

LINCOLN SCHOOL COMMITTEE
LINCOLN, RHODE ISLAND
MINUTES

DATE: November 13, 2017
PLACE: Lincoln Middle School
152 Jenckes Hill Road
Lincoln, RI 02865

STATEMENT BY Chair that pursuant to 42-46-5(a)(1) that the individuals to be discussed in executive session have been notified in advance in writing and advised that they may require that the discussion be held at an open meeting

TIME: 6:30 PM Executive Session (Closed) Pursuant to R.I. General Laws § 42-46-5(a)
Large Group Room

1. Consider and hear Union Grievance Re: Hallam Matter R.I. Gen Laws §§ 42-46-5(a)(1) & (9)
2. Personnel discussion regarding Superintendent's Contract and legal advice re same. § 42-46-5(a)(1).
3. Legal advice re: personnel matter
4. Adjourn Executive Session

TIME: 7:00 PM – Open Session

School Committee Members Present: Kristine Donabedian, Chair; Joseph Goho, Vice Chair; Staci Rapko-Bruckner, Clerk; John LaFleur, John Picozzi, Mary Anne Roll, Julie Zito

Others Present: Georgia Fortunato, Superintendent; Caroline Frey, Mark Gadbois, Kevin McNamara, Armand Milazzo, Lori Miller, Robin Wright

Convene Into Open Session

- a. Consider and Vote on Motion to Seal Executive Session Minutes
Motion to approve by Goho. Seconded by Roll. All in favor. Motion carried 7-0.
- b. Notification to Public of Compliance with R.I. General Laws 42-46-4 & 5 as to Votes Taken
The Chair reported no votes were taken in Executive Session.

Opening Ceremony

Right to be Heard – Fred Hoppe thanked the 77% of voters, the Town of Lincoln and the parent group for approving the bond. Jay Schofield will be the representative for the high school.

I. Consent Agenda

- Motion to approve the Consent Agenda by Goho. Seconded by Roll. All in favor. Motion carried 7-0.
1. Salary Warrants
 2. Expense Warrants
 3. Approval of Disposition of Obsolete Textbooks
 4. Out of State Field Trip Requests

5. Personnel Recommendations

Retirements

- | | | |
|---------------------|------------|----------------------------|
| a. Kimberly McGowan | From: | Grade 6 – Middle School |
| | Effective: | End of 2017-18 School Year |
| b. Sally Mellor | From: | Secretary – Middle School |
| | Effective: | December 31, 2017 |

Resignations

- | | | |
|---------------------------|------------|-------------------------------------|
| a. Michael Laflamme | From: | Custodian – Middle School |
| | Effective: | October 27, 2017 |
| b. Tracey Pollock-Tiberio | From: | 1:1 Teacher Assistant – Saylesville |
| | Effective: | November 8, 2017 |

Leaves of Absence

- | | | |
|----------------------|------------|--|
| a. Yvette Mongeon | From: | Math – High School |
| | Effective: | November 6, 2017 – January 19, 2018
(extension) |
| b. Gorete Oliveira | From: | Resource - Saylesville |
| | Effective: | August 28, 2017 - November 9, 2017 |
| c. Margaret Rock | From: | Grade 5 - Northern |
| | Effective: | September 25, 2017 – December 22, 2017 |
| d. Elizabeth Ramsbey | From: | Math – LMS |
| | Effective: | November 6, 2017 – January 19, 2018
(extension) |
| e. Nova Quinn | From: | Speech Language/District wide |
| | Effective: | November 13, 2017 – February 9, 2018 |

Long Term Substitute Appointments

- | | | |
|--------------------|------------|---|
| a. Lucy LaFontaine | To: | Grade 5 - Northern |
| | Effective: | September 25, 2017 – December 22, 2017 |
| | Salary: | Per contract |
| b. Alexandra Pepin | To: | Math (LTS) – Middle School |
| | Effective: | November 6, 2017 – January 19, 2018 (extension) |
| | Salary: | B-11 Per contract |

