

Approve 12/11/2012.

5.1

NEWPORT SCHOOL COMMITTEE
Regular Meeting
Tuesday, November 13, 2012, 7:00 p.m.

MINUTES

1.0 OPENING ITEMS.

1.1 Call to Order. Chairperson Patrick K. Kelley called the Regular Meeting of the Newport School Committee to order at 7:00 p.m. at the Newport Public Schools' Administration Center, in Room 924.

1.2 Roll Call. Attendance was as follows: School Committee Members: Chairperson Patrick K. Kelley, Vice Chairperson Rebecca Bolan, Sandra J. Flowers, Ph.D., Jo Eva Gaines, Robert J. Leary, Thomas S. Phelan, and Dr. Charles P. Shoemaker. School Department: Superintendent of Schools John H. Ambrogi, Ed.D., Director of Administrative Services Joan Tracey, and Director of Curriculum and Instruction Caroline Frey, Ed.D.

1.3 Pledge of Allegiance. The Pledge of Allegiance was recited.

1.4 Moment of Silence. Moment of Silence was presented as follows:

- **Christine Pembroke:** of Middletown, passed away on Saturday, October 13, 2012, at Miriam Hospital, at the age of 29, after a valiant battle with leukemia. Born in West Point, New York, on January 13, 1983, Christine was the youngest of three girls who grew up in an Army family. She graduated from Fort Knox High School in Kentucky as class Valedictorian and was a National Merit Scholarship finalist. Returning to Rhode Island to attend the University of Rhode Island, Christine graduated with high honors as a double major while concurrently beginning her career. For several years, she worked in Human Resources for the Newport Navy Exchange until her promotion and transfer to Pearl Harbor, Hawaii, where she lived for the last 18 months. Christine is survived by her parents COL Wayne Pembroke, USA (Retired) and Carol (Schmitz) Pembroke of Middletown. Her father, COL Pembroke served as Rogers High School's JROTC Instructor; and her mother, Carol Pembroke serves as Rogers High School's Mathematics Department Head. Christine is also survived by two sisters: Cindy Pembroke and Lisa Esterrich, both of Raleigh, North Carolina; her grandmother, Hazel Pembroke, of

Martha's Vineyard; her niece, Isabel Victoria; 11 aunts and uncles; and many cousins.

- **Noreen Stonor Drexel:** of Newport, passed away at the age of 90 on Tuesday, November 6, 2012. Born the Honorable Noreen Stonor in Henley on Thames in England, Mrs. Drexel was the youngest child of Lord and Lady Camoys of Stonor Park, England. She was the descendant of the State's founder, Roger Williams, and of Nicholas Brown, a founder of Brown University. Mrs. Drexel was a supporter of many important Newport Institutions including Newport Hospital, Salve Regina University, Touro Synagogue, and Newport Public Schools, just to name a few. Additionally, Mrs. Drexel was a Trustee and Chair of the Alletta Morris McBean Charitable Trust. In the 1970s, she was appointed by the President of the American Red Cross as Representative of the League of Red Cross Societies at the United Nations. In recognition of her service to the City-by-the Sea and so many others, she was awarded the Honorary Degree of Doctor of Humane Letters from Salve Regina University in 1999, where she served for many years on their Board of Trustees. Mrs. Drexel was the wife of John R. Drexel, III, who predeceased her, and is survived by her daughter, Pamela Drexel, her son, John R. Drexel, IV, and her daughter, Noreen O'Farrell, seven grandsons, two great-granddaughters, and one great-grandson.
- **Thomas P. "Chic" Murphy:** of Newport, passed away at Heatherwood Nursing Home on Saturday, November 10, 2012. Born in Newport, he was the son of the late Joseph C. and Eileen W. Murphy. Mr. Murphy was a former communicant of St. Joseph's Church, a 1968 graduate of Middletown High School, and attended St. Francis' College in Biddeford, Maine, from where he was conscripted and served in two countries in Southeast Asia. He served as Custodian for the Newport Public Schools at Rogers High School for 22 years, from 1988 until his retirement in 2010. Mr. Murphy was an avid member of the Ancient Order of Hibernians and the Newport Rugby Football Club. He was predeceased by his brother, Steven J. "Mal" Murphy of Newport; and leaves behind two sons, Patrick C. Murphy and Justin M. Murphy both of Newport, and his former wife, Tina Marie Murphy-Reynolds.

2.0 PUBLIC COMMENT.

No Public Comment was received.

