

**SCITUATE SCHOOL COMMITTEE REGULAR MEETING  
TUESDAY, AUGUST 3, 2010  
TOWN HALL CHAMBERS**

**CALL TO ORDER**

**70-1**

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

Present were Marylou Umbriano, Patricia Archambault, Brian LaPlante, June Guglielmi and Scott Klimaj. Also present were Paul Lescault, Superintendent, and Lawrence Filippelli, Assistant Superintendent.

Mrs. Archambault moved, seconded by Dr. Klimaj, to adjourn to Executive Session. The committee unanimously approved motion.

The regular school committee reconvened at 7:07 p.m.

**PLEDGE OF ALLEGIANCE**

**70-2**

Led by Chair Umbriano, the Committee and audience participated in a pledge of allegiance to the flag.

At this time, Chair Umbriano asked attendees to observe a moment of silence for recent Scituate high school graduate Joseph Conlon who passed away Sunday morning.

**APPROVAL OF MINUTES**

**70-3**

Mrs. Guglielmi moved, seconded by Mrs. Archambault, to approve the minutes of the Executive Session of July 6, 2010. The committee unanimously approved the motion.

Mrs. Guglielmi moved, seconded by Mrs. Archambault, to approve the minutes of the Regular School Committee Meeting of July 6, 2010. The committee unanimously approved the motion.

**CAPITAL RESERVE FUND**

**70-4**

Mrs. Guglielmi moved, seconded by Mrs. Archambault, to approve the Capital Reserve Funds-Hope Elementary School for the month of August in the amount of \$13,680.49. The Committee unanimously agreed.

Mrs. Guglielmi moved, seconded by Mrs. Archambault, to approve the Capital Reserve FY 2010-2011 for the month of August in the amount of \$18,562.80. The Committee unanimously agreed.

**MONTHLY PAYABLES**

**70-5**

Mrs. Guglielmi moved, seconded by Mrs. Archambault, to approve the New Budget Bills for the month of August in the amount of \$485,739.22. The Committee unanimously approved the motion.

**OLD/NEW BUDGET**

**GRANT BILLS**

**70-6**

Mrs. Guglielmi moved, seconded by Mrs. Archambault, to approve the Grant Bills for the month of August in the amount of \$11,909.76. The Committee unanimously approved the motion.

Mr. LaPlante moved, seconded by Mrs. Archambault to take out of order resignations/appointments/reappointments/transfers/non-renewals prior to correspondence (for this evening). The committee unanimously agreed.

**RESIGNATIONS/  
APPOINTMENTS/  
TRANSFERS**

**70-7**

Dr. Lescault recommended approval for the following resignations:

Bill Mitchell, Head Boys Varsity Basketball Coach, effective immediately

Mrs. Archambault moved to approve resignations seconded by Mrs. Guglielmi. The motion was unanimously approved.

Dr. Lescault recommended approval for the following appointments:

Kelly A. Pelletier, part-time (50%) Guidance Counselor, Scituate Middle School; Jonathan Dunne, full time Social Studies Teacher, Scituate Middle School; Kristy Antonelli, part-time (25%) English/Language Arts Teacher, Scituate Middle School; Darren Chisnell, part-time (25%) Social Studies Teacher, Scituate Middle School; Meg Shewchuk, part-time (95%) Health/Physical Education Teacher, Scituate High School; Sarah Duncan, Elementary School Psychologist, One Year Only; Lauren Chabot, Spanish Teacher, Scituate High School; Lisa J. Flaherty, part-time (45%) Math teacher (25% Scituate Middle School, 20% Scituate High School); Austin Hagaman, Girl's Volleyball Head Coach.

Mr. LaPlante moved to approve appointments, seconded by Dr. Klimaj. The motion was unanimously approved.

Mr. LaPlante stated the resignation of Bill Mitchell is serious; Mr. LaPlante doesn't believe Scituate has had a coach as good as Mr. Mitchell. Mr. LaPlante inquired if there was a reason for resignation.

Kevin Ryan, new Athletic Director, stated the reasons were personal relating to his family. Mr. Mitchell discussed it briefly with Ms. Angell, former Athletic Director, last year but submitted letter only recently.

Mr. LaPlante would like to send something to Mr. Mitchell from the administration to thank him for his many years of service and success. The students really enjoyed playing for him.

Dr. Lescault agreed to draft a document for committee review.

Mr. LaPlante inquired who is serving on the search committee.

Dr. Lescault replied the new Athletic Director, and Mike Sollitto.

Mr. LaPlante asked to assist with search and interview process.

