

REGULAR MEETING OF THE PAWTUCKET SCHOOL COMMITTEE

Tuesday, June 17, 2014, 6:00 PM

Jenks/JMW Complex for the Performing and Visual Arts Media Center

350 Division Street, Pawtucket, RI 02860

Minutes

I. Meeting will come to order

The Chairman, Mr. Araujo, called the meeting to order at 6:08 PM.

a. Roll Call

**Ms. Bonollo-here; Ms. Cano-here; Ms. Nordquist arrived at 6:09 PM;
Mr. Spooner-here; Mr. Tenreiro-here; Mr. Araujo-here**

Also in attendance were Interim Superintendent, Mrs. Patricia DiCenso; Ms. Kathleen Suriani, Elementary School Performance Officer and Ms. Devine, Chief Financial Officer.

Mr. Coughlin was not present.

b. Pledge of Allegiance

The Chairman, Mr. Araujo, led the audience in the Pledge of Allegiance.

II. Celebration/Recognition

Mrs. DiCenso: It's my honor and privilege to announce the 2013-2014 teacher of the year. She teaches Spanish at Jenks in grades seven and eight. We took her children out of class along with her husband to surprise her. We will put her name forward for Rhode Island Teacher of the Year. Failure is not an option in her classroom. Mr. Bergeron commented that she was just as awesome when I had her as a teacher.

Ms. Fasteson: Thank you for inviting us. When you think of Melissa Labossiere, she epitomizes the qualities a teacher should possess. In addition, she is active in the school community. Melissa takes pride in her classroom and the students enjoy her class. She monitors students' learning. Students must write assessments of their daily work. She goes to every step to make sure every student is learning. She is a "go to" person in my building. She is a master coder in this building. A mentor coach and a rapport with the most difficult students. Melissa sure students are successful inside and outside Rhode Island.

Ms. Labossiere introduced her family and thanked everyone. Ms. Labossiere commented that she can't believe she is rewarded to do something she loves. Ms. Labossiere is a Pawtucket native and attended Pawtucket Schools. Her children attend Pawtucket Schools. Ms. Labossiere commented that she loves Pawtucket's culture and is grateful to the Pawtucket School Department for being nominated. She shares the award with all teachers.

Ms. Labossiere is passionate with young adolescents because they are truly unique. Middle school children are equal to the prize in a Cracker Jack Box. It is her quest to find that prize in that box. Ms. Labossiere thanked her family who inspire her to be the best role model.

Mrs. DiCenso thanked and congratulated Ms. Labossiere and her parents.

Action item h. Approval and Appointment of Two (2) Part Time Athletic Directors was moved up to Celebration/Recognition with no objection from the Committee.

Mrs. DiCenso: Later on I will ask you to hand over the reins to be the athletic directors at Tolman and Shea. They are not shoes to easily fill. These gentlemen love children, Pawtucket and gave everything they could to help their students achieve. The new principals were blown away by their dedication to our children and the City. I believe they are very sad to see them go. They want to slip away unnoticed.

Mr. McGee and Mr. Scanlon were asked to come to the podium.

Mr. Araujo: Thank you for your years of dedication to our athletes. It goes without saying those are some hard shoes to fill. You left your mark and reputation on your students and colleagues.

Mr. Spooner: Mr. Scanlon yours says exactly the same thing and they

spelled your name right. I told a little story about my first gym teacher at J. C. Potter. One of the people up for a position is Kate Corry and we went to Tolman together. People tend to stay here. In the end, we are good people. This City produces good people. They don't want to leave. I hope new people are able to apply the good. Thank you so much. A lot of students in Pawtucket owe you a lot of gratitude.

Ms. Nordquist: Over the last 10 years when I go to honors night you go out of your way to be sure the athletes are recognized and adequately represented. Congratulations, I wish you the best.

Mr. McGee: I thought I'm really glad to see the two individuals filling our roles are two graduates of Shea and Tolman. Both coached at both schools. They know the students and they are Pawtucket people. They know where the kids are coming from. We've always done everything together. I'd like to congratulate the School Committee on making outstanding people.

