

**SCITUATE SCHOOL COMMITTEE REGULAR MEETING
TUESDAY, JUNE 4, 2013
TOWN HALL CHAMBERS**

CALL TO ORDER

126-1

The School Committee Meeting was called to order by Chair Umbriano at 6:30 PM.

Mr. LaPlante moved, seconded by Mrs. Delmonico to adjourn to Executive Session RIGL 42-46-5(a)2. The committee unanimously approved the motion.

The School Committee Meeting reconvened at 7:00 PM.

Present were Marylou Umbriano, Brian LaPlante, Lillian Jean Delmonico, June Guglielmi, and Jean Esposito. Also present was Paul Lescault, Superintendent, Lawrence Filippelli, Assistant Superintendent.

PLEDGE OF ALLEGIANCE

126-2

Led by Chair Umbriano, all participated in a pledge of allegiance to the flag.

APPROVAL OF MINUTES

126-3

Mrs. Guglielmi moved, seconded by Mrs. Delmonico, to approve minutes of the Executive Session of May 7, 2013. The Committee unanimously agreed.

Mrs. Guglielmi moved, seconded by Mrs. Delmonico, to approve minutes of the Regular Committee Meeting of May 7, 2013. The Committee unanimously agreed.

GENERAL FUND

126-4

Mrs. Guglielmi moved, seconded by Mrs. Delmonico, to approve The General Fund for month of June (2013-2014) in the amount of \$359,255.37. The Committee unanimously approved motion.

GRANT BILLS

126-5

Mrs. Guglielmi moved, seconded by Mrs. Delmonico, to approve Grant Bills for month of June in the amount of \$25,693.74. The Committee unanimously approved motion.

APPOINTMENT OF CLAYVILLE ELEMENTARY SCHOOL PRINCIPAL

125-6

At the May 7 School Committee meeting, Dr. Lescault informed the Committee that interviews for the Clayville principal position were scheduled for the following day. A committee composed of Drs. Lescault, Filippelli, Chair Umbriano, Mrs. Guglielmi, Mr. Magner, Principal Byrlee, Ms. LaRose, Ms. Andrews, and Ms. Dexter conducted those interviews on May 8. It was the committee's unanimous opinion that the candidate that is the best fit for Clayville School and Scituate School Department as a whole is Tricia Capaldi. (Members of the School Committee have a copy of Mrs. Capaldi's Application packet.) Mrs. Capaldi comes from Franklin MA, where she has been head teacher since 2010. Prior to that, she was a 4th grade and a special education teacher in Franklin and Cranston RI. It is Dr. Lescault's pleasure to recommend Mrs. Capaldi for appointment as the next Principal of Clayville School.

Mrs. Guglielmi moved, seconded by Mr. LaPlante to appoint Tricia Capaldi to the position of Principal at Clayville School. The committee unanimously approved the motion.

Mrs. Capaldi thanked committee and stated she is very much looking forward to joining the Scituate committee. Mrs. Capaldi will be at Clayville next week as well as the PTO meeting.

CORRESPONDENCE

126-7

1. A letter to the Superintendent from Karen Cappelli stating intent to retire as of June 30, 2013.
2. A letter to the Superintendent from Kimberly and Alan Sousa stating their intention to home

school their son, Alexander, for the 2013/2014 school year.

3. A letter to the Superintendent from Ann Battey requesting use of a personal day with reason on 5/24/2013.

Background: The date requested is contiguous with a school vacation. According to the STA contract, the school committee must vote to allow the date requested.

4. A letter to School Committee from Jay and Lesley Green challenging the decision to redistrict their son, Bishop, from North Scituate Elementary School to Clayville Elementary School.
5. A memo to Superintendent from Assistant Principal David Sweet requesting permission to hire students to work with the custodial team during the summer.

126-8

1. Recommendation: Accept the resignation, with regret.

Mr. LaPlante moved, seconded by Mrs. Esposito to approve the resignation. The committee unanimously approved the motion.

2. Recommendation: Approve the requests, according to the policies and procedures established by RIDE and the school department.

