

**LINCOLN SCHOOL COMMITTEE  
LINCOLN, RHODE ISLAND  
MINUTES**

DATE: May 23, 2016  
PLACE: Lincoln Middle School  
152 Jenckes Hill Road  
Lincoln, RI 02865  
TIME: 7:00 PM – Open Session

School Committee Members Present: Kristine Donabedian, Chair; Mary Anne Roll, Vice Chair; John Carroll, Clerk; Tracey Cavanaugh, John LaFleur, Staci Rapko-Bruckner, Julie Zito

Others Present: Georgia Fortunato, Superintendent; Kimberly Dixon, Caroline Frey, Mark Gadbois, Heidi Godowski, Kevin McNamara, Armand Milazzo, Lori Miller, Reza Sarkarati, Rosemary Stein, Maryann Struble, Attorney Benjamin Scungio

Convene Into Open Session

- a. Consider and Vote on Motion to Seal Executive Session Minutes.- No action.
- b. Notification to Public of Compliance with R.I. General Laws 42-46-4 & 5 as to Votes Taken  
The Chairwoman reported no votes were taken in Executive Session.

Opening Ceremony

Right to be Heard

Fred Hoppe, LTA President, spoke about the 2016-17 budget and declining enrollments. He noted he has not seen an increase in staff, but has seen an increase in class size for elementary, middle school and high school. He agreed there are less students from previous years, but the level of student need has increased. He offered to take each Budget Board member on a tour to see what declining enrollment looks like in Lincoln schools. In the past there were 350+ LTA members versus the current staff of 285. He requested looking at the budget to spend a portion of the surplus on supplies, technology with the goal of hiring a part-time social worker or psychologist to support mental health services across the district; decrease class size at all levels; maintain the current level of all positions and assure no teacher will lose their job to a permanent layoff. He encouraged everyone to attend the financial town meeting.

A member of the public spoke about the reconfiguring of teams at the Middle School with the most impactful being the three 6<sup>th</sup> grade content teams. She expressed concern for the incoming 6<sup>th</sup> grade.

Jon Bruckner stated the nine teachers that remain at the 6<sup>th</sup> grade level would now be responsible for the teaching of two different content areas each day.

Sharon Fisher, parent, stated she was distressed to hear of layoffs with the 6<sup>th</sup> grade changes. She thought maintaining staff levels will catch students before they go adrift. She also expressed concern for the students not having the Bournedale Camp experience. She asked why are academics cut first and why at the 6<sup>th</sup> grade?

Nicole Canault, parent and 6<sup>th</sup> grade teacher in another district, stated she was disappointed to hear of the cutting of a 6<sup>th</sup> grade core teacher and expressed concern for the teacher in that change and class sizes.

- I. Consent agenda
  - 1. Salary Warrants
  - 2. Expense Warrants
  - 3. Approval of Disposition of Obsolete Textbooks
  - 4. Home School Requests
    - Mr. and Mrs. Semedo
  - 5. Personnel Recommendations

**Retirement**

**Resignation**

- a. Kathryn Capone
  - From: Science – High School
  - Effective: June 2016

**Leave of Absence**

- a. Theresa DeRiso
  - From: Enrichment – Middle School
  - Effective: 2016-17 school year
- b. Melissa Goho
  - From: Reading – Northern
  - Effective: 2016 – 2017 school year
- c. Christopher Jones
  - From: Self Contained – High School
  - Effective: 2016-17 school year
- d. Thomas Mellen
  - From: Resource – Middle School
  - Effective: 2016 – 2017 school year

**Teacher Appointments**

- a. Meaghan King
  - To: 1.0 Pre-School – Northern
  - Effective: August 29, 2016
  - Salary: M-10 \$75,864.00
- a. Janet D’Alesandre
  - To: ELL Coordinator – System wide
  - Effective: 2016-17 school year
  - Salary: Per contract

