**BRISTOL WARREN REGIONAL**

**SCHOOL COMMITTEE MEETING**

**Monday, December 10, 2018**

The bi-monthly meeting of the Bristol Warren Regional School Committee was held on Monday, December 10, 2018, in the cafeteria of Mt. Hope High School, 199 Chestnut Street, Bristol, RI. Chairperson, Erin Schofield, called the meeting to order at approximately 7:04 PM.

Present: Erin Schofield, Chairperson; Adam Ramos, Vice-Chairperson; Brian Bradshaw, Treasurer; John P. Saviano, Secretary; John C. Bento, Sheila O. Ellsworth, Marjorie J. McBride, and Carly Reich, ; Mario J. Andrade, Superintendent; Diane Sanna, Assistant Superintendent; Mary Almeida, Director of Literacy and Title 1; Leslie Anderson, Director of Pupil Personnel Services; Raquel Pellerin, School Business Administrator; and Andrew Henneous, Esq., District Solicitor

Absent: Victor Cabral

**OPENING BUSINESS**

All present were invited to join in the recitation of the Pledge of Allegiance to the Flag.

**ACCOLADES**

It has become a tradition that the design for the District Holiday Greeting Card is created by a student. This year Art Teacher, Sarah Jacobs, had students at Guiteras School create a design for consideration. Several students submitted their drawings--they were all very special but only one could be chosen for the card. A gift certificate for the artist whose drawing was used on the 2018 Holiday Card was presented to fifth grader, Lyla Furtado, by the Superintendent and the School Committee Chairperson.

**PUBLIC COMMENT**

There was no public comment.

**CONSENT AGENDA**

Chairperson Schofield stated that all items listed with an asterisk on the Consent Agenda are considered routine by the School Committee and will be enacted by one motion. There will be no separate discussion of these items unless a committee member requests, in which event the items will be withdrawn from the general order of business and considered in the normal sequence of the agenda. Mr. Ramos requested that the Personnel Recommendations be pulled from the Consent Agenda for separate discussion.

Chairperson Schofield asked for a motion on the remainder of the Consent Agenda.

MOTION: Mr. Bento made a motion to approve the Consent Agenda; seconded by Mrs. McBride.

The motion passed unanimously.

MOTION: Mrs. McBride made a motion to seal the October 22, 2018 executive session minutes; seconded by Mr. Bento.

The motion passed unanimously.

**SUPERINTENDENT’S RECOMMENDATIONS AND ISSUES**Recommendation #S2018-81 - That the School Committee, upon the recommendation of the Superintendent, and supported by the Policy & Curriculum Subcommittee, approve the second reading of the Student Dismissal Policy (JEDB).

MOTION: Mr. Bradshaw made a motion to approve the second reading of the Student Dismissal Policy (JEDB); Mr. Ramos seconded.

DISCUSSION: Mrs. McBride stated that she is going to renew her objection to the policy as written because it limits parents from being permitted to determine how their children come and go to school. Mrs. McBride stated for that reason she will be voting no on this motion.

Mr. Ramos stated, for the benefit of those in the audience, that the Student Dismissal Policy lays out the process by which students are dismissed during the school day. The policy now contains content from the Student Dismissal Procedures Policy (JEDB-R) which policy is being recommended for deletion this evening.

Mrs. Schofield further clarified that the Student Dismissal Policy used to cover bad weather only and now includes other situations as well.

The motion passed with a 7-1 vote; Mrs. McBride dissenting.

Recommendation #S2018-82 - That the School Committee, upon the recommendation of the Superintendent, and supported by the Policy & Curriculum Subcommittee, approve deletion of the Student Dismissal Procedures Policy (JEDB-R).

MOTION: Mr. Bradshaw made a motion to approve deletion of the Student Dismissal Procedures Policy (JEDB-R); seconded by Mr. Bento.

DISCUSSION: Mr. Ramos clarified that the policy is being deleted because it is now addressed by the policy that was just approved.

The motion passed unanimously.

Recommendation #S2018-83 - That the School Committee, upon the recommendation of the Superintendent, and supported by the Policy & Curriculum Subcommittee, approve the second reading of the Reporting Known or Suspected Child Abuse and/or Neglect Policy.