## CORRESPONDENCE

### 70-8

1. 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. There were eleven requests overall. (Committee members received a list outlining Dr. Lescault's recommendation to approve ten of the requests and deny one.) Of those ten, five have a favorable effect on class size; four are basically a wash; and in one case (Matthew Marzano) class size is higher at the requested school but within contract limits. Also, the student is going into grade five and has been at Hope School since kindergarten. The one request that Drs. Myers and Lescault are recommending the committee deny (Wilson Jablonski), the recommendation is partially based on the fact that with 2 grade one classes at Hope School, we have more flexibility to accommodate any new students at Hope School than Clayville School. The other reason for denying the request is that the student has an incoming kindergarten sibling who has been involuntarily redistricted to Hope School.
2. A letter to Dr. Lescault from Henry and Jodi Cullen requesting permission to home school their daughter, Mikayla.
3. Letters to Dr. Lescault from John and Corinna Lotter informing him of their intent to home school their children, Holly and Emily, during the 2010-2011 school year.

### 70-9

1. Recommendation: Approve or disapprove the requests to attend schools other than their school of record as per the attached list.

Chair Umbriano asked to discuss the first request. Chair Umbriano asked which school is Wilson Jablonski's home school district.

Dr. Lescault replied Wilson Jablonski's home school is Clayville but they were redistricted to Hope School.

Chair Umbriano asked if someone has spoken to Mr. and Dr. Jablonski about this.

Dr. Lescault replied he had.

Chair Umbriano asked if Dr. Jablonski would like son entering first grade to be at Clayville but son entering Kindergarten to be at Hope.

Dr. Lescault stated Dr. Jablonski would like both sons to attend Clayville School but last year the oldest son was transferred to Hope (for Kindergarten) because there were more students than could be accommodated. This letter requested that the sibling also be allowed to attend Clayville for Kindergarten. Dr. Lescault stated if the committee approves recommendation, both children will be in the same school.

Mrs. Archambault asked if Dr. Lescault spoke with Dr. Jablonski about this.

Dr. Lescault replied yes. Dr. Jablonski understands my recommendation and Dr. Lescault believes that Dr. Jablonski expects that this is what will happen this evening.

Mrs. Archambault asked if Dr. Jablonski is aware that the son entering Kindergarten is going to Hope regardless of outcome.

Dr. Lescault replied yes.

Chair Umbriano asked if these children are being bused.

Dr. Lescault replied yes.

Dr. Klimaj asked if it was only an issue for the kindergartener due to the class size.

Dr. Lescault replied yes but also with the first grade class, the class size would be at max and should someone move into the district, that child would need to be accommodated.

Mrs. Archambault asked the maximum number for first grade.

Dr. Lescault replied 22.

Mr. LaPlante stated the class size at Hope is at 22 and even though class size would be raised to 22 if Wilson Jablonski moved to Clayville it doesn't seem to make sense to have children at two different schools.

Dr. Lescault stated administration doesn't believe it's a good idea to have children at two different schools and Dr. Lescault believes that parents also would not want to have children at two different schools. The students could be separated as the Kindergarten student needs to remain at Hope.

Mrs. Guglielmi stated that would require bus to come to house twice.

Mr. LaPlante asked if there was an adverse impact on class size with Wilson Jablonski going to Hope.

Dr. Lescault replied no, because it will still be a class size of 22.

Mrs. Archambault stated that would then max out both sessions at Hope. What is the max class size for grade 1.

Ruth Trainor, STA President, replied 23 for the first grade class.

Dr. Lescault stated there is some flexibility there as well.

Mr. LaPlante stated with there being no adverse impact on class size, the recommendation is to deny because the new sibling who is coming into Hope will be with sibling who was ushered into Hope last year .

Dr. Klimaj asked the reason for choosing Clayville over Hope and how often students leave district during the year where these children could be transferred to Clayville if space becomes available.

Dr. Lescault stated it is unlikely that something would come up in September or October.

Mrs. Archambault stated the committee is torn about not complying with the request.

Chair Umbriano stated especially since the class size will be the same. Clayville is at 21 and will be 22 with this student; Hope is at 22 with this student. But moving the second child to Clayville will put the Kindergarten over max.

Dr. Lescault stated the issue is that the Kindergarten class is already maxed out. If you allow this sibling to go to Clayville, then that opens the door to opening up similar cases at which point another teacher would need to be hired to open an additional class.

Mr. LaPlante stated Nipmuc is one of those areas which is right on the line. Hope is also a good school. Mr. LaPlante does not have a problem with recommendation of denial consistent with what happened to this same child last year and the reality of what happened to sibling this year.

