

MINUTES
WOONSOCKET SCHOOL COMMITTEE
SPECIAL COMMITTEE MEETING
MONDAY, JUNE 18, 2012
2:00 P.M. - OPEN SESSION
McFee Administration Building
1st Floor Conference Room
108 High Street, Woonsocket, RI 02895

Call to Order by Anita McGuire-Forcier

Roll Call:	Anita McGuire-Forcier, Chairwoman	Present
	Vimala Phongsavanh	Present
	Christopher Roberts	Present
	John Donlon	Present
	Eleanor Nadeau	Present

OLD BUSINESS:

1. Discussion/Vote of the Organizational Chart - A. McGuire-Forcier, G. Donoyan

G. Donoyan handed out a copy of the organizational chart. A. McGuire-Forcier said with all the changes being made, she wanted to make sure it did not affect the organizational chart. She noticed that the instructional coaches are still on the chart which that has changed and possibly the instructional leaders will change if we adopt this budget. G. Donoyan said when she first started here she realized that the organization of the system was really fractured. It was in her best interest that she presents to the Committee an organizational chart that would bring this district forward and align it with the best practice possible. As we get clearance from RIDE relative to the CRP then we can go back and update the organizational chart but for the time being this chart should stay. We do not change the organization to merit the budget. The first step is the budget and then we make changes. V. Phongsavanh asked G. Donoyan if she had implemented the chart or if she is working from Dr. Gerardi's chart. G. Donoyan said it is not even that. V. Phongsavanh said there is no direction right now. V. Phongsavanh asked G. Donoyan if she sees a lot of changes or is this pretty much solid. G. Donoyan stated when we go forward with our budget and if we start merging with the city you will see changes. We will form a landscape of what we need at the basic level and grow from there. V. Phongsavanh stated that as we go through this, the strategic plan will also have a lot to do with this. E. Nadeau asked if the Executive Director of Teaching and Learning is a new position. G. Donoyan stated that position is actually the deputy superintendent. E. Nadeau said if you eliminate the deputy then this position goes away too. G. Donoyan said yes, we have the strategic plan we have to deal with, the recommendations from the Budget Commission, and we have budgetary problems and issues; when all the dust settles, there will be changes and safer to look at the landscape.

A.McGuire-Forcier said this was a discussion so no vote is needed at this time.

2. Discussion/Vote to renew the Director of Instruction and Administration Contract – A. McGuire-Forcier

A.McGuire-Forcier stated that this will be tabled until the next meeting because R. Ackerman is in court and he is working on the contract.

Motion to table: E. Nadeau 2nd: V. Phongsavanh Roll Call Vote: 5 Yes

3. Discussion/Vote to repost for a Finance Director and/or Controller – G. Donoyan

G. Donoyan stated she submitted a name for recommendation for a Finance Director/Controller at the last School Committee meeting. In the interim, we also posted for the finance director position and received about 4 to 5 applicants; only 1 was qualified who is a retired finance director from Massachusetts. The posting ended Friday and today is Monday. The Budget Commission wants us to have a strong controller; they are not sure if it should be a controller/director position. This person not only has to know accounting and controller work but also has to navigate some of the high end analysis that she needs relative to the budget and dealing with Tom Bruce and the State, etc. When someone asks about cost analysis, benefit analysis, she needs to refer to a director not just a controller. She had to submit to the Committee for recommendation a position that was a 60/40 split and the Budget Commission does not like this; they want a controller. She spoke to the person and he is willing to come back to discuss the controller position and would still recommend him for the position of controller alone. She wants the Committee to know that she will be without a director of finance and although she has been criticized that she should know more because she has a finance background and a MBA, she is not in a position to be everything and needs a director of finance. She recommends that we revisit this individual in the capacity of a controller with salary and make a motion on your end that the district requires someone to be a director of finance. E. Nadeau said the Budget Commission said you need a controller; are they saying you need a finance director. G. Donoyan said no; they are saying as an emergency we need a controller. E. Nadeau asked if you should go and advertise for a finance director knowing that you may not have one. G. Donoyan said we do have someone that has applied and thinks that the School Committee could say this person could be our controller/finance director and thinks this is important.

