

**SMITHFIELD SCHOOL COMMITTEE MEETING  
MONDAY, JANUARY 27, 2014 @ 6:30 P.M.  
HIGH SCHOOL MEDIA CENTER  
MINUTES**

Members present: Mr. Richard Iannitelli, Chair, Mrs. Kellie-Ann Heenan, Vice-Chair, Mrs. Virginia Harnois, Secretary, Mr. Brenden Oates and Mr. Sean Clough. Also present were: Mr. Robert O'Brien, Superintendent, Mrs. Bridget Morisseau, Assistant Superintendent, Mr. Craig Levis, Special Education Director, Mrs. Lisa Cournoyer, Business Manager, Mr. Ben Scungio Esq., School Committee/School Department Attorney. Absent: Mr. Matthew Strik, Student Representative to the School Committee. Mr. Iannitelli called the meeting to order at 6:30 P.M.

6:30 p.m. – Executive Session (Closed) pursuant to RI General Laws Section 42-46-5(a) to discuss matters pertaining to:

1. Consideration of a disciplinary matter regarding an administrator. 42-46-5(a)(1)
2. Consideration of student residency matter. 42-46-5(a)8.

7:00 p.m. – Open Session

**1. Mr. Iannitelli read the Emergency Evacuation and Health Notification Statement.**

Mr. Oates requested that Agenda Item 2.6 be independently voted on.

Mrs. Harnois moved to approve Consent Agenda Items:

**2. Consent Agenda Items:**

**2.1 Minutes:**

A) Minutes of the January 6, 2014 School Committee Meeting

**2.2 Bills:**

A) Regular Bills

B) Prepaid Checks from January 6, 2014 through January 17, 2014.

C) Lunch Bills

**2.3 Leaves:**

A) Parental leave for Karalyn Anderson, Special Educator at Gallagher Middle School, from March 3, 2014 – April 11, 2014

**2.4 Resignations:**

A) Resignation of Jeffrey Smith, High School Assistant Principal, effective February 7, 2014.

B) Resignation of Christina Caldwell, Paraprofessional at the High School, effective at the end of the school year.

**2.5 Homeschooling:**

<u>Student Name</u>	<u>Parent</u>	<u>School</u>	<u>Grade</u>
Samuel Martin	Mrs. Grace Martin	Gallagher Middle School	6

Mr. Clough seconded the motion. The motion passed with a 5-0 vote.

Mrs. Harnois moved to approve consent agenda item:

**2.6 Appointments:**

Cheryl Deroche, Special Education Paraprofessional Intensive Special Education Program, Raymond C. LaPerche Elementary School, pending successful completion of a National BCI.

Mrs. Heenan seconded the motion. The motion passed with a 4-0 vote. (Mr. Oates abstained from voting).

**3. HIGH SCHOOL STUDENT REPRESENTATIVE REPORT**

There was not a high school representative present at the meeting.

