

CRANSTON SCHOOL COMMITTEE MEETING

MONDAY, JUNE 16, 2008

HOPE HIGHLANDS SCHOOL

300 HOPE ROAD

EXECUTIVE SESSION: 5:00 P.M.

PUBLIC SESSION: 7:00 P.M.

AGENDA

I. Call to Order – 5:00 p.m. – Convene to Executive Session pursuant to RI State Laws PL 42-46-5(a)(1) Personnel (Job Performance for Certified and Non-Certified Personnel) and PL 42-46-5(a)(2) Collective Bargaining and Litigation (Preparation for Custodians’ and Bus Drivers’ Negotiations); (Health Care Options) and (Possible Litigation – Caruolo Action)

II. Executive Session

III. Call to Order – Public Session

IV. Roll Call / Quorum

V. Executive Session Minutes Sealed – June 16, 2008

VI. Minutes of Previous Meetings Approved – May 12, 2008; May 14,

2008; May 19, 2008

VII. Public Acknowledgements / Communications

VIII. Chairperson Communications

IX. Superintendent Communications

X. School Committee Member Communications

XI. Public Hearing

- a. Students (Agenda/Non-agenda Matters)**
- b. Members of the Public (Agenda Matters Only)**
- c. Representation from CASA Group**

XII. Consent Agenda

SPONSORED BY THE COMMITTEE

NO. 08-6-10 - Whereas, the Cranston High School East JROTC Program has distinguished itself by receiving the US Army's "Honor Unit with Distinction" Award for the twelfth consecutive year, and

Whereas, this award is bestowed only on JROTC programs that have met or exceeded the highest standards in the areas of curriculum, program activities, community service, and appearance and conduct of JROTC Cadets, and

Whereas, the Cranston High School East JROTC program scored 989 out of a possible 1000 points,

Be it RESOLVED that the cadets in the Cranston High School East JROTC program and their instructors, Major Richard M. Cournoyer and MSG Michael Allen, be congratulated on this outstanding accomplishment, and

Be it further RESOLVED that they be presented with a copy of this Resolution signed by the members of the Cranston School Committee.

ADMINISTRATION

PERSONNEL

NO. 08-6-11 – RESOLVED, that at the recommendation of the Superintendent, said certified personnel be recalled from layoff, and

Be it further RESOLVED that the Superintendent notify those individuals of the committee's actions.

NO. 08-6-12 - RESOLVED, that at the recommendation of the Superintendent, said certified administrator be renewed as follows:

Director of Special Education

Special Services

Contract Effective: July 1, 2008

NO. 08-6-13 - RESOLVED, that at the recommendation of the Superintendent, said certified administrator be renewed as follows:

Director of Special Education

Special Services

Contract Effective: July 1, 2008

NO. 08-6-14 - RESOLVED, that at the recommendation of the Superintendent, said certified administrator be renewed as follows:

Director of Special Education

Special Services

Contract Effective: July 1, 2008

NO. 08-6-15 – RESOLVED, that at the recommendation of the Superintendent, the following certified personnel be appointed as substitutes on a temporary basis as needed:

Malaina Borden Middle Social Studies

Elizabeth Haveles Special Education Elementary/

Middle

NO. 08-6-16 – RESOLVED, that at the recommendation of the Superintendent, the retirement of the following certified personnel be accepted:

**William Walker, Teacher
Cranston Area Career & Technical Center
Effective Date: June 30, 2008**

**Joan DeMarco, Psychologist
Special Services
Effective Date: June 30, 2008**

**William Catone, Psychologist
Special Services
Effective Date: June 30, 2008**

NO. 08-6-17 – RESOLVED, that at the recommendation of the Superintendent, the resignation of the following certified personnel be accepted:

**Mark Cicerone, Teacher
Park View Middle School
Effective Date: June 13, 2008**

NO. 08-6-18 – RESOLVED, that at the recommendation of the Superintendent, the following individual be appointed as an athletic coach:

Michael Boyajian, Head Hockey, Cranston High School West

Step – 7

Class – B

Playing Competition – High School

Experience – Cranston High School West, Warwick Vets High School and Barrington High School

