

THE GLOUCESTER PUBLIC SCHOOLS

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

Amended School Committee Meeting Minutes

Wednesday, March 13, 2013

East Gloucester Elementary School Auditorium

7:00 p.m.

Members Present

Jonathan Pope, Chairman
Val Gilman, Vice Chairperson (7:28)
Kathy Clancy, Secretary
Melissa Teixeira
Roger Garberg

Administration Present

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

Also Present

Phil Padulsky, Food Services Director

Recorded by Cape Ann TV

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- I. CALL TO ORDER** – Chairman Pope called the meeting to order at 7:13 p.m.
- II. SALUTE TO THE FLAG**
- III. ORAL COMMUNICATIONS** – None
- IV. COMMENTS FROM THE CHAIRPERSON** – Chairman Pope reported that there is currently over \$55,000 in outstanding lunch fees and that the School Committee is going to consider a policy that will cut students off at some point if they have an outstanding balance. The committee will consider holding a public hearing to receive input on how to address this issue.
- V. RECOGNITIONS** – Dr. Safier reported that O’Maley’s March 8th performance of “Little Mermaid, Jr.” that was canceled because of the snow storm will be made up on Saturday at 7:00 p.m. There are also performances on Thursday and Friday at 7:00 p.m. and Saturday at 1:00 p.m. He stated that the play is an excellent showcase of our extracurricular offerings and that he is looking forward to seeing it. Mr. Garberg reported that the singing in the play is amazing and that there are a lot of talented students at the middle school. Chairman Pope noted that O’Maley is offering tours of the school on April 10th and May 1st starting at 8:00 p.m. Finally, Kathy Clancy commended the East Gloucester fifth graders for putting on a terrific performance of “Doo Wop Red Riding Hood,” which was very well attended.
- VI. STUDENT ADVISORY COUNCIL** – None present.
- VII. CONSENT AGENDA**
- A. Approval of Minutes**
1. School Committee Governance Workshop of February 25, 2013
 2. School Committee of February 27, 2013
 3. Program Subcommittee of March 6, 2013

- B. Acceptance of Scholarship** – To accept two (2) \$250.00 Fishtown Horribles Parade Scholarships.
- C. Acceptance of Gift** – To accept a gift in the amount of \$104.00 from Intel Charitable Match Trust Account to Veterans’ Memorial Elementary School.

Chairman Pope removed Item B from the Consent Agenda.

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

VOTED: 4 in favor zero opposed, to approve the Consent Agenda as noted above.

David Harvey, Chairman of the Fishtown Horribles Parade Committee, reported that the committee has made funds available this year to help out a couple of graduating Gloucester students and indicated that the language of the requirements needs to be revised to include the North Shore Essex Vocational Technical School.

After discussion, on a motion by Mr. Garberg, seconded by Ms. Teixeira, it was unanimously

VOTED: 4 in favor zero opposed, to accept a \$250.00 Fishtown Horribles Parade Scholarship for a graduating Gloucester High School student.

VIII. DELIBERATIONS ON EDUCATIONAL ISSUES/SUPERINTENDENT’S REPORT

A. Universal Breakfast – Mr. Padulsky reported that there is a federal grant available to provide free breakfast to all students at Beeman and Veterans (schools with more than 50% of students on free and reduced lunch). He noted that studies show that students who eat breakfast at school perform better on tests and eat a wider variety of foods. There was a discussion about staffing and whether the schools would need to open earlier. Mr. Padulsky stated that he will apply to the DESE in August, send out letters to parents, and post information on the website.

B. District Initiatives – Mr. Bach presented a slide show describing key school, district and state initiatives which are focused mainly on the high school but which also include some initiatives that are taking place district-wide. These initiatives include:

- Assessments to measure student growth
- The new evaluation system
- MassCore
- Curriculum mapping and unit development
- NEASC
- RETELL
- Technology
- Data collection and analysis

Mr. Bach indicated that curriculum mapping would be done on a five-year cycle and that core subjects and essential foundational courses would be done first.