E. Nadeau said if you post for a finance director they might not want to do a controller as well. C. Roberts said they voted last week to advertise for the controller position. G. Donoyan said she did not advertise for the controller position yet because she was waiting for what you think when we have someone ready to start. C. Roberts asked what are you proposing as a salary. G. Donoyan said it was negotiated at \$89,000 because that person would be at the same level as a principal and other directors. C. Roberts said he would not pay \$90,000 for a controller and if we were to hire the controller, he wants someone with an accounting degree. What we have is someone with a degree in organizational behavior or something like that. He will not approach the Budget Commission saying this is the right person to be the controller at that salary and based on qualifications. J. Donlon asked if the Budget Commission has given us a time table of when they want a controller in position. G. Donoyan said they wanted one yesterday, months ago. C. Roberts says he would like to leave this position vacant for another couple of weeks rather than just picking someone. G. Donoyan said she cannot do this because she has to respect the people that were on the interviewing committee; there were 11 people on that committee. E. Nadeau said we are not going to pay the controller that kind of money, correct. G. Donoyan said no. E. Nadeau said the candidate may back out when he finds out that the position is no longer a hybrid position and only the controller position and the salary is different. G. Donoyan said yes and without a finance director, the burden of the financial analysis, everything falls on her shoulders. C. Roberts said he agrees but he feels we are just putting a live body into that position. V. Phongsavanh said she and A. McGuire-Forcier were part of the committee; he was one of the top three that they wanted; a lot of credentials and success in his previous position; do not want to go through this process again because it has been 2 to 3 months since we interviewed; we do need a body in that position; he is qualified. C. Roberts said someone with no accounting degrees is qualified to run an \$80M business; this is a yes or no answer. G. Donoyan said she graduated with people who had accounting degrees and could not even balance their checkbooks but this gentleman has years of experience in the capacity of controller/director of educational related business. C. Roberts said he does not support this person and said we have \$100,000 for a director and \$50,000 for a controller. We pay this person around \$90,000 is it guaranteed that we will not need a director. A. McGuire-Forcier said we want to leave that position open because we are trying to merge with the City. How are we going to merge if we get our own director and own controller; where will be the savings. C. Roberts asked what if we do not merge because the Budget Commission said it is not definite and then the Superintendent wants a finance director. Are you going to pay that person only \$60,000 to round out that \$150,000 or do we need to create another \$60,000 to round out that \$110,000. A. McGuire-Forcier said if we merge then we are correct and if we do not merge then you are correct. C. Roberts said this will leave the Committee looking for \$60,000 and he will not do this. G. Donoyan said that it is very possible that there will be some consolidation out of this Budget Commission. Understand that there will be a finance director whether it is on the municipal side that would be reporting to the Mayor and the Superintendent and she still needs someone that we all can rely on to give her financial analyses and financial data.

V. Phongsavanh said that this person is a certified business administrator in Connecticut so there is some kind of certification. K. Lombardo said on the website it specifies what courses they have to have taken and also worked in a school setting. G. Donoyan said that Carolyn Dias from RIDE will help with the certification which means if he had a valid certification in another state, they look at this and value this. A. McGuire-Forcier stated that Tom Bruce was also on the interview committee and was fine with the 3 people we sent forward to the Superintendent because he will also have to work with this person. Is there a way that we can forward his information to the Budget Commission without them saying his name and interview him before we offer him this position. G. Donoyan said she sent them a confidential letter asking them what you just suggested. J. Donlon suggests turning this over to the Budget Commission. A. McGuire-Forcier said they will meet again on Thursday and they can also advise us if they want him as only a controller; they can help guide us through this. A. McGuire-Forcier stated to C. Roberts that many of the people you are talking about sat here on the committee and did like him so she does not know what they are saying after the fact nor does she care. V. Phongsavanh said they should not be doing this and it is a confidential matter. G. Donoyan said this ship has sunk; we cannot wait any longer; we have schools that we need to open; she is recommending someone for your recommendation and then your recommendation will go forward to the Budget Commission. C. Roberts stated he agrees that we need someone yesterday but will not vote to make this recommendation because he does not feel this is the right person. If we have to pay \$500 to post in the Boston Globe then that is what we should be doing. G. Donoyan said are you asking to give this another week and place an ad in the Boston market. K. Lombardo said it goes to monster.com which is the same thing that happens with the Providence Journal and we spent \$300 already; it is all online. J. Donlon asked what is the salary for the controller. G. Donoyan said it is based on qualifications and experience, \$50,000 to \$60,000. J. Donlon said to offer that and see what happens; he takes it or he does not.

A. McGuire-Forcier recommends to bring forward to the Budget Commission so they can interview him and if we need to repost, then we repost. G. Donoyan asked K. Lombardo if we could post on School Spring the position for a finance director, controller and an executive finance director. K. Lombardo said yes but she will need the job description for the controller. G. Donoyan recommendation stands to approve the gentleman she has identified to bring forward to the Budget Commission for their interview. C. Roberts asked if she will attach the salary. G. Donoyan said she did this in the confidential letter. G. Donoyan will bring forward to the Budget Commission that we will repost Finance Director and/or Controller based on their decision of a candidate. G. Donoyan stated that she has told the Budget Commission that she is forwarding a name for School Committee approval for the position of 60/40 Finance Director/Controller position; the Committee tabled this at the last meeting. Discussion was made that the position we were recommending him for was not actually the position that was advertised. C. Roberts said we voted to advertise for the controller position and R. Ackerman stopped the other line item for this same reason. A. McGuire-Forcier said you are correct and now we will need to have another special meeting before we bring this to the Budget Commission. G. Donoyan stated that you should vote on the reposting of both of those positions. C. Roberts asked what is the normal length of time you post something. K. Lombardo said two weeks.

Motion to repost the Finance Director position and the Controller position: C. Roberts

2nd: A. McGuire-Forcier

Discussion: G. Donoyan stated that the Budget Commission is requesting a substantial amount of financial data from us and it is her responsibility to give them this and without someone here, there is no way that anyone can get this information out. C. Roberts stated that if you told us that we need Cayer Caccia for a couple of weeks for \$5000 then we should because they can do 20 items out of the 30 that are on the list. G. Donoyan said she has Chris Chamberland on the city side to do a lot of work. She is getting someone in to do some work but we do not have leadership in that department. G. Donoyan suggested to vote for the two positions for only one week. C. Roberts wants to see this in another paper; why are we putting this back in the exact same spot. E. Nadeau said if you are looking for a job in education that is where you go. If you are a finance person who is not familiar with education and federal guidelines then you cannot do this job.

