

at 4:30 at the WMS. E. Nadeau said the Parent Advisory Council will be conducting a WED Candidate Forum on Monday, October 15th from 6:30 to 8:30 at the WHS Auditorium; this is an opportunity to meet your local senators and representatives; hopes everyone attends; this will be moderated by Superintendent Donoyan.

UNFINISHED BUSINESS:

1. Discussion/Approval of Job Descriptions – G. Donoyan

G. Donoyan said there are a number of job descriptions in their packets which were requested by committee members for their consent and approval or if they would like to change anything we can discuss this. C. Roberts would like to take each job description separately. A. McGuire-Forcier said the teacher and teacher assistant positions are new, they are not in the budget and we are already over budget. G. Donoyan said correct; the am/pm kindergarten teacher position is new due to enrollment, new registrants and we want to uphold the contractual obligation of 25 students per classroom; we are trying to minimize teacher overages; we are positioned to request for student safety and also in best practice to require another full time teacher for am/pm kindergarten. A. McGuire-Forcier agrees with G. Donoyan but wanted to make notice of this because technically we are now over budget and we are only in September; she asked G. Donoyan to point this out to the Budget Commission. G. Donoyan said what you have before you are the positions we request, already has gone to the Budget Commission, and tomorrow we will be discussing the exact same thing. The Budget Commission has requested that the School Committee also has a hand in approving or denying these positions before they take any kind of action. C. Roberts would like clarification; are you asking to advertise these positions. G. Donoyan said she is asking for School Committee status, action, approval to post for these positions; some positions from last meeting were tabled because the committee requested job descriptions and there were also a couple held by the Budget Commission; these are the vacant positions as of 9-26-12. C. Roberts asked if we are under unfinished business or are we on new business because there are job descriptions on this list that he would like to talk about. V. Phongsavanh said we will look at the job descriptions for now and then we will move to approve to post these jobs.

Confidential Secretary to the Superintendent - V. Phongsavanh said the first job description is the Confidential Secretary to the Superintendent. A. McGuire-Forcier stated she has seen this job description before so what are the changes; what is the difference between when the previous secretary held this position to now. G. Donoyan said this is the exact same job description; the title change is different because it falls more in line with all of the other secretaries to the superintendent because of the confidential nature of most of the work that the secretary will be doing not only on behalf of the School Committee but also the Superintendent. C. Roberts said under duties #10 - Attends and compiles agendas for all meetings called by the Superintendent of Schools and takes minutes at same; he would like that removed because in the budget we have the secretary and the School Committee Recording Secretary separate and we need to afford ourselves that flexibility in case we have someone who is the Superintendent's Secretary and may not want to take minutes; under #13 – Works the following schedule: 8:00 a.m. to 5:00 p.m. Monday through Friday, he does not think in today's climate we can guarantee this; it is a salary position; thinks they should strike #13 in its entirety; he would like to see an additional line item that reflects this person having some responsibility to react or to provide information at the request of School Committee members. A. McGuire-Forcier said #10 says serves as back up for the School Committee person, this person is the School Committee Secretary; are we hiring our own secretary; it should say she serves as the School Committee Secretary and delete the word back up. J. Donlon said if we delete the part that says takes minutes at same who will take the minutes. A. McGuire-Forcier stated it is in the budget for a recording secretary; it is separate from this position. G. Donoyan said under #10 will read - Attends and compiles agendas for all meetings called by the Superintendent of Schools and serves as School Committee Secretary and delete - takes minutes of any of the meetings. C. Roberts said he would make #11 read – Serves as School Committee Secretary by providing information as requested by the members. V. Phongsavanh said we also want to delete #13.

Motion to approve the Confidential Secretary to the Superintendent job description as amended: C. Roberts

2nd: E. Nadeau Roll Call Vote: 5 Yes

Instructional Technology Specialist and Network Administrator - G. Donoyan said the Instructional Technology Specialist job description was requested to be seen but it is being held by the Budget Commission pending further investigation for either consolidation or changes on their end; it has been approved by the School Committee. The Technology Specialist and Network Administrator have not changed at all; it was just added to the list of things that are going to the Budget Commission. A. McGuire-Forcier said we already approved these and it is in the Budget Commission's hands so let's move to the next item. C. Roberts stated he does not remember approving either one of these job descriptions because he knows he would not approve the second one which has a line that states applications are due September 25, 2009. G. Donoyan said she put those job descriptions in because she wanted the committee to see the vacancy announcements and the job descriptions. C. Roberts asked if we approved posting these positions; is the HR Director going to update this. G. Donoyan said yes and you will get an updated copy. C. Roberts said the Executive Director of Finance and Administration was tabled last time depending on consolidation.

