

# **OFFICIAL**

## **LINCOLN SCHOOL COMMITTEE**

**LINCOLN, RI 02865**

**DATE: May 22, 2006**

**TIME: 8:00pm – Special Meeting - Open**

**PLACE: Lincoln High School Library**

**135 Old River Road, Lincoln, RI**

**SCHOOL COMMITTEE MEMBERS: Jeffrey Weiss, Chair; Mary Ann Roll, Vice Chair; John Zangari, Clerk; John Lafleur, Betty Robson, Gerard St. Germain and Julie Zito.**

**OTHERS IN ATTENDANCE: John Tindall-Gibson, Superintendent, Lori Miller, Georgia Fortunato, Angelo Mencucci, and Ben Scungio.**

### **Superintendent's Report**

#### **Budget and Staffing**

**Tindall-Gibson said we have a list of recommendations up for cuts. Miller reviewed the budget reconciliation. It was recommended that they cut the grade 1 position at FELC because of a retirement. The grade 1 retirement helped in the breakage line, \$35,000. Medical inspections was reduced by \$5,000; field trips was reduced by \$8,104;**

field trips in town was reduced by \$1,777; school supplies was reduced by \$7,100; Science kits was reduced by \$15,000; Tech equipment was reduced by \$30,000; Interscholastic equipment was reduced by \$10,000; and a breakage of \$15,895.

Weiss questioned the payroll position. Miller doesn't see the department without a payroll tech. She said there is still a lot of data that needs input and questions answered. If, in a year from now, that person is sitting on their hands, she will be the first one to make the recommendation for that position to be cut. Zito questioned the Switchboard Operator. When she calls, she gets a phone recording. Miller said the Switchboard Operator handles working papers, textbooks, matches POs, etc. Weiss asked if we need both of those positions. Robson asked if textbook checks could be issued instead of handling books. Miller said if we buy the book, someone can use it in the following year. The Switchboard Operator does special projects, filing, etc. Zito said she would rather keep a teacher versus a Switchboard Operator. Weiss asked if the Grade 1 and Switchboard position be held in abeyance. Motion to approve by Zito to approve all but the Grade 1 and Switchboard position. Seconded by Zangari. All in favor, except St. Germain voted nay.

### **Organization Chart**

Tindall-Gibson said the organization chart has to do with the organization of the Central Office. Motion by St. Germain to approve. Seconded by Zito. All in favor. Motion carried.

## **Approval of Accountant, Finance Job Description**

**Motion by St. Germain to approve Accountant, Finance job description. Seconded by Robson. All in favor. Motion carried.**

## **Approval of Accountant, Payroll Job Description**

**Motion by St. Germain to approve Accountant, Payroll job description. Seconded by Zangari. All in favor. Motion carried.**

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## **Business Manager Report**

**Miller referred the Committee to page 1, Object Code 100 has \$81K negative balance which includes the first payroll in May. This is still better than last year but she did bump the line up some. Weiss questioned if this was with newer teachers. Yes. Miller projected another \$75K to \$80K in hole before year end. Mencucci's overtime is looking pretty good. Teacher coverages is still showing a positive balance. 200 series – Health Insurance is \$174K overspent and we still have one more month. We have five payrolls of co-pay which will be about \$16K. She is projected \$450K in the hole. Health Options is overspent by \$40K. Page 7, Purchases Services, line 397, shows \$215K overexpended. Miller expects line to be big next year. Electric and heating fuel will balance each other out. General School Supplies**

**has some outstanding encumbrances. Weiss asked why the teacher assistant line, line 168, so low? You need to add together lines 168 and 169 for a total.**

### **Civic Use of Buildings**

**Ann Carr Dance Studio will be using the high school auditorium on June 19, 2006. Motion to approve by Zangari. Seconded by Roll. All in favor. Motion carried.**

### **Personnel Recommendations**

#### **Leave of Absence Requests**

- a. Heather Charlemagne From: Grade 6 teacher – Central  
2 School Street Childrearing leave (unpaid)  
Smithfield, RI 02917 Effective: August 31, 2006 to December 22,  
2006**
  
- b. Tracy Hastings From: S/C Grades  $\frac{3}{4}$  - Northern  
4 Arnold Street Maternity leave (paid)  
Lincoln, RI 02865 Effective: November 16, 2006 to December 22,  
2006**
  
- c. Robert Pearson From: Resource teacher – HS  
7 Conway Drive Medical leave (paid)  
Barrington, RI 02806 Effective: May 29, 2006 to June 21, 2006**

**d. Karen Schmitt From: Music teacher – Saylesville  
125 Johnson Blvd. Personal leave (unpaid)  
Coventry, RI 02816 Effective: August 31, 2006 to September 29, 2006**

**e. Bonnie Spano From: Resource teacher – Northern  
32 Alexander Street Medical leave (paid)  
Lincoln, RI 02865 Effective: May 17, 2006 to June 21, 2006**

