

The meeting was called to order at 6:45 PM by the Chairman, Mr. Carpender, and the following members were present:

Mr. Richard Carpender, Chair	Mrs. Marge Levesque, Clerk (6:50 PM)	Mrs. Marilyn King
Ms. Sylvia Wedge, Vice Chair	Mr. Michael Buddemeyer	Mrs. Cynthia Perrotti
	Mrs. Angela Volpicelli	

Also Present: Dr. Lusi, Asst. Supt. Jermain, Patti Cofield

A motion was made by Ms. Wedge and seconded by Mrs. King to adjourn to Executive Session pursuant to R.I. Law 42-46-5, Exceptions (a)(1) Job Performance/Personnel Matters, (a)(2) Collective Bargaining and/or Litigation. So voted 6-0.

Public Session recessed at 6:46 PM and resumed at 7:00 PM.

- CHAIRMAN'S REPORT:** Mr. Carpender reported that Public Comment is to allow citizens of Portsmouth to address the School Committee on issues of their choosing that are not on the agenda. Each person will have two minutes to speak to the Committee, and the total allotted time for all speakers is 20 minutes. There will not be any dialogue, and the individual Committee members will not respond. Questions will not be allowed, except by Committee members for clarification purposes. Public Comment may not be used by groups of individuals to circumvent the agenda, and the Chair reserves the right not to hear the comment if, in the opinion of the Chair, that is the intent. Public Comment may not address student or personnel issues or individual students or employees by name or position. Sign in is required. Mr. Carpender stated that comments will be allowed during reports for clarification purposes. Questions or comments that require dialogue will not be allowed. If anyone wants to discuss something, they need to add it to the agenda by way of submitting an Agenda Item Request. Mr. Carpender reported that an Executive Session was held prior to this meeting under RIGL 42-46-5, Exception (a)(1). A motion was made by Ms. Wedge and seconded by Mrs. King to adjourn to Executive Session. So voted 6-0. A motion was made by Ms. Wedge and seconded by Mrs. Levesque to adjourn the Executive Session. So voted 7-0. No motions made and no votes taken during the Executive Session. A motion was made by Ms. Wedge and seconded by Mrs. Levesque to seal the minutes of the Executive Session. So voted 7-0.
- SUPERINTENDENT'S REPORT:** Dr. Lusi reported that she attended a meeting of the Northeast Superintendents' Leadership council Advisory Board on Thursday evening and Friday. They worked on planning their spring conference, using some of the same trainers/presenters as the Superintendents' Leadership seminar that she attends here in Rhode Island. This is the work that they are using to bring school walk-throughs to the next level as a leadership team using the work being done at Harvard University and UConn regarding Instructional Rounds, so there is a nice coming together and reinforcement of the work from

these two groups. They will also be collaborating with the district of Narragansett as they work with their leadership team in this regard. Their first joint session with the Narragansett team is next week.

Dr. Lusi announced that she met with George Furbish, Vice Chair of the Portsmouth Arts and Culture Committee, last week. The committee is putting together a series of focus groups to explore the feasibility of a community center for the visual and performing arts for Portsmouth, and Dr. Lusi and some of our teachers have been invited to participate in one of the sessions.

Dr. Lusi announced that work plans for delivering on this year's objectives in our Strategic Plan have been submitted by our Administrative Leadership Team and are under review by her and Mrs. Jermain.

Dr. Lusi reported that she attended a meeting at RIDE today regarding our facilities plan and RIDE's Necessity of School Construction process. Mr. Buddemeyer will provide further information during his report.

Dr. Lusi announced that she will be attending the next meeting of the Aquidneck Island Advisory Group on Monday. She also announced that the Commissioner's visit to Portsmouth will take place on October 21<sup>st</sup> at Portsmouth High School.

Dr. Lusi stated that the auditors are currently working at the Town Hall and will be at Central Administration in early November.