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

1. Update on Development of PARCC Tests – Dr. Safier indicated that the IT Department is conducting an audit to ensure that the district has the necessary technology to administer this test beginning in 2014.
2. District-Determined Measures – Dr. Safier stated that the best way to have teachers invest and buy into the assessment system is to have them collaborate and develop the assessments. At the same time, we need to find a non-heavy-handed means of assessing the assessments themselves so that they are legitimately challenging for students and fair based upon the standards and expectations.
3. Update on After School Program and Policy – Dr. Safier indicated that for the duration of the school year, the cost of the West Parish after school program which is now run by the YMCA will be the same as the cost of the original program. He stated that if the district is going to maintain after school programs, both policies and procedures based upon the ESE guidelines need to be carefully scrutinized. Mrs. Gilman referred this matter to the Program Subcommittee for review and discussion.
4. Upcoming Calendar
 - a. NEMLEC Safety Meeting – Dr. Safier reported that the district's revised emergency response plans are virtually complete and that the principals have the plans in their buildings. Each of the principals is in the process of contacting primary evacuation areas, such as the fire station at West Parish, and teachers will be trained in the new emergency response operations. Mrs. Gilman requested that Dr. Safier provide the committee with an update on each building's drills before the upcoming public hearing on armed guards in the schools.

Mrs. Gilman also stated that there are still a couple of buildings where the doors are not able to be secured. Dr. Safier indicated that he has submitted a comprehensive list of the conditions of the doors to the facilities managers, who indicated that they will try to ensure that any issues with doors are addressed promptly.

On a motion by Ms. Teixeira, seconded by Mr. Garberg, it was unanimously

VOTED: 5 in favor zero opposed, to accept the Superintendent's Report.

IX. SUBCOMMITTEE REPORTS

- A. Program Subcommittee of March 6, 2013** – Chairperson Gilman reported that the Program Subcommittee discussed the following matters at its meeting on March 6, 2013:

- School Committee SMART Goals – Chairperson Gilman asked that the committee members who have not yet done so meet with their site-based councils to review the overarching goals.
- 2013-2014 School Calendar – Dr. Safier reported that the calendar contains four additional early release days for the elementary schools in order to increase the amount of time spent in professional learning communities and to reduce the amount of time teachers are taken out of class. Mr. Bach noted that the four extra days were strategically placed throughout the year so that there were not too many in one month. He discussed the rationale and the need for these extra early release days and noted that one of them has been scheduled on a Friday to accommodate parents. He indicated that staff and student attendance records will be reviewed before considering future early release days on Fridays. Dr. Safier noted that the YMCA will extend their child care program on early release days.
- Updated Sawyer Medal Policy
- Review of Homework Policy
- Fundraising by School Groups

B. Special Building & Finance Subcommittee of March 7, 2013 – Chairperson Clancy reported that the Building & Finance Subcommittee discussed the following matters at its meeting on March 7, 2013:

- Athletic/Transportation Fees – Chairperson Clancy noted that the fee schedule included in the packet is not the correct schedule. Mr. Baumhauer distributed the correct fee schedule.

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

VOTED: 5 in favor zero opposed, to approve the reduction in athletic fees as presented and the reduction in transportation fees from \$150 to \$100 per student.

Mrs. Gilman suggested that the GHS child care fees be reviewed on a regular basis. She also recommended sending a press release to the newspaper with the new athletic and bus fees. Mr. Garberg also suggested writing a letter to the editor about the reduced fees.

- Proposed FY14 Budget – Kathy Clancy made a motion, seconded by Mrs. Gilman, to approve a budget to be published for the public hearing scheduled for Wednesday, April 3, 2013. Dr. Safier stated that the proposed FY14 budget totals \$37,706,353, an increase of approximately \$1.9 million over last year's budget. He indicated that the FY13 budget includes \$378,418 that was built into the base, consisting of money for negotiations and free cash requested for salaries due to unanticipated expenses mostly in special education.