Support Staff Appointments

- | | | |
|-------------------|------------|--|
| a. Johanna Stauff | To: | Guidance Secretary – High School |
| | Effective: | November 27, 2017 |
| | Salary: | \$17.94/hr. |
| b. Kyle Turcotte | To: | 12 hr./wk. PT Teacher Assistant – Northern |
| | Effective: | 11/14/17 – End of school year |
| | Salary: | \$13.00/hr. |

Coaching Appointments

- | | | |
|-----------------|------------|----------------------------|
| a. Philip Gould | To: | Football Assistant Coach |
| | Effective: | 2017-18 Fall Sports Season |

November 13, 2017

Page 3

Information Only

- a. Custodian Assignment Changes
 - 6. Approval of Regular Session Minutes
 - a. October 16, 2017
 - 7. Approval of Executive Session Minutes
 - a. October 16, 2017
- II. Superintendent's Report
- a. Discussion and Possible Vote to Approve 2018 RI Student Survey
Pam Shayer, Director of Lincoln Prevention Coalition, spoke about the importance of the survey. Candace Rogers from the Dept of Health spoke about the importance to have student feedback. The test is 54 questions and takes 45 minutes to complete. They recommend 8th and 9th grades, but would like to add the 10th grade. There is a \$500 stipend per grade. The Superintendent stated they would give several workshops to the teachers and there is a letter to parents. Staci Rapko-Bruckner commented she would like students to know there is someone to talk to if they have a problem with an issue raised in the survey.
 - b. Approval of Source for Teachers Contract, *subject to legal*
Motion to approve by Goho. Seconded by Roll. All in favor. Motion carried 7-0.
 - c. Athletic Director Update
Greg O'Connor showed a video of fall sports and gave an overview of the Athletic Department. He is looking to build champions and cultivate a brand. He has increased social media and added a twitter account. He hopes to provide the best possible experience for athletes.
 - d. Approval of PBGR Coordinator/Credit Recovery Job Description (replaces PBGR Job Description)
Motion to approve by Goho. Seconded by Rapko-Bruckner. All in favor. Motion carried 7-0.
 - e. Update Fundraising Form/Procedures
The Business Manager reported this was rolled out to all schools. Now the school treasurer, Business Manager and Athletic Director must sign off before it goes to the Superintendent. This is for everything, including class activities. Most fundraising is at the high school, but receipts can now be used at other schools. John LaFleur asked about parent fundraising at games and Lori explained if they are making deposits to and requesting checks from school accounts, the policy applies. The Athletic Director stated Girls' Soccer did have a concession stand and completed all the paperwork.
 - f. Financial Report/Charter School Update
The Business Manager is projecting a negative \$285,000 fund balance because of added revenue from the State, which will actually balance to zero. Special education tuition and special services are higher this year. There are 209 students at BVP Charter School. They budgeted for 39 and 34 students showed at Davies. This will help with other tuitions. Medical claims are at 32.94% this year compared to last year's 38%.
- III. Awarding of Bid
- a. Addition to Irrigation System – Chet Nichols Field
Lori Miller explained the budget is \$12,000, so two banks of four heads were removed to decrease the cost by \$3,440. If the project comes in under budget, these can be added back. The recommendation was for Eclipse Design Inc. in the amount of \$11,210 with approval for additional work up to \$3,440 if the project comes in under budget.

IV. Correspondence

- a. Letter received from Ms. Marroquin & Ms. Tamayo requesting waiver of building fees associated with Bilingual Babies Spanish Classes
The Chair dispensed with reading the letter.

V. Civic Use of Buildings

- a. Bilingual Babies – Spanish Classes, *Including Waiver Request*
10/16/17 – 11/20/17; Mondays – Central Elementary
10/12/17 – 11/16/17; Thursdays – Saylesville Elementary
Discussion ensued regarding the policy and not waiving fees for non-profits.

Motion to approve waiver of fees request by Rapko-Bruckner. Seconded by Goho. Motion carried 6-1, with LaFleur voting against.

