

THE GLOUCESTER PUBLIC SCHOOLS

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

School Committee Meeting Minutes

Wednesday, January 11, 2012
City Hall – Kyrouz Auditorium
7:00 p.m.

Members Present

Jonathan Pope, Chairman
Val Gilman, Vice Chairperson
Kathy Clancy, Secretary
Melissa Teixeira
Roger Garberg
Tony Gross
Mayor Carolyn Kirk

Administration Present

Dr. Richard Safier, Superintendent
Assistant Superintendent Brian Tarr
CFO Tom Markham
Assistant Superintendent Shayne Trubisz
Ann-Marie Jordan, Health Coordinator
William Goodwin, GHS Principal
Debra Lucey, O'Maley Principal
Gregg Bach, East Gloucester Principal
Ellen Sibley, Beeman Principal
Tammy Morgan, Plum Cove Principal

Recorded by Cape Ann TV

I. CALL TO ORDER

Chairman Pope called the meeting to order at 7:00 p.m.

II. SALUTE TO THE FLAG

Chairman Pope stated the mission of the Gloucester Public Schools and welcomed Cape Ann TV to the meeting.

III. ORAL COMMUNICATIONS – None

IV. COMMENTS FROM THE CHAIRPERSON – None

V. RECOGNITIONS – Chairman Pope recognized Brian Tarr, William Goodwin, Deb Lucey, Ellen Sibley, Ann-Marie Jordan, Gregg Bach, Tom Markham, and Tammy Morgan.

Chairman Pope stated that Dr. Shayne Trubisz is retiring. Dr. Safier reviewed her responsibilities and accomplishments over the years and comments made by coworkers and in the Gloucester Daily Times. He congratulated Dr. Trubisz on her retirement and wished her success in the future. The members of the School Committee thanked Dr. Trubisz for her leadership, commitment, and years of service to the district, wished her happiness in her retirement, and stated that she will be missed. Dr. Trubisz thanked everyone for their kind words and wished the GPS good fortune over the years to come. She received a standing ovation from everyone at the meeting.

- VI. STUDENT ADVISORY COUNCIL** – Kim Foster and Eleanor Keller introduced themselves and updated the School Committee on the following events at Gloucester High School: Interact Club holiday party at Pathways, Polar Plunge fundraiser, pizza taste-off fundraiser, classroom cleanups, and National Honor Society dinner at the Elks Club.

The principals left the meeting at 7:20 p.m.

VII. CONSENT AGENDA

A. Approval of Minutes

1. School Committee Meeting of December 14, 2011

B. Schedule of Future Meetings

Program Subcommittee – To be announced

Building & Finance Subcommittee – Wednesday, January 18, 2012 at 4:45 p.m.

Location: Superintendent’s Conference Room

School Committee – Wednesday, January 25, 2012 at 7:00 p.m.

Location: City Hall – Kyrouz Auditorium

C. Acceptance of Grants

1. To accept a grant in the amount of \$35,324.00 from GEF for the second payment of the rollover programs.
2. To accept the following grants from DESE:
 - a. Title I, Part A Grant in the amount of \$49,812.00
 - b. District and School Assistance Grant in the amount of \$4,912.00
 - c. District and School Assistance Summer Grant in the amount of \$322.00

D. Acceptance of Gift

To accept a gift in the amount of \$50.00 from Lueders Environmental, Inc.

E. Approval of Out-of-State Field Trip Requests

1. GHS Junior ROTC to attend the National Marine Corps Junior ROTC Service Air Rifle Championship in Anniston, Alabama from Saturday, February 11, 2012 to Tuesday, February 14, 2012.

2. GHS Junior ROTC to attend the National High School Drill Team Championships in Daytona Beach, Florida from Thursday, May 3, 2012 to Monday, May 7, 2012.

Mayor Kirk removed the Schedule of Future Meetings from the Consent Agenda for further discussion.

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. REPORTS/DELIBERATIONS ON EDUCATIONAL ISSUES

A. Superintendent's Report – Dr. Safier updated the School Committee on the following matters:

1. MSBA and West Parish Statement of Interest – Dr. Safier requested that the School Committee refer the comprehensive review and oversight of this process to the Building and Finance Subcommittee.

On a motion by Mayor Kirk, seconded by Kathy Clancy, it was unanimously

VOTED: 7 in favor zero opposed, to refer to the Building and Finance Subcommittee the comprehensive review and oversight of the MSBA preliminary requirements for the West Parish School project.

2. Pathways: Staff and Parent Notification – Dr. Safier requested that the School Committee vote to pursue the application of the Community Innovation Challenge Grant.

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

VOTED: 7 in favor zero opposed, to pursue the application of the Community Innovation Challenge Grant.

3. Upcoming Review of the New Head Injury and Concussion Policy – Dr. Safier reviewed the mandated items that must be included in the policy, and Ms. Jordan discussed the templates that will be used when creating the policy.
4. Upcoming Report on 2010-2011 SAT and Advanced Placement Results – Mrs. Gilman requested that Dr. Safier provide additional information on how many of last year's graduating seniors went on to two- or four-year colleges.

