

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, October 4, 2006

Minutes accepted at the December 2006 Board meeting

I. Routine

A. **Call Meeting to Order**

At 5:17 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*; Larry Gemma; Robert Halkyard;
Dr. James Segovis, *Vice-Chairperson*; Harvey Simms; Lorraine Uthman

Members Absent: Richard Beaupre; James Bone; John Gregory; Carolyn Kyle; Robin
Smith

Others Present: Victoria A. Gailliard, Brian Butler, Cheryl Carroll, Judy Valentine, Bernie
Blumenthal, Vicki Phelps, Susan Paquin, Gerald Suggs, Matt Steely and
Family

C. **Approval of Minutes** – June 13, 2006 and September 13, 2006 Regular Session
Minutes

*Mr. Ferdinandi asked for a motion to accept the minutes of the June 13, 06 and
the September 13, 06 meeting minutes. Mr. Halkyard made the motion to accept
them; Mr. Simms seconded the motion; all were in favor.*

D. **Opportunity for Audience to Comment**

None were made.

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

The meeting did not recess into executive session this evening because there were
no pending litigation or personnel issues to discuss.

F. **Return to Regular Session**

Did not recess out of Regular Session.

II. Business Agenda

Finance Report – Cheryl Carroll, *Coordinator of Business Operations*

The renovation of the Aquaculture Building is finally completed and Davies now
has two new beautiful classrooms thanks to the state funding and the carry-over
monies. Very few dollars from this year's budget had to be used for the project.

The completion was a little behind schedule because the construction contractor
wasn't as cooperative as Mrs. Gailliard-Garrick would have liked them to be,

which meant she had to have a meeting with them weekly since the opening of school to obtain progress reports. It was quite a challenge to get the building done.

- B. **Human Resources Report**- *Joanne Andrews, Coordinator of Human Resources*
The contracts have been signed and the books have been published and distributed to the appropriate persons. Each Board member received a copy at their seats.

Regarding personnel, we had a sudden retirement in our Math Dept, Mr. Murgo. We already begun the hiring process for his replacement to the point that we have already interviewed candidates and an effort is being made to make an offer.

The retirement is immediate, not at the end of the school year. He received a full professorship opportunity at NEIT teaching Physics. State employees can still work full-time and receive the state pension as long as it is not a position with the state.

III. Informational Time/Program Updates

Ms. Gailliard-Garrick wanted to thank Ms. Valentine for preparing the meal this evening.

A. **Director's Report**

1) Teachers' Association

There was no Teachers' Association representative present this evening.

2) Teacher Assistants' Association

There was no Teacher Assistants' Association representative present this evening.

3) Graduation Placement Report—*Bernard Blumenthal*

(See Supplemental Material: *Davies Graduates 2006 Placement Data [as of 9/20/06]*)

This report is a follow up to June's report. In June the graduates are surveyed and then a follow up is done over late summer. 48% of our 2006 graduates are going onto either 2 or 4-year higher education institutions, mostly to CCRI, which is a wonderful feeder program for our students. 2% are going into technical training programs so half of our students are going onto further education before they go directly into the workforce.

21% of our students have moved directly into their field, and a third of our students are not working in their related field or have not secured a position. It is difficult to track 100% of the graduates. Some have already moved away and some do not respond to the three messages that are left for them. If a follow-up connection was not made in September, those students remained in the same category they were in back in June.

Mr. Blumenthal may add another category for next year's report. A significant number of our graduates go into part-time work/part-time college. He wants to reflect that somehow in the survey. We also need to

work with the current students who go out on co-op. They need to be up front with their employers that they will not be continuing on as their full-time employees because they will be going to college. There is a misunderstanding between the students and their employers. The students are out on co-op either a full academic year or $\frac{3}{4}$ of the year. Some students are such good workers that the employers expect to hire them when they graduate and the students are too shy to tell them they are going to college. This was a trend over the summer with three employers.