Mr. Scanlon: Ditto on Ray's remarks on successes. I believe this model works using retirees. They are not Tolman/Shea people, but Pawtucket people. The bottom line is for the kids of Pawtucket. We are always trying to do the best for the kids. I want to thank everyone. Together we have almost 90 years combined and I would never trade it for the world; 43 and 46 years later.

Ms. Nordquist asked if the Committee could act on Action Item h. Approval and Appointment of Two (2) Part Time Athletic Directors.

Mr. Araujo commented that without any objection from any other member, the Committee would act on Ms. Nordquist's request.

Mrs. DiCenso: We ask the Committee to appoint two part-time athletic directors this evening. Mr. Francis Laliberte at Tolman and Ms. Mary Kate Corry at Shea.

Mr. Spooner moved to appoint Mary Kate Corry as the part time athletic director at Shea and Mr. Francis Laliberte the part time athletic director at Tolman. Ms. Cano and Ms. Nordquist both seconded.

Ms. Nordquist: I think it's a great choice and the outgoing directors will be so supportive.

Mr. Araujo: I think it's great to see a re-investment.

Voice vote carries unanimously with six members present.

Ms. Corry: Thank you very much. We do have big shoes to fill. I know Ray will continue to be there which give me great confidence. We love the athletes. Sports has been my thing for a long time. People are wonderful. Thank you very much.

Mr. Laliberte: I think everything that's been said. I am truly honored to accept the position, especially with our backgrounds at Shea and Tolman. How can you learn from a better duo! I thank the School Committee and the support from Ray and John. We have a wonderful coaching staff and we will collaborate with the junior highs as well as the high schools. Thank you.

III. Special Reports of Student Representatives

Charles E. Shea High School—None

William E. Tolman High School--None

Jacqueline M. Walsh School for the Performing and Visual Arts--None

IV. Public Participation

Comments from the public are invited at this time. Citizens wishing to speak should sign in with the Committee Chair before speaking. The Committee is precluded from discussing or acting on items raised by Public Comment, which are not already on the agenda. Public comment will be included in the minutes of the meeting.

None

V. Approval of previous meetings' minutes

Ms. Bonollo moved to accept and approve the meeting minutes of April 29 and May 30, 2014. Ms. Cano seconded.

Voice vote carries unanimously with six members present.

VI. Old Business

a. Approval of Revised 2014-2015 School Calendar

Mrs. DiCenso: You approved the calendar already and although we felt we met the trimesters, other districts are out of sync with the vacation in April.

Ms. Nordquist: Which vacation?

Mrs. DiCenso: April—change from week of April 13 to the week of April 17, 2015.

Ms. Nordquist moved to approve the 2014-2015 revised school calendar with the change of the April vacation from the week of April 13 to the week of April 17, 2015 as recommended by the Superintendent, Mrs. DiCenso. Mr. Spooner seconded.

Voice vote carries unanimously with six members present.

b. Approval of City of Pawtucket and Pawtucket School Department Shared Services HR MOU and Confidentiality Statement

Mrs. DiCenso: This is the same HR MOU and Confidentiality Statement tabled due to budgetary concerns. We went in a deficit. This share is in the fiscal budget.

Mr. Spooner moved to approve the City of Pawtucket and Pawtucket School Department Shared Services HR MOU and Confidentiality Statement as recommended. Ms. Cano seconded.

Mr. Tenreiro: I want to make sure this is the memorandum that came out of the committee.

Ms. Nordquist: I'm voting no on this. I don't believe in consolidated services.

Roll call

Ms. Bonollo-yes; Ms. Cano-yes; Ms. Nordquist-no; Mr. Spooner-yes; Mr. Tenreiro-yes; Mr. Araujo-yes

Motion carries with five members in favor; one opposed-Ms. Nordquist.

c. Approval and Appointment of Non Certified Bus Driver

Mrs. DiCenso: This item was tabled at the last meeting and we've done some research on this issue for the last four years. We've worked with Deb Findlay to come up with a Memorandum of Understanding (MOU) so we do not come up with a practice to hire drivers. There were many meetings with Mrs. Cylke on this topic.

