

**SMITHFIELD SCHOOL COMMITTEE MEETING
MONDAY, FEBRUARY 3, 2014 @ 7:00 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. Mr. Matthew Strik, Student Representative to the School Committee. Mr. Iannitelli called the meeting to order at 7:00 P.M.

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

Mr. Oates moved to approve Consent Agenda Items:

2. Consent Agenda Items:

2.1 Minutes:

A) Minutes of the January 27, 2014 School Committee Meeting

2.2 Bills:

A) Regular Bills

B) Prepaid Checks from January 22, 2014 through January 31, 2014

2.3 Leaves:

A) Medical leave for Edmea Sylvestre, Music teacher at LaPerche, OCRS & McCabe from 2/7/14 – 3/10/14

B) Maternity leave for Dorothy Corbeille, Special Education Teacher, McCabe, 4/21/14 – remainder of 2013-2014 School Year.

C) Maternity leave for Tara Lagner, Special Education Teacher, Old County Road School, April 10, 2014 – remainder of 2013-2014 School Year.

2.4 Resignations:

A) Resignation of Dennis Almeida, Middle School Baseball Coach, effective immediately.

Mrs. Harnois seconded the motion. The motion passed with a 5-0 vote.

3. HIGH SCHOOL STUDENT REPRESENTATIVE REPORT

- Carnations were sold in the cafeteria for delivery around Valentine's Day.
- A Valentine's Day dance is scheduled for Friday, Feb. 7th at 7:00 p.m. tickets are \$5.00.
- The senior class will be having a Yankee Candle fundraiser.

4. Presentation item tabled to the next School Committee Meeting.

5. Mr. Clough moved that there be a second reading and approval of the substitute policy. Mrs. Heenan seconded the motion. The motion passed with a 5-0 vote.

The Committee did a first reading at the last school committee meeting. Mr. O'Brien noted that this policy will be subject to change based on the changes in the affordable healthcare laws. If there are any changes based on the affordable healthcare laws the changes will be reflected in a new substitute policy that would be brought back in the future to the Committee for approval.

6. Mrs. Harnois moved that the Committee approve a Feinstein sign mounted on Anna McCabe Elementary School. Mr. Oates seconded the motion. The motion passed with a 3-2 vote. (Mr. Clough and Mrs. Heenan voted nay).

There were some questions from the Committee about this at the last meeting. Mrs. Pleau was present and said that she has contacted Mr. Feinstein and clarified concerns that the Committee had relating to a binding contract, and certain obligations relating to when and if the sign could be taken down. Mrs. Pleau said there is no binding contract, the context of the sign would read "A Feinstein Leadership School", and the sign can be taken down at any time. The Committee discussed outside entities hanging signage on school property. Mr. Clough and Mrs. Heenan expressed concerns about there not being a school department policy in place on outside signage on school property. The Committee discussed the fact that this particular request is for a non-profit education based purpose. The Committee discussed that in the future there should be a policy in place for signage of any kind on school property. The intentions of the recently created ad-hoc school committee policy would be to create such a policy.

7. Mr. Oates moved that the wireless contract from Envision Technologies be approved. Mrs. Harnois seconded the motion. The motion passed with a 4-0 vote. (Mrs. Heenan recused herself from voting).

This has been reviewed by attorney Andrew Henneous, Lisa Cournoyer, Paul Barrette and Mr. O'Brien. Mr. O'Brien said the contract meets all of RIDE requirements and will allow for the school department to move forward with wireless initiative in the district.

8. Mr. Oates moved that there be a discussion and approval of "lock in" at the high school. Mrs. Harnois seconded the motion. The motion passed with 5-0 vote.

This is sponsored by the Student Council. Members of the Student Council, along with Mrs. Annette Paiva were present to ask permission to run the event at the high school this school year. The lock in event is for grades 9-12 and will be from 10:00 p.m. into the early morning hours. The Parent Council will be working with Student Council, as they did last year, and any funds raised for the event will be given to the Smithfield Education Foundation to benefit the schools. The goal of student to adult ratio for the overnight lock in is 10:1. The Council is hoping to get donations for the event from local businesses. Mrs. Palazzo said the cafeteria, gym and auditorium will be the only areas of the high school that will be utilized for the event, and proper safety protocols will be in place, just as last year's event.

9. The changes to the District's Organizational chart were discussed.

The district's organizational chart was updated to include a District Emergency Operations Plan Coordinator tab and a minor name change of "Security Officer" added to the Director of Buildings & Grounds tab.

10. The Committee discussed the performance audit recommendations for high school and middle school guidance counselor's.