MOTION: Mr. Ramos made a motion to approve the second reading of the Reporting Known or Suspected Child Abuse and/or Neglect Policy; seconded by Mrs. McBride.

DISCUSSION: Mrs. Schofield stated that this policy was revised a while ago, but recently, due to new state guidelines, needed to be updated again.

Mr. Ramos stated that during the first reading of the policy, a union representative expressed concerns about requiring a signature of staff members and whether or not that was addressed. Mrs. Schofield responded that the exhibit requiring a signature by teachers and staff members was removed because of those concerns. The Policy & Curriculum Subcommittee will review the exhibit at a future date.

Dr. Andrade further clarified that the policy reflects state law and the teacher’s obligation that even though a signature is not required, they are still required to follow the law concerning reporting. Dr. Andrade added that they will be working with the BWEA on specific language for the exhibit.

Mr. Ramos clarified that the policy is being passed without Exhibit B.

The motion passed unanimously.

Recommendation #S2018-84 - That the School Committee, upon the recommendation of the Superintendent, and supported by the Policy & Curriculum Subcommittee, approve the first reading of the Evacuation and Lockdown Drills Policy (EBCB) {formerly Fire Drills Policy EBCB}

MOTION: Mr. Ramos made a motion to approve the first reading of the Evacuation and Lockdown Drills Policy (EBCB); seconded by Mr. Bradshaw.

DISCUSSION: Mrs. McBride asked if the policy reflects the law. Mrs. Schofield replied that the policy has been updated to reflect Rhode Island General Law. Mrs. McBride asked that the legal reference also be indicated at the bottom of the policy.

The motion passed unanimously.

Recommendation #S2018-85 - That the School Committee, upon the recommendation of the Superintendent, and supported by the Policy & Curriculum Subcommittee, approve the first reading of the Crisis Management and Communication Policy

MOTION: Mrs. McBride made a motion to approve the Crisis Management and Communication Policy; seconded by Mr. Ramos

DISCUSSION: Mrs. Schofield stated that this is another policy that the Policy & Curriculum Subcommittee has been working on for some time. The policy addresses how to communicate crises and incidents to families and community members.

For the benefit of the audience, Mr. Bradshaw read the purpose from the policy.

Mrs. Sanna stated that the policy was reviewed by the Bristol and Warren Police Chiefs.

Mrs. Schofield stated that the Director of Security from Newtown Connecticut came and spoke to the School Committee. Mrs. Schofield added that she had visited the Newtown schools as well.

The motion passed unanimously.

Recommendation #S2018-86 - That the School Committee, upon the recommendation of the Superintendent, and supported by the Policy & Curriculum Subcommittee, approve the first reading of the Staff/Students Relationships Policy (GBH)

MOTION: Mrs. McBride made a motion to approve the Staff/Students Relationships Policy (GBH); seconded by Mr. Bradshaw.

DISCUSSION: Mrs. Schofield stated that she placed the Staff/Students Relationships Policy on the agenda because she felt it needed updating in order to address how students and staff members should and should not interact on social media and messaging apps.

Mr. Bradshaw read aloud the points that were added to the policy which addresses Mrs. Schofield’s concerns regarding social media and messaging apps.

Mrs. Schofield clarified that this policy already existed, but she wanted to address the idea of staff members following students on Instagram and Facebook and to look at what is an appropriate relationship there. When the policy was reviewed, those areas weren’t addressed.

Mr. Bento requested that legal counsel review the revised policy. Mr. Henneous, the District’s Attorney, stated that he will review the policy and report back to the Policy & Curriculum Subcommittee.

Mr. Ramos stated that the changes are good, but feels some minor amendments would be good prior to the second reading.

Mrs. McBride stated that she feels these additions to the policy are a great idea.

The motion passed unanimously.

Recommendation #S2018-92 - That the School Committee, upon the recommendation of the Superintendent, approve the request of twenty-three (23) families to homeschool their children for the 2018-2019 school year adhering to all requirements as set forth by the Bristol Warren Regional School District.