**f. Marilyn Yergeau From: Teacher Assistant – HS  
20 Oakcrest Drive Medical leave (paid)  
North Providence, RI 02904 Effective: May 23, 2006 to June 21, 2006**

**Motion by St. Germain to approve. Seconded by Zangari. All in favor.  
Motion carried.**

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### **Administrator Appointment**

**a. Melinda Smith To: Director of Curriculum – Administration  
715 Reservoir Road Effective: July 1, 2006**

**Pascoag, RI 02859 Salary: Administrator Contract**

**Motion by Zito to approve. Seconded by Roll. All in favor. Motion carried.**

### **SNAP Appointments**

**a. Virginia St. Germain To: SNAP teacher – NELC**

**27 Pearl Street Effective: June 27, 2006 to July 27, 2006**

**Manville, RI 02838 Salary: \$40/hr.**

**b. Mary McGuinn To: SNAP teacher – NELC**

**33 Connors Farm Drive Effective: June 27, 2006 to July 27, 2006**

**Smithfield, RI 02917 Salary: \$40/hr.**

**c. Margaret Schick To: SNAP teacher – NELC (job share)**

**4 Christopher Drive Effective: June 27, 2006 to July 27, 2006**

**Greenville, RI 02838 Salary: \$40/hr.**

**d. Karen Crowell To: SNAP teacher – NELC (job share)**

**19 Ash Street Effective: June 27, 2006 to July 27, 2006**

**Riverside, RI 02915 Salary: \$40/r.**

**e. Janet Malenfant To: SNAP teacher – NELC**

**6 Birchwood Drive Effective: June 27, 2006 to July 27, 2006**

**Manville, RI 02838 Salary: \$40/hr.**

**f. Jessica Maccarone To: SNAP teacher – NELC**

**22 Andrews Avenue Effective: June 27, 2006 to July 27, 2006**

**West Warwick, RI 02893 Salary: \$40/hr.**

**g. Deborah Jacobson To: Parent Workshop Presenter – NELC**

**84 Old Great Road Effective: June 27, 2006 to July 27, 2006**

**North Smithfield, RI 02896 Salary: \$40/hr.**

**Motion by Zito to approve. Seconded by Zangari. St. Germain recused himself because Virginia St. Germain is his wife. All in favor. Motion carried.**

#### **Non-Certified Staff Appointments**

**a. Doreen Davila To: Accountant, Payroll – Administration**

**66 Fanning Lane Effective: July 1, 2006**

**Greenville, RI 02828 Salary: \$47,000**

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**b. Lewis Babbitt To: Accountant, Finance – Administration**

**14 Rowe Street Effective: July 1, 2006**

**Putnam, CT 06260 Salary: \$47,000**

**Motion by St. Germain to approve. Seconded by Roll. All in favor.  
Motion carried.**

### **Coaching Appointments**

**a. Mariana Galle To: Girls' Soccer Coach – MS  
7 Boxwood Road Effective: 2006 – 2007 school year  
Lincoln, RI 02865 Salary: \$1,398**

**b. Tim Potter To: Boys' Soccer Coach – MS  
8 Barbaras Way Effective: 2006 – 2007 school year  
Lincoln, RI 02865 Salary: \$1,398**

**c. John Ryan To: Cross Country Coach – MS  
12 Corrie Lane Effective: 2006 – 2007 school year  
Mapleville, RI 02839 Salary: \$1,398**

**Motion by St. Germain to approve. Seconded by Zangari. All in favor.  
Motion carried.**

### **Co-Curricular Appointments**

**a. Brian Corry To: Athletic Director – MS/HS  
24 Ramblin Brook Road Effective: 2006 – 2007 school year  
Seekonk, MA 02771 Salary: \$4,660**

**b. Jay Schofield To: Summer School Director – MS/HS  
59 Essex Street Effective: 2005 – 2006 school year  
Cranston, RI 02910 Salary: \$4,800**

**c. Fred Hoppe To: Co-Student Council Advisor – MS  
203 School Street Effective: 2006 – 2007 school year  
Forestdale, RI 02824 Salary: \$378.50**

**d. Liz Ramsbey To: Co-Student Council Advisor – MS  
31 Meadow View Blvd. Effective: 2006 – 2007 school year  
North Providence RI 02904 Salary: \$378.50**

**e. Krisann Paradis To: Treasurer – MS  
36 Evergreen Avenue Effective: 2006 – 2007 school year  
Tiverton, RI 02878 Salary: \$1,223**

**f. Denis Martel To: Co-Drama Club Advisor – MS  
14 Hickory Lane Effective: 2006 – 2007 school year  
Lincoln, RI 02865 Salary: \$582.00**

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**g. Barbara Marsden To: Co-Drama Club Advisor – MS  
48 Sherman Avenue Effective: 2006 – 2007 school year**