Certification – Rhode Island Coaches Certification; CPR/AED/First Aid Certified

Nicholas Ruggieri, Assistant Girls' Soccer, Cranston High School West

Step – 2

Class – C

Playing Competition – High School Level

Experience – Interim Assistant Coach, Cranston High School West Soccer

Certification – Rhode Island Coaches Certification; CPR/AED/First Aid Certified

NO. 08-6-19 – RESOLVED, that at the recommendation of the

Superintendent, the following non-certified personnel be appointed as substitutes on a temporary basis as needed:

SECRETARY

Pamela Roy

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BUS DRIVER

Mark Picerno

NO. 08-6-20 – RESOLVED, that at the recommendation of the Superintendent, the resignation of the following non-certified personnel be accepted:

Paula Roberti, Secretary

Cranston High School East

NO. 08-6-21 – RESOLVED, that at the recommendation of the Superintendent, named non-certified staff member be laid off from their respective position due to budgetary reasons.

GRANTS

NO. 08-6-22 - RESOLVED, that the Cranston Public Schools submit the following grants:

United States Department of Education

Smaller Learning Communities Grant \$1,143,116.43

Cranston High School East and Cranston High School West

National Science Foundation

Project PRISM \$ 450,000.00

Bain Middle School, Park View Middle School, Western Hills Middle School, Cranston High School East and Cranston High School West

CVS Pharmacy Charitable Trust

Fitting “In” with “Outdoor” Fitness \$ 14,400.00

Horton Program

Nike

Let Me Play Grant \$ 5,000.00

Girls’ Hockey Team

Donors Choose

Read, Set—Play! \$ 484.00

Stone Hill School

Rhode Island Resource Recovery

Saving Energy with Solar Power \$ 190,000.00

Western Hills Middle School

BUSINESS

NO. 08-6-23 - RESOLVED, that the following purchases be approved:

Science Supplies in the amount of \$19,184.17. No purchases will be made until funds become available.

Number of bids issued 19

Number of bids received 15

Technology Education Supplies in the amount of \$18,391.42. No purchases will be made until funds become available.

Number of bids issued 47

Number of bids received 28

Physical Education Supplies in the amount of \$12,394.68. No purchases will be made until funds become available.

Number of bids issued 18

Number of bids received 13

**NO. 08-6-24 - RESOLVED, that the following purchases be approved:
(Fund 3)**

**Pizza and Pizza Strips in the amount of \$281,180 be awarded for the
2008-2009 school year to Ronzio Pizza.**

Number of bids issued 5

Number of bids received 2

POLICY AND PROGRAM

**NO. 08-6-25 - RESOLVED, that Policy No. 3323, Soliciting Prices (Bids
and Quotations), be amended for second and final reading.**

**NO. 08-6-26– RESOLVED, that Policy No. 4112.5, Athletic Coaches, be
amended for second and final reading.**

**NO. 08-6-27 – RESOLVED, that Policy No. 5141.4 Students'
Emergency and First Aid Procedures, be approved for first reading.**

TABLED RESOLUTIONS

NO. 08-5-65 – RESOLVED, that the following purchases be approved:

Medical and Dental Supplies in the amount of \$5,369.05. (Pending the availability of funding)

Number of bids issued 12

Number of bids received 8

Photocopy Supplies in the amount of \$57,359.51. (Pending the availability of funding)

Number of bids issued 13

Number of bids received 7

Gym Uniforms for the Secondary Schools (Western Hills and Park View) in the amount of \$9,127 (Shirts - \$3.28; Shorts - \$5.09) (Pending the availability of funding.)

Number of bids issued 11

Number of bids received 5

Family and Consumer Science Supplies in the amount of \$2,123.22. (Pending the availability of funding)

Number of bids issued 14

Number of bids received 6

Employee Assistance Program be awarded to Life Watch at the cost of \$13,100 for year 2008-09 and with options to renew for years 2009-10 and 2010-11 at the same cost.

Number of bids issued 3

Number of bids received 1

NO. 08-6-8 – RESOLVED, that the final budget for the 2008-2009 school year be approved as submitted.

XIII. Action Calendar / Action Agenda

XIV. New Business

XV. Public Hearing on Non-agenda Items

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XVI. Announcement of Future Meetings

XVII. Adjournment

School Committee members who are unable to attend this meeting are asked to notify the Chairman in advance.