Dr. Lescault stated a lot of time was spent speaking with individual parents so it will not be a surprise to any of these parents. One parent has contacted Mrs. Guglielmi as well who is not on this list. Most don't like it but are accepting the reality. It's something that is done every year. Students are those that are on the border and can go either way and are in a position where they have no siblings.

Chair Umbriano asked if someone moves into Hope and enters first grade bringing the class size up would student be sent to North Scituate.

Dr. Lescault replied probably not.

Mrs. Guglielmi moved, seconded by Mr. LaPlante to accept the redistricting requests as submitted by Dr. Lescault. The committee unanimously approved the motion.

Mrs. Archambault asked this first grade student has a sibling entering Kindergarten.

Chair Umbriano stated this was a student who was redistricted last year.

Mrs. Archambault stated this child's home school is actually Clayville.

Mr. LaPlante stated both of these students should go to Hope based on districting but requested to go to Clayville. Last year, parents requested student attend Clayville and were denied. This year it is a double request and there was denial for youngest sibling to attend Clayville because class size is at max. The recommendation for the older sibling was denial based on last year's denial.

Mrs. Archambault stated if everything is taken away from the overcrowding, where this child should have gone to school.

Mr. LaPlante replied Hope.

Mrs. Archambault confirmed this child's home district was always Hope.

Mr. LaPlante replied yes.

2. Recommendation: Approve the request according to RIDE regulations and established school department guidelines.
3. Recommendation: Approve the requests according to RIDE regulations and established school department guidelines.

Mrs. Archambault moved, seconded by Mr. LaPlante to approve both requests according to RIDE regulations and established school department guidelines. The committee unanimously approved the motion.

## **70-10**

### **REPORT OF COMMITTEE LIAISONS**

#### **BUDGET**

Mrs. Archambault stated the town requested some adjustments.

Dr. Lescault stated he and Chair Umbriano met with Mr. Budway and Mr. Przybyla and nothing has changed at this point.

#### **CURRICULUM**

Mrs. Guglielmi stated nothing to report.

#### **FOOD SERVICES AND HEALTH/WELNNES**

Chair Umbriano stated the next meeting is scheduled for August 4.

#### **NEGOTIATIONS**

Chair Umbriano stated nothing to report.



POLICY	Mrs. Guglielmi stated nothing to report.
RIASC	Mrs. Archambault stated all school committee members are now mandated by RIASC to participate in six (6) hours of professional development annually.
SAFETY AND TRANSPORTATION	Chair Umbriano stated the next meeting is scheduled for August 17.
SCITUATE ADVOCATES FOR EVERYONE (SAFE)	Chair Umbriano stated nothing to report.
BUILDING COMMITTEE	Mrs. Guglielmi stated Dr. Lescault will report in the Superintendent's Report.
STRATEGIC PLANNING	Mrs. Guglielmi stated nothing to report.
<b><u>UNFINISHED BUSINESS</u></b>	<b>70-11</b>  There is no unfinished business for the month of August.  <b>70-12</b> <b><u>ASSISTANT SUPERINTENDENT'S REPORT</u></b>
<b>RIDE EDUCATOR EVALUATION SYSTEM</b>	The Rhode Island Department of Education gave all superintendents and assistant superintendents correspondence in the last week pertaining to an educator evaluation system. They gave districts the option of creating their own evaluation system or using RIDE's system. RIDE has given districts until December 21 to create their own system. RIDE must approve that system by 1/31/2011. This, of course, does not leave much time for districts to collaborate with all the stakeholders on a new teacher evaluation system. Dr. Filippelli has checked with South Kingstown, Johnston, Smithfield, and Lincoln and they are all going to wait for RIDE to create a system instead of trying to create their own. The other issue is that any district that signed on to Race to the Top is expected to fall in line with the RIDE educator evaluation system. Given the short time frame to create own system, the 30 page approval rubric from RIDE, and the short approval time frame (one month), it is evident that RIDE is looking for all districts to fall in line with their educator evaluation system.
<b>VERIZON THINKFINITY GRANT</b>	Dr. Filippelli attended the Thinkfinity grant celebration at East Providence Career and Tech Center on July 14. Officers from Verizon, as well as officers from the Rhode Island Department of Education (including Carolyn Dias, Chief Officer for Education Efficiencies), were there to offer congratulations to the districts. As noted before, Scituate was only one of five districts to have won the award. Ms. Dias made it a point to highlight Scituate as one of the recipients.  Dr. Filippelli stated it may change with Race to the Top (RTTT).  Mrs. Guglielmi asked status of RTTT.  Dr. Filippelli stated results should be known within next few weeks.

