CRANSTON SCHOOL COMMITTEE
MONDAY, JULY 14, 2008
HOPE HIGHLANDS SCHOOL
300 HOPE ROAD
EXECUTIVE SESSION: 6:00 P.M.
PUBLIC SESSION: 7:00 P.M.

AGENDA

I. Call to Order — 6:00 p.m. - Convene to Executive Session pursuant to RI State Laws PL 42-46-5(a)(1) Personnel (Job Performance for Certified Personnel)(Non-renewal of Certified Administrator) and PL 42-46-5(a)(2) Collective Bargaining and Litigation (Custodian Negotiations)(possible litigation – Caruolo Action)

II. Executive Session

III. Call to Order – Public Session

IV. Roll Call / Quorum

V. Executive Session Minutes Sealed – July 14, 2008

VI. Minutes of Previous Meetings Approved – June 5, 2008; June 11, 2008;
SPONSORED BY THE COMMITTEE
NO. 08-7-52 – Whereas, Ann Walkup, is a physics and mathematics teacher at Cranston High School East for the past five years, and

Whereas, the Amgen Award for Science Teaching Excellence recognizes public or private school educators in grades K-12 who have made extraordinary science teaching contributions and who
have had a measurable impact on the lives of their students, and

Whereas, the Amgen Award for Science Teaching judges have determined that Ann Walkup is a teacher who is among the very best science educators in this region,

Be it RESOLVED that the Cranston School Committee congratulate Ann Walkup for this most prestigious award, for her outstanding contributions to science education, and for the honor she has brought to herself and to Cranston Public Schools, and

Be it further RESOLVED that Ann receive a copy of this Resolution signed by the members of the Cranston School Committee.

SPONSORED BY THE COMMITTEE

MOTION TO RECONSIDER RESOLUTION NO. 08-6-12 (see attached)

NO. 08-7-53 – RESOLVED, that at the recommendation of the Superintendent, said certified administrator be renewed as follows:

Gerald Schimmel
Director of Special Education
Special Services
Contract Effective: July 1, 2008
See attached Financial Impact Analysis

MOTION TO RECONSIDER RESOLUTION NO. 08-6-13 (see attached)

NO. 08-7-54 – RESOLVED, that at the recommendation of the Superintendent, said certified administrator be renewed as follows:

Michelle Simpson
Director of Special Education
Special Services
Contract Effective: July 1, 2008
See attached Financial Impact Analysis

MOTION TO RECONSIDER RESOLUTION NO. 08-6-14 (see attached)

Page 3
July 14, 2008

NO. 08-7-55 – RESOLVED, that at the recommendation of the Superintendent, said certified administrator be renewed as follows:

Ann Marie Zodda
Director of Special Education
Special Services
ADMINISTRATION
PERSONNEL

NO. 08-7-56 – 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. 08-7-57 – RESOLVED, that at the recommendation of the Superintendent, said certified administrator be appointed as follows:

Lynda Wagner
Assistant Principal
Cranston High School East

Contract Effective: July 1, 2008
See attached Financial Impact Analysis

NO. 08-7-58 – RESOLVED, that at the recommendation of the Superintendent, the following certified personnel be appointed as substitutes on a temporary basis as needed:

Brittany Palmieri
Special Education Elementary/Middle
NO. 08-7-59 – RESOLVED, that at the recommendation of the Superintendent, the retirement of the following certified personnel be accepted:

Jean Campbell, Administrative Director
Central Administration
Effective Date: June 30, 2008

NO. 08-7-60 – RESOLVED, that at the recommendation of the Superintendent, the following certified staff member be granted a leave of absence without compensation as provided in Article XIX, Section B.4 of the Master Agreement between the Cranston School Committee and the Cranston Teachers’ Alliance:

Julio Andrade, Teacher
Garden City School
Effective Dates: August 2008 to June 2009

NO. 08-7-61 – RESOLVED, that at the recommendation of the
Superintendent, the resignation of the following certified personnel be accepted:

Sheri Schiappa, Teacher
Special Services
Effective Date: June 13, 2008

NO. 08-7-62 – RESOLVED, that at the recommendation of the Superintendent, the following individuals be appointed as athletic coaches:

Justin Zmed, Head Girls Soccer, Cranston High School East
Step – 4
Class – B
Playing Competition – High School and Collegiate Level
Experience – Coach Park View Soccer and Head Coach Special Olympics
Certification – Rhode Island Coaches’ Certification; CPR/AED/First Aid Certified

Lauren Tomasso, Assistant Girls’ Soccer, Cranston High School East
Step – 4
Class – C
Playing Experience – Cranston High School West
Experience – Interim Head Girls’ Soccer, Cranston High School West
Certification - Rhode Island Coaches’ Certification; CPR/AED/First Aid
Certified

