

**THE GLOUCESTER PUBLIC SCHOOLS**

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

**School Committee Meeting Minutes**

Wednesday, March 16, 2011

School Committee Chambers – District Office

7:00 p.m.

**Members**

Val Gilman, Chairperson  
Melissa Teixeira, Vice Chairperson  
Kathleen Clancy, Secretary  
Roger Garberg  
Michelle Sweet  
Tony Gross

**Administration Present**

Interim Superintendent Dr. Joseph Connelly  
Assistant Superintendent Brian Tarr  
CFO Tom Markham  
New Superintendent Dr. Richard Safier

Recorded by Cape Ann TV

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**I. CALL TO ORDER**

Chairperson Gilman called the meeting to order at 7:08 p.m.

**II. SALUTE TO THE FLAG**

Chairperson Gilman stated the mission of the Gloucester Public Schools, thanked Cape Ann TV for covering the meeting, and recognized City Councilor Paul McGeary, CFO Tom Markham, and superintendent-elect Dr. Richard Safier. Chairperson Gilman noted that Mayor Kirk is attending the GHS orientation for her eighth grader and will be joining the meeting around 8:30 p.m.

**III. ORAL COMMUNICATIONS – None**

**IV. COMMENTS FROM THE CHAIRPERSON – None**

**V. RECOGNITIONS**

Mrs. Sweet recognized the O'Maley School performing arts department for their wonderful performance of "Beauty and the Beast." She thanked everyone who volunteered to put on such a great show.

Chairperson Gilman recognized the GHS girls' basketball team for making it to the finals. Kelly Benson stated that even though they lost, they had a great game and that Gloucester had a huge fan section at the game.

Chairperson Gilman also recognized seniors Chris Unis, Andrew Mizzoni and Alex Levy, who were recently awarded the Moose International Youth Awareness Scholarship. Adam Philpott, Andrew Mizzoni and Michael Tomaino also completed the most youth awareness talks. Other students that were involved with the talks were Gil Brown, Erica Aiello and Christina Novello. In all, the students made 113 talks to 2,070 elementary school students. Chairperson Gilman expressed gratitude to the principals and secretaries who helped

coordinate the talks and especially the students who went above and beyond. She indicated that four of the five scholarship winners were from Gloucester High School and that never before has one school dominated the voting in Massachusetts.

Mrs. Sweet updated the committee on the youth awareness banquet she attended and thanked the women of the Moose for putting on the banquet and Don Reilly for all of his enthusiasm and encouragement of the students. She indicated that the students are traveling to be recognized at a national level, which qualifies them for national scholarships.

## **VI. STUDENT ADVISORY COUNCIL**

Kelly Benson updated the School Committee on events at Gloucester High School, including eighth grade move-up day, intramural volleyball, winter carnival, spring sports tryouts, a blood drive being held tomorrow, and an art field trip to the Boston Globe scholastic exhibit at which a lot of GHS students' artwork will be displayed.

Kelly indicated to the committee that a favorite teacher is being laid off and that everyone is very upset about it. She stated that some of the students are putting together petitions. Dr. Connelly responded that there has been no action on that layoff yet and that reductions so far have not included any high school teachers.

Finally, Kelly indicated that she has been accepted at URI for nursing but that she has not made a definite decision yet. She also indicated that the student council would like to have a bonfire at the school and have the seniors wear a sweatshirt from the college they will be attending next year.

Chairperson Gilman thanked Ms. Benson for her report

*Note: Chairperson Gilman recognized Assistant Superintendent Brian Tarr.*

## **VII. CONSENT AGENDA**

### **A. Approval of Minutes**

1. School Committee Meeting of March 2, 2011
2. School Committee Executive Session Meeting of March 2, 2011 –  
**Confidential – Not to be Released**
3. Special School Committee Meeting of March 7, 2011

### **B. Schedule of Future Meetings**

Building & Finance Sub-Committee – The meeting scheduled for Tuesday, March 15, 2011 at 4:45 p.m. was cancelled.

Public Hearing/School Committee – Wednesday, March 30, 2011 at 7:00 p.m.

Location: Fuller School Auditorium

Agenda: See draft agenda

Program Sub-Committee – Friday, April 1, 2011, at 9:30 a.m.

