

**NEW ENGLAND LABORERS'/CRANSTON PUBLIC SCHOOLS  
CONSTRUCTION CAREER ACADEMY  
BOARD OF DIRECTORS**

**November 20, 2012**

**12:15 P.M. Executive Session**

**Public Session Immediately Following**

**4 Sharpe Drive**

**MINUTES**

**This meeting of the NEL/CPS Construction Career Academy was held on the above date in the conference room and called to order at 12:15 p.m. with the following members present: Chairman Traficante, Mr. Santangelo, Dr. Lundsten, Mrs. McFarland, Mr. Cardi, Ms. Oberlander and Mr. Sabitoni. Absent were Dr. Leone, and Mr. Rampone.**

**The members convened into executive session pursuant to R.I. State Laws PL 42-46-5(a)(1) Personnel and PL 42-46-5(a)(2) Collective Bargaining and Litigation**

**.**

**This meeting was called to order; the roll was called. It was noted there was a quorum present.**

**A motion to seal the minutes of executive session was made by Mr. Sabitoni, seconded by Dr. Lundsten; all were in favor. It was noted no votes were taken in executive session.**

**Minutes of Previous Meeting(s) Approved – October 16, 2012.**

**Moved by Mr. Santangelo; seconded by Mrs. McFarland. All were in favor.**

**Public Acknowledgements/Communications – none.**

**Chairperson's Communications – an invitation was disbursed to all members of the board to honor Maria Alba for her service to the school department as a whole.**

**A memo was received on November 14 stating that the case involving Mr. Scaffardi has been appealed to the Rhode Island Department of Education. Therefore, it will be heard at that level. Kathleen Murray will be the hearing officer.**

**Executive Director's Communications**

**Update on Focus School Status/Diagnostic Screening**

**Mr. Curran stated – we did finally have our second meeting with RIDE to continue the diagnostic screen that I had spoken of recently. The meeting lasted for about two hours and we went through the various components of the diagnostic screen. While we are at that point now, we as a school determine what four strategies we are going to employ going forward this year and into next year to work on the fact that we are a focus school. I put on the board that chart again and you see there are four post-its with red arrows there pointing to the four interventions that at this time we believe we will employ. I say at this**

time because we're still having some internal discussions here in the school about the four of these but these are pretty much where we feel we are going as a school. We have to get back to RIDE by mid-January with a final decision on what those interventions will be and then they in turn will give us some action plans to carry out those interventions. So today I will just briefly tell you that if you look at the very top of that page there are four categories: leadership, support, infrastructure and content. Those are the four categories that RIDE wants focus and priority schools to work within. We're obliged as a focus school to pick two of those interventions from the pink top and two interventions from the yellow area in the bottom. As we work through the diagnostic screen with RIDE and looked at our data we determined that we should focus on content and chose those two areas under content that are circled and then when we moved down to the bottom part we determined, at least for now, that we would work in support and infrastructure with those two items that we have circled there. Now, the truth of the matter is some of these intervention strategies that RIDE has put in the menu, we are already doing and we could have probably just checked it off and said yes we'll do that one but we're already doing that and we really didn't want to just make this a paper exercise so we decided to pass over some of those. We are going to continue to do them but we really wanted to focus on those things that we thought would give us the biggest bang for the buck, not that there is any money attached to this but that move us quickest along that continuum that we need to go as a school. So right now those are the four that we are seriously

considering and at a future meeting I will come back with the definition because we have to actually fill out a plan with RIDE and get it back to them in January. I think what I will do at the January meeting is I will bring to you a copy of that plan and RIDE will sign off on it and then we'll get some action steps for us to take as a school.

I just want to remind you that this is something we are doing in conjunction with everything else we are doing here to get reauthorized so this is sort of redundant to what we are already doing but we have to do it anyway. It is for all of our kids, many who need extra help so when we look at one of these, for example let's take C3.3 – implement a culturally competent support system to improve safety, reduce suspensions, increase attendance and support all students. So we have to come up with an action plan to do that that is going to improve our attendance as a school, reduce our discipline suspension issues, and also support all students who are in need academically and behaviorally. We already know in that regard we are going to be implementing an RTI system (Response to Intervention System). We chose that because that runs parallel to something we need to do and that is to create an RTI system here. All of these will help all of our students, not just one pocket of them. Two items can be picked from any column.

