

Approve 03/11/2014.

5.1

**NEWPORT SCHOOL COMMITTEE**  
Regular Meeting  
Tuesday, February 11, 2014, 7:00 p.m.

**MINUTES**

**1.0 OPENING ITEMS.**

**1.1 Call to Order.** School Committee Chairperson Charles P. Shoemaker, M.D., called the Regular Meeting of the Newport School Committee to order at 7:04 p.m., at the Newport Public Schools' Administration Center, in Room 924.

**1.2 Roll Call.** Attendance was as follows, in alphabetical order: School Committee Members: Rebecca Bolan, Sandra J. Flowers, Ph.D., Vice Chairperson Jo Eva Gaines, Robert J. Leary, Thomas S. Phelan, Robert B. Power, Ed.D., and Chairperson Charles P. Shoemaker, M.D. School Department: Superintendent of Schools Colleen B. Jermain, Director of Human Resources Frances Eames, Director of Property Services Paul Fagan, and Director of Administrative Services Joan Tracey.

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

**At approximately 7:05 p.m., Committee Member Rebecca Bolan excused herself from the meeting for a short time.**

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

- **Jean Marie (Camara) Hamill:** of Newport, passed away Sunday, January 5, 2014, at home. She was the wife of the late George Michael "Mike" Hamill. Attending Cluny School and graduating from Rogers High School in 1975, Mrs. Hamill served as: a Eucharistic Minister at St. Lucy's Church, employee at Jai Alai, and volunteer for Newport Pop Warner Football; and, she received "Citizen of the Year" by Cluny School. Mrs. Hamill leaves behind two children, one brother, and four sisters. Two of her sisters: Nancy Peterson, was the former secretary to the Central Administration's Curriculum Director for Newport Public Schools; and Debbie Grover is the Rogers High School Guidance Clerk/Typist.

- **Catherine Medeiros.** Of Newport, passed away Saturday, December 28, 2013. Ms. Medeiros was a graduate of Rogers High School and was employed by the Newport School Department for 43 years in the Office of the Superintendent. Ms. Medeiros leaves behind two children.
- **Richard J. Carbotti.** of Newport, passed away Tuesday, January 21, 2014. Richard was a Substitute Teacher, Art Teacher, and Supervisor of the Arts for Newport Public Schools, retiring in 2005, with over 28 years of service. His work and efforts in the events industry won him recognition and numerous awards, most notably his induction into the Special Events Hall of Fame. Richard is survived by his wife, Patricia, and their two children, Evan and Jordan.
- **Patricia M. (Martha) Silveria.** of Newport, passed away Friday, January 24, 2014, at Forest Farm Health Care Center. She was a graduate of St. Augustin's Grammar School, St. Catherine Academy, parishioner of St. Augustin's Church, and employed as a longtime bookkeeper. Mrs. Silveria is survived by her six children. Her daughter, Melissa, and her husband Kelly Turner, are employed with the Newport Public Schools—Melissa as a Mathematics Intervention Specialist at Pell Elementary School and Kelly, as a Custodian at Rogers High School.
- **Joseph E. Carr.** of Bleinheim-Newport, passed away Sunday, January 26, 2014. Mr. Carr graduated from Boston College and received his Master's Degree from Rhode Island College. He became an educator for Newport Public Schools in 1954, and Principal in 1968 at Callendar, Carey, and Coggeshall Schools, before retiring in 1985. He is survived by his wife, Louise, and his children.

**2.0 PUBLIC COMMENT.** No Public Comment was received.

Dr. Power made a motion to delay agenda items No. 3.0—Layoff Process and move forward to the consent agenda and following agenda items until the return of committee member Rebecca Bolan. Mr. Phelan seconded the motion, which carried unanimously (6-0).

**5.0 CONSENT AGENDA.**

**5.1. Approval of Minutes.** Mrs. Gaines made a motion to consent to the approval of the meeting minutes of Tuesday, January 14, 2014, 7 p.m.; and Tuesday, January 28, 2014, 6 p.m. Dr. Flowers seconded the motion, which carried unanimously (6-0).

