

Chariho School Committee Meeting  
Regular Session Minutes – March 27, 2018

Committee Members Present: Chair Sylvia Stanley, Catherine Giusti (arrived at 6:59 PM), Clay Johnson, Craig Louzon, Lisa Macaruso, Georgia Ure and Melania van der Hooff. Absent: Vice Chair Ryan Callahan, Ronald Areglado, Donna Chambers, Murat Dymov and Stephen Huzyk.

Administrators Present: Superintendent Barry Ricci, Assistant Superintendent Jane Daly, Director of Administration and Finance Susan Rogers and School Committee Clerk Donna Sieczkiewicz.

I. Meeting Call to Order/Pledge of Allegiance/Silent Meditation

Chair Stanley called the meeting of the Chariho School Committee, which was held in the High School Library, to order at 7:00 PM. The Pledge of Allegiance was followed by a moment of silent meditation. Chair Stanley explained that a lack of a quorum prevented the meeting from starting at 6:30 PM.

II. Motion/Vote to go into Executive Session

Craig Louzon made a motion, seconded by Clay Johnson and it was VOTED: That the School Committee go into executive session under the authority of R.I. General Laws Section 42-46-5 (a)(1) for the purpose of discussion pertaining to an individual's job performance or character (Superintendent and Assistant Superintendent Evaluations) and under the authority of R.I. General Laws Section 42-46-5(a)(8) for the purpose of reviewing and/or approving matters which relate to the privacy of students and their records (Approval of Home Instruction Request(s) and Approval of Executive Session Minutes of March 15, 2018 – Approval of Home Instruction Requests); any persons to be discussed have been so notified. In favor: Unanimous.

Craig Louzon made a motion, seconded by Clay Johnson and it was VOTED: To recess Executive Session because of the time and resume it after completion of the Open Session agenda. In favor: Unanimous.

Items III (Closing/Sealing of Executive Session Minutes and IV (Disclosure of Executive Session Votes) will be moved to the end of the meeting after Executive Session is held.

V. Recognition

Superintendent Ricci introduced Choral Director Lynn Dowding and CVS (Chariho Vocal Select) who were invited to perform in celebration of Music in our Schools month. After another outstanding performance, Lynn explained All-State recognition and the rigorous adjudication process. This year is the first year they have included elementary level (grades 4-6) and four six graders, Hailey Mosher, Sophia Dionne, Joslyn Butler and Sera Carrillo, were selected to the Elementary All-State Chorus. Selected to Senior All State Chorus were High School students Melissa Hayes, Catherine Fugere and Melanie Boger. CVS was thanked for their performance and those selected to All-State were congratulated and presented with pins.

2. Douglas Lander and Mary Friel-Levcowich, selected as Employees of the Month, were congratulated as well.

VI. Public Forum

A Richmond parent came to the meeting to express her concern over the way in which things were handled the afternoon of the March 2<sup>nd</sup> storm. She questioned if a plan had been put in place if buses can't get kids home. The Superintendent explained that there was a plan in place but it was not 100% executed. We have now documented the plan in writing for bus drivers. The Superintendent detailed all that was done that afternoon in an effort to accommodate students and parents. While comments have been made that we could have used the OneCallNow system to contact parents, the Superintendent explained that he has no way of knowing if parents receive the call or if it is picked up on an answering machine. He does not get this information immediately; a report is generated after the fact. He wanted to make sure that parents were

informed so individual calls were made. We have learned from this event and tightened things up. The parent noted how nerve-wracking it was as it took time for parents to receive a call. She thanked the Committee for listening to her concern. Clay asked if it was OK for him to comment to which the Superintendent replied so long as it is brief. Clay asked if there was a way they could track buses to which the Superintendent responded that the terminal does have a GPS system. We know where the buses are. The problem is communicating with parents. The bus company is looking into a system in which parents will be able to track buses.

## VII. Policy

A. Videography, Photography and Audio Recording Policy (Revision) – Superintendent Ricci explained that there are plans to upgrade servers so security cameras will be accessible to local police departments and he recommended approval of the revised policy. Craig made a motion, which was seconded by Lisa, to approve the Superintendent's recommendation. Catherine questioned, for example, if there was an incident on a bus and her child was involved, would she not be able to view the video? The Superintendent explained that this policy has nothing to do with cameras on a bus but because of privacy issues, she would not be able to view other children. Police are allowed to view those videos. This change is to allow police to have real time access to our cameras. Clay asked if this would be for all three towns to which the Superintendent responded "yes, and the State Police."

