

**SCITUATE SCHOOL COMMITTEE REGULAR MEETING  
TUESDAY, OCTOBER 4, 2011  
SCITUATE MIDDLE/HIGH SCHOOL**

**CALL TO ORDER**

**88-1**

The Regular School Committee Meeting was called to order by Chair Umbriano at 6:00 PM.

Dr. Klimaj moved, seconded by Mrs. Guglielmi, to move into Executive Session RIGL 42-46 -5(a) 2. The committee unanimously approved motion.

The regular school committee meeting reconvened at 7:30 PM.

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

**PLEDGE OF ALLEGIANCE**

**88-2**

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

**APPROVAL OF MINUTES**

**88-3**

Mrs. Guglielmi moved, seconded by Mrs. Delmonico, to approve the minutes of the Executive Session of September 6, 2011.

Mrs. Guglielmi moved, seconded by Mrs. Delmonico, to approve the minutes of the Regular School Committee Meeting of September 6, 2011.

**CAPITAL RESERVE FUND**

**88-4**

Mrs. Guglielmi moved, seconded by Mrs. Delmonico, to approve the Capital Reserve Funds –Building Improvement Fund for the month of October in the amount of \$3,129.21. The Committee unanimously agreed.

**NEW BUDGET BILLS**

**88-5**

Mrs. Guglielmi moved, seconded by Mrs. Delmonico, to approve the New Budget Bills for the month of October in the amount of \$619,097.49. The Committee unanimously approved the motion.

**GRANT BILLS**

**88-6**

Mrs. Guglielmi moved, seconded by Mrs. Delmonico, to approve the Grant Bills for the month of October in the amount of \$51,786.39. The Committee unanimously approved the motion.

**RECOGNITION OF TEACHER OF THE YEAR**

**88-7**

At this time, Dr. Lescault stated Ruth Trainor, who began teaching in Scituate in 2001, was named Scituate Teacher of the Year. Ms. Trainor is also Department Chair of the English Department. Dr. Lescault stated to best capsulize her persona as a teacher is student-centered and Dr. Lescault believes teachers, parents, and students will agree Ms. Trainor is truly an exceptional teacher. Dr. Lescault has had opportunity of interacting with Ms. Trainor more than usual as Ms. Trainor also held leadership role as Department Chair but also as president of the Scituate Teachers' Association. Dr. Lescault stated Ms. Trainor has a very balanced and collaborative leadership style.

Dr. Lescault showed attendees Ms. Trainor's name has been added to the ongoing Teacher of the Year plaque.

Scituate Teacher's Association representative, Maureen Kennedy, read a letter of commendation and presented it to Ms. Trainor.

Chair Umbriano also presented Ms. Trainor with a plaque, given jointly by the Scituate Teachers Association.

Ms. Trainor stated she loves her job and what she does every day. Ms. Trainor believes what she does make a difference and how you do it matters. Ms. Trainor thanked everyone for recognizing that in her and stated it has been a pleasure working for this district.

At this time, the meeting adjourned for refreshments.

The school committee meeting reconvened at 7:20 PM.

Chair Umbriano stated there was an Executive Session prior to the regular school committee meeting for a discussion on collective bargaining.

## **CORRESPONDENCE**

### **88-8**

A letter to the Superintendent from William and Stacy Tremblay requesting permission to home school their daughter, Bronte for the 2011-2012 school year.

1. A letter to the Superintendent from Christopher and Jayne Lear announcing their intent to home school their children, Ruth, Sarah and Alice for the 2011-2012 school year.
2. A letter to Chair Umbriano from Jerome P. Egan, Assistant Director of NEARI, requesting a meeting for the purpose of negotiating a successor agreement for the Scituate Educational Support Personnel/NEARI/NEA.
3. A letter to the Superintendent from the North Scituate PTO requesting permission to hold their intended fundraisers for the fall.

### **88-9**

1. Recommendation for #1 and #2: Approve the requests, according to the policies and procedures established by RIDE and the school department.

Dr. Klimaj moved, seconded by Mr. LaPlante to accept the requests based on the policies and procedures established by RIDE and the school department. The committee unanimously approved the motion.

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

Mr. LaPlante moved, seconded by Dr. Klimaj to authorize Chair Umbriano to schedule a date to meet with Mr. Egan. The committee unanimously approved the motion.

3. Recommendation: Approve the fundraisers as detailed.

Mr. LaPlante moved, seconded by Dr. Klimaj to approve the fundraisers as detailed. The committee unanimously approved the motion.