Motion to repost the Finance Director position and the Controller position for one week only on School Spring: C. Roberts
2nd: A. McGuire-Forcier **Roll Call Vote: 5 Yes**

4. Discussion/Vote of the WED's CRP – A. McGuire-Forcier, G. Donoyan, L. Filomeno

E. Nadeau asked why do we have to vote on this because we never did before. A. McGuire-Forcier said we are voting on the positions and now we are putting it all together because the Budget Commission said we had to. E. Nadeau said RIDE has to approve these positions. A. McGuire-Forcier stated it comes to us then the Budget Commission then RIDE. G. Donoyan said it goes to RIDE regardless whether or not you approve it. E. Nadeau said we are not in charge of this RIDE is in charge of this and the Budget Commission cannot do anything about this because this is our federal funds. A. McGuire-Forcier said we have to approve every position whether it is federal or not. E. Nadeau asked if the CRP is at RIDE now. L. Filomeno said no, not at this time. E. Nadeau asked what does the Budget Commission know about positions in our federal positions. A. McGuire-Forcier said we have to approve or not approve and now we have another step which is to bring forward to the Budget Commission. E. Nadeau said how can they say we have to get rid of this position when they don't know that. G. Donoyan said what generally happens is that there is a grant individual who takes care of all the CRP who works hand in hand with all of the directors, principals, and superintendent to make sure everything that is put into that budget is verifiable by the tenets of the federal guidelines. Certain individuals here have taken the lead on certain programs and the Committee never received the full scope of the positions or the programs but the safety net was that this has to go through the specialists at RIDE who say this educational program is valid and then the next step is the fiscal review and they say we projected the cost out correctly. The Committee can say that they do not want reading teachers but we as the educational experts, because you hired us to tell you how to run the school effectively, can tell you what we need to go forward to meet the needs of children. L. Filomeno did a short presentation of the CRP.

C. Roberts asked if these numbers are 100% and not subject to change at this point. L. Filomeno said these are the numbers for this year that we were given to work with at this time. Later in the year they will do more calculations, figure out if we have other unspent money, they will roll that in, and that is the amendment. We are able to do an amendment to this when they propose that, which is sometime in November or in January; they do open up an amendment window. C. Roberts said the number could only possibly go up and the allocation cannot decrease. L. Filomeno said yes based upon what RIDE has told us. L. Filomeno pointed out that there have been two major changes for FY13. One of the major changes is that the WMS will become a Title I School for FY13 because the poverty level has increased. The second major change is that we eliminated the K-12 Instructional Leaders to provide more direct services to students and increased emphasis on technology.

L. Filomeno said the Instructional Leaders were hired for the first time under a previous administration. Administration decided that the Instructional Leader salaries will be no more than 80% under Title II because 20% of the work they do is administrative. The 80% was professional development and that is how we submitted this to RIDE. There was a question given that the Instructional Leaders were largely becoming part of the evaluation system which having the Instructional Leader doing evaluation is supplanting. This year we were able to justify that it was not supplanting because it was a baseline year and were able to determine the needs of professional development to the district so we were able to justify the use of the Instructional Leaders that way. Going forward, they can no longer be used to do evaluations. C. Roberts asked who will be doing these evaluations. L. Filomeno said the principals will have to determine with the union on how this will get done. We can use peer evaluators to some extent. Woonsocket has not used peer evaluators to that extent; we have largely used administrators as evaluators and peer evaluators have been going in as partners with principals to address professional development needs, etc. G. Donoyan said these evaluators have gone through an extremely strenuous evaluation training process to make sure that everyone had the exact same mindset and that there isn't favoritism. A. McGuire-Forcier said who will teach their class when they are evaluating, more subs. G. Donoyan stated that RIDE has offered us through Race to the Top funding money to cover for substitutes. A. McGuire-Forcier stated that every time you put a substitute in a class you are moving the children back. She said if each evaluator had 30 evaluations then that would be 30 classes the students will have a substitute. L. Filomeno said it would not come to that because the principals are doing or will have to do the main evaluations and peers used for appeals.

A. McGuire-Forcier said the principals will be doing all the evaluations and peers will only be used for the appeals. They are going to do all this on their own and still do discipline and everything else because that is a lot of evaluations. G. Donoyan said that is the responsibility of a principal. There has been a significant amount of discussion with the unions. We have been applauded by the AFT and the RIDE for being one of the only urban districts that do it the right way. We have teachers involved, we have peer reviewers, we have money set aside for training, and we have evaluation teams. A. McGuire-Forcier said RIDE is saying that we have the best urban district and we have Instructional Leaders. Do the other districts have them. L. Filomeno said no.

