

The meeting was called to order by Ms. Wedge at 7:10 PM. The following members were present:

Ms. Sylvia Wedge, Chair	Mrs. Terri Cortvriend, Clerk	Mrs. Marge Levesque
Mr. Richard Carpender, V. Chair	Mr. Michael Buddemeyer	Mr. Douglas Wilkey

Also Present: Dr. Lusi, Asst. Supt. Jermain, Ms. Christine Tague, Mrs. Patti Cofield, Mr. Don Davidson

Absent: Mr. Jamie Heaney

1. **CHAIRMAN'S REPORT:** Ms. Wedge announced that two of our high school students were involved in a terrible automobile accident in Little Compton last week, and our thoughts go out to the Smith Family for the loss of their son, Jon, and to Sam Hussey, who was injured in the accident. She also announced that the Kavanagh family has scheduled a celebration mass for Samantha's birthday on July 18th at 7:00 PM at St. Barnabas Church. Mrs. Levesque announced the passing of longtime School Department employee Alma White.

Ms. Wedge announced that Items c)1) and c)2) on the Subcommittee Agenda are being withdrawn from the agenda.

Ms. Wedge announced that only one School Committee meeting will be held in August. Dr. Lusi stated that she hopes to be able to move towards having only one meeting per month, as there are communities that meet only once a month. She added that the alternate Tuesdays could be used to conduct subcommittee meetings.

2. **SUPERINTENDENT'S REPORT:** Dr. Lusi welcomed our new Facilities Supervisor, Mr. Don Davidson.

Dr. Lusi reported that she attended her Leadership Seminar at UCONN last week, along with superintendents from New York, Connecticut, Massachusetts, and Rhode Island. The session focused on how to increasingly improve a district from the classroom level through the Administration and School Committee. She obtained very good information to use at her Administrators' Retreat on August 16th and 17th. There were excellent facilitators who were either superintendents themselves or researchers. She thanked the Committee for allowing her the opportunity to attend this leadership series.

Dr. Lusi announced that she has been in contact with the District Management Council out of Harvard University. It is made up of a group of school districts from around the country,

and it was designed basically to bring what in the private sector would be management consulting services to the school districts. The group will be conducting a strategy summit for Superintendents, as well as providing other service. The group is located in Cambridge, Massachusetts, so they are willing to come to Portsmouth to assist us. Dr. Lusi looked to them because as we work under more and more stringent fiscal requirements, we need to continually look for ways to do things better, including the operation pieces. As a first year enticement, they gave us a very reduced rate.

Dr. Lusi thanked our legislative delegation, especially Representative Gallison, for assisting our district in obtaining supplemental group home aid. Since our last meeting, we received \$230,000 in supplemental group home aid for the past two years. We will be recommending that we leave the Medicaid funding in that account which will provide us with a cushion going forward, since we have a roughly \$90,000 problem with our Little Compton tuition.

Dr. Lusi announced that Items e) and f) on the Consent Agenda are the appointments of two full-time English teachers. The first position is to fill the full-time position of a retiree, and the second position is needed half-time because a number of our 9th and 11th grade classes are at cap. This position will also provide literacy support half-time. Dr. Lusi stated that we were able to recommend a number of Step 1 teachers, so that is why she is recommending this additional half position.

Dr. Lusi also announced that Item a) on the Business Agenda and the approval of the minutes were being postponed until the next agenda.

- a) **Teaching and Learning**: Assistant Superintendent Jermain reported that the high school teachers are participating in technology training funded by the grant we received. There are eleven participants who will each receive \$4500 to support technology in their classroom. She also reported that training on SchoolMax, our new student information system, is ongoing; and we will continue to have more training throughout the summer months. She thanked Mrs. Rose Muller and the Tech Team for their support. This system will help with our reporting to the State, as the State will be able to harvest information directly from our system. This week Asst. Supt. Jermain, Rose Muller, and Pat Massarotti were at the Middletown Office for training on a central system for registration. We will be able to have more hard facts as far as future enrollments. Middletown runs an extremely efficient process, and we were very impressed. They shared some forms with us so that we don't have to recreate the wheel. She thanked Linda Savastano from the Middletown School System for her support.
- b) **Finance and Operations**: Director of Finance and Administration Tague reported that training on the systems conversion to the Phoenix System for financials was completed this week. She anticipates the conversion of payroll to occur at the end of August, and the first large teachers' payroll will be part of it. A parallel payroll will have to done at

the same time to ensure accuracy with the new system. Once her staff members are familiar with the systems, she would like to meet with the Finance Subcommittee to show the members what the systems are capable of.

