

The meeting was called to order by Ms. Wedge, at 7:40 PM. The following members were present:

Ms. Sylvia Wedge, Chair  
Mr. Douglas Wilkey, Clerk

Ms. Karen Gleason  
Mrs. Marjorie Levesque  
Mr. David Croston, V. Chair

Mrs. Terri Cortvriend  
Mr. Richard Carpender

Also Present: Dr. Lusi, Asst. Supt. Jermain, Mrs. Brown, Mrs. Cofield, Mr. Updegrove, Mr. Sowa, Mr. Littlefield, Mrs. Dunning

1. **CHAIRMAN'S REPORT:** Ms. Wedge called the meeting to order at 7:40 PM. She announced that an Executive Session was held at 6:00 PM, and two votes were taken regarding an employee matter. The first motion was approved 6-1; Ms. Gleason was opposed. The second motion was approved 7-0. Mr. Croston made a motion to seal the minutes of the Executive Session. Seconded by Mrs. Cortvriend. So voted 7-0.
2. **SUPERINTENDENT'S REPORT:** Dr. Lusi announced that we are preparing for the opening of school. She also announced that the Administrators' Retreat has been postponed in light of the financial town meeting.
  - a) **Teaching and Learning:** Asst. Supt. Jermain thanked PHS teachers Julie Bisbano and Candy Frankel, as well as the PHS team, for putting together the Senior Project handbook for 2006-07. The draft is being reviewed and will go to print soon. It is part of the new requirements for high school graduation. She also thanked Michele Polselli, Amy Trudeau, Denise Dvorak, and Denise Webster for putting together schedules and reviewing data for students with reading needs. Asst. Supt. Jermain stated that a mentoring program is being put organized. The leaders are Mike Podraza at PHS, Lori Stone at PMS, and Pam Hamilton at Hathaway. Asst. Supt. Jermain thanked Joao Arruda for the summer enrichment strengthening program, along with Lisa Murphy, Deborah Seddon, and Mary Surber. Mr. Arruda will be putting together a final report for the School Committee within the next month. Asst. Supt. Jermain also thanked Rose Muller, Michelle Medeiros, Katie Fly, and Mark Flaherty, along with Tom Sienel and Rick Elmasian and the custodial crew for getting the TV Studio up and running. She also thanked Rose Muller for assisting in the new art/apple lab for the photography course. She reported that professional development continued throughout the summer months, with teachers participating in leadership and strategic planning sessions. In addition, many teachers participated in professional development opportunities at EBEC.
  - b) **Finance and Operations:** Mrs. Brown reported that she completed the preliminary close of Fiscal Year 2006. As far as the accounting system is concerned, the software modification has been completed to allow all salaries to be encumbered. The preliminary bus routes are in for the year, and she hopes to have them published on the School Department's website, in the Sakonnet Times, and in a small notice in the Daily News stating they can be viewed on the website. Mrs. Brown has not completed the July financials as yet; however, she hopes to have them complete by Friday, so that the Committee may

address them at the August 22<sup>nd</sup> meeting. She reported that there is nothing unusual in the July activity.

3. **APPROVAL OF MINUTES**

Mr. Carpender made a motion to approve the minutes of the July 11<sup>th</sup> meeting. Seconded by Mrs. Levesque. So voted 4-0. Mr. Wilkey, Mrs. Cortvriend, and Mr. Croston abstained due to their absence from that meeting.

Mr. Carpender made a motion to approve the minutes of the July 19<sup>th</sup> meeting. Seconded by Mr. Croston. So voted 7-0

4. **CONSENT AGENDA**

Dr. Lusi announced that Item f) was being withdrawn from the agenda.