MOTION: Mrs. McBride made a motion to approve the request for twenty-three (23) families to homeschool their children for the 2018-2019 school year; seconded by Mr. Bradshaw.

DISCUSSION: Mrs. McBride stated that this is an appropriate motion because these homeschool requests were submitted in October and are a carry over from October’s business meeting.

The motion passed unanimously.

Recommendation #S2018-94 - That the School Committee, upon the recommendation of the Superintendent, approve the Guiteras Water Bottle Filling Station

MOTION: Mr. Bradshaw made a motion to approve the Guiteras Water Bottle Filling Station; seconded by Mrs. McBride.

DISCUSSION: Mrs. McBride explained that the recommendation as listed on the agenda is not a recommendation from the Budget/Facilities Subcommittee due to the fact that the November Budget/Facilities Subcommittee meeting was cancelled.

Mrs. McBride stated that Mr. Simmons and Mrs. Sadler spoke with the Superintendent regarding a request to install a water bottle filling station at Guiteras School. Mr. Bradshaw further clarified that the request for the water bottle filling station was made back in October. He added that Guiteras was the only school within the District that did not have a filling station. Mr. Bradshaw stated that the school’s PTO and the Green Team took it upon themselves to apply for a grant through the Greenlove Foundation. He shared a little bit about how that foundation came to be. Mr. Bradshaw stated that the PTO received the grant from the Greenlove Foundation to be able to purchase a water bottle filling station for Guiteras School at no cost to the District. Facilities installed the the water bottle filling station.

Mr. Bradshaw asked for a vote to approve the already installed water bottle filling station.

The motion passed unanimously.

Recommendation #S2018-95 - Personnel

MOTION: Mr. Ramos made a motion to approve the Personnel Recommendations; seconded by Mr. Saviano

DISCUSSION: Mr. Ramos stated that he requested that A1 be pulled from the Personnel Recommendations. Mrs. Schofield further clarified that no vote will be taken on A1 this evening.

Mr. Ramos explained that he asked to pull the personnel recommendations for a separate discussion so that the Superintendent could describe, for the benefit of the new members and audience members, what the process is for approval of personnel recommendations.

Dr. Andrade thanked Mr. Ramos for the opportunity to share an explanation regarding the format and process of the personnel recommendations.

Dr. Andrade stated that the Consent Agenda may contain new hires and retirements. Each month there are about 10-15 changes per personnel.

Dr. Andrade explained the appointments process adding that appointments are funded through the operational budget.

Dr. Andrade explained the ESL/Reading Tutors/Extended Day Support section of personnel which appointments are funded through federal grants. He added that many of the appointees are teachers that already serve in the District and are one year appointments.

Dr. Andrade explained the Before and After School Program section of personnel stating that this relates mostly to the COZ Program. A majority of the appointees are Roger Williams students or community members working part-time. There is a lot of turn over. Dr. Andrade stated that all appointments are funded through COZ and is self-sufficient. Mrs. Brissette, COZ Director, and the interview team make the appointee selections. These are one year appointments.

Dr. Andrade explained the Athletic Events Supervisors/Time Clock Keepers/Ticket Takers of Personnel. He added that these appointments mostly happen in the Fall and Winter and are one year appointments.

Dr. Andrade explained the Extracurricular Activities section of personnel which are one year appointments and include Winter and Spring Coaches. He added that when an asterisk appears next to a person’s name they are reappointments.

Dr. Andrade explained the Certified and Classified Substitutes sections of personnel stating that prior to these appointments, Mr. Simmons, Mrs. Aguiar and the Superintendent meet with the subs to make sure they understand the expectations from the District regarding goals, vision, classroom instruction and district policies.

Mr. Bradshaw asked whether or not the safety plans are reviewed with the new sub appointees. Dr. Andrade responded that the safety plans are reviewed along with appropriate dress, social media and chain of command.

Dr. Andrade explained the Resignations/Retirements section of Personnel.

Dr. Andrade encouraged the School Committee members to reach out to him about funding or impact of any appointments they may have a question about. Dr. Andrade clarified that if an appointment is on the personnel recommendations, that position is needed for the District to continue to function.