A. McGuire-Forcier stated that the Instructional Leaders took care of all their departments. L. Filomeno said we won't be able to do that if we keep them under Title II. G. Donoyan stated that the Instructional Leaders were not the only ones who were doing evaluations. Our principals and assistant principals have done an enormous amount of work on their end. A. McGuire-Forcier said she knows this but if we eliminate them will the principals be able to handle this and everything else. She would like to hear from a principal and not the union; seems like an awfully big task and that is why Dr. Gerardi created them. G. Donoyan said Instructional Leaders have absorbed authorities of principals as well and they should have contracts and certifications to be principals and many do not. We want to realign the district to do the right thing. The Instructional Leaders have done a wonderful job in filling in the gaps but there has been oversight, they have not completed all of the work that was very much necessary under curriculum; they did a lot of evaluations but the work they do now does not fall under the guidance and the responsibilities of Title II. A. McGuire-Forcier said the STEM Coordinator does. G. Donoyan said yes. A. McGuire-Forcier asked if we can buy supplies under this. L. Filomeno said yes as long as it is not supplanting.

C. Roberts asked if you bring this number down to zero or is there a certain amount of carryover that is allowed in the budget. L. Filomeno stated that you can do either. You cannot carryover more than 15% in Title I, Title II does not have a cap nor does Title III but you have to have expended all of the money within 27 months of its first allocation. You do not want to have a large amount of carryover in this year's budget because you are putting yourself in danger of not spending all of the money that you had to spend from before. One of the issues with all day kindergarten is that we used to put all day kindergarten in Title I because you are only required to do a half day kindergarten. The danger is once the WMS hits 75% poverty we will not have enough money to support all day kindergarten and that is why we left it as half day kindergarten. C. Roberts asked what was the actual cost for all day kindergarten because the interesting fact is that it takes a year for state aid to catch up. If Title I could cover full day kindergarten for next year and the WMS goes Title I you take that money out but the increase in state aid has now come in to back fill what was Title I. L. Filomeno said the other problem with this is that the 2 highest poverty schools do not have kindergarten and we have to give them their proportionate share. G. Donoyan said you can go to www.eride.ri.gov and look at not only ours but you can compare ours to any other urbans. This year's is not there at this time. C. Roberts asked what do you use to calculate fringe, what is your formula. L. Filomeno stated she gets the fringe numbers from the business office and for stipend positions we use 8.33%.

G. Donoyan said there are specific requirements under the IDEA. Some of them are called Response to Intervention (RTI); there is a certain percentage of money that is required to be set aside for early intervention. L. Filomeno said one difference between IDEA and the other Titles is that you can use it for excess costs. For example, the preschool position and the specialized program at Globe Park, you can put those in IDEA because they were excess costs for that year. We cannot put that in IDEA for next year because we know those kids are here now so they go into local funds. C. Roberts said if we budgeted in the local budget \$4M out of district and this ended up costing us \$4.3M and we have \$300,000 in reserve here, we are allowed to use it. G. Donoyan said yes. L. Filomeno said we have to be careful in where we are taking that money. C. Roberts asked what does the Administrator of Alternate Learning do. L. Filomeno stated that is a position that runs the alternate program at the WHS which keeps us from sending kids out of district which would cost us an enormous amount of money to send those kids out. G. Donoyan stated that is like the FACTS and FOCUS program for the children that come back from the training schools; this is a program that helps them move back into the school. C. Roberts asked how many classrooms do we have. L. Filomeno said four classrooms by subject area. C. Roberts said this person makes \$90,000 and only in charge of four classes. G. Donoyan stated it is not only that, this person is in charge of going to training centers, a liaison with DCYF, and the police; there is a lot of addition work to this position. L. Filomeno said if that position did not exist and we did not have this program, those students would be out of district placements that would cost us \$50,000 to \$70,000 per student. C. Roberts said we have a Special Education Director and Asst. Special Education Director so what is below that. L. Filomeno said there are two coordinators, one for elementary and one for secondary. J. Partington said the Administrator of Alternate Learning saves this district approximately \$1M a year, probably even more, and what she does and the type of student she is to handle and does well would cost us a tremendous amount of money if that particular person wasn't in that particular spot; she is excellent and he cannot say enough about her.

A. McGuire-Forcier said while we are talking about IDEA, last year we were paying half of the Assistant Director of Special Education salary and this year we want to do all of that salary, won't this be supplanting because this position has already existed. L. Filomeno believes that there is a determination that this is an excess cost. G. Donoyan said we use the reserve and went into excess costs, part of the UCOA, and we were allowed to do this. L. Filomeno said we may be told that we are not allowed to do this but C. Lerner did call to find out if it is allowable and because there was the potential of eliminating the position all together if we didn't put it into IDEA. If you eliminate the position you can bring them back by putting them in the grant. G. Donoyan said in each one of the Title accounts there is a certain allocation for reserve of sorts of indirect costs. The indirect cost percentages are calculated by RIDE based on the information we provide through UCOA about our expenses, our overhead. We can use, for example, 10% of whatever the allocation is and put it in the indirect cost. We can use that to offset some of our utility bills, heating, etc; it has been used for the overhead, maybe we could put the \$14,000 in miscellaneous. She asked L. Filomeno to check on this.

J. Donlon said when a child is at the training school, do we pay any portion of their education. A. McGuire-Forcier stated not yet but they do want to push that through the State House. J. Donlon said most of them obtained their GED by the time they get out but a lot have not. The ones that did not obtain their GED and are 16 or older, do we still have educate them back into the public schools. G. Donoyan said yes, until they are 18 years old. She said if he/she is 16 and working at a 7th grade level because of his/her age appropriateness, we would place at the WHS and offer all the support systems.

