
**EAST PROVIDENCE SCHOOL COMMITTEE MEETING
OPEN SESSION – March 10, 2020**

I. Call to Order Open Session

The East Providence School Committee met in Open Session on Tuesday, March 10, 2020 in Council Chambers at East Providence City Hall. Mr. Tsonos called the meeting to order at 5:00 p.m. Members present were Charles Tsonos, Chair, Jessica Beauchaine, Vice Chair, Joel Monteiro and Anthony Ferreira. Karen Oliveira was absent. Also present were Superintendent Kathryn Crowley and Assistant Superintendents Dr. Bowler and Dr. Forand.

II. Executive Session

Motion by Mr. Monteiro, seconded by Ms. Beauchaine and carried unanimously to move into Executive Session in conference room A for the purpose of: Discussion re: Superintendent's Evaluation /Personnel Pursuant to RIGL §42-46-5(a)(1); and Consider & Vote on Motion to Adjourn and Convene into Public Session. Appropriate disclosure was made by the Chair concerning compliance with RIGL 42-46-(5)(a)(1) indicating that any person to be discussed had been appropriately notified in advance in writing. No request had been made.

III. Re-Convene in Open Session (Regular Meeting)

Mr. Tsonos called the meeting to order at 6:33 pm. The Pledge of Allegiance and a moment of silence were observed. The Chair reported that no votes were taken in executive session. Motion by Mr. Monteiro, seconded by Ms. Beauchaine and carried by unanimous consent to seal the minutes.

IV. Student Liaison

Daniel Andrade reported on high school events and athletic activities for February 2020.

V. Presentations – RI Department of Health

The RIDOH couldn't provide a speaker for this meeting. There will be a weekly call every Wednesday from 2-2:30 p.m. The hotline (222-8022) is available for questions on the COVID-19 virus. The RIDOH has a webpage for information.

Memorial Bricks

Motion by Mr. Monteiro, seconded by Mr. Ferreira and carried by unanimous consent to move up Memorial Bricks on the agenda.

On behalf of the Friends of Townie Athletics, Stephanie Vinhateiro, Melissa Andrade and Paul Pimental addressed the committee for approval and support for a brick pathway. Option #3 has two brick pathways in front of the high school. Option #1 is outside the stadium and option

#2 is a sitting area in back of the high school. The Building Committee voted to approve option 3, then option 1 and option 2. There are two sizes of bricks to choose from. Ordering can be done online through paypal or through order forms with 4EverBricks.com. Funds will go to Friends of Townie Athletics through Washington Trust Bank. All bricks that are sold will get delivered one time until ready to install. The Committee is working with the landscape architect on the quality of the bricks and to make sure they match. There will be four different graphics on the bricks to choose from. The bricks have to be sold and delivered by April 2021. There will be order forms at each school and Washington Trust Bank. Sale starts in April.

Motion by Mr. Monteiro, seconded by Mr. Ferreira and carried by unanimous consent to approve the memorial brick fundraiser.

VI. Consent Agenda

Home School Requests: There were four requests for homeschooling.

Approval of Minutes:

February 11, 2020 School Committee Meeting

February 10, 2020 Building Committee Meeting

Motion by Mr. Monteiro, seconded by Mr. Ferreira and carried by unanimous consent to approve the four home school requests and minutes of the School Committee and Building Committee meetings.

VII. PTO/PTA/EPLAC Reports – Mary Nascimento, East Providence Local Advisory Committee board member, spoke about Special Needs Recognition Night which is being held on May 14, 2020. They are seeking nominations for outstanding educators, support staff, paraprofessionals, programs, students, parents and community resources. The deadline is March 17th. Their contact information is eplac@epschoolsri.com.

VIII. Public Comments I - Agenda Items – Chrissy Rossi spoke about the chain link fence missing a section at Myron J. Francis. A push bar is needed for the gates. She reported that a gate in the playground at Oldham is locked. It is used by the pre-k students. Signs are needed to keep dogs out. Dr. Bowler reported that Oldham just had a playground inspection and anything found in the inspection has to be addressed. There were no major issues.

