

**SCITUATE SCHOOL COMMITTEE REGULAR SESSION  
TUESDAY, August 4, 2015  
TOWN COUNCIL CHAMBERS**

<b>CALL TO ORDER</b>	<p>The Meeting was Called to Order at 7:00 PM by Chair Umbriano.</p> <p>Present were Marylou Umbriano, June Guglielmi, Jean Esposito, Brian LaPlante and Coleen Pendergast</p> <p>Also present were Paul Lescault, Superintendent and Dr. Lawrence Filippelli, Assistant Superintendent</p>
<b>PLEDGE OF ALLEGIANCE</b>	<p>Pledge of Allegiance was led by Chair Umbriano</p>
<b>APPROVAL OF MINUTES</b>	<p>Mrs. Guglielmi made a motion to approve Executive Minutes of July 7, 2015. Seconded by Mrs. Pendergast. Motion passed unanimously.</p> <p>Mrs. Guglielmi made a motion to approve Open Minutes of July 7, 2015. Seconded by Mrs. Pendergast. Motion passed unanimously.</p>
<b>ROUTINE MATTERS MINUTES AND BILLS</b>	<p>Motion made by Mrs. Guglielmi to approve the Grant Bills for month of August 2015 for \$14,516.67. Seconded by Mrs. Pendergast. Motion passed unanimously.</p> <p>Mrs. Pendergast questioned the reimbursement amounts of the Healthcare items.</p> <p>Motion made by Mrs. Guglielmi to approve the General Fund for the month of August 2015 for \$542,000.08. Seconded by Mrs. Pendergast. Motion passed unanimously.</p>
<b>CORRESPONDENCE</b>	<p>1. The following letters to the Superintendent were received requesting home schooling for the 2015-2016 school year:</p> <ul style="list-style-type: none"> <li>• Ms. F for one child</li> <li>• Ms. D for one child</li> <li>• Ms. D for one child</li> <li>• Ms. A for one child</li> <li>• Ms. A for two children</li> <li>• Ms. L for one child</li> <li>• Ms. B for one child</li> </ul> <p>Motion made by Mr. LaPlante to approve the requests according to the policies and procedures established by RIDE and the school department. Seconded by Mrs. Esposito. Motion passes unanimously.</p>

	<p>2. The Committee has continued its practice of postponing, until the August meeting, action on parent requests for their children to attend schools other than their school of record. The list of these requests as well as the recommended action is attached. There are 11 requests, all of which can be accommodated. Recommendation to approve the requests as outlined on the attached spreadsheet.</p> <p>Motion to approve by Mrs. Pendergast, seconded by Mrs. Esposito. Motion passed unanimously.</p>
<b>REPORT OF COMMITTEE LIAISONS</b>	
<b>Budget Committee – Mr. LaPlante</b>	Nothing to report
<b>Collective Bargaining Committee- Chair Umbriano/Ms. Guglielmi</b>	Nothing to report
<b>Food Service – Chair Umbriano</b>	Nothing to report
<b>Policy Development: Ms. Pendergast, Mr. LaPlante</b>	Mr. LaPlante and Mrs. Pendergast said they met with the other members of the Athletic committee several times regarding the coaching policy and that they were making great progress. They are in the process of revising the coaching evaluations and job descriptions and are getting closer to finalizing the coaching and SYA policies. Documents will be forthcoming to the committee for review. It has been a great team effort.
<b>Transportation: Chair Umbriano</b>	Mrs. Umbriano will be attending a bus monitor meeting on August 12 <sup>th</sup> at 9:30am.
<b>School Space needs Study Committee: Mr. LaPlante - Traffic Safety – Chair Umbriano</b>	There will be a Traffic Safety Committee meeting on September 7 <sup>th</sup> .
<b>Scituate Prevention Partnership: Mrs. Esposito</b>	Nothing to report
<b>Health &amp; Wellness: Chair Umbriano</b>	The next meeting will be October 7 <sup>th</sup> .
<b>ASSISTANT SUPERINTENDENT’S REPORT</b>	<p><b><u>SUMMER WORK AND LOOKING AHEAD TO NEXT YEAR:</u></b></p> <p>Dr. Filippelli read his report into the record (which is attached hereto and incorporated herein by the reference.)</p> <p>A discussion took place regarding the BYOD policy. Mrs. Esposito questioned the use of BYOD policy and the use of devices during the school day and if they would be used for doing tasks as part of the curriculum. Dr. Filippelli said yes.</p> <p>A discussion also took place regarding crisis intervention in the schools. Mr. LaPlante asked about the security in the schools and the response times. Also if the teachers were trained on what they should do in case of a crisis.</p> <p>Dr. Filippelli said that they would have a refresher course with</p>

