

**CRANSTON SCHOOL COMMITTEE MEETING**

**JANUARY 29, 2015**

**WESTERN HILLS MIDDLE SCHOOL**

**400 PHENIX AVENUE, CRANSTON, RI 02920**

**6:00 P.M. PUBLIC MEETING**

**IMMEDIATELY FOLLOWED BY PUBLIC BUDGET WORK SESSION**

**MINUTES**

**The School Committee meeting was held on the evening of the above date in the auditorium of Western Hills Middle School with the following members present: Vice Chairperson Culhane, Mr. Gale, Mr. Traficante and Mr. Wall. Chairperson Ruggieri, Mr. Colford, and Mr. Fusco were absent.**

**The meeting was called to Order at 6:10 p.m. - Public Session**

**Mrs. Culhane reported that there was no Executive Session held this evening.**

**The roll was called; there was a quorum present.**

**Public Acknowledgements/Communications - None**

**Chairperson's Communications - None**

**Superintendent's Communications - Good evening. Thank you for coming out tonight. You will note that Mrs. Nota-Masse is not here tonight. Mrs. Nota-Masse as well as John Santangelo who is a teacher here at Western Hills were both placed on the Rhode Island Statewide Committee for the new Strategic Plan for this state. It was quite an honor and it is wonderful that we have two of our professionals from Cranston sitting on that committee. Their meeting had already been scheduled for tonight so both of them are in Providence at that meeting. Thank you.**

**School Committee Member Communications - None**

**Public Hearing**

**a. Students (Agenda/Non-Agenda Matters) - None**

**b Members of the Public (Agenda Matters Only)**

**Audrey Guttin, 16 High Gate Road – Spoke in support of Family & Consumer Sciences (Provided a handout to the Committee members – See “Handout A” on file with the Superintendent’s Office)**

**Dina DeSimone, Kearney Road – Spoke in support of Family & Consumer Sciences**

**Michael Crudale – 35 Rockwood Avenue – Spoke on middle school sports**

**Sean Kelly, Principal at Cranston High School East – Spoke in support of the budget and the PBGR Coordinator position.**

**Matt Sheridan, 32 Maryanne Avenue - Spoke in support of Family & Consumer Sciences**

**Norma Cole, Principal at Stone Hill – Spoke in support of having a full-time aide to support their building.**

**Beth Basile, Principal at Dutemple – Spoke in support of the budget**

**Mark Colozzi, Music Director – Spoke in support of the Music program**

**Marco Palumbo, 4 Jennifer Circle – Spoke in support of middle school sports**

**Richard Tomlins, 400 Farmington Avenue - Spoke in support of the budget and programming.**

**Consent Calendar/Consent Agenda**

**The following resolutions were adopted unanimously under the Consent Agenda:**

**15-01-21 and 12-01-22**

**A motion was made to approve; moved by Mr. Traficante; seconded by Mr. Gale. The roll was called; all were in favor.**

**Action Calendar/Action Agenda - None**

## **RESOLUTIONS**

### **POLICY AND PROGRAM**

**No. 15-01-21 RESOLVED, that at the recommendation of the School Committee, that the following 4000 series, Personnel to be deleted or amended for second reading (See policies on file in the Superintendent's Office):**

**#4111.6 Sexual Harassment Policy Delete**

**#4111.6(a) Sexual Harassment Policy (Procedure) Delete**

**No. 15-01-22 RESOLVED, that at the recommendation of the School Committee, that the following 6000 series, Instruction to be deleted or amended for second reading (See attached):**

**#6160 Textbook Replacement and Modernization Amend  
(see attached)**

**#6161.1 Instruction, Textbooks and Workbooks Delete**

**(see attached)**

**#6310 Vocational Instruction (see attached) Amend**

**#6320 Admission (see attached) Amend**

**#6321 Selection of Students (see attached) Amend**

**#6351 Associate Commissioner Vocational Technical  
Education Amend**

**(see attached)**

**Public Hearing on Non-Agenda Items**

**Adjourn to Public Budget Work Session**

**A motion was made by Mr. Traficante to adjourn into Public Budget Work Session; seconded by Mr. Gale. The roll was called; all were in favor.**

**Public Hearing on Proposed Budget for 2015-2016**

**Mr. Traficante stated – With your permission Madam Chair and with the members permission, I would like to give Mr. Balducci a homework assignment prior to our next budget hearing.**

