

Middletown Public Schools  
Middletown, Rhode Island

**December 14, 2017**

**SCHOOL COMMITTEE MEETING**

Michael S. Pinto Conference Room

Members Present: Kellie DiPalma Simeone, Chairman  
Theresa Spengler, Vice-Chairman arrived at 5:45 p.m.  
Douglas Arnold  
Liana Fenton  
William O'Connell

Also Present: Rosemarie K. Kraeger, Superintendent of Schools  
Linda Savastano, Assistant Superintendent  
Raquel Pellerin, Business Manager  
David Fontes, Director of Facilities/Safety and Transportation

The Budget Workshop was called to order at 4:30 p.m. by School Committee Chair Kellie DiPalma Simeone. All members were present. Administrative staff member present was Michelle Fonseca. The Pledge of Allegiance was recited.

- Review Revenue – The Town and School Department are working with OpenGov. The Revenue Manual will be introduced at the January 16, 2018 meeting. OpenGov will be extracting information in real time. Every district has a transparency portal. When presenting the budget to the Town Council or other groups, data could be pulled up in real time. It will be suggested to the Town Council that workshops for residents are held to introduce them to the format. Mrs. Simeone suggested finding out how other districts address questions and confusion with their budget. The Governor adopted the transparency portal to compare all districts and municipalities in Rhode Island. Data needs to be uploaded three times per year.
- Review CIP – Assistant Superintendent Linda Savastano spoke about Capital Improvement Planning for the Academic and Technology Department. Programmatic priorities are:
  - Literacy and Mathematics Development
  - Closing the Gap
  - Deeper Learning & Digital Transformation
  - Growing STEAM, Computer Science, & Library Media MakerSpace
  - Strengthening Professional Learning Community
  - Expanding World Language
  - Transitioning to New State Assessment System

Technology Maintenance and Replacement dollars will be used to support maintenance and replacements plan for desktops, laptops, printers, replacement of network infrastructure. The phone system and access points are nearing end of life.

The Network Infrastructure project will be a multi-year project that will allow the district to provide a major upgrade to the network switches that were purchased 15 years ago and are coming to end of life.

Project Lead The Way - Middletown is the only K-12 PLTW district in Rhode Island. Middletown High School will become a CTE school and we will be able to receive CTE funds to support our work in this area. We want students to be on the cutting edge. Mrs. Fenton asked about keeping money in technology and continuing to show a commitment to fund PLTW. Curriculum has historically been in capital and could be transitioning into operational.

David Fontes, Director of Facilities, said that the \$10M bond passed by voters last November does not cover all needed items in our schools. There is discussion with the Town Administrator about developing another 5 year plan. We need to prioritize items. Mr. Fontes attended a meeting hosted by the state about a statewide bond referendum in 2018 for \$250M. If the bond passes, Middletown needs to be situated to receive reimbursement. We do not want to miss the window of opportunity.

**MOTION:** 1) Liana Fenton, 2) William O'Connell. *To adjourn from the Budget Workshop at 5:35 p.m.* Unanimous vote.

The Regular School Committee Meeting was called to order at 5:36 p.m. Administrative staff members present were Michelle Fonseca, Linda Beaupre, and Donna Chelf.

### **PROCLAMATIONS/AWARDS**

- Student Awards were presented in the following categories:
  - Newport Daily News Athlete of the Week
  - Tennis State Champions
  - Unified Volleyball Division Champions

The School Committee will donate \$10 per student athlete for each member of the Unified Volleyball and Girls' Tennis teams to be used to purchase championship apparel.

### **SPOTLIGHT ON TEACHING AND LEARNING**

#### *"Program of Studies"*

The Program of Studies will be presented at the January School Committee Meeting. Principal Gail Ponte is attending a MHS Chorus performance will singer Billy Gilman. Mrs. Kraeger thanked Ocean State Transportation for providing the bussing for this event.

**STUDENT GOVERNMENT**

No "Student Government" for December 14, 2017.

**INFORMATION**

Mrs. Kraeger noted the following items of information:

- Flyer for Forest Avenue School Science Fair, presented by a second grade student.
- Letter to Town Administrator regarding tobacco regulations. Middletown's policy has been updated to recognize electronic cigarettes.
- Letter regarding NEASC accreditation at Middletown High School. There was a very good report about progress the school has made.
- McKinney Vento Grant award for \$49K.
- Middletown High School Wave and Gaudet Times.