Mr. LaPlante moved, seconded by Mrs. Guglielmi to approve request according to policies and procedures established by RIDE and the school department. The committee approved the motion.

3. Recommendation: Approve the request.

Mrs. Guglielmi moved, seconded by Mrs. Delmonico, to approve the request. The committee unanimously approved the motion.

4. Recommendation: Take no action at this time. The issue is still under consideration.

Dr. Lescault believes a solution has been established which will be discussed during the Superintendent's Report.

5. Recommendation: Approve the request.

Chair Umbriano and Dr. Lescault both stated this program ran very well last year.

Dr. Lescault stated hours vary but no more than 18 hours per week for no longer than eight weeks and students are paid minimum wage.

Mr. LaPlante moved, seconded by Mrs. Esposito to approve the request. The committee unanimously approved the motion.

126-9

REPORT OF THE COMMITTEE LIAISONS

BUDGET

Chair Umbriano stated nothing to report.

CURRICULUM

Mrs. Guglielmi stated nothing to report.

FOOD SERVICES AND
HEALTH/WELNNESS
NEGOTIATIONS

Chair Umbriano stated Dr. Lescault will report in the Superintendent's Report.

Mrs. Guglielmi stated negotiations with teachers are currently underway.

POLICY	Mrs. Delmonico stated nothing to report.
RIASC	Chair Umbriano stated nothing to report.
SAFETY AND TRANSPORTATION SPECIAL EDUCATION	Chair Umbriano stated nothing to report. Mrs. Esposito stated nothing to report.
SCHOLARSHIP FUND	Mrs. Esposito stated the committee is working diligently to present scholarships at graduation. A final list will be prepared for Monday's Scholarship Fund meeting.
STRATEGIC PLANNING SCITUATE PREVENTION PARTNERSHIP	Mrs. Guglielmi stated Dr. Filippelli will discuss during the Assistant Superintendent's Report. Chair Umbriano stated nothing to report.

**UNFINISHED
BUSINESS**

126-10

There is no unfinished business for the month of June.

126-11

ASSISTANT SUPERINTENDENT'S REPORT

**DISTRICT
STRATEGIC
PLANNING PROCESS**

On May 10th, Dr. Filippelli held yearly strategic planning process meeting that takes place every year. At this meeting, the district committee makes changes and recommendations to the district strategic plan to establish direction for the upcoming year. Anyone wanting a copy of the district strategic plan please email Dr. Filippelli. Additionally, a hard copy can be made available in central office.

**RIEMA SCHOOL
SAFETY CALENDAR
CONTEST**

The Rhode Island Emergency Management Agency School Safety Committee held a statewide calendar contest for students in K-12. Last year, there were three winners from Scituate. Hopefully, Scituate will do well again this year. The statewide review is in August and the winners will be announced in October. (Dr. Filippelli serves on board.)

**MATHEMATICS
ARTICULATION**

On May 30th, Dr. Filippelli met with teacher representatives from the elementary, middle and high schools as well as representatives from the Highlander Institute to re-open process of math articulation from K-12. There has been great success using Highlander Institute in the elementary schools in helping to convert curriculum over to the CCSS. Dr. Filippelli's long-term plan is to have Highlander help in the middle and high schools as well. At the meeting on Thursday, a two-year plan for Math articulation between the different levels was discussed. Teachers have done an excellent job of beginning to transfer the math curriculum from GSE's over to CCSS. However, Dr. Filippelli wanted to have an outside "audit" of sorts to ensure correctness and is in line with what the PARCC will be assessing in 2015. By completing this work, Scituate will be able to complete a gap analysis of where curriculum could possibly be breaking down and then fill those instructional gaps by changing curriculum map in math at the middle and high schools.

Mrs. Esposito asked if Highlander Charter School is the same to which Dr. Filippelli stated the Highlander Charter School is the same company but that the professional development entity of Highlander is very different than the Charter School. The professional development Highlander has been involved in with us in Scituate consists of groups of teachers doing work with ELA and now there will be a Math focus as well.

