

PAWTUCKET SCHOOL COMMITTEE MEETING

Tuesday, April 12, 2016 at 6:30 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. Charbonneau, called the meeting to order at 6:32 PM.

a. Roll call

Mr. Araujo-here; Ms. Bonollo-here; Ms. Dube-here; Ms. Grant-here; Mr. Knight-here; Ms. McQuade-here; Mr. Charbonneau-here

Also in attendance were Mrs. Patricia DiCenso, Superintendent of Schools; Ms. Melissa Devine, Chief Financial Officer; Mr. Dennis Rebelo, Facilities Director; Sandra Cano, City Council Member; Tolman Girls' Basketball Team; Shea Robotics Team and JMW Music Students.

b. Pledge of Allegiance

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

The Chairman commented that after the celebration/recognition item,

there will be a five minute recess for those who wish to leave at that time.

II. Celebration/Recognition

- **Women's History Month**

Ms. Grant: As many of you know, Sandra Cano and I introduced Women's History Month to recognize the impact of women in the present and past.

Ms. Grant presented flowers to **Ms. Cano** and **Mrs. DiCenso** and thanked them for being role models for the girls in our schools. **Ms. Grant** also thanked Committee Members **Ms. Bonollo**, **Ms. Dube** and **Ms. McQuade** for their grace and hard work every day as role models.

Ms. Grant: For the gentlemen in the room, I love you but I'm very proud to work with these group of women. I think we're role models for the girls in this district. Thank you very much.

Mr. Knight: I would also ask that we recognize **Mrs. Grant**.

Mrs. DiCenso: I would like to comment on the event. I will tell you a lot of effort goes out to our artists in our schools that are displayed throughout our schools. They were not only beautiful, but displayed positive messages. Thank you for that.

Mr. Charbonneau: We have numerous certificates to give out. Ms. McQuade will read the names and the Committee personally wanted to express gratitude.

- Shea High School Robotics Team**
- Tolman High School Girls' Basketball Team RI Division III State Championship**
- JMW Junior Senior Division Music Winners**

Ms. McQuade read the names and distributed the certificates and the students were asked to approach the School Committee Members so that they could each congratulate them.

Ms. DiCenso commented that there was another really fantastic woman here and that is the Computer Science Teacher from Shea, Verna Jones.

Assistant Coach, David Flaherty and Coach, Walter Gonzalez were also recognized.

III. Special Reports of Student Representatives

- Charles E. Shea High School**

Shea Student Representative: Good evening. We have a newly formed club called Youth Voices. Its purpose is to work and plan to improve Shea's image. Sports team won 7-0 over Narragansett.

Track had a victory and won Tolman and we look forward to the rest of the scores. Tomorrow is International Night where families meet with teachers and make food from different cultures. April 29 at 6:00 PM is our annual Fashion Show. The Diva Dance Competition is on May 7 at Coventry. Shea is having a play this year on May 25 and May 26 called "An Empty Chair."

Mr. Araujo asked the student representative if she had been accepted to any colleges. The Shea Student representative informed the Committee that she had been accepted to Brown University.

The Committee extended congratulations.

- William E. Tolman High School**

Tolman Student Representative: At Tolman the Pennies for Patients raised over \$1,000.00. The third quarter report cards were sent home. The Junior Supper was held on 3/25 at the Pawtucket Country Club. Earth Day event is on 4/30 at Tolman at 9:00 AM, the rain date is 5/7. The Guidance Counselors are holding career sessions to assist students for their futures. The Junior Prom will be held at the Radisson on 5/6 and tickets go on sale this Friday.

- Jacqueline M. Walsh School for the Performing and Visual Arts**

JMW Student Representative: Our JMW Chorus received superior

rating at the Elite High School Festival. In April, the music majors had an opportunity to meet and sit with Roseanne Cash. PARCC testing started this week. There will be a music recital on May 6 and May 12. The JMW Chorus will perform at the Pawsox on May 6. The senior portfolios are due this Wednesday and the seniors are starting to prepare for the graduation process.