Regarding H1N1, the Department of Health hopes to have a draft school immunization clinic schedule for us to review later this week. A final schedule should be provided to us next week. The clinics will be staffed by the Medical Reserve Corps, rather than our own staff. Dr. Lusi reminded everyone that the immunizations are voluntary, and parental consent must be provided before a student can be immunized.

- a) Teaching and Learning: Assistant Superintendent Jermain reported that she toured the Providence Technical Center last week. Their technology center has been an ongoing project for many years. They have electrician and contractors programs in the building now and will be expanding to plumbing, cosmetology, and hospitality in the very near future. She thanked the Facilities Director, Ramon Torres for taking the group on the tour last week. She was very impressed with the center. Mrs. Jermain stated that she has been working with EBEC, and they have set a tentative plan for revamping science curriculum in our schools so that it better matches GLEs and GSEs in the classroom. The planning for the work will begin in the spring of 2010 and the teacher training will start in September 2010. The new science curriculum will be fully implemented in the fall of 2011. Mrs. Jermain visited the URI Graduate School of Oceanography today, and she was able to see up-and-coming programs in our state- that included implementing

technology with oceanography and Dr. Robert Ballard. It is a global curriculum that will enable our students to work with scientists all over the world while they are in the field. It will give our students real world learning and experiences. She announced that our teachers are finishing up their technology trainings to help upgrade their new websites. Last week, she attended the PMS Unified Arts Open House, the first one they've had. It was very impressive and she is looking forward to the new programs such as robotics and technology and computers for all grade levels.

- a) Finance and Operations: No report.
- b) High School Liaison: Absent.

### 3. **SPOTLIGHT**

- a) **Health & Wellness – PMS Grade 8 Students.** A motion was made by Ms. Wedge to commend the following Grade 8 students for their exemplary leadership in promoting health and wellness for all students and the Portsmouth community: Andrew DelSanto, Andreas Evangelatos, Chrissy Hall, Peter Lowen, Megan Steen, and Zach Wyatt. Seconded by Mr. Buddemeyer. So voted 7-0.

### 4. **APPROVAL OF MINUTES**

Dr. Lusi stated that the September 22, 2009, minutes were being withdrawn from the agenda. A motion was made by Ms. Wedge and seconded by Mrs. Levesque to approve the minutes of the meetings held September 3, 2009; September 8, 2009; and October 1, 2009. Mrs. Perrotti requested a modification to the final recommendation of the Facilities Subcommittee in the September 8<sup>th</sup> minutes. She stated that the recommendation was actually to build a new elementary and add on to Melville. Mr. Buddemeyer stated that he will correct the presented material. He will do a Phase 1 presentation to the School Committee in preparation for a presentation to the Town Council. Mrs. Perrotti made a motion to amend the September 8<sup>th</sup> minutes to describe the face recommendations that were approved on a conceptual basis. Seconded by Mr. Buddemeyer. So voted 7-0. The September 3<sup>rd</sup> minutes were approved 7-0. The September 8<sup>th</sup> minutes were approved as amended 5-0-2. Ms. Wedge and Ms. Volpicelli abstained due to their absence from that meeting. The October 1<sup>st</sup> minutes were approved 6-0-1. Mrs. Perrotti abstained due to her absence from that meeting.

### 5. **CONSENT AGENDA**

- a) **Appt. – Social Studies Coordinator, PMS.** The Superintendent recommends adoption of the following resolution, "that the Committee affirms the Superintendent's appointment, Recommendation #1-10/09/09, to the position of Social Studies Coordinator at Portsmouth Middle School, effective September 30, 2009."