**CORRESPONDENCE**

No "Correspondence" for December 14, 2017.

**PUBLIC COMMENTS ON AGENDA ITEMS**

There were no public comments on agenda items.

**CONSENT AGENDA**

**MOTION:** 1) Theresa Spengler, 2) Liana Fenton. *To approve the Consent Agenda.*  
Unanimous vote.

| <b>November Vouchers</b> |             |                     |
|--------------------------|-------------|---------------------|
| <b>Voucher Number</b>    | <b>Date</b> | <b>Total</b>        |
| 1097                     | 11/1/2017   | \$15.00             |
| 1095                     | 11/1/2017   | \$22,897.48         |
| 1094                     | 11/1/2017   | \$301,284.47        |
| 1093                     | 11/1/2017   | \$265,251.40        |
| 1098                     | 11/2/2017   | \$4,919.64          |
| 1107                     | 11/6/2017   | \$10.00             |
| 1096                     | 11/6/2017   | \$1,260.00          |
| 1109                     | 11/7/2017   | \$43.50             |
| 1108                     | 11/9/2017   | \$80,610.21         |
| 1110                     | 11/17/2017  | \$275,643.62        |
| <b>Total</b>             |             | <b>\$951,935.32</b> |

- Approval of Vendors/Purchases over \$5,000
- Approval of Minutes
  - Minutes of November 16, 2107 School Committee Meeting
  - Minutes of November 16, 2017 Executive Session
  - Minutes of December 4, 2017 Meeting with Town Council

**SUPERINTENDENT'S RECOMMENDATION ON PERSONNEL**

**APPOINTMENT EFFECTIVE DECEMBER 4, 2017**

Fernanda Kavanagh                      District School Administrative Support Personnel C

**WINTER COACHING APPOINTMENTS EFFECTIVE DECEMBER 15, 2017**

|                    |                             |
|--------------------|-----------------------------|
| Kevin Lendrum      | Boys' Varsity Basketball    |
| Andrew Bulk        | Assistant Varsity Wrestling |
| Christian Sullivan | Coed Assistant Varsity Swim |

**ADVISOR APPOINTMENTS EFFECTIVE DECEMBER 15, 2017**

|                |                            |
|----------------|----------------------------|
| Samantha Hines | MHS National Honor Society |
| Tina Reynolds  | Gaudet Buddies Advisor     |

**MOST AFTER SCHOOL INTERVENTION APPOINTMENTS EFFECTIVE JANUARY 9, 2017**

|                 |              |
|-----------------|--------------|
| Kayla MacIntyre | K-3 Literacy |
| Jennifer Pesare | K-3 Literacy |
| Melissa Bolton  | K-3 Literacy |
| Callie Jackson  | K-3 Literacy |
| Shannon Dugan   | K-3 Literacy |
| Samuel Pascale  | K-3 Literacy |
| Linda Leonard   | 4-8 Math     |
| Kristin Pacheco | 4-8 Math     |
| Keri Brandariz  | 4-8 Literacy |

**RESIGNATION EFFECTIVE DECEMBER 7, 2017**

Laura Huntoon                              4-Hour Teacher Assistant, J.H. Gaudet School

### OLD BUSINESS

No "Old Business" for December 14, 2017.

### NEW BUSINESS

- Snow Days – Last year at the end of the session, legislators passed the "RIDE Virtual Instructional Day Guidelines" and directed RIDE to put out guidance to school districts. At this point, Middletown would not fully meet all the criteria. Under the plan, districts can only ask for a maximum of 3 days. The district would be lacking if it were to rush and put something together for this year. Part of the policy is that there needs to be equity for all in regards to technology. Middletown would need to submit a plan as to how all kids would have access to technology. Mrs. Spengler suggested having a snow day packet ready, especially during January and February, because teachers know what they will be working on at that time.

### ACTION ITEMS

#### COORDINATOR OF HUMAN RESOURCES JOB DESCRIPTION – 1<sup>ST</sup> READING

**MOTION:** 1) Theresa Spengler, 2) Liana Fenton. *That the School Committee approve the Coordinator of Human Resources Job Description – 1<sup>st</sup> Reading.* Unanimous vote.

Currently, different people are doing different parts of the human resources job. This would centralize the duties.

#### J.H.G. GREEN TEAM ADVISOR JOB DESCRIPTION – 2<sup>ND</sup> READING

**MOTION:** 1) Theresa Spengler, 2) Liana Fenton. *That the School Committee approve the J.H.G. Green Team Advisory Job Description – 2<sup>nd</sup> Reading.* Unanimous vote.