	<p>the Administrators and Police Dept. on crisis intervention.</p> <p>Mr. LaPlante asked if they could have an assessment from an outside person.</p> <p>Dr. Filippelli said they he could have the State Police come in and do training with all the Administrators.</p> <p>No votes were taken.</p>
<p><b>SUPERINTENDENT'S REPORT</b></p>	<p>Dr. Lescault read his report into the record (which is attached hereto and incorporated herein by the reference.)</p> <p><b>1. <u>School Visits</u></b></p> <p>A discussion took place regarding the School Committee meetings at each school. Hope in September, Clayville in October, N. Scituate in November, Middle/High in December.</p> <p><b>2. <u>Teacher Salary Increase</u></b> No Action taken.</p> <p><b>3. <u>Kindergarten Enrollment</u></b> No Action taken.</p> <p><b>4. <u>Bus Routes</u></b> No Action taken</p> <p><b>5. <u>Summer Maintenance</u></b> A discussion took place regarding the maintenance upgrade of Caito Field after the vandalism. Mrs. Umbriano asked if a notice should be sent home to parents regarding the matter. Mrs. Umbriano stated that the people were caught who vandalized the field and that this was a police matter. She wanted to know how to handle the matter.</p> <p>Mrs. Pendergast questioned the water situation at the High School and asked to be informed via e-mail when issues arise. Mrs. Pendergast also questioned the use of the truck.</p> <p>No Action taken</p>
<p><b>PUBLIC COMMENTS &amp; QUESTIONS</b></p>	<p><u>Mr. George Kuzmowycz, 37 Esek Hopkins Road</u></p> <p>Mr. Kuzmowycs questioned the notification process and commented that the notification process should only be used for things that happen in the schools and not for any other non-school happenings. (i.e.: pranks, etc.)</p>
<p><b>NEW BUSINESS</b></p>	<p>1. Second Reading of the Early College, Dual and Concurrent Enrollment Policy. A discussion took place regarding the Enrollment Policy. Mr.</p>

	<p>LaPlante questioned the state based schools and if they were listed. Dr. Filippelli responded that they were only state schools.</p> <p>Motion made by Mr. LaPlante to approve the policy as amended. Seconded by Mrs. Pendergast. Motion unanimously approved.</p> <p>2. Discussion of Administrators raises:</p> <p>Discussion took place regarding the evaluation process and raises for Administrators.</p> <p>A motion was made by Mr. LaPlante to give 2% if they exceeded the standards and 1.5% for effective or meeting standards.</p> <p>Seconded by Mrs. Esposito. Mrs. Esposito questioned how do you get overall ratings?</p> <p>Mrs. Umbriano stated that it should be discussed in Executive Session and then reported out to the Public.</p> <p>Mr. LaPlante moved to withdraw the motion and table until the next School Committee meeting. Mr. LaPlante asked to provide notice and that a letter be sent to be placed for Executive Session regarding the raises for the next School Committee meeting.</p> <p>Mrs. Pendergast seconded the motion.</p> <p>Motion passed unanimously.</p>
<p><b>RESIGNATIONS/APPOINTMENTS/ TRANSFERS/NON-RENEWALS</b></p>	<p><b><u>RESIGNATIONS</u></b></p> <ol style="list-style-type: none"> <li>1. Christine Dufficy; Paraprofessional, Scituate Middle/High School effective 7/28/2015</li> <li>2. Susan Daley; .5 Integrated Preschool Teacher, Clayville Elementary School</li> </ol> <p>Motion made by Ms. Esposito, Seconded by Mrs. Guglielmi. Motion passed unanimously.</p> <p><b><u>APPOINTMENTS</u></b></p> <ol style="list-style-type: none"> <li>1. Lea Legault; .5 Interventionist, Hope Elementary School</li> <li>2. Edward Packhem; .4 IT Teacher, Scituate High School</li> <li>3. Heather Burlingame; 17 Hrs. Paraprofessional, N. Scituate Elementary, pending BCI</li> <li>4. Christine Luchun; .5 Integrated Preschool Teacher, Clayville Elementary School.</li> </ol> <p>Motion made by Mrs. Guglielmi, seconded by Mrs. Pendergast. Motion passed unanimously.</p>