Mrs. Esposito does not see any work done regarding the common core with this school.

Dr. Filippelli stated Highlander Institute also does work with Alvarez School in Providence. These teachers tailor program to Scituate's needs and guide Scituate teachers through the process. Dr. Filippelli will forward additional information to Mrs. Esposito this week.

**CONSOLIDATED
RESOURCE
PLANNING**

On Wednesday, May 29th, Dr. Filippelli held a meeting with both elementary and secondary professional development committees. At those meetings, Dr. Filippelli gathered data on teacher and administrator needs to help plan the professional development for next year. As much of the PD depends on funding from consolidated resource plan, he used Wednesday's meeting and information gathered there to review current professional development from past year. Dr. Filippelli completed Title I portion of plan and Hope Elementary School is again Title I school. The deadline for the CRP is July 1, but he anticipates having it completed well before then. Dr. Filippelli has finally received the final state grant numbers from RIDE. When completed, and due to the size of the document (over 200 pages), a copy will be made available upon request.

**RACE TO THE TOP
ITEMS**

Teacher Evaluation

RIDE is revising teacher evaluation program again. The new guidelines came out recently as a result of superintendent's association and principal's association making recommendations for improvement. The major change is the number of observations needed through school year.

District Data Teams

The District Data professional development is completely planned out for the Summer and next Fall. As noted in previous reports, each school is sending a data team for training on using data to inform instruction. While this is a practice that has been going on in Scituate well before the RTTT initiatives, the data use professional development (DUPD), under RTTT, is non-negotiable. This is PD that must be completed under the scope of work signed four years ago.

Common Core

Common Core professional development is another continued major initiative for next year. In Dr. Filippelli's judgment, it is the single most important scope of work that needs to be accomplished. Scituate has been working with Highlander Institute for the past two years and will continue to do so to be sure that all curriculum is aligned to CCSS before the PARCC assessments come in 2015. This, in addition to the work being done around interim assessments should put Scituate in a good position in preparation for the PARCC assessments.

**MONTHLY
ACTIVITIES**

Committee members received copies of monthly activities.

126-12

SUPERINTENDENT'S REPORT

NURSE POSTING

The nurse at Clayville School is retiring at the end of the school year. The position is .75 FTE. The nurse at Hope School is .85 FTE. Clayville School has approximately 139 students, while Hope School has approximately 247 students. Clayville School has one student with medical issues, but both the student's PCP and student's mother do not believe a nurse has to be present 100% of the time at the school. Hope School has two students with medical issues. To provide more appropriate nurse coverage at both schools, Dr. Lescault intends to reduce Clayville position by .1 and add .1 to Hope position. The .1 portion of Hope position will be posted for one year only, so if medical needs at the schools change, time can be readjusted accordingly.

FOOD SERVICES

Dr. Lescault and Chair Umbriano met with the Food Services Director on May 13 to review the financials for the food service program through April. (Committee members received copies.) The program is running strongly in the black, with a YTD profit of \$20,617, which is expected to increase by about 25% by the end of the FY. About half of the profit will be used to pay off the loan Aramark made to the district after the first year of the program, which resulted in a substantial loss. Scituate must use the remaining profit to upgrade the food service program. Steve Gormley (Director of Building and Grounds) will work with the Aramark Food Service Director to identify the most pressing capital equipment needs to address with the surplus funds.

Chair Umbriano added there is still a lot to be addressed at the middle school.

Dr. Lescault stated the walk-in refrigerator at the high school needs to be addressed.

MIDDLE SCHOOL SCHEDULE

Drs. Lescault and Filippelli and Principal Zajac believe inefficiencies in Middle School schedule could result in substantial savings if addressed. Unfortunately, the group was unable to find a solution before time ran out but will begin process earlier in 2013-2014 school year and if able to determine a plan the School Committee approves, implement in 2014-2015 school year. As former Principal Bob Miller was architect of schedule, the group wishes to employ Mr. Miller on consulting basis for a few days to identify possible solutions for Committee's consideration.

