

**BRISTOL WARREN REGIONAL SCHOOL COMMITTEE
POLICY AND CURRICULUM SUBCOMMITTEE VIRTUAL MEETING MINUTES**

Monday, April 5, 2021

A meeting of the Bristol Warren Regional School Policy & Curriculum Subcommittee was held virtually on Monday, April 5, 2021, via Zoom Conferencing. Subcommittee Chairperson, Carly Reich, called the meeting to order at approximately 6:00 p.m.

Present:

Subcommittee: Carly Reich, Chair, Victor Cabral and Sarah Bullard

School Committee Members and Administrators: Marjorie McBride, Erin Schofield, Nicky Piper, Tara Thibaudeau; Jonathan Brice, Ed.D., Superintendent; Diane Sanna, Ph.D., Assistant Superintendent, Lee Ann Beaupre, Human Resources Manager; Mary Ann Carroll, Esq., District Solicitor; Diana Campbell, Recording Secretary

I. Approval of Minutes:
1. January 11, 2021

MOTION: Ms. Bullard made a motion to approve the meeting minutes from January 11, 2021; seconded by Mr. Cabral.

The motion passed unanimously.

II. Discussion and/or Possible Action

A. School Committee Policy GCAA Employee Recruitment and Retention
Assistant Superintendent Sanna explained that before COVID-19, Attorney Carroll had shared a policy draft to update the Hiring Policy to match 16-2-11 (1) which turns more autonomy over to principals for hiring within their schools, to superintendents to make appointments, and delineates that the School Committee approves contracts. The existing Policy GCAA as well as another Policy describes the Hiring Process. The proposed policy draft merges Attorney Carroll's original policy and elements of existing Policy GCAA.

Discussion:

Ms. Reich asked if the School Improvement Teams (SIT) are consistently included in the interview process. In the past, the SITs have not always been included. The Policy now includes the language, "in consultation with SITs" which provides for the Principals to include members of the SIT or to consult with them, at their discretion. Attorney Carroll stated that the Policy is purposely vague so as not to take away from the intent of the Policy which is to give the Principals autonomy in hiring staff for their schools.

Ms. Reich also asked about the inclusion of the reference to the School Committee in the first sentence.

Mr. Cabral asked about adding wording to make sure that qualified applicants from Bristol Warren who apply for a position are interviewed. Attorney Carroll stated that no other towns have that in their policies and she warned that stating that all candidates from Bristol Warren will be interviewed could lead to wasting the time of

both the interviewers and interviewees if they are not qualified. Mr. Cabral agreed that the person should be qualified to merit an interview.

Ms. Reich asked to strike the 1st line of the Policy. All agreed to this change.

There was further discussion on the need for consultation with the SIT. Assistant Superintendent Sanna noted that teacher leaders are usually asked to be a part of interview teams and often team leaders are also part of SITs. She explained that the purpose is to get the Principals to consider their School Improvement Plans, aligned with their budgets, as they make their hiring decisions.

Assistant Superintendent Sanna introduced Lee Ann Beaupre, who was recently hired as the new Human Resources Manager for the District.

Mr. Cabral pointed out (B-1) that the Superintendent appoints the principal for each school. It was decided to remove the reference to “each school” to allow for flexibility in a situation where one principal would be hired for more than one school.

Superintendent Brice asked if the principal needed to utilize the SIT for all positions, including part-time positions. Attorney Carroll stated that the wording, “in consultation” was important. She noted that the Superintendent still had the authority to override a principal’s recommendation.

Assistant Superintendent Sanna pointed out that there will be a new policy coming out of RIDE on the School Improvement Teams, including the makeup of a SIT and guidelines for membership at each school.

Attorney Carroll noted that “consultation” is not the same as being on the interview team. It makes principals accountable for what is happening in their schools. This Policy gives principals the authority they need to do what needs to be done in order to be accountable for the success for their school.

Mr. Cabral brought up Exhibit A, which states that the School Committee determines the length of a contract and salary. Superintendent Brice stated that the wording of Exhibit A will need to be changed. Ms. McBride asked if the Exhibit really needs to be included in the Policy book, as it appears to be an internal worksheet. All agreed that Exhibit A can be removed.

There was additional discussion on the wording of the 1st paragraph, III.A.(1). It was decided to move the phrase, “in consultation with the SIT” to the 2nd sentence of the paragraph.

Ms. Bullard asked about the inclusion of a requirement that local qualified candidates be interviewed. Mr. Cabral stated that not all candidates look good on paper, but could end up being an outstanding candidate for the position. Superintendent Brice felt that this could be problematic should there be a lot of applicants for a position, it could take up too much time. Ms. Bullard felt that this

could set a dangerous precedent. Ms. Reich agreed that it could give off the perception that Bristol Warren is a closed off community.

Ms. Schofield agrees with Mr. Cabral that people may not look good on paper but may be outstanding candidates. She asked about a protocol on managing the membership of an interview team to eliminate people on the team who know the candidate. Assistant Superintendent Sanna stated that people have been asked to leave an interview team if they know a candidate. Superintendent Brice pointed out that some Districts have “disclosure of connections” policies. After additional discussion, Attorney Connell suggested that the Subcommittee return to the discussion of the Policy.

Ms. Reich summarized the recommended changes to the Draft:

- Remove 1st sentence of the Policy
- Eliminate Exhibit A and references to it within the Policy
- Reword paragraph III.A.(1) to move the phrase “in consultation with the SIT” to elsewhere within the paragraph.
- Adjust sentence B (1), to remove “for each school”

MOTION: Mr. Cabral made a Motion to pass the proposed policy with the recommended changes, for a 1st reading at the full School Committee meeting; seconded by Ms. Bullard. The motion passed unanimously.

III. Discussion of plan to review outdated policies

Ms. Reich asked for suggestions on how to approach the review/update outdated policies. She acknowledged the Assistant Superintendent Sanna has started a spreadsheet of policies that need attention. Superintendent Brice stated that he has approached Roger Williams University about the possibility of having RWU Law Students take on the project of reviewing the Policies for credit and provide suggested revisions that could be reviewed by Attorney Carroll. After his initial discussion with the President of RWU, he will be meeting with the Dean of the Law School.

In the meantime, Attorney Carroll and Assistant Superintendent have been reviewing some of the Policies. Attorney Carroll noted that there are some policies that can be eliminated and/or prioritized to be reviewed and updated. She felt that this should start soon because it could take a long time to set up a relationship with the University’s Law School. She noted that Bristol Warren could be held accountable for not having up-to-date Policies. Assistant Superintendent suggested that starting with the Personnel Policies could be the first section to review and update and/or eliminate.

Superintendent Brice asked Attorney Carroll how other districts keep their Policies up to date. She explained that some other districts have the departments (subject matter experts) review the relevant policies to their departments and bring them to the Policy Committees for review and approval. Ms. Reich stated that she will meet with Assistant Superintendent Sanna to coordinate a review implementation plan.

IV. Adjournment

MOTION: Mr. Cabral made a motion to adjourn the meeting at 7:20 p.m., seconded by Ms. Bullard. The motion passed unanimously.

Carly Reich, Chair
Policy & Curriculum Subcommittee of the
Bristol Warren Regional School Committee

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