

SCITUATE SCHOOL COMMITTEE  
REGULAR MEETING-TUESDAY, OCTOBER 4, 2016  
MIDDLE/HIGH SCHOOL

1. Convene into open session at 7:05 PM.
2. Call of Members – Chair Umbriano

Present were Mrs. Umbriano, Chair, Mrs. Guglielmi, Mrs. Pendergast, Mrs. Esposito and Mr. LaPlante. Also present Dr. Lawrence Filippelli, Superintendent, Dr. Michael Sollitto, Assistant Superintendent, and Attorney David D'Agostino.

**A. Pledge of Allegiance: Led by Chair Umbriano, the Committee and audience participated in the Pledge of Allegiance.**

**B. Routine Matters – Minutes and Bills:**

Mrs. Guglielmi: Motion to Approve the minutes of the Scituate School Committee Special Meeting Thursday, August 11, 2016.

Mrs. Esposito: Second

All in favor: Yes  
Motion passes

Mrs. Guglielmi: Motion to Approve the Scituate School Committee Executive Session Meeting Minutes Tuesday, September 6, 2016.

Mrs. Pendergast: second

All in favor: Yes  
Motion passes

Mrs. Guglielmi: Motion to Approve the Scituate School Committee Regular Session Meeting Minutes Tuesday, September 6, 2016.

Mr. LaPlante: Second

Mrs. Esposito: Larry I got an email from a parent no minutes on-line; no July or August

Dr. Filippelli: On our website or ClerkBase?.

Mrs. Esposito: On ours

All Favor: Yes  
Motion passes

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Mrs. Guglielmi: Made a motion to approve 2016-2017 Budget General Fund for October 2016 in the amount \$427,681.29.

Mr. LaPlante: Second

All in favor: Yes  
Motion passes

Mrs. Guglielmi: Made a Motion to Approve the Grant Bills for the month of October 2016 in the amount of \$4,493.26.

Mrs. Pendergast: Second

All in Favor: Yes  
Motion passes

Mrs. Guglielmi: Made a motion to approve 2016-2017 Budget Capital Reserve in the amount of \$5,894.95.

Mr. LaPlante: Second

All in Favor: Yes  
Motion passes

**C. Correspondence:**

1. The following letters to the Superintendent were received requesting home schooling for the 2016-2017 school year:

- Ms. A for three children
- Mr. and Mrs. A for two children
- Ms. D for one child
- Mr. T for one child
- Mr. and Mrs. T for one child

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

2. A leave form from Stephanie Hopkins requesting use of two personal days with reason on 11/21 and 11/22/16.

Recommendation: Approve the request.

3. A letter to Chair Umbriano from the Sarah Markey on behalf of the Scituate Education Support Personnel - NEARI requesting a meeting for the purpose of

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negotiating a successor agreement to the current contract which expires June 31, 2017.

Recommendation: Work with the union to set up a mutually agreeable date and time to meet.

Mr. LaPlante: Move to approve the request for home schooling pursuant to the procedures established by RIDE and the school department.

Mrs. Pendergast: Second

Mrs. Esposito: How many students?

Dr. Sollitto: About 25

Mrs. Esposito: Can those students attend school activities?

Dr. Filippelli: I do not know about field trips.

Mrs. Esposito: Field trips at the elementary level?

Mrs. Guglielmi: Problem with number of students and buses?

Mrs. Esposito: Any correspondence between the principals at the elementary level? They would like home school but with socialization.

Dr. Sollitto: Letters go to all home school students and parents asking for quarterly reports.

Dr. Filippelli: I will need to check the laws regarding what home school students can and cannot participate in.

Mrs. Pendergast: After school clubs?

Mrs. Esposito: Recess?

Dr. Filippelli: No recess, I know for sure after school activities and sports

Mrs. Esposito: I will have the parent contact you Mike.

Letter from Stephanie Hopkins for leave.

Dr. Filippelli: For the first one, if a request for personal days is abutting a holiday it needs to be approved by the committee.

Mrs. Pendergast: Motion to approve the request for the 2 personal days.

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Mrs. Guglielmi: Second

All in favor: Yes  
Motion passes

Mr. LaPlante: Motion to approve the request from Sarah Markey of the Scituate Education Support Personnel.

Mrs. Esposito: Second

Mrs. Guglielmi: I have spoken to Ed and he is prepared

All in Favor: yes  
Motion passes

Dr. Filippelli: Teacher of the year is Chris Morello and we were hired at the same. Pleasure working with Chris he is a child focused educator. We talked to Chris about being the department head and he told us his heart and passion is with the kids and I am not ready to give that up. Great honor working with you and your name is on the plaque in central office.

