

**FOSTER SCHOOL COMMITTEE  
MINUTES**

Captain Isaac Paine School  
160 Foster Center Road  
Foster, RI 02825

Tuesday, October 28, 2014  
Open Session – 7:15 PM

1. **Convene Meeting** – the meeting of the Foster School Committee (FSC) was called to order on Tuesday, October 28, 2014 at 7:15 PM by Chair, Kathleen Swanson.
  - a. *Roll Call* – all members were present; Chair, Kathleen Swanson, Vice-Chair, Shelley Pezza, and member, Ron Cervasio. Also present were Dr. Caroline Caswell, Superintendent and Helena McCullough, FSC secretary.
  - b. *Pledge of Allegiance* – was recited.
2. **Public Comment** – there was no Public Comment.
3. **Vote to go into Executive Session for discussion and/or action regarding those items of business referred to in R.I.G.L. 42-46-5(a) (2) Collective Bargaining and Litigation –Foster Teachers’ Association and Review of School Safety Plan pursuant to RIGL § 16-21-23(b).** This item was moved to the end of the Agenda.
4. **Building Use Requests** – on a motion by Ms. Pezza and seconded by Mr. Cervasio, the FSC approved the Building Use Request from PTG for use of the cafeteria on December 11, 2014 from 5:30 PM to 8:30 PM for “Cookies & Cocoa with Santa”. Motion passed. Vote = 3-0-0. On a motion by Ms. Pezza and seconded by Mr. Cervasio, the FSC approved the Building Use Request of Corner Stone 4-H for use of the cafeteria as presented. Motion passed. Vote = 3-0-0.
5. **Approval of Minutes** – on a motion by Ms. Pezza and seconded by Mr. Cervasio, the FSC approved the Open and Executive Minutes of September 23, 2014. Motion passed. Vote = 3-0-0.
6. **Approval of Warrants** – on a motion by Ms. Pezza and seconded by Mr. Cervasio, the FSC approved the Warrant run #6 for \$155,927.12 on October 2, 2014. Motion passed. Vote = 3-0-0. On a motion by Ms. Pezza and seconded by Mr. Cervasio, the FSC approved the Warrant run #6 for \$14,300.36 dated October 16, 2014. Motion passed. Vote = 3-0-0.
  - a. *Business Manager’s Report* – Mike Petrarca, Business manager, provided a report for the FSC and reviewed the Line Item Transfers for FY 2014-15. On a motion by Ms. Pezza and seconded by Mr. Cervasio, the FSC accepted the report as presented and approved the transfers as presented. Motion passed. Vote = 3-0-0.

At this point the Chair, Kathleen Swanson, moved item #8b “SMCT – Gate Review”. On a motion by Mrs. Swanson and seconded by Mr. Cervasio, the FSC voted to accept a onetime reduction of 5% for SMCT Gate cost to the school. Discussion. Motion passed. Vote = 3-0-0.

Chair, Kathleen Swanson, then called for discussion on item #73 “Foster Lunch Program – Cost Review”. On a motion by Ms. Pezza and seconded by Mr. Cervasio, the FSC rescinded their

motion to reduce the cost of student lunches at the September 23, 2014. Motion passed. Vote = 3-0-0.

On item #7b, a motion by Ms. Pezza and seconded by Mr. Cervasio to approve the Long Term Substitute Policy as presented was removed. This item was tabled to the November meeting.

**7. Old Business (for discussion/action)**

- a. *2014-2015 Budget* – there was nothing to report and the line item transfers were voted on in the Business Manager’s report. This line item will be listed as needed.
- b. *Long Term Sub Policy, #TBD – Second Reading* – this item was tabled and will be listed as a Future Agenda Item.
- c. *Fund Balance Policy – Regional Review* – discussed – no vote.
- d. *Transportation – Impact Statement* – tabled to November’s meeting.
- e. *Foster Lunch Program – Cost Review*

**8. New Business (for discussion/action)**

- a. *Equipment Disposal - Regional Review* – Dr. Caswell explained that any equipment that needs to be disposed should have a FSC vote and some guidelines for disposal. This is a future Agenda Item for November for further discussion and review and adaptation of the F/G Policy instead of starting from scratch.
- b. *SMCT – Gate Review*
- c. *Northern Rhode Island Collaborative (NRIC) – Membership* – Dr. Caswell explained that the Foster School Department is now a member of this collaborative the same as F/G and Gloucester. The application and request have been accepted.
- d. *PARCC – Rural Grant* – Dr. Caswell reviewed the approved expenditure for the PARCC roll out from last year. The proposal was to buy two carts, of which one is fully functional and holds approximately 27 laptops and has its own wireless system. The Rural Grant was used at an expense of \$17,000. Phase two is ready to be completed. Dr. Caswell has approximately \$12,400 through this year’s Rural Grant for 25 more laptops. On a motion by Ms. Pezza and seconded by Mr. Cervasio, the FSC approved the Rural Grant expenditures going toward technology not to exceed \$13,000 as presented. Discussion. Motion passed. Vote = 3-0-0. The FSC asked for Dr. Du to write up what is being purchased and cost for the FSC packet for November’s meeting.

**9. Communication/Reports**

- a. *Correspondence* – FSC wanted to inform the family in dispute over the transportation decision to know their right to appeal. Dr. Caswell agreed to do so.
- b. *District Building Report* – Dr. Caswell supplied a report from the Regional Maintenance Director, John Obuirka.

- c. *Principal's Report* – Mr. Cervasio requested a monthly report from the Principal and would like the Principal to attend monthly meetings of the FSC.
- d. *Superintendent's Report* – Dr. Caswell reported that the wireless initiative is complete and running.

**10. Future Agenda Items**

- a. Long Term Substitute Policy
- b. Transportation
- c. Equipment Disposal Policy
- d. Technology Update

On a motion by Ms. Pezza and seconded by Mr. Cervasio, the FSC **voted to go into Executive Session for discussion and/or action regarding those items of business referred to in R.I.G.L. 42-46-5(a) (2) Collective Bargaining and Litigation –Foster Teachers' Association and Review of School Safety Plan pursuant to RIGL § 16-21-23(b)**. Motion passed.  
Vote = 3-0-0.

On a motion by Mrs. Swanson and seconded by Ms. Pezza, the FSC voted to reconvene Open Session. Motion passed. Vote = 3-0-0.

Mrs. Swanson, Chair, reported that Collective Bargaining and Litigation – Foster Teachers' Association and Review of School Safety Plan were discussed and one vote was taken. The motion passed with a vote of 3-0-0.

On a motion by Ms. Pezza and seconded by Mr. Cervasio, the FSC voted to “Seal” the minutes of Executive Session. Motion passed. Vote = 3-0-0.

**11. Adjournment** – on a motion by Ms. Pezza and seconded by Mr. Cervasio, the FSC voted to adjourn at 8:44 PM. Motion passed. Vote = 3-0-0.

Respectfully submitted,

Helena McCullough  
Secretary Foster School Committee