Dr. Safier indicated that the level service budget is \$1.4 million above the FY13 figure, and 50% of that is for potential future contract settlements. He noted that the anticipated reduction in federal grants is \$89,243 and that charter school expenses that have not been built into the base are \$80,666. Dr. Safier stated that the impact of the influx of charter school students is still being evaluated. In order to avoid costly out of district placements, the Learning Center at Veterans has been reopened at a cost of \$79,700. Finally, Dr. Safier reviewed the educational expenses above level service, which brings the increase above the FY13 budget to \$1.9 million.

Dr. Safier suggested that the public hearing be held at the GHS lecture hall. He reported that budget books are being prepared for members of the City Council Budget & Finance Committee, the president of the City Council, the City Clerk, and the public library.

After the above discussion, Mrs. Gilman amended Kathy Clancy's motion as follows:

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

VOTED: By Roll Call Vote

Kathy Clancy – yes
Mr. Garberg – yes
Mrs. Gilman – yes
Chairman Pope – yes
Ms. Teixeira – yes

To approve a budget in the amount of \$37,706,353 to be published for the public hearing scheduled for Wednesday, April 3, 2013.

Kathy Clancy believes that the School Committee is putting forth an extremely responsible budget that reflects what is absolutely necessary to serve our educational priorities. Chairman Pope agreed and stated that he believes it is within the means of the city to support this budget. He believes that for the district to continue to move forward, the additional educational expenses that the committee is asking for are absolutely necessary. Mr. Garberg believes it is incumbent on the committee to do whatever it can to ensure that the resources that are necessary to comply with state-mandated initiatives are provided. Mrs. Gilman thanked the superintendent and his staff for the hard work they have done on this budget.

- Five-Year Capital Plan – Kathy Clancy made a motion, seconded by Ms. Teixeira, to approve the five-year capital plan for FY14 through FY18 and to specifically request that the City Council fund the School Department's FY14 requests in the amount of \$274,365.00. Mr. Garberg noted that the O'Maley Outdoor Classroom of the Future is not included in the capital plan,

which was voted by the committee in 2011. After discussion, the motion was amended as follows:

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

VOTED: By Roll Call Vote

Kathy Clancy – yes
Mr. Garberg – yes
Mrs. Gilman – yes
Chairman Pope – yes
Ms. Teixeira – yes

To approve the five-year capital plan for FY14 through FY18, including the O'Maley Outdoor Classroom of the Future in the amount of \$750,000.00, and to specifically request that the City Council fund the School Department's FY14 requests in the amount of \$274,365.00.

Mrs. Gilman suggested updating the Capital Plan chart to include the Outdoor Classroom of the Future.

- C. Building & Finance Subcommittee of March 13, 2013** – Chairperson Clancy reported that the Building & Finance Subcommittee discussed a Statement of Interest submission to the MSBA for repairs at GHS at its meeting on March 13, 2013. Dr. Safier reported that he and Mr. Baumhauer met with members of the DPW on Monday to try to complete the SOI. He reviewed the proposed repairs and the form of vote that must be submitted by the School Committee and the City Council to MSBA and stated that the submission is due by April 10th. Dr. Safier noted that the SOI includes replacement of the balances and locks on all of the windows in the building and that the description of "Science Wing Windows" needs to be changed. He indicated that much of work needs to be done over the summer and that if the SOI is approved by the summer of 2013, the work should be completed by August of 2014. The estimated cost of the repairs is \$420,000 and we are eligible for approximately 48% reimbursement by MSBA.

Kathy Clancy made a motion, seconded by Ms. Teixeira, to approve the Statement of Interest to MSBA for repairs at Gloucester High School. After discussion, the motion was withdrawn and the following motion was made:

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

Resolved: Having convened in an open meeting on March 13, 2013, the Gloucester School Committee of the City of Gloucester, in accordance with its charter, bylaws and ordinances, has voted to authorize the superintendent to submit to the Massachusetts School Building Authority the Statement of Interest Form dated March 13, 2013 for Gloucester High School, located at 32 Leslie O. Johnson Road, which describes and

explains the following deficiencies and the priority category for which an application may be submitted to the Massachusetts School Building Authority in the future:

Priority #5: “Replacement, renovation or modernization of school facility systems, such as roofs, windows, boilers, heating and ventilation systems, to increase energy conservation and decrease energy-related costs in a school facility.”