IX. Superintendent's Report

1. Memorial Bricks – Discussed earlier in the meeting.

2. XQ Grant Report – Dr. Forand reported that RIDE and the XQ Institute held a presentation today at the State House to announce the selected schools who were awarded the grant. Originally awarding \$500,000 grants. East Providence High School was awarded \$20,000 to focus on schools' data and confronting issues of equity and rigor. They will also receive ongoing support from webinars throughout the year to fully access XQ tools and resources. There was much support from staff, students and the community and all taken into consideration when

applying for the grant. Countless hours were put into this grant. Superintendent Crowley thanked the Committee for all their effort.

X. Director of Human Resources Report

Resignations: None

Retirements: Superintendent Crowley read the list of retirements as follows: Pamela Lucas, Paraprofessional at Waddington, effective end of the 2019-2020 school year; and Arlene Boyd, Administrative Assistant at Riverside Middle School Guidance Office, effective end of the 2019-2020 school year. She wished them good health in their retirement and thanked them for their years of service.

Motion by Mr. Monteiro, seconded by Ms. Beauchaine and carried by unanimous consent to approve the retirements as submitted.

Leave of Absences: Superintendent Crowley read the leave of absence as follows: Tech Ed Teacher at Martin Middle School, effective 2020-2021 school year.

Motion by Ms. Beauchaine, seconded by Mr. Monteiro and carried by unanimous consent to approve the leave of absence as submitted.

Non-Renewals: None

Recalls: None

Appointments: Superintendent Crowley read the list as follows: Brandyn Chase, Co-Coach Softball at Riverside Middle School, effective 2019-2020 school year; Kaitlin Villucci, Co-Coach Softball at Riverside Middle School, effective 2019-2020 school year; and Kelly Raposa, Paraprofessional at Oldham, effective 3/9/2020. Going forward the School Committee will no longer be approving appointments.

XI. Director of Finance Report

Monthly Financial Update – Mr. Enos reported that we remain in good step four months into the school year. Mr. Tsonos questioned monies held at the school. During budget discussions, input is requested by the Principal. Each school has their own checking account and debit card for purchases. Each school has a different amount of money in their account. Elementary schools have a Feinstein fund and fundraisers get funneled through their student activity account. Each month the schools do a bank reconciliation which is reviewed by the finance office and auditors. All funds are reported to RIDE. If funds are running low, money can be put in their account if anything is needed. There was some discussion regarding online courses at the high school. Online courses are requested by high school students. Ben Russell stated software packages are based on usage. Certain applications were coming in with Title funding.

They are looking at being consistent with software at all schools for grade level, middle and high.

XII. Policy Committee Report – Ms. Beauchaine reported that the Attendance Policy has been updated. Supt. Crowley said the policy was updated to include doctor/dentist appointments and virtual learning for excused absences moving forward. Dentists are concerned that students attending visits during the school day are getting docked.

XIII. Building Committee Report – Mr. Monteiro reported that the steel structure went up for the new high school. We are waiting on RIDEM permitting. Procurement packages are coming in and going out and will be completed by May 1. We are trending very well in the budget and MWBE categories. There will be a major signing of the beam ceremony in mid-May. The beam will be hoisted up as part of the new high school. The Guarantee Maximum Price (GMP) will be finalized at the end of May.

Interior materials on colors and patterns of tiles and furniture haven't been finalized yet. They have to go out for bid and will be presented to the School Committee.

XIV. Discussion Items

1. Process of selection for outside security – There is a change of security at the high school. The name changed due to a merge but it's the same company.

2. School Department policy on fundraising – There was discussion on having a written policy on fundraising. As a School Committee there is no policy on fundraising. PTA fundraising is different. PTA/PTOs pay for their own insurance and are governed by the state Parent Teacher Association. The Policy Committee will look into a school fundraising policy. School fundraisers come to the Superintendent for approval and it is up to the individual school if they want to participate. Most schools do not have a fundraising policy. Sports fundraising and school sponsored fundraisers will have to be included. Separate organizations are not included in this policy. Ms. Beauchaine said to contact her or Ms. Oliveira with any input.