**5.2 Personnel Actions.**

**APPOINTMENT**

<u>Name</u>	<u>Position</u>	<u>Date</u>
Sarah V. Lynch	Para Educator – Thompson Middle School	02/12/2014

**RESIGNATION**

<u>Name</u>	<u>Position</u>	<u>Date</u>
Kathleen Silvia	Para Educator – Pell Elementary School	01/24/2014

**RETIREMENTS**

<u>Name</u>	<u>Position</u>	<u>Date</u>
Paul Fagan	Director of Property Services – Newport Public Schools	06/30/2014
Brenda Bachman	Social Worker – Rogers High School/Thompson Middle School	12/31/2014
Alan Bernstein	Supervisor of the Arts – Newport Public Schools	06/30/2014
Marylou Butterfield	Social Studies Teacher – Rogers High School	06/30/2014
Susan Daly	Foreign Language Teacher – Rogers High School	12/31/2014
Michael Bidlack	Custodian – Thompson Middle School	07/01/2014
Louise Cardoni	Special Education Para Educator – Pell Elementary School	07/01/2014

**LEAVES OF ABSENCE**

<u>Name</u>	<u>Position</u>	<u>Date</u>
Justin Buffman	Paternity Leave – Eighth Grade Math Teacher Thompson Middle School	5/12/14 –06/16/14
Lauren Miraglia	Leave Without Pay – Special Education Teacher Pell Elementary School	2014-15 School Year

Mrs. Gaines made a motion to consent to the approval of Appointments, Leaves of Absence, and Retirements. Dr. Flowers seconded the motion. Discussion followed. The motion carried (5-1). Voting against the motion was: Dr. Robert B. Power. Mr. Leary publicly read aloud some retirement letters. Dr. Power stated that he could not support the retirement letters, given the deadline date for submission.

**4.0 STUDENT ACTIVITIES.**

- 4.1 Student Council Update—Allison Thompson.** As Rogers High School Student Council President and School Committee Representative Allison Thompson was unable to attend this meeting, student activities was not reported out.

**6.0 ACTION ITEMS.**

- 6.1 School Committee Goals—Calendar Year 2014.** School committee goals for calendar year 2014 were determined at the Committee's Retreat held on January 28, 2014, and acted upon this evening. Mrs. Gaines made a motion to adopt the Newport School Committee goals—calendar year 2014, as presented. Dr. Flowers seconded the motion. Discussion followed. At the request of Mrs. Gaines, Superintendent Jermain stated that the school committee goals would be aligned with the strategic plan benchmarks. The motion carried unanimously (6-0).
- 6.4 Pell School—Designer Tax Credit.** Mrs. Gaines made a motion to allow the Superintendent or Property Services Director to sign the document to allow HMFH Architects to receive said tax credit. Dr. Flowers seconded the motion, which carried unanimously (6-0).
- 6.5 Pell School Project—Requests for Additional Services—HMFH Architects, Farrar & Associates, and Bacon Construction.** Mrs. Gaines made a motion to approve the Pell School Project—Requests for Additional Services—HMFH Architects, Farrar & Associates, and Bacon Construction, as presented. Dr. Power seconded the motion. Discussion followed. Mr. Leary stated that he would not support additional services' requests. The motion carried (5-2). Those members voting in favor of the motion were: Chairperson Charles P. Shoemaker, M.D., Vice Chairperson Jo Eva Gaines, Sandra J. Flowers, PhD., Dr. Robert B. Power, and Thomas S. Phelan. Those members voting against the motion were: Rebecca Bolan and Robert J. Leary. It should be noted that Rebecca Bolan rejoined the meeting of the school committee at approximately 7:18 p.m.
- 6.2 Subcommittee Appointments—Calendar Year 2014.** Mrs. Gaines made a motion to approve the subcommittee appointments for calendar year 2014, as presented. Dr. Flowers seconded the motion. Discussion followed. Ms. Bolan pointed out that a concern might exist should members appointed to either one of the negotiations subcommittees not run again, appointing new members mid-stream. The motion carried unanimously (7-0).

- 6.3 Fiscal Year 2014 School Budget Freeze.** Mr. Leary made a motion to freeze all discretionary spending going forward. Ms. Bolan suggested that the following language be added at the end of Mr. Leary's motion: ", as recommended by the Superintendent". Mrs. Gaines seconded the motion for discussion. Discussion followed.

The motion failed (3-1-3). Those members voting in favor of the motion were: Robert J. Leary, Rebecca Bolan, and Chairperson Charles P. Shoemaker, M.D. Those members voting against the motion were: Thomas S Phelan, Vice Chairperson Jo Eva Gaines, and Sandra J. Flowers, Ph.D. Abstaining from the motion was: Dr. Robert B. Power.

### **3.0 LAYOFF PROCESS.**

#### **3.1. Pre-Deprivation Hearings.**

Superintendent Jermain briefed the committee on the pre-deprivation process.

