

**SCITUATE SCHOOL COMMITTEE REGULAR SESSION
TUESDAY, JULY 7, 2015
TOWN COUNCIL CHAMBERS**

CALL TO ORDER

The Meeting was Called to Order at 6:00 PM by Chair Umbriano:

Present were Marylou Umbriano, June Guglielmi, Coleen Pendergast. Also present were Paul Lescault, Superintendent, Lawrence Filippelli, Assistant Superintendent, and Attorney David D'Agostino.

Mrs. Esposito and Mr. LaPlante were absent.

Mrs. Pendergast moved to go into Executive Session closed pursuant to RIGL § 42-46-5(a)(1), specifically, sessions pertaining to the job performance of persons in the employ of the School Department; also Closed pursuant to RIGL § 42-46-5(a)(2), sessions pertaining to collective bargaining or litigation, specifically, to address new, revised Administrator contracts, when term(s) of existing contracts have not expired. This discussion shall apply only to the following: Superintendent, Assistant Superintendent, Principals, Assistant Principal, Special Education Director, and Assistant Special Education Director, all of whom have existing employment agreements with the Scituate School Department. NOTE: Affected person shall be notified in writing and will be advised that s/he may have the discussions(s) take place at an open session.

Mrs. Guglielmi made a motion, seconded by Mrs. Pendergast to close the executive Session and reconvene to Open Session keeping the minutes of the Executive Session closed pursuant to RIGL§ 42-46-4-(b). The motion was unanimously approved.

The Open Session was reconvened by Chair Umbriano at 7:00pm:

Chair Umbriano mentioned that Mrs. Esposito was absent due to the passing of her mother.

PLEDGE OF ALLEGIANCE	Pledge of Allegiance was led by Chair Umbriano
APPROVAL OF MINUTES	<p>Mrs. Guglielmi made a motion to approve Minutes of June 2, 2015 Executive Closed. Seconded by Mrs. Pendergast. Motion passed unanimously.</p> <p>Mrs. Guglielmi made a motion to approve Minutes of June 2, 2015 Open Session. Seconded by Mrs. Pendergast. Motion passed unanimously.</p>
ROUTINE MATTERS MINUTES AND BILLS	<p>Mrs. Guglielmi made a motion to approve the Grant bills for month of July 2015 for \$40,768.15 Seconded by Ms. Pendergast. Motion passed unanimously.</p> <p>Mrs. Guglielmi made a motion to approve the General Fund for the month of July 2015 for \$457,841.91. Seconded by Ms. Pendergast. Motion passed unanimously.</p>
CORRESPONDENCE	<p>Mrs. Guglielmi read all requests into the record.</p> <p>A letter from Laura Pesare announcing her retirement as of the end of the 2014-15 school-year.</p> <p>Motion to approve by Ms. Pendergast, seconded by Ms. Guglielmi. Motion passed unanimously.</p> <p>Four requests for home schooling for 2015-16 school year were received. Ms. M for one child; Ms. D for 4 children; Mr. & Mrs. B for one child and Mr. & Mrs. L. for two children.</p> <p>Motion by Mrs. Guglielmi to approve according to the policies and procedures established by RIDE and School Department, seconded by Ms. Pendergast. Motion passed unanimously.</p> <p>A letter from David Abbott, Acting Commissioner congratulating Shannon Donovan on being a finalist in the 2015 Presidential Awards for Excellence in Mathematics and Science Teaching (PAEMST) Program was received and placed on file.</p> <p>No action required.</p> <p>A letter to the Superintendent from Marilyn Matzko, Methods of Administration Coordinator informing him that Scituate</p>