A. McGuire-Forcier said on some of these positions, example Instructional Leaders, show up on our budget which will need to be removed, correct. G. Donoyan said that is correct. She said some of these positions will still be listed on the CRP and the budget because a certain amount of salary is paid through federal and a certain amount through local. A. McGuire-Forcier asked if the kindergarten paraprofessionals were left in the CRP. L. Filomeno said the reason they were not listed the first time was because she was not sure if we were doing full day kindergarten; if we were going to do full day kindergarten we were going to eliminate the paraprofessionals. A. McGuire-Forcier asked if the parent liaison is a teacher taking this position. L. Filomeno said no, that position is below a teacher. A. McGuire-Forcier said we pay this person \$60,000. L. Filomeno said it includes their fringe. We have a position that currently exists for the ESL program and she uses those same numbers for this position. The requirements of that person, which is specific to RI General Law 16-54, has a bachelor's degree. C. Roberts said that this could be paid to an independent contractor where we do not have to pay for benefits. G. Donoyan said you could do that but you would need to find someone to be an independent contractor. Her experience with independent contractors is that they do not do everything you want them to do. L. Filomeno said the other part of this particular position is that you have show in Title I that you have direct parent involvement; this is a major piece in Title I. V. Phongsavanh asked if we use this person as an interpreter. L. Filomeno said most likely not, we could in extreme cases of emergencies. This person would be to involve parents in the education of their children. A. McGuire-Forcier said she is not a big supporter of eliminating guidance counselors/social workers at the elementary schools; we have major needs for this. L. Filomeno said we are not eliminating the social workers. One of the people in that group is a .6 in Title I and .4 in local budget. Her entire salary will now go to the local budget but she can now be Medicaid reimbursed. She cannot be Medicaid reimbursed while she is in the grant. We will have social workers in our schools that are attached to special education in our elementary schools. G. Donoyan said we had to eliminate something in order to meet the needs at the middle school. A. McGuire-Forcier stated that you cannot neglect the elementary children considering that we have the highest child abuse rates; those counselors are very busy at these schools; who will take care of these children. G. Donoyan said we needed to find the money to support the WMS needs. A. McGuire-Forcier stated that this still shows that we have extra money. G. Donoyan said we are still working on this. A. McGuire-Forcier asked what would take up their \$378,000. L. Filomeno stated the WMS. C. Roberts asked what teachers. L. Filomeno said reading teachers and behavior intervention specialist; the guidance counselor certified person at the WMS that would be able to work with the behaviors. C. Roberts stated we have 10 reading specialists, are they all different steps. L. Filomeno said yes but most are at top step.

A. McGuire-Forcier said they cannot vote on this without the most recent changes, an updated copy. L. Filomeno said if she knows what she is being asked to put in there, then she can advise us whether it is supplanting or not and whether there is money in there or not; what do you want to put in here. A. McGuire-Forcier said she would like to keep whatever we can for counselors; personally could live without an Assistant Director of Special Education but you were able to put the salary in Title money. G. Donoyan said that position keeps us from having so many out of district placements and takes care of an overload of legal issues. A. McGuire-Forcier stated that the audit said we really need to look at our special education department and you are saying every position is definitely needed. You have to remember that we are looking at Caruolo this year at a minimum. If all these positions are approved and come November you look at this again, can you eliminate these positions. G. Donoyan said there is a period of time called the amendment window and a prudent school department will always try to keep a little bit of that money unallocated because you never know what is going to happen. We can take that money for a needed position or use toward supplies and materials, etc. She thinks that the next two years that every decision will be an isolated instance because things are going to change, the landscape is new and we will have to justify it. She foresees asking for additional positions because there may be additional needs coming this way. We now have a baseline of what it costs to run this district right now. A. McGuire-Forcier stated that we need to take some of these positions out of the budget before we bring forward to the Budget Commission. G. Donoyan said David Eaton from the Budget Commission is working with Dina Dutremble to go through some of these issues. G. Donoyan said to L. Filomeno to put the educational purposes we talked about before is what she would like her to put in there and then bring forward to the School Committee. V. Phongsavanh thanked L. Filomeno for the presentation. G. Donoyan said L. Filomeno did a significant amount of work. A. McGuire-Forcier asked if she would have a line item for each of these supplies. L. Filomeno said yes.

No vote was taken at this time.

5. Discussion/Vote to recall Teachers on Layoff – G. Donoyan

G. Donoyan stated she is submitting to School Committee for consideration requests for recalls for the teachers on layoffs. The Budget Commission has given us a tentative approval to recall 63 teachers based on your recommendation to recall them. Timing is an issue in order to avoid unbudgeted unemployment. What you have is the normal rescission recall list for specific needed positions and they are in the budget. On the personnel recommendation list there are 3 individuals that should be tabled at this time because their approval is pending grant funding. C. Roberts asked what is the time limit to get the CRP back. G. Donoyan said as soon as she submits the CRP to RIDE and the Budget Commission, she will request that Ms. Gallogly, Director of Revenue, instruct the RIDE to put us in the front of the queue so we can speed up the process. C. Roberts said R. Ackerman has stated the additional items will have to be 100% defensible if we land up in Caruolo and he suggested that we hold off on approving those until the CRP has been approved. A. McGuire-Forcier stated that we cannot wait for the CRP because if we do not recall then they hit the unemployment which hits our budget. C. Roberts asked what if RIDE comes back and says we cannot use Title money for the Assistant Director of Special Education, we just inherited that person in local. K. Lombardo said she has been grant funded before and L. Filomeno is looking into the additional portion going into the grant and C. Lerner has already done a preliminary check with RIDE.

