**BRISTOL WARREN REGIONAL**

**SCHOOL COMMITTEE MEETING**

**Monday, March 26, 2018**

The bi-monthly meeting of the Bristol Warren Regional School Committee was held on Monday, March 26, 2018, in the cafeteria of Mt. Hope High School, 199 Chestnut Street, Bristol, RI. In Chairperson Silva’s absence, Vice-Chairperson Schofield called the meeting to order at approximately 7:05 PM.

Present: Erin Schofield, Vice-Chairperson; William O’Dell, Secretary; Marjorie McBride, Treasurer; Brian Bradshaw, Diana Campbell, Adam Ramos and John Saviano; Mario J. Andrade, Superintendent; Diane Sanna, Assistant Superintendent; Mary Almeida, Director of Literacy and Title I, Leslie Anderson, Director of Pupil Personnel Services; Pauline Silva, Director of Administration and Finance; and Andrew Henneous, Esq., District Solicitor

Absent: John C. Bento and Paul Silva, Chairperson

**OPENING BUSINESS**

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

Vice-Chairperson Schofield instructed any audience members who were present to make a Public Comment to fill out the Public Comment forms. In the meantime, Mrs. Schofield conducted several items of business before calling for Public Comment.

**EXECUTIVE SESSION**

Pursuant to Open Meeting Laws 42-46-5 (a)(1) for the following:

1. Personnel Recommendations #S2018-18

There was no need for an executive session.

**SUPERINTENDENT’S RECOMMENDATIONS AND ISSUES**

**RECOMMENDATION #S2018-18:** 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will be no separate discussion of these items unless a committee member requests, in which event the items will be withdrawn from the general order of business and considered in the normal sequence of the agenda. Hearing none, Vice-Chairperson Schofield asked for a motion.

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

The motion passed unanimously.

**S2018-18 A-I: - PERSONNEL  
  
A. APPOINTMENTS: That the School Committee confirm the recommendation of the Superintendent to appoint the following applicant to the position of School Business Administrator as listed below:  
  
1. Raquel Pellerin School Business Administrator  
   
 Effective: April 30, 2018  
  
 Reason: To fill a vacancy  
   
 Funding: Operational Budget  
  
B. SPECIAL EDUCATION CONSULTANTS: That the School Committee confirm the recommendation of the Superintendent to appoint the following individual as a Part Time Special Education Consultant for the remainder of the 2017-2018 school year contingent upon funding and student need:  
  
 Name Postition Funding  
1. Valerie A. Cavanagh Certified Occupational Therapist IDEA/Oper.**

**Assistant (COTA) Budget  
   
  
C. BEFORE AND AFTER SCHOOL PROGRAM: That the School Committee confirm the recommendation of the Superintendent to appoint the following applicants to the School of the 21st Century, Before and After School Program, as listed below (pending sufficient enrollment to warrant running this program and DCYF CANTS clearance):  
  
1. Victoria L. Dozier Child Care Provider (Part Time)  
   
 Effective: Immediately, for the**

**remainder of the 2017-18 school**

**year, pending satisfactory**

**completion of pre-employment**

**requirements  
  
 Reason: To fill a vacancy  
  
 Funding: Parent Fees/**

**Self-Sufficient  
  
  
  
  
2. Brooke A. Espinosa Child Care Provider (Part Time)  
   
 Effective: Immediately, for the**

**remainder of the 2017-18 school**

**year, pending satisfactory**

**completion of pre-employment**

**requirements  
  
D. NON-CERTIFIED SUPPORT STAFF: That the School Committee confirm the recommendation of the Superintendent to appoint the following individual to the non-certified staff position listed below for the remainder of the 2017-18 school year only (pending adequate Federal, State and local funding and contingent upon adequate enrollment and program renewal):  
  
 Name Program Assignment  
1. Joseph M. Andrade Security Systems Technician-HS  
   
E. EXTRACURRICULAR ACTIVITIES: That the School Committee confirm the recommendation of the Superintendent to appoint the following applicants to the extracurricular positions listed below for the 2017-18 school year only (pending certification, funding and sufficient sign-ups to warrant running these programs):  
  
 SPRING COACHES – MT. HOPE HIGH  
 Sport Position Coach  
1. Unified Basketball\*\* Head Coach Thomas Fullen\*  
2. Baseball Head Coach Michael Mazzarella\*  
3. Volleyball (Boys) Asst. Coach Katharine Boynton\*  
4. Softball -Pitching/Catching Asst. Coach Hanna Forsberg  
   