5. Memorandum of Understanding Update
6. Professional Development Plan – 2011-2012

Mayor Kirk reported that she signed the contract for the new telephone system today.

Ms. Jordan left the meeting at 7:40 p.m.

IX. SUBCOMMITTEE REPORTS

A. Building and Finance Subcommittee Report of December 21, 2011 – Chairperson Clancy reported that the Building and Finance Subcommittee discussed the following matters at its December 21, 2011 meeting:

- Food Services Monthly Report
- Access to FY 2012 Supplemental Funding – Kathy Clancy made a motion, seconded by Mrs. Gilman, for access to spend free cash in the manner presented to the City Council to obtain the funds. After discussion and clarification by Mr. Markham, the motion was amended as follows:

After discussion, on a motion by Kathy Clancy, seconded by Mrs. Gilman, it was unanimously

VOTED: 7 in favor zero opposed, for access to spend free cash in the manner presented to the City Council to obtain the funds, as illustrated in Exhibit X.B., CFO Report dated 21-Dec-11.

- Analysis and Report on Costs for School Closure and Reopening of Fuller – Chairman Pope referred this matter to the Program Subcommittee to revisit the Plan for Effective Learning Communities and to look at why the decision was made to close Fuller School and reinvest in neighborhood schools. Mrs. Gilman stated that she located the backup materials relative to this matter and will share them with the committee. Mr. Garberg requested that the report related to the reopening of Fuller be included in the packet for the next School Committee meeting.
- Retirement Issue – Mr. Markham indicated that we are waiting for an opinion from the retirement board's counsel on this matter.

Dr. Trubisz left the meeting at 8:00 p.m.

- Request for Special Reimbursement – After discussion, on a motion by Kathy Clancy, seconded by Ms. Teixeira, it was unanimously

VOTED: 7 in favor zero opposed, to approve a special reimbursement to Gus Martinson in the amount of \$504.97 for the purpose of obtaining free furniture and equipment for the district.

Mr. Markham presented a memo to the School Committee dated January 11, 2012 regarding the type, condition and approximate value of the items obtained by Mr. Martinson and the circumstances surrounding the retrieval of the items. Chairman Pope thanked Mr. Martinson for his perseverance and creativity in obtaining these items for the GPSD. Mr. Markham and Dr. Safier clarified that Mr. Martinson was authorized to take this action by the superintendent.

Chairman Pope referred to the Building & Finance Subcommittee the task of defining the needs that would be created by moving out of Fuller School (i.e. transportation office, parking for buses, administrative offices, playing field).

Mrs. Gilman would also like the Building & Finance Subcommittee to look into where we stand relative to online credit card payments for school lunches.

Chairman Pope referred to the Building & Finance Subcommittee the task of performing an analysis of the cost of printing School Committee packets as opposed to providing iPads for School Committee members.

B. Subcommittee Appointments – Chairman Pope appointed the following chairperson and members of the Personnel Subcommittee:

Chairperson	Melissa Teixeira
Vice Chairperson	Tony Gross
Member	Jonathan Pope
First Alternate	Val Gilman
Second Alternate	Roger Garberg
Third Alternate	Kathy Clancy

Chairman Pope appointed the following chairperson and members of the Building and Finance Subcommittee:

Chairperson	Kathy Clancy
Vice Chairperson	Tony Gross
Member	Jonathan Pope
First Alternate	Melissa Teixeira
Second Alternate	Roger Garberg
Third Alternate	Val Gilman

Chairman Pope appointed the following chairperson and members of the Program Subcommittee:

Chairperson	Val Gilman
Vice Chairperson	Roger Garberg
Member	Kathy Clancy
First Alternate	Jonathan Pope
Second Alternate	Melissa Teixeira
Third Alternate	Tony Gross

C. School Committee Liaison Responsibilities – Chairman Pope appointed the following School Committee members as liaisons to the following organizations:

Sick Bank	Roger Garberg and Kathy Clancy
GEF	Val Gilman
School Connection	Tony Gross
GFAA	Melissa Teixeira
Information Technology	Roger Garberg
North Shore Coalition School Funding	Val Gilman
State House/Legislative	Kathy Clancy and Jonathan Pope
North Shore Vocational School	Melissa Teixeira (appointed by Mayor)
Business Education Collaborative	Roger Garberg
Health Lifestyles	
MSBA	Kathy Clancy and Mayor Appointment
Youth Initiatives/Teen Mentoring	Val Gilman (appointed by Mayor)
Facilities Committee	

City Councilor Liaison Assignments:

Jackie Hardy, President	Val Gilman
Sefatia Romeo Theken, Vice President	Melissa Teixeira
Bruce Tobey	Jonathan Pope
Robert Whynott	Roger Garberg
Joe Ciolino	Kathy Clancy
Paul McGeary	Kathy Clancy
Melissa Cox	Melissa Teixeira
Steve LeBlanc	Tony Gross
Greg Verga	Roger Garberg