**Mrs. Culhane stated – Yes, go ahead.**

**Mr. Traficante stated – I had the opportunity to get a hold of a resolution by the City Council dated May 12, 2014. At that time they were discussing the 2014 city budget. They passed a resolution that**

**was unanimously voted upon that particular evening. I will not read the whole resolution, but I will read the very last paragraph: Roll call was taken on a motion that any residual money in Special Education Reserve account, that is not spent by the Cranston School Committee go into a reserve for seed money to be used for restoration of middle school sports and music. Motion was passed on a vote of 9-0. I also have a copy, and correct me if I am wrong Mr. Balducci, of that municipal budget at that time there was \$536,536 in that particular account. Is that correct, Mr. Balducci?**

**Mr. Balducci stated –That is correct.**

**Mr. Traficante stated - I believe that you requested from that particular account approximately \$110,000.00.**

**Mr. Balducci stated- That is correct.**

**Mr. Traficante stated – It should leave in that particular account \$426,000.**

**Mr. Balducci stated – Correct.**

**Mr. Traficante stated – According to my discussion with the City's finance director, in that particular account, if he was telling me the truth at that time and I believe he was, there is only \$100,000 in that particular account. So with the Chair's permission and the members'**

**permission, would you kindly investigate why we do not have that \$426,000 in that particular account and if not, why not.**

**Mr. Balducci stated – I will.**

**Mrs. Culhane stated – Is there any more discussion on the budget?**

**Mr. Gale stated – I have a couple of questions. In the funding for the busses, it increased by about \$96,000?**

**Mr. Balducci stated – Approximately \$166,000.**

**Mr. Gale stated – Is that a hard number or an estimate of what the busses will cost.**

**Mr. Balducci stated – It is based on what we spend this year. We bought each bus this year for about \$39,000. The small busses, we are leasing them over a 5 year period so I used this year's lease obligation as my base and moved that forward into next year. I am allocating \$500,000 similar to what we did this year I think is a good number. To give you an example, we budgeted \$500,000 this year and we came in around \$497,000. I think we will be ok. The reason why it is jumping from \$500,000 up to \$666,000 is because I would like to allocate a full \$500,000 to go in the second year of purchasing 10 large busses and approximately 14 small busses. I also have to consider the second year lease obligation of the group that we are**

going to be buying now. If I just allocate \$500,000, then I would only have available to buy 5 large busses and maybe 9 small busses. I wanted to follow the initial forecast of how we wanted to do this over the next 3-4 years and that is the reason for the total allocation of \$666,000.

Mr. Gale stated – You said last year you had allocated \$500,000 and came in at \$497,000?

Mr. Balducci stated – This year is the first year we have been able to set aside money to replace busses.

Mr. Gale stated - So it is just the \$3,000 difference then?

Mr. Balducci stated – That is unspent in this year's budget, correct.

Mr. Gale stated – Do you think that of the \$666,000 is that a good estimate, like you will be close within a couple of thousand dollars or is there more flexibility?

Mr. Balducci stated – There may be more flexibility, again it depends on what will be available in the open market to buy used. It depends on the interest rates a year from now. I think we are in good shape.

Mr. Gale stated - On a different issue, I noticed that there is a decrease on the supply line for high schools of \$68,000. What is the

**reason for that reduction?**

**Mr. Balducci stated – Please point me in the right direction.**

**Mr. Gale stated – It is page 6 of 12 right at the bottom under high schools.**

**Mr. Balducci stated – It does not have to do with classroom supplies. The coding that I have to follow is similar to the other school districts. They consider utilities a supply category. Because we are making reductions across the board for gas heat and electricity and oil heat, it is reflected as that category as reduction, but that is what it pertains to.**

**Mr. Gale stated – This question is for Dr. Lundsten. The staff that you need for the accreditation, is that the PBGR staff that Mr. Kelly was talking about?**

**Dr. Lundsten stated – Yes, that would be part of their assignments. They would work on the accreditation that is coming out. It is a very rigorous process and time consuming. They would designate some of their time to each building to handle that. As it happens, both schools are going to happen in the same year. We are going to try and hopefully get situated so one is in the fall and one is in the spring. It is very taxing on the staff also. We really need someone to coordinate that, but at the same token I am happy to say it looks like**

**our graduation rates are going up. I want to see that continue. I think by the addition of 2 PBGR coordinators who are really focused on portfolio and portfolio development, that would support that.**