3.0 RESOLUTIONS.

- **Proclamation—American Education Week.** Teachers' Association of Newport President David Koutsogiane and Council 94—Local 841 Representative Amy Minick were present to accept the American Education Week Proclamation read aloud by Chairperson Patrick K. Kelley. Mrs. Gaines made a motion to pass the Resolution, as presented. Dr. Flowers seconded the motion, which carried unanimously (7-0).

4.0 STUDENT ACTIVITIES.

- 4.1 Student Council Update: Gabrielle Hermes.** Student Council President and School Committee Representative Gabrielle Hermes provided the Committee with an update on Student Activities of the Student Council: End of First Quarter; Sports Roundup; Christmas Play; Winter Sports Sign-Up; Research Papers—History Day; and Seniors Applying to Colleges. Ms. Bolan commended freshman coaches and freshman sports teams and their ability to participate in the sports, while transitioning from 8th to 9th grade, of which Extra-Curricular Activities Policy was modified to accommodate freshman to have the opportunity to participate in grade 9 sports.

5.0 CONSENT AGENDA.

- 5.1.1 Regular Meeting Minutes of Tuesday, October 9, 2012, 7 p.m.** Mrs. Gaines made a motion to consent to the approval of the Regular Meeting Minutes of Tuesday, October 9, 2012, 7 p.m., as presented. Dr. Flowers seconded the motion, which carried unanimously (7-0).
- 5.1.2 Newport School Committee/Newport City Council Special Joint Workshop of Tuesday, October 10, 2012, 6 p.m.** Mrs. Gaines made a motion to consent to the approval of the Special Meeting Minutes of Tuesday, October 10, 2012, 6 p.m., as presented. Dr. Flowers seconded the motion, which carried unanimously (7-0).
- 5.1.3 Special Meeting Minutes of Monday, October 22, 2012.** Mrs. Gaines made a motion to consent to the approval of the Special Meeting Minutes of Monday, October 22, 2012, as presented. Dr. Flowers seconded the motion, which carried unanimously (7-0).

5.2 Personnel Actions.

APPOINTMENTS.

Mrs. Gaines made a motion to consent to the approval of the last four Appointments, Leave of Absence, and to accept the Resignation, of the following and to act upon the first two appointments, individually:

APPOINTMENTS

<u>Name</u>	<u>Position</u>	<u>Date</u>
Carl Cowen	JROTC Senior Instructor – Rogers High School	11/26/12
Christopher Lewia	Sports Supervisor – Thompson Middle School	11/14/12
Scott Keddy	Swimming Coach, Rogers High School – Co-Ed	11/14/12
Christie Mataronas	Pre-Kindergarten PCA – Underwood School	11/14/12
Heather Reed	First Grade PCA – Coggeshall School	11/14/12
Megan Velazquez	Kindergarten Para Educator – Cranston Calvert School	11/14/12

RESIGNATION

<u>Name</u>	<u>Position</u>	<u>Date</u>
Kacie Gallo	Head Girls' Indoor Track Coach – RHS	10/17/12

LEAVE

<u>Name</u>	<u>Position</u>	<u>Date</u>
Bethany Borgueta	Maternity Leave – Rogers High School, Science Teacher	01/02/13 – 03/28/13

Dr. Flowers seconded the motion, which carried unanimously (7-0).

APPOINTMENTS—ACTED UPON INDIVIDUALLY:

Carl Cowen, JROTC Senior Instructor, Rogers High School, with a start date of November 26, 2012.

Discussion followed. Ms. Bolan made a motion to consent to the approval of the Appointment of: Carl Cowen, JROTC Senior Instructor, Rogers High School, with a start date of November 26, 2012. Mrs. Gaines seconded the motion, which carried unanimously (7-0).

Christopher Lewia, Sports Supervisor, Thompson Middle School, with a start date of November 14, 2012.

Discussion followed. Mrs. Gaines made a motion to consent to the approval of the Appointment of: Christopher Lewia, Sports Supervisor, Thompson Middle School, with a start date of November 14, 2012. Dr. Flowers seconded the motion, which carried unanimously (7-0).

- 5.3 Requests for Home Instruction.** Mrs. Gaines made a motion to consent to the approval of the Request for Home Instruction, as presented. Dr. Flowers seconded the motion, which carried unanimously (7-0).

