

THE GLOUCESTER PUBLIC SCHOOLS

Our mission is for all students to be successful, engaged, lifelong learners.

School Committee Meeting Minutes

Wednesday, January 8, 2014

Superintendent's Conference Room – District Office

7:00 p.m.

Members Present

Jonathan Pope, Chairman
Melissa Teixeira, Vice Chairperson
Kathy Clancy, Secretary
Tony Gross
Michelle Sweet
Jack O'Maley
Mayor Carolyn Kirk

Administration Present

Dr. Richard Safier, Superintendent
Gregg Bach, Assistant Superintendent
Hans Baumhauer, Director of Finance
and Operations

Recorded by Cape Ann TV

- I. **CALL TO ORDER** – Chairman Pope called the meeting to order at 7:00 p.m. and stated the mission of the Gloucester Public Schools.
- II. **SALUTE TO THE FLAG**
- III. **ORAL COMMUNICATIONS** – None.
- IV. **COMMENTS FROM THE CHAIRPERSON** – Chairperson Pope welcomed new members Michelle Sweet and Jack O'Maley.
- V. **RECOGNITIONS** – None.
- VI. **GHS STUDENT ADVISORY COUNCIL** – Autumn Zubricki, Cody Eaton and Riley Zubricki introduced themselves and updated the committee on the following events at Gloucester High School: parking problems due to snowstorm/parking ban, Moose Youth Awareness program, and outstanding lunch fees. Cody suggested surveying students about lunch fees and putting their outstanding balance on their report card.
- VII. **CONSENT AGENDA**
 - A. **Approval of Minutes**
 - 1. Special School Committee Meeting and Executive Session of December 4, 2013
 - 2. Program Subcommittee Meeting of December 10, 2013
 - 3. Building & Finance Subcommittee Meeting of December 18, 2013
 - 4. School Committee Meeting of December 11, 2013

B. Acceptance of Gloucester Education Foundation Grants

1. \$4,700.00 (\$2,700.00 BodyWorlds Exhibit Field Trip and \$2,000.00 Grade 5 Field Trip to MIT)
2. \$1,500.00 (GHS Robotic Quadcopter Project)
3. \$100.00 (O'Maley Career Initiative Award)

C. Acceptance of Gifts

1. \$50.00 from Lueders Environmental Inc.
2. Donation of Furniture and Equipment from St. Ann's School (list to follow)

D. Acceptance of Leo and Pauline Linquata Scholarship – \$1,000.00

E. Approval of Warrants – Cover Sheets

F. Approval of Transfers

G. Approval of Out-of-State Field Trip Request – GHS JROTC to Camp Perry, Port Clinton, Ohio for 2014 Marine Corps JROTC National Service Championship Air-Rifle Matches from Wednesday, February 19, 2014 to Sunday, February 23, 2014

Mr. Gross removed Item F from the Consent Agenda and referred it to the Building & Finance Subcommittee.

On a motion by Ms. Teixeira, seconded by Kathy Clancy, it was unanimously

VOTED: 7 in favor zero opposed, to approve the Consent Agenda as noted above.

VIII. DELIBERATIONS ON EDUCATIONAL ISSUES/SUPERINTENDENT'S REPORT

A. FY14 Budget Update, Unanticipated Expenses, and Review of Free Cash Request – Tabled.

B. FY15 Budget Process/Timeline – Mr. Baumhauer reviewed the FY15 City & School Budget Timeline. Dr. Safier stated that they will be meeting with principals and department heads next week to go through their budget requests. Mr. Gross suggested adding more Building & Finance Subcommittee meetings to meet with department heads.

Dr. Safier reviewed budget goals for FY15, including: BSRI, possible new math program, standards-based report card, technology, co-teaching at Veterans, "The Skillful Teacher," additional Grade 5 teacher at Beeman, and additional ELL teacher.

C. Attendance Report – Mr. Bach reviewed attendance rates for June 2012, June 2013 and January 2014 at each of the schools, which show an increase in attendance over that time period. However, he indicated that this is not enough data to demonstrate significant trends in attendance rates.

Mr. Bach also reviewed a report of student tardy incidents for FY12, FY13 and FY14 through January 7, 2013 at each of the schools, which in most cases shows a significant decrease in incidents over that time period. He noted that this data does not reflect the impact of the new attendance officer.