### **88-10**

### **REPORT OF THE COMMITTEE LIAISONS**

## **BUDGET**

Mr. LaPlante stated nothing to report.

CURRICULUM	Dr. Klimaj stated nothing to report.
FOOD SERVICES AND HEALTH/WELNNESS	<p>Mrs. Delmonico attended the RI Healthy School Coalition breakfast. Yoga demonstration was included.</p> <p>Chair Umbriano stated Mr. DiManna will chair the Health and Wellness Committee. Pete Ceprano, Physical Education teacher, was also in attendance.</p> <p>Chair Umbriano added the Regional District Manager was also in attendance and she will follow-up with regards to possible funding. There is the opportunity for a \$5,000 prize which the committee will submit information to be in the running.</p> <p>There is also a two-day seminar offered to physical education teachers and for those who do attend, there is opportunity to receive \$1,000 in equipment for their school. Pete Ceprano will be attending.</p> <p>Barrington and East Providence wrote a curriculum for Health and Wellness and Chair Umbriano has copies if anyone would like to review.</p>
NEGOTIATIONS	Mr. LaPlante is looking forward to upcoming negotiations.
POLICY	Dr. Klimaj stated there are two policies which will be read this evening under New Business.
RIASC	Mr. LaPlante was not in attendance.
SAFETY AND TRANSPORTATION	<p>Chair Umbriano stated all of the signage, widening of the driveway, etc. is ready to begin. The committee is still awaiting DOT to provide approval.</p> <p>Dr. Lescault stated Mr. Provonsil has been in communication with DOT.</p>
SPECIAL EDUCATION	Mrs. Delmonico stated nothing to report.
SCHOLARSHIP FUND	Mrs. Guglielmi stated discussions at recent meetings have surrounded where to invest the funding to receive best return on investment. Scituate Lions Club also donated two checks, one of which was a \$4,000 scholarship and the second was for \$1,000.
STRATEGIC PLANNING	Mrs. Guglielmi stated Leslie Langlais who heads high school committee on the Core Studies and Beliefs and 21 <sup>st</sup> Century Expectations for the self-study for NEASC had done a fantastic job. Ms. Langlais has led students, parents and teachers in this committee and the self-study will be completed in the fall. The expectations are much more rigid today; it provides a great insight into how much is required of the educators in the classroom.
SCITUATE PREVENTION COALITION	<p>Chair Umbriano stated SPC did receive budget of \$21, 963 which will be disbursed throughout the town and schools.</p> <p>Mr. LaPlante asked if that money was provided in one month sum rather than monthly.</p> <p>Chair Umbriano stated the contract was approved for the same amount as last year. Chair Umbriano requested a lump sum from Treasurer's office to allow for easier payments.</p> <p>Mrs. Guglielmi stated one of the bills received stated it will be reimbursed from that fund.</p> <p>Chair Umbriano stated SPC provides a \$1,000 scholarship in memory of former Chairperson Ernie Marcure.</p>

**UNFINISHED  
BUSINESS**

**88-11**

There is no unfinished business for the month of October.

**88-12**

**ASSISTANT SUPERINTENDENT'S REPORT**

**OCTOBER 7  
PROFESSIONAL  
DEVELOPMENT DAY**

The October 7 professional development day will center on three main PD initiatives. The first will be training for all district teachers by district administrators on the new teacher evaluation model. This is going to be held at Scituate Middle/High School and will comprise the majority of the morning session. For the rest of the morning, the high school will also be conducting training on Power Teacher Best Practices and the Middle School will be conducting training on Power Teacher Support. For the afternoon sessions, the high school will be working on NEASC Standards Work and the middle school will be conducting writing professional development on constructed responses. At the elementary level, in the afternoon session, teachers will be trained on how to use the new electronic report card. This training will be conducted by Mark DiLuglio. If there is enough time left in the afternoon, the elementary schools will either be completing PD on constructed responses in writing or goal setting for the teacher evaluation process.

**SCIENCE NECAP  
TEST SCORES**

Dr. Filippelli received the district's Science NECAP scores on 9/19/2011. The results were embargoed until 9/23/2011. These scores are from the Science NECAP assessments that were taken in May 2011. (Committee members received copies.)

Dr. Filippelli stated the results of this round of testing showed many areas of improvement overall. Double-digit increases in the amount of students performing at proficient levels were seen at Scituate High School and at Clayville Elementary School. The high school lead the way with a 14% increase in proficiency (at the Proficient and Proficient with distinction levels), followed by Clayville with a 10% increase at the same levels.