School Liaison Assignments:

Gloucester High School	Jonathan Pope and Tony Gross
O'Maley Middle School	Val Gilman and Roger Garberg
Plum Cove Elementary School	Tony Gross
Beeman Memorial Elementary School	Val Gilman

East Gloucester Elementary School
Veterans' Memorial Elementary School
West Parish Elementary School

Roger Garberg
Melissa Teixeira
Kathy Clancy

Mrs. Gilman suggested that the ad hoc committee chaired by Tony Gross on the City Charter and School Committee Rules and Procedures remain in place with the same members and finish their review of the rules and procedures so that recommendations can be made to the full committee. Chairman Pope agreed.

Mayor Kirk referred to the Program Subcommittee the task of beginning to build support with the school community for the major capital investment that the city is considering undertaking to build a new West Parish School. She believes it is important that the School Committee take the lead, meet with the PTOs, and put together an outreach plan in tandem with the oversight work that the Building & Finance Subcommittee will be doing.

Chairman Pope reinforced the need to move forward with a survey. Mayor Kirk indicated that the city also needs to undertake a survey, which will be much broader in scope. She suggested that the city initiate its own survey on municipal buildings and that the School Committee perform a separate survey directed to the school community. She indicated that the city would pay up to \$5,000 for the School Department survey.

Mrs. Gilman referred to the Program Subcommittee the task of reviewing the components that are required for school improvement plans and any additional items the School Committee may want to request. She also requested that Dr. Safier present his suggestions to the committee on getting back to a systematic process of meeting with the site based councils to review the SIPs and their suggestions of budget priorities.

X. DISCUSSION/ACTION

- A. Community Innovation Challenge Grant** – See agenda item VIII.A.2.
- B. Access to FY 2012 Supplemental Funding** – See agenda item IX.A.
- C. Request for Special Reimbursement** – See agenda item IX.A.
- D. Schedule of Future Meetings** – Chairman Pope indicated that the City Council Planning and Development Committee has requested that he attend their meeting on January 18th at 6:00 p.m. Therefore, the Building & Finance Subcommittee meeting was rescheduled for 4:00 p.m. that day.

Building & Finance Subcommittee – Wednesday, January 18, 2012 at 4:00 p.m.
Location: Superintendent's Conference Room

Program Subcommittee – Friday, January 20, 2012 at 9:45 a.m.

Location: Superintendent’s Conference Room

School Committee – Wednesday, January 25, 2012 at 7:00 p.m.

Location: City Hall – Kyrouz Auditorium

Joint City Council/School Committee – Tuesday, February 7, 2012 at 7:00 p.m.

Location: To be determined

Agenda: Presentation by Mass. Development

On a motion by Mrs. Gilman, seconded by Chairman Pope, it was unanimously

VOTED: 7 in favor zero opposed, to approve the Schedule of Future Meetings as noted above.

Mrs. Gilman informed the committee that there is a session on Tuesday, January 17, 2012 from 9:00 a.m. to 12:00 p.m. in Peabody on the new educator evaluation process regarding collective bargaining contract language. She requested that Dr. Safier let the committee members know the website where the templates from the January 10th webinar are posted. Finally, the committee agreed to have this matter put on the Personnel and Program Subcommittee agendas as a standing item.

XI. OTHER COMMUNICATION

A. FYI

1. Letter from GAEP President, Jayne Morse, regarding commencing bargaining (referred to Personnel Subcommittee)
2. Letter of thanks from GEF to the District Office for holding a holiday auction donating \$416.00 to the GEF General Fund
3. Thank you card from Michelle Sweet

B. OTHER

Dr. Safier indicated that Brian Tarr has submitted a letter of retirement and that he anticipates having one assistant superintendent position next year as opposed to two as a consequence of the retirement of both Shayne Trubisz and Brian Tarr. There was a discussion about the process of listing and hiring for the available positions. Mrs. Gilman requested that recognition of Mr. Tarr be put on the next School Committee agenda.

XII. EXECUTIVE SESSION

On a motion by Ms. Teixeira, seconded by Mrs. Gilman, it was unanimously

VOTED: By Roll Call Vote

Chairman Pope – yes

Mrs. Gilman – yes

Kathy Clancy – yes

Ms. Teixeira – yes

Mr. Garberg – yes

Mr. Gross – yes

Mayor Kirk – yes

To enter into Executive Session at 8:43 p.m. to discuss strategy for all open contract negotiations with union and non-union employees.

Chairman Pope noted that the committee will enter back into regular session for the purpose of adjournment only.

XIII. ADJOURNMENT

On a motion by Mrs. Gilman, seconded by Ms. Teixeira, it was unanimously

VOTED: 7 in favor zero opposed, to adjourn the School Committee Meeting of January 11, 2012 at 10:10 p.m.

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

*Maria Puglisi
Recording Secretary*