- b) **Appt. – Truant Officers.** The Superintendent recommends adoption of the following resolution, "that the Committee affirms the Superintendent's appointments, Recommendation #2-10/09/09, to the position of Truant Officer, effective October 14, 2009."
- c) **Appt. – Library Media Clerk, PHS.** The Superintendent recommends adoption of the following resolution, "that the Committee affirms the Superintendent's appointment, Recommendation #3-10/09/09, to the position of Library Media Clerk at Portsmouth High School, effective October 2, 2009."
- d) **Appt. – General School Aide, Melville.** The Superintendent recommends adoption of the following resolution, "that the Committee affirms the Superintendent's appointment, Recommendation #4-10/09/09, to the position of General School Aide at Melville School, effective September 23, 2009."
- c) **Approval of Requests for Permission to Home School.** The Superintendent recommends adoption of the following resolution, "that the Committee approves the requests to provide home schooling for the 2009-10 school year for students HS#21-10/09, as listed in the confidential memo dated October 7, 2009, in accordance with the provisions of R.I. Law 16-19-2."

A motion was made by Ms. Wedge and seconded by Mrs. Levesque to approve the Consent Agenda as presented. So voted 7-0. Dr. Lusi announced the appointment of Michelle Michno to the position of Social Studies Coordinator at Portsmouth Middle School; Mr. Goss and Mr. Arruda as Truant Officers (Mr. Goss will handle truancy/residency issues at PHS, and Mr. Arruda will handle them at PMS; they will split the elementary level.); Jacqueline Katz, to the Clerical B Library Media position at PHS; and Kimberly Owejin to the position of General School Aide at Melville School.

6. **PUBLIC COMMENT:** None.

7. **BUSINESS AGENDA**

- a) **Discussion/Approval of Prudence Island Lease.** Dr. Lusi stated that the Prudence Island School Foundation will lease the Prudence Island School building from the School Committee for \$1 per year for two years. The School Department maintains the insurance, but the Foundation is responsible for utilities, maintenance, etc. The Board of the Prudence Island Foundation voted on and approved the lease. A motion was made by Ms. Wedge and seconded by Mrs. Levesque to approve the lease. So voted 7-0.
- b) **Approval of Strategic Plan.** Mr. Carpender stated that Dr. Lusi gave a presentation on the Strategic Plan at the September 8<sup>th</sup> meeting. A motion was made by Ms. Wedge and seconded by Mrs. Levesque to approve the Strategic Plan. Much discussion took place. Mrs. Perrotti was concerned about not having measures in the plan. Mr. Carpender stated

that the Superintendent would keep the School Committee informed in her reports. Dr. Lusi stated that this is a plan on how to educate our students, not to how we evaluate them. She agrees that time needs to be spent on how we track the outcomes, but this plan is not the statement of the outcome; it is the statement of the objectives and work plans that need to be developed to get us there. The Strategic Plan was developed by 60+ community members, and Dr. Lusi doesn't feel she is authorized to make changes to it without going back to that group. Mrs. Perrotti stated that she hopes the School Committee evaluates the results. She wants to make sure the School Committee remains engaged. The plan was approved 4-3. Ms. Volpicelli, Mrs. King, and Mrs. Perrotti were opposed. Mrs. Perrotti felt that indicators and measures were lacking regarding what students know. Ms. Volpicelli and Ms. King stated that they should've abstained instead of opposing so they could have time do more research.

- c) **Acceptance of Equipment Donations to PHS Gym.** A motion was made by Ms. Wedge and seconded by Mrs. Levesque to accept the donation of equipment to the Portsmouth High School gym. So voted 7-0.
- d) **Bid Award – PHS Windows.** A motion was made by Ms. Wedge to award the alternate contract for window replacement at Portsmouth High School in the amount of \$57,144 to Martone Service Company to complete north and south window openings in the courtyard. Seconded by Mrs. Levesque. So voted 7-0.
- e) **Field Trip Request.** A field trip request to the New Orleans for an humanitarian effort was requested by high school teacher, Kimberly Cunningham. Last year, Ms. Cunningham took students to the Dominican Republic for the same purpose. She and another chaperone will be taking 10 students on this trip. They plan to do a daily blog, as well as Skype sessions, and one student will be making a documentary. They are hoping to have an awareness night when they return from the trip. A motion was made by Ms. Wedge and seconded by Mrs. Levesque to approve the field trip request. So voted 7-0.
- f) **Health & Wellness Presentation.** Ms. Karin Wetherall of Kids First gave a presentation on health and wellness. Ms. Wetherall has worked with Mrs. Jermain on our Health and Wellness Committee. Mrs. Jermain stated that we are trying to implement programs that show that we are making subtle changes in our cultures.
- g) **Approval of Policy #3470 – Records Retention and Destruction, 1<sup>st</sup> Reading.** A motion was made by Ms. Wedge and seconded by Mrs. Levesque to approve proposed Policy #3470, Records Retention and Destruction, as a first reading. Rose Muller stated that this policy was created because we need to comply with the state's regulations on destroying records properly. So voted 7-0.