6.0 ACTION ITEMS.

- 6.1 Policy No. 4610—Newport Public Schools—Human Resources—Recruitment & Appointment of the Superintendent—SECOND READING AND ADOPTION (Amendment).** Ms. Bolan made a motion to adopt Policy No. 4610—Newport Public Schools—Human Resources—Recruitment & Appointment of the Superintendent. Mr. Phelan seconded the motion. Discussion followed. Mrs. Gaines stated that she could not support the final contract language. The motion which carried (4-3). Those Members voting in favor of the motion were: Vice Chairperson Rebecca Bolan, Chairperson Patrick K. Kelley, Robert J. Leary, and Thomas S. Phelan. Those Members voting against the motion were: Sandra J. Flowers, Ph.D., Jo Eva Gaines, and Charles P. Shoemaker, M.D.
- 6.2 Policy No. 4612—Newport Public Schools—Human Resources—Interview Process and Procedures for Selection of Principals and Above—SECOND READING AND ADOPTION (Amendment).** Dr. Shoemaker made a motion to adopt Policy No. 4612—Newport Public Schools—Human Resources—Interview Process and Procedures for Selection of Principals and Above. Mrs. Gaines seconded the motion, which carried unanimously (7-0).
- 6.3 Policy No. 4630—Newport Public Schools—Human Resources—Staff Vacancies—SECOND READING AND ADOPTION (Amendment).** Dr. Flowers reported on the proposed change to Policy 4630, another policy alignment, to ensure that our policies consistently reflect the ethnic diversity of the district. Mrs. Gaines made a motion to adopt Policy No. 4630—Newport Public Schools—Human Resources—Staff Vacancies. Dr. Flowers seconded the motion, which carried unanimously (7-0).
- 6.4 Policy No. 4650—Newport Public Schools—Human Resources—Appointments and Promotions—SECOND REDING AND ADOPTION (Amendment).** Dr. Flowers reported on the proposed change to Policy 4650. This change will provide an initial interview to all Newport residents and identified minorities who meet the minimum qualifications for job openings. Mrs. Gaines made a motion to adopt Policy No. 4650—Newport Public Schools—Human Resources—Appointments and Promotions. Dr. Flowers seconded the motion, which carried unanimously (7-0).

- 6.5 Policy No. 5540—Newport Public Schools—Students—Disciplinary Policies—Dress and Grooming Code—FIRST READING (Amendment).** Discussion followed. Ms. Bolan made a motion to adopt Policy No. 5540—Newport Public Schools—Students—Disciplinary Policies—Dress and Grooming Code—First Reading, as amended. Mr. Leary seconded the motion, which carried (5-1-1). Those Members voting in favor of the motion were: Vice Chairperson Rebecca Bolan, Chairperson Patrick K. Kelley, Robert J. Leary, Thomas S. Phelan, and Charles P. Shoemaker, M.D. The Member voting against the motion was: Sandra J. Flowers, Ph.D. The Member abstaining was: Jo Eva Gaines.
- 6.6 HMFH Architects—Contract—Approval of Professional Services Supplement No. 27 (Vanasse Hangen Brustlin, Inc. Parking and Traffic Study Update).** Owner's Representative James Farrar provided the Committee with an overview of HMFH Architects—Contract—Approval of Professional Services Supplement No. 27 regarding Vanasse Hangen Brustlin, Inc.'s Parking and Traffic Study revisit. Discussion followed. Mr. Kelley made a motion to approve HMFH Architects—Contract—Professional Services Supplement No. 27, inclusive of both the Parking and Traffic Study, agreed to between the Newport Public Schools and HMFH Architects, in the total amount of \$7,220, as presented. Ms. Bolan seconded the motion, which carried (5-2). Those Members voting in favor of the motion were: Vice Chairperson Rebecca Bolan, Sandra J. Flowers, Ph.D., Jo Eva Gaines, Chairperson Patrick K. Kelley, and Thomas S. Phelan. Those Members voting against the motion were: Robert J. Leary and Charles P. Shoemaker, M.D.

Taken Out of Order—Discussion Item.

- 7.1 Pell Budget and Schedule Update.** Owner's Representative James Farrar provided the Committee with an overview of the Pell Budget and Schedule Update for the Pell School. Discussion followed.

Taken Out of Order—Discussion Item.

- 7.2 Pell Furniture RFQ Status.** Owner's Representative James Farrar provided the Committee with an update regarding staff input provided to the furniture consultants to date and that the district should be receiving information from the consultants with regard to their recommendations and initial budget numbers.

Taken Out of Order—Discussion Item.

- 7.3 Rogers High School Master Schedule 2013—Block Scheduling.** Rogers High School Principal James Nelson provided three options that could be under consideration regarding the Rogers High School Modified Block Scheduling for next year—2013-2014. Discussion followed.