- b. Guitar Lessons - *Including Waiver Request*
12/4/17 – 6/6/18; Mondays – Saylesville; Tuesdays – Northern; Wednesdays - Lonsdale
Motion to approve by Roll. Seconded by Rapko-Bruckner. All in favor. Motion carried 7-0.

VI. New Business

- a. Second Reading Revised Student Attendance/Residency and Admission of Non-Resident Students Policy (JECB)
Motion to approve by Goho. Seconded by Rapko-Bruckner. All in favor. Motion carried 7-0.
- b. Truancy Officer Report
Truancy Officer Richardson explained his qualifications for this position he has held for three years. He stated he attends kindergarten registration and reviews all documents proving residency. The usual issues are from custodianship. He works with all guidance counselors and resource officers and attends Family Court. Richardson explained how he investigates questions of residency and reported the number of students investigated and removed to date. Joseph Goho noted the new phenomena of how removing a student can change funding for next year.
- c. Enrollment/Student Registration Process
The Superintendent stated she had shared a registration checklist.
- d. Discussion and Possible Vote of Special Education Audit
Mary Anne Roll noted that during Maryann Struble's exit interview, she had recommended a special education audit. Roll stated she had no idea what the cost would be but wanted to make sure they have the correct staff at the right levels. Superintendent Fortunato explained RIDE performs an audit every five years. Staci Rapko-Bruckner suggested doing this with staff members. Fortunato stated they would have to look at IEPs. She will get the report and dispense to committee members.
- e. Family Literacy Center Presentation
Kelly Dwyer and Bessie Carvalho gave a video and verbal presentation of the Family Literacy Center in Manville. They explained they are a community based center with reading programs, assisting students with their homework and holding parenting classes. They were hoping to develop more of a relationship with the Lincoln School Department.
- f. Oversight of LHS Add/Reno Project
Joseph Goho stated he knows the Superintendent and the Building Director will be reporting to the School Committee, but he didn't want to rely on SMMA's reporting. He expressed concern for possibly ruining a student's high school experience. Julie Zito agreed and she will ask SMMA to present a status at each School Committee meeting. Roll noted SMMA has experience with renovating a school that is occupied. The Chair suggested the Project Manager could do the reporting. She stated they also need to hear from teachers and students. She announced John LaFleur gave up his seat on the planning committee so she appointed Jay Schofield to replace him.

- g. Discussion and Possible Vote on Establishing a Fund for Maintenance & Repairs of Ferguson Field
Chairwoman Donabedian stated she had this put on the agenda because the Budget Board asked to establish this fund. They initially thought rentals would provide that money but the town usage has reduced rentals. The Business Manager stated she will go back to look at gate receipts from rentals. John LaFleur noted it was understood that at the 8-10 year mark they would need \$400,000 for turf and that everyone would have to contribute. Lori Miller stated there is money already collected and in the surplus. She will talk to the Auditor about a restricted fund balance
- h. Grievance Hearing Re: Hallam Matter (if necessary)
Item not necessary.
- i. Consideration and Vote on Hallam Grievance Matter
Motion to approve by Picozzi. Seconded by Roll. All in favor. Motion carried 7-0.

VII. Subcommittee Reports

Staci Rapko-Bruckner reported the Policy Subcommittee met and they discussed student protocols. They may revisit the hiring and use of facilities policies. Joseph Goho requested the retirement liability be transmitted.

VIII. School Committee Reports

Julie Zito thanked everyone who voted for the bond. Mary Anne Roll stated the annual Wellness Report is required by regulation. The summary includes nutrition and activity. She suggested working with coaches and parent groups for healthy snacks after school and some elementary principals suggested something for staff nutrition.

IX. Community Comment

John Zangari commented on surveys and they should see what's on it and then answers are worth getting. He suggested putting a positive spin on the survey and talking it up. He asked if the Charter Schools get the same vetting as given by the Truancy Officer and was told they do.

X. Adjourn

Motion to adjourn at 9:49 PM by Goho. Seconded by Zito. All in favor. Motion carried 7-0.

STACI RAPKO-BRUCKNER, CLERK

DATE