 INTRAMURAL COACHES – KICKEMUIT MIDDLE   
 Sport Position Coach  
5. Tennis Head Coach Geoffrey Keegan\*  
  
 INTERSCHOLASTIC COACHES – KICKEMUIT MIDDLE  
 Sport Position Coach  
6. Fast-Pitch Softball (Girls) Head Coach James Boulanger\*  
7. Fast-Pitch Softball (Girls) Asst. Coach Madison Reis  
8. Track (Outdoor) (Girls) Head Coach Jillian Schneider\*  
   
 \*\* Funded by Special Olympics RI \*Reappointment   
   
F. CERTIFIED SUBSTITUTES: That the School Committee confirm the recommendation of the Superintendent to place on file in the office of the Superintendent the following application for certified substitutes pending satisfactory completion of pre-employment requirements:  
  
 CERTIFIED  
 Name Area/Level   
1. Julie M. Laroche ESL Specialist   
   
   
  
2. Emily M. Reid n/a   
   
   
  
  
3. Jennifer M. Alexander Elem. Gr. 1-6   
   
   
  
G. CLASSIFIED SUBSTITUTES: That the School Committee confirm the recommendation of the Superintendent to place on file in the office of the Superintendent the following applications for classified substitutes pending satisfactory completion of pre-employment requirements:  
  
 SECRETARIAL  
1. Maria A. Drysdale  
   
   
 TEACHER ASSISTANTS  
2. Maria A. Drysdale  
   
3. Susan H. DeAngelis  
   
4. Lynn Criner  
   
 CUSTODIAN/MAINTENANCE   
5. Robert C. Pacheco  
   
H. LEAVES OF ABSENCE: That the School Committee confirm the recommendation of the Superintendent to grant an extension of a leave of absence for one Elementary Educator as follows:  
  
1. Emily N. Coyne Grade 4 Teacher – Rockwell  
   
 Effective: April 10, 2018 through**

**May 14, 2018  
  
 Reason: Parental leave in**

**accordance with Article 21,**

**Section L2 of the Master  
 Agreement   
   
I. RESIGNATIONS/RETIREMENTS: That the School Committee confirm the recommendation of the Superintendent to accept the resignations of Elizabeth R. Gallinelli from the position of Elementary Secretary and Ann Marie Donnelly from the position of Secondary English as a Second Language Teacher and the dismissal of Jasmin L. Desmarais from the position of Certified Occupational Therapist Assistant (COTA) as listed below:  
  
1. Elizabeth R. Gallinelli Secretary (10 months) – Guiteras**

**Effective: June 29, 2018  
   
 Reason: Retirement  
  
2. Ann Marie Donnelly English as a Second Language**

**Teacher  
 (.8) – Mt. Hope High School  
   
 Effective: March 1, 2018  
  
 Reason: Resignation  
  
3. Jasmin L. Desmarais Certified Occupational Therapist**

**Assistant (COTA)  
   
 Effective: February 26, 2018  
  
 Reason: Dismissal**

Dr. Andrade stated that it was his honor and privilege to announce that the School Committee just appointed a new School Business Administrator, Raquel Pellerin. Dr. Andrade shared a brief history of Ms. Pellerin’s work experience. He also shared a few glowing excerpts from the letters of recommendation that were received on her behalf.

Mrs. Silva, Director of Administration and Finance, shared about her positive experiences working with Ms. Pellerin for the past decade.

Vice-Chairperson Schofield welcomed Ms. Pellerin to the District.

MOTION: Mrs. Campbell made a motion to seal the executive session minutes of the March 12, 2018 meeting; seconded by Mrs. McBride.

The motion passed unanimously.  
 **PUBLIC COMMENT:**

*Michelle Kennedy Germano, Warren*

Ms. Germano stated that she has two boys who attend Warren’s public schools. She voiced her concern regarding the events of last Thursday and how the situation was communicated to the parents. She received an email stating that “a non-credible threat” was made against the school her children attend. Ms. Germano stated that she felt that the terminology “non-credible threat” was not clear and did not understand what that meant.

Ms. Germano believes that instituting appropriate policies regarding the safety of children and communication to parents in the event of a serious situation should be a top priority. Ms. Germano feels that emails regarding serious situations at the schools should be communicated clearly and specifically.

Ms. Germano stated that she feels the communication that was sent out last Thursday regarding the incident at Hugh Cole was unacceptable.