Location: Superintendent’s Conference Room

Agenda: To be announced

School Committee – Wednesday, April 13, 2011, at 7:00 p.m.

Location: Kyrouz Auditorium – City Hall

Agenda: To be announced

Building & Finance Sub-Committee – Wednesday, April 20, 2011, at 4:45 p.m.

Location: Superintendent’s Conference Room

NOTE: To be confirmed – School Vacation Week

School Committee – Wednesday, April 27, 2011, at 7:00 p.m.

Location: Kyrouz Auditorium – City Hall

Agenda: To be announced

Ms. Teixeira removed the April 20, 2011 B&F Subcommittee meeting from the Consent Agenda for further discussion.

It was unanimously

**VOTED:** 6 in favor zero opposed, to approve the Consent Agenda with the exception noted above.

## **VIII. REPORTS/DELIBERATIONS ON EDUCATIONAL ISSUES**

- A. FY 2012 Operating Budget** – Dr. Connelly reviewed the draft agenda for the public hearing on March 30, 2011 and the Notice of Public Hearing containing a summary of the proposed budget. He stated that the federal Education Jobs Stimulus Grant of \$301,668 is intended to be used as an offset for the reading coaches and other specialists that are being funded by ARRA grants this year. Mr. Markham explained the requirements for the public hearing notice, and the School Committee discussed some revisions to the notice. Dr. Connelly stressed that we do not want to overly alarm parents and that we want them to be confident that the Draft 2 budget will still meet the needs of the students and that the quality of instruction will still be in place.

Dr. Connelly indicated that the public hearing notice will be sent home in backpacks encouraging parents to attend. Chairperson Gilman suggested doing an “all call” on Monday, March 28<sup>th</sup> and stated that the public notice should be posted on the website as well as in the Gloucester Daily Times.

- B. Status on School Committee/City Council Liaison Meetings** – Mr. Gross indicated that he has not yet taken any action with his liaisons. Mrs. Sweet stated that she spoke with Greg Verga today and told him she would get together with him if he wanted. Kathy Clancy reported that she talked to Paul McGeary today and that she still needs to reach out to Joe Ciolino. Chairperson Gilman indicated that she is meeting with Jackie Hardy on Monday morning and that she will meet with Dr. Connelly and Steve Curcuru. Ms. Teixeira stated that she is meeting with Sefatia Romeo on March 25<sup>th</sup> and has not yet reached out to Ann Mulcahy but plans to do so this week. Mr. Garberg reported that he has not yet spoken with Bob Whynott but will attempt to do so tomorrow.

Chairperson Gilman reminded the public that the budget book is available for review at the Fuller administrative office, the City Clerk's office, and the Sawyer Free Library, and that it is being updated on a regular basis.

- C. Report of the Superintendent of Schools** – Interim Superintendent Dr. Connelly updated the School Committee on the following matters:

- DESE – Comprehensive Review Team Visit on March 14-17, 2011
- GCACS Enrollments from GPS – Dr. Connelly noted that the total of 67 students represents the number of students that were attending Gloucester public schools either last year or earlier this year that have transferred their records to the charter school.
- 2010 MCAS Presentation – Ms. Teixeira would like to receive a hard copy of the PowerPoint presentation and a status report. Kathy Clancy suggested that during the presentation of the SIPs, the principals could bring up areas that they are working on. Chairperson Gilman recommended that the hard copy of the presentation be provided to the School Committee in advance of the April 14<sup>th</sup> School Committee meeting and then have Shayne Trubisz provide the committee with an overview of the initiatives that have taken place to improve scores this year.
- World Language at the Middle School – A discussion was held on whether this program would replace the after school world language program. Chairperson Gilman requested that Mr. Garberg put this matter on the Program Subcommittee agenda.

## **IX. SUB-COMMITTEE REPORTS**

- A. Special Building & Finance Sub-Committee Report of March 7, 2011** – Chairperson Clancy previously reported on this meeting at the March 7, 2011 School Committee meeting.
- B. Program Sub-Committee Report of March 11, 2011** – Chairman Garberg stated that he would like to wait for the minutes to come out before reporting on this meeting.

**X. DISCUSSION**

**A. Policy Review**

“Animals in the Classroom,” File IMG – Dr. Connelly indicated that a law has been passed requiring the School Department to publish a policy regarding service animals in schools. He presented an amendment to the existing policy provided by MASC, and Chairperson Gilman briefly reviewed it.