	<p>Public Schools has successfully completed its civil rights Voluntary Compliance Plan was received and placed on file.</p> <p>No action required.</p> <p>Letters from a family commending the work with their children of the following: Dr. Sollitto, Mr. Ballou, Mr. Donnelly, Dr. McCarthy, Ms. Dailey, Mr. Bousquet, Ms. Stormont, Dr. Pennacchia, Mrs. Grossguth and Ms. Coleman was received and placed on file. They were not read publicly.</p> <p>No action required.</p>
REPORT OF COMMITTEE LIAISONS	
Budget Committee – Mr. LaPlante	Absent
Collective Bargaining Committee- Chair Umbriano/Ms. Guglielmi	Nothing to report
Food Service – Chair Umbriano	Nothing to report
Policy Development: Ms. Pendergast	Mrs. Pendergast reported that she went to two meetings to discuss the coaching evaluation process. She reported that they were very good meetings and that they are moving forward with the process.
Transportation: Chair Umbriano	Nothing to report
School Space needs Study Committee: Mr. LaPlante - Traffic Safety – Chair Umbriano	Mrs. Umbriano stated that there needs to be a meeting to discuss school space needs and she is concerned with the bussing at the Early Learning Center.
Scituate Prevention Partnership: Mrs. Esposito	Absent
Health & Wellness: Chair Umbriano	Nothing to report
ASSISTANT SUPERINTENDENT’S REPORT	<p>Dr. Filippelli read his report into the Record (which is attached hereto and incorporated herein by the reference.)</p> <p>Dr. Filippelli noted that he attended one of two RIEMA training sessions on safety and assessment on June 24th. As a result of the training, one of the recommendations were to trim back or remove bushes and hedges from the front of school buildings. Dr. Filippelli noted that he would be speaking with Mr. Gormley about this and if it affects any of our schools. He also noted that Chief Randall received plans from other districts regarding the SRO job descriptions and language for</p>

	<p>the elementary school would be included into the job description and it will be sent to the Committee for review.</p>
<p>SUPERINTENDENT'S REPORT</p>	<p>Dr. Lescault read his report into the record (which is attached hereto and incorporated herein by the reference.)</p> <p>Dr. Lescault explained the substitute teacher pay and what impact would be on the budget.</p> <p>He also explained the bid awards and the renovations of Manning Field and the Hope parking lot bid. He will explore the fence options at Manning field and get back to the committee.</p>
<p>PUBLIC COMMENTS & QUESTIONS</p>	<p><u>Mr. George Kuzmowycz, 37 Esek Hopkins Road</u></p> <p>Mr. Kuzmowycz remarked about the substitute teachers pay and that the pay was barely above the poverty guideline levels for a family. He also asked about the job description for the school resource officer (SRO) and whether this would be a public document.</p> <p><u>Representative Michael Marcello</u></p> <p>Stated that there was legislation passed for a revolving fund by RIDE and wanted to know if anyone applied for a grant to take advantage of the \$400,000 that was available.</p> <p>He also questioned the bid awards for the fields and wanted to know how many bids were received and who was granted the awards.</p> <p>Representative Marcello also questioned the school space committee and if anything was happening. He would like to have the Superintendent send a memo on the status of the meeting.</p> <p>End of discussion.</p>
<p>NEW BUSINESS</p>	<p>1. Second Reading and Adoption of the Policy #8101 Responsible Use, Internet Safety and Bring Your Own Device Policy</p> <p>This is the second reading and adoption of the Policy #8001 Responsible Use, Internet Safety and Bring your</p>

	<p>Own Devise Policy.</p> <p>Motion made by Mrs. Pendergast, seconded by Mrs. Guglielmi. Motion passed unanimously.</p> <p>2. Ratification of Paraprofessional Agreement</p> <p>Motion made by Mrs. Guglielmi, seconded by Mrs. Pendergast. Motion passed unanimously.</p> <p>3. First Reading of the Early College, Dual and Concurrent Enrollment Policy</p> <p>Motion made by Mrs. Pendergast, seconded by Mrs. Guglielmi. Motion passed unanimously.</p> <p>4. Updated School Calendar for the 2015-2016 School Year</p> <p>Motion made by Mrs. Pendergast, seconded by Mrs. Guglielmi. Motion passed unanimously.</p> <p>Discussion: Only added the trimesters to the calendar.</p> <p>5. Discussion of increase to substitute teacher pay:</p> <p>A discussion took place regarding increase of sub pay. It was recommended that the sub pay be increased at the rate for days 1-15 to \$80/day, for days 16-60 to \$90/day and for days 61-134 to \$100/day.</p> <p>Motion made by Mrs. Pendergast, seconded by Mrs. Guglielmi. Motion passed unanimously.</p>
<p>RESIGNATIONS/APPOINTMENTS/ TRANSFERS/NON-RENEWALS</p>	<p><u>RESIGNATIONS</u></p> <ol style="list-style-type: none"> 1. William Bryant; Head Hockey Coach, Scituate High School, effective at the end of the 2014-2015 season. 2. Patrick Morgan; Head Boys Soccer Coach, Scituate Middle School. 3. Greer Charon; Student Council Advisor, Scituate High School <p>Motion made by Mrs. Pendergast, seconded by Mrs. Guglielmi. Motion passed unanimously.</p> <p><u>APPOINTMENTS</u></p>