Craig Louzon made a motion, seconded by Lisa Macaruso and it was

VOTED: To approve the revised Videography, Photography and Audio Recording Policy. In favor: Unanimous.

## VIII. Business

A. Discussion of Prevention of Sexual Assault Component of Health Curriculum – This item was on the agenda at the request of Clay Johnson. Superintendent Ricci introduced Anna LaCroix, the middle school student who was selected to present at URI's Ted Talk. Anna was also featured in a URI magazine. What is unusual about this is that Anna was the youngest of all participants. Her TED Talk video was shared and Anna was congratulated for the outstanding performance. Anna was presented with a "C" pin. Superintendent Ricci told Anna that young people feel they have no voice but after you hear from the School Committee, you will see that people listen. Anna spoke on the Chariho Health Curriculum and steps she feels can be taken to improve it. Clay thanked Anna for giving her talk. Most people are afraid to do what she has done. We are at a watershed moment – your words did have an impact. Lisa noted how proud she was of Anna for what she said and how she said it. Robust changes will be discussed with the curriculum. Anna has made history at URI. Jane added how inspired she was by Anna's talk and that she did some research. Chariho's curriculum is reviewed every five years with the Health Curriculum coming up for review next year. She noted that she worked with Lisa Macaruso at URI who connected her to someone at URI who will work with Chariho to pilot an I-Stand program at Chariho. She provided recommendations for revisions to the Health Curriculum. Chair Stanley questioned if parents will be informed of this as some parents are afraid to discuss this. Jane explained that this is a pretty thorough curriculum. They will do the review process and once approved, it will be shared with all parents on the website. Catherine thanked Anna as well and noted how important it is to teach our youngest students about consent to which Chair Stanley added that it is also important to make them feel comfortable enough to report something. Clay noted that reporting was the challenge. We need to develop a system to track and report. The Superintendent stated that the District has an obligation to report to DCYF. Most reports are not school related. Lisa noted a concern as to how they would know if data was improving. The Superintendent replied that anecdotally reporting has increased; adjudication is more difficult as most of those who report at school are minors and we don't have the ability to track this. We will have to have the Curriculum Development Committee build this into the process. Lisa added that they also need to support staff as some people may experience some discomfort in talking about this. They need to develop a different aspect with delivering this to special needs' students as their ability to report can be compromised. This should also be built into the curriculum. Anna felt these were great

suggestions but the issue is that students need time after a video is shown or information is presented to be able to discuss it. The Superintendent agreed. Anna and Jane were thanked.

B. The Key Work of School Boards – Discussion of Text – Superintendent Ricci introduced High School English Teacher Jill Burke who volunteered to facilitate this discussion. Jill is a member of the Leadership Academy. Jill noted that Kirsten LaCroix, who was in attendance tonight with her daughter, Anna, was the one who trained her. Jill distributed a handout that explained the large group protocol that will be followed for this discussion. She stated that if the entire Committee had been in attendance this evening, she would have asked that they break into groups. As there were only 7 members present, each participant will have the opportunity to share a passage with the group from the reading they were asked to do. She does not want the participant to explain why they have chosen this until after every other member has up to three minutes to respond to what was presented. After everyone has had the opportunity to respond, the member sharing the passage will have two minutes to state why he/she chose that point and respond to their colleagues based on what they heard. School Committee members then shared their passage and fellow Committee members responded. Jill suggested they debrief (i.e. what is helpful, suggestions for changes, process as we move forward, etc.). Chair Stanley felt it was helpful to hear each other's views on the paragraph they picked. She would like Committee members to feel comfortable expressing his/her beliefs to which Craig added that it is a very diverse group but he will make every effort to be a team player. Catherine stated that she respected the format and they will all have to respect it. Lisa felt that people have a problem articulating how they feel so picking a passage is important as it allows them to share their views. Sometimes a discussion does get redundant as there of twelve of them so Jill will have to keep them in line when they are all here participating in this process. Jill noted that she is very used to managing many personalities in her department to which the Superintendent stated that Jill is one of the finest instructors he has met. Lisa suggested that administrators be allowed to participate as she feels this would be helpful. This is the direction she would like to go in next time. Jill replied that for the sake of time, they can pair up for the next discussion. Melania added that she appreciates the fact that Jill has volunteered to facilitate this; she likes the way it flowed.