<b>COMMITTEE REMARKS</b>	
<b>Mrs. Esposito</b>	None
<b>Mrs. Guglielmi</b>	None
<b>Mr. LaPlante</b>	None
<b>Mrs. Pendergast</b>	Mrs. Pendergast had a complaint about the summer work program and was concerned on how the hiring process was handled. She asked that the hiring process be posted and that the students that are interested should apply for any summer positions. It was noted that this will be done.
<b>Chair Umbriano</b>	None
<b>DISCUSSION OF FUTURE BUSINESS</b>	None
<b>ADJOURNMENT</b>	<p>Mrs. Guglielmi moved to adjourn. Seconded by Mrs. Pendergast. The Committee unanimously approved the motion at 8:45pm.</p> <p>Respectfully Submitted:</p> <p>Mrs. Guglielmi, Clerk  <i>Minutes were prepared by Dorothy DeRemer 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.</i></p>

**ASSISTANT SUPERINTENDENT'S REPORT**  
**AUGUST 4, 2015**

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**1. SUMMER WORK AND LOOKING AHEAD TO NEXT YEAR:**

Over the summer, there has been much preparation for some professional development that we are planning for the first day with teachers. I will be meeting with our administrators on August 5<sup>th</sup> to talk about a crisis response refresher and the PD goals and objectives for 2015-2016 school year. Additionally, we will be discussing the best methods for rolling out and professionally developing our teachers on the newly adopted BYOD policy. While there are many experts in the field, I am confident that between myself and some of our expert educators in district, we can plan and rollout an effective training on BYOD and blended learning.

Finally, a letter from me will be going home to elementary parents regarding the change in the reporting times for elementary report cards from semesters to trimesters.

## SUPERINTENDENT'S REPORT

August 4, 2015

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### 1. School Visits

The Town Clerk's office has informed me that the equipment to record Town Council and School Committee meetings will be delivered, installed and ready to use in early September. The equipment is not portable and will be permanently installed in the Town Council Chambers. Given that, the School Committee may want to rethink the practice of holding one meeting at each of the schools. Some may view that as inconsistent with the spirit of the vote at the financial town meeting to appropriate funding to record and broadcast the meetings. I will need direction on this from the Committee.

### 2. Teacher Salary Increase

The teacher contract calls for salary increases based on the average percentage increase of teachers statewide as of August 15<sup>th</sup>, with a minimum increase of 1.5% and a maximum of 2.2% for each of steps 1-10. A \$750 adjustment (up from \$650) is then added to steps 1-9. \$1800 (up from \$1700) is added to step 10. We are in the process of computing the average, but cannot finalize the document until after August 15<sup>th</sup>. A 1.96% assumption was included in the district budget for planning purposes.

### 3. Kindergarten Enrollment

Kindergarten enrollment continues to fluctuate. It currently stands at 71 down from 77 last month and up from 69 the month before. Our plan continues to be to run four sections: Clayville – one class of 18, Hope – one class of 19 and North Scituate – two classes of 17 each. We presently have 3 children whose status remains uncertain at Hope. If one or more of them registers, our plan is to selectively re-district them to North Scituate, provided that transportation can be worked out. We fully expect more changes, with the usual last minute registrations, etc. However, the framework we have in place will make it possible to accommodate those changes.

### 4. Bus Routes

Representatives of the School Department and First Student met on Monday July 7<sup>th</sup> to address a number of items including a timeline for summer activities, proper computer formatting of data, status of students moving to the middle school; students exiting from the system; process for notification of First Student for new student registrants; cross district students and special needs students. It was agreed that (1) the school department would provide updated student information data to First Student by July 10 (2) the school department and First Student would meet with Bus Monitors on August 12, (3) the school department would place an advertisement in the Observer on August 13 alerting parents that bus routes will be posted on the school district website on August 14 and (4) the school department and First Student would meet on August 18 to review students requiring special transportation and to make any last minute adjustments.

### 5. Summer Maintenance

Despite Steve Gormley's assistant being out on sick leave the entire summer, a great deal of summer maintenance projects and cleaning is taking place. In addition, three major buildings and grounds improvement projects are underway: Manning Field Outfield, North Scituate Elementary Roof Replacement and Hope Elementary parking and drainage. All three projects should be completed by August 20.