Commendation from the STA and the School Committee. He started our Project Unified club. We think you are the best.

Chris: Thank you to everyone here. I love teaching in Scituate. In the Project Unified Club, we had 40-50 students last year and the meeting every Wednesday after school. After school scavenger hunts, a field day last year. The interaction with the other students is awesome. First meeting is tomorrow. We have great kids and we are lucky to have them.

Break for Cake

**D. Report of the Committee Liaisons:**

Mrs. Esposito: I do not have anything for scholarship committee. Ask Mrs. McCormick for a prevention update.

Erica McCormick: We are sponsoring training on Friday while all the teacher in the district are going to training. By the time that training is complete we will have about 30 out of 42 that will be trained in this program. The Partnership life of an athlete brochure will be complete and it is geared to all the children in the town. We are bringing in RI College nursing students so our students can get a better idea of how addictions in the body work.

Mr. LaPlante: Nothing

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Mrs. Guglielmi: I talked to Ed Myers and we will have negotiations with the janitors soon.

Mrs. Pendergast: Nothing

Mrs. Umbriano: Traffic safety meeting: we discussed some of the roundabouts in our town and it is a different pattern of driving. Next Health and Wellness meeting is Oct 12th at Clayville. Nothing on Food Service we put the health and wellness together.

**E. Assistant Superintendent's Report:**

Dr. Sollitto read his report into the Record (which is attached hereto and incorporated herein by the referenced.)

**1. Professional Development Day:**

Mrs. Esposito: Technology and blended learning, do we have the technology?

Dr. Sollitto: Teachers across elementary grade levels have I PADS; elementary we are in a good place. At the high school, we are in a good place now but had some issues at the beginning of school. I think we have resolved most of those. Mr. Hassell is putting out a survey to all the teacher to make sure we have resolved all issues and to determine what other needs we have.

Mrs. Esposito: Do we have a repair budget?

Dr. Filippelli: It is in equipment and contracts.

Mrs. Esposito: A report from Mrs. (Capaldi) from Clayville and she mentioned that she had a meeting with building wide technology committee. Do we still have a district wide technology committee?

Dr. Filippelli: Technology committee is meeting on October 14th. We are thinking about bringing George on when discussing major purchases.

Mrs. Esposito: Do we have a 5 year rolling plan for technology plan, similar to the text book plan.

Dr. Filippelli: I will check

Mrs. Pendergast: Technology committee on the 14 and will you report back.

Dr. Filippelli: Yes

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Mrs. Pendergast: Highlander institute and the FUSE fellows is that our first interaction? Do they work with districts on professional development?

Dr. Sollitto: Not with Highlander it is with the FUSE fellows.

Dr. Filippelli: Just to correct the record the technology committee will be on the 13th not the 14th.

Dr. Sollitto: They work with districts on professional development and they assign FUSE fellows to work with districts. They charged us \$1,000 for all day presenters which is very inexpensive for these types of services. There is an application process to be a FUSE fellow.

## **2. Career and Technical Education (CTE) Program:**

Mrs. Pendergast: Is there anything when it comes to the tech programs if there is something else offered in another district?

Dr. Filippelli: We can still do it.

Dr. Sollitto: Those 2 areas are the highest need in the state.

Mrs. Esposito: What will you replace CISCO with Cyber security?

Dr. Sollitto: Intro to Computer Science. Programming through Java and a standalone cyber security class that what we do not offer now.

Mrs. Pendergast: Do we have to the educators to meet the needs for these programs.

Dr. Sollitto: We have 2 people now but we have to work out those details.

## **3. Science NECAP Data:**

Mrs. Pendergast: Do we expect the same results next year.

Dr. Sollitto: Yes

## **4. District Newsletter:**

Mrs. Pendergast: Thank you, the only thing is that you can send out a link so the town clerk can do a town blast to sign up.

## **5. Updates:**

Dr. Sollitto: Dr. Filippelli and I attended all open houses.

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Mrs. Umbriano: Thank you for taking time from your families for attending so many events. Really appreciate it.

**F. Superintendent's Report**

Dr. Filippelli read his report into the Record (which is attached hereto and incorporated herein by the referenced.)

**1. Budgetary Assumptions:**

Dr. Filippelli: Is everyone ok with these assumptions?

Mrs. Esposito: Since you are talking about budgets and we had issues with timeliness. We talked about December as roll out to give more time for the public.

Dr. Filippelli: Right, the committee is voting on something the public has not had ample time to review.

Mrs. Umbriano: We have to wait for the town council.

Mrs. Esposito: Time line for each school?

