

WILLIAM M. DAVIES, JR. CAREER AND TECHNICAL HIGH SCHOOL
50 Jenckes Hill Road, Lincoln, RI 02865

Board of Trustees

Minutes of the Regular Meeting
Wednesday, September 14, 2005

I. Routine

A. **Call Meeting to Order**

At 5:25 pm, Mr. Ferdinandi, Chairperson, called the meeting to order.

B. **Roll Call of the Board**

Davies' Executive Assistant called the roll of the Board.

Members Present: V. Michael Ferdinandi, *Chairperson*; Robert Halkyard, Carolyn Kyle
Michael Marra, Lornette Uthman

Members Absent: Richard Beaupre; James Bone, John Gregory, Deborah Lopes,
Dr. James Segovis, *Vice-Chairperson*,

Others Present: Brian Butler; Cheryl Carroll; Victoria Gailliard; Susan Paquin; Vicki
Phelps; Joanne Andrews; Judy Valentine, Jean Halstead, Lynn Tait-
Romano; Jerry Egan; Gerry Suggs; Pat Genco; Joseph Rentes; Leo Strik;
SkillsUSA Students

C. **Approval of Minutes** – June 1, 2005

*A motion was not made to accept the June 1, 2005 Regular Session minutes
because a quorum was not present.*

D. **Recess to Executive Session Pursuant to R.I.G.L. 42.46-5 (A) (1) and (2) to
Discuss Pending Litigation and Personnel Issues**

Recess into Executive Session was postponed to the end of the agenda.

E. **Return to Regular Session**

Did not recess out of Regular Session at this point of the agenda.

At this time, Ms. Gailliard introduced the two new Management Team members: Joanne Andrews, Human Resources Coordinator who replaced Catherine Collins, and Judith Valentine, Supervisor of Academic Instruction who replaced Dr. Roger Bourassa who retired in 2003-2004. Mr. Ferdinandi welcomed both of them.

II. Informational Time/Program Updates

A. **Director's Report**

1) Teachers' Association

Mr. Egan asked if the Board will be ratifying the contract for both unions. The answer was it will be discussed in Executive Session and the intention is to vote on it back in Regular Session.

Jean Halstead, President of the Davies Teachers' Association apologized for being late, but she pointed out that the agenda said the Regular Session wasn't going to begin until 6:00 pm. She welcomed back the Board and welcomed Ms. Valentine. She stated the beginning of the year went very smoothly. They were very pleased to have a tentative agreement in place for the start of school even though it was 2:00 am on the Monday morning when they had to be at work for 7:45 am. There are some issues that still need to be worked out (Site-base Management and Strategic Planning) and hopefully soon so that we can move on. Mr. Ferdinandi was confident that those issues will be worked out a.s.a.p.

2) Teacher Assistants' Association

Lynn Tait-Romano, President of Davies Teacher Assistants' Association, also welcomed everyone back. She had a question about the Board's plan to ratify the contract. She asked if we were going to have a quorum by then. Mr. Ferdinandi answered, "Yes, and if we don't we have another way to get a vote accomplished over the next two weeks."

Mr. Egan cautioned the Board that the vote needs to take place in open session, but that was the process the Board was planning to follow after discussing it in executive session. He welcomed everyone back. He mentioned to Ms. Tait and Ms. Halstead that he feels it is important that we are here this evening to commend the union teams and the work they did in negotiations, but in particular he and the union teams made special commendations to the administrative team and the efforts that were over and beyond to achieve the tentative agreements for the two locals. He is referring to Ms. Gailliard, Director/Principal; Cheryl Carroll, Business Manager; Joann Andrews, Human Resources; Dr. Segovis, Vice Chair of the Board; and Vin Ragosta, Legal Counsel; and Mr. Ferdinandi. Hopefully, what occurred at the tentative agreements will continue in a positive way to let Davies go forward again and he looks forward with his co-presidents, the administration and the Board to achieve nothing but good things for Davies.

On behalf of the Board, Mr. Ferdinandi thanked Mr. Egan for his help in putting this together. Both parties went into the negotiations and tried to come up with a fair deal and things that will help us move the school forward. When people's interests are genuine, we come up with a fair agreement.