Ms. Bonollo: Move the MOU first, then go back.

Mr. Araujo: Would you like to move new business, action item k; the approval of the Pawtucket School Bus Department/Drivers MOU first?

Ms. DiCenso: When first approved the names are on, but it's not signed.

k. Approval of Pawtucket School Bus Department/Drivers Memorandum of Understanding (MOU)

Ms. Nordquist moved to approve the Pawtucket School Bus Department/Drivers Memorandum of Understanding (MOU). Mr. Tenreiro seconded.

Ms. Nordquist: this person has been working and we need the position. I could understand the person has been working. I don't understand where the opposition is when someone has been working in the job.

Ms. Cano: This person is now part of the bargaining unit? When this person retires, it will go to the third party?

Mrs. DiCenso: Yes.

Ms. Cano: Is this the only position?

Mrs. DiCenso: I think the reason is there was an agreement anytime a bus was going to be put on the road, it was going to a third party. The language changed. This person has been working so there had to be an agreement between leadership to make whole.

Roll call

Ms. Bonollo-no; Ms. Cano-yes; Ms. Nordquist-yes; Mr. Spooner-no; Mr. Tenreiro-yes; Mr. Araujo-yes

Motion carries four in favor; two opposed—Ms. Bonollo and Mr. Spooner.

c. Approval and Appointment of Non-Certified Bus Driver

Mrs. DiCenso: We would like your approval to appoint Doug Caetano to the position of non-certified bus driver.

Ms. Cano moved to approve and appoint Doug Caetano to the position of non-certified bus driver as recommended by the Superintendent, Mrs. DiCenso. **Ms. Nordquist** seconded.

Roll call

Ms. Bonollo-no; Ms. Cano-yes; Ms. Nordquist-yes; Mr. Spooner-no;

Mr. Tenreiro-yes; Mr. Araujo-yes

Motion carries four in favor; two opposed—Ms. Bonollo and Mr. Spooner.

VII. New Business –Action Items

a. Approval of School Performance Officer’s Contracts

Ms. Devine: We have before you for your approval the School Performance Officers Contracts. Ms. Kathleen Suriani, Elementary Performance Officer (2 years) and Mrs. Patricia DiCenso, Secondary Performance Officer (2 years).

Mr. Spooner moved to approve the School Performance Officers Contracts. Ms. Bonollo seconded.

Roll call

Ms. Bonollo-yes; Ms. Cano-yes; Ms. Nordquist-yes; Mr. Spooner-yes; Mr. Tenreiro-yes; Mr. Araujo-yes

Motion carries unanimously with six members present.

b. Approval of Teacher Recalls

Mrs. DiCenso: I’m finding out what a happy time it is working with Ron Beaupre. We added a new person who could participate with other Occupational Therapists. We are asking your approval to recall the following teachers and specialists:

Collette O’Brien, OT—District; Jennifer Blanchard, Math/ESL—Shea; and David Girard, Student Dean—Tolman

Voice vote carries unanimously with six members present.

c. Approval of Talent Development Specialist Job Description

Mrs. DiCenso: Mrs. Cylke was very instrumental in working with Lynn Cristino transitioning to evaluating process. The title attached to the I-3 Grant that will be sun setting. We want her in the position assignment with the correct title to the correct grant.

We are asking for your approval of the Talent Development Specialist Job Description.

Ms. Bonollo moved to approve the Talent Development Specialist Job Description. Ms. Cano seconded.

Voice vote carries unanimously with six members present.

d. Approval of Assistant Facilities Director Job Description

Mrs. DiCenso: We are asking you to look at the job description before you this evening, Assistant Director of Facilities and are requesting your approval.

Mr. Spooner moved to approve the Assistant Director of Facilities Job Description. Ms. Cano seconded.

Ms. Bonollo: Wasn't this worked on before with a different title change?

Ms. Devine: It's not at the same level. The title and salary has been switched.