Any changes in the agenda pursuant to RIGL 42-46-6(e) will be posted on the school district's web site at www.cpsed.net, Cranston Public Schools' administration building, 845 Park Ave., Cranston, RI; and Cranston City Hall, 869 Park Ave., Cranston, RI and will be electronically filed with the Secretary of State at least forty-eight hours (48) hours in advance of the meeting.

Notice Posted: June 12, 2008 / Cranston Herald

3323

Business

Soliciting Prices (Bids and Quotations)

Bids appearing on the School Committee Agenda shall include:

- 1. Number of bids issued**
- 2. Number of bids received**

Any single purchase of \$3,000.00 or more shall be made normally on the basis of sealed bids sent to known suppliers of the materials. Bids should be sent to all vendors placed on the invitational bid list.

Any single purchase of \$2,000.00 or more and less than \$3,000.00 shall be made normally on the basis of three written quotations.

Exceptions to the above practices may be made in the following instances:

- 1. Purchases or commodities or services, the price of which is fixed by the public authority authorized by law to fix rates on prices.**

- 2. Contracts for personal services.**

- 3. Purchases or contracts where competitive bidding is dispensed with, without stated cause, on the recommendation of the Chief Financial Officer and the approval of an executive school sub-committee for purchasing. The members of this committee will be the School Committee Chairperson, the Superintendent of Schools, and the Chief Financial Officer.**

4. Where there is only one known supplier (sole source).

5. When Federal Surplus Property is available to Cranston Public Schools, the Chief Financial Officer is authorized to make purchases in excess of \$3,000.00 with the approval of the Superintendent and the executive school sub-committee for purchasing.

Business (cont'd) 3323

Awards shall customarily be made to the lowest responsible bidder meeting the specifications. However, the following facts may be considered and influence an award to other than the lowest bidder:

1. The general reputation and reliability of the bidder.

2. Previous or assured future service to the department.

3. The superior quality of the item in the light of the difference in cost.

4. Where bids and quotations involve more than one item, the selection may be made in an item by item basis according to the lowest responsible bidder.

On items of equipment in excess of \$3,000.00 in cost, the bid shall be awarded by the School Committee.

In all other instances, bids shall be awarded by the Chief Financial Officer, after such consultation as may be needed with the administrative staff or supervising or teaching personnel.

Amended: 11/21/94

Resolution No. 94-11-35

Amended: CRANSTON PUBLIC SCHOOLS

Resolution No. Cranston, Rhode Island

Athletic Coaches 4112.5

Coaching vacancies will be adequately posted in each building by the Superintendent and advertised in accordance with the currently established posting policies and procedures.

Coaching positions shall be filled on the basis of the best qualified, responsible person available. Criteria to determine qualification will include, but not be limited to knowledge, playing experience and coaching experience in the particular sport.

All coaches will be evaluated annually by the Director of Athletics.

After a formal evaluation, the evaluator and the coach will agree on a date and time for a conference to be held as soon as practicable.

A coach will be allowed to review a copy of the evaluation and will have a right to discuss the contents of the document and to attach a written response. All coaches will be asked to sign the evaluation

prior to its placement in the coaches' personnel file.

Any complaint regarding a coach, made to the administration by any parent, student, or other person, which is considered in the evaluation will be shared with the coach involved.

Policy Adopted: CRANSTON PUBLIC SCHOOLS

Resolution No. CRANSTON, RI

Policy Amended:

Resolution:

Students

Emergency and First Aid Procedures

The Cranston Public Schools recognizes that in cases it may be necessary to administer emergency and first aid procedures during school hours.

This policy and accompanying regulations strictly adhere to all state regulations which are examined on an annual basis. As such, the Cranston School Committee fully supports Rhode Island Rules and Regulations for School Health Programs Section 17.0 First Aid and Emergencies.