**Long Term Substitute Teacher Appointments**

- a. Richard Boudreau
  - To: Mathematics – High School
  - Effective: February 12, 2016 – May 6, 2016
  - Salary: B-1 \$10,590.49
- b. Donald Desrochers
  - To: 1.0 Pre School Teacher – Northern
  - Effective: March 22, 2016 – June 23, 2016
  - Salary: B-1 \$12,457.93
- c. Caitlin Murphy
  - To: 1.0 Self Contained – Saylesville
  - Effective: March 28, 2016 – June 23, 2016

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**Support Staff Appointments**

- a. Karen Hervieux
- |            |                            |
|------------|----------------------------|
| To:        | 1:1 TA Lincoln High School |
| Effective: | May 24, 2016               |
| Salary:    | \$17.70/hour               |

**Coaching Appointments**

6. Approval of Regular Session Minutes

a. April 11, 2016

Motion to approve by Cavanaugh. Seconded by Roll. All in favor. Motion carried 7-0.

II. Superintendent's Report

a. Citations

Superintendent Fortunato reported that **Kevin McNamara**, Principal of Lincoln High School, started as an English teacher in 1999. In 2002 he was named Director of Athletics for Lincoln High School and Lincoln Middle School. Fortunato stated he is a member of the RI Interscholastic Athletic Assn. and listed his involvement on many committees. Fortunato congratulated Kevin for being named *RI Interscholastic League Administrator of the Year*. Chairwoman Donabedian presented Kevin with a Certificate of Recognition.

Superintendent Fortunato reported **Colleen Buffery** was named *RI Mathematics Teachers' Association Rookie of the Year* and shared some comments from her students. Mary Anne Roll presented Colleen with a Certificate of Recognition.

The Superintendent reported that **Anya Filosi** was named *First Grant Honors State Science Fair*. Principal McNamara will present her with a Certificate of Recognition.

The Superintendent reported **Yiru Li** and **Kiran Thakur** were named *2016 RI Science Olympiad Gold Medal, Disease Detective Event*. Julie Zito presented Yiru Li with a Certificate of Recognition. Principal McNamara will present Kiran Thakur certificate.

Superintendent Fortunato reported the high school newspaper, Lion's Roar, was granted an overall Excellence Award. **Delaney Cavanaugh and Kathryn Packard**, Editors in Chief, received first place awards from the American Scholastic Press Association Highest Achievement Award from the New England Scholastic Press Association for Special Achievement Award for Page Design. They were presented Certificates of Recognition by Tracey Cavanaugh.

Superintendent Fortunato reported **Samantha Leal** was awarded *Outstanding Cartoon* from the American Scholastic Press Association. Samantha was presented a Certificate of Recognition by Tracey Cavanaugh.

Superintendent Fortunato congratulated **Doreen Picozzi**, Newspaper Advisor, for the 2016 American Scholastic Press Association Awards. Doreen was presented with a Certificate of Recognition by Tracey Cavanaugh.

b. Lincoln High School Student Update

Principal McNamara introduced Nicole Carpenter, incoming Student Council President. Nicole reported they will continue with many programs, one being the RSVP program, collecting food for the Christmas baskets. She noted the spring pep rally is important for seniors. They will also continue the 5K race and to provide the best experience possible.

c. Saylesville Elementary School Presentation

Reza Sarkarati, Principal, showed a video of the many activities that take place, such as the District Walk, the Harvest Festival, student council elections and their celebration of veterans. Sarkarati highlighted their diversity and their core curriculum. He stated he believes you learn through the arts and how two parents associated with Trinity Rep assisted with theater works. Marissa Groleau spoke about Fusion Works and creating movement from their science textbooks.

d. Journeys Update

Dr. Caroline Frey introduced three teachers who talked about their first year's experience with the Journeys program. Gail Provost, 3<sup>rd</sup> grade teacher at Northern, stated the program has provided the structure and resources needed to create a foundation for the common core standard. She explained the focus wall and spelling words. Targeted vocabulary is discussed and then read. Susan Rodrigues, 1<sup>st</sup> grade teacher at Northern, spoke about playing with sounds, hearing and manipulating sounds. They have decoding, working with phonics and then fluency. Marissa Groleau, 5<sup>th</sup> grade teacher at Saylesville, talked about interactive writing.