**Lincoln, RI 02865 Salary: \$582.00**

**h. Yvette Coulombe To: Yearbook Advisor – MS  
82 Plainfield Pike Effective: 2006 – 2007 school year  
Foster, RI 02825 Salary: \$1,164**

**i. Stephen Martin To: Audiovisual Director – MS  
35 Ash Street Effective: 2006 – 2007 school year  
Rehoboth, MA 02769 Salary: \$932**

**j. Tom Reeve To: Senior Class Advisor – HS  
12 Garden Drive Effective: 2006 – 2007 school year  
Lincoln, RI 02865 Salary: \$2,213**

**k. Barbara Svitil To: Co-Junior Class Advisor – HS  
225 Angell Road Effective: 2006 – 2007 school year  
Lincoln, RI 02865 Salary: \$815**

**l. Roy Boudreau To: Co-Junior Class Advisor – HS  
11 DuCarl Drive Effective: 2006 – 2007 school year  
Lincoln, RI 02865 Salary: \$815**

**m. Wayne Brooder To: Co-Audio/Visual Director – HS  
142 Christopher Circle Effective: 2006 – 2007 school year  
Westport, MA 02790 Salary: \$932**

**n. Tom Reeve To: Co-Audio/Visual Director – HS  
12 Garden Drive Effective: 2006 – 2007 school year  
Lincoln, RI 02865 Salary: \$932**

**o. Cheryl Murray To: FBLA Co-Advisor – HS  
1224 Park Avenue, Apt. 1 Effective: 2006 – 2007 school year  
Woonsocket, RI 02895 Salary: \$582**

**p. Maryanne Mitchell To: FBLA Co-Advisor – HS  
389 Great Road Effective: 2006 – 2007 school year  
Lincoln, RI 02865 Salary: \$582**

**q. Kristen Jalbert To: Yearbook Advisor – HS  
48 Peckham Road Effective: 2006 – 2007 school year  
Little Compton, RI 02837 Salary: \$2,330**

**r. Maryann Mitchell To: Treasurer – HS  
389 Great Road Effective: 2006 – 2007 school year  
Lincoln, RI 02865 Salary: \$2,447**

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**Motion by St. Germain to approve. Seconded by Zito. All in favor.  
Motion carried.**

## **Long-Term Substitute Appointment**

**a. Jodi Young To: LTS Resource teacher – Northern  
27 Cross Street Effective: March 6, 2006 to June 21, 2006  
Smithfield, RI 02917 Salary: \$13,907.81 (BA Step 1)**

**Motion by St. Germain to approve. Seconded by Roll. All in favor.  
Motion carried.**

## **Recission Letters**

**Tindall-Gibson handed the Committee the most current Teacher Recall list. Motion by St. Germain to approve the list presented by the superintendent on this evening. Seconded by Zito. All in favor. Motion carried.**

## **Expense Warrants**

### **Capital Reserve, 5/22/2006**

**Operating Budget 0  
General Fund \$2,037.50  
Total 2005 – 2006 Invoices \$2,037.50  
Grand Total Invoices \$2,037.50**

**Motion by St. Germain to approve. Seconded by Zangari. All in favor.  
Motion carried.**

**Expense Warrants, 5/22/2006**

**Invoices Paid in Advance 0**

**Operating Budget 0**

**Invoices for Payment \$59,882.08**

**Title II Technology \$ 4,113.00**

**Title I \$ 8,912.13**

**Perkins Grant \$ 140.00**

**Total 2005 – 2006 Invoices \$73,047.21**

**Grand Total Invoices \$73,047.21**

**Motion by St. Germain to approve. Seconded by Zangari. All in favor.  
Motion carried.**

**Old Business**

**a. Reading of Amended Early Admissions Policy – JEBA.  
Tindall-Gibson read policy into minutes. Motion by Zangari to  
approve. Seconded by Zito. All in favor. Motion carried.**

**New Business**

**a. Health & Wellness Policy – 1st Reading. Motion by St. Germain to  
approve. Seconded by Zito. All in favor. Motion carried.**

**b. Right To Be Heard Policy Revision – 1st Reading. Motion by Zito to  
approve. Seconded by Robson. Weiss suggested we take out the  
language regarding what the item numbers are and simply reference  
BD as specified. Motion by St. Germain to approve with future**

**amendment. Seconded by Roll. All in favor. Motion carried.**

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**c. School Committee Governance and Operations Policy Revision –  
1st Reading. Motion by St. Germain to approve. Seconded by Roll. All  
in favor. Motion carried.**

**School Committee Reports – None**

**Community Comments – None**

**Motion by St. Germain to seal the minutes of the May 22, 2006  
Executive Session meeting. Seconded by Zangari. All in favor. Motion  
carried.**

**Motion by St. Germain to adjourn. Seconded by Zangari. All in favor.  
Motion carried.**

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**JOHN ZANGARI, CLERK      DATE**