Policy Adopted: CRANSTON PUBLIC SCHOOLS

Resolution No. : CRANSTON, RHODE ISLAND

5141.4(a)

EMERGENCY AND FIRST AID PROCEDURES

Effective Dates: August 2008 through June 2009

5141.4(b)

CRANSTON PUBLIC SCHOOLS - EMERGENCY PROCEDURES

1. If immediate emergency attention is required, call Rescue: Dial Direct

911. The parent should then be notified.

2. Notify the parent and transfer responsibility to him/her.

3. It is understood that the school, in arranging for the transfer of a

pupil to a

hospital for emergency care, is acting as a medium of mercy and is not thereby

assuming responsibility.

4. The nurse, Principal, or the Principal's designee shall accompany a child being

transported by Rescue in the absence of a parent, relative or guardian.

5. Routine treatment of the sick, including the giving of medication, should remain

the responsibility of the family and the physician chosen by the family, not by the

school. School personnel should be cautioned not to "diagnose" any conditions,

but should refer as necessary.

6. In no case does the school or school department assume responsibility beyond

first aid. Cases which require further treatment are the responsibility of the

parents.

7. If the above procedures cannot be followed, the nurse is to be called for

consultation.

8. After the above procedures have been followed, the Nursing Office (Ext. 8105)

should be notified, when appropriate.

MINOR INJURIES AND ILLNESSES

1. In cases of minor injuries such as abrasions, cuts, etc., the necessary first aid

treatment according to Emergency and First Aid Procedures, should be followed.

If medical follow-up appears indicated, the pupil and/or parent should be advised

to see the family physician. If the family does not have a physician, advise the

services of a health care facility.

2. When a child is ill, notify the parent. The Parent may wish to call for the child or

make some other arrangement for him/her.

3. The child may be allowed to rest at school until suitable arrangements are made

for dismissal. No ill child in the elementary or middle school is allowed to go

home alone. The parent or a person designated by the parent as listed on the

emergency care card must assume responsibility for transportation and child care.

4. A senior high school student may be allowed to go home alone provided the parent

or a person designated by the parent as listed on the emergency care card has

been notified in advance and will be expecting him/her.

CARE OF ADULTS

Not only children, but adults may suffer from sudden illness or accidental injury. Essentially

the same principles apply to the handling of adult emergencies. The adult, if conscious and

rational, can take responsibility for his/her own care.

ACCIDENT REPORTS

An Accident/Incident Report or Occupational Report containing all pertinent information relative to an accident on or about the school premises, should be made out as soon as possible. Two copies to the Superintendent's Office and one for the school.

EXPOSURE INCIDENT REPORTS

Any incident with exposure to blood and body fluids requires that the nurse be called. He/she will take appropriate action. An Accident/Incident Report must be completed.

FIRST AID REFUSED

In some instances, First Aid is refused by pupils who have been taught to reject medical treatment. Prompt notification to the parent in the presence of an adult witness is essential in order that responsibility may be placed with the parent.

5141.4(d)

FIRST AID PROCEDURES

ABRASIONS AND LACERATIONS:

Abrasions (Tearing of the skin - cuts and scratches)

Cleanse with antibacterial soap and water. Apply antibiotic ointment as needed and sterile dressing or Band-Aid.

Lacerations (Tearing of the flesh - deep extensive cuts which may require sutures)

Cleanse with antibacterial soap and apply dry sterile dressing and notify parent. If bleeding is profuse, apply pressure dressing and elevate the injured part.

BRUISES: (A surface injury to flesh without laceration)

Contusions Cleanse with antibacterial soap and water if necessary. Apply cold compresses or ice.

BURNS:

Chemical burns

or the skin Wash away chemical with large amount of cool water as quickly as possible for at least 5 minutes. Remove clothing from the area involved. Apply dressing and notify parent. Record name of chemical. Call Regional Center for Poison Control and Prevention – 1-800-682-9211.

Sunburn Apply solarcaine.

FOREIGN BODIES:

Ear Notify parent.

Eye If foreign body is seen on lid, it may be removed with a cotton applicator moistened with water; otherwise notify parent. If chemical gets in the eye, flush the eye thoroughly with water for 5 minutes. Cover the eye with a dressing and notify parent. Record name of chemical. Call Regional Center for Poison Control and Prevention 1-800-682-9211 for possible antidote.

Nose-Throat 1. Perform Heimlich maneuver if there is an obvious airway obstruction.

2. Unless otherwise indicated, call Rescue and parent.

Swallowed: 1. Allow the student to assume a position most comfortable for him/her.

