

SCITUATE SCHOOL COMMITTEE
REGULAR MEETING-TUESDAY, NOVEMBER 14, 2017
SCITUATE HIGH SCHOOL

1. 6:38 PM – Open Session - Call to Order and Pledge of Allegiance

Present were Mr. LaPlante, Chair; Mrs. Guglielmi; Mrs. Pendergast; Mr. Scacco and Mrs. Dias. Also present were Dr. Lawrence Filippelli, Superintendent; Dr. Michael Sollitto, Assistant Superintendent; Attorney Jane Gurzenda; Attorney David Abbott and Consultant Dr. Edward Myers.

2. Motion to Convene into Closed/Executive Session:

The Committee may seek to convene in closed session pursuant to RIGL §§ 42-46-5(a)(2) concerning potential litigation.

The Committee may seek to convene in closed session pursuant to RIGL §§ 42-46-5(a)(2) specially to discuss negotiations with NEARI, for educational support personnel.

3. Mrs. Pendergast motioned to close the Executive Session; seal the Executive Session Minutes and Reconvene to Open Session.

Mr. Scacco seconded the motion.

All in favor: yes

Motion passed.

A. Pledge of Allegiance: Led by Chair LaPlante, the Committee and audience participated in the Pledge of Allegiance.

B. Routine Matters – Minutes and Bills:

Mrs. Guglielmi: Motion to Approve the Scituate School Committee Executive Session Meeting Minutes Thursday, October 12, 2017.

Mrs. Pendergast: Second

All in favor: yes

Motion Passes

Mrs. Guglielmi: Motion to Approve the Scituate School Committee Regular Session Meeting Minutes Tuesday, October 3, 2017.

Mr. Scacco: Second

All in favor: Yes

Motions passes

Mrs. Guglielmi: Made a motion to approve 2017-2018 Budget General Fund for November 2017 in the amount \$538,312.30.

Mrs. Pendergast: Second

All in favor: Yes

Motion passes

Mrs. Guglielmi: Made a motion to approve Grant Bills for October 2017 in the amount \$11,263.47.

Mr. Scacco: Second

All in favor: Yes

Motion passes

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C. Correspondence:

1. A letter to Chair LaPlante from Sarah Markey, Assistant Executive Director/NEARI, requesting a meeting for the purpose of negotiating a successor agreement for the Scituate Paraprofessionals Association/NEARI/NEA.

Recommendation: Work with union president to set a mutually agreeable date and time to meet with Ms. Markey.

Mrs. Dias: Motion to establish a time to meet with group.

Mrs. Pendergast: Second

All in Favor: yes

Motion passes

2. A leave form from Nicola Philp requesting use of two personal days with reason on 12/21 and 12/22/2017.

Background: The date requested is contiguous with a school vacation. According to the STA contract, the school committee must vote to allow the date requested.

Recommendation: Approve the request.

Mr. Scacco: Motion to approve.

Mrs. Dias: Second

All in Favor: Yes

Motion passes

D. Report of the Committee Liaisons:

Mrs. Dias & Mr. LaPlante, Budget Committee: Mrs. Dias reported an initial meeting will be held on Friday to discuss current budget.

Mrs. Dias & Mr. LaPlante, School Space Needs Study Committee: nothing to report

Mrs. Guglielmi & Mrs. Pendergast, Collective Bargaining and Negotiations: The committee continues dot meet with the custodians. The custodian team will be going to their membership later this month to vote on the proposed contract.

Mrs. Pendergast & Mr. Scacco, Policy Development: none

Mr. Scacco, Scituate Prevention Partnership: Erika McCormick will speak about the event.

Mrs. Pendergast: Scholarship Foundation: Mrs. Guglielmi attended the meeting and will report. Mrs. Guglielmi stated the fund is in good shape. The committee discussed increasing the dollar amount of the scholarships handed out. Any that had been \$1,000 will now be \$2,000. Several scholarships that have been given out under one name will be combined into one scholarship.

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Although there will be less scholarships given out, they will total more money. Mrs. Guglielmi also stated that her family established a scholarship in her name with contributions from family and friends for her 90th birthday.

Mr. Scacco, Health and Wellness: There will be a meeting later this month.

E. Assistant Superintendent's Report:

Dr. Sollitto read his report into the Record (which is attached hereto and incorporated herein by the referenced.)

1. Professional Development Day

2. Strategic Plan

Mrs. Dias asked if the plan could be put on the town website and be distributed through the town email blast.

Mrs. Pendergast asked if there has been any public feedback.