4. Mr. Oates moved that Barry Houle's request for his child to attend school in Smithfield be approved. Mrs. Heenan seconded the motion. The motion passed with 5-0 vote. This falls under the School Committee policy Resident/Nonresident pupil policy number 2010. All of the proper paperwork has been submitted in compliance with the policy.
5. There was a presentation on "Trees Rock" by LaPerche Elementary School. Trees Rock is a video contest through Scotties tissues, in which the LaPerche Elementary School are finalists in. Mrs. Dorsey and Mrs. Elefsiades were present with some of their third grade students to do a presentation on the Trees Rock project that they have worked on. Mrs. Dorsey showed the video that was created.
6. Mr. Oates moved that implementation of a ski club at the high school be approved. Mr. Clough seconded the motion. The motion passed with a 5-0 vote. Mr. Deslauriers was present to give an introduction of the club and answered questions from the Committee.
7. Mr. Clough moved that the Preschool Playground be approved to go out to bid. Mrs. Heenan seconded the motion. The motion passed with a 5-0 vote. The Pre- K playground had been discussed at a prior school committee meeting. The bidding process will go through the school department.
8. There was a presentation by DATTCO. Don DeVivo, the President of DATTCO and Shirley Gralnick, Director of School Bus Operations were present. Mr. DeVivo presented DATTCO's proposal to renew the current contract for one year and answered questions from the Committee. The current contract with DATTCO ends June 30, 2014 with (2) one year extensions.
9. Mrs. Harnois moved that the revisions to the High School Proficiency Based Graduation Requirements policy be approved. Mr. Oates seconded the motion. The motion passed with a 5-0 vote. Mr. Kelley was present to review the revisions and updates to the High School Proficiency Based Graduation policy. Mr. Kelley discussed the revisions to the policy with the Committee, and answered questions the Committee had.
10. Mr. Kelley and Mrs. Palazzo presented a PowerPoint presentation on the waiver protocol and timeline components of the high school proficiency based graduation requirements. Mr. Kelley reviewed the waiver protocol and timeline of the state-assessment graduation requirements and answered questions the Committee had.  
Public comment: Gail VanGorden
11. The salaries for FY 2015 for Administrator's were discussed. The Committee discussed the performance audit recommendation that addresses compensation of the administrative team. The Committee discussed how the Smithfield Administrator's salary scales were developed. Mr. Iannitelli said a study of compensation of people in other districts was recently done. Mrs. Heenan reviewed a market data analysis on a number of administrator positions. The Committee discussed Smithfield's Administrator scaling and compensations and also comparisons of averages of administrator positions throughout the state.
12. The Committee discussed the performance audit recommendations relating to Kindergarten. The Committee is hoping to make a decision on the recommendations of the performance audit; the decision will be based upon enrollments, which are unknown at the current time.

13. The Committee discussed the performance audit recommendations relating to the central office on Payroll and the use of excel spreadsheets.  
Mr. O'Brien explained to the Committee that for the performance audit recommendation relating to the payroll system, payroll is already linked to the chart of accounts. Mr. O'Brien said for the recommendation on the use of excel spreadsheets, many systems as possible have been updated to allow for electronic transfer from one system to another but some systems cannot be updated and this requires the continued use of excel spreadsheets. He said we will update systems when it is possible to reduce the use of excel spreadsheets.
14. The Committee discussed the performance audit recommendation on student transportation options for the upcoming year. The Committee discussed the option of locking in the rate with DATTCO's current proposal for one year only, an option of taking the state contract that includes (2) one year extensions, or the option to go out to bid.  
Public comment: Gail VanGorden
15. Mr. Clough moved that a Special Education Paraprofessional position for the Smithfield High School Transition Program be approved. Mrs. Heenan seconded the motion. The motion passed with a 5-0 vote.  
This position will be a FTE position. The position is necessary to support the students in the Transition Program. Currently, a substitute paraprofessional is being utilized to support student needs. IDEA grant monies will be used to fund this position.  
Public comment: Gail VanGorden
16. Mrs. Harnois moved that the following people be appointed to the school committee ad-hoc policy committee: Sandi Brenner, Jane Ramos.  
Mr. Oates seconded the motion. The motion passed with a 5-0 vote.
17. Mr. Oates moved to table the approval of the wireless contract from Envision Technologies to the next school committee meeting. Mr. Clough seconded the motion. The motion passed with 5-0 vote.
18. The Committee did a first reading of the substitute policy. Mr. O'Brien said our attorney has reviewed the policy. The substitute policy is going to be adopted by the districts in the consortium. This policy will be subject to change based on the changes in the affordable healthcare laws. The policy will be brought back to the next meeting for final approval.  
Public comment: Mike Twohey
19. Mr. Oates moved that the Committee approve a Feinstein sign mounted on Anna McCabe Elementary School. Mrs. Harnois seconded the motion.  
  