G. Donoyan said this is a preliminary caution if we remove these 3 people; will they collect unemployment, they probably would because there will be a time between when they actually get approved.

Motion to approve the recall list with the exception of the 3 people identified on the list: J. Donlon
2nd: E. Nadeau Roll Call Vote: 5 Yes

At this time the Committee took the agenda out of order because the bus contract goes along with the budget.

7. Discussion/Vote to renew Bus Contract – P. Fontaine

P. Fontaine said that everyone knows that we owe Durham a fortune; we have not paid them; they have been great with continuing services. Their current contract expires on June 30th. In the original bid that he has handed out, they have included option years for 2012-2013 and 2013-2014. Early in the spring, P. Fontaine and the sub finance committee discussed to pick up the option for at least the first year and then chose not to go out to bid. This Committee has never officially voted to pick up this option as of yet and he is asking to do this now because if we do not do this, we do not have any bus contract with anybody starting July 1st. Having said this, Durham has given us some caveats; one is to start paying in advance and wants full payment of previous balances. What P. Fontaine is asking the Committee tonight is to vote for the option so we can go back to Durham and say we have voted to pick up the option and we need to negotiate with them in regards to payment. At the last Budget Commission meeting, Dina Dutremble brought up the fact that we need to start paying and thinks it was mentioned that it was \$40,000 a week until paid off. He has been discussing this daily with Durham to continue our relationship and they will not accept a payment of \$40,000 a week for 22 weeks. If you do not take an official vote to keep our option open (not with the caveats), we have no bussing for next year and too late to go out to bid. Therefore, he is asking for a motion to pick up just the first option only this evening so he can continue to negotiate.

Motion to approve to give P. Fontaine permission to negotiate with Durham regarding one optional year: V. Phongsavanh
2nd: J. Donlon

Discussion: C. Roberts said that Durham agreed to have bus monitors come off if that legislation was changed at our discretion as long as we talked about the Smart Bus Live that had the cameras. They were willing to let us have the cameras on which would automatically ticket people who go through and would also be a potential revenue stream. A. McGuire-Forcier asked how is it a revenue stream. P. Fontaine said that the city gets a portion of the money and so does WED. A. McGuire-Forcier said Smart Bus buys these cameras, put them on the bus, and sends the fines to our city. How do they make out? P. Fontaine said they get 70% of the fines and then the city and WED gets a percentage. A. McGuire-Forcier asked if he is asking for approval of this now. P. Fontaine said it is only part of the discussion. He is only looking for approval to go forward regarding one optional year.

Motion to approve to give P. Fontaine permission to negotiate with Durham regarding one optional year: V. Phongsavanh
2nd: J. Donlon Roll Call Vote: 5 Yes

6. Discussion/Vote to Adopt the FY 2013 School Budget – 2nd Passage – A. McGuire-Forcier, G. Donoyan

G. Donoyan said the budget you have presented and is before you today and as we discussed before during those many hours at workshops, is our best attempt to show what it costs to run this district; as you know we employed B&E Consultants. We not only went through this line by line but we also looked at the entire budget for reasonableness. We all agreed that there were some lines that had zero dollars in it. For example, science supplies at the WHS. we know supplies are necessary in order to teach so we increased certain lines. The Committee has made a first passage vote on May 23rd. Does it need work, yes; can it be improved, probably; you never had a budget this detailed before by location or one that identified the schools when, where, and how. We can go forward and say with a little bit more clarity how much it would cost to close Fifth Avenue, not that we are going to do that. What she is asking is that the Committee gives the budget a second passage. The Budget Commission is currently looking at the budget. From a formality issue, we should just okay it the way it is. A. McGuire-Forcier said with the changes from L. Filomeno and not take out any extra stipends from this budget will catch their eye. G. Donoyan stated we will work with the Budget Commission to do this and Dina Dutremble is telling us that we should be increasing certain other costs. The Budget Commission will end up with a budget that is really reflective of what the city can afford and what we need. She thinks the Committee would be wasting time if they do anything more with this budget; it is in the Budget Commission hands at this point. C. Roberts asked if there was a reason for second passage. G. Donoyan said she thinks it is formality and important to follow that protocol, especially if someone was to look back at the minutes. For example, B&E stated that we submitted a \$63M budget, came back that no one ever approved it, then it came back to \$59M; it was not formalized.

Motion to approve to Adopt the FY 2013 School Budget for 2nd Passage: V. Phongsavanh 2nd: J. Donlon

Discussion: C. Roberts stated that Dina Dutremble said there is a \$900,000 credit in medical and Walther Edge has the credit again in the budget. Knowing this, do we feel comfortable doing second passage to a difference of \$900,000. He would like to take that credit out. A. McGuire-Forcier said you want to make a motion to make an amendment to take out that credit. She asked the Committee if they all agreed to vote that we are not comfortable passing the budget but we have done the best to our ability and we rather put it in their hands. Are you willing to take full responsibility for this budget because she is not. G. Donoyan said we have health and dental which is another \$850,000. C. Roberts said the budget will go up another \$850,000.