**Mrs. Culhane asked if anyone else on the committee have any questions.**

**Mr. Wall stated – I am not sure if this is the appropriate time to mention about the Family Consumer Science class. I know I received a memo and email regarding what was happening with that. I can tell you that I am in favor of keeping this class as we go forward. I have met with Ms. DeSimone and Mr. Guttin and I have read testimony from students, parents, fellow teachers. I have also spoken to teachers on the high school level. I think this is a class, given the situation we have with childhood obesity and the fact that cooking and preparing food and knowing what food to eat and how to plan a budget and a meal is a skill that seems to be needed. Though it may not be measured on a standardized test or in the common core, I am I favor of it. I see this as having a value and I think we should look into it as we go forward.**

**Mrs. Cuhane asked Mr. Traficante to assume the Chair.**

**Mr. Traficante stated – Mrs. Culhane go ahead.**

**Mrs. Culhane stated – I have a question in regards to the PBGR**

**Coordinator, Mr. Kelly I do not know if you want to come up or leave it to Dr. Lundsten, but as far as these positions will go, I definitely think there is a need for them. Who was taking care of these responsibilities now, as far as the ILP, Community Service, and the portfolio? Also, who would do this if we didn't have these positions? Who would take care of the NEASC visit?**

**Mr. Kelly stated – Right now it is spread across a number of different faculty members and administrators. We have taken on certain responsibilities as well as our advisory system. The whole faculty kind of takes it on as a whole. There are a key 5-6 people in the building who are heading up those things during the school year. With regards to the NEASC visit, I cannot chair the visit as the school principal, an administrator cannot chair the visit, it has to be a faculty member. That person has to volunteer to do it. They have to do it on their own time. If this position is not there, that person will have to teach their 5 classes, assume all of their duties within the building in addition to this monumental task.**

**Mrs. Culhane stated – How was that done at the last NEASC visit?**

**Mr. Kelly stated - It was done with the Principal/Residency program. The teacher at that time was freed up of all their classes.**

**Mrs. Culhane stated – What you stated was that the PBGR Coordinator would chair a committee for the visit so they would be**

**the point person?**

**Mr. Kelly stated – They would chair the overall committee.**

**Mrs. Culhane stated - That would consist of other teacher volunteers?**

**Mr. Kelly stated – Everyone in the building has to participate in it. What happens is that each of the 7 standards has a chair. We then assign faculty members to each one of those standards. Then there is a Chair that oversees the entire process.**

**Mrs. Culhane stated – So the vision of this person is that will be their sole duty or would they be a teacher already or would we be hiring outside the district to fill this position. What are the thoughts on what that would be?**

**Mr. Kelly stated – I leave it to the Superintendent, but I believe it is a posted position.**

**Dr. Lundsten stated – It would be a posted position and obviously we would do a criteria and a job description for that. We would interview like we do with our principal sitting in on it and community members. We make sure that we have the right fit for this position.**

**Mrs. Culhane stated – We would want a person where this position would be their sole responsibility. They would not also have a full**

**time teaching schedule also? We would want them to be somebody who would be a designated PBGR Coordinator?**

**Mr. Kelly stated – To be most effective in this position, yes.**

**Mr. Traficante stated – I would like to second the motion (No motion was made) for PBGR Coordinator and I will tell you why. When I was Vice Principal at Cranston East, I was the point person for the NEASC visit and it was extremely time consuming to make arrangements for the visit and the accommodations and everything else that goes into the visit. I support your recommendation. Superintendent, that we hire an individual outside the system to handle those obligations.**

**I have a question for Mr. Balducci, on page 2 of the budget under your executive summary, you indicate that the revenue category, Summer School, was decreased by \$6,000.**

**Mr. Balducci stated – That is correct.**

**Mr. Traficante stated – I assume the Summer School program is not self-sustaining?**

**Mr. Balducci stated – It is. On the expenditure side of this budget, we budgeted for the teachers' stipends and any small amount for supplies to run that program, but from a budgetary standpoint, we do not lose money. As an example, we may have only taken in \$52,000**

**last year, but at the end of the summer we may have only spent \$47,000 of that \$52,000 budget. On an actual basis, it does sustain itself, but because I originally assumed \$58,000, but at the end we only took in \$52,000 so that became my new baseline. On the expenditure side of this, I also reduced the expenditures accordingly. We never expend up to the budget amount.**

**Mr. Gale stated – I would like to second Mr. Wall’s recommendation in supporting the Consumer Sciences program. I am hoping it is something that we can do.**