Dr. Filippelli: They should have theirs by the end of November and we are done at the end of December. Then it goes to the committee for your approval.

Mrs. Esposito: We met in this room in December.

Dr. Filippelli: We have not done that in years.

Mrs. Pendergast: It was brought forth we were going to resume those meetings.

Dr. Filippelli: Committee would have to take a vote to change the December meeting to here.

Mrs. Umbriano: Workshop not a meeting but then it stopped because of the freeze.

Mrs. Esposito: The idea of the review is to see what each building is looking for. Every department chair was here. Need to do an open meeting.

Dr. Filippelli: I can remember doing it.

Mrs. Esposito: Some type of open meeting.

Mrs. Pendergast: The \$225,000 has to do with our out of placement?

Dr. Filippelli: Yes and Paul and I bumped it up.

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Mrs. Pendergast: It only had to do with career and technology. Are you tracking them?

Dr. Filippelli: We are tracking them daily. If they are failing then we are going to request that they come back. Cindy is on it; another child at Coventry, we are checking on residency. Every week we on top of it.

Mrs. Esposito: Number of students in other programs?

Dr. Filippelli: Over 42 I think and we had a couple come back.

## **2. Salary Increases:**

Brandy Ross  
162 Danielson Pike  
When will that go into effect?  
Are we waiting for approval?

Dr. Filippelli: The 1.5 is retro to the beginning of the school year for everyone if it is approved by the committee in the next pay period.

Mrs. Pendergast: The consultant are you suggesting 1.5 increase? I do not know if this belongs in the same group.

Mrs. Umbriano: Everyone who is not in a contract.

Mr. LaPlante: Not sure why we would not consider the consultant at that time.

Mrs. Pendergast: Are we giving the increase based on if those positions are filled.

Dr. Sollitto: The hockey coach pay goes to Woonsocket and they pay more than double; we pay 50%.

Mrs. Pendergast: Those coaches are not teachers.

Mr. LaPlante: Holes in compensation he has 5 assistants for Football and only 1 is paid the rest are volunteers. It seems unfair to me.

## **3. Field Updates:**

Stage One application is completed and we are in really good shape; however we are not locked in. We scheduled 2 more meetings one for Friday and one for next Tuesday should we need it. Yes, we have stage one done but the lock in will happen in February. Need direction: less than 9 million dollars.

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Mr. LaPlante: Staging and get the core items then we build from there.

Dr. Filippelli: We decided that when we are looking at Caito we want to make that track ready. RGB had 1 million dollars in the proposal for the track. However there will not be a track unless we say yes to the track. If you take the track out you will save 1 million and the field will be track ready. You cannot be cost effective with the track because then you would not have a regulation track for competition.

Mr. LaPlante: No track but have a berm; no lights at this point. Who is our liaison?

Dr. Filippelli: Mrs. Guglielmi. You have to have the track in there.

Mrs. Pendergast: A regulation track might not be possible.

Mr. LaPlante: We always knew that, but there are ways to do it.

Dr. Filippelli: Gale & Co. said you can have a tear drop form of track that is still high school regulations. I think Gale & Co. is more comfortable now. We were getting pricing of \$700,000 for the track.

Mrs. Umbriano: Did we get the grant SYA was going for with the RIDEM?

Mr. LaPlante: No

Mrs. Esposito: Can you prepare for track but not put it in?

Dr. Filippelli: Yes; but my opinion is that you do it. A track is more appealing to the voters.

Mrs. Guglielmi: If you have any idea of putting it in you need to put it in RIDE in order to get the reimbursement.

Mr. LaPlante: Yes let's put it in.

Dr. Filippelli: You have to spend at least 50% within a certain amount of time. 35% from RIDE and 35% from National Grid for lights. \$665,000 for LED upgrade for the buildings, I was amazed.  
Moving on to the practice field.

Mrs. Pendergast: If you receive an acceptable bid do you need to come back to the committee?

Dr. Filippelli: No we just go.

#### **4. School Safety Plans:**

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**5. Building Committee Update:**

**6. District Travel Policy:**

**7. Procedure for Completing Time Certification Forms:**

**8. Donated Fitness Equipment:**

Mrs. Umbriano: Many years ago we had a parent that was going to donate.

Dr. Sollitto: The area is too small.

Mrs. Umbriano: Thank you for getting that.

**9. Fire Protection Tank Repair:**

Mrs. Umbriano: Does the temporary tank have fire department hookup.

Dr. Filippelli: Yes I would hope so and the fire Marshall recommended that tank.

Mrs. Pendergast: Bus issue? The high school boys' soccer team was in Pawtucket without a bus and it was raining. I found out that this was not an isolated incident.