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

**VOTED:** 6 in favor zero opposed, to amend the existing “Animals in the Classroom” policy, File IMG, to what was presented to the School Committee tonight, “Animals in Schools,” as recommended by the MASC, to enhance the current policy.

MASC Policy Integration/Prioritizing an Action Plan – Ms. Teixeira stated that there may be money left from the superintendent search that can be used for this task. She requested a report from the superintendent providing the status of that line item. Dr. Connelly indicated that the School Committee is not restricted to using that single line item. Chairperson Gilman stated that the School Committee will need to discuss who will be on that ad hoc committee and whether it will be a component of the Personnel or Program Subcommittee.

*Note: Michelle Sweet left the meeting at 8:10 p.m.*

Mr. Markham reminded the School Committee that they would need to procure the services of MASC in the same way they did for the superintendent search (i.e. by obtaining three quotes). Chairperson Gilman requested that Mr. Markham proceed with that and present the committee with three quotes. Ms. Teixeira indicated that it was her understanding that the committee had already voted to use MASC. Chairperson Gilman requested that Dr. Connelly look into that issue.

**B Short and Long Term Plan/Marketing and Promotion of Our Schools –**

Chairperson Gilman stated that she met with Tyler Marquis in the IT Department last week to try to streamline the home page of the website. Ms. Teixeira suggested using the YMCA bulletin board for school notices and information. Kathy Clancy suggested linking articles from the local newspapers on the website. Dr. Connelly indicated that he would be happy to pursue that with the IT Department. Mr. Gross suggested that students may be able to handle this task. Mr. Tarr will find out who can coordinate this with the students. There was a brief discussion about an electronic newsletter club.

Dr. Connelly requested that the School Committee remind him as important documents are approved that they should be posted on the website. The committee requested that the following documents be posted on the website:

- Enrollment projection report
- O'Maley advertisement (without the dates of the open houses)
- Preschool advertisement and letter sent to parents of 3- and 4-year-olds

Kathy Clancy volunteered to post preschool flyers around town. Chairperson Gilman stated that she would like to see a Facebook link.

Dr. Connelly stated that he hopes that all seven SIPs will include a goal that addresses improved community communication and talks about positive things that are happening in the schools. He would like to identify a staff member at each school and pay them a modest stipend funded by GEF to be responsible for ensuring that all of the positive activities at the school get proper press coverage.

- C. Status of Superintendent Transition Plans and School Committee** – Dr. Connelly publicly thanked Dr. Safier for taking the initiative to be so accessible. He stated that Dr. Safier officially starts on May 16<sup>th</sup> and that he may be able to be in Gloucester almost full-time the week before that. Dr. Connelly indicated that the transition plan is working very well. Chairperson Gilman asked Dr. Safier to come up with a few suggestions for an event to welcome him to the district that he would be comfortable with.

Dr. Safier thanked Dr. Connelly for being so accessible and stated that he is in the process of putting together an entry plan that would include goals and objectives. He stated that areas of focus would include governance and leadership, education program, parent and community relations, and finance and business operations. Chairperson Gilman asked for the name of the book he is reading about School Committee/Superintendent relationships. The name of the book is “So Now You’re a Superintendent.”

**New Superintendent Governance Workshop** – Chairperson Gilman stated that she will discuss this issue with Dr. Safier at their meeting tomorrow and report back to the School Committee at the March 30<sup>th</sup> meeting.

- D. Youth Initiatives task Force Adult Code of Conduct/School Committee Input** – Chairperson Gilman identified the members of the task force and presented an adult code of conduct that was developed by the task force for coaches, spectators and parents. Students at GHS helped to develop the acronym PRIDE. Chairperson Gilman stated what each of the letters stands for and indicated that the GFAA has agreed to sponsor the initiative and pay for the first group of cards up to \$300. The goal is to pass them out at the Little League parade, GHS sports events and soccer games, and announce it over the PA at public sporting events. The School Committee reviewed and revised the draft card and the pledge to the community. Dr. Connelly

believes this initiative is worth being shared statewide and stated that the MIAA should be aware that this is something Gloucester is doing. He indicated that he will mention it to Kim Patience.