Our job is to prepare our students for their futures looking at higher education as being important, but yet still, helping to employ them in their field of study. This is a problem but a good one. In comparison with other schools similar to Davies, we are above average in the number of placements to higher education institutions.

We have articulation agreements with NEIT, J & W, Gibbs College, CCRI, Paul Smith College, and it is program specific. We do not have articulation agreements for the Health Careers program nor do we have any for the Electrical program. Davies has been trying for **five** years to get an articulation agreement with CCRI for the Health Careers program but their demands are outrageous. Mr. Simms said that the new president may be more open to these agreements. Information Technology is another one they refuse to give us. It's not just with Davies; it's across the state. They want their teachers to come into the schools and teach those courses and that is the only way they will grant those credits.

We have an articulation agreement in Culinary with Johnson and Wales. It is CCRI that is most difficult. If Mr. Simms has an affiliation with CCRI, then hopefully that will be a point in our favor. Mrs. Gailliard-Garrick is about to have some negotiations with them involving the number of evening programs they have here at Davies because of the classroom space they are using and the technical equipment they are using. The problem is they provide little if any services to the school or Davies community in return for the wear-and-tear on our equipment; the overhead cost in keeping this building opened for them. They are adding more and more programs here at night with no security and no maintenance. Mr. Simms has been great. He has given back to Davies by offering scholarships to apprenticeship programs where CCRI has not. They have over 15 programs here at night with over 300 people in the building. Mr. Butler has been in contact with Ms. Smith and a meeting will be set up to discuss this issue.

Dr. Segovis asked what program of studies are the students going into when they enter CCRI. At least half are enrolled in General Studies and then a quarter is going into the direct program, i.e., Information Technology, Health Occupations.

- 4) Certification Report Update—*Brian Butler, Supervisor of Technical Instruction*
(See Supplemental Material: *William M. Davies, Jr. Career and Technical Industry Certification*)

In June when Mr. Butler gave the initial report, there were a number of testing scores that were still outstanding. This report, tonight, is the most current data giving a breakout to determine what would normally look like a large success rate, but with closer inspection, indicates that maybe we are not so successful in some areas. For example, on AOIT, the IC3 has two tests and not all pass both tests. Eight seniors took the tests and all eight passed a test indicating 100% success rate but in fact, only five passed one test and only three passed the other. He continued on with Auto Careers that similarly have a number of sub-tests within a certification exam. There are some sub-tests that are at a post-secondary level. Some people who have been working out in the field have trouble passing these tests so the teachers will set up those students who have the potential to pass them. In spite of this, can the numbers be better? Absolutely we could be doing better. Mr. Butler then continued on down the list of programs and their certification rates.

NCCER in Electrical and Carpentry is still pending. He and Mr. Simms are working with the national office to determine what grade certification we will be using. With ProStart in Hospitality, the student will be required to complete 150 hours in a cooperative work experience in addition to taking the exam. It will begin with a contract when the students enter the program.

Mrs. Gailliard-Garrick added when she looks at funding for the programs, she looks at performance outcomes. All of our programs are based on industry-standards, which means our students are taking the same types of programs that an adult would. She has little or no concern about the level of expectations within those shops. We have the tools and these students should be able to do better in some of these areas. Cosmetology students take the state licensing exam; the same exam an adult takes who are in a private cosmetology school. She is looking at program curricula, and she is looking at some instructional strategies to determine where we are lacking and why we are not getting the percentages we should be getting in those program areas. If the students can do it in CPR and CNA in Health Careers, then the rest of our students can do it.

Is “performance outcomes” in the teachers’ evaluation instrument? No but it is in the Perkins Grant accountability. The teachers are quite aware there will be no funding if the percentages do not get better. The state is also looking at a program approval process. If those programs are not certified by the state, then they will not qualify for Perkins money.