Thomas Ferri, Head Girls’ Volleyball, Cranston High School West
Step – 3
Class – B
Playing Experience – High School and Collegiate Level
Experience – Cranston High School East Head Coach Boys’ Volleyball
Certification - Rhode Island Coaches’ Certification; CPR/AED/First Aid Certified

Jesus Berrio, Head Boys’ Cross Country, Cranston High School West
Step – 3
Class – B
Playing Competition – High School and Collegiate Level
Experience – East Greenwich High School
Certification – Rhode Island Coaches Certification; CPR/AED/First Aid Certified

NO. 08-7-63 – RESOLVED, that at the recommendation of the Superintendent, the resignation of the following coach be accepted:

Ronald Lee, Head Girls’ Volleyball
Cranston High School East
Effective Date: June 23, 2008

NO. 08-7-64 – RESOLVED, that at the recommendation of the Superintendent, the following non-certified employees be appointed:

Justin Avila, Summer Utility
Plant
Effective Date of Employment: June 30, 2008
Fiscal Note: 14747483 518300

Kenneth Riley, Four-Hour Custodian
Plant
Effective Date of Employment: June 30, 2008
Authorization: Replacement
Fiscal Note: 12247481 518200

Heather Degnan, Summer Utility
Plant
Effective Date of Employment: June 30, 2008
Fiscal Note: 14747483 518300

Nam Do, Summer Utility
Plant
Effective Date of Employment: June 30, 2008
Fiscal Note: 14747483 518300
NO. 08-7-65 – RESOLVED, that at the recommendation of the Superintendent, the following non-certified personnel be appointed as substitutes on a temporary basis as needed:
NO. 08-7-66 – RESOLVED, that at the recommendation of the Superintendent, the resignations of the following non-certified personnel be accepted:

Maria Cabrera, Bus Monitor
Transportation
Effective Date: June 13, 2008

Clara DelBonis, Bus Monitor
Transportation
Effective Date: June 24, 2008

NO. 08-7-67 – RESOLVED, that at the recommendation of the Superintendent, named non-certified staff member be laid off from their respective position due to budgetary reasons.

NO. 08-7-68 - RESOLVED, that at the recommendation of the Superintendent, the termination of non-certified Employee A be accepted.
BUSINESS

NO. 08-7-69 - RESOLVED, that the following purchases be approved:

Audio Visual Supplies in the amount of $12,659.01.

Number of bids issued: 36
Number of bids received: 17

Kindergarten Supplies in the amount of $15,271.97.

Number of bids issued: 48
Number of bids received: 19

Music Supplies in the amount of $7,844.29.

Number of bids issued: 30
Number of bids received: 13

Math Manipulatives in the amount of $3,616.37

Number of bids issued: 24
Number of bids received  7

Library Supplies in the amount of $2,720.57

Number of bids issued  7
Number of bids received  4

Buses in the amount of $xxxxxxx

Number of bids issued  x
Number of bids received  x

NO. 08-7-70 - RESOLVED, that the following purchases be approved:
(Fund 3)

Cafeteria Supplies in the amount of $330,961.49 to be used during the period of July 1, 2008 through December 31, 2008.

Number of bids issued  12
Number of bids received  2

Page 8July 14, 2008
POLICY AND PROGRAM

NO. 08-7-71 - RESOLVED, that Policy No. 5141.4 Students’ Emergency and First Aid Procedures, be approved for second and final reading.

NO. 08-7-72 – RESOLVED, that Policy No. 2214.1(a) and (b), Dean of Boys, be repealed.

NO. 08-7-73 – RESOLVED, that Policy No. 2214.11, Dean of Girls, be repealed.

NO. 08-7-74 - RESOLVED, that the Cranston School Committee and the Cranston Public Schools affirm membership in the Urban Collaborative Accelerated Program (UCAP), and

Be it further RESOLVED that as a member the Cranston School Committee approves the UCAP By-Laws as amended.

XIII. Action Calendar / Action Agenda

XIV. New Business

XV. Public Hearing on Non-agenda Items

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: Cranston Herald / July 10, 2008

5141.4

Students

Emergency and First Aid Procedures
The Cranston Public Schools recognizes that in some 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
EMERGENCY AND FIRST AID PROCEDURES

Effective Dates: August 2008 through June 2009
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.

5141.4(c)

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 also 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
on 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.
5141.4(e)
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:

INSECT BITES
Apply cold compresses. Notify parent.
BEE STINGS:

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).

5141.4(f)

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 Elf pain persists, call parent.

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 **NO** 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.
Motion to Reconsider Resolution No. 08-6-12:

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

Motion to Reconsider Resolution No. 08-6-13:

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
Motion to Reconsider Resolution No. 08-6-14:

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

Administrator's Compensation Schedule
Fiscal Year 2008-2009

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## Administrator’s Compensation Schedule

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