Motion to table: C. Roberts

2nd: A. McGuire-Forcier

Roll Call Vote: 5 Yes

STEM Coordinator – A. McGuire-Forcier said it is in the budget but do we have to put in a salary amount for \$79,000.00 because maybe we could have someone do it for a little less. G. Donoyan said it is a grant funded position and that is the amount that is the basis for all the federal grants for that particular position. A. McGuire-Forcier this is a lot of money for someone to help out just the high school. G. Donoyan said it is throughout K-12 teaching and learning systems relative to science, technology, engineering, and mathematics. A. McGuire-Forcier said she talked with her in the past and asked why do we need a STEM Coordinator if we will have a Curriculum Director and she told her that the STEM Coordinator will mostly take care of the WHS. G. Donoyan said most will be focused at the high school level; we want to make sure our students have 21st century skills and most of the high end specific specialization happens at the high school level; we also want to make sure this person ensures that there is job embedded PD especially at the elementary and middle

C. Roberts asked is if position is for someone who has been or is a principal because we may be cornering ourselves with the number of applicants. G. Donoyan said according to RTTT regulations regarding evaluations it has to be someone who has gone through and is certified as an evaluator; those people at this present time are principals; they probably won't have the certificate unless they have been a principal; this person is evaluating teachers as well and we cannot have teachers evaluate teachers; we need an administrative person evaluating teachers. A. McGuire-Forcier said that is not true because we had instructional leaders who did evaluations who were not principals and some were not even certified. G. Donoyan said this is why we had a problem with instructional leaders. A. McGuire-Forcier said they are certified to evaluate and you do not have to be a principal; if we go back to department heads we will have teachers doing teacher evaluations and they are not principals. V. Phongsavanh commented on the two positions and the federal funding; federal funding is very restrictive and upsets her that they have approved the CRP and now we are not approving the positions; her biggest concern is the risk of losing these federal funds; if you change even just a little bit of anything it puts you at risk and we are probably going to throw away \$79,000 back to the Feds; not approve this position and throw it back to the Feds; we are in no position to throw money away. G. Donoyan said we get approximately \$8M from the federal government. V. Phongsavanh said \$8M is at risk because we are not following through with what we approved previously; our students will go without important items for their future education; it is not our job to micromanage every single position the superintendent wants approved because she is going to be the manager of that position; very cautious about throwing money back at the government.

G. Donoyan called L. Filomeno to speak to the committee regarding the RTTT position. In response to a question from the committee regarding position requirements L. Filomeno explained why principal certification was required citing RIDE Certification requirements; school administrators are principal evaluators and experience as a principal is necessary. A.M expressed concerns with the number of years experience required. G. Donoyan asked if the job description had been approved by state and federal government. L. Filomeno responded yes. E. Nadeau expressed her concern regarding the time frame of the position. L. Filomeno affirmed the 18 month time frame of the position. E. Nadeau asked if an interim principal would be appointed if someone in district were to be appointed to this position. G. Donoyan responded yes explaining that this position would be funded through race to the top and the vacated building position would be covered by the already determined salary in local budget. L. Filomeno asked to return to the question of 5 years experience, she explained that when designing the position there was an understanding that significant experience as a principal is necessary in order to mentor principals and the importance of experience in mentorship; she also stated that this job will provide mentorship for new principals and veteran principal learning a new evaluation system; this position would mentor principals in preparation of their own evaluation. A. McGuire-Forcier questioned why principals would not be evaluated by the Superintendent. L. Filomeno explained that this position will not evaluate the principals but rather that this position would help the principals prepare their student learning objectives and their professional growth goal as well as help them determine appropriate student learning objective and professional growth goals for teachers; this position is considered professional development to ensure that WED is implementing the evaluation system accurately; other districts are using RTTT funds for similar positions and WED's decision was to use the money to ensure that principals are well trained while the i3 grant provides assurance that teachers are well trained in the evaluation system. A. McGuire-Forcier expressed remaining concerns. E. Nadeau asked again about the 18 month time frame stating that she did not want the salary of a sub principal to exceed what was budgeted in the local budget for example a retired principal. G. Donoyan explained that a retired individual cannot work more than 90 days and the intent would be to hire one person to provide student and teachers with continuity. C. Roberts asked if this positions role goes beyond that of a principal. L. Filomeno said the position is to assist the principals with their evaluations and that principals would learn by shadowing and reiterated the work of this position is training and the development of SLOs and PGGs. C. Roberts asked for a description of a typical work day. L. Filomeno described a typical work week reiterating the intent of the position as providing professional development and the importance of a consistency of practice and explaining the partnership with the WTG in developing the evaluation system; explained that the position is temporary and follows a cyclical "trained trainers" model; once this position is eliminated the trained principals would then train new principals. C. Roberts asked if the assistant principals were included. L. Filomeno said yes and other central office staff would also be included in the professional development.