Dr. Sollitto stated the plan has gone out on town email, school email and had been on the website since last year. He has received feedback from approximately 12 parents and 12 teachers.

3. Technology Update

Mark has been very busy for the last three weeks with the power, main office move, etc.

Mrs. Dias asked if google classrooms were up and running.

Erik Mikkelsen said the teacher need to set up their own google classrooms. It is not something he and Mark can do. Teacher need basic training.

Mrs. Pendergast asked if that training is through Highlander.

Dr. Sollitto said it is. Mark and Erik need to put student google IDs and sign-ins in place.

Mrs. Pendergast said she learn that no student can have access until all students turn in permission slips.

Dr. Sollitto said that is for security reasons however, they are now all set. Students can't check their emails without permission slips but teachers can still set up their classrooms.

4. Frontline Training

5. Science NECAP

Mrs. Dias asked what happened to North Scituate Elementary. She stated she hopes with new leadership, the numbers can be turned around.

Dr. Sollitto said he has been in contact with Leanne Saravo and they will be doing data analysis.

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Mrs. Dias said Scituate should not be compared to the entire state, but to other local communities.

Mr. LaPlante would like to see how Scituate compares to the entire state.

Mrs. Dias asked when the next round of testing is scheduled and if there is a plan to get a message out to the parents as to why it is important for their student to not only show up but compete, too.

Dr. Sollitto said the next testing will be in February. The Committee may want to send out a letter similar to the one they did with the PARCC testing.

6. School Classifications

F. Superintendent's Report:

Dr. Filippelli read his report into the Record (which is attached hereto and incorporated herein by the referenced.)

1. School Committee Meeting Schedule for 2018

Dr. Filippelli recommended the committee think about where to hold meetings in 2018 because of the mitigation at Town Hall.

Mrs. Dias said she has heard complaints when the meetings are not at Town Hall, they are not recorded.

Dr. Filippelli told the committee that ClerkBase currently costs \$1,800 per year. If we utilize them off site, we need to hire a camera man and pay for set up.

2. 2018-2019 School Year Calendar

Mrs. Pendergast asked if the professional development days were too close.

Dr. Sollitto said they are, but using the primary day, we save a day on the calendar. He said ideally the professional days should be in October and February.

Mr. LaPlante suggested having professional day on 2/15 in place of primary day.

Dr. Filippelli stated he will be sending a letter to the commissioner asking for waivers for the elementary schools being closed on 11/1.

3. Fund Balance

4. Bond Update

Dr. Filippelli said he was glad the kids won with the bond being passed.

Mrs. Dias stated the first hurdle is over but the biggest one is still to come. Going out to bid and getting the best pricing. She cautioned the committee to be transparent, post bids on websites because local vendors may be interested.

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5. Additional December Meeting

6. District Consultant Time

Mrs. Dias asked if there would be a vote on this topic.

Dr. Filippelli said no because it is not listed under New Business.

7. Building Utilization Analysis

Mrs. Dias feels it would be wise to delay an analysis because there are many unknowns right now. Where will the administration office be located? What are the FY19 challenges? She stated the committee should wait until they go through the budget cycle and see if the analysis is deemed necessary in April.

Mrs. Pendergast asked what the price would be.

Dr. Filippelli said if NESDEC does the analysis it would cost approximately \$5,000 to \$8,000. Milone and MacBroom said they would be substantially more.

Mrs. Pendergast asked if with the town financial challenges, is spending that kind of money going to save us money.

Dr. Filippelli stated if the committee is looking for population, building trends, etc, that is done by NESDEC already.

Mr. LaPlante asked if we needed someone analyzing the building use.

Dr. Filippelli said Dr. Myers currently does this analysis.

Mrs. Dias moved the conversation back to consultant time. Stating the budget was dropped to \$25,000 so it was not surprising the money is gone. She stated Dr. Myers's is a master at negotiations but looking at his monthly report, he is spending his time on other things. Mrs. Dias suggested it is time for Dr. Filippelli to take over the negotiations because in other districts it is the Superintendent's job. She also suggested Lisa should be groomed to deal with the other things Dr. Myers works on.

Mrs. Guglielmi stated Dr. Myers not only does the negotiations, he puts a lot of prep work into meetings, proposals, etc.

Dr. Filippelli stated if the committee expects to make Lisa the business manager, they need to be prepared to pay more money.

A discussion followed regarding the main office staffing. Mrs. Dias stated the Superintendent and Assistant Superintendent need to be working 50 to 60 hours per week. Mr. LaPlante asked for an analysis of like district's staffing.