*Janet Mullaney, Warren*

Ms. Mullaney stated that she has two little ones who attend Hugh Cole School. She too voiced concern about the communication that was received regarding the incident at Hugh Cole School last Thursday saying it was not clear what “non-credible threat” meant. She also voiced her concern that no policy is currently in place for situations like this. Ms. Mullaney thanked Dr. Andrade for his candidness and responses to her emails. She closed by stating that a policy needs to be in place for situations like that which occurred last Thursday. Ms. Mullaney asked if there will be police officers posted at the schools. Dr. Andrade stated that he has been in contact with the Police Chiefs of both the towns of Bristol and Warren. He feels there will be heightened police presence.

Dr. Andrade thanked the parents for voicing their concerns. He stated that since last Thursday he has been reflective regarding how the situation was communicated. Dr. Andrade reached out to other Superintendents to see what protocols are in place for these types of situations and what is the best practice. Dr. Andrade stated that he is not going to wait for a policy that will take three months to be adopted, but in the next couple of weeks will implement improved communication and word choice in the event a serious situation arises at the schools. Dr. Andrade stated that he appreciated the candid feedback and deeply apologised for his lack of clarity in the email sent to parents.

Mrs. Schofield thanked the parents for speaking out. She added that legally the School Committee is unable to have a discussion during a meeting regarding Public Comment because the subject matter is not listed as an agenda item.

Dr. Andrade commented that the concerns brought forward this evening will be placed on a future Policy & Curriculum Subcommittee Meeting Agenda and School Committee Workshop Agenda.

*Jennifer Proulx, Warren*

Ms. Proulx stated that she was concerned about whether or not there are policies in place regarding emergency closings due to storms. She explained a situation that occurred where she was outside in the rain for over an hour waiting for her daughter to be released from school.

Vice-Chairperson Schofield stated that she will follow-up on Ms. Proulx’s question.

Mr. Ramos reminded those parents present in the audience that they don’t have to wait for a meeting to speak with the School Committee, but can reach out to any School Committee member through the District’s website where individual contact information is available.

**SUPERINTENDENT’S RECOMMENDATIONS AND ISSUES  
RECOMMENDATION #S2018-19**: That the School Committee, upon the recommendation of the Superintendent, approve the request of two (2) families to homeschool their children for the 2017-2018 school year, adhering to all requirements as set forth by the Bristol Warren Regional School District.

MOTION: Mr. Saviano made a motion to approve the homeschool requests; seconded by Mr. Bradshaw

DISCUSSION: Mr. Ramos asked for clarification on the curriculum that was listed on one of the homeschool requests. Mrs. Sanna stated that all curriculum must meet the requirements set forth by the Bristol Warren Regional School District.

The motion passed with a 6-1 vote; Mrs. McBride dissenting.

**RECOMMENDATION #S2018-20**: That the School Committee, upon the recommendation of the Superintendent, and supported by the Policy & Curriculum Subcommittee, approve deleting Recognition for Accomplishment Policy (AGA) from the School Committee Policy Book

MOTION: Mrs. McBride made a motion to delete Recognition for Accomplishment Policy (AGA) from the School Committee Policy Book; seconded by Mr. Saviano.

DISCUSSION: Mrs. Schofield stated that School Committee Policy states that the School Committee Policy book should be reviewed regularly in order to ensure policies are up to date or have not become obsolete. Mrs. Schofield stated that several policies were chosen to be reviewed.

Mrs. Schofield explained that the content of the Recognition for Accomplishment Policy (AGA) can be found in the School Committee Powers and Duties Policy. As a result, the policy was recommended for deletion due to redundancy with the other policy.

The motion passed unanimously.

Recommendation #S2018-21 - That the School Committee, upon the recommendation of the Superintendent, and supported by the Policy & Curriculum Subcommittee, approve deleting School Committee Operational Goals Policy (BA) from the School Committee Policy Book.

MOTION: Mr. Saviano made a motion to delete School Committee Operational Goals from the School Committee Policy Book; seconded by Mrs. McBride.

DISCUSSION: Mrs. Schofield stated that the Policy & Curriculum Subcommittee identified this policy for deletion because it was completely redundant with the School Committee Powers and Duties Policy. Mrs. Campbell added that the School Committee develops their own goals annually which are separate from policy.

The motion passed unanimously.

Recommendation #S2018-22 - That the School Committee, upon the recommendation of the Superintendent, and supported by the Policy & Curriculum Subcommittee, approve deleting District Strategic Plan for Learning and Growing Policy (AD/AE-E) from the School Committee Policy Book.