3. Status of hot water in all schools – Mr. Feola and Mr. Barilla checked each school for hot water. There is hot water in every school but not in all faucets in every school. All faucets were tested. Mr. Feola will look into prices of an instantaneous hot water heater. All the nurses' offices have hot water except at Whiteknact due to an office being moved.

4. School Committee approval of RFPs and wording of RFPs – The Committee is asking that Mr. Ferreira see the wording of RFPs to be sure it is worded properly. Mr. Ferreira wants to be involved in the walkthrough. Each School Committee member should see the RFPs before being approved. Mr. Enos will provide the Committee with the RFPs before they go out.

5. Status of removal of old refrigerator and installation of new refrigerator – The old refrigerator is gone and the new one is in its place and in use. There was discussion on bid award including delivery installment and removal.

6. Written requirement from Fire Marshal pertaining to chain link fence at MJ Francis – Mr. Feola explained about not enclosing the playground, the building exit into that playground and the type of hardware on it. The state codes require that it has exits out of that area. The panic hardware can be installed according to the code.

7. Update of health issues – Superintendent Crowley sent out the latest information to our community. Ben Russell and Rebekah Gendron have been working on a plan for virtual instructional days in the event schools are closed due to emergencies. The plan has to be approved by the RI Department of Education. There will be two virtual learning informational meetings scheduled at 6 pm on Wednesday, March 18 at Riverside Middle School and Thursday, March 19 at Martin Middle School for parents to prepare. Videos will be available for parents who don't want to attend group meetings. The meetings will be live streamed. Training videos will be available as well. The teaching staff will report to work virtually. The students will join those sessions and attendance will be taken. Google classrooms have already been set up. There are assignments for grades pre-k through high school. The Principals will do a survey for students who don't have a computer. There is a grant for free hot spot internet access to families with no wifi at home. Mr. Enos would be able to do the payroll from home and will do a trial run next week. Chartwells has contingency plans for students to get a drive-by meal or stations for breakfast and lunch.

We are taking an attendance report on student absences. We are asking staff to stay home if they are sick. Student absences will be excused. The Superintendent has to contact the RIDOH first with a diagnosed case in the district. If a district closes down, students may not stay quarantined in their homes. Any questions should be directed to Head Nurse, Diane Wallace, and any calls for COVID-19 virus should be directed to the RIDOH hotline which is available 24 hours.

8. Duct Work – Duct work will be done during April vacation. Mr. Ferreira will attend.

9. Art/Music room decision process – A meeting was held last week with the Principal at Myron J. Francis regarding the lack of an art room. Mr. Feola will get estimates on modular units with and without a restroom. This issue needs to be addressed for our elementary students. Space is needed in every elementary school.

10. Status of SIT Committees and Meetings – Ms. Beauchaine inquired about the status of School Improvement Team meetings. Superintendent Crowley will be attending the meetings starting tomorrow at Martin Middle School.

11. Substitutes – This item was tabled.

12. Samples of new high school interior – Ms. Beauchaine received the information on this. The new high school interior samples will be provided when finalized.

13. Facilities organization at the new high school – Mr. Tsonos

Gilbane Construction Company will discuss what type of people are needed to man the building. Professional development training is included in the contracts. Mr. Ferreira requested a schedule for maintenance at the new high school.

XV. Action Items

1. Bill List:

Motion by Mr. Monteiro, seconded by Mr. Ferreira and carried by unanimous consent to approve the following warrants as submitted:

Voucher No. 1059 for \$388.69

Voucher No. 1009 for \$5,627.14

Voucher No. 1010 for \$944,075.50

Voucher No. 1011 for \$2,291,731.19

2. Fundraiser for Memorial Bricks

Motion by Mr. Monteiro, seconded by Mr. Ferreira and carried by unanimous consent to approve the fundraiser for memorial bricks as submitted.

3. Updated Attendance Policy

Motion by Mr. Monteiro, seconded by Mr. Ferreira and carried by unanimous consent to approve the updated Attendance Policy as submitted. Added in the policy is a note from the dentist and doctor will be excused.