**OCTOBER  
PROFESSIONAL  
DEVELOPMENT DAY  
PLANS**

Elementary Schools: The plan at the elementary schools is to have representatives from RIDE come in to professionally develop teachers on The Common Core Standards for Mathematics. There are three goals Dr. Filippelli would like to accomplish with this professional development.

- Have the facilitator give the teachers a sound grounding in the New Common Core standards.
- Begin to explain the process of aligning the current GLE's to Common Core standards.
- Begin to create a pacing guide on how to attach our current math curriculum (investigations) to the Common Core standards.

Middle/High Schools: Middle and high school teachers will be participating in the same professional development for the first part of the day in October. A specialist from NEASC is coming in to do work with the staff on creating school-wide rubrics for subject areas in grades 6-12. The second part of the day at the middle school will be spent on teachers working with the advisory program and making any necessary changes as well as planning for more advisory sessions. The high school will be utilizing the second part of the day to complete a self-study on common assessment with the entire staff. This is one of the requirements of both the Commissioners Review Committee as well as NEASC.

**YEAR END  
BULLYING REPORT**

Dr. Filippelli was able to collate the bullying information from David Sweet and the elementary principals for the entire year. There are some increases in percentages for some of the bullying classifications. Previously with the SASI information system, Scituate did not have the accurate coding to reach all the bullying classifications. By using PowerSchool, Scituate is now able to classify most of the bullying behavior at the middle/high schools.

The results are as follows for grades 6-12:

- Assaults were down by 55%
- Batters were up by 50%
- Threats were down by 49%
- Harassments were down by 39.4%
- Stalks remained the same at 0%
- Menaces were up by 3% (this is due to new data reporting and coding system)
- Intimidations were up by 5% (this is due to new data reporting and coding system)
- Extorts were stagnant at 0%
- Taunts (Written and Oral) were up by 11% (due to new data reporting and coding system)
- Shunning was stagnant at 0%
- Rumor spreading was up at 4% (this is due to new data reporting and coding system)
- "Other" category was up at 4% (this is due to new data reporting and coding system)

At the elementary level, there was a 2% increase in bullying overall in grades K-5. All other data points showed no significant increases.

Mrs. Archambault asked if there was a definition for each term.

Dr. Filippelli replied PowerSchool is much more detailed.

Chair Umbriano stated most true results won't be known until next year (after new system is

in place).

Dr. Filippelli stated it will be clear at mid-year point (January) if better tracking affects results.

Chair Umbriano asked if a more detailed report can be obtained for SAFE.

Dr. Filippelli asked Principal Zajac to provide additional information.

Mr. Zajac stated Mr. Sweet is the best person to answer that question but in some cases, one incident may require two or three entries (such as verbal and physical assault) currently.

Chair Umbriano will follow up with Mr. Sweet upon his return.

Dr. Filippelli stated PowerSchool is able to breakout bar graphs, pie charts, etc. Dr. Filippelli will follow-up with Mr. DiLuglio, Technology Director, as well.

Mrs. Archambault stated the reporting of one incident under two or more categories feeds the bullying reporting.

Mr. Zajac stated it is important everyone entering data is consistent due to the multiple choices available. A threat can be both verbal and physical. The coding is key and the consistency needs to remain with new system.

Mr. LaPlante agreed a student may intimidate and then batter.

Mrs. Archambault suggested reporting the more severe incident.

Mr. LaPlante stated the interest is the climate (of the school).

Mr. Zajac stated the comfort level of the student coming forward to file a report is also important. This is something which will be reviewed this school year. It also important to see if a pattern develops over the next three years.

Mr. LaPlante asked what the response is for an incident such as intimidation and rumors, etc.

Mr. Zajac stated each situation is different; administrators are looking for a pattern and whether it is a habitual offender. What caused the problem, what was the action, what was the intent, etc.

Mr. LaPlante stated so there is a small investigation that takes place.

Chair Umbriano stated Mr. Zajac is very good at looking into each issue. He questions other students (witnesses) and questions students involved separately and thoroughly.

Regarding evaluation system, Mrs. Archambault asked why it was voted down.

Dr. Filippelli believes that was during his first year as assistant principal (approximately eight years ago) and he wasn't involved at the ground level.

Mrs. Archambault also asked if the union signed on for RTTP.

Ruth Trainor, STA President, replied no.

Mrs. Archambault stated that may be part of the issue. As we're uncertain what RIDE is doing, because RIDE made the process so labor-intensive that maybe the union has best interest in resurrecting that evaluation program.