Mrs. Esposito asked if a more contemporary or innovative consultant would be better suited to review schedule and identify trends and solidifying process. Mrs. Esposito is concerned mindset would be similar to that of which designed schedule in earlier years. Drs. Lescault and Filippelli indicated that Bob Miller is still very active and current in the middle school scene and most recently finished an interim principal position in South Kingstown.

Dr. Lescault stated the specific charge is to find possible inefficiencies not to redesign everything. Working with the group, Mr. Miller will be identifying savings as well.

Chair Umbriano asked if music requirements would be reviewed to which Dr. Lescault stated the changes would be for the 2014-2015 school year. Regarding the music program, any changes to that program would be policy-related and would require separate school committee confirmation.

KINDERGARTEN

In May Dr. Lescault informed Committee only 68 students registered for kindergarten for next year and based on that the intent was to run four kindergarten sections and implement some selective redistricting of 3 students to Clayville School. The total number of students is a moving target and changes daily. It is currently at 67 and the breakdown of 67 students is: Clayville 15, Hope 26, and North Scituate 26. Drs. Lescault, Filippelli and Myers are struggling to determine best option for this situation. Several options are available; a sampling is below.

Option 1: 1 section at Clayville (15 AM), 2 sections at Hope (13 AM, 13 PM), 2 sections at North Scituate (13 AM, 13 PM). Requires 5 sections (2.5 FTE during 2013-2014) and (5 FTE for five years thereafter).

Option 2: 1 section at Clayville (19 AM), redistrict 4 students from North Scituate, 1 section at North Scituate 22 AM), 2 sections at Hope (13 AM, 13 PM). Requires 4 sections (2.0 FTE during 2013-2014) and (4 FTE for five years thereafter).

Option 3: Same as option 2, but redistrict 4 students from Hope to Clayville, so Clayville still has 1 section (19 AM), 2 sections at North Scituate (13 AM, 13 PM), 1 section at Hope (22 AM). Requires 4 sections, same as option 2.

Dr. Myers stated Dr. Lescault provided comprehensive report. It has been a complicated issue with a confluence of factors and trying to equalize class size as well as reduction of number of registrants in addition to teacher certification, etc. Dr. Myers stated a lot of time and attention was spent exploring each option and has its positive and negatives and applauds STA in helping with class size issue. Dr. Myers agrees with Dr. Lescault's recommendation for a hybrid version of Option 1, in which the 2 sections of K created at the North Scituate School for 2013-2014 will be folded into 1 section for grades 1-5, during the next 5 years and the STA will waive the contractual class size limits for that one class, provided the teacher is provided extra pay per the contract for students over the limit.

Ms. Kennedy stated class size (for Grade 1) is 23, not 24.

Dr. Lescault stated rationale for doing so is that there will be ample space at North Scituate School. Dr. Lescault stated that STA has agreed that this particular class will be exempt from existing contract language.

Ms. Kennedy stated that those specific students would not be redistricted going forward.

Dr. Myers stated the last two registrants are not in crossover areas so that will deem monitoring as this class moving through elementary school.

Chair Umbriano asked if these students were in crossover areas.

Dr. Lescault added it is same area each year; not a lot of good options are available. Parents often are not happy with redistricting nor does the school department like having to do so.

Mr. LaPlante asked what the numbers are going into the next grade to which teachers replied there are 20 students at this time.

Dr. Lescault stated NESDEC is off by two students this year as estimates are typically accurate.

Mr. LaPlante moved, seconded by Mrs. Esposito to approve the hybrid version of Option 1 as outlined by Dr. Lescault and affirmed by Ms. Kennedy. The committee unanimously approved the motion.

NEASC

Today Dr. Lescault received a letter from the New England Association of Schools and Colleges indicating that the Committee on Public Secondary Schools reviewed the decennial evaluation report from the recent visit to Scituate High School and voted to award the school continued accreditation. (Dr. Lescault has provided the School Committee with a copy of that letter outlining the NEASC commendations, acknowledgements and recommendations.) Principal Sollitto and his staff should be commended on this achievement.