4. RFP Award for Cafeteria Lunch Trays

Motion by Ms. Beauchaine, seconded by Mr. Ferreira and carried by unanimous consent to approve the RFP award to Kittredge Foodservice Equipment and Supplies for cafeteria lunch trays as submitted.

5. Oshean Internet Service Contract for 2020-2021 School Year

Motion by Mr. Monteiro, seconded by Ms. Beauchaine and carried by unanimous consent to approve the Oshean Internet Service Contract for 2020-2021 school year as submitted. This will be submitted for E-Rate funding.

6. RFP Award for Network Infrastructure for new EPHS

Motion by Mr. Monteiro, seconded by Mr. Tsonos and carried by unanimous consent to approve the RFP Award for Network Infrastructure for new EPHS as submitted. This will be submitted for E-Rate funding.

7. Technology to be Recycled

Motion by Mr. Monteiro, seconded by Mr. Ferreira and carried by unanimous consent to approve the technology to be e-recycled as submitted.

The Building Committee reviewed and approved these invoices at their meeting on March 9.

8. Ai3 Invoices for Services

Motion by Mr. Monteiro seconded by Mr. Ferreira and carried by unanimous consent to approve the Ai3 Basic Services Invoice in the amount of \$145,414.79, Extra Services in the amount of \$15,293.96 and Reimbursable Expenses Invoice in the amount of \$1,847.42 as submitted.

9. Peregrine Invoice for Services

Motion by Mr. Monteiro and seconded by Mr. Ferreira and carried by unanimous consent to approve the Peregrine Group Invoices for service in the amount of \$59,000.00 as submitted.

10. Gilbane Invoice for Services

Motion by Mr. Monteiro, seconded by Mr. Ferreira and carried by unanimous consent to approve the Gilbane Construction Co. invoice for services in the amount of \$4,066,389.76 as submitted.

11. Thielsch Engineering Invoice for Service

Motion by Mr. Monteiro, seconded by Mr. Ferreira and carried by unanimous consent to approve the Thielsch Engineering invoice for services in the amount of \$5,447.50 as submitted.

12. Stephen Turner, Inc. Invoice for Services

Motion by Mr. Monteiro, seconded by Mr. Ferreira and carried by unanimous consent to approve Stephen Turner invoice for services in the amount of \$1,141.35 as submitted.

XVI. Public Comments II – Non-Agenda Items – Chrissy Rossi on awarding of sub-contracting at the new high school. The Building Sub-Committee reviews periodically as they receive bids which then goes to the Building Committee for approval. There is an experienced member on the Building Committee who oversees the criteria from RIDE.

Stephen Costa on Marine Biology, addressed the Committee on clarity of marine biology classes stopping at the CTC and going to the high school. Tenth graders want to finish their course. The Director of Guidance at EPHS said the students are finishing out marine biology. Eventually the CTC will be at the high school. Not moving any tanks now. The teacher will be teaching another course at the high school. Field trips are still happening.

Heather Penden, treasurer on PTA at Myron J. Francis. She became involved with her child at Myron J. Francis. She started a petition for the arts at MJF.

XVII. Announcements – The boys basketball team are in a state tournament on Thursday evening at 6:30 pm at EPHS.

Mr. Monteiro thanked Gilbane Construction Company and Principal Perry for participating in an event during Black History Month. Last month, Aleita Hall, Sr. Project Manager, and two contract managers at Gilbane spoke to students at Riverside Middle School about career paths during Black History Month and Women's History Month.

Hennessey is doing a fundraiser at Davenports on Thursday all day and all night.

Mr. Ferreira requested a report on disinfectants in our schools.

All athletic events have been canceled through March 31.

XVIII. Adjournment

Motion by Ms. Beauchaine, seconded by Mr. Monteiro and carried by unanimous consent to adjourn the meeting at 9:39 p.m.

Respectfully Submitted,

Sharon Corsi, Administrative Assistant

Karen Oliveira, Clerk