The performance audit recommends that guidance be reduced by .5 at both the middle and high school. Mr. Kelley, Ms. Beauvais, Mrs. Swanton, Mrs. McGinnis and Mr. Jackson were present to discuss guidance in the schools. Mr. Kelley showed a PowerPoint presentation that highlighted the guidance counselor's services. Ms. Beauvais, Mrs. Swanton and Mrs. McGinnis spoke about the responsibilities of school counselors at the middle and high school. Mr. Iannitelli said no decision has been made at this time on the guidance counselor positions, and that the School Committee will look at all areas in their decision making.

Public comment: RoseMarie Cipriano

11. The Committee discussed the performance audit recommendations on high school scheduling efficiency, and high school and middle school advanced placement.
The performance audit recommended a goal of 80% scheduling efficiency as well as re-evaluating EEP and AP to resolve scheduling conflicts. At the middle school, they recommended better support for academically able students. Mr. Kelley and Ms. Beauvais were present to discuss these recommendations.
Mr. Kelley said they are working on a better balance of EEP & AP courses and does not see a conflict between the EEP and AP courses as stated in the performance audit report.
Mr. Kelley discussed the performance audit recommendation of the 80% scheduling efficiency. Mr. Kelley said the high school is in the process of re-evaluating scheduling but feels the goal of 80% is very challenging to meet at this time because of the amount of choices offered to students are very limited. Mr. Kelley said the high school strives to maximize the classes as best that they can, but it is difficult to achieve across the board, unless electives are reduced and staffing is determined early on in the scheduling process. The Committee discussed with Mr. Kelley the recommendations of scheduling efficiencies with electives, and class size of electives. The Committee discussed the timeline of the scheduling of student course selection requests.
Public comment: Holly Bellucci, RoseMarie Cipriano
12. Mr. Oates moved that the communication equipment be approved to go out to bid. Mrs. Harnois seconded the motion. The motion passed with a 5-0 vote.
Mr. O'Brien said the safety committee has reviewed this and is in agreement with the specifications.
13. Mr. Oates moved that the High School Program of Studies be approved. Mrs. Harnois seconded the motion. The motion passed with a 5-0 vote.
Mr. Kelley was present and distributed the new courses/course changes for 2014-2015 and answered questions. Mr. Kelley said these are additions to the program of studies; no programs would be removed.
Public comment: RoseMarie Cipriano
14. The Committee reviewed a draft version of the grounds job description. The description was created in anticipation of a grounds person on the municipal side of government. This will be a year round position and the idea is to give the town what the school department feels what needs to be done by the shared grounds person. The suggested changes to the job description will be incorporated into the job description and brought back to the next meeting for approval.
15. Mr. Oates moved that a full time Reading/Literacy Specialist position for the remainder of the 2013-2014 school year be approved. Mrs. Harnois seconded the motion. The motion passed with a 5-0 vote.
This is a Title I funded position and will only be for the remainder of the 2013-2014 school year.
16. Mr. Oates moved that the completion of an assessment and report regarding the status of the roof replacements on the capital list be discussed and acted upon. Mrs. Heenan seconded the motion. Mr. Oates amended his motion to approve the Superintendent authorization to have drafted completion of an assessment and report regarding the status of the roof replacement verification for the high school and middle school on the capital list not to exceed \$6,800. Mrs. Heenan seconded the amended motion. The amended motion passed with a 5-0 vote.
The Financial Review Commission has requested that an assessment and report be completed to verify the need for the roof replacements and accuracy of cost estimates. The Committee discussed the necessity of the documentation of three quotes. The Committee agreed that three quotes from architects for the roof replacements of an amount not to exceed \$6,800 will be on the high school and middle school and then another quote to include the administration building roof

replacement. The cost of the assessment and report is proposed to be out of the School Department's expense. The Financial Review Commission would like the quotes by February 13th. The Committee will try their best to meet that deadline.

Public comment: RoseMarie Cipriano

17. COMMUNICATIONS:

A) An update from DATTCO regarding questions about DATTCO's proposal.

18. SUPERINTENDENT'S REPORT:

Mr. O'Brien informed the Committee that he has checked on housing aid for the roofs and the rules on housing aid for the roofs has changed. Normally Smithfield would be grandfathered in for a pool of money, however a moratorium has been put on housing aid until July 1, 2014, and only projects necessitated by immediate health and safety are eligible to receive board of education approval. Mr. Iannitelli reiterated that an assessment is needed to determine if the roofs would need replacement or not.

19. PUBLIC FORUM

None.

20. COMMITTEE COMMENTS

Mr. Iannitelli said the Superintendent has been working on an executive summary as per the performance audit, and should have this before the final budget is voted on.

21. EXECUTIVE SESSION:

At 10:12 p.m. Mr. Oates moved to convene into Executive Session to discuss matters pertaining to: Consideration of personnel matter regarding teacher benefit.42-46-5(a)(1)

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 10:01 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 27, 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 February 3, 2014 to the next school committee meeting of February 24, 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