1. Desiree Santiago; .25 Math Teacher, Scituate Middle School. This is in addition to her current .25 Math Teacher position, making her FTE .50.
2. Kaitlin Falls; 1.0 Grade 1 Teacher, North Scituate Elementary School
3. Susan Daley; .5 Integrated Preschool Teacher, Clayville Elementary School
4. Amy Battisti; 1.0 Guidance Director, Scituate Middle/High School – pending BCI
5. Robert McKinley; Summer School Science Teacher – pending BCI
6. Alexandre Papa; Summer School Spanish Teacher

Motion made by Mrs. Pendergast, seconded by Mrs. Guglielmi. Motion passed unanimously.

REAPPOINTMENTS

1. Patti Bettez; 1.0 Grade 4 Teacher, North Scituate Elementary School
2. Henry Donnelly; 1.0 Guidance Counselor, Scituate High School
3. Sara Radtke; 1.0 Kindergarten Teacher, Clayville Elementary School

Motion made by Mrs. Pendergast, seconded by Mrs. Guglielmi. Motion passed unanimously.

TRANSFERS

1. Jamie Grissom; 19.5 hour Paraprofessional, North Scituate Elementary School
2. Laura Harrell; 17.0 hour Paraprofessional, Scituate Middle/High School
3. Mary Steele; 17.0 hour Paraprofessional, Scituate Middle/High School
4. Melissa LaVallee; 19.6 hour Paraprofessional, North Scituate Elementary School, one year only
5. Tina Mahoney; 12.5 hour Paraprofessional, Hope Elementary School
6. Alayna Christiansen; 19.92 hour Paraprofessional, Clayville Elementary School

	<p>7. Kerri Savastano; 17.0 hour Paraprofessional, North Scituate Elementary School</p> <p>8. Mary Pietrantozzi, 17.0 hour Paraprofessional, Scituate Middle/High School</p> <p>Motion made by Mrs. Pendergast, seconded by Mrs. Guglielmi. Motion passed unanimously.</p> <p><u>INVOLUNTARY TRANSFERS</u></p> <p>1. Patti Bettez; 1.0 Grade 3 Teacher, North Scituate Elementary School</p> <p><u>RESCINDED INVOLUNTARY TRANSFERS</u></p> <p>1. Kristen Pontarelli; 1.0 Kindergarten Teacher, Clayville Elementary School</p> <p><u>TERMINATIONS</u></p> <p>1. Dina Diamante; Project JOBS Coach</p>
COMMITTEE REMARKS	
Mrs. Esposito	Absent
Mrs. Guglielmi	She attended the last day of Ms. Moran's class. She was presented with gifts at the end of the day.
Mr. LaPlante	Absent
Mrs. Pendergast	Mrs. Pendergast stated that she was happy to see that Ms. Battisti was appointed as full time Guidance Counselor.
Chair Umbriano	Ms. Umbriano would like to send something on behalf of School Committee to Mrs. Esposito.
DISCUSSION OF FUTURE BUSINESS	None
ADJOURNMENT	<p>Mrs. Guglielmi moved to adjourn. Seconded by: Mrs. Pendergast. The Committee unanimously approved the motion at 8:00pm.</p> <p>Respectfully Submitted</p> <p>Mrs. Guglielmi, Clerk</p>

Minutes were prepared by Dorothy DeRemer Recording Secretary. Neither the Clerk nor the Recording Secretary is the designated Public Records contact for the Scituate School Committee or Scituate School Department under the RI Access to Public Records Act ("APRA"). For all APRA inquiries, please contact the Superintendent's Office.

**ASSISTANT SUPERINTENDENT'S REPORT
JULY 2015**

1. BRING YOUR OWN DEVICE POLICY (BYOD):

At our last meeting, I asked that the BYOD policy be tabled for a second read based on some public feedback. I have taken into account the suggestions made at our last meeting and have reworded those areas of concern. Thus, the BYOD policy is in front of the committee tonight for a second read.