IV. Public Participation

Comments from the public are invited at this time. Persons 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.

Barbara Simon, RI Coalition Against Gun Violence: Good evening. I'm with the RI Coalition Against Gun Violence hoping to have a gun resolution on your agenda this evening for a vote. I'm here to support a stand on concealed weapons on schools and hopefully you will vote on it at your next meeting.

Mr. Knight: We already voted on a gun resolution last year. We don't necessarily take resolutions from the public. We put resolutions forward.

Ms. Simon: There was an addition to it this year. I can get the information back to you and want to keep the students safe and put it

back on the agenda.

Mr. Charbonneau: We have had resolutions sent to us and we're having legal counsel review and compare to the previous one.

V. Approval of previous meeting minutes 3/1/16 and 3/15/16

Mr. Knight moved to approve the previous meeting minutes of 3/1/16 and 3/15/16. Ms. Bonollo seconded.

Voice vote carries unanimously.

VI. Old Business

a. Additional Elevator Repairs—Administration Building, 286 Main Street, Special Education Department

Mrs. DiCenso: We have an elevator that is used by Special Education Services. It has been out of commission for two to three years and not allowing access for people to get there. We brought this forward and ask that you approve the change order brought forward.

Mr. Knight: Which elevator?

Mr. Knight moved to approve the elevator repair change order to Atlantic Elevator South Co., Inc. in the amount of \$10,756.00. Ms.

Dube and Ms. Grant seconded.

Mr. Rebelo: Elevator #3 in the Special Education Department. Water infiltrated the hydraulic oil and wasn't seen initially.

Roll call

Mr. Araujo-yes; Ms. Bonollo-yes; Ms. Dube-yes; Ms. Grant-yes; Mr. Knight-yes; Ms. McQuade-yes; Mr. Charbonneau-yes

Motion carries unanimously.

b. Second Passage of School Committee Policies

• JGB-Schedule Change Policy

Ms. Dube: This policy was amended slightly to clarify changes in secondary schools.

Ms. McQuade moved to approve the second passage of School Committee Policy JGB-Schedule Change Policy. Ms. Bonollo and Ms. Grant seconded.

Roll call

Mr. Araujo-yes; Ms. Bonollo-yes; Ms. Dube-yes; Ms. Grant-yes; Mr. Knight-yes; Ms. McQuade-yes; Mr. Charbonneau-yes

Motion carries unanimously.

- **JH-School Attendance Policy**

Ms. Dube: This policy was modified more extensively. The major change is we don't punish students for missing school and the student is responsible to arrange make up work.

Ms. McQuade moved to approve the second passage of School Committee Policy JH-School Attendance Policy. Mr. Araujo and Ms. Grant seconded.

Roll call

Mr. Araujo-yes; Ms. Bonollo-yes; Ms. Dube-yes; Ms. Grant-yes; Mr. Knight-yes; Ms. McQuade-yes; Mr. Charbonneau-yes

Motion carries unanimously.

c. Second Vote, Repeal School Committee Policies

- **JGA—Admission to Junior High School**
- **JGAB—Admission to Senior High School**

Mr. Araujo moved to take agenda item second vote, repeal School Committee Policies JGA-Admission to Junior High School and

JGAB-Admission to Senior High School as one item. Ms. Bonollo and Ms. Grant seconded.

Voice vote carries unanimously.

Ms. Dube: Both of these policies are covered in our admissions policy.

Ms. Bonollo moved to approve the second vote to repeal School Committee Policies JGA-Admission to Junior High School and JGAB-Admission to Senior High School. Ms. Grant seconded.

Roll call

Mr. Araujo-yes; Ms. Bonollo-yes; Ms. Dube-yes; Ms. Grant-yes; Mr. Knight-yes; Ms. McQuade-yes; Mr. Charbonneau-yes

Motion carries unanimously.

