

WILLIAM M. DAVIES, JR. CAREER AND TECHNICAL HIGH SCHOOL
50 Jenckes Hill Road, Lincoln, RI 02865

Board of Trustees

Minutes of the Regular Meeting

Wednesday, January 9, 2008

Minutes were accepted at the February 2008 Board meeting.

I. Routine

A. **Call Meeting to Order**

At 8:05 am, Mrs. Kyle called the meeting to order.

B. **Roll Call of the Board**

Davies' Executive Assistant called the roll of the Board.

Members Present: Richard Beaupre; Raymond Chartier; Carolyn Kyle, *Vice-Chairperson*;
John Quinn; Robin Smith

Members Absent: James Bone; Larry Gemma; V. Michael Ferdinandi; John Gregory;
Robert Halkyard; John Nardolillo; Dr. James Segovis, *Chairperson*

Others Present: Victoria A. Gailliard-Garrick, Cheryl Carroll, Bernie Blumenthal, Susan
Paquin, Joanne Andrews, Adrienne Noelte, Frank Barcellos, Lynn Tait-
Romano

Mr. Beaupre was concerned that holding the meetings in the morning isn't going to work. Mr. Gregory told him that he can't make any of them. This morning may be a fluke but it is important to have Mr. Gregory at the table. It is a work in progress and we will continue to do what we can do to find a time that is convenient for everyone knowing we will not ever get everyone around the table.

C. **Approval of Minutes** – December 12, 2007 Regular Session Minutes

Mr. Beaupre made a motion to accept the amended version of the December 12, 2007 Regular Session; Mrs. Smith seconded the motion, and all were in favor. (The amendment is in Return to Regular Session: "The Board accepted the nomination of Mr. George Ortiz while in Executive Session and his resume will be forwarded to the Board of Regents)

D. **Recess to Executive Session Pursuant to R.I.G.L. 42.46-5 (A) (1) and (2) to Discuss Pending Litigation and Personnel Issues**

Deferred recess into Executive Session until the end of the meeting

E. **Return to Regular Session**

Did not recess out of Regular Session at this point on the agenda.

F. **Opportunity for Audience to Comment**

No comments were made.

II. *Business Agenda*

- A. **Finance Report** –*Cheryl Carroll, Business Office Coordinator*
Report was deferred to Executive Session.
- B. **Human Resources Report** - *Joanne Andrews, Human Resources Coordinator*
The second part of the bumping process is completed and we had no other bumps other than the first bump which moved on to their new position. We are expecting the third and final part of the bumping process to happen on January 27th.

Regarding current job openings, we are still waiting for a Diagnostic Prescriptive Teacher and now we have a School-to-Career Coordinator opening because we had a move from that position to a Special Education Teacher position.

- C. **Approve Davies Graduation by Proficiency Appeals Process** – *Judy Valentine, Supervisor of Academic Instruction*
(*See Supplemental Material: “Graduation by Proficiency Appeals Process Draft”*)
A quorum was not present so approval of this appeals process had to be postponed, but there was still an overview of the document, specifically the recommended changes detailed at the last Board meeting regarding the Board’s role. Mr. Quinn felt the changes clarified the Board’s role very well.

III. *Informational Time/Program Updates*

A. **Director’s Report**

1) **Teachers’ Association** – *Frank Barcellos, President of the Davies Teachers’ Association*
No report was given.

2) **Teacher Assistants’ Association**-*Lynn Tait-Romano, President*
No report was given.

3) **Commissioner’s Review: Status of Fall 2007 Submission** – *Victoria A. Gailliard-Garrick, Director*
(*See Supplemental Material: May 2007 Commissioner’s Review Report Executive Summary*)

The state has been, over the last number of years, looking at a number of education reform initiatives, and this Commissioner’s Review is a process that is part of those initiatives. The review pertains to one component of the High School Regulations. There are three: Literacy, Graduation Requirements, and High School Restructuring. The Commissioner’s Review process is reflective of the Graduation Requirements. For the last two and half years we have been submitting a commissioner’s packet (binders) on various components within these requirements

We submitted a report in May 2007 (Commissioner’s Review) based on the five components listed on the executive summary. Out of the five components, three of them we did not update (Support to Students, Support to Staff, and Communication). The feedback indicated we needed to update them so we did for the next Commissioner’s Review which was in November 2007. In December, we received the feedback from that submission of which there were only three issues pertaining to Component I dealing with alignment. We had a

face-to-face meeting (every high school in the state has to do a face-to-face meeting) with the Commissioner. The meeting occurred on December 21st. We were given direction on what they are looking for with the alignment of GSE's to all courses and assessments (Gap Analysis). Basically, they want to know where we are going with these GSE's to determine proficiency in English Language Arts and Mathematics. The Class of 2008 who are graduating in June, has to be proficient in ELA and Math.

Then they looked at our course assessments and they gave us some feedback on our Common Tasks which is a part of the Graduation Portfolio. Davies selected two measures (each H. S. had to select two measures in addition to Carnegie Units) the Senior Project and the Graduation Portfolio. These common tasks need to be performance-based and will be a part of the portfolios

The other piece was on literacy. What are we doing to measure school-wide literacy? What kinds of professional development opportunities are we looking at for teachers that offer literacy strategies? The Director went back to RIDE and had another face-to-face meeting with one of the fellows. She gave the fellow her action plan that told her what direction we were going in and a timeline. She identified three goals: to complete the ELA, Math, Science GSE's and course assessment alignments; look at the GSE alignments in the technical areas in their curriculum; and then looking at our school-wide rubrics and to better reflect the GSE language in those rubrics.