Project NEED

Dr. Lescault also received a letter today that Scituate High School has been chosen as the Winner of the Senior School of the Year in the 2013 Rhode Island National Energy Education Development (NEED) Project Youth Awards. There will be an Awards Ceremony at the State House on Thursday, June 11 at 11:00 AM. Shannon Donovan and her group will be recognized at that time. Dr. Sollitto will attend. If any member of the School Committee would also like to attend, please call Dr. Sollitto.

MONTHLY ACTIVITIES

Committee members received copies of Dr. Lescault's monthly activities.

PUBLIC COMMENTS

126-13

Nancy Frasier, Scituate Teacher

Mrs. Frasier thanked the committee for saving her position in Grade 1. Mrs. Frasier has spent 14 years of her career in the first grade classroom and was uncertain of transition to Grade 6.

Mrs. Frasier added that she too had three children redistricted so she does understand the difficulty and frustration parents address.

Jay and Leslie Green

Mr. Green thanked Mrs. Esposito, Mr. LaPlante, Dr. Lescault as well as committee for decision. Mr. Green added it has been a terrible strain and is greatly appreciative.

George Kuzmowycz Esek Hopkins Road

Regarding Assistant Superintendent's Report, Mr. Kuzmowycz asked definition for curriculum articulation.

Dr. Filippelli stated curriculum is never finished and constantly is a living and breathing document that we review and revise on a yearly basis. In the past NECAPS have been tied to GLEs, GSEs, etc. and now all is being changed to common core standards so all our current curriculum needs to be rearticulated to be in line with CCSS. With the PARCC assessment, students need to be taught common core on which they will be tested in 2015 with the PARCC assessment. Dr. Filippelli stated schools are now moving to common core alignment.

Mr. Kuzmowycz stated in trying to address some of the gaps consistently identified over the areas, there are areas in need of improvement. In reviewing NECAP results over several years, aligning curriculum with assessment tools mentioned, what is timeframe in which they will be addressed?

Dr. Filippelli stated the interim assessment training and subsequent assessments will occur twice per year (Grade 3-11) and Measured Progress will provide feedback which then will inform those gaps for curriculum in common core. Dr. Filippelli noted that RIDE is bearing the cost of the interim assessment and there is no cost to the district. Other districts which have already completed interim assessments are reporting that it closely mirrors what PARCC is assessing so this will allow us to get a jumpstart on preparing both our teachers and our students for the the PARCC assessment that will count for student achievement in 2015.

Mr. Kuzmowycz stated those gaps can be addressed through curriculum but they also need to be identified through instructional techniques and methods, etc. If not addressing instructional methods, you will find yourself with a new set of gaps two years from now.

Dr. Filippelli stated the small amount of money received from state is spent on Professional Development and time is incorporated into school time allowing for preparation as well. The plan is for instruction to increase achievement.

Maureen Kennedy North Doctor's Way

Ms. Kennedy asked if middle school teachers could be part of the team addressing the middle school scheduling issue.

Dr. Lescault will first receive recommendations from those who know the inside of the schedule after which others will be brought into the process and then best thinking will be brought to committee for decision.

Ms. Kennedy stated several members of the new track team have been invited to a regional race due to their scores. Ms. Kennedy stated it is amazing that the coach has been able to get these students so far so quickly.

Cheryl McCann Trim Town Road

Ms. McCann thanked Chair Umbriano and Mrs. Guglielmi for chaperoning the field trip to Washington, DC and the teachers received great feedback on the behavior of the students.

Mrs. Guglielmi stated the photographer wondered how 80+ students could be organized in sufficient time to meet with the senators but they organized themselves very quickly. Mrs. Guglielmi also received feedback on how well behaved the students were on this trip.

NEW BUSINESS

126-14

There is no New Business for the month of June.

**RESIGNATIONS/
APPOINTMENTS/
REAPPOINTMENTS/
TRANSFERS/NON-**

126-15

Dr. Lescault recommended the following appointments for approval:
Lisa Meyer; .1 School Nurse Teacher, one year only, Hope Elementary School, in addition to her .85

RENEWALS/LAYOFFS

position.