Motion to approve job description: J. Donlon 2nd: E. Nadeau Roll Call Vote: 4 Yes (EN, JD, CR, VP) 1 No (AM)

NEW BUSINESS:

1. Approval to Post/Advertise for Positions – G. Donoyan

V. Phongsavanh said the first position is the kindergarten Harris AM and Pothier PM Teacher position. G. Donoyan said you have vacant positions before you as of 9-26-12; she is seeking the committee's advice and consent to post these positions which are a full-time kindergarten teacher due to enrollments and it is not a budgeted position but it is necessary to have a qualified certified teacher in front of the new registrants. C. Roberts asked if this is a full classroom. G. Donoyan said there are 40 students so far between both buildings and still receiving new enrollments.

Motion to approve the first three teaching positions: C. Roberts 2nd: A. McGuire-Forcier Roll Call Vote: 5 Yes

G. Donoyan stated we have teacher assistant positions that are vacant and is requesting the committee's advice and consent to post these positions; one is a full-time teacher assistant PCA 1:1 at Globe Park which is not budgeted and is due to a new student enrolled who requires a one on one TA regarding an IEP; the second TA position would be funded under Title I for the new kindergarten class that we need.

Motion to approve the two TA positions: C. Roberts 2nd: A. McGuire-Forcier

E. Nadeau requested to have the word revised put on the sheet so they know which one they are working on. G. Donoyan will make sure K. Lombardo do this.

Motion to approve the two TA positions: C. Roberts

2nd: A. McGuire-Forcier

Roll Call Vote: 5 Yes

G. Donoyan said there are non-certified positions, hourly and administrator positions as well. She knows that the committee tabled the Confidential Secretary to the Superintendent but we just went over the job description; she is requesting advice and consent to post for this position. She is also asking the School Committee allow her to post for the Instructional Technology Specialist and the Network Administrator positions; although it is held by the Budget Commission wants to make sure this committee recognizes that at previous meetings the committee has agreed to those positions. A. McGuire-Forcier said if we already approved them and they are held up by the Budget Commission, she does not feel the need to keep bringing this back; once we approve them move and the Budget Commission holds them, keep bringing it back to them not us. E. Nadeau asked why the Budget Commission is holding up these positions. G. Donoyan said the Mayor has entertained the fact that there may be a time to consolidate some resources with those two open positions and this is why they are holding these positions for further review; it is in the hands of the Budget Commission and does not know how long they will hold up these positions. A. McGuire-Forcier said if she gets the opportunity bring up our performance audit because they advised the WED running technology for the city side to save money; thinks it is a good way to present and would like her to advocate for the performance audit which was paid for by the city stating that is the route we should look in to. J. Donlon said in the event we have problems with computers or our system breaks down is the city or the Budget Commission going to pay for someone to come in to fix it; they are holding this up and thinks this is something she should be bringing up to them. G. Donoyan will bring this question to the Budget Commission tomorrow. V. Phongsavanh asked who is filling in for those positions right now. G. Donoyan said J. Gallishaw has taken on the burden of these two additional full time positions; it has become overbearing and stressful; there is a back log for teacher who need immediate help so it is affecting teaching and learning.

Motion to approve the three non-certified positions: E. Nadeau

2nd: J. Donlon

C. Roberts said we already approved the last two positions which were held up by the Budget Commission.

Motion to approve the position of Confidential Secretary to the Superintendent: E. Nadeau 2nd: J. Donlon

Roll Call Vote: 3 Yes (VP, EN, JD)

2 No (AM, CR)

e-Learning Social Studies with Special Education – G. Donoyan said she is requesting to post for this vacated position so those students will have a certified teacher before them.

Motion to approve: A. McGuire-Forcier

2nd: J. Donlon

Roll Call Vote: 5 Yes

G. Donoyan said the Executive Director of Finance, the STEM Coordinator and the District Educator Effectiveness Administrator have been approved but the Committee tabled them for the job descriptions but now the STEM Coordinator is a no and the District Educator Effectiveness Administrator is a yes.

