

**SCITUATE SCHOOL COMMITTEE REGULAR MEETING
TUESDAY, NOVEMBER 9, 2010
HOPE SCHOOL**

CALL TO ORDER

73-1

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

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

**TOUR OF HOPE
SCHOOL**

73-2

Principal Mowry and Steve Gormley, Director of Buildings and Grounds provided a tour of the Hope School which included an overview of recent improvements as well as deficiencies which should be addressed during the next budget cycle.

**PLEDGE OF
ALLEGIANCE**

73-3

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

**APPROVAL OF
MINUTES**

73-4

Mrs. Guglielmi moved, seconded by Mrs. Archambault, to approve the minutes of the Regular School Committee Meeting of October 5, 2010. The committee unanimously approved the motion.

**CAPITAL RESERVE
FUND**

73-5

Mrs. Guglielmi moved, seconded by Mrs. Archambault, to approve the Capital Reserve Funds for the month of November in the amount of \$9,155.85. The Committee unanimously agreed.

Mrs. Guglielmi moved, seconded by Mrs. Archambault, to approve the Capital Reserve – Middle School/High School for the month of November in the amount of \$4,862.00. The Committee unanimously agreed.

Mrs. Guglielmi moved, seconded by Mrs. Archambault, to approve the Capital Reserve – Building Committee for the month of November in the amount of \$45,000.00. The Committee unanimously agreed.

NEW BUDGET BILLS

73-6

Mrs. Guglielmi moved, seconded by Mrs. Archambault, to approve the New Budget Bills for the month of November in the amount of \$506,011.56. The Committee unanimously approved the motion.

GRANT BILLS

73-7

Mrs. Guglielmi moved, seconded by Mrs. Archambault, to approve the Grant Bills for the month of November in the amount of \$262,562.18. The Committee unanimously approved the motion.

CORRESPONDENCE

73-8

1. A letter to the school committee from N. Rae Browne, requesting that she be granted permission to use the 10 days of short-term sick leave in addition to the 120 long-term sick days allowed by contract because of the seriousness of her illness.

1. Recommendation: Approve the request.

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

73-9

REPORT OF COMMITTEE LIAISONS

BUDGET	Mr. LaPlante stated that Dr. Lescault would cover this topic in his report. Mrs. Archambault asked if Dr. Lescault could give the committee any budget information he has so they could better prepare for their December budget meeting. Dr. Lescault referred Mrs. Archambault to audit report. Dr. Lescault will address this further in his report.
CURRICULUM	Mrs. Guglielmi stated nothing to report.
FOOD SERVICES AND HEALTH/WELNNESS	Chair Umbriano stated the health and wellness committee had a meeting to go over their calendars and ideas for the year. She will have more to report next month. Mr. LaPlante stated that the Aramark numbers look good so far this year.
NEGOTIATIONS	Chair Umbriano stated nothing to report.
POLICY	Mrs. Guglielmi stated nothing to report.
RIASC	Mrs. Archambault stated that there will be a six hour training session for school committee members next Saturday at the Radisson.
SAFETY AND TRANSPORTATION	Chair Umbriano stated nothing to report. She stated that the bus owner contract was signed at the last meeting and there have been no meetings since that time.
SCITUATE ADVOCATES FOR EVERYONE (SAFE)	Chair Umbriano stated the committee's application for funds has been approved although they have not received any of the \$42,000 yet.
BUILDING COMMITTEE	Mrs. Guglielmi stated the dedication of the addition and renovations to the middle and high school will be held on November 22 at 3:00 PM. She stated that invitations went out today and the event is open to the public.
STRATEGIC PLANNING	Mrs. Guglielmi stated nothing to report.
<u>UNFINISHED BUSINESS</u>	73-10 There is no unfinished business for the month of November.

73-11

ASSISTANT SUPERINTENDENT'S REPORT

RACE TO THE TOP

The Race to The Top (RTTT) scope of work was given to all of the districts last month pre-populated with data pertinent to the district. It is the expectation of RIDE that Scituate will follow the strict guidelines of the RTTT document because as a district Scituate has signed on to receive RTTT monies from the federal government. The five major areas of education that RTTT will focus on in Rhode Island are: Standards and Curriculum, Instructional Improvement, Educator Effectiveness, Human Capital Development, and School Transformation and Innovation (this does not apply to Scituate based on current ratings on school testing).

