adopted: June 22, 2009

Resolution #: 09-6-26

Policy Amended: December 10, 2012

CRANSTON PUBLIC

SCHOOLS

Resolution #: 12-12-12

CRANSTON, RHODE ISLAND