- h) **Approval of Policy #8050 – Minutes of Meetings of School Committee, 1<sup>st</sup> Reading.** A motion was made by Ms. Wedge and seconded by Mrs. Levesque to approve proposed Policy #8050, Minutes of Meetings of School Committee, as a first reading. Mr. Carpender stated that at the last meeting, there was a discussion regarding whether or not something could be added to the record of a previous meeting. Mrs. Perrotti brought the law to our attention, specifically regarding what is relevant to the minutes. Our current minutes are so copious that it takes a lot of time for Mrs. Cofield to finalize them and have Dr. Lusi review them. Attorney Updegrave was consulted, and he indicated that what is legally required in the minutes are the date, time, place, School Committee members attending, record of votes taken by individual members, and any other relevant information. The proposed policy sets a process for doing that. The process is that at a given meeting, if there is something on the agenda that someone wants to add, they need to make it known at that meeting that you have to add an addendum to the minutes. The information should be presented by the member in a written form, name clearly identified. Mr. Carpender stated that he would entertain a motion to approve the proposed policy as a first reading and waive the second reading. Mr. Buddemeyer made a motion to amend the prior motion and adopt this policy as a first reading and waive the second reading. Seconded by Ms. Wedge. Mrs. Perrotti made a motion to table the vote on the policy to the next regularly scheduled School Committee meeting. Seconded by Ms. King. The motion failed 3-4. Mrs. Perrotti, Ms. Volpicelli, and Mrs. King were in favor of the motion. Mrs. Perrotti questioned the proposed policy and asked that the first reading not be waived so that there would be more time to look into any questions. Much discussion took place. Out of an abundance of caution, Mr. Carpender asked Mr. Buddemeyer to consider withdrawing his amendment. Mr. Buddemeyer withdrew his amendment. The vote on the main motion passed 6-1. Mrs. Perrotti was opposed.
- i) **Removal of Job Descriptions from Policy Book.** A motion was made by Ms. Wedge and seconded by Mrs. Levesque to approve the removal of Policies 2121, 2123, 2140, 2160, 2211, 2221, and 2222 from the Policy Book, as job descriptions do not belong in policy. Mr. Carpender explained that these policies are job descriptions, which change frequently, and should not be part of the Policy Book because every time there is a change, it would have to come back to the Policy Subcommittee. They should not be a part of the policy book. Mrs. Perrotti inquired about the job descriptions and the School Committee's role. Dr. Lusi stated that if a new position was created or a change to the table of organization was being proposed, we would either bring a table of organization forward to the School Committee, or as we've done in the past, the Committee would approve the addition of that position as part of the budget process. Dr. Lusi explained that the table of organization is really about position control, and Policy 2100 remains that when a position is added, the School Committee provides the broad parameters of that job. That policy is not being changed. Mr. Carpender stated that job descriptions are an HR function. The job descriptions are not going away; they are simply being removed from the Policy Book. So voted 7-0.