VII. New Business Discussion/Action Items

a. Administrator Contracts (2)

Mrs. DiCenso: We have included the administrator contracts that are due. Our Chief Financial Officer, Melissa Devine, came to the district three years ago and it was a pretty big bargain that we go her and her team with Steve Fratiello, Assistant Business Administrator. We

became an efficient and transparent team. I did some research and am confident this is the right thing to do. I'm asking that you approve the administrator contracts of Chief Financial Officer, Melissa Devine for years 2016-2019 and Controller, Steve Fratiello for years 2016-2019.

Ms. McQuade moved to approve the administrator contracts of Chief Financial Officer, Melissa Devine for years 2016-2019 and Controller, Steve Fratiello for years 2016-2019. Ms. Bonollo seconded.

Mr. Knight: From someone who has watched it is outstanding work by Ms. Devine.

Mr. Charbonneau: We rely on you more than you know. Well deserved, congratulations.

Roll call

Mr. Araujo-yes; Ms. Bonollo-yes; Ms. Dube-yes; Ms. Grant-absolutely; Mr. Knight-yes; Ms. McQuade-yes; Mr. Charbonneau-yes

Motion carries unanimously.

Mrs. DiCenso: Melissa was worried about this. She is a moral compass and stretches our dollars to get through to the schools. Thank you.

b. Non Union Non Certified Contracts (2)

Mrs. DiCenso: We also have two people hired when Melissa came in. She networked with our peers across the state. There's so many federal regulations that need to be addressed to and Justin Coppa takes care of the grants. The Staff Accountant happened a year after Melissa stepped in. The person in that position stayed on but wanted to pursue other interests. I think the attitude ability to push work out is amazing. They are trained professionals and I ask that you approve the non-union, non-certified contracts of Grant and Resource Accounting Manager, Justin Coppa for years 2016-2019 and Staff Accountant, Raymond Hill for years 2016-2019.

Mr. Araujo moved to approve the non-union, non-certified contracts of Grant and Resource Accounting Manager, Justin Coppa for years 2016-2019 and Staff Accountant, Raymond Hill for years 2016-2019.

Ms. Bonollo and Mr. Knight seconded.

Roll call

Mr. Araujo-yes; Ms. Bonollo-yes; Ms. Dube-yes; Ms. Grant-yes; Mr. Knight-yes; Ms. McQuade-yes; Mr. Charbonneau-yes

Motion carries unanimously.

c. Certified Appointments 2016-2017 School Year

Mrs. DiCenso: We have three Mandarin teachers and are asking you approve the expansion of our Mandarin Immersion Program for the 2016-2017 school year. The critical need for this is the fact that teachers are difficult to find. We have a great relationship with Dr. He at the University of Rhode Island (URI) in the Confucius Program. If we don't hire them, Providence will take them. There will be one at Potter instead of sharing and the junior highs will each have a Mandarin teacher at Slater and Goff and I ask that you approve the 2016-2017 certified appointments (schools to be determined) of Bing Han, Mandarin Teacher Step 1 with master's \$42,894.00 pending certification; Quihan Liu, Mandarin Teacher Step 1 with masters \$42,894.00 pending certification and Junyao Yang, Mandarin Teacher Step 1 with masters \$42,894.00 pending certification.

Ms. Bonollo moved to approve the 2016-2017 certified appointments (schools to be determined) of Bing Han, Mandarin Teacher Step 1 with master's \$42,894.00 pending certification; Quihan Liu, Mandarin Teacher Step 1 with masters \$42,894.00 pending certification and Junyao Yang, Mandarin Teacher Step 1 with masters \$42,894.00 pending certification. Mr. Knight seconded.

Mr. Knight: They have been granted a temporary license?

Mrs. DiCenso: Their paperwork is in process.

Roll call

Mr. Araujo-yes; Ms. Bonollo-yes; Ms. Dube-yes; Ms. Grant-yes; Mr. Knight-yes; Ms. McQuade-yes; Mr. Charbonneau-yes

Motion carries unanimously.

d. School Dude Maintenance Essentials Pro

Mrs. DiCenso: I am asking you to approve maintenance school software and am familiar with the program. This will provide Administrators to track how expedient we are and what issues are holding us up.