Anna McCabe elementary school is a Feinstein Leadership School. The proposal from Mr. Feinstein would be that the sign be mounted on the Anna McCabe Elementary School under the McCabe sign on the building. The proposed signage is approximately 1 foot by 9 feet long. Mr. Feinstein would donate \$10,000 in the form of a grant to the school. Mrs. Pleau was present to answer questions that the Committee had. She said Mr. Feinstein would pay for the sign, the installation and maintenance.  
The Committee had additional questions that Mrs. Pleau will get clarification on and bring forward to the next school committee meeting.  
Mr. Oates moved to table the request for approval of the mounting of the Feinstein sign to the next school committee meeting. Mrs. Heenan seconded the motion. The motion passed with a 5-0 vote.  
Public comment: Mike Twohey

## **20. COMMUNICATIONS:**

1. A letter of commendation from Ms. Beauvais to Mr. Mencucci regarding the exceptional work during the recent pipe bursting at the Middle School.
2. A letter from Mr. Finlay requesting a joint work session with Town Council and the School Committee.
3. A copy of information that was requested by the Financial Review Commission.

## **21. SUPERINTENDENT'S REPORT:**

1. Mr. O'Brien said he is planning on having a public forum on February 26, 2014 at 7:00 PM in the high school auditorium. He said he is working with the high school students in the family and consumer sciences program to arrange for babysitting services so that all parents will be able to attend. There will be a presentation on the common core for parents. Immediately following this presentation, a panel of administrators, teachers, and some members of the Department of Education will answer any questions parents may have on the common core.
2. Mr. O'Brien gave an update on the High School Generator. Mr. O'Brien informed the Committee that the generator only has about 40 hours of use on it and there was a problem with a section of the radiator leaking. He said Mr. Mencucci has looked into the warranty on the generator, and this will be covered under warranty.
3. Mr. O'Brien recognized a team of student's at the high school from Mr. Deslaurier's class that were recognized as the best in the State, winner of the 2014 Verizon Innovative App Challenge. The App Challenge required students to use their STEM knowledge and creativity to come up with an original mobile app concept that incorporates STEM and addresses a need or problem in their school or community.  
The app the students submitted was "emergency operations plan" which focuses on simple intuitive, time efficient evacuations which earned top points in RI. Mr. O'Brien said Verizon reported that 1,300 teams submitted apps nationwide. The student's are now in the running to be the best in the region and the best in nation title, winners will be announced next month.

**22. PUBLIC FORUM:** None.

## **23. COMMITTEE COMMENTS**

Mr. Iannitelli discussed upcoming meeting dates with the School Committee:

- Feb. 10<sup>th</sup> @ 7:00 pm The Charter Review Commission would like to meet with the School Committee at the town hall.
- The Budget Workshop of 2/12<sup>th</sup> has been moved to 2/11<sup>th</sup> at 6:30 pm
- An additional Budget Workshop meeting of 2/5<sup>th</sup> @ 6:30 p.m.
- The Town Council would like to meet with the School Committee on 3/4<sup>th</sup> (the time is TBD).
- The Town Council will be discussing at their next meeting of 2/4<sup>th</sup> about meeting with the state legislators to discuss state issues. Mr. O'Brien proposed that the School Committee can also meet on that same date. The date to meet with the legislators is to be determined, further information will come.

## **24. EXECUTIVE SESSION:**

At 9:10 p.m. Mr. Oates moved to reconvene into Executive Session to discuss matters pertaining to:

1. Consideration of personnel matter regarding teacher benefit.42-46-5(a)(1)
2. Collective bargaining 42-46-5(a)2

Mrs. Harnois seconded the motion. This requires an individual vote. The individual vote was 5-0 polled by Mr. Iannitelli, Chair.

Returned to open session at 9:56 p.m. Mr. Oates moved to seal the minutes of the Executive Session. Mrs. Harnois seconded the motion. The motion passed with a 5-0 vote.

Mr. Oates moved to accept the Executive Session minutes of January 6, 2014. Mrs. Harnois seconded the motion. The motion passed with a 5-0 vote.

Motion made by Mr. Oates seconded by Mrs. Harnois to grant a contractual catastrophic leave of absence to a district employee retroactive to January 16, 2014 to the next school committee meeting of February 3, 2014. The motion passed with a 5-0 vote.

Motion to adjourn was made by Mr. Oates; seconded by Mrs. Harnois. The motion passed with a 5-0 vote.

Respectfully submitted,

Lisa A. Petrone  
Secretary