Mrs. Gaines made a motion to open the hearings at 7:34 p.m. Dr. Flowers seconded the motion, which carried unanimously (7-0). Superintendent Jermain explained that the individual teachers, the Teachers' Association of Newport, the National Education Association Representative Patrick Crowley, and the School Committee all received copies of the non-renewal/suspension/layoff and displacement notices sent to the seven (7) General Education—Non-Tenured (Non-Renewal), four (4) General Education—Tenured (Suspension/Layoff), and nine (9) Displacement and that these hearings were needed to comply with the March 1, 2014, notification deadline. She reviewed the layoff process with the committee and stated that process could be mitigated if state law permitted a notification deadline of either May 15<sup>th</sup> or June 1<sup>st</sup>. She stated that individual teachers and/or their representatives might have an opportunity to address the committee if they so desired.

Public Input was received from:

Teachers' Association of Newport President William Kimes. He referenced Bills in the Legislature to support extending the layoff process from March 1 annually to either May 15 or June 1; Jessica Rosa, English Teacher, Rogers High School, who received layoff notification; and Coleen Hermes, Social Studies Department Head, Rogers High School, advocating for Michal Kuriscak, who has annually received layoff notification. Discussion followed.

#### **3.2 Non-Renewal/Suspension/Layoff/Displacement and/or Termination of Personnel.**

Discussion followed. Mrs. Gaines reluctantly made a motion to adopt a resolution for non-renewal/suspension/layoff and displacement of the teaching contracts of the personnel, as listed, at the end of the 2013-2014 school year:

**General Education Non-Tenured Non-Renewal**

Donald Chilton	Mary Cousins	Anthony Hanos
Anne Lague	Christopher Liberti	Kate O'Neill
Karen Vendituoli		

**General Education Tenured Suspension/Layoff**

Britany Coleman	Elizabeth Copeley	Jessica Rosa
Lee Russell		

**Displacement**

Matthew Brayman	Kathleen Breede	Lori Delemos
John Dusel	Theodore Hackman	Michal Kuriscak
Janice Masciarelli	Talia Powers	Melissa Turner

Dr. Power seconded the motion, which carried (6-1). Voting against the motion was: Robert J. Leary.

**7.0 DISCUSSION ITEMS.**

- 7.1 NECAP (New England Common Assessment Program)—Seniors Retake Exams—Update.** Rogers High School Assistant Principal Christianne Fisher provided an update on the seniors retake exam process. She indicated that the Spring test would be the third round of retake testing, March 5 would be the mathematics retest, and March 6 would be the reading retest. Discussion followed.
- 7.2 Triplett School and Former Administration Building.** At the request of Dr. Power, discussion followed regarding the possibility of turning over the administration building to the city. Superintendent Jermain stated that she would research his request and bring back a recommendation to the committee at their next meeting.
- 7.3 RFP—Cell Tower Lease.** Discussion followed regarding the review of the results of the RFP for the cell tower lease by school committee counsel Neil Galvin. It was noted that the RFP was advertised Friday and Saturday, February 7 and 8, 2014. Should Neil Galvin recommend approval of the bid, this item would be placed for action at the committee's next meeting in March.

- 7.4 RFP—Care and Maintenance of Grounds.** Discussion followed in that the annual RFP for Care and Maintenance of Grounds would be placed on next month's school committee agenda should Middletown not be able to promote shared services.
- 7.5 Pell School—Update.** Vice Chairperson Jo Eva Gaines and Chairperson of the Pell Building Committee spoke to the need to give Pell School a one-year transition cycle regarding operational concerns, punch list, expected bond balance, and reporting out on the Pell Building Committee Meeting held on Tuesday, February 4, 2014 (referencing: action items: 6.4 and 6.5). Dr. Flowers reviewed the safety issue of the sidewalks at Dexter Street, as well as adjacent streets, indicating the prompt need to implement a process for clearing and maintaining the sidewalks for Pell School student walkers, as was discussed at this morning's School/City Liaison Subcommittee meeting.
- 7.6 Shared Services/Middletown—Update.** Superintendent Jermain shared a draft of benefits of Newport/Middletown facilities shared services concept and cost savings with Middletown Public Schools' pilot projects. She noted that the Director of Property Services would be retiring and perhaps Middletown Public Schools' Facilities Director Edward Collins could assist our school district in the area of facilities. She indicated that this pilot program could be helpful in the discussions with the Newport County Unified High School Exploratory Committee. Dr. Shoemaker recommended that the Committee take action on these recommendations at their next meeting, with additional information to be provided by the Superintendent. Discussion followed regarding the city's Charter Review Commission and its review regarding the process of election or appointment of school committee members.
- 7.7 Rhode Island Interlocal Risk Management Trust—Newport Public Schools' 25-Year Membership Award.** Chairperson Dr. Shoemaker provided the travel of our charter membership with the Rhode Island Interlocal Risk Management Trust—Newport Public Schools' 25-Year Membership Award.