2. DUAL ENROLLMENT POLICY:

At our meeting last month, I indicated that I would be putting forth a dual enrollment policy support enrollment of Scituate High School students in courses designed to provide an early college experience with the opportunity to earn college credit. As stated, this policy will fulfill the requirements of RIGL 16-100- 3(a) and 16-100-4. I asked and received feedback from the high school administration and guidance department before putting the policy before you tonight for a first read.

3. TEACHER EVALUATION:

I am happy to report that the teachers who needed to be evaluated this year under the RIDE model (support staff, new teachers, any teacher who didn't get evaluated last year) scored either effective or highly effective based on RIDE's rubric.

4. CONSOLIDATED RESOURCE PLAN:

As of the writing of this report, the CRP is completed and uploaded to RIDE. We will await their feedback and approval so that our federal grants can be renewed for next year.

5. BULLYING REPORTS

I have received the end of year bullying reports from each of the schools. At the middle school and high school, all incidents and visits to Mr. Sweet's office are reported in PowerSchool. From the date range 8/26/2014 through 6/19/2015, there were 43 total reports across the 12 behavioral field domains assessed and reported by PowerSchool. There are 829 students at the middle/high school complex. Based on the PowerSchool disciplinary data for the end of year bullying report, approximately 5.18% of the students in grades 6-12 at the middle/high school experienced bullying throughout the entire year. These numbers continue to remain exceptionally low. At the elementary schools, there were one incident of bullying reported at Clayville, 1 incident reported at North Scituate Elementary School and one incident reported at Hope Elementary School. The elementary numbers also encompass the reporting time from 8/26/2014 through 6/19/2015.

6. SRO JOB DESCRIPTION COMMITTEE

On June 29th, I attended a meeting to talk about creating a description for the roles and responsibilities for the school resource officer. At this meeting, the members present (M. Umbriano, M. Sollitto, M. Zajac, D. Randall, D. Morel, and L. Filippelli) spoke about best practices for an SRO, the close relationship between the SRO and the schools, and how best to plan for a position description for an SRO.

SUPERINTENDENT'S REPORT

July 7, 2015

1. Substitute Teacher Pay

The rate for substitute teachers in Scituate has not been increased in over 20 years. At \$70/day for days 1-15, and \$80/day after that, we are paying college educated, certified teachers just slightly more than minimum wage. Not only is this practice resulting in a shortage of substitutes, I believe it borders on the immoral. Jenn Carnevale has completed the attached survey of substitute teacher rates in other Rhode Island communities. Based on that survey, I am recommending that Scituate increase the rate for days 1-15 to \$80/day, for days 16-60 to \$90/day and for days 61-134 to \$100/day. I recognize that these increases will have a negative impact on the 2015-2016 fund balance, but I believe they are necessary and appropriate. Therefore, I will recommend the Committee approve them or some iteration of them, under New Business.

2. Aramark

I met with representatives from Aramark to review the year to date financials for the food service program. Through May, the program had a positive fund balance of \$8,940. We expect that June will add at least another \$2,000 to that.

3. West Bay Health

I attended the West Bay Health Board of Directors meeting on June 17th. Our claims experience on both the Health and Dental programs continues to be very good. Through May, we have a positive fund balance of \$129,286. Our accumulated fund balance for both programs is over \$2,254,348.

4. Bids

Steve Gormley advertised bids for painting the auxiliary gym, flooring project at the high school and replacing the roof at North Scituate Elementary. The bid opening was held on June 25 and the bids were awarded as follows: painting was awarded to Chirico Construction Co. with a bid of \$6,922.00; flooring was awarded to Ruggieri Brothers with a bid of \$3,950.00; and roofing was awarded to Apollo Roofing & Sheet Metal with a bid of \$218,000.00.

Two other bids are currently advertised with a bid opening of July 6th. I will have more information on the Manning Field Renovation bid and the Hope School parking lot bid at the July 7th meeting. Steve estimates these projects at \$50,000.00 and \$61,000.00 respectively.

Other capital expenditure estimates include lights for the walk way at Clayville Elementary School (\$4,000.00), ceiling replacement at Hope Elementary School (\$15,000.00), and fuel lines and pump at Hope Elementary School (\$5,000.00). The estimated total for capital expenditures is \$363,872.00, so we have been able to accomplish a great deal, including several unplanned projects, while staying under the \$374,976 capital reserve fund the town provided to us.