

LINCOLN SCHOOL COMMITTEE
LINCOLN, RHODE ISLAND
MINUTES

DATE: January 14, 2013
PLACE: Lincoln Middle School
152 Jenckes Hill Road
Lincoln, RI 02865
TIME: 7:00 PM – Auditorium

School Committee Members Present: Mary Varr, Clerk; John Carroll, Tracey Cavanaugh, Kristine Donabedian, John LaFleur, Mary Anne Roll
Absent: Julie Zito

Others Present: Georgia Fortunato, Superintendent; Eric Banville, Mark Gadbois, Angelo Mencucci, Lori Miller, Maryann Struble, Attorney Benjamin Scungio

Opening Ceremony

Chair to report out any votes taken in Executive Session: Receive motion by committee member to seal Executive Session Minutes pursuant to applicable provisions of RIGL 42-46-(4)&(5).

Mary Varr reported there were no votes taken in Executive Session.

Motion to seal the Executive Session minutes by LaFleur. Seconded by Cavanaugh. All in favor. Motion Carried 6-0.

Right to be Heard – None.

I. Organizational Workshop Meeting

- a. Vote on reorganization and school committee appointments
Motion to table until all members are present by Donabedian. Seconded by LaFleur. All in favor.
Motion carried 6-0.

II. Approval of Minutes

- a. December 11, 2012 Executive Session
Motion to approve by LaFleur. Seconded by Cavanaugh. All in favor. Motion carried 6-0.
- b. December 11, 2012 Meeting Minutes
Motion to approve by LaFleur. Seconded by Cavanaugh. All in favor. Motion carried 6-0.

III. Superintendent's Report

- a. Citations
Mary Anne Roll recognized the following All-State Band members and Kristine Donabedian handed out certificates:

Carlos Cosme, Senior All-State Band for Trumpet; Alexandra DalBon, Junior All-State Band for Trombone; Melissa Drake, Junior All-State Band for Flute, Courtney Lemois, Senior All-State Band for Baritone; Martine Lokken, Senior All-State Band for Flute; Terren Nunes, Junior All-State Band for Tenor Saxophone; Kayla Oster, Junior All-State Band for Flute; Band Director David Enos.

- b. First Reading Revised School Committee By-Laws
Motion to approve by LaFleur. Seconded by Cavanaugh. All in favor. Motion carried 6-0.
- c. Update - School Safety
Superintendent Fortunato reported that Mr. Mencucci entered into all the buildings to assess security making sure doors were locking from the inside instead of the outside. There will be a key fob for rear entries instead of leaving a door ajar when returning from recess, digital recorders are in all school entrances, he added hardware in some school gymnasiums. The Superintendent, Mrs. Miller, Mrs. Struble and Mr. Mencucci have met on an ongoing basis with the school resource officers and with Chief Sullivan and the Town Administer Almond. There was a plan last April to change entries for all entrances but missed last year's budget and will be included in the 2013-14 budget. They will be having lockdown drills with intense training for all employees. It is imperative that every individual knows how to respond to whatever might happen. Everyone will be wearing lanyards so people can be identified.
- d. Update – Saylesville Heating System
Angelo Mencucci reported there has been an ongoing problem with the heating system compressor since last year at Saylesville. Mr. Mencucci reported working with Mr. Fusco to look at upgrading the boiler rather than replacing it.
- e. Approval of Organizational Chart
Motion to approve by LaFleur. Seconded by Cavanaugh. All in favor. Motion carried 6-0.
- f. Approval of Disposition of Obsolete Equipment
Motion to approve by LaFleur. Seconded by Cavanaugh. All in favor. Motion carried 6-0.
- g. Out of State Field Trip Requests
May 24, 2013 Lincoln Middle School to the Great East Festival at Six Flags
Motion to approve by LaFleur. Seconded by Cavanaugh. All in favor. Motion carried 6-0.

October 4 -5, 2013 St. Louis, MO

Lincoln High School Boys' Varsity Soccer Team to National Soccer Tournament

Motion to approve by LaFleur. Seconded by Cavanaugh. All in favor. Motion carried 6-0.

- h. Presentation of 2013-2014 Budget
Superintendent Fortunato read her transmittal letter into the record:

Enclosed herewith is the 2013-14 Superintendent's Proposed Operating Budget for the Lincoln Public Schools. The 2013-14 proposed budget totals \$51,353,941, which is a 5.85% increase over the 2012-13 operating budget of \$48,517,078. The funds requested in the proposed budget generally support current service levels and provide only minimal program enhancements.