Voice vote carries unanimously with six members present.

e. Approval of Lead Secretary (Elementary, Middle, High School) Job Description

Mrs. DiCenso: I met with the President and it was discussed that Mrs. Cylke had intended the Baldwin lead clerk to be a lead clerk, should elementary schools have more than one clerk. We re-purposed a clerk from Tolman to Fallon. It became an issue in terms of the size of the school. I met with Mrs. Cylke and in fairness she felt it should take place which is why we had written a job description.

Mr. Spooner moved to approve the Lead Secretary (elementary/middle/high school) job description. Ms. Bonollo seconded.

Mr. Spooner rescinded motion to approve the Lead Secretary (elementary/middle/high school) job description. Ms. Bonollo seconded.

Mr. Spooner moved to table the Lead Secretary (elementary/middle/high school) job description and bring it back on the next agenda. Ms. Bonollo seconded.

Roll call

Ms. Bonollo-yes; Ms. Cano-yes; Ms. Nordquist-yes; Mr. Spooner-yes; Mr. Tenreiro-yes; Mr. Araujo-yes

Motion carries unanimously with six members present.

f. Approval of Payroll Clerk III Job Description

Ms. Devine: You have in front of you the revised job description for the Payroll Clerk III in the business office. This position is for processing the “certified staff” payroll that has recently been vacated and it was an opportunity to update the tasks to reflect current day requirements. We are asking you to approve the Payroll Clerk III job description.

Mr. Spooner moved to approve the Payroll Clerk III job description as recommended by the Chief Financial Officer, Ms. Devine. **Ms. Bonollo** seconded.

Voice vote carries unanimously with six members present.

g. Approval of JROTC Job Description

Mrs. DiCenso: We are requesting your approval of the JROTC Instructor job description for a Commissioned Officer and Sergeant Major. These positions are necessary to support the new JROTC Marine Corps Pilot Program.

Ms. Cano moved to approve the JROTC Instructors’ job description for the Commissioned Officer and Sergeant Major. **Ms. Nordquist**

seconded.

Voice vote carries unanimously with six members present.

h. Approval and Appointment of Two (2) Part Time Athletic Directors

This item was moved to the beginning of the meeting and included in Celebration/Recognition.

i. Approval and Appointment Non Certified Teacher Assistant Administration Building

Mrs. DiCenso: Before you tonight we are requesting your approval for a non-certified appointment, Patricia Kunhardt, Spanish Translator, ESL/Special Education. This position was left vacant by Anna Maldonado when she resigned.

Ms. Nordquist moved to approve and appoint Paricia Kunhardt, Spanish Translator, ESL/Special Education. Mr. Spooner seconded.

Voice vote carries unanimously with six members present.

j. Approval of Arts Panel Review Committee Appointment (Elizabeth Fasteson)

Mrs. DiCenso: The Arts Panel asked to have Liz Fasteson to replace the former JMW Principal, Mr. John Haidemenos.

Mr. Tenreiro moved to approve the appointment of Elizabeth Fasteson to the Arts Panel Review Committee. Mr. Spooner seconded.

Ms. Bonollo: Does she accept this position?

Ms. Fasteson: Yes.

Voice vote carries unanimously with six members present.

k. Approval of Pawtucket School Bus Department/Drivers MOU

This item was moved up on the agenda with old business.

VIII. Presentations/Discussion Items

a. Monthly Financial Report

Ms. Devine submitted the monthly financial report and commented that the projection is still showing favorably for \$100,000.00.

b. Monthly Vendor Expense Report

Ms. Devine submitted the monthly vendor expense report for the actual payments issued in the month of May by the City.

c. Discussion of Pawtucket School Department Internet Security

Mr. Cristino: I provided for you some of the malware mitigation that takes place in Pawtucket. I want to show you a type of security is layered. Many filters provides us OSHEAN that keeps people from going to sites we don't want them to go. Think of it as you go to an airport but once you go to the security check point, you can't go beyond without clearance. The business office is set up that way. All of our data is backed up locally and to a cloud. Paul Abbott does that actually. We just moved the City to a cloud back up.

Mr. Araujo: If you find anything malicious, do you receive a report daily?

Mr. Cristino: Yes, we do and most people see that in our email. A few years ago we changed to Google. We trust Google can do a much better job protecting our email.