RIDE has given districts a relatively short amount of time to complete their 60 page scope of work documents for the Race to The Top (RTTT) application. Scituate's Scope of Work document was submitted to RIDE for approval on October 22nd. Ride then provided feedback on 10/29 about some changes to the scope of work.

Districts were asked to list "adaptive challenges" on the scope of work. RIDE wanted to know these adaptive challenges from each district so they can better be prepared to roll out the work. One of the major concerns that Dr. Filippelli has with RTTT for Scituate at this point is a loss of instructional time for the students. RIDE has indicated that they want districts to send a team of teachers and administrators to the training sessions that they are going to be holding over the next three years. While we don't know what the training schedule will be for each of

the areas under RTTT, it will amount to a substantial amount of time for teachers to be out of their classrooms throughout the rest of this year. What Dr. Filippelli fears is that a lack of instructional time for the students may amount to a loss of achievement in their grades and possibly lower scores on state testing.

Another major concern Dr. Filippelli has with the RTTT application process is funding. The formula RIDE used to calculate RTTT dollars for Scituate was based on the federal Title I formula. In total, Scituate is going to receive \$60,000 in funding for RTTT initiatives. This is not \$60,000 per year, but rather \$60,000 in total for the five RTTT initiatives spread out over four years thereby amounting to approximately \$15,000 per year. Dr. Filippelli is concerned that the work of RTTT being so massive that Scituate will not have enough RTTT money to follow through on the work that RIDE will be demanding and will have to find local funds to plug the gap once the \$60,000 allotment is expended. Given the current fiscal times facing the town, Dr. Filippelli has concerns that the RTTT monies will not be enough for the long haul of work.

There is also a very large data component to RTTT. Therefore, more reliance will be put on Mark DiLuglio as the data manager for the district. RIDE is trying to streamline data access by creating a "data dashboard" which will be populated with the information Mr. DiLuglio and other tech directors around the state will be uploading to RIDE servers. Mr. DiLuglio does this now to a great extent, but with RTTT, this is going to increase dramatically.

On a positive note, RIDE has been holding numerous webinars that Drs. Lescault and Filippelli have been attending to garner as much information as they can about planning the RTTT for the district. Given that their office has only two full time administrators, the work of RTTT is immense in addition to the other district curricular initiatives Dr. Filippelli has been working on. On the plus side, many of the curricular changes happening with RTTT are very similar to those that Dr. Filippelli planned out this year in Math and Science. Unfortunately, RTTT monies cannot be used to offset the costs of the initiatives Dr. Filippelli already has going on in the district. RIDE has made this abundantly clear to all central office administrators. Finally, even though the \$60,000 is a small amount, it is better to receive that money to do the work than not receive the money and have to do the same RIDE initiatives anyway.

Dr. Filippelli has begun to assemble our district teams. Dr. Filippelli has been in constant contact with RIDE and administrators regarding the scope of work, and Scituate will put its best effort forth in trying to accomplish the work that RIDE is asking all of the districts to complete. A copy of the 60-page scope of work from Scituate is available for review in the School Department Office.

A discussion followed about the effects RTTT will have on Scituate, including the local budget when the federal funds are exhausted.

**GOVERNMENT
ACCOUNTABILITY
OFFICE TITLE I VISIT**

RIDE informed Dr. Filippelli that a programmatic auditor from the federal Government Accountability Office was coming in to look at the Title I program as part of a state audit. They wanted to look at a small rural district. With the help of Ms. Geary and Ms. Carnevale, all the documents needed for the audit were gathered. The audit took place on October 26th. The audit went extremely well and there were no issues noted. The officials from GAO indicated that they respond with their findings. Less than 1 hour, no issues.

**MATH CURRICULUM
ARTICULATION AND
PLANNING**

Dr. Filippelli has been in contact with the Dunn Institute on arranging professional development, a gap analysis, and curriculum articulation in math. Dr. Filippelli is proposing a pilot program in grades 3-5 at each of the elementary schools. Professional developers will come in and create a "data wall" which will review current NECAP data and indicate to teachers which of the GLEs are being met and which ones are not, thereby indicating where the gaps are in instruction. As part of this curriculum planning, the teachers will be reviewing and assessing a progress monitoring program in math for the students similar to the ones used to progress monitor students in reading. Dr. Filippelli has asked Jan Mowry to help out with this and be the point person who will maintain contact and planning with the Dunn Institute.