- a) **Retirements.** The Superintendent recommends adoption of the following resolution, "that the Committee accepts the resignations for retirement as presented in the backup."
- b) **Resignations.** The Superintendent recommends adoption of the following resolution, "that the Committee accepts the resignations as presented in the backup."
- c) **Request for Approval – Unpaid Leave of Absence.** The Superintendent recommends adoption of the following resolution, "that the Committee approves the request of Robert Ghirardi, Maintenance Department, to take a 6-month unpaid leave of absence, commencing September 4, 2006."
- d) **Appt. – Social Studies Teacher, PHS.** The Superintendent recommends adoption of the following resolution, "that the Committee affirms the Superintendent's appointment, Recommendation #1-8/8/06, to the position of Social Studies Teacher at Portsmouth High School, effective August 28, 2006."
- e) **Appt. – Math Teacher, PHS.** The Superintendent recommends adoption of the following resolution, "that the Committee affirms the Superintendent's appointment, Recommendation #2-8/8/06, to the position of Math Teacher at Portsmouth High School, effective August 28, 2006."
- f) **Appt. – Grade 7 SS/LA/IDW Teacher, .5 time, PMS.** The Superintendent recommends adoption of the following resolution, "that the Committee affirms the Superintendent's appointment, Recommendation #3-8/8/06, to the position of Grade 7 Social Studies Language Arts/Interdisciplinary Writing Teacher (.5 time) at Portsmouth Middle School, for the 2006-07 school year." This item was withdrawn from the agenda.
- g) **Appt. – Grade 8 Modern Language (French) Teacher, .5 time, PMS.** The Superintendent recommends adoption of the following resolution, "that the Committee affirms the Superintendent's appointment, Recommendation #4-8/8/06, to the position of Grade 8 Modern Language (French) Teacher (.5 time) at Portsmouth Middle School, for the 2006-07 school year"

- h) **Appt. – Grade 7 Science/Math Teacher, PMS.** The Superintendent recommends adoption of the following resolution, “that the Committee affirms the Superintendent’s appointment, Recommendation #5-8/8/06, to the position of Grade 7 Science and Math Teacher at Portsmouth Middle School, for the 2006-07 school year.”
- i) **Appt. – Grade 7 English Language Arts Teacher, PMS.** The Superintendent recommends adoption of the following resolution, “that the Committee affirms the Superintendent’s appointment, Recommendation #6-8/8/06, to the position of Grade 7 English Language Arts Teacher at Portsmouth Middle School, effective August 28, 2006.”

Mr. Croston made a motion to approve the Consent Agenda with the exception of Item f), which was withdrawn. Seconded by Mrs. Cortvriend. So voted 7-0. Dr. Lusi announced the retirements of Mrs. Flora Frank and Mrs. Cynthia Brown. She announced that Mrs. Brown is taking a new position at the Rhode Island Department of Education, after working at the Portsmouth School Department for 26 years. She congratulated Mrs. Brown on her new position.

Dr. Lusi announced the following appointments:

- d) Jeanne Tierney, PHS Social Studies (Step 1, BA +37)
- e) Kimberly A. Cunningham, PHS Math (Step 9, BA +36)
- g) Heather Boshold, PMS French (Step 2)
- h) Christine Wirth, PMS Math/Science (Step 2 Masters)
- i) Caitlin Fennessey, PMS ELA (Step 2)

## 5. BUSINESS AGENDA

- a) **NEASC Preliminary Report.** Mr. Littlefield distributed a copy of his Powerpoint presentation on the results of the NEASC accreditation that Portsmouth High School went through in April 2006. He stated that the accreditation standards are research-based knowledge of best practices across the country that result in maximizing student learning. He described the standards for accreditation, and then he reviewed the results of the study in the areas of Curriculum, Instruction, Assessment, Leadership and Organization, School Resources, and Community Resources. The report will be presented to the Commission on Public Secondary Schools in September. Mr. Littlefield must to notify the Commission of any “substantial changes” that have taken place since the NEASC visit in April, and he must notify them of the staffing changes as a result of the budget situation. He will be working with the School Improvement team to begin implementation of the NEASC recommendations. All work must be documented for the 2-year follow-up report. Mr. Littlefield thanked the steering team: Jeffrey Schoonover, Chairman; Julie Bisbano; Nancy Fitzgerald; Elizabeth Gomes; Karen Jeong; Michael Marra; Patricia McCarthy; and Lisa Murphy.
- b) **Request for Approval – Revision to 2006-07 School Calendar.** A motion was made by Mr. Croston to approve the revised calendar for the 2006-07 school year, pursuant to Rhode Island General Law 17-18-15, Closing of Schools. Seconded by Mrs. Cortvriend. So voted 7-0. Dr. Lusi explained that the General Assembly approved legislation that

states that every school system in the State must be closed on the Primary Election day, September 12<sup>th</sup>. The last day of school will be June 19<sup>th</sup> instead of June 18<sup>th</sup>.