North Scituate Elementary went up by 2% and the Middle School by 1% at the Proficient with distinction level. The levels of proficient, partially proficient and substantially below proficient remained fairly consistent at North Scituate and the Middle School as well. When analyzing the scores at Hope Elementary School, Dr. Filippelli stated it is hard not to notice some of the percentage decreases at Level 3 and the increases in level 2 and 1. It should be noted that one of the 4<sup>th</sup> grade teachers was out on illness all of last year and there was a long-term substitute teacher in the classroom for the entire year.

Dr. Filippelli stated it is equally important to note that Scituate is scoring much higher than the state averages on the Science NECAP tests in every school. Naturally, this translates into district success as well. The following are the results from a district perspective: At the Elementary levels:

Level 4 (proficient with distinction) state is scoring at 1% and Scituate is scoring at 2%.

At Level 3 (proficient), the state is scoring at 42% and Scituate is scoring at 63%.

At levels 3 and 4 you WANT to see the averages higher than the state.

At Level 2 (partially proficient) the state is scoring at 38% and Scituate is scoring at 28%. As noted prior, it is important to understand that you WANT the district to be below the state average here. This is a level where we want to move kids out of so they can score in the level 3 and level 4 areas.

At Level 1 (substantially below proficient), the state is scoring at 18% and Scituate is scoring at 7%. Again, in the level 2 and level 1 realm, it is very important to note that we WANT to be lower than the state numbers.

Referring to the percentages, Dr. Filippelli stated it is clear Scituate is moving in that direction. It appears that the work done last year with EBEC around aligning the Science curriculum and doing a K-8 grade gap analysis of the current curriculum is working. Dr. Filippelli believes that the scores at Hope Elementary are an anomaly this year. The result of that work indicated the need for supplemental, non-fiction texts, and changing the timeline of some of the KITES kits. The work with EBEC is continuing this year and spreading into the middle and high schools so that the curriculum work can come full circle as well so Dr. Filippelli is hopeful that the work will translate into even higher scores across the district. Finally, the quality of students and the support received at home cannot be negated either. Scituate has good students, supportive parents, high quality educators, and a thorough vision district-wide of where we want to move our kids instructionally.

Chair Umbriano asked if the fourth graders will be receiving additional help.

Dr. Filippelli replied those students will not be tested again until eighth grade. Dr. Filippelli stated part of what EBEC is helping Scituate do is the gap analysis. Hopefully addressing strands being incorrect and/or missed will fill the gap.

**ASSISTANT  
SUPERINTENDENT  
CRITICAL FRIENDS  
GROUP**

Dr. Filippelli is hoping to participate again in the Assistant Superintendents Critical Friends group which is sponsored by the Rhode Island School Superintendents Association. They have not set their first meeting yet. Dr. Filippelli would like to again thank the committee for allowing him to be part of this group of professionals as so much can be learned from sharing the best practices, successes and challenges of the job.

**MONTHLY  
ACTIVITIES**

Dr. Filippelli provided committee members with a copy of monthly activities for the month of September.

**88-13**

**SUPERINTENDENT'S REPORT**

**AUDIT REPORT**

Dr. Lescault has received the draft of the Comprehensive Annual Financial Report for the Town of Scituate for FY11. However, as the report is lengthy, the following provides a summary and analysis of the most important school department information in it.

For FY11, the school department had an unreserved **unrestricted** fund balance of \$1,303,708 up from \$386,310 in FY10. The district had an accumulated unrestricted fund balance on March 31, 2011 of \$1,541,809. This is up from \$1,390,101 and represents an increase of \$151,708.

Dr. Lescault stated that \$1,152,000 of the accumulated fund balance is listed as "unreserved-designated for subsequent year budget", as that amount is being utilized as revenue in the FY12 budget. Therefore, if the current budget is fully expended, Scituate will end FY12 with an unrestricted fund balance of \$389,809, which is 1.9% of the approved budget and below the 5-10% recommended by most financial experts.

Dr. Lescault stated the school department had an unreserved **restricted** fund balance of \$230,756 as of March 31, 2011, up from \$220,147 balance on April 1, 2010. These funds must be spent for specific purposes and are therefore not available as general revenue. Dr. Lescault added the financial condition of the Scituate School Department improved and continues to be very good.

**BUDGET  
ASSUMPTIONS**

The Committee needs to establish budgetary assumptions for the development of the 2012-2013 Budget. Dr. Lescault assumes that at best Scituate will be receiving slight increases in state aid and local funding. Dr. Lescault thinks salary increases statewide will continue to be modest. Dr. Lescault is recommending the Committee budget for planning purposes an increase in the range of 1-1.5%.