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G. Public Comments

George Kuzmowycz; 37 Esek Hopkins Road

In regards to the science NECAP, is there any other way to interpret the numbers other than to say $\frac{3}{4}$ of the students are not proficient at the high school

Dr. Sollitto said that is correct.

Mr. Kuzmowycz said the committee should be troubled by that.

Dr. Sollitto the students were assessed by an exam based on standards that are not being taught.

Mr. Kuzmowycz asked about the privacy policy for the Google classroom.

Erik Mikkelsen said there is a policy that is a public document and he could print it for Mr. Kuzmowycz.

Ray Grigevich; 16 Woodland Road

Mr. Grigevich asked for clarification on the NECAP scores.

Dr. Sollitto said the test is not subject based, it is based on standards. Using the old standards, students performed slightly better but there were still gaps. The curriculum was reviewed and revised based on the scores.

Janine Grigevich; 16 Woodland Road

Mrs. Grigevich asked if students are prepared to go to college. She knows students who are having trouble because they are not prepared for college.

Dr. Sollitto stated there are honors students who struggle in college and solid C students who do great.

Mrs. Grigevich asked if there could be a survey of students asking if they feel prepared.

Mr. Scacco said he could put together a focus group and ask questions.

Jennifer Peirce; Woodsong Drive

Elementary level NECAP scores are concerning. She feels students in the high school simply don't try because they feel the test doesn't matter.

Dr. Sollitto said RIDE announced the NECAP would no longer be used before the test was given to students so they did not try to do their best.

Erika McCormick; Trimtown Road

What does Janine Grigevich want from the focus group? Does she want to know how kids are doing when they leave here? She said she was on an evaluation team from URI and was told you cannot give data without being trained because there are too many variables.

Ray Grigevich

Following up on testing, he wondered if giving students an incentive would help. Perhaps offering a school wide pizza party if scores increase by a certain percentage.

Jennifer Peirce agreed. It would be helpful to ask students what reward would motivate them.

Mr. LaPlante stated it would be helpful to get feedback from students.

Mr. Grigevich asked if the updated honors policy could be on the agenda for next month. He and his wife both have concerns.

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H. New Business:

1. Discussion/Vote/Ratification of Official School Committee meetings schedule for the calendar year 2018

See Superintendent's Report for details on this item.

Recommendation: Approve the calendar or some form of it.

Mrs. Dias motioned to move forward with the calendar as proposed.

Mr. Scacco: Second

All in Favor: Yes

Motion passes

2. Discussion/Vote/Ratification of the School Calendar for the 2018-2019 school year
See Superintendent's Report for details on this item.

Recommendation: Approve the calendar or some form of it.

After some discussion, Mrs. Pendergast motioned to table the calendar.

Mr. Scacco: Second

All in Favor: Yes

Motion passes

Although not under New Business, Mr. LaPlante suggested Dr. Myers continue to work on negotiations and the issue be addressed in December.

3. Discussion/Vote/Ratification of Northwest Special Education Region Collaborative Agreement
Recommendation: Approve the agreement.

Mrs. Dias motioned to approve the agreement.

Mrs. Pendergast: Second

All in Favor: Yes

Motion passes

I. RESIGNATIONS

1. Kevin Venturini; Middle School Softball Head Coach
2. Joe Braganca; High School Boys Baseball Assistant Coach
3. Jonathan Dunne; Middle School Drama Director
4. Katherine Halapia; Paraprofessional, Scituate Middle School, effective 10/26/17
5. Tara Marchant; Girls Basketball Assistant Coach

Mrs. Dias moved approve accept the resignations.

Mrs. Pendergast: Second

All in Favor: Yes

Motion passes

APPOINTMENTS

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1. Thomas Norris; .4 IT teacher, Scituate High School, effective 10/30/2017
2. Lisa Arena; 19.5 hour Paraprofessional, North Scituate Elementary School, effective 10/11/17
3. Tyler Stone; 17 hour Custodian, Scituate Middle/High School, effective 10/30/17
4. Gary Rabinowitz; Assistant Hockey Coach, pending BCI and RIIL certification
5. Marissa Gauvin; Scituate Mentor Governance Committee
6. Lynn Rose; Scituate Mentor Governance Committee
7. Rick Cabral; Girls Basketball Head Coach
8. Jim Haney; Girls Indoor Track Head Coach

Mrs. Dias moved to accept the appointments.

Mr. LaPlante: Second

After some discussion regarding the appointment of Rick Cabral, a vote was taken.

