

THE GLOUCESTER PUBLIC SCHOOLS

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

Amended School Committee Meeting Minutes

Wednesday, February 15, 2012
Gloucester High School Library
5:00 p.m.

Members Present

Jonathan Pope, Chairman
Val Gilman, Vice Chairperson (5:07 p.m.)
Kathy Clancy, Secretary (5:10 p.m.)
Melissa Teixeira
Roger Garberg
Tony Gross

Administration Present

Dr. Richard Safier, Superintendent
Asst. Superintendent Brian Tarr (5:07 p.m.)
CFO Tom Markham
Principal Ellen Sibley
Cindy Juncker, Nurse Coordinator
Amy Cole, Beeman SPED Coordinator
David Lufkin, Beeman School Council

Recorded by Cape Ann TV

I. CALL TO ORDER

Chairman Pope called the meeting to order at 5:05 p.m., stated the mission of the Gloucester Public Schools, and welcomed the audience from Cape Ann TV. He asked that the television audience get in touch with him to let him know if there is anything the School Committee can do to make the programs better.

II. SALUTE TO THE FLAG

At this time, the agenda was taken out of order.

VI. STUDENT ADVISORY COUNCIL – Eleanor Keller reported that the following matters were discussed at the meeting between the Student Council, Dr. Safier and Mrs. Gilman on January 31, 2012: Chapter 71, Section 38M, what the School Committee does, what students like about GHS, and the Student Council’s suggestions for improvements at GHS. Ms. Keller stated that the Student Council is planning to conduct a survey after February vacation, and she will report the results to the School Committee. Dr. Safier complimented Ms. Keller and her fellow students on their sense of ownership and pride in GHS.

Mrs. Gilman stated that the issues addressed during the meeting will be shared with GHS administration. She welcomed students to be part of the School Committee’s deliberations on the budget and any policies they think are important. Finally, she suggested rotating members of the School Committee to attend these meetings. There was a discussion about the requirements of the meetings under the law.

III. ORAL COMMUNICATIONS – None

IV. COMMENTS FROM THE CHAIRPERSON – None.

- V. **RECOGNITIONS** – Kathy Clancy reported on the West Parish PTO meeting held on February 13, 2012, at which Mayor Kirk and DPW Director Mike Hale addressed some facility issues at the school. The Mayor also shared the process of building a new school with those in attendance.

VII. **CONSENT AGENDA**

A. **Approval of Minutes**

1. School Committee Meeting of January 25, 2011
2. Special Joint City Council/School Committee Meeting of February 7, 2012

B. **Schedule of Future Meetings**

School Committee Governance – Wednesday, February 29, 2012 at 5:00 p.m.

Location: Superintendent's Office

School Committee – Wednesday, February 29, 2012 at 7:00 p.m.

Location: School Committee Chambers, District Office

Program Subcommittee – Thursday, March 8, 2012 at 6:00 p.m.

Location: Superintendent's Conference Room

C. **Acceptance of Gifts**

1. Heart of Stone donation in the amount of \$14.00 to GHS
2. Ohiopyle Prints, Inc. in the amount of \$87.12 to GHS

D. **Acceptance of Grant**

DESE District and School Assistance Grant in the amount of \$8,962.00

E. **Approval of Field Trip**

Out-of-state field trip request from GHS teacher, David Adams, to Orlando, Florida from Wednesday April 18, 2012 to Wednesday, April 25, 2012, so that the GHS Docksidiers can perform and attend workshops at Disney World and SeaWorld

Mr. Garberg requested that the Program Subcommittee minutes of January 20th and February 7th be removed from the Consent Agenda. However, those minutes are not listed on the Consent Agenda. A discussion was held on the process of approving subcommittee minutes. Mrs. Gilman stated that Mike Gilbert recommended listing the subcommittee minutes in the Consent Agenda and approving them. However, Chairman Pope believes they should be approved by the subcommittee. Ms. Teixeira questioned whether the committee is

approving the official record of the meeting and not necessarily the contents of the meeting. Chairman Pope stated that this matter will be discussed further at the governance meeting on February 29, 2012.

On a motion by Mrs. Gilman, seconded by Kathy Clancy, it was unanimously

VOTED: 6 in favor zero opposed, to approve the Consent Agenda.

At this time, the agenda was taken out of order.

X. ACTION

A. Second Reading of Head Injuries and Concussion Policy

On a motion by Mrs. Gilman, seconded by Kathy Clancy, it was unanimously

VOTED: 6 in favor zero opposed, to waive the second reading of the Head Injuries and Concussion Policy, File JJIF.

After discussion, on a motion by Mrs. Gilman, seconded by Mr. Gross, it was unanimously

VOTED: 6 in favor zero opposed, to approve the second reading of the Head Injuries and Concussion Policy, File JJIF.