- c) **Discussion on Potential Study of NEA Portsmouth Teachers' Contract.** Dr. Lusi withdrew this item from the agenda.
- d) **Request for Approval – Superintendent's Participation in Leadership Seminar.** A motion was made by Mr. Croston to approve her participation in the Advanced Superintendent Leadership seminar series, at a cost of \$1,750, to be paid from the Superintendent's expense account, as provided by contract. Seconded by Mrs. Cortvriend. So voted 7-0.
- e) **Review/Approval – June Financial Statements.** Mrs. Brown reviewed the summary of the final June 30, 2006, budget adjustments and end-of-year report. She reported that there is an undesignated expenditure balance of \$232,504.56. Of that amount, \$184,415.50 will offset the operational revenue shortfall; and there will be a remaining, undesignated operational balance of \$48,089.06. Mrs. Brown stated that as purchase orders and all expenses close out over the remainder of August, this amount could increase or decrease somewhat; however, at this time, this is her best estimate. A motion was made by Mr. Croston to accept the report and budget adjustments. Seconded by Mrs. Cortvriend. So voted 7-0.
- f) **Review/Approval – July Financial Statements.** This item was withdrawn by Mrs. Brown.

## 6. SUBCOMMITTEE REPORTS

- a) **Finance:** No report.
- b) **Gymnasium Construction Oversight Committee (GCOC):** Mr. Croston reported that there has been a lot of discussion regarding the condensation build-up on the cement slab. While the slab was drying out, it was determined that it would take another three weeks to guarantee the floor. Advanced Building Concepts said it was their motto that they deliver contracts on time; therefore, they donated a liner for the gym floor at their own expense. Mr. Croston reported that there is a lifetime guarantee on the floor. A certificate of occupancy should be granted next week, and they are hoping to give the new gym to Mr. Littlefield after the first week of school.
  - 1) **Approval of Progress Payment for Gym.** A motion was made by Mr. Croston to approve the progress payment of Invoice #05-095-00009 from Advanced Building Concepts in the amount of \$400,278.92. Seconded by Mr. Carpender. So voted 6-1. Ms Gleason was opposed.
- c) **Fundraising:** No report.

- d) **Prudence Island School Working Committee:** Mr. Carpender reported that the Committee met on July 29<sup>th</sup> on Prudence Island for an organizational meeting. Mr. Carpender was elected as the Chair, and Dr. Olson was elected as the Recording Secretary. The Open Meetings laws were discussed. The Committee is looking at the requirements and benefits of having an historical organization take over the school. They are also looking into the benefit of designating the school as a rural school. In addition, they discussed bridging the gap so that Prudence Island and Portsmouth all one community. The next meeting will take place on August 26<sup>th</sup> at 8:45 AM at the Narragansett Bay Facility.

A motion was made by Mr. Croston to adjourn to Executive Session pursuant to R.I. Law 42-46-5, Exceptions (a)(1) Job Performance/Personnel Matters. Seconded by Mr. Carpender. So voted 7-0.

Public Session recessed at 9:37 PM and resumed at 10:15 PM.

Ms. Wedge announced that an Executive Session was held and no votes were taken. A motion was duly made and seconded to seal the minutes. So voted 7-0.

A motion was duly made and seconded to adjourn the meeting. So voted 7-0. The meeting adjourned at 10:16 PM.

Respectfully submitted,

Patti Cofield  
Recording Secretary for

Douglas Wilkey, Clerk