**Mr. Traficante stated - I think we should have a healthy discussion, perhaps in executive session with the Superintendent and with the Assistant Superintendent regarding those particular positions.**

**Mr. Wall stated - I wanted to concur with Mr. Kelly and Mr. Traficante. Having worked in another district, working on portfolio and senior projects, we had a coordinator, we had a teacher/counselor who worked with the students on these projects. In addition to that, we also had a separate person who was probably moved around the school working on NEASC visits. The study itself and arranging all the committees, it is quite an endeavor. There is a lot on this person’s plate.**

**Announcement of Future Meeting(s) –February 9, 2015 and February 12, 2015**

## **Adjournment**

**A motion to adjourn was made by Mr. Traficante; seconded by Mr. Wall. The roll was called; all were in favor. The meeting was adjourned at 7:00 p.m.**

**Respectfully submitted,**

**Stephanie A. G. Culhane  
Vice Chairperson**

**&#8195;**

**6160**

**Instruction**

**Textbook Replacement and Modernization**

**The committee will provide sufficient required textbooks as deemed appropriate to insure that curriculum objectives in each program area are being met. All curriculum areas will be revised every five years, and textbooks for implementation will be replaced as needed.**

**Revision added – (Italics)**

**Once a student receives a textbook it becomes his/her responsibility and damaged or lost books must be replaced or paid for by the student/parent/guardian.**

**Policy Adopted: 9/21/1987 (Res. No. 87-9-24) CRANSTON PUBLIC SCHOOLS**

**Policy Amended: 1/29/15 Cranston, Rhode Island**

**First Reading: January 20, 2015 CRANSTON PUBLIC SCHOOLS**

**Resolution No: 15-01-15 CRANSTON, RHODE ISLAND**

**Second Reading: January 29, 2015**

**Resolution No. 15-01-22**

**&#8195;**

**6161.1 (to be deleted)**

**Instruction**

**Textbooks and Workbooks**

**The Committee agrees to make a good faith effort to provide sufficient required textbooks to insure that each pupil has textbooks for his own use. Prior to changing textbooks or selecting textbooks, all teachers using such textbooks shall be given the opportunity to meet and consult with the Superintendent regarding the proposed change or selection.**

**The consultation procedure shall be as follows:**

- 1. The teacher affected shall be notified of the proposed change in textbooks.**
- 2. The teacher affected shall be given an opportunity to inspect any textbooks being considered for adoption prior to paragraph 3 below.**
- 3. The administration shall provide an opportunity for all teachers affected to meet and consult with the Superintendent regarding the proposed change or selection.**
- 4. The association shall be notified at least two (2) weeks prior to the**

**consultation meetings set forth in three above.**

**The committee agrees to make a good faith effort to provide sufficient teaching equipment and supplies in the school system.**

**(Master Agreement between The Cranston School Committee and The Cranston Teachers' Association, September 1, 1969. Article X).**

**Policy adopted: 1/29/15 CRANSTON SCHOOL DEPARTMENT**

**Cranston, Rhode Island**

**First Reading: January 20, 2015 CRANSTON PUBLIC SCHOOLS**

**Resolution No: 15-01-15 CRANSTON, RHODE ISLAND**

**Second Reading: January 29, 2015**

**Resolution No. 15-01-22**

**6310**

## **INSTRUCTION**

### **Vocational Instruction**

**In establishing, continuing or terminating a program of vocational-technical instruction at Cranston Area Vocational-Technical Facility, the interests, needs and abilities of all persons in the state and/or area and the need and opportunity in the employment market will be considered.**

**The program of instruction will be developed by the Director of Curriculum and staff and conducted in consultation with the Associate Commissioner of Vocational-Technical Education, area professional committee, the area advisory committee, potential employers and other individuals or groups having skills and substantive knowledge of the occupation or occupational field representing the occupational objective.**

**Instruction will be conducted and supervised by teachers,**

**consultants and supervisors meeting state certification requirements.**

**REVISION (Italics)**

## **INSTRUCTION**

### **Career and Technical Education Instruction**

**In establishing, continuing or terminating a program of career and technical instruction at Cranston Area Career and Technical Center, the interests, needs and abilities of all persons in the state and/or area and the need and opportunity in the employment market will be considered.**

**The program of instruction will be developed by the Executive Director of Educational Programs and staff and conducted in consultation with the office of multiple pathways from the Department of Education, area professional committee, the area advisory committee, potential employers and other individuals or groups having skills and substantive knowledge of the occupation or occupational field representing the occupational objective.**