Ms. Juncker left the meeting at 5:30 p.m.

At this time, the agenda was taken out of order.

VIII. REPORTS/DELIBERATIONS ON EDUCATIONAL ISSUES

A. Beeman BSRI Data Presentation – Dr. Safier and Principal Ellen Sibley reviewed the Beeman DIBELS data reports, which are used to determine class progress and identify children who need intervention. Mrs. Sibley also introduced two members of the Beeman School Council, David Lufkin and Amy Cole. There was a discussion about the types of intervention, how much of the students' growth is due to the BSRI program, and training for teachers.

Mrs. Sibley and Ms. Cole left the meeting at 6:00 p.m.

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

- Graduation and Dropout Rate – Dr. Safier stated that this data recently became public. He stated that the four-year graduation rate is at 86.3%, and the five-year graduation rate is 88.6%. He will present a full report on this matter at the next meeting.
- North Shore Education Consortium Information Update on Oversight of Collaboratives
- North Shore Education Consortium Information on the Potential for an Online Academy
- Platooning (Departmentalization)
- Search Committees – Dr. Safier indicated that both search committees have met, established their calendars, and created profiles of what the ideal candidates should look like. They have also developed questions for the candidates, which will be reviewed and revised by the search committees. They will then review resumes and choose candidates for interviews.

Mrs. Gilman requested that Dr. Safier report on the February 13th SPED meeting at the next School Committee meeting and also provide a brief update on practicing lockdown procedures in the schools.

Ms. Teixeira requested Dr. Safier's opinion what it means to the district that Massachusetts has been relieved of its responsibilities under "No Child Left Behind." Dr. Safier indicated that adequate yearly progress will still exist but that the district is moving from the federal system to the state system, which refers to the five levels that schools are in. He stated that there are certain requirements depending upon the level that the school and/or the district are placed in. He will present a report on this matter at the next meeting.

IX. SUBCOMMITTEE REPORTS

A. Personnel Subcommittee

1. Subcommittee Report of January 24, 2012 – Chairperson Teixeira reported on this meeting at the last School Committee meeting.
2. Subcommittee Report of January 31, 2012 – Chairperson Teixeira reported that the Personnel Subcommittee discussed the salary for the Director of Special Education position at its January 31, 2012 meeting.

After discussion, on a motion by Ms. Teixeira, seconded by Chairman Pope, it was unanimously

VOTED: 6 in favor zero opposed, to set the salary range for the Director of Special Education between \$102,000 and \$112,000.

B. Ad Hoc City Charter Subcommittee Report of February 6, 2012 – Chairperson Gross reported that the ad hoc subcommittee discussed the School Committee Rules of Procedure at its February 6, 2012 meeting. Another meeting has been scheduled for February 27, 2012 at 6:30 p.m. in the Superintendent’s conference room.

C. Program Subcommittee

1. Subcommittee Report of January 20, 2012 – Chairperson Gilman reported that the Program Subcommittee discussed School Committee oversight and accountability of school councils at its January 20, 2012 meeting.

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

VOTED: 6 in favor zero opposed, to engage in a spring educational forum during which the superintendent and his team will present a “State of the Schools”/district improvement plan and school improvement plans.

Kathy Clancy indicated that the subcommittee also discussed meeting in the early fall with the site-based councils at each school.

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

VOTED: 6 in favor zero opposed, to support attending and participating in a two-way dialog with the site-based councils beginning in the early fall.

2. Subcommittee Report of February 7, 2012 – Chairperson Gilman reported that the Program Subcommittee discussed the following matters at its February 7, 2012 meeting:

- Professional development update report
- Science planning for MassCore
- MSBA process/program issues

After a lengthy discussion and explanation by Dr. Safier, on a motion by Mrs. Gilman, seconded by Kathy Clancy, it was unanimously

VOTED: 6 in favor zero opposed, to endorse the proposed GHS Science MassCore Restructuring Plan as presented to the Program Subcommittee on February 7, 2012.

Mrs. Gilman requested that any backup materials presented during subcommittee meetings be attached to the minutes for review by the full committee. She also requested that the February 7th minutes be amended to include the words “for example, outreach” at the end of the second bullet of paragraph E.

3. Subcommittee Report of February 9, 2012 – Chairperson Gilman reported that the Program Subcommittee met with Jesse Lieb of K12 Insight on February 9, 2012 and discussed the following matters:

- Opening the survey to everyone in the community
- District email database

There was a discussion about the timing of the survey, how the community would be informed of the survey, as well as analysis and communication of the results. Mr. Gross questioned whether the committee wants to rethink conducting the survey, and Dr. Safier recommended going forward with it since we have already begun working with K12 Insight.