Regarding conversation with RIDE, Dr. Filippelli stated RIDE believes it will change after August 24<sup>th</sup> and after teachers and administrators have attended upcoming meetings to hear

what it is all about it. At a superintendent's meeting in March, Dr. Filippelli stated RIDE discussed evaluating every single educator five times per year as well as 51% and 49% student achievement levels which would affect evaluation generated a lot of buzz. There was to be a follow-up document after the meeting, but it was never submitted.

Dr. Lescault stated there was a follow-up meeting after that as well so it was very reassuring.

Dr. Filippelli stated it was made so that teachers would not need to be overly concerned with evaluations. It will have to be vetted with the AFT and NEA in this state. There will need to be a union voice in some piece of this but Dr. Filippelli will find out more on August 24 and report back to committee.

Mrs. Guglielmi asked if the report Dr. Stringfellow submitted was being used at all.

Dr. Filippelli replied no. A lot of models are coming out of DC where Commissioner Gist was previously and there has been some legitimate upheaval in the evaluation system. It is unknown what the process will look like. December 21<sup>st</sup> seems like a long time away but once school year starts, December will be right around the corner. If Scituate were to create own system, Dr. Filippelli will be adhering to a 30-page rubric to create an educator evaluation standard to come up to RIDE's standards.

Dr. Lescault stated it's almost like being set up for failure; it'll be changed anyway.

Mrs. Archambault never fully understood why it did not succeed.

Maureen Kennedy, math teacher at Scituate middle school, stated it is a very labor intensive process.

Ms. Trainor stated by signing on to RTTP, you abdicate your right to a local evaluating system regardless, which was one of the reasons the union was unable to sign on.

Mrs. Guglielmi asked why the union was unable to sign on to RTTP.

Ms. Trainor replied there were several reasons, one of which was having to prescribe to a non-RIDE evaluating system and the union did not feel it could legitimately do so without seeing one of our own. The union felt it should be signing a complete document.

Mrs. Archambault stated at the same time, the work is already being done on the evaluation and the union did not sign on to that either.

Ms. Trainor could not speak to that as Ms. Trainor was not involved in this process at that time; however a lot of work did go into the process.

Mrs. Archambault stated it seemed to be working and there were milestones along the way.

Ms. Kennedy stated the rubric was at least twelve pages.

Ms. Trainor stated the evaluation system currently being used is not good and not thorough and does not push for better professional development of Scituate teachers. It was known that a better tool is needed. Ms. Trainor believes the union could have worked very well with administration but it doesn't seem to be the way things are going right now. Ms. Trainor and RIDE worked on some parts together on different occasions but it's different than what RIDE is presenting and it's almost impossible to pass that one on. Ms. Trainor added even if the RTTP document had been signed and even if the union had the pervue to create the document, Ms. Trainor is not so sure it'd be creating a situation in which they can successful do this. Ms. Trainor said the union will need to sit back and see what develops.

Chair Umbriano added the school committee and union do work well together.

Ms. Trainor stated the concern is not at the district level but at the state level.

Mrs. Archambault asked Ms. Trainor if part of a district such as Coventry which has an existing evaluation system and had made decision to participate in RTTT, would you be required to submit document.

Dr. Filippelli stated the teachers in Coventry requested the document be submitted to RIDE with any tweaks necessary because Coventry had done so much work on this; Coventry didn't want the state to come in and make changes. Coventry started and is trying to submit document in September well before the December deadline. This is something on which Coventry has been working since the early 90's so this is a well-oiled machine for them but the union hasn't signed on.

Mr. LaPlante stated the critical piece is that they haven't signed on. Mr. LaPlante asked how they address the manpower for the work associated with this.

Ms. Trainor is uncertain, in a district this small that Scituate will have the personnel to do what is needed for this.

**MONTHLY  
ACTIVITIES**

As schools are closed during July and August, activities, in addition to the normal day to day ones, are very limited. Therefore, they are not included in the Superintendent's Report or Assistant Superintendent's Report. The lists will resume after the schools reopen.

**70-13  
SUPERINTENDENT'S REPORT**

**ADMINISTRATOR  
GOALS AND  
ACCOMPLISHMENTS**

(Committee members received a three-part packet for each administrator containing an assessment of goals for 2009-2010, a list of accomplishments for 2009-2010 and new goals for 2010-2011.) Per school committee request, Dr. Lescault has also completed an "Administrator Performance Evaluation" of each administrator. Dr. Lescault will be meeting with each of them to review the evaluation, to reflect on what has been accomplished during the past year and to discuss vision of what Scituate School Department hopes to achieve during the next year. As agreed, Dr. Lescault will review the evaluations with Chair Umbriano. Dr. Lescault continues to be impressed with Scituate's outstanding administrative team. The accomplishments are visible evidence that ordinary people working together can produce extraordinary results.