Dr. Filippelli: I sent an email to Durham and there are representatives here tonight to address this issue.

Mrs. Pendergast: The students were not going to be left at events.

Gerry Camron, bus company representative: Try to cover, and there was a sickness. A bus was needed in another place. We have 2 and we are trying to get 4, they are in training. It should not happen again going forward.

Mrs. Umbriano: With our previous bus company all of the fields are rated. Our AD created a folder with all the student names and emergency contacts. The fields were rated. If one field is an (A) field then you can leave the students if it is a (D) field then they cannot be left. Where are these folders?

Mr. LaPlante: We want the bus to stay there, if you do not have the man power then it is alternative. It is not what we want. We cannot have the kids left at an exposed field.

Mrs. Umbriano: Someone needs to be there. Larry can you check with Sal regarding this folders?

Mr. LaPlante: It is critical that you have the information.

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Mr. Camron: We can find all that information. Jessica can get in touch with the AD.

Mrs. Pendergast: The bus company had a breakdown of communication. If there is a bus that is leaving students it needs to be communicated.

Mrs. Umbriano: Larry what about a van that the coach might drive in case of emergency.

Mr. LaPlante: We talked about having our own vehicle.

Mrs. Esposito: In the event sickness or if something happens what is the protocol.

Mr. Camron: We are going to tell the coach and exchange phone numbers and we should be conscious of the weather. We have to be more diligent.

Mrs. Umbriano: Everyone all set?

G. Public Comments

Erica McCormick has calendars for everyone.

George Kuzmowycz,  
37 Esek Hopkins Road

Adding to the absence of Minutes of the September meeting are not here in hard copy or on the website. The minutes are always here.

Returning to the budget process and some of the concerns and with respect to Mrs. Esposito it is the process prior to those workshop meeting. That is all discussed at the meeting. I do not think that is the piece that we are missing. Then you meet with the Town Council and that is what is dragged on past the March meeting and the public does not have an opportunity to review.

Mr. LaPlante: I see what you are saying that you do not have an opportunity to talk to us but you can go to the financial town meeting and speak at that meeting.

George: It is your responsibility to have a meeting prior to presenting the budget to the financial town meeting. It is important for you to get back to the schedule. I think you should have the job done by March and not finish it a half an hour before the financial town meeting. The closing of the loop could be improved.

Mr. LaPlante: I do not disagree with that.

Carolyn Dias  
34 Mount Laurel Lane.

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My question is for Mike, has the district thought about putting one of our educators through the FUSE fellow program? I do not know how much the cost is.

Dr. Sollitto: We have already approached Mr. Hassell about becoming a FUSE fellow.

Ms. Dias: Budget as you think about your career and technical students will come back here.

Mr. LaPlante: I was speaking to people at Ponaganset they have more students that they can handle.

Ms. Dias: The funding follows the students so in Ponaganset it was if we build it they will come.

Dr. Sollitto: That is our plan.

James Scacco, Jr.  
19 Crestview Drive

Nice to see these programs going forward I hope we can do it soon. Great job Mike and Larry.

Tim McCormick:  
428 Trimtown Road

About the fields, you need to have a utilization perspective.  
You need to be sure they are not just looking at a sod field for Manning. Make sure they are looking at the aggregate.  
The ball fields are at risk without water.

Dr. Filippelli: The well at Manning is part of it but they thought it was too much work to add Caito east; they did not think the practice down there would be viable.

Mr. McCormick: You will not need the extra practice field and I am happy to talk to them about that.

Dr. Filippelli: Joe is on our committee.

Mr. McCormick: If you do not do an extra practice field, grass is not option.

Stacy D'Alessandro  
Girls Basketball

Question for the buses. Is there the same kind of rating system for indoor sports? Some schools have curfews in place and we were left in a school in Mount Pleasant on lock down. We could stay in the foyer.

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Mr. Sollitto: Just outdoor facilities.

Mrs. Umbriano: Can you send Mike an email?

Mrs. Esposito: Is that something the AD could do?

Ms. D'Alessandro: The Janitor was nice enough to let us stay in the foyer of the school.

Mrs. Pendergast: The goal is have the buses there.

New Business:

1. Approval of Administrators' raises

Recommendation: Approve raises

2. Discussion/Ratification of raises for the following: Assistant Director of Buildings and Grounds, Plumber, Mail Courier, Sub Call Clerk, School Committee Secretary, Bus Monitors, Transportation Aides, Consultant, Coaches, Assistant Coaches and Extracurricular positions

Recommendation: Approve all raises

3. First Reading of Policy #6120: District Travel Policy

*See Superintendent's Report for details on this item.*

Recommendation: Approve the first reading of the policy and schedule a second reading for the next School Committee meeting.