- 6.7 **Approve School Department Input to Vanasse Hangen Brustlin Study—Re: Number of Occupants for Pell School (teachers, volunteers, para educators, custodians, administration, food services, etc.).** Discussion followed. Mrs. Gaines made a motion to approve the School Department Input to the Vanasse Hangen Brustlin Study of the number of occupants for Pell School, inclusive of teachers, volunteers, para educators, custodians, administration, food services, etc. with a staffing minimum of 124 and a staffing maximum of 132. Dr. Shoemaker seconded the motion, which carried unanimously (7-0).
- 6.8 **Pell Options Subcommittee: Member Appointment.** Ms. Bolan made a motion to appoint Resident and Parent Saskia Standish to serve as an acting member on the Pell Options Subcommittee. Mr. Phelan seconded the motion, which carried (5-0-2). 2 abstentions: Gaines/Flowers.

7.0 DISCUSSION ITEMS.

Taken Out of Order.

- 7.4 **Review Reading Teacher Workload including Identification of Students in Need of Service, Number of Hours per Week Services are Provided, and Size of Student Groups when Services are Delivered—Update.** Director of Curriculum and Instruction Dr. Frey provided an update to the Committee regarding the reading service delivery of targeted and intensive intervention and the differences in delivery by the reading specialists at each of the district's three levels—elementary, middle, and high and servicing the district's students with Personal Literacy Plans. Discussion followed.
- 7.5 **Staff Sign-In/Absentee Quarterly Report.** Discussion followed regarding the progress of the staff sign-in/absentee quarterly report, indicating that the number of tardy personnel has decreased from eight to four.
- 7.6 **Business Office Improvement Actions—including: Lawson System Training, Exit Interviews/Check-Out Procedures for Employees, and Preparation of Monthly Budget Reports in Accordance with RIGL Requirements.** Discussion followed regarding the implementation of the exit interview process, Lawson Program training, and the posting of the new position, Business Office Coordinator.
- 7.7 **Health Benefit Trust Fund Status—including: Current balance, Number of Active Employees Participating, Number of Retirees Participating, and Interest Payments to Employees who have Withdrawn.** Discussion followed regarding the status of the current balances in the city-sponsored OPEB Trust, number of active employees participating, number of retirees participating, and interest payments to employees who have withdrawn.

- 7.8 Capital Improvement Plan.** Director of Property Services Paul Fagan reviewed with the Committee the Capital Improvement Plan Projects for this Fiscal Year—2012-2013. He indicated that a large amount of the current \$360,000 budgeted for this year's projects is targeted at roof replacements—interior building walkway/corridor roofs at an estimated cost of \$220,000 (corridor outside shop areas, corridor outside gym leading down to auditorium, connecting corridor from teachers' lounge down to science, and the corridor leading from science to home economics) and five additional projects being allocated for funding. Discussion followed.
- 7.9 Subcommittee Reports.** Ms. Bolan stated that the Nutrition Advisory Committee/Health and Wellness Subcommittee would be meeting this Friday, November 16, 2012, and to resume the Public Relations Subcommittee beginning in January of 2013. Mr. Kelley updated the Committee on the progress of the meetings held to date of the Pell Options Subcommittee. Discussion followed regarding projected student enrollment and classrooms.

8.0 REPORTS FROM SUPERINTENDENT AND STAFF.

- 8.1 Expenditure and Revenue Reports.** Superintendent of Schools Dr. Ambrogi indicated that Business Administrator Joan Tracey has been diligently finishing UCOA and preparing documentation for the City Auditors and is hopeful that within the next month, a detailed financial analysis on this year's budget projections should be available. Discussion followed. Dr. Flowers made a motion to accept the Expenditure and Revenue Reports, as presented. Mrs. Gaines seconded the motion, which carried unanimously (7-0).
- 8.2 Enrollment Reports.** Superintendent of Schools Dr. Ambrogi reviewed the Enrollment Reports. Discussion followed. Dr. Flowers made a motion to accept the Enrollment Reports, as presented. Mrs. Gaines seconded the motion, which carried unanimously (7-0).
- 8.3 Damage Reports.** Director of Property Services Paul Fagan provided information to the Committee regarding damage identified from Hurricane Sandy. Discussion followed regarding the need for a generator at Rogers High School. Dr. Flowers made a motion to accept the Damage Reports, as presented. Mrs. Gaines seconded the motion, which carried unanimously (7-0).