3. **APPROVAL OF MINUTES**

Approval of the minutes of the meeting held June 7, 2007. This item was withdrawn from the agenda and will be presented at the next meeting.

4. **CONSENT AGENDA**

- a) **Appt. – Director of Student Support Services, PHS.** The Superintendent recommends adoption of the following resolution, "that the Committee affirms the Superintendent's appointment, Recommendation #1-7/12/07, to the position of Director of Student Support Services at Portsmouth High School, effective July 23, 2007."
- b) **Appt. – Math Teacher, F/T, PHS.** The Superintendent recommends adoption of the following resolution, "that the Committee affirms the Superintendent's appointment, Recommendation #2-7/12/07, to the position of Math Teacher, full-time, at Portsmouth High School, effective August 27, 2007."
- c) **Appt. – Math Teacher, F/T, PHS.** The Superintendent recommends adoption of the following resolution, "that the Committee affirms the Superintendent's appointment, Recommendation #3-7/12/07, to the position of Math Teacher, full-time, at Portsmouth High School, effective August 27, 2007."
- d) **Appt. – Math Teacher, F/T, PHS.** The Superintendent recommends adoption of the following resolution, "that the Committee affirms the Superintendent's appointment, Recommendation #4-7/12/07, to the position of Math Teacher, full-time, at Portsmouth High School, effective August 27, 2007."
- e) **Appt. – English Teacher, F/T, PHS.** The Superintendent recommends adoption of the following resolution, "that the Committee affirms the Superintendent's appointment, Recommendation #5-7/12/07, to the position of English Teacher, full-time, at Portsmouth High School, effective August 27, 2007."
- f) **Appt. – English Teacher, F/T, PHS.** The Superintendent recommends adoption of the following resolution, "that the Committee affirms the Superintendent's appointment, Recommendation #6-7/12/07, to the position of English Teacher, full-time, at Portsmouth High School, effective August 27, 2007."

- g) **Appt. – Kindergarten Teacher, .5 Time, Melville.** The Superintendent recommends adoption of the following resolution, "that the Committee affirms the Superintendent's appointment, Recommendation #7-7/12/07, to the position of Kindergarten Teacher, .5 time, at Melville School, effective August 27, 2007."

A motion was made by Mr. Carpender and seconded by Mrs. Cortvriend to approve the Consent Agenda as presented. So voted 6-0.

Dr. Lusi announced the following appointments:

- a) Director of Student Support Services, PHS - Michael Monahan, Step 4 Masters + 30.
- b) Math Teacher, F/T, PHS - Karen Bileski, Step 1
- c) Math Teacher, F/T, PHS - Timothy Marum, Step 1
- d) Math Teacher, F/T, PHS - Fabienne Reisen, Step 7 Masters + 30
- e) English Teacher, F/T, PHS - Allison Fontaine, Step 1
- f) English Teacher, F/T, PHS - Donald Carrara, Step 3
- g) Kindergarten Teacher, .5 Time, Melville - Jennifer Baldwin, Step 5 Masters

5. **BUSINESS AGENDA**

- a) **Defining a Basic Education for Portsmouth, Part 3.** PowerPoint Presentation by Dr. Lusi. This item was withdrawn and will be presented on the next agenda.
- b) **Preliminary Report on Year-End Financials.** Dr. Lusi stated that last year, the auditor from Hague and Sahady recommended that the School Department stop making line-by-line adjustments and instead show the variances from budgeted to actual in each line item. This report shows the variances.

Ms. Tague stated that this is a preliminary year-end report, which was run on July 10th. She reported that since that time, we've continued to pay bills and liquidate encumbrances; and as of today, we are down to about \$59,000 in encumbrances. Hopefully, we will be on target. She sent letters in June asking the out-of-district schools to send us their bills as soon as they could so they could be encumbered. She explained that in the Salary account, our salaries have come in favorably at this point and that we went from a 21-week payroll to a 26-week payroll. Regarding Benefits, we came in favorably. Ms. Tague explained that there is a \$503,000 credit that typically wouldn't be there, but when she came on-board, she noticed that the healthcare line item was very high, and she realized that the co-pays were going against that line item, so she had to make an adjustment. She reported that we are over in the Supplies account, but the actual value is in the Curriculum and Textbooks line item. She believes that the School Department put a freeze on spending earlier in the year. We took the positive variances and applied them to the areas that were negative. In the All/Other category, we came in at budget, except for the Regional Special Education payment. We have made a preliminary payment, but

the balance could go up or down. She thinks we did a pretty good job at holding the line, given the financial pressures.