e. Approval of 2016-19 District Strategic Plan

Superintendent Fortunato reported they brought a wide variety of stakeholders, including school committee members, students, parents, community members, teachers, support staff, administrators and consultants Tom DiPaola and Scott Borstel, to the table to talk about where Lincoln is going in the next few years. Step one was building the foundation using their Mission and their Vision and looking at core values. Step two was informing/analyzing which involved reviewing a lot of data. They looked at the current strategic plan, technology plan, formal test results, current enrollment trends. Step three was mapping the course to develop the following goal strategy:

1. Enhance academic achievement for all students
2. Strengthen communication and partnerships between home, school and community
3. Maximize the potential of students, staff, parents and community through effective use of resources

Motion to approve the 2016-19 District Strategic Plan by Roll. Seconded by Cavanaugh. Motion carried 7-0.

f. Layoff/Non Renewal Notice

Motion to approve by Cavanaugh. Seconded by Roll. All in favor. Motion carried 7-0.

g. Approval of LMS Curriculum Leader Job Description

Motion to approve by Cavanaugh. Seconded by Rapko-Bruckner. All in favor. Motion carried 7-0.

h. Approval of Revised Director of Athletics Job Description

Motion to approve by Cavanaugh. Seconded by Roll. All in favor. Motion carried 7-0.

i. Approval of Revised 2016-17 Virtual High School Contract

Motion to approve by Cavanaugh. Seconded by Roll. All in favor. Motion carried 7-0.

j. Approval of Cox Commercial Services Agreement for Internet Services

Motion to approve by Cavanaugh. Seconded by Roll. All in favor. Motion carried 7-0.

k. Approval of 2016-17 School Budget

The Business Manager reviewed recommended reductions, explaining the budget submitted was \$53,574,281. The budget that was approved at the Financial Town Meeting was \$52,746,861, or a difference of \$827,420. From the time the budget was submitted to the Financial Town Meeting they learned they needed two additional part-time TAs next year and one full time. The total of those positions is \$59,397, making the total reduction \$886,817 next year. Miller reported they had added a custodian to reduce overtime, but that \$10,000 has been returned to the budget. She reported on additional reductions such as fringe benefits, professional development and training, virtual classroom, police and fire, web based website software. She noted they hope to cut two buses. Charter School tuitions, graduation supplies, general supplies, medical supplies, natural gas, Electricity will be reduced. Miller explained they will be paying off the Journeys Program this year, as well as the science kits. That will reconcile the budget.

Staci Rapko-Bruckner questioned the status of grades 1 and 3. Superintendent Fortunato stated they are opening and closing classrooms. She recognized the enrollment at the middle School has declined. She has repurposed a position at the elementary school and a math coach. Julie Zito commented teachers are moved every year. Rapko-Bruckner stated this will affect the kids and there are other places that can be looked at. She would like to table the budget while they look at other options. Mary Anne Roll stated they are tasked to hire a superintendent who is responsible for maintenance and implementation of a budget that the School Committee approves. There are things in place to protect both students and staff and the School Committee shouldn't micro manage. Chairwoman Donabedian noted this will be a difficult year and they have to get used to the cuts. The Superintendent reported the contractual limit is 27 students and she stated the 6<sup>th</sup> grade teachers are certified to teach at the elementary level. She noted that Camp Bournedale is still in the plan. John LaFleur commented on the public not attending the Town Finance Meeting, noting there were three members of the Town Council who stated no more to the school department. There was no support from the community last week. The Superintendent wanted everyone to recognize they are level funded. She stated she met with Mr. Hoppe, Principal Godowski and Mrs. Miller. She presented a second option: The enrollment of the incoming sixth grade is 230 students with a possible projection of 235 students as compared to the outgoing sixth grade of 270 students. To accommodate this change the second proposal will be two three-teacher 6<sup>th</sup> grade teams with 69 and 70 students per team and one four-teacher 6<sup>th</sup> grade team with each teacher teaching one core subject with 96 students. All teachers will have 23-24 students per class. The two three-teacher 6<sup>th</sup> grade teams will require that one of their teachers teach two core subjects with this option allowed for their interdisciplinary purposes. One 6<sup>th</sup> grade teacher will remain as the fourth member of the team and then they will increase students per teacher. The con would be there would be no math coach for the coming year. It was explained it is a bottom line budget.