All in Favor: Yes

Motion passes

REAPPOINTMENTS

1. Sal Gelsomino; Girls Middle School Basketball Head Coach
2. Mike Menissian; Boys Middle School Basketball Head Coach
3. Lynn Ricci; Middle School Cheer Coach

Mrs. Dias moved to accept the reappointments.

Mrs. Pendergast: Second

All in Favor: Yes

Motion passes

NON-RENEWALS

None

VOLUNTARY TRANSFERS

None

INVOLUNTARY TRANSFERS

None

TERMINATIONS

None

J. Committee Remarks:

Mr. Scacco said he switched his work schedule on Sunday so he could attend the girls' soccer game. He said it was a good game and the team had a fantastic season. He also thanked the community for coming out to support the bond.

Mrs. Pendergast said she noticed a post from SYA on Facebook that showed the field committee started looking into the bond two years ago. She also thanked everyone involved.

Mrs. Guglielmi said the bond process has been exciting and exhausting and worth it.

Mrs. Dias gave a shout out to Ben Russo who really stepped up and helped with the bond.

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Mrs. Pendergast stated a lot of kids got involved.

Mr. LaPlante thanked all who were behind the bond. He said it really showed that people care about this town. He also mentioned Lily Borin who he coached in the past and who finished 4th in the regionals.

K. DISCUSSION OF FUTURE BUSINESS

None

L. ADJOURNMENT

Mr. Scacco: Motion to adjourn

Mrs. Pendergast: Second

The Committee unanimously approved the motion at 9:19 PM.

Respectfully Submitted

Mrs. Guglielmi, Clerk

Minutes were prepared by Jennifer Carnevale, Substitute 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 ("ARPA"). For all APRA inquiries, please contact the Superintendent's Office.

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ASSISTANT SUPERINTENDENT'S REPORT
November 14, 2017

1. Professional Development Day

Our 2nd district-wide Professional Development Day was held on November 7th. All teachers started the day at the middle/high school. The morning session centered around blended learning training. Sessions focused on the basics of Google such as Google Docs, Google Classroom, etc.

For the afternoon sessions, teachers returned to their homeschools. Grade level meetings, content meetings, and departmental meetings took place in the afternoon based on each school's identified need.

2. Strategic Plan

I am pleased to announce that the Strategic Plan is completed. The process has been ongoing for about one year. With recent Scituate specific data, there were a few updates added and the plan was sent to the Strategic Planning Committee for final revisions. I have provided electronic copies to all school committee members. The next step is to publicize the plan and hold a public forum to reveal the plan to stakeholders. Finally, even though the plan is a five-year plan, I will be convening the Strategic Planning Committee annually to make minor revisions as needed. Every five years, the plan will undergo a more thorough review and revision.

3. Technology Update

Work with the Highlander Institute continues. Each school has identified teachers to take part in the training. Additionally, the middle school is a Fuse school. This means that they are receiving additional supports. Several meetings have taken place after classroom visits and observations. The middle school has identified "early adopters" to work with the Fuse fellows from other districts. I am in constant contact with the folks from Highlander to monitor the implementation of the contract services at each school. By all accounts, things are going well. Highlander will provide a mid-year report in January or February.

Student accounts have been released at the high school and middle school and Mark is continuing to work on the district website. He received some feedback from our computer science classes and has updated the website. At this point, we must decide to move from our old site over to the new revised website. Next steps are to revise school websites so that they are in a similar format to the district site.

4. Frontline Training

Jenn Carnevale and I have been completing Frontline training for several weeks. At this point, teacher names have been uploaded into the system and accounts have been

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established for each school. We hope to have this fully operational by the end of December with a rollout for staff in January. Staff will have to be trained on how to access the system. For now, we are only using this for teacher absences and it is not connected to payroll. We can look at expanding to non-teaching staff and connecting to payroll in future years.

5. Science NECAP

Science NECAP scores were released in October. Below is a summary of how our schools preformed on the assessment.

School	% proficient	Change 2015/16	State Average	% higher than state average
Clayville	74%	+9%	41%	33%
Hope	67%	-1%	41%	26%
North Scituate	49%	+3%	41%	7%
Elementary	61%	+1%	41%	20%
SMS	44%	+11%	20%	24%
SHS	27%	-3%	25%	2%

A few things to keep in mind: Science NECAP is no longer used as the Science assessment. The new Science assessment has yet to be revealed. The Science NECAP was aligned to the old Science standards rather than to the Next Generation Science Standards (NGSS). At the high school level, our curriculum has been aligned to NGSS for the past several years. This explains the low high school scores. Finally, Science scores are NOT counted as part of the school accountability formula.