D. Superintendent's Report – Dr. Safier updated the committee on the following matters:

1. Considerations and Requirements for Technology and Implementation of 1:1 Environment – Mr. Bach discussed Lynda.com and explained the concept of a “flipped classroom,” where students review material online at home and discuss it the next day in class. Mayor Kirk emphasized that the 1:1 technology program should be implemented in a manner that allows for success and noted that it will require the support of both the School Committee and the City Council. Ms. Teixeira thanked Mayor Kirk for supporting this initiative through free cash.
2. Goals for Technology and Implementation of 1:1 Environment
3. Potential Free Cash Considerations

After discussion, on a motion by Kathy Clancy, seconded by Ms. Teixeira, it was

VOTED: 6 in favor, 1 present (Mayor Kirk) to request from the city administration free cash in the amount of \$501,853.00 as detailed in the Superintendent's Report dated January 8, 2014.

4. City of Gloucester CORI Policy Draft

On a motion by Ms. Teixeira, seconded by Kathy Clancy, it was unanimously

VOTED: 7 in favor zero opposed, to accept the Superintendent's Report.

IX. SUBCOMMITTEE REPORTS

A. Program Subcommittee of December 10, 2013 – Kathy Clancy reported that the Program Subcommittee discussed the following matters at its meeting on December 10, 2013.

- Wellness Policy – Tabled.
- Use of Tobacco Products on School Property or at School Sponsored Events – Dr. Safier discussed several articles which indicate that electronic cigarettes constitute a delivery system for nicotine and are a gateway for tobacco use. He stated that staff would be expected to confiscate electronic cigarettes from students and contact their parents/guardians. He also reported that the Board of Health adopted a regulation on January 10, 2013 restricting the sale of nicotine delivery

products to minors and that there is state legislation pending to regulate the purchase and use of electronic cigarettes by minors.

There was a discussion about whether nicotine gum and patches are included in the policy. Dr. Safier stated that since those products are of a quasi-medicinal nature to help people quit smoking, they would not be included in the policy.

After discussion, on a motion by Kathy Clancy, seconded by Chairman Pope, it was unanimously

VOTED: 7 in favor zero opposed, to amend the Use of Tobacco Products on School Property or at School Sponsored Events Policy, File ADC, to include the following language:

It is the School Committee's understanding that electronic cigarettes constitute a delivery system for nicotine, which is a fundamental ingredient in cigarettes and which is highly addictive. (According to the Center for Disease Control, nicotine can have a negative impact on brain development in teens.) Electronic cigarettes are therefore prohibited in school and on school grounds, consistent with Gloucester Board of Health regulations.

Kathy Clancy indicated that she would follow up with the Board of Health to ensure that they are comfortable with the language in the policy.

B. Building & Finance Subcommittee of December 18, 2013 – Chairperson Clancy reported that the Building & Finance Subcommittee discussed the following matters at its meeting on December 18, 2013.

- Evaluation of Elementary Special Education Services – Dr. Safier reviewed the proposal and scope of work received from Walker Partnerships. He also reviewed the schedule of services.

After discussion, on a motion by Kathy Clancy, seconded by Ms. Teixeira, it was unanimously

VOTED: 7 in favor zero opposed, to authorize the withdrawal of \$9,270.00 from the School Committee contingency fund to pay for an evaluation of elementary special education services to be done by Walker Partnerships.

- Annual Reports by Athletic Teams and Boosters
- Hosting of Policy Manual by MASC – Dr. Safier indicated that there is nothing in the MASC agreement that would provide the district with any value, especially at the cost indicated.

After discussion, on a motion by Kathy Clancy, seconded by Ms. Teixeira, it was unanimously

VOTED: 0 in favor 7 opposed, to enter into the Agreement for Participation in the MASC “Policy21” Program to host our online Policy Manual.

- Scheduling Tour of Schools for School Committee Members – Chairman Pope reported that he extended an invitation to the City Council to participate in the tour of the schools.
- Budget Transfers – Referred to the Budget & Finance Subcommittee.
- Food Service Report – Mr. Baumhauer reviewed the Monthly Income and Expense Report through November 2013, which indicates that the food service operations are basically breaking even, with a net revolving balance of \$3,199.00. He stated that the outstanding bad debt of \$68,000 is impacting the day-to-day operation of the Food Service Department. Ms. Teixeira suggested filing more small claims actions to attempt to collect some of the bad debt. There was a discussion about the “E-Funds for Schools” payment system and delinquent notices.