#### IX. Consent Agenda Items

Chair Stanley requested items to be pulled. Lisa pulled A-1 and A-2 and Georgia pulled C and H-1.

Craig Louzon made a motion, seconded by Clay Johnson and it was

VOTED: To move the remainder of the Consent Agenda Items. In favor: Unanimous.

B. Transfers – Approved.

D. Budget Summary – None at this time.

E. Treasurer's Report – None at this time.

F. Personnel Actions

1. Accepted the resignation request of Heidi Greene from the position of Part-Time District Custodian (4 hours per day, 5 days per week, year-round – currently assigned to Hope Valley School) effective March 15, 2018.

2. Accepted the resignation request of Daniel LaBelle from the position of District Assistant Maintenance Director effective April 6, 2018.

3. Approved the maternity leave of absence request of Diane Leith-Doucett from her position of High School Math Teacher effective on or around her due date of September 11, 2018 with a return to work date on or around March 1, 2019 in accordance with Article 17, Section C-1 of the certified staff collective bargaining agreement.

4. Appointed Meghan Baxter to the position of Middle School Softball Assistant Coach for 2018 contingent upon receipt of all required application materials and certifications.

G. Permission to Issue Bids/Request Quotes – None at this time.

I. Home Instruction – Action taken in executive session.

J. Grants – None at this time.

K. Donations – None at this time.

A-1. Catherine Giusti made a motion, seconded by Craig Louzon and Clay Johnson and it was VOTED: To approve the Executive Session Minutes of March 15, 2018 – Approval of Executive Session Minutes of February 13, 2018 (minutes not sealed). In favor: Giusti, Louzon, Ure and van der Hooft. Abstained: Johnson, Macaruso and Stanley (all due to absence). The motion carried by a vote of 4 in favor with 3 abstentions.

A-2. Catherine made a motion, which was seconded by Clay, to approve the Regular Session Minutes of March 15, 2018. Georgia noted that she wanted to add a statement to the minutes. When she asked for the emails and letters to be included, she requested this because they were different than what Jon Anderson was portraying as it pertains to mediation. Georgia asked if anyone else had heard her request. There was no response. Clay asked if there was a video of Jon's discussion to which it was noted that Bob was not able to film the meeting that night as he was in ill. Bob's absence was announced to all before the meeting began. Georgia asked that the minutes be changed to include her statement. The Superintendent noted that the Committee should proceed cautiously. An amendment should be made and seconded if you want to change the minutes.

Georgia Ure made an amendment to the motion, seconded by Clay Johnson and it was VOTED: To amend the regular session minutes of March 15, 2018 to include "the reason Georgia Ure requested the emails and letters be included with the minutes is because they were different than what Jon Anderson portrayed as it pertained to mediation." In favor: Ure. Opposed: Giusti and Stanley. Abstained: Johnson and Macaruso (both due to absence). Recused: Louzon. The amendment failed by a vote of 1 in favor with 2 opposed, 2 abstentions and 1 recusal (van der Hooft did not vote).

Georgia stated that she should not have to make an amendment because Jon Anderson said that she is allowed to add statements to a record of the minutes. Lisa called for a point of order. She clarified that there was no video but reminded all that minutes are not transcripts of their meeting. The Superintendent added that if the Committee would like, they can table the minutes and at the end of the meeting, a request can be made for a legal opinion. Georgia noted that she is not a lawyer but this is what our attorney stated at the last meeting; she can include whatever she wants. The Clerk explained what Jon Anderson's comment was – a School Committee member can request that documents be added to minutes so long as they are acting as a Committee member. If they are acting as a member of the public, they cannot request something be attached to the minutes. He then questioned whether Ms. Ure was acting as a School Committee member or member of the public. The Clerk further stated that she does not always hear what people are saying as sometimes things are said under their breath. If they want a statement included in the minutes, they should make note of this that night. They cannot add something to minutes after the fact without an amendment that is voted on. Melania expressed confusion over just what they are voting on. It was explained that they just voted on an amendment to add something to the minutes. It did not pass. They still have to approve the minutes. Georgia again stated that she doesn't feel she needs an amendment; she can just add a statement if she wants. Superintendent Ricci noted that he feels the Clerk's comments were accurate. If you ask for something to be recorded in the minutes, it will be recorded in the minutes taken that evening. If you want to add something after the meeting is over, you have to make an amendment to change the minutes.