Mr. LaPlante: Move to ratify 3 Principal's raises.

Mrs. Esposito: Second

All in favor: Yes  
Motion passes

Mrs. Esposito: Move to approve the raises 1.5 with exception of the consultant.

Mrs. Pendergast: Second and table the consultant raise.

Mrs. Umbriano: Move the discussion to the next meeting.

Mrs. Esposito: Move to approve the 1.5 raises with the exception of the consultant.

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Mrs. Pendergast: Second

All in favor. yes  
Motion passes

Mrs. Esposito: Move to table the consultant 1.5 raise to the next Executive Session.

Mrs. Pendergast: Second

Mr. LaPlante: We should discuss the tabling of this issue, when we will discuss and notice.

Mr. Filippelli: We need to let Ed know.

Mrs. Umbriano: We are voting on the tabling, we are having a discussion on tabling it.

Mrs. Guglielmi: I do not see any point in tabling the discussion.

Mrs. Umbriano: All those in favor of tabling his raise?

Mrs. Esposito: Are we discussing what we are paying the consultant and the number of days he works.

Mrs. Guglielmi: That should have come up in Executive Session.

Dr. Filippelli: We need to be cautious of where this conversation goes because it may need to be in executive session.

Mrs. Esposito: Not talking about a person I am talking about a position.

Mr. LaPlante: I do not think we need to notify; it is out of respect for the person's job. For those reasons I think he should be here to defend himself.

Mrs. Guglielmi: If we do not table it what happens?

Mrs. Umbriano: If we vote to table and it does not pass.

Mr. LaPlante: Jean would have to speak about why she does not to give him a raise. No matter how we do this it is going to be a discussion about that person.

Mrs. Umbriano: You will see where a consultant is needed.

Mrs. Esposito: I would like to discuss annual salary, is that position needed? Should we move in a different direction? I do not know if you want to talk about this.

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Dr. Filippelli: Ed should be afforded the ability to speak in front of everyone.

Mr. LaPlante: If we all agree it will be retroactive.

Dr. Filippelli: At the July meeting, you all agreed Paul would come back and the position will be split between Ed and Paul this year.

Mrs. Esposito: The per day amount of money we are paying a consultant in the budget. About the raise and about the position.

Dr. Filippelli: I think that state law may guide the daily rate.

Mrs. Esposito: He is post retirement. State employees' retirement system, teacher, Sub or consultant. All those factor into this so do you want a retired person in that job.

Mr. LaPlante: What is on tonight is the 1.5 % raise it is not whether to have the position or not; the second issue needs to be a separate issue.

Mrs. Umbriano: We need another Executive session. Whether we need a consultant position in the district.

Dr. Filippelli: Needed Ed to stay on to assist Mike and then next year it would be dramatically reduced. We had this discussion in the summer.

Mr. LaPlante: We had this discussion and we have a budget for this year and we are talking about a radical change.

Mrs. Esposito: A consultant is a contract position so is that type of a position eligible for a raise? The long range can we rethink having a consultant for next year.

Mr. LaPlante: I think this is a next year's budget. As long as we are clear to these gentlemen.

Mrs. Umbriano: Talk about the position and have Ed present.

All those in favor of tabling the consultant raise:

Mrs. Guglielmi: Nay

All other members: Aye

Motion passes

Dr. Filippelli: November we are at Clayville with a 6:00 start.

3. First Reading of the policy #6120.

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Mr. LaPlante: Motion to approve.

Mrs. Guglielmi: Second

All in favor: Yes  
Motions passes

**I. RESIGNATIONS/APPOINTMENTS/REAPPOINTMENTS/TRANSFERS/NON-RENEWALS:**

**RESIGNATIONS**

1. Nicholas Cinquegrana; 1.0 Grade 4 Teacher, North Scituate Elementary School, effective 9/16/2016
2. Stephanie Parker; Middle School Girls' Soccer Coach
3. Maureen Kennedy; 0.05 Math Intervention position

Mr. LaPlante: Motion to approve resignations

Mrs. Esposito: Second

All in favor: Yes  
Motion passes

**APPOINTMENTS**

1. Jaclyn Augustine; 1.0 Grade 4 Teacher, North Scituate Elementary School, effective 9/19/2016
2. Stephanie Parker; Middle School Boys' Soccer Coach
3. Domenic Delmonico; Middle School Girls' Soccer Coach
4. Larry Hall; .50 MS math, one year only

Mr. LaPlante: Motion to approve the appointments.