We are currently working on everything listed on the executive summary. They know we are going in the right direction and they appreciate the fact that the Director went back to RIDE for another face-to-face because sometimes there are principals who are just nodding their heads, but she wanted to make sure we are heading in the right direction and to ensure we are meeting the mandates. She told them at the meeting that it isn't about her; it is about the teachers and the work they are doing because the majority of them are committed to this process; committed to these ever-changing mandates; and she just doesn't want to waste their time.

We still have some work to do. This whole process of the reform initiatives are constantly changing. Based on the face-to-face and the fourth Commissioner's Review, she will get some feedback again on January 15th and at that time they will let us know whether or not the school will be able to award the graduates what they are calling "Regents' Diplomas" meaning that the school has met the mandates and requirements in determining proficiency and truly measure through our GSE's, curricula, and assessments that these kids are proficient. If we do not get it, there will still be an open timeframe to submit amendments.

The next step is the Department Coordinators will be getting a copy of her action plan and they will share that with their teachers. The hardest part and the biggest part is the alignment of the GSE's and that is what we need to work on. She will be meeting with the instructional management team and they will strategize and script out the direction to go in so that everyone in the building will be doing the alignment, course assessments, common tasks uniformly.

4) **Professional Development Day – Jan. 25th**– *Victoria A. Gailliard-Garrick, Director*

She is looking at a couple of proposals from RI Writing Project. They do in service training on literacy. This is one area that we need to address from the Commissioner’s Review. She asked them to submit to her proposals on literacy approaches. There are two that are used across the state. One is “Balance Literacy” and the other is “Content Literacy.”

Also on that day, our 11 Project editors in addition to 22 volunteers will be reading the senior research papers using a rubric and calibration. There are 11 Project Editors who are working with the seniors on their research papers, a part of the Senior Project. It needs to be related to their technical area and it has to be a stretch of the curriculum. 145 seniors have submitted their first drafts as of January 4th. These project editors have been working with these students going through the research paper format (I-Search format) and giving them the support that they need. It was shaky getting off the ground, but they are now busy working.

Sometime in May, the Director will be looking to the Board, to sit on a panel. The seniors will be doing their oral presentations with their research papers and final products. Mrs. Kyle then suggested having a couple of students present their projects before the Board.

5) **Other**

US News and World Report Article – *Bernie Blumenthal, Partnerships in Education Coordinator*

In a December issue article, Davies was one of five top schools in RI listed as one of America’s best high schools. When you look at rankings, there are different criteria. Newsweek looks at schools that have AP, but what US News and World Report wanted to look at how does a school serve all of its student body and prepare them not only for college but for the world of work. They looked at approximately 18,000 schools in 40 states (10 didn’t submit any reading and math scores) and 1600 made the top cut. We were one of five schools in RI and received the Bronze Award. The other RI schools included Barrington, North Kingstown, Classical, Beacon Charter and Textron Charter Schools. Davies is in great company.

There are three criteria. The first two looked at college readiness in terms of serving all of the students on math and reading scores. They factored in economically disadvantaged population. If you made it past the first cut, the second cut was how do our least advantaged students compare to other similar groups across the state. If you made those two cuts, you received at least a bronze award.

The third criteria is one he feels we can’t achieve yet until we elevate our academic level to offer AP courses (Advanced Placement). The exams are administered by the College Board which measures content knowledge at that level. If the student scores at a certain point, some colleges will award college credits. US News looked at how many students are taking the AP exam, passing

it, and then moving on? Davies is not at that level. Hopefully we will be, but to receive the Bronze Award is an exceptional accomplishment for our teaching and administrative staff, our students and their parents. One of the NEASC recommendations was to offer some AP courses. Barrington and North Kingstown received the Silver Award, so they may have had a large number of students taking AP courses but didn't pass the exam. Out of the 18,000 schools US News looked at, only approx. 400 received the Gold Award. 1086 schools received the Bronze. There are certain biases when looking at Advanced Placement so he wished they would look at dual enrollments instead.

He will be doing some PR on it and he thinks it will also motivate us to continue to excel not only with the Commissioner's Review but also with the state tests, and to feel good about what we are trying to do in serving all of our student body which is our mission.

On behalf of the Board, Mrs. Kyle thanked the administration and the teachers for all of their hard work. It is certainly a reflection of a huge team effort; great job.

The Pawtucket Times is scheduled to come in to interview Mrs. Garrick and Mr. Blumenthal.

Pawtucket Times Article: "Davies Teacher Trifecta Decides to Step Down – Victoria A. Gailliard – Garrick, Director

Three of our teachers retired as Mrs. Andrews mentioned in her HR report. They had a great retirement party prior to the school vacation in December. When she read the article it reminded her that this is what it is all about. You have to love this job; you have to love to be in education. She suggested reading the article because it is a special profession.

Recess to Executive Session Pursuant to R.I.G.L. 42.46-5 (A) (1) and (2) to Discuss Pending Litigation and Personnel Issues

At 8:40 am, Mrs. Kyle asked for motion to recess into Executive Session. Mr. Beaupre made the motion to recess to Executive Session pursuant to R.I.G.L. 42.46-5 (A) (1) and (2) to discuss pending litigation and personnel issues. Mr. Quinn seconded the motion and all were in favor.

Return to Regular Session

At 8:58 am, Mrs. Kyle asked for a motion to return to Regular Session; Mr. Beaupre made the motion; Mr. Quinn seconded the motion, and all were in favor.

Mr. Beaupre made a motion to seal the minutes of the Executive Session; Mr. Chartier seconded the motion, and all were in favor.

IV. Adjournment:

At 9:00 am, Mrs. Kyle asked for a motion to adjourn, all were in favor.

V. Next Meeting:

TBD. The turnout this morning may have been just a fluke; so will give morning meetings one more try.