Mr. Araujo moved to approve School Dude Maintenance Essentials Pro in the total amount of \$9,887.60 including one time fees as part of start-up and one day training \$2,100. Ms. Bonollo and Mr. Knight seconded.

Mr. Knight: There's almost \$12,000.00 for one year.

Ms. Devine: \$2,100 is a one-time training fee which is not uncommon. They do offer support. There is also a one-time fee of \$1,915.00 to buy the software. It's a \$9,340.00 annual fee take \$1,214 off in renewal year. It's a sophisticated system and has preventative

maintenance part and tracks inventory, tracks labor time which helps us with scheduling.

Mr. Rebelo: It will enable each maintenance worker to have a tablet in their vehicle. Right now everything is manual the current system is so outdated. South Kingstown, Narragansett and Warwick use this system.

Ms. Devine: Its web based.

Mr. Rebelo: Phones get expensive. They're small tablets like iPads. We send them something and don't have to call them.

Mrs. DiCenso: A lot of time, this is we're taking Dennis off line to create a report when we can generate these reports. It's way overdue and will help make the maintenance team more productive. It will be more streamlined.

Ms. Dube: Are the tablets included?

Mr. Rebelo: That's us to get tablets from Hersh.

Mrs. DiCenso: Coming from technology, I'm sure Hersh thought that was a fabulous idea. I think we have that capacity.

Ms. Bonollo: In the broad view with all the bonding can we integrate that and track those projects?

Ms. Devine: No. I don't know if they have a capital project form. We have an archaic financial system and I create the document. If we had a new financial system we'd have it under better control.

Mr. Knight: I recognize the system is old. Here's this question. What other companies were approached? That's a lot of money. It's not \$9,800 for second year?

Ms. Devine: No. \$1,900 is a one-time fee to buy web base licensing fee.

Mr. Knight: \$7,800 is what?

Ms. Devine: Annual fee.

Mr. Knight: So we'll pay that \$7,800 next year too?

Ms. Devine: Yes, there's a web based fee.

Mr. Knight: Based on who?

Mr. Rebelo: They're the best based on other directors and finance people we've talked to.

Mrs. DiCenso: We have lots and lots of renovations going on with

that comes Dennis' staff being stretched. We wanted to get up and running so we are able to have an efficient way to monitor and track summer projects. We feel this is going to be a different summer to get things done and get operational by the first. This is about eighteen buildings and efficiencies and we're trying to track productivity. The team will be able to see through printouts how and be more efficient.

Mr. Araujo: I really like to see efficiencies. Who will dictate the schedule?

Mr. Rebelo: I will with the maintenance team.

Mr. Araujo: It's hard to track how much and sometimes there are major breakdowns.

Mr. Knight: I will vote in favor of it. It's a lot of money. Did we look at the MPA? But it is something that is required. Who will enter the information?

Mr. Rebelo: Myself and my secretary.

Ms. Bonollo: It's an annual contract?

Ms. Devine: Yes. The contract is a one year renewable and off the National Joint Alliance that the City uses.

Mr. Rebelo: Eighteen buildings into \$7,000 is \$400 per year.

Mr. Charbonneau: In the visits I have done to schools how do we track our work orders? I think this program will pay for itself. It's part of moving the district forward.

Roll call

Mr. Araujo-yes; Ms. Bonollo-yes; Ms. Dube-yes; Ms. Grant-yes; Mr. Knight-yes; Ms. McQuade-yes; Mr. Charbonneau-yes

Motion carries unanimously.

e. Out of State Field Trips

- Jenks/JMW to Washington DC may 27-31, 2016—26 students; 3 chaperones**
- Tolman High to Universal Technical Institute, Norwood MA 5/11/16—40 students; 3 chaperones**
- Goff Junior High to patriot Place, Foxborough MA 5/18/16—100 students; 5 chaperones**
- Shea High to Broadway Musical Trip, New York NY 5/25/16—47 students; 3 chaperones**
- Tolman High to Lizzie Borden Museum, Fall River MA 4/5/16—40 students; 2 chaperones**
- Tolman JROTC to Military Academy at West Point, West Point NY 4/4/16—52 students; 2 chaperones**

• Tolman Girls' Fastpitch Softball Team to Martin Middle School, Seekonk MA 5/4/16

Ms. Bonollo moved to take item out of state field trips as one motion.