**Instruction will be conducted and supervised by teachers, consultants and supervisors meeting state certification requirements.**

**Policy Amended: 1/29/15**

**First Reading: January 20, 2015 CRANSTON PUBLIC SCHOOLS**

**Resolution No: 15-01-15 CRANSTON, RHODE ISLAND**

**Second Reading: January 29, 2015**

**Resolution No. 15-01-22**

**&#8195;**

**6320**

## **INSTRUCTION**

### **Admission**

**Admission Quotas for each community in the area will be made on a percentage basis determined by the most recent October enrollment figures for the tenth grades in all schools. Applications for admission will be screened by a committee consisting of the area coordinator and the vocational guidance counselors in conjunction with appropriate staff from the sending school. Responsibility for admission will rest with the area coordinator and Director of Guidance at Cranston West.**

**Students may be enrolled in a full-time program or special program by arrangement in area vocational facilities as mutually agreed upon by the receiving and sending schools.**

## **REVISION (Italics)**

## **INSTRUCTION**

### **Admission**

**Applications for admission will be screened by a committee consisting of the Career and Technical Director and the Career and Technical guidance counselors in conjunction with appropriate staff from the sending school. Responsibility for admission will rest with the Career and Technical Director and the Assistant Principal for Academic Affairs at Cranston West.**

**Students may be enrolled in a full-time program or special program by arrangement in area Career and Technical Centers as mutually agreed upon by the receiving and sending schools.**

**Policy Amended: 1/29/15**

**First Reading: January 20, 2015 CRANSTON PUBLIC SCHOOLS**

**Resolution No: 15-01-15 CRANSTON, RHODE ISLAND**

**Second Reading: January 29, 2015**

**Resolution No. 15-01-22**

**&#8195;**

**6321**

## **INSTRUCTION**

### **Selection of Students**

**Individuals will be admitted for enrollment in classes and provided instruction for each type of occupation or occupational field on the basis of:**

- a) A standard of achievement met by students so as to meet the requirements for completing the previous grade satisfactorily.**
- b) A satisfactory citizenship and attendance record.**
- c) Recommendation of the sending school.**
- d) Specific student goals.**
- e) An eligibility waiting list will be established by the Guidance Department for all occupational fields, using same criteria. These will be ranked so as automatically become eligible.**

## **REVISION (Italics)**

## **INSTRUCTION**

### **Selection of Students**

**Individuals will be admitted for enrollment in classes and provided instruction for each type of occupation or occupational field on the basis of:**

- a) A standard of achievement met by students so as to meet the requirements for completing the previous grade satisfactorily.**
- b) A satisfactory citizenship and attendance record.**
- c) Recommendation of the sending school.**
- d) Specific student goals.**
- e) An eligibility waiting list will be established by the Guidance Department for all occupational fields, using same criteria. In cases where the number of qualified students exceeds the space available, a lottery shall be used to select from among all qualified applicants.**

**Policy Amended: 1/29/15**

**First Reading: January 20, 2015 CRANSTON PUBLIC SCHOOLS**

**Resolution No: 15-01-15 CRANSTON, RHODE ISLAND**

**Second Reading: January 29, 2015**

**Resolution No. 15-01-22**

**6351**

**INSTRUCTION**

**Associate Commissioner Vocational-Technical Education**

**The Associate Commissioner of Vocational – Technical Education in the State Department of Education and the Cranston Superintendent of Schools or his designee will be designated as the educators to determine compliance with the standards; to assist in establishing and conducting programs; to serve as liaison between the State Department of Education and the schools; and to work cooperatively with the coordinators, principals, superintendents and school committees in all areas of the program.**

**REVISION (*italics*)**

**INSTRUCTION**

## **Associate Commissioner Career and Technical Education**

**The Associate Commissioner of Career and Technical Education in the State Department of Education and the Cranston Superintendent of Schools or his/her designee will be designated as the educators to determine compliance with the standards; to assist in establishing and conducting programs; to serve as liaison between the State Department of Education and the schools; and to work cooperatively with the coordinators, principals, superintendents and school committees in all areas of the program.**

**Policy Amended: 1/29/15**

**First Reading: January 20, 2015    CRANSTON PUBLIC SCHOOLS**

**Resolution No: 15-01-15    CRANSTON, RHODE ISLAND**

**Second Reading: January 29, 2015**

**Resolution No. 15-01-22**