Mrs. Guglielmi: Second

**REAPPOINTMENTS**

1. Laurie Enright; High School Cheerleader Coach
2. Lynn Francazio; Middle School Cheerleader Coach
3. Ralph Apici; High School Boys' Basketball Head Coach
4. Mike Forte; High School Boys' Basketball Assistant Coach
5. Stacy D'Alessandro; High School Girls' Basketball Head Coach
6. Tara Marchant; High School Girls' Basketball Assistant Coach
7. Sal Gelsomino; Middle School Girls' Basketball Head Coach

Mr. LaPlante: 1-4 and 7

Mrs. Umbriano: I do not have a second.

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Mrs. Esposito: Move to appoint 1-7

Mrs. Pendergast: Second

All in Favor:

Mr. LaPlante: Nay

All others: Aye

Motion passes

**Committee remarks:**

Mrs. Esposito: Nothing, really nice see Chris Morello.

Mr. LaPlante: Nothing

Mrs. Guglielmi: Senator Reed spoke to one of the history classes; it did not drag and great interaction. I enjoyed it.

Mrs. Pendergast: None

Mrs. Umbriano: Thank you to Larry and Mike.

Mrs. Esposito: Motion to adjourn

Mr. LaPlante: Second

All in Favor: Yes

Motion passes

The Committee unanimously approved the motion at 9:15 PM.

*Respectfully Submitted*

*Mrs. Guglielmi, Clerk*

*Minutes were prepared by Theresa C. Yeaw, 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 ("ARPA"). For all APRA inquiries, please contact the Superintendent's Office.*

**ASSISTANT SUPERINTENDENT'S REPORT**  
October 4, 2016

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**1. Professional Development Day**

The September 13<sup>th</sup> Professional Development day was very well received by teachers and staff. As you may recall, the elementary day included a session on AimsWeb implementation conducted by our Reading teachers. AimsWeb is a screening, progress monitoring, and assessment tool for reading and mathematics. We currently use this for grades K-3. I sat in on the session and it gave a thorough overview of the program, the changes in this year's version, and outline of next steps. I would like to thank Mrs. Morel for taking the lead with this. I also want to extend thanks to Roxanne Fogue, Cindy Gould, and Christine Ragosta for conducting the training sessions for grade K-3 teachers. In addition to this, we had 2 sessions conducted by the Highlander Institute FUSE fellows. These are teachers that work with Highlander to expand blended learning opportunities to teachers. I attended both of these sessions and they were exceptional. Both provided realistic, applicable strategies and applications that teachers can use in their day-to-day teaching. Several teachers reached out to me to express how useful they found these sessions.

At the middle/high school, Mr. Hassel led our first ever Ed-Camp. The Ed-Camp model is growing in popularity across the country. It allows for teachers to conduct sessions on best practices and focuses on open dialogue among and between educators. There were several sessions conducted across all disciplines. I sat in on the introductory overview and walked through a few sessions. Feedback on this was excellent. Many teachers were exposed to the great work that their colleagues are doing on a daily basis. The Ed-Camp was so successful that the elementary principals asked that their faculty could take part in this on the October professional development day.

For the October 7<sup>th</sup> professional development day, Mark DiLuglio will rollout Office 365 and the new district email system. This is a cloud-based system that will allow for easy sharing of documents. This will be followed by an all-district Ed-Camp with 3 sessions. Finally, the afternoon session will include a PK training by Mrs. Brierley, grade level articulation at elementary levels, team meetings at the middle school, and departmental planning at the high school.

**2. Career and Technical Education (CTE) Program**

On September 8<sup>th</sup>, Mr. Hassell and I attended a RIDE sponsored educational symposium on career to school connections. This was held at CCRI and included community partners from the work place in areas such as hospitality, defense, health care, construction, information technology, and manufacturing. To follow up on this, Mr. Hassell and I met with Paul McConnell from RIDE on September 21<sup>st</sup>. Mr.

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McConnell works in the Office of College and Career Readiness. We outlined some of the programs that we currently have at SHS and Paul provided some direction towards building a CTE program in Scituate. Specifically, we are discussing a three year program in engineering and a three year program in computer programming. While we have many details to flesh out, there are great hopes that we can tap into some grants from RIDE and begin the process of building a CTE program. We will be applying through RIDE for approval. In order to gain RIDE approval, we will need to offer a 3 year program with a connection to an institute of higher learning and/or a community partner. We currently offer 2 years of robotics with college credit available from CCRI. In computer programming, we currently offer 2 years and have a partnership with CISCO. Due to these areas being high areas of need throughout the state, we feel that we have an excellent start and should get approval from RIDE if we can expand these programs a bit and commit some funding towards this end. Mr. Hassell will be working closely with me on this and coordinating our application through RIDE.