6. School Classifications

School classifications were released by RIDE in October. The classifications are based on an accountability formula that includes PARCC test scores, participation, growth, disparity among sub-groups, and graduation rate (at high school level). For the 2016-2017 school year, only the highest classification (commended) and the lowest classifications (priority, warning) were released. The classifications of typical and leading were not issued. Clayville was the only school classified; for the 2nd consecutive year Clayville was named a Commended school. Congratulations to Clayville staff, students, and parents on this achievement.

RIDE is currently developing a new accountability system (for this year and beyond) which takes into accounts many other factors. This is yet to be finalized.

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**SUPERINTENDENT'S REPORT
NOVEMBER 14, 2017**

1. SCHOOL COMMITTEE MEETING SCHEDULE FOR 2018

Approval of a schedule of School Committee meetings for the calendar year 2018 is listed under New Business. The meetings are scheduled for the first Tuesday of each month, with the exception of January, July and November. The first Tuesday in January is the 2nd; the first Tuesday of July is actually the day before the July 4th holiday and the first Tuesday in November is Election Day. As in years past, the committee may want to delay these meetings until the next week. The draft schedule is Attachment A.

2. 2018-2019 SCHOOL YEAR CALENDAR

Attachment B is the proposed 2018-2019 school calendar for the Committee's consideration. It has school beginning on 8/28/2018 for students and 8/27/18 for staff. The calendar reflects no school on the day before Thanksgiving and the professional development days being the Friday before Columbus Day and the Friday before February vacation. The Superintendent's Association has not come out with their calendar yet. Approval of a calendar is listed under New Business but the Committee may wish to table formal adoption of a calendar until a later date. I am proposing the calendar review now as the School Committee Policy on the Calendar requires that the Superintendent recommend a calendar for the following year as soon as practical.

3. FUND BALANCE

Normally, I would be able to report on the comprehensive audit report for the fiscal year ending March 31, 2016 at this meeting. However, at the writing of this report, we have still not received the comprehensive audit report. Additionally, Jeanne in my office is only now able to determine salary encumbrances for next year after calculating the recently approved raises. I will be best able to report out on this at the December meeting.

4. BOND UPDATE

This item needs no introduction. We are obviously ecstatic that the bond passed last Tuesday. I wanted to extend a sincere "thank you" on behalf of myself and the school department to all of the educational stakeholders who were involved in the bond and also to all of those who came out to vote. There has been a great deal of discourse over the last year about the bond and the planning. We are excited to begin planning the work. I have reached out to RGB Architects to determine our next steps in the construction process.

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5. ADDITIONAL DECEMBER MEETING

The committee will need to decide on a budget meeting in December. Due to the late date of our November meeting and the early date of our December meeting, I would suggest that the committee have a budget work session prior to the regular December 5th meeting. A suggestion might be having the work session from 6:00 – 7:00 PM.

6. DISTRICT CONSULTANT TIME

During our budget deliberations last year, the district consultant line was cut back to \$25,000 from approximately \$50,000 in years past. Because the new budget starts April 1, Ed's paid time also begins then. Even though Ed has cut back the number of days he is here each week, he has run out of paid days at the beginning of November. As you know, Ed is instrumental in our district negotiations and is currently in the middle of negotiating the custodial contract. Also, the paraprofessional contract negotiations will be coming in the next few months. I would recommend that the committee allow Ed to continue his work through the end of June. At this time, the committee would only need to allocate additional funds through the end of March at an estimated cost of \$15,000. The committee can revisit budgeting for a consultant for the remaining months of April through June during the budget process.

7. BUILDING UTILIZATION ANALYSIS

At our last meeting, I was asked to investigate which companies could complete a facilities analysis for the district. I have reached out to RISSA and have received two recommendations. One company is NESDEC whom has done similar studies for Scituate. We are a member district of NESDEC so they would be able to do the analysis at a reduced rate. I also received a proposal from a company named Milone and MacBroom through a referring company named Cooperative Educational Services out of Connecticut. Both NESDEC and Milone & MacBroom were highly recommended by RISSA. Neither has given me a price of services as of yet. However in speaking with representatives from each entity, Milone and MacBroom will be the more expensive of the two based on the scope of work I gave to them. Given that this would be an unbudgeted expense at this point in our budget cycle, I would need some direction from the committee as to what you would like to do. Another option is to table this discussion and budget for this work in the next budgetary cycle.