**SCIENCE
CURRICULUM
ARTICULATION AND
PLANNING**

The second major curriculum target for this year is continuing our work in science articulation and planning. This year, the focus will continue on the elementary grades with EBEC trainers coming in and modeling in the teacher's classrooms. Additionally, Dr. Filippelli will be providing some supplementary science literacy materials to the schools to augment what is being taught with the KITES kits. There will also be more articulation between the middle school and high school. This articulation will be based on the work that was done last year in grades K-8.

**OCTOBER 8TH
PROFESSIONAL
DEVELOPMENT**

The October 8th professional development day was a success. The writing articulation committee did an outstanding job of running the PD for half of the day. Numerous hours of planning and preparation went into their program and it showed. The feedback forms Dr. Filippelli received from the teachers were incredibly positive. The work of the committee focused on K-12 writing articulation throughout the district. While the elementary members of the articulation committee trained their professional peers, the middle and high school teachers were doing the same at that complex. The teacher-training model worked very well on this day. The other half of the PD day consisted of a trainer coming into Scituate Middle/High School to talk about common assessments and help prepare for the NEASC visit in 2012. At the elementary school, grade level meetings took place to put into practice what was learned in the morning session on writing articulation. Additionally, there was a session on autism run by Scituate's own Michele Hamill. In the feedback forms from that session, there was a large call for Ms. Hamill to do more professional development work around autism in the district. It is important to note that Ms. Hamill is quickly becoming one of the experts around the state on the topic of autism.

**RIDE COMMITTEE ON
BULLYING,
CYBERBULLYING,
AND LESBIAN, GAY,
TRANSGENDER
AWARENESS**

On October 22nd, Dr. Filippelli received an email directly from Commissioner Gist to serve on a RIDE panel dealing with bullying, cyberbullying, and lesbian, gay and transgender awareness. The first meeting was on November 8th. The Commissioner invited Dr. Filippelli as a result of the training he does around the state as one of the experts in Cyberbullying. Dr. Filippelli was excited to represent Scituate on this committee and make some quality recommendations on the panel. This panel was broadcast live on Channel 10 with Mario Hilario and Patrice Wood moderating the event.

**PUBLICATION IN
"THE CLEARING
HOUSE"**

Dr. Filippelli is happy to report that he has been published in a scholarly journal with two of his peers from Johnson & Wales. (Committee members received copies of the article.). The journal is *The Clearing House: A Journal of Educational Strategies, Issues, and Ideas for Middle & High School Teachers*. This is a peer-reviewed journal that publishes material of interest to middle level and high school teachers and administrators, as well as post-secondary education faculty members and their students. The journal contains articles reporting on useful practices, research findings, and experiments, as well as a limited number of first-person accounts and opinion pieces on controversial issues.

**MONTHLY
ACTIVITIES**

Committee members received a list of the activities Dr. Filippelli has been involved in during the month of October.

Mrs. Archambault added that Dr. Filippelli was also a keynote speaker at Johnson and Wales.

**73-12
SUPERINTENDENT'S REPORT**

AUDIT REPORT

(Committee members received copies of the audit report for fiscal year 2010, covering the period from April 1, 2009 through March 30, 2010.) As a result of cost savings and other efficiencies, expenditures were approximately \$1,300,000 less than budgeted. Unfortunately, the state reduced aid to education during the period by about \$800,000. The entire reduction for FY'09 was implemented in the months of April, May and June 2009, the first three

months of the FY'10 budget year. As these cuts also reduced the base of Scituate's state aid for the remaining 9 months of our FY'2010, the impact was particularly significant for the district and is reflected in the \$765,000 reduction in the districts accumulated fund balance. Unfortunately, the revenue projection was not apparent or easily predicted given the changes the state implemented mid stream in aid distribution. The aid projections received suggested a largely revenue neutral situation, with the loss of state aid offset by ARRA funds and other grant funds. These funds are paid on a reimbursement basis and in some cases cannot supplant local funding. Reimbursements, therefore, were not received in the same months aid would have been received and in some cases had to be used for supplemental programs, rather than existing ones. The overall reduction could have been partially offset and mitigated had the committee not decided to set aside \$450,000 from the FY'10 budget to create a capital reserve account for FY'11. That, however, would have required the district to defer major building repairs and upgrades. So in summary, while the district's financial position was reduced during the past year, it remains healthy, particularly when viewed in the context of the current financial environment. Scituate continues to enjoy a substantial fund balance and Dr. Lescault's hope is that during the current fiscal year Scituate will be able to replenish a large portion of the \$1,152,000 of fund balance designated as revenue in the current FY'2011 budget.