Motion to approve the 2016-17 budget by Roll. Seconded by Carroll. Motion carried 6-1, with Rapko-Bruckner voting against.

l. Update and Discussion Regarding Source4Teachers

Lori Miller reported going to Bridgeport, CT, with the Superintendent, Director of Human Resources and Lincoln High School Principal to see the program in use. Their fill rate is 92-93% and Lincoln's fill rate is about 75-82%. They are unable to get subs and are paying for coverage. She would like to go out to bid, possibly with Consortium members. She should have this for the June meeting.

m. School Lunch Negative Balance Update

Lori Miller reported the biggest balance is Northern, which is a school wide Title 1. She will be contacting RIDE to see about a community eligibility provision, which allows every student to have free lunch. The catch is they need to find another way to identify poverty at the school to get state aide.

n. Financial Report/Charter School Update

The Business Manager is still projecting a zero variance. Today they received a medical claim of \$199,000. That line is trending up. She met with the Medicaid consultant and he thinks the number is level this year and next year's number of \$750,000 is good.

III. Awarding of Bid

a. Transportation

Lori Miller reported there were two bidders for transportation for the next three years. First Student was the lowest bidder.

Motion to approve by Cavanaugh. Seconded by Roll. All in favor. Motion carried 7-0.

IV. Correspondence

a. Correspondence from Budget Board dated April 14, 2016

The Chairwoman explained this is the first meeting since she received a letter from the Budget Board. The letter noted their cooperative working relationship, but they expect controlling costs in the future will become even more important than in the past due to uncertain state aid, expected gaming revenue declines, a flat municipal tax base and the unknown upcoming outlay for a renovated high school. The Budget Board requested a five year plan prior to the F17-18 budget cycle, with emphasis on better managing staffing relative to a declining enrollment. They suggested this should be managed through attrition, reconfigurations with minimal impact on educational quality. The five year plan should be updated annually and include estimates by year for the following:

Key overall assumptions for state aid, Charters, etc; enrollment by grade, staffing by function, spending for staff, administration, support services, benefits and other expenses; capital projects over \$100K, plus a total estimate for all other capital; cost effectiveness projects planned with savings included.

Mary Anne Roll stated the Budget Board looks at numbers. She explained they looked at NESDEC and their projections are very accurate. They know state aid will be fixed, state funding is still a question, Charter School enrollment is unknown. What she heard from the Budget Board is they have to do a better job managing staffing. The Budget Board believes the health claim line they put in is the number and they said publicly that if they are wrong they will make the school department whole. Regarding the field, the school department is responsible for the maintenance of that field and in eight years or so they will need to have the money to replace the top layer of the field.

b. Correspondence from Northern RI Collaborative Requesting Waiver of Rental Usage Fee for Play  
Chairwoman Donabedian read a letter from the NRIC requesting a waiver of rental fee since they are a non-profit providing a variety of services to students.

V. Civic Use of Buildings

a. Lincoln Sports Camps – 7/11/16 - 7/13/16; 7/26/16 - 7/29/16; 8/2/16 - 8/4/16 @ LHS

Julie Zito asked if any dates were for inside and the Mary Anne Roll stated it was for the field and the cafeteria, but when custodians would be in the building.