Motion to approve the STEM Coordinator position: V. Phongsavanh. There is no 2nd so the motion dies.

Motion to approve and post for the District Educator Effectiveness Administrator position: J. Donlon

2nd: E. Nadeau

Roll Call Vote: 4 Yes (VP, EN, JD, CR)

1 No (AM)

G. Donoyan said the Curriculum Director position and job description was approved on 9-12-12; the only action being waited upon is the Budget Commission's review of the job description.

2. Discussion/Vote of Administrative Contracts – V. Phongsavanh, C. Roberts

Motion to table: V. Phongsavanh

2nd: C. Roberts

Roll Call Vote: 5 Yes

3. Discussion/Vote to Amend the 2012-13 School Calendar – G. Donoyan

G. Donoyan said this is a request that was submitted by Dr. Bedard, WHS Principal; read the request from the WHS to amend the 2012-13 School Calendar; they would like to have the parent-teacher conference date moved from March 14th to January 31st.

Motion to approve the amendment of the 2012-13 School Calendar: A. McGuire-Forcier 2nd: J. Donlon

Roll Call Vote: 5 Yes

4. Discussion/Vote for a Pay Raise for School Committee Video Recorder – V. Phongsavanh

V. Phongsavanh said the Committee received a written request from the video recorder asking for a small raise of \$25.00 per meeting.

Motion to approve: J. Donlon

2nd: E. Nadeau

A. McGuire-Forcier said we only need to approve anything over the amount of \$2000.00. V. Phongsavanh spoke with R. Ackerman and he recommended we put this on the agenda for transparency and accountability. A. McGuire-Forcier asked if the money is in the budget. G. Donoyan said R. Malafrente would have to say if the money is in the budget; she has no idea at this point in time. A. McGuire-Forcier will make a motion to table until we find out if we have the money in the budget. V. Phongsavanh asked if there was a second to table; no one second, the motion dies. C. Roberts asked D. Cullen if he went to school here and how long has he been doing this. D. Cullen said he graduated last year and he has been doing this for a year. C. Roberts asked if it is his equipment or the WED's equipment. D. Cullen said the WED's. J. Donlon said this young man is here constantly and will be making the motion to approve.

Motion to approve: J. Donlon

2nd: E. Nadeau

Roll Call Vote: 4 Yes (VP, EN, JD, CR)

1 No (AM)

5. Discussion/Vote the Amendment to Extend Term of Agreement with Public Consulting Group – G. Donoyan, C. Lerner

G. Donoyan said C. Lerner is not here and will do her best to explain this; she stated there is an amendment to extend the term of agreement with Public Consulting Group (PCG) that started in February 2006; the WED provides data to PCG; PCG acts as our third party provider and they get our Medicaid reimbursements through special education activities. We projected for FY13 in receiving revenues of \$1.4M in Medicaid reimbursements; PCG charges us a percentage of these claims. We were recently informed that the portion of the work done by PCG for the past three years came from a grant; the grant was for the IEP software; the grant expired last year and the expense was not transferred to the operating budget for FY13; we anticipate Medicare reimbursement of \$1.4M will offset any cost and will not place any burden on our local budget; seeks approval to continue the terms of agreement as presented in the amendment to extend the term of agreement with PCG.

Motion to approve: A. McGuire-Forcier 2nd: E. Nadeau, J. Donlon

C. Roberts stated he will vote no because he does not think they have enough information without C. Lerner or R. Malafronte here; there is a lot of money involved here. A. McGuire-Forcier said we added over \$300,000 a year to our Medicaid reimbursement; this company pays for itself; she will be approving this. J. Donlon said they discounted us with their new cost which is significantly less than what we paid last year; he will be approving this.

Motion to approve: A. McGuire-Forcier 2nd: E. Nadeau, J. Donlon Roll Call Vote: 4 Yes (VP, EN, AM, JD) 1 No (CR)

6. WED Budget Update – G. Donoyan

G. Donoyan said during recent meetings the committee has requested that WED provide them financial status reports; she read an email from R. Malafronte which states that she has asked on numerous occasions that he provides her with financial status reports; because of the priority placed by the Budget Commission, the town treasury and D. Eaton on the completion of the verification of the personnel supplement, he is unable to provide her with a report at this time; once the verification is completed he will be able to use that data in providing her with an accurate financial status report; he is sorry for any inconvenience this may have caused but he is sure she recognizes the need for addressing the needs of the Budget Commission in accuracy in recording. G. Donoyan said it is a function of waiting until all of the information is provided to the Budget Commission to verify this information.