**3. Science NECAP Data**

Results from the 2016 Science NECAP testing were released to schools on September 19<sup>th</sup> and publicly released on September 26<sup>th</sup>. NECAP has 4 levels of proficiency: substantially below proficient (1), partially proficient (2), proficient (3), and proficient with distinction (4). The test is given to grade 4, grade 8, and grade 11 students. As you can see from the attached summary of results (Attachment A), our scores dropped in proficiency levels in several schools.

There are a few things to keep in mind with this data. The biggest issue is the transition to the Next Generation Science Standards (NGSS). We began this transition several years ago and our Science curriculum across the board is fully aligned to the NGSS. Many other districts have not completed this alignment yet. RIDE had allowed districts up until 2017 to align their curriculum. However, the NECAP is aligned to the old standards, the National Science Education standards. RIDE recognizes this and is no longer using Science NECAP after the 2016/2017 school year. In a conference call with the Commissioner's office, Dr. Filippelli and I were told that RIDE currently has an RFP out for a new Science test.

To address the dip in scores, our high school Science department will be utilizing release items and student data to conduct a gap analysis of the curriculum. They will be looking for common areas where students struggled. This will also be done at the elementary and middle school with utilization of NECAP released items. We have contracted with EBEC to update our Science kits at the elementary level and at the middle school. The new kits are aligned to NGSS so it is important for us to utilize release items from the Science NECAP to address areas that our students may have struggled with. However, we must be sure to be teaching to the standards (NGSS) and not teaching to the test. We should be assessing our student proficiency based on the NGSS, not the old standards.

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**4. District Newsletter**

Our first district newsletter went out on September 22<sup>nd</sup>. Utilizing PowerSchool, we were able to send the newsletter to 1,690 unique email addresses. This includes all students, parents, and staff emails that are on PowerSchool. At last count, 51% of recipients opened the email. I also am in the process of obtaining an email list of local businesses and hope to send the newsletter out to them as soon as possible. The newsletter included information from each school as well as from Northwest Special Education, central office, building and grounds, SPP, and the school committee. I plan on sending these out bi-monthly with the next edition scheduled for November.

**5. Updates**

- Administrators' Book club – first meeting scheduled for October 19th
- Open houses – Dr. Filippelli and I attended all Open Houses
- Homecoming & Spirit Week – Unified Volleyball game was featured in Spirit week with the entire student body and faculty attending. A great event!
- Mentoring program – up and running for the school year with all new teachers assigned a mentor
- Grant opportunity – after attending a mini-grant workshop (Mr. Byerlee, Mrs. Capaldi, and Mr. Hassell also attended) sponsored by RIDE, we will be applying for a grant to support building leadership capacity throughout the district
- Coach evaluation summaries for winter athletic coaches are attached for your review (Attachment B).

**SUPERINTENDENT'S REPORT  
OCTOBER 4, 2016**

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1. BUDGETARY ASSUMPTIONS:

The Committee needs to establish budgetary assumptions for the development of the 2017-2018 district budget. For 2016-2017, the Committee used 1.67%. For this year, I am recommending that the Committee use the same budgetary assumption as last year plus an additional 1% which would bring the total budgetary assumption up to 2.67%. The rationale, after consulting with Dr. Lescault, is based on the fact that we are approximately \$225,000 over budget in out of district placements and that overage represents approximately 1% of the total budget.

2. SALARY INCREASES:

Under New Business is the "Discussion/Ratification of Raises for the following: Assistant Director of Buildings and Grounds, Plumber, Mail Courier, Sub Call Clerk, School Committee Secretary, Bus Monitors, Transpiration Aides, Consultant, Coaches, Assistant Coaches and Extracurricular positions". The Committee must decide on increases for these personnel because they are not covered by a contract or agreement that includes a specific level of increase. The current rate of pay for each the positions is listed on the attached spreadsheet (Attachment A).

As the first two positions, the Assistant Director of Buildings and Grounds and the Plumber, are somewhat administrative in nature, I would recommend the Committee provide them the same increase it did for the other administrators, which was 1.5%.

Bus monitors and transportation aides are listed next. Typically, the Committee has provided these groups with the average increase teachers received. That increase for 2016-2017 is 1.50%. The 2016-2017 budget includes a 1.67% increase. I recommend the Committee provide that same increase to bus monitors and transportation aides as they did with teachers and administrators.

For purposes of consistency and fairness, I recommend the Committee provide a 1.5% increase to all of the other positions listed on the spreadsheet.

I have offered my recommendations for your consideration only. I recognize that the Committee will determine what the actual raises will be.