Committees at the school – what are their functions? (See handout #1)

Mr. Curran stated – we are doing a lot of this work anyway to get

reauthorized. We have five committees right now that are operating in the school. This update will tell you where we are in terms of these committees.

**Behavior Management Committee – Rosemary Burns chairs that committee and that committee is looking at whole behavioral system, looking at ways we can improve the behavior in our school, all schools struggle with that issue of course. They are doing research working with a consultant named Dr. Michael Wheeler from Cranston on some new intervention strategies that we haven't employed here before. They are also looking at how we run our in-school suspension program and also very importantly collecting data on all of our disciplines so we can start to make informed decisions about changes that we want to employ in our schools in terms of improving the behavior school-wide in this building and this is part of the focus work and it is also part of our work as a school trying to get reauthorized because we know that we want to reduce our suspension rate. We have a suspension rate that concerns us and we want to bring those numbers down to a number that we would be much more comfortable with.**

### **Response to Intervention (RTI) Committee**

**Mr. Curran stated – this committee is up and running and will be putting RTI into work in the second half of the year. In RTI district-wide at the secondary level, focuses more on pockets of students then it does on individual students. If you look at an RTI**

**model at the elementary level it really is looking at individual students that rise to the top but at the secondary level it is more successful if you are looking at population of students so you might be looking at all the students that have attendance issues and looking at some interventions for them. Or all the students who have F's in their academic classes or all those students who have high suspension rates and so forth. We will come back and report more to you about that but for right now that committee is underway and will be going into force in the second half of the year.**

### **Advisory Committee**

**Mr. Curran stated – this committee is nearing the end of its' work and will be rolling out to the staff at the December 3rd faculty meeting what the advisory program at the school will look like and this is new to us. We're a little bit behind the eight ball. Advisory has been recommended in the BEP for years that all schools have an advisory program and ours will be beginning in January and they've done great work on this committee putting this program together and will pay great dividends to us in terms of personalizing education in this school.**

### **School Improvement Team**

**Mr. Curran stated – is actually sort of a collection of all of these committees together to create a school improvement plan that makes sense of the whole picture so it's sort of like putting a puzzle together. I am working with that committee members here and we will**

be rolling out the school improvements plans in January. They are going to look pretty much like what we are doing with the focus school work and also all of these committees and connect all the dots for us.

### **Culture and Climate Committee**

Mr. Curran stated – Rich Pecorelli heads that group of working on keeping a balance and equilibrium in this school in terms of all the work that is going on. This is hard work, it requires people to really step out of their comfort zones to get this work done and it pushes people to really work hard in school and out of school. We want to be sure that while we are doing all this work that there is still an equilibrium in this school of a good culture and climate for staff and students and Rich's committee is looking at activities that will keep us on that straight and narrow path.

Dr. Lundsten asked – on the Advisory Committee – have they looked at what the two high schools are doing, the written curriculum. Mr. Curran responded yes.

At 12:40 p.m. Mr. Cardi left the meeting.

Monthly update on the budget. (See handout #2)

Mrs. Corcelli reviewed the budget update as of October 31, 2012 with the board.

**Mrs. Corcelli stated – we did have a meeting with Mr. Balducci and members of RIDE regarding our state aid adjustment because of the AEP students are no longer on our books and that will be reflected in next month’s budget. We are watching our Cranston city aid so that we’re still in line with the Cranston population as well as recruiting our out of district students. Our expenditures are pretty much where they were last year at this time. You might see some red flags, for example, 200% or 60%, that’s because as I explained last month, our adjusted budget in sharing the AEP expenses will be reflected at quarter end. December 31st we are looking at some adjustments being made. We are capped out on our Capital Outlay because of all the improvements in the building itself. We also have all the Champlin money for the projectors up and running, all the electrical work has been submitted.**

**Last month we met with the auditors (independent auditors) and there is a punch list of items that has been sent to the auditors and we will be hearing from them for additional information.**

**Mr. Traficante stated – there is one item we are looking at right now. Joel Zisseron has found a second-hand mini school bus. The vehicle we have at the present time has well over 200,000 miles and it’s on its’ last leg. Joel is having the mini bus checked out to see if it is suitable for use at our school. Should that be the case that could be a \$7,500 bill that we would have to contend with that and that may be part of the budget update for next month. We would have to find the**

money for that item from some of our line items.