Chair Umbriano stated the committee is comfortable with 1.5%.

**ACCOUNTANT/BOOK  
KEEPER  
RESIGNATION**

Dr. Lescault informed the committee on September 26, the new accountant/bookkeeper has resigned with only three days notice. As three months of training have been invested and her predecessor has moved to Florida, the resignation has the potential to disrupt the business operation of the school system. Fortunately, Mrs. Geary, Mrs. Bower and Mrs. Carnevale have committed themselves to working with Drs. Lescault and Filippelli to minimize that disruption. With the approval of School Committee Chair Umbriano, Dr. Lescault has decided to take advantage of the resignation to restructure the office. Mrs. Geary will assume the majority of the accounting responsibilities of both the accountant's and her position. Mrs. Carnevale will assume Mrs. Geary's secretarial responsibilities. A bookkeeper will be hired at a lower rate than the accountant and will work under the direction of Mrs. Geary. Mrs. Bower is contemplating retirement at the end of this year and at that time there will potentially be some further refinement of job responsibilities.

**TRANSPORTATION**

Dr. Lescault is pleased with the transition to First Student for bus services. Given the extremely tight timeline involved, there were remarkably few problems during September. With the exception of a fuel spill and some other mechanical issues (new buses are on order), those problems that did occur were similar in nature to those that occur every year. The only major concern at this point is with the cost of field and athletic trip transportation under the First Student Contract. Dr. Lescault is in discussion with RIDE and First Student if under the terms of the contract, Scituate is allowed to purchase transportation for these trips from another vendor. Dr. Lescault hopes to be able to provide the committee with more definitive information at the October 4 meeting.

Chair Umbriano added each line item was reviewed in the budget prior to signing the contract.

Dr. Lescault stated if cost is reduced by one third, it will be still be difficult, but Dr. Lescault is not certain if what services that can be obtained from an outside vendor.

Mr. LaPlante suggested shopping around.

Chair Umbriano suggested coach buses.

Dr. Lescault replied those tend to run be expensive so that may not be the best option in this fiscal environment.

**OPEN HOUSES**

Drs. Lescault and Filippelli divided up the school open houses and were able to attend 4 out of 5 of them. The principals were also very appreciative that school committee members attended all of the open houses.

**MONTHLY ACTIVITIES**

Dr. Lescault provided committee members with a copy of activities for the month of September.

**PUBLIC COMMENTS**

**88-14**

**Tim McCormick, Trim Town Road**

Mr. McCormick asked if those students from Hope who fell behind due to the absence of the teacher would be followed and what practices are in place to ensure those students aren't falling behind.

Dr. Filippelli replied the students were only affected in science so it will be up to their new teachers to assess their levels throughout the year. The curriculum is Grades 2-8 so that by the time these students reach Grade 8 any gaps should be filled. There is not a specific assessment these student will receive.

Mr. McCormick asked if there was something these students could do to compensate for the experience lost.

Dr. Filippelli stated it is all inquiry and kit-based which is the same experience the students would have received in Grade 4. The individual assessments will be with their new teachers while the real test will be how these students perform on the NECAP four years later.

Mr. LaPlante asked if a heads up could be provided to teachers specifically for this particular cohort as they travel through the system.

Dr. Filippelli agreed.

Maureen Kennedy (North Doctor's Way), an attendee and math teacher, added it is not the same for science as it is for reading or math. It will be a little easier to compensate the difference.

Principal Zajac met with EBEC regarding scores with two outcomes. The first is developing common assessments which will tests grades 6-8 to compare materials to ensure all students are receiving same content so that all students ultimately receive same experience. The second item is developing area review science questions at all grade levels to ensure GLEs are being met. Teachers are informed if and when an area of deficiency is determined.

Mr. McCormick asked if Rhode Island has applied for a waiver from the federal government regarding No Child Left Behind. Mr. McCormick added Scituate does a great job adapting to state and federal mandates but was wondering if Scituate may see some relief from those mandates.

Chair Umbriano has not heard anything.

Dr. Filippelli receives weekly memos from Commissioner Gist but has not received anything regarding that as of yet.

Principal Zajac stated Rhode Island is not on the list.

Principal Zajac stated Mission Wolf will be in Scituate on October 19 in celebration of students' performance on NECAPs. Mission Wolf ([www.missionwolf.com](http://www.missionwolf.com)) is an educational program which educates people on the challenges of the great wolf which was almost extinct in the 1970s. Principal Zajac stated three wolves will be at the middle school where students will sit on the floor and the wolves will interact with children as they learn about them. Principal Zajac has participated in this program twice previously and stated it is an incredibly experience and Scituate is the only school within Rhode Island offering the program this year.