X. ACTION

- A. Notification of Intent to Renew Superintendent’s Contract** – On a motion by Ms. Teixeira, seconded by Kathy Clancy, it was unanimously

VOTED: 7 in favor zero opposed, to inform the superintendent that the School Committee intends to renew his contract.

- B. Amendment of File ADC, Use of Tobacco Products on School Property or at School Sponsored Events** – See Item IX.A.

- C. Agreement with MASC to Host School Committee Policy Manual** – See Item IX.B.

- D. Withdrawal of Funds to Pay for Evaluation of Elementary Special Education Program** – See Item IX.B.

- E. Request for Free Cash for Technology and Implementation of 1:1 Environment**

On a motion by Chairman Pope, seconded by Ms. Teixeira, it was unanimously

VOTED: 7 in favor zero opposed, to request from the city administration free cash in the amount of \$270,850.00 for the purchase and support of technology.

XI. DISCUSSION/OTHER COMMUNICATION/OLD AND NEW BUSINESS

A. MSBA Update – Dr. Safier updated the committee on the following matters with respect to the West Parish Project:

1. Proposed Special Education Submittal
2. St. Ann’s Lease Details
3. Transition Team
4. Height Variance – Mayor Kirk indicated that if the MSBA does not take a vote on January 29th, they will not take another vote until March, which will substantially impact the project. Therefore, she requested that all School Committee members talk to their City Council liaisons to explain the consequences of failing to expedite the special permit. She also reported that Steve Grossman, chairman of the MSBA, will be at the Gloucester House on Thursday at 6:00 p.m. for a “Meet and Greet.” She suggested that School Committee members stop by and emphasize the importance of the vote taking place on January 29th.
5. Transportation/Traffic/Parking
6. Preschool Furniture and Equipment

B. Consideration of January 9, 2013 Vote for Free Pass for Parents of Athletes – Chairman Pope noted that this vote last year applied to the remainder of the 2012-2013 school year and that since that time, athletic fees have been reduced by 40 percent. He reported that some hockey parents are upset that they are not getting a free pass this year. Mayor Kirk believes that last year’s vote increased attendance at games. There was a discussion about the sports for which a free pass would be provided and how much income would be lost by providing free passes.

After discussion, on a motion by Mayor Kirk, seconded by Ms. Teixeira, it was unanimously

VOTED: 7 in favor zero opposed, to extend the free pass program for parents for hockey and basketball for the 2014 season.

C. School District Annual Report, File CM – Referred to Program Subcommittee.

D. Referral of COLA Adjustment for Unrepresented Personnel to Personnel Subcommittee – Referred to Personnel Subcommittee, together with six contracts to be negotiated next year.

E. Food Service Update – See Item IX.B.

- F. Committee Appointments and Liaison Appointments** – Chairman Pope stated that liaison appointments for schools and city councilors are in the process of being determined. He requested that any member who has an existing relationship with a particular school or city councilor let him know as soon as possible.
- G. Review of Superintendent Evaluation Instrument** – Referred to Personnel Subcommittee.
- H. Request for Report by Resource Officer** – Kathy Clancy requested that this report be included on an upcoming agenda.
- I. Certificates of Election** – Dr. Safier distributed the certificates to the School Committee members.
- J. Joint City Council/School Committee Meeting** – Chairman Pope stated he is in the process of meeting with City Council President Paul McGeary to schedule a joint meeting in early February. Ms. Teixeira suggested that Dan O’Connell, superintendent of the North Shore Technical High School, be invited to speak at the joint meeting and that he be informed of what the committee and council would like him to focus on.

XII. EXECUTIVE SESSION – None.

XIII. ADJOURNMENT – On a motion by Kathy Clancy, seconded by Ms. Sweet, it was unanimously

VOTED: 7 in favor zero opposed, to adjourn the School Committee Meeting of January 8, 2014 at 9:37 p.m.

All reference documents and reports are filed in the Superintendent’s office.

*Maria Puglisi
Recording Secretary*