Mr. LaPlante moved, seconded by Mrs. Delmonico to approve appointments transfers as set forth. The committee unanimously agreed.

Dr. Lescault recommended the following voluntary transfers for approval:
Cindy Gould; 1.0 Reading Specialist, .70 at North Scituate Elementary and .30 at Hope Elementary, effective 7/1/13; Tara Bergeron; Grade 4, Clayville Elementary, effective 7/1/13

Mr. LaPlante moved, seconded by Mrs. Esposito to approve voluntary transfers as set forth. The committee unanimously agreed.

Dr. Lescault recommended the following reappointments for approval:

Reappointments for June 4, 2013		
Name	School	Assignment
Feldman, Wendy	HS	1.0 Art
Bergeron, Tara	MS	1.0 Special Education
Ceprano, Peter	Clay/Hope/NS	1.0 PE
Bromage, Jennifer	Clay	1.0 Special Education
Bettez, Patti	NS	Grade 4
Groves, Abbie	Clay	1.0 Resource
Cioe Tongsgard, Erica	Hope	.60 Art
Colantonio, Dina	NS	1.0 Special Education
Luchun, Christine	Clay	.5 Pre-K
Meyer, Lisa	Hope	.85 SNT
Dunne, Jonathan	MS	1.0 MS SS
Damrad, Anne	Clay	.30 Psychologist
Fox, Emily	MS	1.0 Special Education
White, Diane	NS	.60 Librarian

Mr. LaPlante moved, seconded by Mrs. Delmonico to approve reappointments as set forth. The committee unanimously agreed.

Dr. Lescault recommended the following resignations for approval:
Kristin Russo; HS Yearbook Advisor, effective 6/27/13; Ken Abrams; MS Newspaper Advisor, effective 6/27/13

Mr. LaPlante moved, seconded by Mrs. Esposito to approve resignations as set forth. The committee unanimously agreed.

Dr. Lescault recommended the following rescinded appointments for approval:
Wendy Feldman; .8 Art teacher, Scituate High School

Mr. LaPlante moved, seconded by Mrs. Esposito to approve rescinded appointments as set forth. The committee unanimously agreed.

AUTHORIZATION

Authorize the Superintendent to reappoint teachers at his discretion between now and July 2, subject to ratification on July 2. There are a few teachers who have not been recalled and if

possible, Dr. Lescault would like to send letters.

Mr. LaPlante moved, seconded by Mrs. Guglielmi to approve authorization. The committee unanimously agreed.

126-16 COMMITTEE REMARKS

MRS. DELMONICO Mrs. Delmonico stated nothing to report.

MRS. GUGLIELMI Mrs. Guglielmi stated nothing to report.

JEAN ESPOSITO Mrs. Esposito stated nothing to report.

MR. LAPLANTE Mr. LaPlante stated nothing to report.

CHAIR UMBRIANO Chair Umbriano stated Gene Hutnak has been an amazing photographer this year for all the events.

Chair Umbriano stated it was sad to hear about the passing Robert Watson who was a former School Committee member active for many years.

Mrs. Delmonico added Mr. Watson was a great man.

**DISCUSSION OF
FUTURE BUSINESS**

126-17

July 2 School Committee Meeting
August 6 School Committee Meeting
September 3 School Committee Meeting
October 1 School Committee Meeting
November 5 School Committee Meeting
December 3 School Committee Meeting **at Scituate High School (6:00 PM)**

ADJOURNMENT

126-18

Mrs. Esposito moved, seconded by Mrs. Delmonico to adjourn meeting at 8:00 PM. The Committee unanimously approved the motion.

Respectfully submitted,

Mrs. Guglielmi, Clerk

Minutes prepared by Laura Field-Swallow, Recording Secretary. Neither the Clerk nor the Recording Secretary is the designated Public Records contact for the Scituate School Committee or Scituate School Department under the RI Access to Public Records Act ("APRA"). For all APRA inquiries, please contact the Superintendent's office.