E. Nadeau said you cannot pass this budget because Robert Rules says you have to have first and second passage consecutively. We tabled at the last meeting the second passage and we are having a special meeting so she does not even know if we can continue. G. Donoyan asked if a verbal vote would be considered adequate. A. McGuire-Forcier said we do not have to vote to pass it and we can vote to leave as is and send it off to the Budget Commission; they are financial people unlike us. C. Roberts said you want to change the vote and make a motion to forward to them, no second passage, and forward as our working draft.

**Motion to take the budget as is with the amendment and move it forward to the Budget Commission: A. McGuire-Forcier
2nd: V. Phongsavanh**

Discussion: C. Roberts asked if it could go marked draft. A. McGuire-Forcier said yes. G. Donoyan said the School Committee's responsibility within the General RI Law is to ensure that you pass the budget. C. Roberts said that he does not think this is accurate with the presence of the Budget Commission. G. Donoyan said they supersede you in the areas of finance and employment. E. Nadeau said she does not think we can do it anyway because it was not consecutive; thinks they have to go back to first passage. G. Donoyan said you might want to discuss the issue of this protocol. C. Roberts suggested to vote to send them as a working draft with a written request from the Superintendent asking do you expect a revised first or second passage or are you going to finalize from where are current status is. A. McGuire-Forcier said to explain to them that we have no financial officer, our attorney is not present, and we need their help. G. Donoyan suggests that under the protocol now that the Budget Commission has all fiscal matters in their hands and that is why you are leaving it up to them. C. Roberts said to add request for clarification; what do they expect from us in finishing this process; here is our current draft and we held off second passage for clarification.

**Motion to transmit the working draft which is the Superintendent's budget: A. McGuire-Forcier
2nd: V. Phongsavanh**

Roll Call Vote: 5 Yes

7. Discussion to begin Strategic Planning Process for Woonsocket School Committee – V. Phongsavanh

V. Phongsavanh handed out the Strategic Plan for 2009 through 2012 and the Woonsocket's Innovative Solutions for Education (WISE) Strategic Plan Process Outline. She stated that she has been on the School Committee for the past three years and thinks this is missing a lot of order, a mission driven committee that really works towards a vision and a mission. A. McGuire-Forcier stated that she takes offense to this; she has been on this a long time now and her mission and vision is that each child in Rhode Island gets educated the same way; she has been working on this so you cannot say this. The real thing is finance right now and without that we cannot move forward. V. Phongsavanh said we still need to get on course to where we want to go. A. McGuire-Forcier said she has been on course; she has been at the State House and been screaming for fair funding in Providence for more than eight years. She stated to watch out how you say this because she will fight her on this one. V. Phongsavanh said we still need work towards driving our School Committee here and what are we doing. We are in limbo right now and we really need a vision. A. McGuire-Forcier said she has a vision and is working towards it. V. Phongsavanh said as a School Committee we have to have a vision. A. McGuire-Forcier stated that we do and we have been working on finance. C. Roberts asked if this is the current strategic plan. A. McGuire-Forcier said yes and she participated in this as an active parent and it does need to be updated every couple of years. However this is the school's responsibility, Superintendent's responsibility with directors, and people who work for the school department. V. Phongsavanh said it is up to the School Committee as well and where we want to go moving forward in the next six months because there is no direction. C. Roberts asked if this is a legal document. A. McGuire-Forcier stated yes and it gets submitted to RIDE. It has to go through the School Committee for approval; the Superintendent puts this together with her staff. It goes through us for approval then RIDE. G. Donoyan stated that a lot of things that happened in the past has happened but may not necessarily have been the right way and she has never been one to throw anyone under the bus but thinks at this point in time that we have the best opportunity possible to draw together all the people that are responsible for this school department to succeed and it really rests on your shoulders right now. She said you hired me to do work to manage and to administer but this is really an important issue that we have to look towards as one body. If we do not have a governance team that really sets the tone we are going to continue to have these fights for quite a while and nobody wants to do this. V. Phongsavanh said on that note, there is really no process by which we do many things so there are so many questions left unanswered. For example, what are our roles as School Committee and does not think any of us really know that either. We still have to work as a team at this point. It probably will take about six months to get through the strategic plan process. In most organizations and most school districts it a process with a 15 to 20 member committee; we are going to work towards, as a School Committee, what are mission is again; reexamine and reorganize everything because she thinks it is a broken district in her opinion. A. McGuire-Forcier asked what is broken give some examples besides finances. V. Phongsavanh said she is not talking about finances; we do not even have subcommittees that work towards common goals in this district. Do you think we have goals. A. McGuire-Forcier stated that we have met many goals and the strategic plan has to be update approximately every 10 years.

G. Donoyan stated that she was just asked to participate in the College Crusades strategic planning for the next 5 years. They have a group of approximately 50 people at the RI Foundation which was facilitated by an extremely well-known person and it took them a long time in just reviewing and renewing their mission statement. She personally thinks this is good but we have a lot of changes we have to deal with. A. McGuire-Forcier stated this has to be worked on by the people who work for the school department; this is not an outside thing. V. Phongsavanh said sometimes the best thing to do is to have an outsider come in to facilitate and this is something that we would work towards. A. McGuire-Forcier asked G. Donoyan if she is able to facilitate this. V. Phongsavanh said she is bias by being an employee of the school district. A. McGuire-Forcier stated that this is her responsibility.