Mr. Curran stated – that maybe what we want to do here is an enterprise fund and see if we could sell some advertising on that bus from some of the local construction companies that support us. We have a couple of contractors on our board that maybe would be willing to do that if it is permissible within the school committee or not with their policies but some states do allow that. Dr. Lundsten stated – you need to look at the advertising policy. We also need to look at state regs too to make sure we're not violating any state regulations. Mrs. McFarland stated – the inside of the bus is the easier one to contend with than the outside of the bus both at the state and school committee level. I think you might run into problems.

Mr. Traficante stated – in either case we need a bus badly because our construction students need to be on the road. We also need to contend with a number of community projects and the students need transportation as well as their equipment.

### **Adult Education**

Ms. Dzekevich stated – we have four classes going, we have 24 students in the CNA class, we have phlebotomy where we have 25 students, we just started a dental class with 14 students, and we have a medical office class that has about 12 students right now. We have the daytime CNA class which has 4 AEP students and 3 NEL/CPS students in it. Credit Recovery started last week and there are about

**40 students enrolled right now and we still have another 60 who haven't paid yet so they haven't started. We have 60 students in the GED program. Another enrollment will come after Thanksgiving.**

**A motion to accept the directors' report was made by Mrs. McFarland and seconded by Mr. Sabitoni. All were in favor.**

**Board Members Communications – none.**

### **Public Hearing**

**Students (agenda/non-agenda matters) – none.**

**Members of the Public (agenda matters only) – none.**

**Consent Calendar/Consent Agenda – none.**

**Action Calendar/Action Agenda**

## **RESOLUTIONS**

### **PERSONNEL**

**No. 11-01-12 - RESOLVED, that at the recommendation of the Executive Director, the appointment(s) of the following board member be accepted:**

**Linda Oberlander, Parent**

**Effective Date: November 20, 2012**

**Moved by Mrs. McFarland; seconded by Dr. Lundsten. All were in favor.**

**No. 11-02-12 – RESOLVED, that at the recommendation of the Executive Director, the following non-certified employee(s) be appointed:**

**Richard Pecorelli, Admissions Coordinator, Assistant Director  
NEL/CPS Construction Career Academy**

**Effective Date: August 27, 2012**

**Authorization: Replacement**

**Fiscal Note: 40235115 51110**

**Moved by Mrs. McFarland; seconded by Mr. Sabitoni. All were in favor.**

**No. 11-03-12 – RESOLVED, that at the recommendation of the Executive Director, the following certified personnel be appointed for the remainder of the 2012-2013 school year:**

**Kristen Maynard, Step 1**

**Education: URI, BA**

**Experience: Cranston Substitute**

**Certification: Secondary English**

**Assignment: Itinerant .6 FTE**

**Effective Date: October 22, 2012**

**Authorization: Replacement**

**Fiscal Note: 40235122 51110**

**Moved by Dr. Lundsten; seconded by Mr. Sabitoni. All were in favor.**

**No. 11-04-12 – RESOLVED, that at the recommendation of the Executive Director, the retirement(s) of the following non-certified personnel be accepted:**

**Maria Alba, Secretary**

**NEL/CPS Construction Career Academy**

**Effective Date: December 31, 2012**

**Moved by Mrs. McFarland; seconded by Dr. Leone. All were in favor.**

**Chairman Traficante thanked Mrs. Alba not only for her service to the charter school but her service to the Cranston School Department for the past twenty-four years.**

**Mr. Santangelo stated – Maria and I go back many years and she has done an awesome job.**

**Dr. Lundsten stated – we also go back many years and it has been a pleasure working with you.**

**Mr. Curran stated – Maria has been a pleasure to work with and our go-to person for information. It is incredible the knowledge that she brings to the job.**

**Mr. Pecorelli stated – I have worked with Maria for five years and I wouldn't be here today if it wasn't for Maria.**

**Mrs. Alba stated – it has been a pleasure working with all of you.**

**Mrs. Corcelli stated - Maria has a photographic memory so she never has to look anything up; never a mistake.**

### **Policy and Programs**

**Demonstration on new projectors. A demonstration on the new projector was done by Chris LaStrange.**

**Public Hearings on Non-Agenda Items – no speakers.**

**Announcement of Future Meetings – Gathering in Pomfret, CT on December 12, 2012. We will be leaving Briggs at 9:30 a.m.**

### **Adjournment**

**Mr. Santangelo made a motion to adjourn the meeting; seconded by Mr. Sabitoni. All were in favor.**

**Respectfully submitted,**

**Michael A. Traficante**

**Chairperson**