The 2013-14 Superintendent's Proposed Operating Budget was developed using a zero based budgeting methodology which requires that every budget request be analyzed independently while incorporating the goals in the school improvement plan and the district's strategic plan. It should be noted that many of the line items remained the same as the 2012-13 operating budget despite increases in almost every area. Budget managers were diligent in asking for only essential items.

For the 2013-14 fiscal year, there are no proposed reductions in professional staff. At this time, enrollment in the lower grades is not final and there are kindergarten and grade 1 classes at Northern Elementary that are projected to meet or exceed contractual maximums for the 2013-14 school year. Generally, small class sizes in the early grades give teachers the ability to bridge gaps with struggling students so that they will be successful in math and reading in the higher grades. Enrollment numbers are not final at this time and are subject to change, even over the summer. In the event that there is a need for reductions in certified staff, there are currently two (2) elementary classroom positions that be eliminated because of lower enrollment in higher grades.

This budget funds an increase of 2.2 certified staff and 3.0 additional teacher assistants to support special needs students. The teacher assistants are required by federal law. An additional .2 French teacher and a 1.0 Math teacher are proposed at Lincoln High School. Both of these additional positions will provide smaller class sizes and/or more course offerings within the respective discipline. A new 1.0 Elementary Library Media Specialist will provide students and teachers at the elementary level with opportunities to further enhance technology education with the infusion of equipment received during the 2012-13 school year.

After the Newton, Connecticut tragedy in December 2012, school districts around the country began examining emergency preparedness protocols. Lincoln has always been in the forefront of crisis management and school administrators were trained in emergency preparedness a couple of years ago. The administrative, certified and support staffs at each school must be trained and/or refreshed in emergency preparedness and to that end there is a line item for approximately 8 hours of staff training per employee in the amount of \$132,000. Employees will be compensated for mandatory attendance at workshops for training in responding to all kinds of emergencies. These workshops will be provided by a crisis management consultant procured by the district as well as Lincoln's local law enforcement.

Salaries, tuitions, certified pension, support pension and medical and dental insurance are the areas that show increases in the 2013-14 budget. Contractual salary increases for certified, support and administrative staff are provided in the 2013-14 Superintendent's Proposed Operating Budget. The certified pension rate increased from 14.01% to 14.86% as a result of pension reform. The 14.86% includes an additional 2.6% because Lincoln does not participate in Social Security. The increase in pension expense is due to the increase in salaries subject to pension because of step increases and new positions. Support staff pension contributions increased because of a change in the mortality tables as a result of a study by the state as part of pension reform. The estimated increase for medical and dental insurance is 4% for the 2013-14 budget. The consultant is monitoring current medical and dental claims and will provide us with an actuarial estimate of the increase or decrease in late spring.

Unlike last year, there are only three (3) retirements for the 2013-14 fiscal year. This means that the salary breakage number for 2013-14 increases the budget by \$311,345 or .64% before any other budget numbers are considered.

Finally, charter school, vocational school and special education tuitions show dramatic increases in the 2013-14 Superintendent's Proposed Budget. Larger kindergarten classes and the addition of an 8th grade class at Blackstone Valley Prep as well as the percentage increase in the tuition rate that must be paid results in an increase in charter school tuitions of \$548,000 or 1.1%. Vocational tuitions reflect an increase in the tuition contribution that the district must pay, while special education tuitions reflect new placements for students coming into the district.

Like last year, the 2013-14 budget is presented in a format using the Uniform Chart of Accounts (UCOA) mandated by the State of Rhode Island. While there are still a few alignments that must be made between the UCOA and the budget, the UCOA format will ensure that the financial information presented is transparent and easy to understand.

The 2013-14 Superintendent's Proposed Operating budget is a work in progress and requires your input so that available resources are used to maximize student achievement and ensure Lincoln's compliance with the Basic Education Plan (BEP). The Lincoln Administrative team is ready, willing and able to assist you in this difficult task and we look forward to meeting with you.