3) SkillsUSA Presentation – Gerry Suggs, Chapter Advisor

Supplements: *SkillsUSA National Medal Rankings 2005 and Top Ten Finishers/National Medal Winners*

This was a presentation on the SkillsUSA national competition that took place in June in Kansas City. At the May Board meeting, he introduced Team Davies and he also reminded the Board of the team's accomplishments at the 2004 national competition when for the first time in Davies history, two students won national medals. Also at that time, Mr. Suggs made an extraordinary promise to the Board that he was going to come back and tell them that Team Davies did even better than that this year, 2005.

Students who compete at the SkillsUSA national competitions are the best of the best. After winning medals at the state level, all medal winner from the 1,300 chapters throughout the 54 states and territories are brought together and are tested again and compete for national medals in a series of contests based on industry standards including verbal, mathematical, written and technical skills.

This past June, Team Davies composed of 15 students to compete in 13 contests. Eleven of those students in nine different contests finished in the top 15 in the country. Nine of those students finished in the top 10 in the country while five of those won medals signifying that they were among the best of the very best. Davies won five medals in one year. This is an once-in-a-lifetime accomplishment. From 1977 to 1996, the first two decades of Davies participation in SkillsUSA, we won a grand total of five medals. This year we equaled that 20-year grand total. What is more telling is how we ranked compared to other schools (*see Supplements*)

All the teachers and staff are responsible for this incredible success that we've had. All students must show competence in a written test, a job interview, a customer service component, a SkillsUSA PDP test and a hands-on skill test. This lasts many hours and it is conducted while the public is able to walk around and observe the competitions, and while the judges are walking around observing and evaluating their performance.

Mr. Suggs then continued to name specific contests and introduced the students and their technical teachers who are among the nations leaders. We should all be proud of what these students and teachers accomplished. It's a remarkable 5 medals in one year. He said he was very proud and honored to be their lead advisor and take these type of students to represent the Board when they go to Kansas City.

(Applause) Mr. Ferdinandi, on behalf of the Board, thanked Mr. Suggs for the advising role he plays with the school. He does a great job. It is clear that his efforts are a part of the success. To the students, he congratulated them. He told them this was another example of the quality of education that goes on in this school. They are lucky to participate and be involved with such a great staff of teachers. Thinking back, it was about 30 years ago when he taught, at that time a vocational school, he actually did some of the work and he knows how much hard work it takes to work with the students and get them ready for this type of event. He has a full appreciation for that. Most of it is beyond the normal day and you should be applauded for that work and the evidence is right here. He thanked them. *(applause)*.

4) Opening of School – Ms. Gailliard

August 29th and 30th was the opening of school. The first day (29th) was for opening remarks and getting their classrooms prepared for that Wednesday for the Freshmen.

—Professional Development Day

It was a very worthwhile professional development day (30th) when the teachers were offered two workshops. One was on the Inclusion Model for

our special needs children. A trainer came in who trains across the country. She was a high school teacher so she had a lot of credibility with our staff. She talked about how you treat all students. What is the best way to teach all students so she didn't really focus on special needs students. We were able to purchase a book for all of our 90 staff that attended this workshop. Her book is invaluable and the teachers actually looked at it after the workshop was over. About 12-15 Regular Ed. teachers said to Mrs. Phelps this was probably the best training session they have ever sat through and they thought the book was incredible; a first for Mrs. Phelps. They asked to bring her back. She was paid through a grant and she hopes we can ask her back.

The other workshop was on trying to get the staff to use the library more and get them more familiar with the different types of resources that are available in there because "research" is part of the new high school reform initiatives and proficiencies.

A third thing we did was a "meet and greet" with the Judy Valentine and Joanne Andrews. Mrs. Andrews thought it was a good experience for her to meet everyone because this was the first time they were all in school since she began, and for them to also get a feel for her background and what she can offer as well. Ms. Valentine also thought it was a good way to meet the teachers and be able to express herself and answer questions.