D. Ad Hoc Policy Manual Update Subcommittee Report of February 13, 2012 – Chairperson Teixeira reported that the ad hoc subcommittee and Mike Gilbert reviewed Sections A and B of the policy manual at its February 13, 2012 meeting. The next meeting is scheduled for February 27, 2012 at 5:00 p.m. in the Superintendent’s conference room to review the remaining policies in Section B. Chairperson Teixeira stressed the importance of all School Committee members participating on this ad hoc subcommittee.

E. Building and Finance Subcommittee Report of February 14, 2012 – Chairperson Clancy reported that the Building & Finance Subcommittee discussed the needs identified should Fuller School be surplus.

X. ACTION

B. Director of Special Education Salary Range – See agenda item IX.A.2.

XI. DISCUSSION/OTHER COMMUNICATION/NEW BUSINESS

- A. Level Service Budget Presentation** – Dr. Safier indicated that the budget being presented tonight is a level service budget and an attempt to carry forward the resources and services from FY12, which was \$1.9 million below level service from FY11. He stated that they are seeking to work within a level service budget to provide funding for an additional third grade teacher at Beeman, to restore SPED staff at Plum Cove, and to expand the BSRI partnership to all of the elementary schools.

Dr. Safier indicated that the challenges faced by the School Department include the loss of federal grants, the loss of funding from GEF, and the competition for funds and allocation to other areas. He stated that the costs associated with moving the preschool to the Pathways building, such as occupancy, rental and utilities, are not built into the current level service budget.

Mr. Markham presented a slide show on the proposed FY13 operating budget, including the budget development process and the bottom line through February. He also reviewed the various components of the budget book, which includes a level service budget totaling \$36,168,452. This total is \$1,961,479 (a 5.73% increase) over this year's budget to maintain a level service budget.

Mr. Markham reviewed the executive summary of all of the budget documents, including salary and non-salary items. A level service budget for non-salary items is \$11,562,877, which is a \$1.1 million increase over this year's budget, and the increase in salary items is \$868,781 over this year's budget. Mr. Markham reviewed the dollar differences in each of the non-salary items.

Mr. Markham stated that the administration recommends an adjusted base budget of \$34,206,973, which includes the supplemental appropriations from free cash for reoccurring costs as approved by the City Council. This total is \$524,118 over the budget set on July 1st. The School Committee and administration need to decide on the adjusted base and make a recommendation to the city.

Mr. Markham called the committee's attention to the revenue plan and cherry sheet in the budget book. He indicated that the cherry sheet is representative of Governor Patrick's budget as he presented it at the end of January, which is likely to change. The revenue plan represents major grants and excludes state aid and city funding. Mr. Markham is projecting a likely reduction in federal grants of \$385,999 and a reduction in available funds to offset the budget from revolving accounts of \$194,000.

Mr. Markham indicated that Chapter 70 funding is level funded in the governor's budget and noted that there are a number of unfunded mandates that have to be assumed by the district. Finally, Mr. Markham explained the difference between level service and level funding and stated that budget books have been prepared for the members of the City Council Budget & Finance Subcommittee.

There was a discussion about the timeline of the budget process. Mr. Markham stated the mayor is about to release a memo that will put in motion a series of deadlines for submission of documents to her office. The timeline will be referred to the Building & Finance Subcommittee for further discussion.

Mr. Lufkin left the meeting at 8:20 p.m.

- B. FYI from City Clerk, Linda Lowe**
- C. Magnolia Schoolhouse** – Referred to Building & Finance Subcommittee.
- D. Outreach FY 2012/2013 Budget Process** – Referred to Program and Building & Finance Subcommittees.
- E. Report of GHS Student Council Meeting of January 31, 2012** – See agenda item VI.
- F. FYI – MSBA Letter of January 25, 2012**
- G. GFAA Auction** – Ms. Teixeira is a member of the GFAA Newell Renewal fundraising committee. She indicated that a live auction will be held on March 24th to raise money for Newell Stadium, as well as an online auction beginning in mid-March. Ms. Teixeira stated that years ago, the School Committee approved a donation of free admission to athletic events. She is looking for ideas on what the School Committee can donate to the auction. This matter will be put on the next agenda.
- H. Future Meetings** – Mr. Gross expressed concern about the number of things the School Committee is trying to do at this time. He would like to start prioritizing matters to be addressed by the committee.

XII. EXECUTIVE SESSION – None

XIII. ADJOURNMENT

On a motion by Mrs. Gilman, seconded by Kathy Clancy, it was unanimously

VOTED: 6 in favor zero opposed, to adjourn the School Committee Meeting of February 15, 2012 at 8:30 p.m.

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

*Maria Puglisi
Recording Secretary*