**DISPOSITION OF  
SURPLUS**

A question about the involvement of the school committee in the disposition of school property was raised at the July meeting. A review of the policy (committee members received copies) indicates school committee action is not necessary. Procedures to implement the policy were developed over time that added that component. If the committee is comfortable with Dr. Lescault approving the disposition of surplus materials per the policy, Dr. Lescault can eliminate the committee's involvement. There will still be a significant paper trail and records documenting the removal of any item from the fixed assets inventory.

Mr. LaPlante stated one concern with disposition of property was if there was ever a case if an item was received by an employee.

Dr. Lescault stated the first option in the disposition process is to sell item if possible such as the case of the tractor (monies received return to that department). The second would be to recycle the item to another department/school within district which may have use for the item. The third would be simply to destroy/dispose of the item completely.

Mr. LaPlante asked Dr. Lescault to provide a simple list of items which are disposed of in the Superintendent's monthly report to provide some oversight to the process.

Dr. Lescault stated the items being discussed would not be a school vehicle rather old textbooks, etc.

**SCHOOL VISITS**

Assuming the committee would like to continue to hold one meeting at each school every year, Dr. Lescault proposes the committee meet at Clayville School in September, the Middle/High School in October, Hope School in November and North Scituate School in December. The October meeting is scheduled at the home school of the Teacher of the Year for the presentation ceremony. The dates of the other meetings are flexible and can be rearranged however the committee wishes.

**SALARY PROFILES**

Dr. Lescault stated the salary Profiles were completed and mailed on July 30. (Committee members received a redacted sample.)

**VACCINATION CLINICS**

School based vaccination clinics are optional this year. However, Dr. Lescault has volunteered each of the schools to host a clinic for students and staff. The clinics will be provided by the Wellness Company, through the RI Department of Health. Each school will receive a small stipend (\$150) to help offset any additional costs the school incurs as a result of the clinics. However, Dr. Lescault thinks offering the clinics demonstrates to the community the priority the school department places on the health of students and staff.

Mrs. Archambault asked if the \$150 stipend would be coming from the school budget.

Dr. Lescault stated the stipend (up to \$150) is money received should janitorial services or such be required at clinics.

**AVERAGE SALARY INCREASES**

Teachers have agreed to a salary freeze for 2010-2011, however the contract calls for salary increases based on the average percentage increase of teachers statewide as of August 15<sup>th</sup>. Therefore, for preliminary 2011-2012 salary budget planning purposes, the average percentage increase for steps 1-10 was computed (committee members received copies). That document is not finalized and is subject to change. At this point, it should be noted the average increase teachers would have received, without the salary freeze, is 1.19%.

Chair Umbriano asked if districts are taking a pay cut up to the 15<sup>th</sup>.

Mrs. Archambault asked how the components of compensation (such as step increases, Medicare contributions, etc.) are determined.

Dr. Lescault replied Medicare is established by the government at 1.45%; the pension cost is

set by the state and is something over which the school department has no control.

Mrs. Archambault asked if that can adjust yearly.

Dr. Lescault replied yes. Currently, Scituate's contribution is about 11%. This (documents) is just the basics. Dr. Lescault reviewed each district to determine cost for Master's Degree, Doctorate, etc. There will be some increase on that but not necessarily 1.19%; it can be less and it can be more.

Mrs. Archambault asked if that is same for longevity.

Dr. Lescault stated step increases are part of the 1.19% and represents average of all the steps 1-10. Each district in state is reviewed and step increase is computed based on average of each step and then average of those increases is computed.

#### **BUILDING PROJECT**

The middle/high school building project remains a daily struggle. Progress is being made, albeit slowly. Fortunately, the remaining work and punch list will not impede school opening or student access to the new facilities.

Chair Umbriano asked if the regular drop off schedule will be available for the start of school.

Dr. Lescault replied yes. Dr. Lescault stated there are some difficulties between the contractor and who is monitoring the progress. For instance, the building committee believes there is approximately 1,000 extra yards of clean fill which needs to be brought in for the playing area. It's a struggle on a daily basis.

Mr. LaPlante asked if litigation is still pending.

Dr. Lescault replied yes.

#### **FOOD SERVICE PROGRAM**

Chair Umbriano and Dr. Lescault will be meeting with Aramark on August 4 to receive an update on the results of the food service program for last year and to discuss plans for next year.