MOTION: Mr. Saviano made a motion to approve deleting the District Strategic Plan for Learning and Growing Policy (AD/AE-E) from the School Committee Policy Book; seconded by Mrs. McBride.

DISCUSSION: Mr. O’Dell thanked the Policy & Curriculum Subcommittee for reviewing policies for deletion.

Mrs. Campbell commented that streamlining School Committee policies will help the public locate policies easier.

Mrs. Schofield stated that the District Strategic Plan for Learning and Growing Policy is not a policy and reflects the District Strategic Plan from 2002.

Mrs. Schofield stated that the current District Strategic Plan can be found on the District website.

The motion passed unanimously.

RECOMMENDATION #S2018-23: That the School Committee, upon the recommendation of the Superintendent and supported by the Policy & Curriculum Subcommittee, approve the first reading of the Agenda Preparation and Dissemination Policy (BDDC).

MOTION: Mr. Saviano made a motion to approve the first reading of the Agenda Preparation and Dissemination Policy (BDDC); seconded by Mrs. McBride.

DISCUSSION: Mrs. Schofield shared the changes that were made and the rationale behind those changes.

A question was asked on what function is served by submitting agenda items to both the School Committee Chairperson and the Superintendent, and what role the Superintendent plays in determining what is placed on the agenda.

Dr. Andrade responded by sharing the current process for developing School Committee agendas. Mrs. McBride offered further clarification.

MOTION: Mr. Ramos made a motion to strike the words School Committee Chairperson and Superintendent from the second paragraph of the Agenda-Preparation and Dissemination Policy (BDDC) to instead state, “all agenda items must be submitted sufficiently in advance…”

Mrs. McBride commented that she cannot agree with the amended motion because agenda items must be submitted to someone.

Mr. O’Dell shared the history which led to the necessity of agenda items being submitted to both the School Committee Chairperson and the Superintendent.

A lengthy debate ensued regarding how the agenda should be developed.

The amended motion never received a second.

The original motion to approve the first reading failed by a 2-5 vote; Mr. Bradshaw, Mr. O’Dell, Mr. Ramos, Mr. Saviano and Mrs. Schofield dissenting.

MOTION: Mr. Ramos made a motion to send the Agenda-Preparation and Dissemination Policy (BDDC) back to the Policy & Curriculum Subcommittee to clarify policy language after which the policy will return to the full School Committee for a first reading; seconded by Mr. Saviano.

Discussion: Clarification was made regarding a return of the policy to the full School Committee as a first reading.

The motion passed with a 6-1 vote; Mrs. McBride dissenting.

Recommendation #S2018-24 - That the School Committee, upon the recommendation of the Superintendent, and supported by the Policy & Curriculum Subcommittee, approve the second reading of the Naloxone (Narcan) Policy (JFCI)

Mr. Saviano made a motion to approve the second reading of the Naloxone (Narcan) Policy (JFCI); seconded by Mrs. Campbell.

DISCUSSION: Mrs. McBride thanked the Policy & Curriculum Subcommittee for adding elementary schools to the policy. Mr. Ramos offered clarifications for the audience regarding the changes that were made to the policy.

The motion passed unanimously.

Recommendation #S2018-25 - 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.

Mr. Saviano made a motion to approve the second reading of the Reporting Known or Suspected Child Abuse and/or Neglect Policy; seconded by Mr. Bradshaw.

DISCUSSION: Mr. O’Dell offered his interpretation of how step two of the Reporting Known or Suspected Child Abuse and/or Neglect Policy would play out in a practical sense. Step two describes the case of a social worker or school psychologist who is not mandated to contact the police directly due to ethical concerns, but is required to contact an Administrator who in turn would contact the police.

Mrs. McBride asked Mr. Henneous whether this protocol is required by law. Mr. Henneous offered clarification of the law concerning the reporting protocol mentioned by Mr. O’Dell.

Mr. Henneous believes that the Bristol Warren Regional School District’s policy on reporting known or suspected child abuse is the best interpretation of the law.

The motion passed unanimously.

Recommendation #S2018-26 - That the School Committee, upon the recommendation of the Superintendent, and supported by the Policy & Curriculum Subcommittee, approve the second reading of the Technology Resources Responsible Use Policy GCQB (JFB)

Mr. Saviano made a motion to approve the second reading of the Technology Resources Responsible Use Policy (GCQB/JFB); seconded by Mrs. McBride.

DISCUSSION: Mrs. Schofield stated that the policy now includes a section on internet filtering. She added that Mrs. Muller, Technology Director, made the changes to the policy to make it safer for students.

The motion passed unanimously.