- c) **Correction to Assistant Superintendent's Contract.** Dr. Lusi explained that she and Ms. Jermain went through the contract one final time, and they found the error Dr. Lusi explained in the backup. The error does have financial implications, so a new spreadsheet was distributed to the Committee at the meeting. The sheet illustrates from a budgetary perspective what the worst case, middle case, and best case scenario would be. Mr. Carpender said that impact is really only \$3,900; and that the 3-year average would be just over 4 percent. He stated that in fairness, we've already voted on the contract, and this is a fair adjustment. Mr. Carpender made a motion that the language in the first sentence of the second Paragraph on Page 3 in the "Salary" section be changed to, "The base salary for the year commencing July 1, 2008, and terminating June 30, 2009, shall be the 2007-2008 *total* salary escalated by no less than 2.5 percent and no more than 3.5 percent." The remainder of the language in this section is correct and remains as is. Seconded by Mrs. Cortvriend. So voted 6-0.
- d) **Rescission of Teacher Non-Renewals.** A motion was made by Mr. Carpender and seconded by Mrs. Cortvriend to rescind the teacher non-renewals as presented. So voted 6-0.
- e) **Request for Approval/Adoption – Proposed Revisions to Policy #5116, Residence Requirements, 1st Reading.** A motion was made by Mr. Carpender and seconded by Mrs. Levesque to approve the proposed revisions to Policy #5116, Residence Requirements, as a first reading. So voted 6-0.
- f) **Establish Tuition Rate for 2007-08 School Year.** A motion was made by Mrs. Levesque to establish tuition in accordance with Policy #5116 for the 2007-08 school year at the rate of \$10,965 for a general education student. Tuition for students with any additional needs beyond the general education program will be individually calculated in accordance with the policy. Seconded by Mr. Carpender. So voted 6-0.
- g) **Request for Approval/Adoption – Proposed Revisions to Policy #4160, Part-time Non-Certified Salary, 1st Reading and Adoption.** A motion was made by Mr. Carpender to approve the proposed revisions to Policy #4160, Part-time, Non-Certified Salary, and that the second reading be waived and the policy be adopted. Seconded by Mrs. Levesque. So voted 6-0.

6. SUBCOMMITTEE AGENDA

- a) **Finance:** No report.

b) **Policy:** No report.

c) **Gymnasium Construction Oversight Committee (GCOC)**

1) **Approval of Payment to Architect.** The Superintendent recommends adoption of the following resolution, “that the School Committee approves the payment of Invoice #7 in the amount of \$3,600.00 to Luis Torrado, L.A. Torrado Architects, for architectural and engineering services for the PHS gymnasium.” This item was pulled from the agenda.

2) **Approval of Progress Payment.** The Superintendent recommends adoption of the following resolution, “that the Committee approves the payment of Invoice #05-095-00017 from Advanced Building Concepts in the amount of \$10,970.08.” This item was pulled from the agenda.

d) **Fundraising:** Ms. Wedge stated that she and Mrs. Cortvriend are working on the brick orders. They are hoping the bricks will be installed prior to the start of school.

Mr. Carpenter gave an update on the Prudence Island School Working Subcommittee. He has met with some of the members, and they are willing to continue to meet. They will be scheduling a meeting in the near future.

7. **EXECUTIVE SESSION**

A motion was made by Mr. Carpenter and seconded by Mrs. Cortvriend to adjourn pursuant to R.I. Law 42-46-5, Exceptions (a)(1) Job Performance/Personnel Matters, (a)(2) Collective Bargaining and/or Litigation; or (a)(8) Student Discipline. So voted 6-0.

Public Session recessed at 8:01 PM and resumed at 8:28 PM.

Ms. Wedge announced that an Executive Session was held, and no votes were taken. A motion was made by Mr. Carpenter and seconded by Mrs. Cortvriend to seal the minutes of the Executive Session. So voted 6-0.

A motion was made by Mr. Carpenter and seconded by Mrs. Cortvriend to adjourn the meeting. So voted 6-0. The meeting adjourned at 8:28 PM.

Respectfully submitted,

Patti Cofield
Recording Secretary for

Terri Cortvriend, Clerk