Catherine Giusti made a motion, seconded by Clay Johnson and it was VOTED: To approve the Regular Session Minutes of March 15, 2018. In favor: Giusti, Stanley and van der Hooft. Opposed: Ure. Abstained: Johnson and Macaruso (both due to absence). Recused: Louzon. The motion carried by a vote of 3 in favor with 1 opposed, 2 abstentions and 1 recusal.

Chair Stanley advised all to keep in mind that a member cannot attach a statement to a meeting he/she didn't attend. The Superintendent cautioned that they were going off the agenda but a member can put this discussion on another agenda for a meeting Jon Anderson attends.

C. Craig Louzon made a motion, seconded by Clay Johnson and it was VOTED: To accept the bill review. In favor: Giusti, Johnson, Louzon, Macaruso, Stanley and van der Hooft. Abstained: Ure. The motion carried by a vote of 6 in favor with 1 abstention.

H-1. Permission to Award Contracts – Craig made a motion, seconded by Catherine to award the Chariho Career & Technical Center Mechanical Upgrades Bid to Martone Service Company, Narragansett, RI for the base bid only in the amount of \$95,129.00. The District will meet with Michael Martone to discuss Value Engineering on this project. Georgia questioned what the mechanical upgrades were to which the Superintendent responded they were HVAC units in construction and auto. Georgia asked, “so, air in all CTC” to which the Superintendent replied, “No, HVAC in construction and auto. He didn't say air.” Georgia asked how many bids were received; the Superintendent answered, “one”. Georgia questioned if this was the base bid only; the Superintendent noted there was an alternate to include the nursing area. They did not award this as the bid for the alternate came in much higher than anticipated. Georgia asked if the bid is what they anticipated to which the Superintendent replied that he would not recommend award of a bid if the District can't pay for it. It is around what they estimated. Georgia stated that she does not like just one bid to which the Superintendent agreed but the one bid they received was close to the estimate. Melania asked, “Doesn't anyone like us that we only got one bid?” The Superintendent explained that it is not a big job and it all depends on how much work is available in the community. Clay asked if they are required to pay prevailing wage to which the Superintendent responded “yes”. Clay noted that a lot of times people won't bid because of that.

Craig Louzon made a motion, seconded by Catherine Giusti and it was VOTED: To award the Chariho Career & Technical Center Mechanical Upgrades Bid to Martone Service Company, Narragansett, RI for the base bid only in the amount of \$95,129.00. The District will meet with Michael Martone to discuss Value Engineering on this project. In favor: Giusti, Johnson, Louzon, Macaruso, Stanley and van der Hooft. Opposed: Ure. The motion carried by a vote of 6 in favor with 1 opposed.

#### X. Reports

A. Subcommittee Reports – Nothing to report.

B. Superintendent's Report

1. Ashaway & Hope Valley Window Projects (65%) – The Superintendent reported that the District will qualify for a 65% reimbursement rate for these projects. He doesn't have this in writing yet.

2. Kindergarten Registration – The new format was a big hit. We have 128 children registered so far. The number seems to be a little higher this year. Chair Stanley questioned if they have tracked this by town yet to which the Superintendent replied that he does not want to give out those numbers yet.

3. Assistant Director of Buildings and Grounds – The Superintendent noted that the biggest need is for someone to oversee the cleanliness of the buildings. This position will be more focused and less broad and may save money in salary. They are finishing up the job description. This will allow Doug the opportunity to focus more on big projects. Georgia questioned, “Wasn't Dan responsible for second shift.” The Superintendent noted that this person will work full-time second shift.

4. AP Testing – There is space at URI for AP testing, proctored by our teachers. We will provide transportation. The theory is the environment should have a positive impact.

5. Adjustment of Marking Periods – The Superintendent stated that he has pushed out this marking period due to snow days and to make the marking periods as equal as possible.