8.4 Superintendent’s Update. Superintendent of Schools Dr. Ambrogi listed for the Committee his activities to date:

1.	RIDE—RTTT—Collaborative Learning for Outcomes (CLO) Process Meeting (10-10-12)
2.	Pell School Construction Meeting (10-10-12)
3.	Pell School—Furniture, Fixtures, and Equipment Meetings for Staff with Vendor (10-15;10-16, 2012)
4.	East Bay Educational Collaborative Board Meeting (10-12-12)
5.	RIDE—Diagnostic Screen Process Meeting 1 (10-12-12)
6.	Rogers High School Master Schedule Meeting (10-16-12)
7.	Underwood School Crossing Guard Meeting with Newport Police Department (10-17-2012)
8.	Pell School Construction Meeting (10-17-12)
9.	Luncheon with Fred Best (10-17-12)
10.	Annual Rhode Island Interlocal Risk Management Trust Meeting (10-18; 10-19, 2012)
11.	NSC Policy Subcommittee Meeting (10-22-12)
12.	Location of Preschool for Next Year—Discussion with Staff (10-22-12)
13.	Pell School Construction Meeting (10-24-12)
14.	NSC Pell Options Subcommittee Meeting (10-24-12)
15.	National Automotive Technicians Education Foundation— Evaluation of Rogers High School Automotive Technology Program (10-26-12)
16.	Pell School Construction Meeting (10-31-12)
17.	Perkins Grant Meeting—Rogers High School Computers (11-01-12)
18.	Meeting with Salve University’s Anthropology Professor—Sullivan School Study (11-02-12)
19.	Perkins Grant Meeting with Administrators (11-05-12)
20.	Pell School Construction Meeting (11-07-12)
21.	NSC Pell Options Subcommittee Meeting (11-07-12)
22.	Meeting with NESDEC Consultants— Studies: Middle School Teaming and Alternative Learning Program (11-08-12)
23.	RIDE—Diagnostic Screen Process Meeting 2 (11-09-12)

Mrs. Gaines made a motion to accept the Superintendent’s Update, as presented. Dr. Flowers seconded the motion, which carried unanimously (7-0). Superintendent of Schools Dr. Ambrogi spoke to Item 9.0 – He stated

that Fred Best would be relocating out of state and thanked him for his commitment to Newport and to the Alliance for a Livable Newport.

9.0 SUGGESTED MEETING DATES AND AGENDA ITEMS.

9.1 Meeting and Agenda Requests. The Committee reviewed Meeting and Agenda Requests, as follows: At the request of Mr. Leary, he requested that the Mathematics Update at the December 11, 2012, Meeting and an update of BOLD Program and its Volunteers.

10.0 EXECUTIVE SESSION.

At 9:26 p.m. Mrs. Gaines made a motion to go into Executive Session under jurisdiction of Rhode Island State Law, Chapter 46, 42-26-5 – Exceptions (a)(1) Personnel Matters, and the person or persons affected have been notified in writing and advised that they may require that the discussion be held in an open session; and (a)(2) Collective Bargaining and Litigation. Dr. Flowers seconded the motion which carried unanimously (7-0).

EXECUTIVE SESSION

SEALED MINUTES – CONFIDENTIAL

OPEN SESSION

At approximately 9:24 p.m. Mrs. Bolan made a motion to call the meeting into open session. Mrs. Gaines seconded the motion, which carried unanimously (7-0).

11.0 ADJOURNMENT.

At 9:25 p.m., Mrs. Bolan made a motion to adjourn the meeting. Mrs. Gaines seconded the motion, which carried unanimously (7-0).

Patrick K. Kelley
Chairperson

John H. Ambrogi, Ed.D.
Clerk

American Education Week

Proclamation

WHEREAS, public education is the backbone of our democracy, providing young people with the tools they need to maintain our nation's precious values of freedom, civility and equality; and

WHEREAS, by equipping young Americans with both practical skills and broader intellectual abilities, schools give them hope for, and access to, a productive future; and

WHEREAS, public education employees, be they educators, substitute educators, custodians, teachers, school administrators, bus drivers, clerical workers, food service professionals, health and student service workers, or librarians, work tirelessly to serve our children and communities with care and professionalism; and

WHEREAS, public schools are the foundations of neighborhoods and communities, bringing together adults and children, educators and volunteers, business leaders, and elected officials in a common purpose.

NOW, THEREFORE, I, Patrick K. Kelley, serving as Chairperson, of the Newport School Committee, Newport, Rhode Island, do hereby proclaim November 11–17, 2012, as the 91st annual observance of American Education Week.

Signed this 13th day of November, 2012.

A handwritten signature in cursive script that reads "Patrick K. Kelley". The signature is written in black ink and is positioned above a horizontal line.

**Patrick K. Kelley, Chairperson
Newport School Committee**