#### **BUS OWNERS**

Chair Umbriano, Drs. Myers and Lescault have not yet met with the bus owners to discuss a one-year extension of the current agreement with them. The group is waiting for promised information from RIDE regarding the state transportation system. The group agrees with the bus owners that information is needed before a successor agreement can be discussed.

**GRIEF COUNSELING**

Dr. Lescault stated a crisis response team was brought together at 8:30 a.m. on August 2 to discuss what may be needed for grief counseling following the death of a recent Scituate high school graduate. Letters were sent to teachers, staff, and students to inform them of available services.

**MONTHLY  
ACTIVITIES**

As schools are closed during July and August, activities, in addition to the normal day to day ones, are very limited. Therefore, they are not included in the Superintendent's Report or Assistant Superintendent's Report. The lists will resume after the schools reopen.

Mrs. Archambault stated one observation was that many of the items identified under the term 'goals' were items which would typically fall under the superintendent's job description. Mrs. Archambault stated when reviewing yearly goals with own manager, items identified as goals are new initiatives rather than maintenance issues.

Mrs. Archambault asked if it were possible to receive a report of the professional development activities the administrators listed in their reports so that they can get credit for participating. When the pay freeze is finally lifted, items such as this are things which will help the negotiating committee identify areas to warrant salary increases.

Chair Umbriano added the school committee should also include what activities members participate in or professional development events attended.

Mrs. Archambault stated the committee presents list of activities each month in the liaison reports.

Mr. LaPlante asked if there could be some uniformity in the submission of reports. Dr. Lescault's report includes status of each goal such as in progress, completed, etc. Perhaps the same can be carried through to the other reports as well.

Dr. Lescault asked Mrs. Archambault for clarification on what should be listed under goals.

Mrs. Archambault stated one example was 'working with and mentoring new assistant superintendent during transition.' Mrs. Archambault would include that as part of superintendent's job description versus a goal. A goal should be a new initiative such as developing a new wellness committee, etc. It should be above and beyond typical job duties; these are items which should be completed during the year. Mrs. Archambault stated another example is 'work with northwest region administrator and choose, with RIDE, special education review.' Mrs. Archambault asked if that is not something which is part of job.

Dr. Lescault stated it was unique to that year as it was something which was coming up so it was a concentration with a focus on reaccreditation process and making sure it is a successful product.

Chair Umbriano stated all of the items are like that (referring to all administrators).

Mr. LaPlante stated many books have been written about goals and setting goals, etc. which is another conversation. Procedurally, the committee can offer Dr. Lescault feedback as to whether the committee deems items are appropriate.

Mrs. Archambault expressed apologies for not having time to thoroughly review reports due to travel and work schedule. Mrs. Archambault will review documents and would like to continue conversation at next month's meeting.

Mr. LaPlante asked committee members to provide feedback and goals. With respect to the

downstream administrators, does the committee wish to communicate to Dr. Lescault what the committee would like to see and he then can communicate to his staff. Does the committee want to review the goals of the other administrators?

Mrs. Archambault stated the position that has been taken is that the school committee works with Dr. Lescault; however it is Dr. Lescault who works with the other administrators.

Mr. LaPlante stated it also is perfectly acceptable for the school committee to identify expectations to Dr. Lescault.

Mrs. Archambault stated it is not a bad suggestion to work on that. There is no issue with what has been submitted. Mrs. Archambault stated there just doesn't seem to be many goals rather a lot of objectives.

Chair Umbriano stated perhaps it should read as accomplishments versus goals.

Mrs. Archambault stated it is nice to see a full list of accomplishments; this list is impressive.

Mr. LaPlante asked that the committee return to the table with some structure to communicate to Dr. Lescault and other administrators.

Dr. Lescault asked if the committee would like it as an additional report item.

Mr. LaPlante replied yes.

## **PUBLIC COMMENTS**

### **70-14**

#### **George Kuzmowycz Esek Hopkins Road**

Mr. Kuzmowycz asked if litigation is required to resolve issues regarding the building project, who will be representing the school district and how does this affect the building project budget.

Mr. LaPlante stated Jerry Visconte is representing the town at this time and the building committee is paying the fees (not the school department).

Mr. Kuzmowycz asked if those funds are part of the building project fund and if the committee expects to remain within budget.

Dr. Lescault replies yes funds are part of the building project contingency fund and the committee still expects to be on budget.

Regarding the second reading of the AAI policy, Mr. Kuzmowycz stated there is a lot referring to behaviors and consequences and was delighted to see clear and transparent-like ethical behavior and sportsmanship. It is a very good thing to see and believes this should be used as a model for other policies.