Conferences: None.

Superintendent's Report: G. Donoyan said since the start of the school year we had to open one am and one pm kindergarten class due to approximately 40 new student registrations; this also requires the additional kindergarten TA and will apply for this through Title I; thanked the committee for approving these positions. During the directors and principals meetings it has been revealed that several classrooms across the district, especially at the elementary level, are experiencing overages; as you know elementary class size per contract states shall not exceed 25 pupils; in order to minimize in paying teacher overages while adhering to contractual classroom size criteria, the principals are working with families to transfer the last in registered students to other nearby schools that have openings; this procedure has occurred in the past but this year we managed to tighten the controls to minimize the cost and to minimize any extraordinary hardships for the parents; the vast majority of families have agreed to transfers; there is no additional costs to bussing at this time. She will be able to provide the committee with final enrollment tallies as of October 1st because that is also the deadline that is required by the RIDE for reporting purposes. She would like to advise the committee and the community that Globe Park Elementary School has been designated a peanut free school; the entire school is peanut free; it is due to a medically identified life threatening peanut allergy; notifications have gone out to all Globe families; we recognize that for some it is an inconvenience but we also recognize the wonderful community at Globe Park that wants to keep all the students and staff healthy; she sincerely appreciates every ones adherence to this mandate so that an occurrence of a life threatening allergy does not happen. The results of a fifth administration of the New England Common Assessment Program (NECAP) for Science has been available; the Science NECAP is administered to students in Grades 4, 8, and 11 only; since its first administration in 2008 the WED students achieving at level of 3 and 4 which is known as proficient and proficient with distinction has increased from approximately 14% to 16% at the district level; students achieving at a level 2 are partially proficient which increased from 40% to 46%; this means there is a smaller number of students that have scored substantially below proficiency.

Motion to receive and place on file: A. McGuire-Forcier 2nd: J. Donlon (Unanimously Approved)

School Committee Good and Welfare:

V. Phongsavanh: Announced that the Woonsocket Prevention Coalition, Woonsocket Police Department, YWCA, and Woonsocket Senior Services is presenting a drug take back program which is a medication drop off program; this is to bring and drop off your old, expired, or unused medication or over the counter medication; this is scheduled for Saturday, September 29th from 11:00 a.m. to 3:00 p.m. at River Island Park and another one from 10:00 a.m. to 2:00 p.m. at the WPD. She stated early this evening we had awards, congratulated the three recipients again, and thanked them for all their effort and hard work.

C. Roberts: Passed.

J. Donlon: Congratulated the award recipients; disappointed that no one was nominated for custodian of the year; these men and women work very hard to keep our schools very clean and the grounds are looking a lot better than they were; hopes next year someone is nominated for this award. The football team seems to be doing a great job; they are selling cards which gives you discounts at various restaurants and sub shops throughout the city and some in North Smithfield; hopes the community supports this program.

A. McGuire-Forcier: Congratulated the award recipients; found it to be disheartening not to have a custodian appointed for an award; congratulated all the people who were nominated for awards; congratulated all the custodians for their hard work. Thanked the PAC for sponsoring Meet the Candidate Night; the candidate forum is scheduled for October 15th for all our state representatives and senators; this is the first time the PAC has done this and is happy they are doing this; in the future she hopes that they do this not only for the School Committee but also for the City Council; this is a wonderful opportunity to see and listen to who you are voting for.

E. Nadeau: Congratulated the award recipients; she met Grace Lang who is the Teacher of the Year in 1988 when she was a teacher assistant at Globe Park School; she was fantastic then and is sure she is super fantastic 24 years later. Commented on a couple of non-certified positions that are being held up by the Budget Commission and stated she does not know how long they will hold these positions up; does not know where the line is crossed when we as elected officials make the recommendations especially when they are already funded in our local budget and they hold it up causing some problems with the operation of this district; suggests they move more quickly and if they have a plan share it with us; hopes that the \$4M we are short is not going to be made up through concessions; she is on vacation next week so cannot say this to them personally but this is exactly how she feels; if you are not going to do it tell us why, tell us your plan and stop fooling around.

Motion to Adjourn at 9:00 p.m.: A. McGuire-Forcier 2nd: J. Donlon (Unanimously Approved)

Respectfully Submitted:

Kimberly Blais, WSC Recording Secretary