2. Remain calm and reassure the student.

3. Perform Heimlich maneuver if there is an obvious airway obstruction.

4. Refer for medical attention as necessary.

5. Notify parent.

SEIZURES: Lie the child down on a flat surface. Do not restrain him/

her. Prevent the child from hurting him/herself. DO NOT

USE A TONGUE DEPRESSOR OR ANY OTHER

IMPLEMENT. Observe for difficulty breathing. Call Rescue (911) unless otherwise indicated in student's Individualized Health Care Plan or Emergency Care Plan (for diagnosed cases only). Notify Parent.

ANIMAL BITES/SCRATCHES:

Wash with antibacterial soap and water. Rinse with running water. Apply antibiotic ointment and sterile dressing. Notify parent

and police. Parent should consult family physician.

INSECT BITES AND BEE STINGS:

Apply cold compresses. Notify parent.

BEE STING KITS/EPI PENS:

(For Diagnosed Cases) Doctor's written orders for the students should be

followed. If the nurse is not in the building, the medications should be given as ordered by appropriate staff. Parent must be called. Epi-Pen injection should be given in the top of the thigh. Rescue must be called.

FIRST AID KITS: The commercially pre-packaged First Aid Kits may be

used on field trips.

FAINTING: Fainting may be prevented by having the person lie down

or bend over with his/her head at the level of their knees.

Use ammonia inhalant intermittently under the nose. (Do not hold the inhalant steadily under the nose).

INJURIES: NOTIFY PARENT OF ANY HEAD AND NECK INJURIES, INCLUDING BACK, FACE AND MOUTH.

Eyes Any eye injury is to be reported to parent and/or nurse.

Head 1. Provide for safety and comfort of student.

2. Apply ice whenever necessary.

3. Keep student under observation and monitor for untoward symptoms, i.e., blurred vision, dizziness, drowsiness, headache, nausea, vomiting, disorientation. Call Rescue if indicated.

4. If unconscious, DO NOT MOVE.

Call Rescue and notify parent.

5. Provide parent, if indicated, with Head Injury Information Sheet.

Neck and Back If a child is on the floor, do not move him/her; call Rescue

and notify parent.

Arms and Legs Keep child in comfortable position; if injury is severe, call

Rescue and notify parent.

Teeth

(Knocked out) Place tooth in water - do not clean tooth - call parent immediately.

(Broken) Place the piece of broken tooth in water. Call parent immediately.

NOSEBLEED: Have the child sit up. Apply pressure to the affected side of the nose to seal off the nostril and maintain pressure for 5-10 minutes. If bleeding persists, notify parent.

PAIN:

Abdominal Allow child to lie down. If no relief in 15 minutes, notify parent.

Earache Notify parent.

Headache Allow child to lie down. If no relief in 15 minutes, notify parent.

Toothache If pain persists, call parent.

5141.4(g)

RASHES: Poison Ivy, Oak, Sumac, etc. -

Hydrocortisone cream; if severe, call parent.

Unidentified rashes should be reported to parent so they may contact their health care provider for diagnosis and appropriate treatment.

RESPIRATORY PROBLEMS: Determine if student has diagnosed asthma and

medication at school.

Follow Health Care Plan as agreed upon with nurse and parents.

Provide comfort for the student.

Contact nurse and/or parent of student with no known respiratory problems.

SPLINTERS: Clean the area: Apply Band-Aid and notify parent, if necessary.

TICKS: *Call nurse - DO NOT TRY TO REMOVE.

***REMOVAL BY NURSE ONLY.**

- 1. Remove the tick promptly.**
- 2. To remove use small, fine-pointed tweezers. DO NOT squeeze the tick's body.**

- 3. Grasp the tick where its mouth parts enter the skin, tug gently, but firmly and repeatedly until the tick releases its hold on the skin.**
- 4. The barbed mouth part of the tick will not let go easily, so take your time and be patient.**
- 5. Notify parent of tick bite.**
- 6. Advise parent to contact physician immediately.**
- 7. Save the tick so that the parent can show it to the physician.**

Regulations Adopted: CRANSTON PUBLIC SCHOOLS
Resolution No.: CRANSTON, RHODE ISLAND