A discussion followed in which Dr. Lescault explained to the committee and the audience how to interpret the audit report.

Mrs. Archambault asked if budget meeting were scheduled with the school yet. Dr. Lescault said they could be scheduled if the committee wanted. Chair. Umbriano stated that she found the meetings last year helpful. She said they gave her an idea of where the need was and she was able to find a few grants for specific items some teachers needed. Dr. Lescault and Chair Umbriano will talk about the time and date tomorrow and let the committee know.

NATIONAL BUYBOARD

(Committee members received copies of a resolution authorizing participation in a national purchasing cooperative which is listed under New Business. Committee members also received information about the cooperative in a FAQ format and the actual participation agreement.) Information about the National BuyBoard was presented to school committee chairs at the September RIASC meeting. Mrs. Archambault shared the information with Dr. Lescault. Dr. Lescault investigated it and discussed it with the RIASC Executive Director. The Providence and Warwick school systems have already participated on a pilot basis. Participation is at no cost and it does not lock a district into buying anything. Dr. Lescault thinks it will provide one more tool that Scituate can use to make purchases at the lowest possible cost. Dr. Lescault, therefore, recommends the committee authorize participation by passing the resolution under New Business.

NEW ENGLAND ASSOCIATION OF SCHOOLS AND COLLEGES (NEASC) VISIT

Scituate High School is scheduled for a NEASC accreditation visit in the Fall of 2011. Work in preparation for that visit is underway. (Committee members received copies of memo to Dr. Lescault from Principal Sollitto which provides a projected budget of costs associated with the visit.) The costs will occur and be spread out during the FY'11 and FY'12 years. They are required. Dr. Lescault is reporting on them for information purposes only.

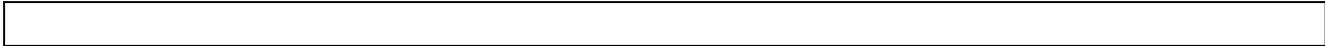
Dr. Lescault stated that this is a big expense of about \$30,000. The expenses include preparing for the visit as well as hotel, food and travel for the accreditation team.

MIDDLE/HIGH SCHOOL ADDITION DEDICATION

The middle/high school addition is now complete. The Building Committee has scheduled a dedication ceremony for 3 PM on November 22.

TRANSPORTATION

As a result of some transportation issues brought to the committee's attention at the last school committee meeting, several meetings have been held to discuss the problems and possible solutions. (Committee members received copies of a letter from Dr. Lescault to parents addressing the issues and clarifying expectations for students, parents, bus drivers, bus owners, principals and central office administrators.)



- COMMISSIONER VISIT** Commissioner Gist contacted Dr. Lescault to arrange a visit to Scituate on March 24, 2011. While in Scituate Commissioner Gist will visit an exemplary classroom for 60-90 minutes, meet with all of the teachers in the district and participate in a community forum for parents and other community members. (Committee members received a copy of agenda for the Commissioner's visit.)
- FOOD SERVICES** Chair Umbriano and Dr. Lescault met with Aramark to review the school lunch program. (Committee members received copies of summary of that review.) There is always a deficit in September because of start up costs. However, the September 2010 deficit is over \$12,000 less than the same month last year. Labor and operating costs were down and participation is up. The expectation is the program will operate in the black for the year.
- Mrs. Archambault asked if a lot of districts have signed on with Aramark. Dr. Lescault said no. Chair Umbriano added that this may be because of the problems Scituate had in past years.
- DISPOSITION OF MATERIALS** During the month of October, Dr. Lescault authorized the disposition of several outdated/poor conditioned textbooks at Scituate High School (Committee members received list of disposed equipment).
- MONTHLY ACTIVITIES** Committee members received list of activities Dr. Lescault has been involved in during the month of October.
- BUILDINGS AND GROUNDS** Committee members received list of activities Steve Gormley and Jay Gasior worked on for the month of October.
- PUBLIC COMMENTS** **73-13**
- George Kuzmowycz, Esek Hopkins Road**
Mr. Kuzmowycz asked Dr. Lescault if the audit report document is a public document. Dr. Lescault said it is and gave Mr. Kuzmowycz a copy.
- Maureen Kennedy, 10 North Doctors Lane**
Mrs. Kennedy asked since there seems to be a budget surplus, is that money that can be spent. Dr. Lescault stated that the money will be put into the reserve fund. Every year some of that money is spent and needs to be replaced at the end of the year if possible. Mrs. Archambault added that this is a standard accounting practice. Although the school department would like to have 10% in reserve, that number has been reduced over the years to 5%.
Mrs. Kennedy asked Chair Umbriano if she teaches a grant writing professional development. Chair Umbriano said she does not. Dr. Filippelli stated RIDE sponsors grant writing professional development. When he receives information about it, he will forward it to all principals to share with staff.
Mrs. Kennedy also stated her concern about being out of the classroom for professional development through the Race To The Top program.