The deficiencies included in this project include the following: the rehabilitation of the #1 Boiler, the replacement of a Roof Top Heating and Cooling Unit, Motor Replacement for upwards of 100 univent and supply/exhaust motors, the replacement of a primary House Pump that is responsible for supplying water circulation throughout the building, a new Exhaust Air Supply System for the Science Wing to ensure air quality, a compressor for the building’s HVAC system, piping in the boiler room which requires repair and replacement, masonry sealing in the Science Wing exterior façade which currently takes in precipitation, causing damage to interior surfaces including floors, and the replacement of balances and locks for all double-hung windows

The Gloucester School Committee hereby further specifically acknowledges that by submitting this Statement of Interest Form, the Massachusetts School Building Authority in no way guarantees the acceptance or the approval of an application, the awarding of a grant or any other funding commitment from the Massachusetts School Building Authority, or commits the City of Gloucester to filing an application for funding with the Massachusetts School Building Authority.

Chairman Pope requested that all School Committee members contact their respective City Council liaisons about this matter, and Mrs. Gilman suggested offering city councilors a tour of the high school to show the need for these repairs. Chairman Pope noted that the funding for repair of the fieldhouse and library roofs has been identified and that the work is going to proceed.

X. ACTION

- A. MSBA Statement of Interest Regarding Gloucester High School – See Item IX.C.**
- B. Proposed FY14 Budget – See Item IX. B.**
- C. 2013/2014 School Calendar – Elementary Early Release – Dr. Safier indicated that the GTA president has a copy of the proposed calendar and that the executive board is meeting tomorrow to discuss it. Therefore, this item was tabled until the next meeting.**
- D. Athletic and Transportation Fees – See Item IX.B.**
- E. FY14 to FY18 Capital Plan – See Item IX.B.**

XI. DISCUSSION/OTHER COMMUNICATION/NEW BUSINESS

- A. Education Alert from Murphy Hesse Toomey & Lehane**

- B. MSBA Update** – Dr. Safier reported that the School Building Committee met on March 7, 2013. The agenda included the approval of the November 27, 2012 minutes, a Designer Selection Committee update, and an introduction of the designer, Dore and Whittier, who went through the particulars on how they assess buildings. Dore and Whittier recommended that the School Building Committee meet biweekly. The next meeting will be held on March 21, 2013.

Dr. Safier reported that an additional tour of the Avery School in Dedham has been scheduled for April 1st at 11:30 a.m. He stated that the Avery School was placed in a 9-acre area and that there are 21 acres at the West Parish site. One of the issues that have come up is whether or not a temporary access road can be built off the exit ramp for Concord Road to the back of the site to help with moving trucks and equipment.

Mrs. Gilman requested that Dr. Safier invite city councilors to tour the Avery School and to let the committee know when that invitation has gone out so that they can follow up with their liaison. Chairman Pope suggested that the Chair of the School Building Committee should send the invitation. There was a brief conversation about providing transportation to Dedham for city councilors.

Kathy Clancy stated that for those who cannot attend the Avery School tour, Kevin Buckley has mentioned that there is at least one other school that the committee should see, namely the Memorial Elementary School in Burlington. She believes it is important to see different school designs.

Finally, Dr. Safier reported that a kickoff meeting with MSBA has been scheduled for April 2nd at 11:00 a.m. at West Parish and that all are welcome.

- C. O'Maley Presentation to Fifth Graders** – Mrs. Gilman reported that she and Mr. Garberg attended tonight's session at O'Maley for fifth grade parents and students, and she thought the presentation was very strong. She noted that there are two more days of tours for prospective parents. Kathy Clancy recommended that the committee members let their City Council liaisons know about the dates of the tours.

- D. Letter to Andrea Pretzler – Confidential**

XII. EXECUTIVE SESSION – None

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

VOTED: 5 in favor zero opposed, to adjourn the School Committee Meeting of March 13, 2013 at 9:35 p.m.

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

*Maria Puglisi
Recording Secretary*