—Enrollment

We started school this year with 821 and we are currently down to 793. The decrease is usually our 9th graders who were no-shows. We did get the quota from Providence at 46 total, 39 of them are 9th graders and the rest are spread out through grades 10-12. We have 233/9th graders currently, 233/10th, 184/11th, and 141/12th. We will be going back to the waiting list for Grade 9 students to get the number back up. This is traditional. We over-enroll all the time because there are a number of students for a number of reasons who do not end up attending Davies.

5) Graduation Placement Follow-up Report—Ms. Gailliard

Supplement: *Davies Graduates: 2005 Placement Data*

This is a follow-up report to the one Ms. Sullivan presented to the Board in May, 05 listing the actual numbers and percentages of graduates who went on to post secondary education, technical training, related employment or went into the military. The information given in the initial report came from the senior placement surveys. The School-to-Career Office does a follow-up through actual telephone calls. (see supplement document for data). 36% went on to higher education, down from 50.7% in 2004; 6% went on to technical training programs, up from 5% in 2004; 32 % are employed in businesses related to their technical area, down from 36% in 2004; and 2% went on to the military, a drop from 3% in 2004. There are a number of variables that contribute to these changes. It is the nature of education, our expectations have increased, increased business and industry standards, increased post-secondary standards and the competition out there is extremely high. Times are changing. We are looking at a more global

economy that is more competitive, and the expectations are higher. We are working with our technical programs and academic programs in working toward moving these percentages up.

So this is a good start. She agrees with Mr. Egan. We were in negotiations with Lynn and Jean and we all worked for the same thing. The next day we were right back together doing what we needed to do in a collaborative effort and being cooperative with each other. She shares and brags about that everywhere she goes because you don't see it in many schools. These numbers go up and down and obviously it depends upon the students that develop more skills than other, but we are going to get them to the expectation that they will be successful whether it be for post-secondary education, more training, or in the world of work in their technical area.

Questions:

Why aren't the percentages adding up to 100? That is because all students were not surveyed. Some students fit in two categories. They may be working in their field but also went on to further their education. Why aren't everyone called? Students move around a lot. Telephones are disconnected. If you look at the placements in general, did we do much better than expected or did we fall short? Because most of our students are not interested in going on to post-secondary education, we do well in students going on to job placements in related employment in their technical area. All numbers should increase, but more particularly in this category especially with Davies increase in performance, the training they are getting here at Davies, and the number of medals the students win in the SkillsUSA competitions.

Mr. Ferdinandi would like to know what the starting wages are for these job placements. You would think students graduating from Davies would be entering these jobs with more skills than the skills needed at the entry level positions; therefore, starting at a higher salary.

6) Student Certification Follow-up Report – Mr. Butler

Supplements: *William M. Davies, Jr. Career and Technical Industry Certification and National Automotive Technicians Education Foundation End of Program Examinations – Spring 2005*

This is a follow up report to the one that was presented in May 05. A sixth column was added to compare the changes from the initial report. (*See supplements for data*) As an example, the ASE examination is divided into eight skill sets. Out of those eight, Davies students test on only four of them and with that not all students take all four exams. The exam is designed for the post-secondary student who has more time on task than the Davies student and with that in mind, Mr. Butler feels our students did extremely well.

Mr. Ferdinandi asked if ASE Foundation could norm these scores against other high school students so that we can at least get some relevancy here. It is unfair to compare them to technicians who have been doing this for years and have gone through much more training. Mr. Butler will find out. How do you determine which exams the students take? They are actual career

paths, which are dictated by the student's competency and preference. Some kids like transmission, some like brakes. They take a hankering for that particular area. Davies pays for all the student certification exams out of Perkins.

In the May report, NIMS in Machine Technology was a pending certification and as of today, the two instructors have successfully become certified NIMS instructors. Also NCCER was pending in Electrical and Woodworking. NCCER is National Center for Construction Education Research. It is a national certificate program with a deliberate, distinctive curriculum the teachers and students have to follow. The students will become craftsmen and then they can become master craftsmen and become teachers in the craft. It's an exceptional opportunity he wished he had when he was in high school.