Motion to approve by Cavanaugh. Second by Roll. Motion carried 6-0, with Rapko-Bruckner recused.

b. Northern RI Collaborative – Play/Fundraiser – 6/24/16 @ LMS

Mary Anne Roll explained a number of fees were waived in the past. The policy will be in effect

point that most requests had been waived previously, but everyone argues with her when she asked the PTOs and school based group charges be taken out of this policy.

Motion to approve the request with the waiver by Cavanaugh. Seconded by Carroll. All in favor.  
Motion carried 7-0.

#### VI. Old Business

##### a. RIDE Stage II Waiver and Possible Vote Regarding Construction of Bathrooms and Concessions at Ferguson Field

Attorney Ben Scungio explained there had been an issue with the application seeking aid from RIDE. They were advised not to apply for a waiver. Kristine Donabedian asked if there was any portion eligible for reimbursement. Attorney Scungio answered he thought the bathroom would qualify, but it doesn't. John LaFleur stated reimbursement doesn't come back to the school department, it goes to the town capital budget. The Chair noted this is not the first discussion on reimbursement and this is not a surprise. Lori Miller explained the recommended funding was \$276,000, if they have to go out to bid and if the cost comes in over \$230,000, they can wait until next year and ask for another appropriation at the Financial Town Meeting and do it next summer or they can appropriate some of the surplus to cover the project. Miller will confirm with DeGrigorio that they are in at the \$276,000 figure.

Motion to commence with the construction by LaFleur. Seconded by Cavanaugh.

Motion to amend to contribute \$46,000 from the surplus, if DeGrigorio will hold to the bid price by LaFleur. Seconded by Roll, Zito. It was voted 6-1 to approve the amendment, with Rapko-Bruckner voting against.

Motion carried 6-1 to approve the amended motion, with Rapko-Bruckner voting against.

#### VII. New Business

##### a. Second Reading Revised Use of Facilities Policy KG

Mary Anne Roll reported this is the second reading and there have been no changes. All school based groups will be treated in the same way. The focus here is on Ferguson Field. She wanted to make the point that it was clearly stated at the Financial Town Meeting that it is the school department's responsibility to maintain Ferguson Field and that means for certain groups they will have to charge. They need to begin now putting money away for the field. The policy will be renewed every year. The fees will be consistent with others around. There is waiver language and requests will be reviewed. Julie Zito stated she still feels fees should be waived for school based groups; it goes against their mission statement, strategic planning that talks about partnership. Roll noted there is a direct cost to the school department for custodians when there wouldn't normally be any custodians there.

Motion to approve by Roll. Seconded by Cavanaugh. Motion carried 6-1, with Zito voting against.

#### VIII. Subcommittee Reports – None.

#### IX. School Committee Reports

Julie Zito reported they are prepared to submit to RIDE in June and are proceeding with Stage 2.

Mary Anne Roll reported she had the pleasure of reading during Reading Week. She also reported the RIASC general conference was Saturday. They spent the day looking at the Massachusetts' Governor's Model and RIPEC had a great presentation.

#### X. Community Comment

Fred Hoppe stated the declining enrollment with all the shifting has been done and he wants accurate information and he wants people to know when he takes a tour, the question should the staffing and

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how that is being provided. We need to advocate for staff. He stated he needs to have an answer for the 6<sup>th</sup> grade teachers tomorrow and they can live with Option 2. Mary Anne Roll commented the LTA has worked hard with the Superintendent to avoid more cuts. Cameron Deutsch, a high school sophomore, commented on a problem: sleep. He asked if the School Committee has considered changing the start time of school. Mary Anne Roll stated there is interest in this and suggested the Wellness Committee take this up. She invited Cameron to join them on the Health and Wellness Committee.

XI. Adjourn

Motion to adjourn at 9:55 PM by Cavanaugh. Seconded by Roll. All in favor. Motion carried 7-0.

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JOHN CARROLL, CLERK

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DATE