Recommendation #S2018-27 - That the School Committee, upon the recommendation of the Superintendent, and supported by the Policy & Curriculum Subcommittee, approve the second reading of the Controlled Substances and Alcohol Testing for Employees - CMV Drivers Policy.

MOTION: Mr. Saviano made a motion to approve the second reading of the Controlled Substances and Alcohol Testing for Employees - CMV Drivers Policy; seconded by Mrs. McBride.

DISCUSSION: Mrs. Schofield commented that the District currently has one driver that this policy effects. Mrs. Schofield stated that the policy is extensive, but by law, is necessary to have in place.

The motion passed unanimously.

Recommendation #S2018-28 - That the School Committee, upon the recommendation of the Superintendent, approve the 2018-2019 School Calendar.

MOTION: Mr. Saviano made a motion to approve the 2018-2019 School Calendar; seconded by Mrs. McBride.

DISCUSSION:

MOTION: Mr. Bradshaw made a motion to table the 2018-2019 school calendar until April’s business meeting to allow time to consult parents to see if last year’s changes worked; Mr. Ramos seconded.

DISCUSSION: Mr. O’Dell commented that the School Committee did promise to revisit the pros and cons of whether this past year’s calendar configuration worked or did not work.

A discussion ensued regarding how wide of an audience to survey regarding this past year’s calendar changes.

Mr. Saviano shared input he has received from several families regarding their displeasure with removing the mid-winter vacation. Mr. Saviano stated that he does not feel this change is favorable to our District or teachers.

Mr. Saviano commented that Commissioner Wagner has stated that he is not going to set any Rhode Island school calendars.

The motion to table the 2018-2019 calendar passed with a 6-1 vote; Mrs. McBride dissenting.

**SUBCOMMITTEE/SCHOOL COMMITTEE REPORTS & INITIATIVES**

Budget/Facilities Subcommittee

Mrs. McBride reported that the District is in pretty good shape with the amount allotted by the Towns during the recent Joint Finance Committee vote regarding the District’s budget request. Mrs. McBride stated that the full fall-out will not be determined until all budgetary amounts have come in. Mrs. McBride stated that it won’t be until May when the District can determine any areas that need to be cut.

Mrs. McBride expressed that she was happy to see such good attendance at the last Budget/Facilities Subcommittee meeting.

Mrs. McBride reminded everyone that the Budget/Facilities Subcommittee meetings are the third Monday of every month.

Policy & Curriculum Subcommittee

Mrs. Schofield reported that the next meeting of the Policy & Curriculum Subcommittee will be held on Monday, April 2, 2018 at 6 p.m. in the Administration Building on State Street in Bristol. All are welcome. Mrs. Schofield stated that Monday nights agenda has not been set yet.

Personnel/Contract Negotiations Subcommittee

Mrs. McBride stated that Chairperson Silva requested that she alert the School Committee that it is time to complete the Superintendent’s Evaluation. Mrs. McBride commented that all School Committee members have received in their packets copies of the Superintendent’s 2017-2018 goals and a copy of the Superintendent’s Evaluation Rubric. Mrs. McBride stated that Chairperson Silva has requested that only the parts of the evaluation rubric that relate to the Superintendent’s 2017-2018 goals are to be completed. Mrs. McBride mentioned that any questions School Committee members have regarding the Superintendent’s goals should be directed to the Superintendent. Mrs. McBride requested that the School Committee members submit their completed superintendent evaluation forms to Chairperson Silva or Adrienne Burke by April 16th.

Mrs. McBride reported that C94 is moving along. Information regarding negotiations will be provided to the School Committee soon.

Wellness Committee

Mr. Ramos reported that the Wellness Committee cosponsored an event with Bristol Warren Thrive By Five. The event was about raising resilient children in an age of anxiety. Mr. Ramos stated that 75 people were in attendance. Mr. Ramos publicly commended Trish Brissette and Emily Spence for their help.

Mr. Ramos stated that the next meeting of the Wellness Committee is scheduled for April 3rd at 4 p.m. at the Oliver Administration Building. An agenda has not been set yet. Mr. Ramos stated that all are welcome to attend.

Mr. Ramos stated that the Wellness Committee is working on a local food ambassador program. He expanded upon what that would look like.

**ADJOURNMENT – 8:20 PM**

MOTION: There being no further business to discuss, Mrs. McBride motioned to adjourn the meeting at 8:20 PM; seconded by Mr. O’Dell The motion passed unanimously.

Respectfully submitted,

William M. O’Dell, Secretary

/kd