Mr. Ferdinandi asked if student performance goals could be added to the teachers’ evaluation instrument. Professional development is already a part of the instrument and for the tech teachers, this is what is needed but there isn’t a lot out there for them. There is a lot of PD for the academic programs. The tech teachers need externship opportunities but there isn’t many out there so we as a school have to start looking at providing it to them. We know the academic teachers are doing what they are supposed to be doing based on the State Assessment scores. The only way we can

measure the technical teachers is on the performance certifications, but the industry doesn't offer a lot where they can go and upgrade their skills.

Mr. Ferdinandi asked Mr. Butler how he would grade this report. He answered with a "B" and Mr. Ferdinandi told him he was being generous.

- 5) SkillsUSA Presentation—*Mr. Gerald Suggs, Teacher and SkillsUSA Advisor*
Prior to the presentation he distributed pins to the Board members indicating that Davies is a 100% participating chapter. Funding comes from the school's budget allowing all the students and teachers to be members of SkillsUSA.

He brought a special guest with him tonight. During Mr. Butler's presentation on certifications, he mentioned that only two students passed the A+ exam in Electronics and Mr. Suggs guest was one of them, Matt Steely.

Last May, he presented to the Board, Team Davies, who were going to Kansas City to represent the school at the national competitions. SkillsUSA consistently scores Davies as the highest in the state, very high in the region, and very high in the nation in winning medals and attaining student leadership positions. SkillsUSA is conducted in 54 states and territorial associations that represent over 14,000 chapters which Davies is one. With over 284,000 students, they compete for well over 10,000 local or school competitions that lead to district, then regional, then state, and then finally national competitions.

Last May, Mr. Suggs made a promise to the Board that our students will do an excellent job of representing the school. Davies sent 13 students to the National Leadership Conference and competed in 11 contests. One of our students served as the RI state delegate, Gary Ferdinandi, and was elected as the RI State Vice President. This is the highest office that a Davies students has attained since we had a national officer. In the 11 contests we had ten students finish in the top twenty in the country and of those ten students, eight finished in the top ten. Of those eight, we had three finish in the top five. Two of them finished 4th in the country barely missing that bronze medal. For the past eleven years Mr. Suggs has been the SkillsUSA advisor. He comes before the Board twice a year and reports on our continuing success but he always leaves with a bit of disappointment and a feeling that we haven't accomplished what we want to do. He always had a specific goal that was never reached.

When we go to Kansas City every year, there are 84 bronze medals, 84 silver medals, and 84 gold medals to be won with 5000 competitors going after them. In the past four years we have won nine bronze and silver medals and we were thrilled, but not quite happy because we achieved a gold medal.....until last June. For the first time since 1984, Davies was announced as a gold medal winner. Matt Steely won the gold medal for Electronic Applications (applause). It was a moment to remember because across the auditorium they electronically flash, "Matthew Steely, Gold Medal Winner, Davies Career and Technical High School, Lincoln, RI."

Mr. Steely presented the second gold medal given for the school to the Mr. Ferdinandi and Mrs. Gailliard-Garrick (applause). When you win a gold medal, the student receives so much paraphernalia from that he had to have it all shipped home. He is currently attending CCRI in Engineering and continues to work at Elwin Electronics in Warwick. He is the first gold medalist since 1984 (applause).

Mr. Suggs is currently working on developing a SkillsUSA alumni group and have those medal winners come back and help the students to prep for this year's competition because like he always says, we will do better. He doesn't know what that means, but we are going to do better.

On behalf of the Board, Mr. Ferdinandi appreciates the work Mr. Suggs does to prepare our students. He does not want the credit because he is not their teacher, but Mr. Ferdinandi insisted that someone has to provide the leadership to get it done. It is clear that Mr. Suggs sets an example to the students; he sets goals and shepards this thing through. It would not be that way without the leadership he provides. Mrs. Gailliard-Garrick was in agreement (applause).

