

# Regional Board of Superintendents' Meeting

Northern Rhode Island Collaborative

2352 Mendon Road

Cumberland, RI 02864

## Minutes

A regular meeting of the Regional Board of Superintendents was held at 2352 Mendon Road, Cumberland, RI, on **Wednesday, October 3, 2007**. The meeting was called to order at 12:32 p.m. by Chairman, Robert O'Brien.

In addition to Mr. O'Brien, the following Board members were present: Ms. Fortunato, Dr. Gallo, Ms. Iacovelli, Mr. Lindberg, Dr. Macera, Dr. Morelle, Dr. Ottaviano and Mr. Welford, as well as Julian E. MacDonnell, Jr., Executive Director, and Craig Enos, Director of Administration. Guests: Miriam Goodman, Business Manager, Woonsocket, Donald Holder, Assistant Superintendent, Smithfield, and Attorney Benjamin Scungio.

### **Routine Matters:**

Mr. O'Brien, Chairman, entertained a motion to approve Agenda Items 1-2, which was moved by Ms. Iacovelli, seconded by Dr. Ottaviano and carried by all.

#### **1.0 The Minutes of the Special Meeting of September 11, 2007**

Moved: Ms. Iacovelli

Approved: Ms. Fortunato

Seconded: Dr. Ottaviano

Dr. Gallo

Ms. Iacovelli

Dr. Macera

Dr. Morelle

Mr. O'Brien

Dr. Ottaviano

#### **2.0 Bills for the month of September, 2007**

Moved: Ms. Iacovelli

Approved: Ms. Fortunato

Seconded: Dr. Ottaviano

Dr. Gallo

Ms. Iacovelli

Dr. Macera

Dr. Morelle

Mr. O'Brien

Dr. Ottaviano

### **Communications and Reports:**

**3.0** Nothing to report.

**Appointments:**

**4.0 Appointment of Jayne Rabideau, Data Facilitator & Brailist**

The Executive Director recommended the appointment of Jayne Rabideau to the grant funded position of Data Facilitator and Brailist.

Moved: Dr. Ottaviano

Approved: Ms. Fortunato

Seconded: Ms. Iacovelli

Dr. Gallo

Ms. Iacovelli

Dr. Macera

Dr. Morelle

Mr. O'Brien

Dr. Ottaviano

**Move into Closed Executive Session pursuant to Chapter 42-46-5(a) (2) of the General Laws of the State of Rhode Island.**

Mr. O'Brien entertained a motion to enter into Executive Session at 12:35 pm, for discussion of Agenda Item #9 – Administrative Salary Increases 2007-08 taken out of order, which was moved by Ms. Iacovelli, seconded by Ms. Fortunato. An individual vote was taken and carried by all. The closed session ended at 1:23 pm.

**New Business:**

**9.0 Administrative Salary Increases 2007-08**

This item was discussed in Executive Session and the vote was as follows:

Ms. Fortunato motioned to approve the Executive Director's recommendation of a 3.5% salary increase for the Director of Administration, Technology Director, and the Executive Director, which was seconded by Dr. Ottaviano and carried by all.

Moved: Ms. Fortunato

Approved: Ms. Fortunato

Seconded: Dr. Ottaviano

Dr. Gallo

Ms. Iacovelli

Dr. Macera

Dr. Morelle

Mr. O'Brien

Dr. Ottaviano

(Mr. Lindberg arrived at 1:00 pm during Executive Session.)

(Dr. Chevrette and Mr. Welford arrived at 1:15 pm during Executive Session.)

**Old Business:**

**5.0 Strategic Planning – Professional Development**

Mr. O'Brien, Chairman, reported that the Board needs to determine a focus and direction for professional development, and has invited Dr. Don Holder, Assistant Superintendent

in Smithfield, to the meeting to help facilitate setting those professional development goals for the Northern Rhode Island Collaborative.

Dr. Holder distributed copies of Smithfield's Strategic Plan for Professional Development to the Board for their reference and discussed NRIC's Strategic Planning Session that took place in 2005. Copies of the NRIC Professional Development Survey Results from April 2007 were provided to the Board along with a copy of Dr. Holder's "Suggestions for Setting Professional Development Goals".