Mr. Araujo seconded.

Voice vote carries unanimously.

Ms. Bonollo: Are these trips that have already happened?

Clerk: There is a typo with the JROTC date, it should read 4/14/16.

Mrs. DiCenso: By the time some of the requests reach the meetings so much time has passed and the trips have occurred.

Ms. Bonollo moved to approve the out of state field trips:

• Jenks/JMW to Washington DC may 27-31, 2016—26 students; 3 chaperones

• Tolman High to Universal Technical Institute, Norwood MA 5/11/16—40 students; 3 chaperones

• Goff Junior High to patriot Place, Foxborough MA 5/18/16—100 students; 5 chaperones

• Shea High to Broadway Musical Trip, New York NY 5/25/16—47 students; 3 chaperones

• Tolman High to Lizzie Borden Museum, Fall River MA 4/5/16—40 students; 2 chaperones

- **Tolman JROTC to Military Academy at West Point, West Point NY 4/4/16—52 students; 2 chaperones**
- **Tolman Girls' Fastpitch Softball Team to Martin Middle School, Seekonk MA 5/4/16**

Mr. Araujo seconded.

Roll call

Mr. Araujo-yes; Ms. Bonollo-yes; Ms. Dube-yes; Ms. Grant-yes; Mr. Knight-yes; Ms. McQuade-yes; Mr. Charbonneau-yes

Motion carries unanimously.

f. First Passage School Committee Policies

- **IJJ—Selection of Instructional Materials**

Ms. Dube: Basically, this outlines how instructional materials are chosen for schools. The Subcommittee worked closely to better reflect what is actually happening. There are two documents one had one strike through. The pdf document is the original policy partially being unable to be converted we typed fresh to create a new policy. It begins by saying “instructional materials should be current and efficient” and we will get input from teachers to make recommendations to the Superintendent. The second half you will see an appeal process. Several school districts are using the exact

form and process outlined to appeal to school committee.

Mr. Araujo moved to approve the first passage of School Committee Policy IJJ-Selection of Instructional Materials. Ms. Bonollo seconded.

Ms. Bonollo: In the beginning it refers to textbooks or is it digital and do you want to switch to instructional material?

Ms. Dube: We went back and forth and felt it was very broad. This is the process used for textbooks. Awe switched to instructional material during the objection phase if the parent chooses. We're talking about the large purchases.

Ms. Bonollo: I'm thinking the parents will say my child does not have a book. My children did not have books while in school here.

Mrs. DiCenso: It's now trending. I know meetings are public and posted. There's contractual language around curriculum committee. There is language in the contract.

Mr. Charbonneau: On reconsideration, committee are we better served stating a number on that committee? Number four?

Ms. Dube: This would be a question for the Superintendent. The Assistant Superintendent has been the one person on that committee. It could be a library or curriculum or online source.

Roll call

Mr. Araujo-yes; Ms. Bonollo-yes; Ms. Dube-yes; Ms. Grant-yes; Mr. Knight-yes; Ms. McQuade-yes; Mr. Charbonneau-yes

Motion carries unanimously.

VIII. Discussion Items

Mrs. DiCenso commented if we would like to take the discussion items together, Dennis and Melissa are available to answer any questions.

Ms. McQuade moved to take all discussion items at one time. Ms. Bonollo seconded.

Voice vote carries unanimously.

a. City Expense Report

No discussion.

Mr. Knight requested paper copies of all landscaped printed reports for future meetings.

b. Monthly Vendor Report

No discussion.

c. Quarterly Capital Projects Expense Report

Mrs. DiCenso: Has that changed?