Mrs. Reich expressed appreciation to Dr. Andrade for taking the time to explain the personnel process.

The remainder of the personnel recommendations passed with a 7-1 vote; Mrs. McBride dissenting.

**SUBCOMMITTEE/SCHOOL COMMITTEE REPORTS & INITIATIVES**

1. Chairperson’s Initiatives
   1. Appointment of Subcommittees
      1. Policy & Curriculum Subcommittee
      2. Budget/Facilities Subcommittee
      3. Personnel/Contract Negotiations Subcommittee
      4. Wellness Subcommittee
      5. Student Hearings Subcommittee

Mrs. Schofield explained that the School Committee members were polled to provide feedback regarding which subcommittee they would like to work on. Mrs. Schofield stated that she and the Vice-Chair went through the results with a lot of thought to determine the best fits for the Subcommittees.

Mrs. Schofield announced the following subcommittee appointments:

Policy & Curriculum Subcommittee

Carly Reich, Chair

Victor Cabral

Erin Schofield

Budget/Facilities Subcommittee

Brian Bradshaw, Chair

Sheila Ellsworth

John Bento

Personnel/Contract Negotiations Subcommittee

Adam Ramos, Chair

Marjorie McBride

John Saviano

Health & Wellness Subcommittee

Adam Ramos, Co-Chair

Carly Reich, Co-Chair

Student Hearings Subcommittee

John Saviano

Mrs. Schofield welcomed Mr. Cabral, Mrs. Ellsworth and Mrs. Reich and thanked everyone for serving.

Mr. Ramos thanked the School Committee members for providing their input for subcommittee interest. He added that it is important for members to be working where they want to be.

Mrs. Schofield commented that all School Committee members can participate fully in all subcommittee meetings even when not sitting on that subcommittee.

Mrs. McBride stated that most of the discussion takes place at the Subcommittee level which is why when it comes to the full School Committee for a vote there isn’t much discussion. She encouraged members of the public to come to the Subcommittee meetings as well where they can voice their opinions and review supporting documents.

Mrs. Schofield stated that it will be helpful for the new School Committee members to make all the Subcommittee meetings for the purpose of gathering a well rounded amount of information to help with the learning curve.

Mr. Bradshaw mentioned that he has been asked to hold a Budget/Facilities Subcommittee meeting on Monday, December 17th. The meeting will be held in the Oliver Administration Building at 6:30 p.m.

Mr. Ramos mentioned that there is a prescheduled Health & Wellness Subcommittee meeting which will be held this Wednesday at 4 p.m. in the Oliver Administration Building.. He added that he is looking forward to working with his co-chair, Mrs. Reich, to continue the work that the Health & Wellness Subcommittee is doing to advance health and wellness initiatives.

EXECUTIVE SESSION (7:55 PM)  
 Pursuant to Open Meeting Laws 42-46-5 (a)(4) for the following:   
 1. Discussion/Action: Parent Concerns, related investigation(s), and legal

Advice

MOTION: Mr. Ramos made a motion to enter into executive session at 7:55 p.m.; seconded by Mrs. McBride.

The motion passed unanimously.

MOTION: Mr. Ramos made a motion to adjourn the executive session at 8:23 p.m.; seconded by Mr. Saviano.

The motion passed unanimously

*Open Session reconvened at 8:26 p.m.*

Mrs. Schofield stated that no action was taken during executive session.

Mrs. Schofield asked for a motion to seal the executive session minutes.

MOTION: Mr. Saviano made a motion to seal the minutes for tonight’s executive session meeting; seconded by Mr. Bento.

DISCUSSION: Mr. Henneous stated that new guidance from the State’s Open Meetings laws states that executive session minutes be sealed right after it is held.

The motion passed unanimously.

**ADJOURNMENT – 8:26 PM**

MOTION: There being no further business to discuss, Mr. Saviano motioned to adjourn the meeting at 8:26 PM; seconded by Mr. Bento. The motion passed unanimously.

Respectfully submitted,

John P. Saviano, Secretary

/kd