Dr. Holder asked each Board member to identify their district's professional development needs and they are listed as follows:

- Formative Assessment (Smithfield)
- Data to Improve Instruction (No. Providence)
- Differentiated Instruction – Secondary Level (Johnston)
- Literacy K-12 (Lincoln)
- All Teachers Reading (Cumberland)
- Writing Across the Content Area (Woonsocket)
- Appropriate Professional Development for Specialized Areas (No. Smithfield)
- Improving Quality of Instruction (No. Smithfield)
- All Professional Development Leads to Accountability (Central Falls)
- ELL & Multicultural Children & Families (Woonsocket)
- Leadership Capacity (Smithfield)
- Grant Writing (No. Providence)
- Better Utilization of TA's in Classroom (Johnston)
- Inclusion – LRE (Lincoln)
- Focus on Student Learning (Cumberland)
- Redesign Teacher Evaluation Model (Woonsocket)
- Managing Anti-Social Behavior (Woonsocket)
- Science in Elementary Schools (No. Smithfield)
- Numeracy (Bud MacDonnell)
- Technology (No. Providence)
- Video Conferencing (Smithfield)
- RTI / PST (Smithfield)
- Special Instruction & Assessment (Lincoln)
- Special Grant Projects (Woonsocket)
- Report Card – Outcome Based (Burrillville)
- Assessment Design (Burrillville)
- Closing Achievement Gap for Special Education (Burrillville)

(Dr. Gallo left the meeting at 1:45 pm).

Dr. Holder then asked each Superintendent to choose five areas which were important to their districts. The following key areas were identified as the most important areas to work on at this time:

1. Formative Assessment
2. Using Data
3. Differentiated Instruction (6-12)
4. Inclusion – LRE
5. Literacy/Numeracy
6. Specialized Areas of Professional Development

Dr. Holder recommended that these areas be brought forward to the Curriculum Team so that they can begin planning effective models for professional development. He recommended a timeline of six weeks.

Mr. O'Brien emphasized the need for a commitment from the Superintendents and their Curriculum Directors. A date for an all-day meeting of the Curriculum Directors in November was discussed.

Discussion followed regarding developing a resource model and implementation for the 2008-09 school year. Other future professional development opportunities with Northeastern University and Bryant University were also discussed.

(Ms. Fortunato left the meeting at 2:15 pm).

Mr. Welford questioned the expectations of the Curriculum Team in six weeks. Dr. Morelle suggested prioritizing the agreed upon areas of professional development. Mr. Lindberg suggested taking a topical area and develop a prototype of a delivery model.

Mr. O'Brien then suggested identifying one area of priority for the Curriculum Team to get started on. After discussion, the Board agreed the first area of priority for professional development will be "Using Data".

(Dr. Morelle left the meeting at 2:30 pm).

The role/function of Northern Rhode Island Collaborative in delivering professional development was discussed.

(Mr. Lindberg and Dr. Chevrette left the meeting at 2:45 pm).

Mr. O'Brien thanked Dr. Holder for his assistance at today's meeting and he left the meeting at 2:45 pm.

The Board discussed changing the November 13<sup>th</sup> Board meeting date due to conflicts at RIDE to November 7<sup>th</sup>. Mr. O'Brien suggested holding the meeting at URI. Mr. MacDonnell will contact Gail Scowcroft at URI.

## **7.0 Operating Budget 2007-08 Recommendations**

The Executive Director recommended this item be tabled for discussion at the next meeting.

**New Business:**

**8.0 New Position – Director of Educational Services**

The Executive Director is recommending that the position of Assistant Director be expanded with its main focus overseeing special education programs and professional development initiatives. Mr. MacDonnell has provided a copy of the recommended new job description with the new position title of Director of Educational Services for the Board’s review and approval.

Discussion followed. Mr. O’Brien suggested grant writing be added to the job description.

Dr. Ottaviano motioned to approve the new job description of Director of Educational Services as amended to include grant writing. The motion was seconded by Ms. Iacovelli and carried by all.

Moved: Dr. Ottaviano

Approved: Ms. Iacovelli

Seconded: Ms. Iacovelli

Dr. Macera  
Mr. O’Brien  
Dr. Ottaviano  
Mr. Welford

**10.0 Rescind Employment Non-Renewal:**

The Executive Director recommended the employment non-renewal be rescinded for John Petrella, Teacher in the RAP Program.

Moved: Dr. Ottaviano

Approved: Ms. Iacovelli

Seconded: Ms. Iacovelli

Dr. Macera  
Mr. O’Brien  
Dr. Ottaviano  
Mr. Welford

**Informational Matters:**

11.0 Nothing to report.

- Mr. Welford questioned what are the plans to fill the Assistant Director position. Mr. MacDonnell advised that Mr. Robert Wall is currently acting as the Interim and that the position will be advertised. Mr. Welford suggested saving money on advertising and appointing him. Discussion took place and Mr. MacDonnell will recommend Mr. Wall be appointed at the next meeting.

With no further information to report, Mr. O’Brien entertained a motion to adjourn the meeting at 3:00 p.m., which was moved by Dr. Ottaviano, seconded by Ms. Iacovelli, and carried by all.

Moved: Dr. Ottaviano  
Seconded: Ms. Iacovelli

Approved: Ms. Iacovelli  
Dr. Macera  
Mr. O'Brien  
Dr. Ottaviano  
Mr. Welford

Respectfully submitted,

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Robert O'Brien, Chair