3. FIELD UPDATES:

Caito Field: I met with the field architects from Gale and Company (contracted with RGB) and Tracey, the project architect from RGB, along with Glen and Dave Campbell on Tuesday to assess the field needs. RGB wanted to debrief with us right after the field assessment. At that meeting we discussed field options as it

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pertains to the Stage I application. Gale and Co. is putting the cost of the field upgrade to Caito closer to 2.5 to 3 million dollars. The reason for this is because the aging septic system underneath the field will have to be relocated, the ability to make the field "track ready" from an engineering and construction perspective, and the necessity of a four pole LED lighting system are all driving the costs higher. Gale & Co. also indicated that a regulation track may not be possible due to space issues and not knowing what is underground (ledge, rock, etc...) We are at this cost and we haven't factored in the upgraded asset protection plan based on the RIDE facilities audit. Gale & Co. as well as RGB opined that the sod option would lower the cost of the field substantially and would thereby leave more room for other building upgrades needed at each of the school buildings. The good news is that the Stage I application is nearing completion from RGB. NESDEC has completed their portion this week and has forwarded it to both me and RGB. I have been in contact with both organizations via phone and email numerous times. It appears that all is on schedule and we are in good shape for the upcoming Town Building Committee meeting on 10/3. Tonight, I will need some direction on how the committee would like to proceed regarding Caito. I will also need the school committee chair's signature on the Stage I application according to RIDE regulation.

Practice Field: The bidding that ended on 9/21 produced only one bidder, Iron Construction. Iron Construction was also the low bidder the first time the bid specs went out. However, their low bid of \$197K was not satisfactory to us in the first round because it was more than \$50K more than we had anticipated. This time, they came in at \$234,000 which is approximately \$37K more this time around. Glen and I conferred with Dave D'Agostino and we came to the decision that the best thing to do would be to cast the net wider, and rebid the job again. This time, we are amending the bid and taking out the fence and the soil composition. We are also going to indicate that interested parties can bid on one or all of the broken out components. This would really be our "last shot" at doing this and still being able to get the project done prior to first frost. If we don't come up successful this time, the committee may have to think about completing the project in the spring. The new bid specs that Glen is creating are going out as soon as possible.

4. SCHOOL SAFETY PLANS:

By RI law, the district is required to review all of the school safety plans prior to November 2<sup>nd</sup>. On Friday, September 30<sup>th</sup>, I held a district crisis response meeting to review and update our school plans and to cover other safety topics. As you know, School Safety Plans are protected under RIGL so that is why they are not attached to this report.

5. BUILDING COMMITTEE UPDATE

The town building committee is meeting on October 3<sup>rd</sup> to discuss the Stage I application and to review the necessity of construction as indicated by the RIDE

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Jacobs & Co. report and the RGB facility/field assessment. I will be better able to report on this at our meeting.

6. DISTRICT TRAVEL POLICY

Late last spring and into early summer, we had a routine audit by RIDE. While there were no fiscal issues coming out of the audit, one of the recommendations from RIDE was for us to create a district travel policy because we did not have one. We do reimburse teachers and administrators for work related travel and/or work related conferences. Attachment B is the district travel policy up tonight for a first reading. We modeled the policy after a similar policy in Smithfield. My office feels that this policy will comply with RIDE's recommendation.

7. PROCEDURE FOR COMPLETING TIME CERTIFICATION FORMS

In addition to the travel policy under new business tonight, RIDE, as a result of their audit, recommended that we administratively create a procedure for time certification forms. Time certification forms are needed for our federal grants. We were in 100% compliance from a fiscal perspective. However, RIDE wanted us to create a written procedure because we are the fiscal agent for NWSER and also because of our Title I and Title II funds. Attachment C is the written procedure that will satisfy the RIDE requirements. As it is not a new policy it does not need school committee action. I just wanted you to be informed of it.

8. DONATED FITNESS EQUIPMENT

I was contacted by a friend of mine who wanted to donate professional nautilus and exercise equipment to the school department. I seized the opportunity to try and get this for our students. Glen, Mike Hassell, and Kevin Ryan met to try and find space for the donated equipment. While Glen works out the logistics for temporary storage of the equipment, they are working out getting it delivered next week. The donated equipment is newer, in good shape and is a complete professional gym circuit training system.

9. FIRE PROTECTION TANK REPAIR

Work is beginning on the fire suppression tank at the middle/high school. This is a necessary repair as the current water reserve levels were not up to fire code due to a leak in the tank. Glen has done a nice job of working with the town fire officials to set up temporary water supplies for the fire system. The work should be completed within a two week window according to the estimates Glen has received.