V. Phongsavanh stated it is not her responsibility to develop the strategic plan. She said she thinks that the Committee does not know the roles of the Superintendent at this point. E. Nadeau asked V. Phongsavanh what she wants to do differently. V. Phongsavanh said she wants to start getting into the strategic plan and this is a 6 month process. The first thing we would do is work as a School Committee to develop the first 2 points on Phase I which is reexamine mission and vision statements and develop a clear and basic foundation of the School Committee functions through workshops and reorganization and then send it to the Woonsocket's Innovative Solutions for Education (WISE) group as our consultants. They will be doing this pro bono because they are volunteers. They would put a committee together of who we would appoint to that committee. All these points have 10 different activities underneath them and they will be working towards developing this ultimate plan. She does not think this strategic plan goes out to community and really asks what do you want for education in Woonsocket. C. Roberts asked if step one is for us to scan this and offer some things that jump out at us as a yes/no. V. Phongsavanh said the first step that she would like to see the Committee do is to re-look at our own vision as it presents itself in our bylaws and our policy manual. The meeting for WISE is actually happening right now, it started at 4:30 so she wanted to be able to bring this back to them and say let's get this started. If we cannot agree on a process right now, she will not take this to them.

A. McGuire-Forcier said if you read, in here it says persons responsible for completing each major event Superintendent, Directors and Consultant with RIDE and does not think we can pass this off to V. Phongsavanh's committee. G. Donoyan said person responsible for completing each major step or event, so the person responsible for putting this into action, those are the people but the people that plan to action is not necessarily the same people. A. McGuire-Forcier stated she does feel that it is her responsibility. G. Donoyan said it is a joint responsibility. She thinks the roles and responsibilities of the Superintendent of what people pick and choose or you do that and the director does this, etc. This district is not a team effort; it is a fractured, broken system that has been allowed to become more fractured because of nepotism, favoritism, and lack of leadership. It is her personal and professional opinion that in order to have any kind of organization to go forward, we need a team and a team requires the School Committee in conjunction with the Superintendent not to be fractured but as one whole. So if one individual thinks it would benefit us to work together to improve the strategic plan going forward then that is a good start for team building. A. McGuire-Forcier said but this is part of your job. G. Donoyan stated her job is to enforce, to enact, and ensure that this goes into action. V. Phongsavanh said it states that the School Committee will discuss and approve the strategic plan and the Superintendent will enforce it and implement the strategic plan. She said this is the perfect time to find out where we want to head because in the 3 years she has been here, we do not seem to be very mission driven in trying to find a goal to solve and how do we make the school department better. This is why she ran for School Committee. A. McGuire-Forcier requested a list of how many people who on this committee from the school department because you need someone who knows the system and has worked in it.

V. Phongsavanh asked who was on the other committee. A. McGuire-Forcier stated they had C. Lerner, L. Filomeno, every principal, and parents. V. Phongsavanh said we would appoint who is on that committee. She has done 4 strategic plans and first process is to get the needs of the community, needs of the school department and then work towards interviewing people, getting staff and learn what their inputs are, etc; this is a community effort. C. Roberts said he does not know if they have authority to appoint someone to a committee that is not ours. Does WISE run with this from the outside perspective as a subcommittee of the School Committee and WISE comes back with the parent/neighborhood involvement part. J. Donlon said the Superintendent of Schools implements programs and oversees them; her job is to make the schools run. A. McGuire-Forcier asked who do you think did this for years. J. Donlon said that if you read it properly that she is in charge of administering; she does not do the actual work because she is an administrator. Do you think the police chief does everything on his own. No, he delegates it to people. A. McGuire-Forcier stated we had a deputy superintendent that ran most of the meetings. J. Donlon said we will hire one and get it done. A. McGuire-Forcier said we are not workers, we steer and they row. G. Donoyan said she does not know why she keeps saying this. A. McGuire-Forcier stated that she took School Committee 101. G. Donoyan said there are times that she feels that she is setting her up for failure. In every single solitary system that she knows, the school department works in conjunction with the board to set and design vision and mission of the school department. The strategic plan is our template to help us stay together as a team. V. Phongsavanh said she will table this until the next meeting. A. McGuire-Forcier stated we had outside people participate, however, the responsibilities does not fall on V. Phongsavanh's shoulders entirely, it is the Superintendent's responsibility. V. Phongsavanh said she knows that but wants to take responsibility for this school district. E. Nadeau said if she wants to do something let her. A. McGuire-Forcier said the Superintendent needs to be the chief. V. Phongsavanh, E. Nadeau, and J. Donlon disagrees to these statements.

Motion to table until the next School Committee meeting: J. Donlon
Roll Call Vote: 5 Yes

2nd: V. Phongsavanh

Motion to adjourn at 5:15: V. Phongsavanh

2nd: A. McGuire-Forcier

Roll Call Vote: 3 yes.

Respectfully Submitted:

Kimberly Blais, WSC Recording Secretary