## **NEW BUSINESS**

### **88-15**

#### **1. POLICY/PROCEDURES FOR ACCESS TO PUBLIC RECORDS – SECOND READING**

See Superintendent's Report for detail on this item.

Recommendation: Approve the second reading and adopt the policy.

Mr. LaPlante moved, seconded by Dr. Klimaj to approve the second reading and adopt the policy/procedures for access to public records. The committee unanimously approved the motion.

2. **POLICY RELATING TO EDUCATION CODE OF PROFESSIONAL RESPONSIBILITY – SECOND READING**

See Superintendent's Report for detail on this item.

Recommendation: Approve the second reading and adopt the policy.

Mr. LaPlante moved, seconded by Dr. Klimaj to approve the second reading of the policy relating to education code of professional responsibility. The committee unanimously approved the motion.

**RESIGNATIONS/  
APPOINTMENTS/  
REAPPOINTMENTS/  
TRANSFERS/NON-  
RENEWALS/LAYOFF  
S**

**88-16**

Dr. Lescault recommended the following resignations for approval: Terri Pare, Accountant/Bookkeeper, Superintendent's Office, effective 9/29; Karen Maggiacomo, 17 hour Paraprofessional, Scituate Middle School, effective 9/29; Kevin Ryan, Middle School Cross Country Head Coach

Dr. Klimaj moved, seconded by Mr. LaPlante to approve resignations, as set forth on the revised appointment list dated September 6. The committee unanimously agreed.

Dr. Lescault recommended the following appointments for approval: Heather Paquette, 30% Middle School Art; Gail L. Poirier, Bus Monitor; Harold Tourtelott, Bus Monitor; Cheryl Forte, Bus Monitor; Robin Lynn Floyd, Bus Monitor; Nicole Grant, Child Outreach Screener; Jessica Daniels, Girls Volleyball Head Coach; William Bennett, Boys Basketball Head Coach; Ralph Apici, Boys Basketball Assistant Coach; Stacy D'Allesandro, Girls Basketball Assistant Coach; Tara Marchant, Girls Basketball Assistant Coach; Cam McDermott, Boys Hockey Assistant Coach; Sharon Terceira, Competitive Cheerleading Head Coach; Lynn Ricci-Francazio, Competitive Cheerleading Volunteer Coach and Girls Middle School Cheerleading Coach; Jeff McGuirl, Boys Middle School Basketball Head Coach; Emily Fox, Middle School Cross Country Head Coach; Kevin Ryan, Middle School Cross Country Volunteer Coach

Dr. Klimaj moved, seconded by Mrs. Delmonico to approve appointments as set forth on the revised appointment list dated September 6. The committee unanimously agreed.

Dr. Lescault recommended the following transfers for approval: Maureen Sauté, 19.5 hour Paraprofessional, Scituate Middle School office; Monday – Wednesday 7:30 AM – 2:30 PM; Janine Hesford, 17 hour Paraprofessional, Scituate High School office; Monday & Tuesday 8:00 AM – 2:30 PM and Nurse's office; Wednesday 8:30 AM – 2:00 PM

Mrs. Delmonico moved, seconded by Dr. Klimaj to approve transfers as set forth on the revised appointment list dated September 6. The committee unanimously agreed.

**88-17**

**COMMITTEE REMARKS**

As Superintendent, Dr. Lescault has opportunity to nominate a first year principal for Principal of the Year. Dr. Lescault nominated Bryan Byerlee.

Mrs. Delmonico stated nothing to report.

**MRS. DELMONICO**



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**MRS. GUGLIELMI** Mrs. Guglielmi stated nothing to report.

**DR. KLIMAJ** Dr. Klimaj stated nothing to report.

**MR. LAPLANTE** Mr. LaPlante stated nothing to report.

**CHAIR UMBRIANO** Chair Umbriano stated current enrollment is 1,572 students.

**DISCUSSION OF  
FUTURE BUSINESS**

**88-18**

November 1 School Committee Meeting **to be held at Hope School**

December 6 School Committee Meeting **to be held at North Scituate School**

**ADJOURNMENT**

**88-19**

Dr. Klimaj moved, seconded by Mrs. Delmonico to adjourn meeting at 8:15 PM. The Committee unanimously approved the motion.

Respectfully submitted,

Mrs. Guglielmi, Clerk