- i. Approval of Budget Workshops 1/23/13 and 1/29/13 - 6:30 PM @ Lincoln High School
Motion to approve by LaFleur. Seconded by Cavanaugh. All in favor. Motion carried 6-0.
- j. Financial Report/Charter Schools Update
Lori Miller reported being on track this year and she is still projecting the \$437,000 positive variance. She is watching the medical line, utilities and the sub line is of some concern because of the flu. Miller is also watching the special education line.

IV. Civic Use of Buildings

- a. Talent America Talent Show – 2/10/13 @ LHS
Motion to approve by LaFleur. Seconded by Cavanaugh. All in favor. Motion carried 6-0.

V. Personnel Recommendations

Resignations

- a. Melinda Smith
715 Reservoir Road
Pascoag, RI 02859
From: Director of Curriculum & Instruction - Administration
Effective: December 11, 2012
Motion to approve by LaFleur. Seconded by Cavanaugh. All in favor. Motion carried 6-0.
- b. Linda Sherman
6 Farnworth Drive
Lincoln, RI 02865
From: PT 15hr/week TA - Saylesville
Effective: December 21, 2012
Motion to approve by LaFleur. Seconded by Cavanaugh. All in favor. Motion carried 6-0.
- c. Teresa Kratman
19 Mussey Brook Road
Manville, RI 02838
From: PT 15hr/week TA - Northern
Effective: January 14, 2013
Motion to approve by LaFleur. Seconded by Cavanaugh. All in favor. Motion carried 6-0.

Administrative Appointments

- a. Caroline Frey
To: Director of Curriculum, Instruction, Assessment & Professional Development
Effective: February 1, 2013
Motion to approve by LaFleur. Seconded by Cavanaugh. All in favor. Motion carried 6-0.
Superintendent Fortunato introduced Ms. Frey.
- b. Dennis Wilkinson
41 Roseview Drive
Cranston, RI 02920
To: Interim Assistant Principal – Middle School
Effective: January 2, 2013 – February 1, 2013
Salary: \$325 per day (maximum 90 days)
Motion to approve by LaFleur. Seconded by Cavanaugh. All in favor. Motion carried 6-0.

Long-Term Substitute Teacher Appointments

- a. Kristen Bernier
76 Harrisville Main St.
Harrisville, RI 02830
To: 1.0 LTS Resource – Lonsdale Elementary
Effective: January 3, 2013 – June 2013
Salary: B-3 \$26,724.72
Motion to approve by LaFleur. Seconded by Cavanaugh. All in favor. Motion carried 6-0.

IX. New Business

a. Home School Request

- Ms. Keri Parkinson

Motion to approve by LaFleur. Seconded by Cavanaugh. All in favor. Motion carried 6-0.

X. School Committee Reports

Mary Anne Roll reported the Wellness Committee met and approved a partnership to participate with the Collaborative sponsored by RIDE. They need to review and revise the Wellness Policy as recommended by the federal government to the change in the original bills. This will give them an opportunity to work with other districts and work with user friendly tools. They are recruiting members from the community. Mary Anne Roll met with the school committee liaisons and went over dates and talked about marketing strategies for the Charter subcommittee to strengthen language for both schools and parents and the community.

Kristine Donabedian reported attending a conference at Bryant University with mayors and town council members. The purpose was to act on advocacy to accelerate the funding formula from five years to two years. Donabedian also reported she and the Superintendent, Tracey Cavanaugh and Mary Anne Roll met with the town council, the town administrator regarding the Fairlawn building and repair obligations and the ending the lease. She wanted to explain the formula and made suggestions on minimalizing the impact and suggesting restricting the building to middle school. There will be additional meetings. Mary Anne Roll stated it is important the community understand there is a cost to the community for charter schools.

Mary Varr welcomed new school committee member, John Carroll.

XI. Community Comments

Fred Hoppe welcomed Caroline Frey. He also wanted to recognize Lynn Pike, the Golden Apple Award winner. Superintendent Fortunato noted she is the fourth Lincoln teacher to win the award and she will be recognized at the school committee meeting in March.

John Carroll thanked Superintendent Fortunato for welcoming him to the committee and making the transition easy. He hopes to move the district forward with fellow school committee members.

The Superintendent reminded everyone of the budget dates, January 23rd and January 29th at Lincoln High School at 6:30 PM.

XII. Adjourn

Motion to approve adjourning at 7:56 PM by LaFleur. Seconded by Cavanaugh. All in favor.

Motion carried 6-0.

MARY VARR, CLERK

DATE