C. Coming Events were highlighted. The Superintendent encouraged all to attend the Film Fest. We are the only school in the region doing this.

#### XI. School Committee Requests for Future Agenda Items or Legal Opinions

Clay asked if it was too early to talk about tracking of buses to which the Superintendent replied they will be discussing this.

Chair Stanley stated that she would like Jon's opinion on the attachment of statements to minutes or changing of minutes scheduled for approval that evening. Catherine asked if this would be included in Jon's retainer or would it be extra money. The Superintendent replied this would not cost extra. Catherine added that she would like to know more about amendment of minutes. Discussion ensued on the wording of a motion for a legal opinion. Lisa questioned the Clerk on attendance at trainings to which it was noted that the Clerk attends training every year. Lisa stated that she would oppose the motion as she feels they should be able to ask the Clerk. The Clerk noted that she would prefer a legal opinion because there are things she is unsure about and would value Jon's opinion.

Craig Louzon made a motion, seconded by Clay Johnson and it was VOTED: To ask Attorney Anderson what is his opinion, based upon Robert's Rules, about the attachment of a statement and/or a document to minutes being approved from a previous meeting and how are minutes amended from a previous meeting. In favor: Giusti, Johnson, Louzon, Stanley, Ure and van der Hooft. Opposed: Macaruso. The motion passed by a vote of 6 in favor with 1 opposed.

Craig Louzon made a motion, seconded by Clay Johnson and it was VOTED: To return to executive session that was recessed at the beginning of the meeting. In favor: Unanimous.

The Committee returned to open session at 10:02 PM (a vote to extend the meeting past 10:00 PM was taken in executive session).

#### Closing/Sealing of Executive Session Minutes

1. Superintendent Ricci recommended that minutes pertaining to the privacy of students and their records (Approval of a Home Instruction Request) remain sealed.

Craig Louzon made a motion, seconded by Clay Johnson and it was VOTED: That minutes pertaining to the privacy of students and their records (Approval of Home Instruction Requests) remain sealed. In favor: Unanimous.

2. Clay Johnson recommend that minutes pertaining to an individual's job performance (Evaluations of Superintendent and Assistant Superintendent) remain sealed.

Craig Louzon made a motion, seconded by Catherine Giusti and it was VOTED: That minutes pertaining to an individual's job performance (Evaluations of Superintendent and Assistant Superintendent) remain sealed. In favor: Unanimous.

#### Disclosure of Executive Session Votes

Craig Louzon reported there were six votes taken in executive session. The first pertained to a Home School approval. The vote passed with 6 in favor, 0 opposed, 1 abstention and 0 recusals with Giusti, Johnson, Louzon, Macaruso, Stanley and van der Hooft voting in favor and Ure abstaining.

The second vote a Home School approval, passed with 6 in favor, 0 opposed, 1 abstention and 0 recusals with Giusti, Johnson, Louzon, Macaruso, Stanley and van der Hooft voting in favor and Ure abstaining.

The third pertained to a Home School approval. The vote passed with 6 in favor, 0 opposed, 1 abstention and 0 recusals with Giusti, Johnson, Louzon, Macaruso, Stanley and van der Hooft voting in favor and Ure abstaining.

The fourth vote, approval of executive session minutes of March 15, 2018 – Home Instruction Requests – passed with 4 in favor, 0 opposed, 3 abstentions and 0 recusals with Giusti, Louzon, Ure and van der Hooft approving and Johnson, Macaruso and Stanley abstaining (due to absence).

The fifth vote, to extend the meeting past 10:00 PM, passed with 6 in favor, 1 opposed, 0 abstentions and 0 recusals with Giusti, Johnson, Louzon, Macaruso, Stanley and van der Hooft approving and Ure opposing.

The final vote was to close executive session and return to open session. The vote passed unanimously with 7 in favor, 0 opposed, 0 abstentions and 0 recusals with Giusti, Johnson, Louzon, Macaruso, Stanley, Ure and van der Hooft approving.

## XII. Adjournment

Clay Johnson made a motion, seconded by Craig Louzon and it was VOTED: To adjourn at 10:07 PM. In favor: Unanimous.

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Donna J. Sieczkiewicz, Clerk