## 8. SUBCOMMITTEE AGENDA

- a) **Facilities.** Mr. Buddemeyer stated that they met with RIDE today to discuss next steps and seek guidance. Phase 1 presentation, show your work type of stuff of what we've done up to this point. We sent a letter of interest to RIDE today. The Phase 1 presentation will be the detailed need and justify dollar figures. RGB is not charging us for their services.
- b) **Finance.** No report.
- c) **Health and Wellness.** Ms. Volpicelli reported that the first Health and Wellness Committee meeting was held on Monday, October 5<sup>th</sup>, at the Administration Building. The subcommittee is seeking parent representation from PHS, Melville, Hathaway, and PMS. Colleen Jermain will let the principals know at their next meeting, as well as search through their listservs to find a representative. It was decided that the meetings would be held on Mondays from 6:00 – 7:00 PM at the Administration Building on the following dates: December 7, March 1, and May 3 (at which time the School Committee report and draft will be ready). There was a long list of accomplishments from the previous year. The subcommittee congratulated each other on all the positive gains in getting healthy eating habits and more activity into our school days and home, especially with the elementary calendars and healthy activity charts that are sent home. The subcommittee also agreed that Mrs. Jermain would work with Rose Muller from IT and Cathy Nash to post our minutes on a Portsmouth School Department Health and Wellness website. Schools would be able to post activities and events there as well. The subcommittee also agreed to allow the minutes from our meetings to be posted on the Healthy Kids website. Updates and follow-ups were given on the following:
  - Meeting with the PTOs and health and wellness re-sources and options for fundraising other than food was discussed. Members of the group will approach their PTOs to set up a date for Ms. Wetherill's group to meet with them. Regarding the 8<sup>th</sup> graders who gave their presentation this evening, Mrs. Jermain mentioned that if they would like to continue their ambassador role to promote good eating habits and the importance of activity and healthy eating, she will try to find a way to allow these students to take the "show on the road" to the elementary students.
  - Changing Culture/Habits: It was discussed whether members should meet with building principals to discuss ways to change culture/habits on bringing so many desserts/cakes, etc., to school for student birthdays. Different alternatives were discussed, such as having an extra 10 minutes of recess per month; announcing the birthday recipients in a special announcement in lieu of food; allowing the students to share a special activity over the intercom; having a special healthy lunch with the principal during the birthday week. It is felt that these changes could help some of

- the culture. The subcommittee agreed to discuss and work on this in their buildings, also stating they wanted teachers to help with not using food as a reward.
- The Two Angry Moms project has been set for early November. It will be viewed on Thursday, November 5<sup>th</sup>, at 6:00 PM, in the Little Theatre at Portsmouth Middle School. As mentioned in her last report, this is a powerful documentary focusing on school lunches and how two mothers took action to implement improvement. It also shows the restrictions the food service providers are under and the challenges they meet while trying to work with schools and communities. Admission is free, and Committee member Judy Hestnes will try to get some local farmers to set up some tables to share more resources and information.
  - Focus groups at Portsmouth Middle and High Schools, led by Chartwells nutritionists Linda Benedetti and Nancy Roberts are being formed to speak to students that participate in lunch programs in their schools and those who do not. They will interview students on what is working and what is not. Now that regulations require 100 percent whole wheat, they are having some challenges with the younger students to eat darker breads. They will continue to work on this.
  - Farm to School-Chartwells: Ms. Benedetti and Ms. Roberts went to farms last spring and met with farmers to see if they could plant the foods they wanted for the fall. They will be able to assist, and soon the harvest will be happening.
  - The subcommittee celebrated Hathaway School's big success of being promoted by Healthy Kids on their website. They have been celebrated as an example of great activities and community spirit in areas of health and service.

The next meeting of the Health and Wellness subcommittee will be held on Monday, December 7<sup>th</sup>, at 6:00 PM, at the Administration Building.

- d) **Policy.** Ms. Wedge stated that a meeting soon to continue reviewing the policy book would be scheduled in the near future.

A motion was made by Ms. Wedge and seconded by Mrs. King to adjourn the meeting. So voted 7-0. The meeting adjourned at 9:44 PM.

Respectfully submitted:

Patti Cofield  
Recording Secretary for:

Mrs. Marjorie Levesque, Clerk