- 6) “Business Before Hours Breakfast”-Sept. 26, 2006—Mr. Blumenthal
Davies hosted the Northern RI Chamber of Commerce's “Business Before Hours” Breakfast. We were fortunate to have twelve businesses visit us between 8 and 9 am. We had breakfast provided by our Culinary program and then we provided tours of Davies. There were 12 companies that we were hoping to make better connections with or new connections for our programs. There were two that we made an immediate connection in Machine and Business Technology and he will follow up with the others. Mr. Gregory attended the breakfast and it was a wonderful opportunity for Davies to showcase what we do and hopefully expand our partnerships.
- 7) Parent Visitation Night – September 21, 2006—Mrs. Gailliard-Garrick
This is the night we have our parents come in and the focus of it is they look at the classroom programs, our course offerings, and getting an idea what the school's mission is as it pertains to the academic as well as the technical programming. The teachers do a brief presentation on the classroom goals, expectations, course overviews and what we are looking for in learning outcomes. We had about 250-300 people attend that night and they were mostly representing the 9th and 10th graders,
- 8) NEASC Site Visit-Oct. 23-26, 2006—Mrs. Gailliard-Garrick
(See Supplemental Material: *William M. Davies, Jr. Career and Technical High School Welcomes the NEASC Team*)
Mrs. Gailliard-Garrick distributed to the Board the NEASC Site Visit Committee's tentative work schedule as well as the program for the NEASC Welcome Dinner. It will occur from Oct. 23rd to the 26th. The board should have received the invitation to the welcoming dinner in the mail by now from a sub-committee of the school's School Improvement Team, Community and Public Relations. 200-225 invitations were sent out. The 25 committee members will be staying at the Downtown Marriot and the CPR committee will greet them with their goodie bags.

We are in pretty good shape. Sue Paquin, Cheryl Carroll, and Andrea Kelly are busy putting three binders of information together for each of the 25 committee members. The actual review will begin on Tuesday, Oct. 24th. Mrs. Gailliard-Garrick and Mr. Butler have been in communication with the chair of that committee, Peter Dewar, for the last couple of weeks. She believes we will do very well with this site visit. She has been receiving very positive feedback from them. She doesn't know if this happens in other schools, but Mr. Dewar told her that the director of NEASC, Paul Bento, is coming to the welcoming dinner to speak to the staff and Board of Trustees. She doesn't know if that ever happens.

Obviously there will always be some recommendations, but on the whole, we will do very well. It has been a lot of hard work from the entire staff. Back in January she was a little concerned because the contract wasn't finalized and none of the committee work was being done, but once it was signed, everyone got involved with the process and got it done.

The Board can expect someone may want to speak with them.

9) Future Student Night-Nov. 21, 2006—*Mrs. Gailliard-Garrick*

This is the biggest night we have for prospective students. We usually get 800 plus students that come in from our six sending districts including Providence (we have to take in 40 per year). The focus that night is to just review with our teachers the technical programs, academic studies, etc. It gives the children an opportunity to look at career and technical education.

10) Patriot Newsletter-October 2006 Issue—*Mrs. Gailliard-Garrick*

It focused on the freshmen and the Exploratory Program and the cookout, the new staff members, and the SkillsUSA competition that occurred during the summer.

11) Other

—NIMS Celebration —*Mr. Butler*

This is the final chapter of the three-year process we engaged in obtaining the accreditation of the National Institute of Metal Working Skills in our Machine Technology program. He thanked Bernie Blumenthal for pulling together this celebration. The Board, staff and members of the advisory board were invited as well as the president of the NIMS Board of Directors, Mr. Paul Huber. He addressed the students and explained to them what the NIMS charge is and what earning a certificate will mean to them. This certification is a very marketable and usable certificate throughout the country.

—RISD—*Mrs. Gailliard-Garrick*

We have an After-school Program partnership with RISD. She just recently received a brochure they put together from the work our students did with them last spring. She added another program this year, Poetry, with Mr. Johnson from A220. She keeps adding programs and ties them into the

academics and the skills they need for proficiency for graduation. It is being done in a way that the students are learning and having fun at the same time.

IV. Adjournment:

At 6:15 p.m., Mr. Ferdinandi asked for a motion to adjourn and all were in favor.

V. Next Meeting Wednesday, November 1, 2006