Chair Umbriano thanked Mrs. McCormick for her hard work and effort on putting this together. Mr. Sweet also assisted in this process and put in a lot of time and effort.

#### **Erica McCormick Trim Town Road**

Ms. McCormick took 16 students to a four day leadership conference at Bryant University where students learn the dangers of drug and alcohol abuse. Mrs. McCormick stated one of the goals these students are pushing for is for a breathalyzer test at school events.

Chair Umbriano stated some other schools also have been doing breathalyzer tests.

Mrs. McCormick received 60 applications this year; however can only accept 35.

Chair Umbriano stated if students aren't able to get into SADD, there is a new Spartan Leadership Academy. Regarding the breathalyzer tests, Chair Umbriano stated student s would be required to sign a paper prior to entering a school event which indicates students may be required to take a random breathalyzer test. Parents and/or students who do not wish to comply with policy can choose not to attend.

**NEW BUSINESS**

**70-15**

**1. SECOND READING – AAI ATHLETIC HANDBOOK AND CODE OF CONDUCT**

The AAI Athletic Handbook and Code of Conduct policy is scheduled for a second reading and adoption. (Committee members received copies of policy).

Recommendation: Approve the second reading and adopt the AAI Athletic Handbook and Code of Conduct Policy.

Mr. LaPlante asked plan for communicating plan to students. Mr. LaPlante stated concern about getting this handbook to students as early as possible rather than during the academic school year (such as for winter sports) as there could be severe consequences.

Mr. LaPlante moved, seconded by Dr. Klimaj, to approve the second reading and adopt the AAI Athletic Handbook and Code of Conduct Policy. The committee unanimously approved the motion.

Kevin Ryan stated the handbook will also be handed out by coaches at pre-season practices and if possible, will be made available online as well. A code of conduct meeting will be held on September 20and will be mandatory for all athletes and parents.

Mrs. McCormick stated a parent must also attend for student to participate in sport.

Mr. LaPlante stated not every student has parents who support sport involvement. How will that be handled?

Mrs. McCormick stated the first year there was 100% parent participation. If a parent is not able to attend, a videotape of the orientation is made available for parents to view at their convenience. There are many opportunities to complete requirements although that hasn't been an issue as of yet.

Mrs. McCormick stated last year there was one case where an aunt or uncle stepped in for the parent which also is acceptable. If the parent does not comply with policy, the student can still practice with team but cannot play in a game.

Mr. LaPlante stated that was also disconcerting; the core of this process is the parents.

Ms. Kennedy stated the orientation last year made it clear to parents that they cannot allow child(ren) to drink in their homes or turn a blind eye. If this policy helps 85% of the students, it helps.

**70-16**  
**COMMITTEE REMARKS**

MRS. GUGLIELMI Mrs. Guglielmi stated nothing to report

CHAIR UMBRIANO Chair Umbriano stated nothing to report.

MRS. ARCHAMBAULT Mrs. Archambault asked if a summary salary profile which represents all school department employees could be provided to the committee.

Dr. Lescault will speak to Mr. DiLuglio to provide to committee.

Mrs. Archambault also asked if a copy of the Uniform COA could be provided via email or online to view (rather than waste so much paper). Mrs. Archambault also asked if Dr. Lescault could provide a brief session or overview of terms/categories of UCOA at some prior to next month's school committee meeting.

Dr. Lescault stated the UCOA can't be sent via email or made available online due to passwords and means of access. Dr. Lescault will schedule time preceding the September school committee meeting to review UCOA with Mrs. Archambault. Due to size and limited scanning capabilities in department, scanning will not be possible.

Dr. Lescault stated a copy can be made available for review each day and a full copy can be made available quarterly if that is easier as well.

Mr. LaPlante suggested providing an overview of UCOA in the Budget Liaison monthly report.

BRIAN LAPLANTE Mr. LaPlante stated nothing to report.

SCOTT KILMAJ Dr. Klimaj stated nothing to report.

**DISCUSSION OF**  
**FUTURE BUSINESS**

**70-17**  
September 1 Freshman Orientation  
September 2 First Day of School  
September 7 School Committee Meeting at Clayville School  
September 20 Co-Signing Assembly  
October 5 School Committee Meeting at Middle School/High School  
November 3 School Committee Meeting at Hope School  
December 7 School Committee Meeting at North Scituate School

**ADJOURNMENT**

**70-18**  
Mr. LaPlante moved, seconded by Dr. Klimaj to adjourn meeting at 8:50. The Committee unanimously approved the motion.

Respectfully submitted,

Mrs. Guglielmi, Clerk