We use software on machines that keeps it in a “frozen state.” If it gets a virus, it rolls back to where it was before when you shut off. Once infected it usually always infects. That’s the nature of viruses. When new viruses come along we don’t have an antibody for it.

Ms. Bonollo: If someone brings in a personal system do you set it up with the same amount of coverage?

Mr. Cristino: We do not allow any personal devices because we don’t have the capacity. When someone wanted it and added it to the network it has something called a MAC address. We ping back to MAC address.

Ms. Bonollo: What about when teachers go in at home to our home page?

Mr. Cristino: Our home page is outside of our network. Skyward is hosted in a cloud outside of our school department connections over a secure protocol.

Mr. Araujo: I’m glad to see you’re on top of this.

d. Discussion of RFP Legal Services

Ms. Devine: Back in February the School Committee requested an RFP for legal services. We went back and forth to develop one. We went out to bid in May and opened them in June. There were four firms that bid.

Ms. Bonollo: Do you now approximately how many man hours and dollar amounts?

Ms. Devine: When we sat down to open it, the history depends on what you have for legal needs. It depends on how long it takes to work on a project. You could have a high year and a really low year. It depends on how much we use legal services. The Uniform Charter of Accounts requires you to track it. You could use just special education. There could be a flat retainer and go through and sort hours.

Mr. Araujo: On thing that may benefit is a couple of members to work on a subcommittee to work with Melissa and Patti to narrow it down.

Mr. Spooner: I agree with you but interview all four. I think the committee should be comfortable. We don't really get into this. That's a lot of money and it adds up quick. People don't realize how it works. I think we should interview to weed out. I'll be more than happy to sit on this.

Mr. Araujo: Do you want a special meeting and have all the members interview?

Ms. Devine: The numbers are the numbers. Look at who is in their cases, staff and you want to look at doing homework and have questions ready to ask.

Mr. Araujo: Get together with Melissa to put together a special meeting.

IX. Interim Superintendent's Report

Mrs. DiCenso: I had a meeting with Jon Winikur to discuss the bond and summer projects. We'll be receiving an update for information on funding available on bonds. Most of the work is for health and safety. RIDE feels we should continue to move forward.

X. Special Reports of School Committee Members

Ms. Bonollo: Thank you to everybody who helped with the backpack program. Approximately 250 bags went home every week. We have new people who partnered with us including Collette Travel-\$1,000.00; the Masons--\$1,600.00 and Bristol County Savings Bank—\$5,000.00. I received a call from Major Martin who is involved with the soup kitchen who want to partner with us so students can go and get food there. Our poverty level has not decreased, but the population increased. We have a great team willing to help. I want to

thank all of you who have helped. Have a wonderful summer.

Ms. Cano: I want to say how pleased I was to be part of the graduations and see the students walk across the stage. I'd like to thank the parents and teachers for the students' success.

Ms. Nordquist: I echo Ms. Cano's comments. It's great to be part of the graduations. I'd like to wish everyone a good summer. The teacher assignment process is June 26 at 9:00 AM if you would like to see the process the teachers go through.

Mr. Spooner: Any chance we can fix that light? I want to ditto and echo Ms. Cano and Ms. Nordquist about the graduations. It's always great to go back to Tolman. A lot of good goes on and there's not enough recognition. I hope the teachers enjoy their summer. Have a great summer.

Mr. Tenreiro: Have a nice summer.

Mr. Araujo: I echo the same sentiments regarding graduations. Some speeches leave memorable marks. The valedictorian really stood out when she asked her classmates to please put your hand over your heart so I know my speech touched you. Congratulations to all. I'm very proud of my daughter at Shea. She is president of the honor society and works very hard. Have a great summer. I'm looking forward to next September.

XI. Adjournment

Mr. Tenreiro moved to adjourn. Mr. Spooner seconded.

Voice vote carries unanimously with six members present.

The Chairman, Mr. Araujo, adjourned the regular meeting of the Pawtucket School Committee on Tuesday, June 17, 2014 at 7:26 PM.

Respectfully submitted,

Clerk