## **XI. ACTION**

- A. Administrative Protocol Policy** – Dr. Connelly stated that Suzanne Egan reviewed this policy and made some suggestions, retitling it “Communication Protocol.” Kathy Clancy read the Communication Protocol into the record. Mr. Garberg recommended adding “school employees” to the first paragraph.

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

**VOTED:** 5 in favor zero opposed, to approve the first reading of the Communication Protocol, File CFB (Administration) and GBEB (Personnel) with the following correction:

Paragraph 1, last sentence; change to:

**Its purpose is to establish the protocol for communication between school employees, the Superintendent of Schools and the School Committee regarding incidents which occur within the district environment that involve criminal activity or serious misconduct.**

- B. School Calendar/Finalization FY 2011-2012** – Dr. Connelly reviewed the updated 2011-12 School Calendar and indicated that it was forwarded to and approved by the GTA.

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

**VOTED:** 5 in favor zero opposed, to approve the 2011-12 School Calendar as presented.

A discussion was held on whether open houses at O’Maley and the elementary schools could be scheduled for different days. Chairperson Gilman withdrew her motion and requested that this matter be put on the agenda for March 30, 2011 after clarification of the open house issue.

- C. FY 2012 Operating Budget – Draft 2**

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

**VOTED:** 5 in favor zero opposed, to publish the FY 2012 Operating Budget for the Public Hearing scheduled for March 30, 2011.

Dr. Connelly requested that the School Committee members insert the updated version of the budget into their budget books and to insert the date of the Draft 2 budget (3/16/11) in the Table of Contents.

## **XII. OTHER COMMUNICATION**

### **A. For Your Information**

1. MASC – Day on the Hill on March 29, 2011 from 9:00 a.m. to 2:00 p.m. – Ms. Teixeira indicated that she has registered and plans on driving. Chairperson Gilman and Kathy Clancy stated that they would like to go with her.
2. Press Release, “School Committee Tackles FY 2012 Budget – Teamwork and Pre-Planning Pay Off”
3. Email (3/8/11) – Michael Long, Massachusetts Association of School Superintendents General Counsel, regarding health insurance
4. Acknowledgment letter from Senior Care to GHS Junior ROTC Program – Kathy Clancy read this letter into the record.
5. Letter (3/14/11) from Chairperson Gilman to Mr. & Mrs. Alan & Mary Ray – Chairperson Gilman read this letter into the record.
6. Kathy Clancy’s testimony before Ways and Means Public Hearing regarding health insurance and letter regarding Plan Design Bill H.2964
7. Email from Jim Duggan listing budget dates for various city departments

## **XIII. FURTHER DISCUSSION**

- Kathy Clancy reported that East Gloucester School is putting on their fifth grade play on Thursday, Friday and Saturday.
- Mr. Gross requested that the School Committee members review Section 4 of the City Charter and provide him with some feedback. Dr. Connelly stated that we could ask Naomi Stonberg or Mike Long to review the charter for education reform conflicts and provide an expert opinion.
- Chairperson Gilman stated that Stand for Children has an action alert. With enough support, we could generate over \$130 million for schools in health benefit reform reimbursements. She requested the committee members and the television audience to log on to [www.stand.org/ma/actionalert](http://www.stand.org/ma/actionalert) and do a three-minute email to our legislators.

- Chairperson Gilman stated that she met with Jackie Hardy regarding the process of approving joint meeting minutes and that they are going to recommend to their respective committees that draft minutes go to both chairs for proofreading. The recording secretary would then make the recommended changes before the minutes are distributed to the full committee for approval. Chairperson Gilman requested that Kathy Clancy add her revisions to the joint B&F minutes of February 17, 2011 so they can be approved by the full School Committee.
- The School Committee changed the Building & Finance Subcommittee meeting from April 20, 2011 to **Tuesday, April 12, 2011 at 4:45 p.m. in the Superintendent's Conference Room.**
- Chairperson Gilman reminded the committee that the National Honor Society induction ceremony will be held on March 29, 2011 at 7:00 p.m.

**XIV. EXECUTIVE SESSION – None**

**XV. ADJOURNMENT**

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

**VOTED:** 5 in favor zero opposed to adjourn the School Committee Meeting of March 16, 2011 at 9:15 p.m.

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

*Maria Puglisi  
Recording Secretary*