**8.0 REPORTS FROM SUPERINTENDENT AND STAFF.**

- 8.1 Expenditure and Revenue Reports.** Expenditure and revenue reports were reviewed regarding the continued revenue shortfall of \$200,000 and \$400,000 expenditure deficit, representing a total shorthall in this year's budget of approximately \$600,000. Superintendent Jermain stated that the district would try to manage the shortfall without requesting additional funding from the city.

Mrs. Gaines made a motion to accept the expenditure and revenue reports, as presented. Mr. Leary seconded the motion, which carried unanimously (7-0).

**8.2 Enrollment Reports.** Superintendent Jermain reviewed the template for the enrollment reports, stating that she would be in continued meetings with the Data Manager to address how the district data was reported and whether or not reporting modifications would be necessary. Mrs. Gaines made a motion to accept the enrollment reports, as presented. Mr. Leary seconded the motion, which carried unanimously (7-0).

**8.3 Damage Reports.** No Damage Reports were presented.

**8.4 Superintendent's Update.** Superintendent Jermain provided an update on her activities: Triplett School Building; Negotiations; Meet and Greet with City Council Members; and MASS Insight Initiative—College Success Communities in Rhode Island—to name a few. Mrs. Gaines made a motion to accept the Superintendent's Update. Mr. Leary seconded the motion, which carried unanimously (7-0).

Mrs. Gaines reviewed the draft plaques of all of our schools and stated that the cost was to be paid from the contingency fund.

**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 Becky Bolan, a NECAP workshop will be held.

**10.0 EXECUTIVE SESSION.** No Executive Session was held.

**11.0 ADJOURNMENT.**

At 9:00 p.m., Mrs. Gaines made a motion to adjourn the meeting. Dr. Flowers seconded the motion, which carried unanimously (7-0).

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Charles P. Shoemaker, M.D.  
Chairperson

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Colleen B Jermain  
Clerk

# Benefits of Newport/Middletown Facilities Shared Services Concept

- One director for both school districts who reports to both School Committees and both Superintendents
- Savings in shared purchasing on supplies and maintenance contracts
- Shared energy portfolio for both districts
- Shared work order system for all buildings in both districts
- The ability to identify strengths in each district and implement in both
- Create one larger work force to handle building problems, ability to assist any individual school with more staff by just moving, not adding staff
- Ability to cover areas that normally would go without due to sick, vacation or injury
- Shared equipment
- Share required training on staff
- Ability to use highly skilled workers in both districts
- Standardized cleaning model
- More in house capabilities, i.e., painting, carpentry, plumbing
- Shared expectations with both School Committee members
- Cost efficient model
- Ability to share facilities staff between districts
- Same bargaining unit in each district



# Example of Cost Savings

## Middletown Public Schools

### Pilot Projects

Fielding Nair International

- Gaudet Middle School Library: 4,600 square feet @ \$15/sf
  - Construction Cost = \$69,000
  - **Actual Market Cost = \$435,000**
- Forest Avenue Learning Center: 14,000 square feet @ \$26.92/sf
  - Construction Cost = \$376,930
  - **Actual Market Cost = \$1,960,000**
- Gaudet Middle School 4<sup>th</sup> & 5<sup>th</sup> Grade Learning Center: 25,088 square feet @ \$17.53/sf
  - Construction Cost = \$439,833
  - **Actual Market Cost = \$2,130,000**
- Middletown High School Art Center: 2,364 square feet @ \$67.68/sf
  - Construction Cost = \$160,000
  - **Actual Market Cost = \$426,000**
- **Savings over Four Years = \$4,000,000**



NEWPORT PUBLIC SCHOOLS

# Middletown Public Schools

## Pilot Projects

Fielding Nair International

- **Oliphant Administration**
  - Interior and exterior doors – all lock and cores
  - Concession stand
  - Track and Bleachers
  - Install all infrastructure for all I.T. in all schools
  - Performance Contract
- **Middletown Police Department**
  - New computer system and bullet-proof walls, doors and windows
- **Middletown School District**
  - Columns, café and gym - MHS
  - Handicap bathrooms all schools, move toilets and Brady sinks – MSD
  - Generator @ Gaudet, Middletown High School and transformer at Oliphant
  - Close in all skylights, all MHS classrooms (3 to 4 in each room)
  - Cutting walls and install larger electrical panels to add computers – MHS
  - Nurses Office – JHG
  - Cut up all old students desk in tunnels and remove into dumpsters
  - Quarry tile closets, gym, kitchen and small bathroom – MHS
  - Measure all schools, classrooms, hallway, bathrooms, closets, offices, gyms, boilerroom
  - Built how many computer labs – All Schools (cut walls, installed windows, etc)



NEWPORT PUBLIC SCHOOLS