Ms. Devine: I wanted to get it on the quarterly schedule. The \$32M is actually at \$2,995,041 and there is a slight difference on the \$8M, about \$20,000.00 that I am working on with Derek.

d. Budget Transfer Report

No discussion.

e. Monthly Employee Overtime Report

Mr. Araujo: I want to point out that there is quite a savings. Congratulations. Is that due to the lack of snow?

Mr. Rebelo: I think we've got a good group of guys who are excited to get things done.

Ms. Devine: It helps with the additional staff we put on.

f. Maintenance Work Orders

Mr. Rebelo: I think I counted that we received 135 new orders with a

balance of 158. Thirteen are large jobs and four are scheduled for next week during school vacation. Some we can't do until the summer. Classroom floor at Cunningham; two bathrooms painted that we've been working on for two to three months. One of our main objectives is to get the bathroom fixed at Slater.

Mr. Knight: How did the start-up of the boiler work out at the Pawtucket Annex?

Mr. Rebelo: That's going fine. It's up and running with no leaks. Some ventilators need to be replaced and there will be controls in every classroom. There's a lot going on there.

Mr. Knight: This isn't a complete report. There's a lot of activity going on and I am happy to see it.

IX. Superintendent's Update

Mrs. DiCenso: I am happy to bring another joint effort with the Teachers Association and my office asked them to help us reduce suspensions in data is incredible and powerful. Throughout this transition concerns of support came to me especially at the elementary level and on Thursday you'll see the work I've done with the staff and their feedback and the budget supports what they read. What the AFT has brought to us. Mr. Araujo last year as Chair was the first Member to attend the Community School Conference. We had teachers from Little as well. Kathy stated we need this at every

elementary school. When you see this they are all stakeholders. The powers in and partnerships—a hungry student is more worried about eating than learning and a student who is not bathed may be bullied. The message is you want us to teach math, but we have no supports to teach that. The first Community School will be at Agnes Little. The more children are with us the more they will succeed. Hungry children those who want to succeed, this is a model that will start the first of what they should look like.

I met with the United Way for a summer model at the middle schools and make it a project based community effort and that's a new partnership with the United Way.

X. School Committee Members Update

Mr. Araujo: This is a nice night with the celebration and now to hear that the Shea Student Representative has been accepted to Brown. She is a dynamic young lady and I'm proud to say a product of the Pawtucket School District. Have a good night. Thank you for coming.

Ms. Bonollo: I was just going to say good night, however, historically about every year we have had students accepted into Brown, Tufts, and many Ivy League schools. Thank you for our teachers for that. Thank you Ms. Grant. You are wonderful that and a great role model. Good night.

Ms. Dube: I echo those comments. Good night.

Ms. Grant: I want to say something about our teachers. I went to Stadium Theater to see a ballet and talk about how artistic our students are. One of our teachers from Baldwin was the lead ballerina in Cinderella. It was so nice to see one of our teachers up there. Thank you and good night.

Mr. Knight: I want to congratulate everyone tonight. There was recently a court case regarding summer school charges to parents and we have to check with Mr. Anderson.

Mrs. DiCenso: Very few pay for it.

Mr. Knight: Thank you. Have a good night.

Ms. McQuade: I'm not going for the arts tonight. It was wonderful to see the Shea computer students represented tonight. I was excited to be at the Governor's initiative and overwhelmed to go to Greene to see the work the kids have done since October with the supported computer piece. It's so great to see this integrated and we're not perpetuated by this. Ms. Grant and I came here from a Wellness Meeting and Get Healthy Pawtucket Day this year is April 30, 2016 from 10:00 AM – 2:00 PM at Veterans Park next to Greene on Smithfield Avenue. Hope you can all attend. It's going to be a great

day. Thank you. Good night.

Mr. Charbonneau: I was going to give a facilities update, but forget it.

The powers and partnerships, nothing happens without anyone in this room. We're all part of the process. Thank you for being part of this process. Good night and thank you.

XI. Adjournment

Ms. McQuade moved to adjourn. Ms. Grant seconded.

Voice vote carries unanimously.

Respectfully submitted,

Clerk

Approved 4/26/16