NEW BUSINESS

73-14

1. **RESOLUTION AUTHORIZING PARTICIPATION IN NATIONAL PURCHASING COOPERATIVE**

See Superintendent's Report for detail on this item.

Recommendation: Authorize school department participation and pass the resolution.

Mr. LaPlante moved, seconded by Mrs. Archambault, to approve the resolution. The committee unanimously agreed.

RESIGNATIONS/

73-15

APPOINTMENTS/

REAPPOINTMENTS/

TRANSFERS/NON-RENEWALS/LAYOFFS

Dr. Lescault recommended the following resignations for approval: Jennifer Shaker, Library Media Specialist; Sandra Stuard, Paraprofessional, Scituate Middle School; Kirk W. Sedgley, Assistant Hockey Coach; Chuck Entwistle, Middle School Girls Soccer Coach; Ruth Trainor, Homework Club, High School

Mr. LaPlante moved, seconded by Dr. Klimaj to approve the resignations. The committee unanimously agreed.

Dr. Lescault recommended the following appointments for approval: Christopher Warrener, part-time (20%) Music Teacher, Scituate Middle School, retroactive to October 19, 2010; Mark Reed, Freshman Class Advisor; Lisa Hughes, Extended Day Teacher, Hope School, for the 2010-2011 school year fall session; Marissa Gauvin, Extended Day Teacher, Hope School for the 2010-2011 school year fall session; Nancy Zito, Extended Day Teacher, Hope School for the 2010-2011 school year fall session; Jeffrey McGuirl, Boys Middle School Basketball Coach; Craig Feeney, Assistant Football Coach; K. Cameron McDermott, Assistant Head Hockey Coach; Nick Defusco, Volunteer Hockey Coach; Dolores Moran, Grade 1 Extended Day Teacher, North Scituate School; Lisa Guernon, Grade 1 Extended Day Teacher, North Scituate School; Janet Farrar, Grade 2 Extended Day, North Scituate School; Laura Pesare, Grade 2 Extended Day, North Scituate; Paula DiLuglio, Grade 3 Extended Day, North Scituate School; Amanda O'Grady, Grade 3 Extended Day Teacher and Homework Club, North Scituate School; Terry Gallagher, Extended Day Teacher, North Scituate School; Ralph Apici, Assistant Boys Basketball Coach.

Mrs. Archambault moved, seconded by Dr. Klimaj to approve the appointments. The committee unanimously agreed.

73-16

COMMITTEE REMARKS

MRS. GUGLIELMI

Mrs. Guglielmi stated nothing to report.

CHAIR UMBRIANO

Chair Umbriano stated the SPC would be celebrating with a birthday cake to symbolize the start of stop smoking day.

MRS. ARCHAMBAULT

Mrs. Archambault extended her congratulations to Dr. Filippelli for his recent television appearance.

BRIAN LAPLANTE

Mr. LaPlante stated nothing to report.

SCOTT KILMAJ

Dr. Klimaj stated nothing to report.

DISCUSSION OF FUTURE BUSINESS

73-17

December 7 School Committee Meeting at North Scituate School

ADJOURNMENT

73-18

Mrs. Archambault moved, seconded by Mr. LaPlante to adjourn meeting at 8:19 PM. The

Committee unanimously approved the motion.

Respectfully submitted,

Mrs. Guglielmi, Clerk