Ms. Gailliard then encouraged Mr. Butler to report to the Board his latest accomplishment. He has been working independently trying to develop the whole concept of construction technology. We have high-energy teachers who want to do what is right and stay current. In an effort to do that, he embraced ABC's executive president, Harvey Simms, to award us not one, but two \$2000.00 scholarships for our students for each shop at a total of \$4000.00. It is definitely a win-win situation. ABC will be represented on the advisory boards and our students will be there first pickings for job placements. In turn, they get free space for their training during the evenings.

This is the first year we have tracked this information and we will continue to do so from here on out. Ms. Gailliard has been very diligent about this and has been on Mr. Butler's case with the A+. We are looking at improving this. The problem is it is very much theory, read, read, read, and very abstract. Plus students do not get enough the time on task. The contact hours are enormous. The software is more designing and research engineer related. The hardware piece we blow away. It is a three-part exam and if they do not pass all three, they do not get certified.

The plan to improve the A+ certification numbers should be kept on the agenda.

7) Pending NEASC Site Visit – October 22-25, 2006– Ms. Gailliard
Supplement: *Draft Mission Statement and Draft Philosophy and Goals.*

This is a reminder that NEASC will be here in October 06. This year is the preparation year. The department chairs went to their membership to come up with examples of revising the mission statement and goals. The first page describes the two options for a mission statement and the second page is the philosophy and goals listing how we are going to do it. The departments will vote on an option at their next Common Planning Time and then we will adopt the most popular. The mission statement is basically the same one that was written back in 1996. It's the goals that changed significantly from that original document.

8) Freshman Cookout – Ms. Gailliard

Mr. Butler was the administrative representative at this event because Ms. Gailliard was in the middle of negotiations. The event took place on August 24th at 5:00 pm with roughly 200 attendants. Tomas Ramirez, the interim Superintendent in Providence, gave a presentation to the freshmen. He gave wonderful accolades to Davies. He addressed particularly the Providence students and their parents. At the end they all toured the building. It was well coordinated by Stephanie Sullivan's committee. Mrs. Phelps mentioned that mailings went out to the regular sending districts, but with the Providence kids, we made personal phone calls. It was very successful

9) Other

Ms. Gailliard: She received a phone call from Laura Mead Kirk, a reporter from the Providence Journal. She is writing a general article on career and technical education. As part of that story, she wants to do a story on Davies as well. She and Ms. Sullivan will meet with her on Monday morning. She will get a tour of the building and then she will interview them on career and technical education, the yesteryears and today, the changes in the faces of education, expectations and standards, and some of things the staff, administration and Board of Trustees have done with Davies over the course of the past several years. She thinks it is going to be a wonderful experience for the staff as well as for her, and she thinks it is going to be wonderful PR for the school.

III. Return to Routine

D. **Recess to Executive Session Pursuant to R.I.G.L. 42.46-5 (A) (1) and (2) to Discuss Pending Litigation and Personnel Issues**

At 6:22 pm, Mr. Halkyard made a motion to recess into Executive Session pursuant to R.I.G.L. 42.46-5 (A) (1) and (2) to discuss pending litigation and personnel issues. Mr. Marra seconded the motion and all were in favor.

E. **Return to Regular Session**

At 7:10 pm, Mr. Halkyard made a motion to return to regular session pursuant to R.I.G.L. 42.46-5 (A) (1) and (2) to discuss pending litigation and personnel issues. Mr. Marra seconded the motion and all were in favor.

Mr. Halkyard made a motion to keep the minutes of the Executive Session confidential and all were in favor.

Ms. Gailliard will give the Board an update on what we are planning to do to memorialize Mr. Mitchrone.

IKON is moving out resulting in the loss of a great partnership.

Mr. Ferdinandi would like a press release on the SkillsUSA medal winners.

IV. Business Agenda

A. Finance Report

This report took place in Executive Session.

B. Human Resources Report

This report took place in Executive Session.

IV. Adjournment:

At 7:15 p.m., Mr. Ferdinandi made a motion to adjourn and all were in favor.

V. Next Meeting

A special meeting will be scheduled to ratify the teachers and teacher assistants' contract because there was no quorum at this meeting. It is to take place sometime next week at 8:00 am, in a day TBD.

The next regular meeting is scheduled on October 5, 2005.

Minutes were approved by the Board at the October 5, 2005 meeting.