#### GAUDET BUDDIES ADVISOR MOTION

**MOTION:** 1) Theresa Spengler, 2) Liana Fenton. *That the School Committee approve the Gaudet Buddies Advisor Job Description – 2<sup>nd</sup> Reading.* Unanimous vote.

#### DUMP TRUCK BODY BID

**MOTION:** 1) Theresa Spengler, 2) Liana Fenton. *That the School Committee award the Dump Truck Body Bid to Diesel Dave's LTD.* Unanimous vote.

This would replace a rotted out dump body.

#### HOME SCHOOLING

**MOTION:** 1) Theresa Spengler, 2) Liana Fenton. *That the School Committee approve Home Schooling 17-18-08 and 17-18-09.* Unanimous vote.

**2018 SCHOOL COMMITTEE MEETING DATES**

**MOTION:** 1) Theresa Spengler, 2) Liana Fenton. *That the School Committee approve the 2018 School Committee Meeting dates.* Unanimous vote.

**BUDGET REVENUE ADJUSTMENTS**

**MOTION:** 1) Theresa Spengler, 2) Liana Fenton. *That the School Committee table the budget revenue adjustments.* Unanimous vote.

**APPOINT TO NEGOTIATION TEAM**

**MOTION:** 1) Liana Fenton, 2) Douglas Arnold. *That the School Committee appoint Kellie Simeone and Theresa Spengler to the Negotiation Team.* Unanimous vote.

**APPOINT LEAD NEGOTIATOR**

**MOTION:** 1) Theresa Spengler, 2) Liana Fenton. *That the School Committee appointed Attorney Benjamin Scungio as the Lead Negotiator.* Unanimous vote.

**SUPERINTENDENT'S REPORT**

- Curriculum – Mrs. Savastano has submitted three career paths as part of a CTE application to RI Department of Education. The career paths in these are Engineering, Computer Science, and Manufacturing/Electronics. This is the fourth year of providing PLTW at the high school and middle school, and in the third year of providing the K-5 PLTW Launch Program. If approval is granted, rigorous requirements will need to be met each year.
- Financial – Ms. Pellerin reported that the audit meeting was cancelled. The final audit committee meeting will be held in the next few weeks. Upcoming audits will be the annual audit, single audit, and agreed upon procedures. Auditors are currently looking at the lunch program. Middletown is one of first communities with the new compliance. Ms. Pellerin will report back to the School Committee. At the January meeting, we will bring back amendments and give an update on the first quarter financials. A draft report will be given on January 9<sup>th</sup>.
- Facilities – Mr. Fontes reported that the Aquidneck roof work is completed. The panels for the high school roof are on order. There was a change in the architect completing the project. The Gaudet School reconfiguration is still in the schematic design phase. A meeting was held earlier this week. The architect is currently working on windows and door drawings. After the first of the year, Mr. Fontes will go to RIDE for approval. Bids for the work will go out in February and be brought to the March meeting for approval. The Gaudet and high school gym floors were finished over Thanksgiving Break. Discussion about lean classroom design is complete. If approved, a small number of classrooms will be outfitted.

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**MOTION:** 1) Theresa Spengler, 2) Liana Fenton. *That the School Committee receive the Superintendent's Reports.* Unanimous vote.

### **REPORTS OF OFFICERS AND COMMITTEES**

- Mr. Arnold complimented Mr. Ponte on the work of the student for the Science Fair.
- Mrs. Fenton attended the Newport Chamber Meeting on December 7<sup>th</sup> regarding "Artificial Intelligence and Robotics".
- Mrs. Fenton attended a Lunch and Learn where there was discussion about goal setting.

Upcoming meetings include:

- January 9, 2018 at 5:30 p.m. - Budget Workshop - Agenda items include enrollment, staffing and pre-budget.
- January 16, 2018 at TBD - Meeting with Town Council. Legislative Agenda will also be discussed.
- January 18, 2018 at 5:30 p.m. - Regular School Committee Meeting.

### **ADJOURN FROM MEETING**

**MOTION:** 1) Theresa Spengler, 2) Liana Fenton. *To adjourn from School Committee Meeting at 6:40 p.m.* Unanimous vote.

Respectfully Submitted,

Rosemarie K. Kraeger  
Superintendent of Schools