

THE GLOUCESTER PUBLIC SCHOOLS

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

School Committee Meeting Minutes

Wednesday, April 26, 2017

District Office Conference Room
2 Blackburn Drive, Gloucester, MA 01930
7:00 p.m.

Members Present

Jonathan Pope, Chairman
Kathy Clancy, Vice Chairperson
Joel Favazza, Secretary
Melissa Teixeira
Tony Gross
Michelle Sweet

Administration Present

Dr. Richard Safier, Superintendent
Dr. Arthur Unobskey, Asst. Superintendent
Tom Lafleur, CPA, Director of Finance
and Operations
Ellen Sibley, Beeman Principal
Amy Pasquarello, East Gloucester Principal
Matt Fusco, Veterans Principal

Recorded by Cape Ann TV

- I. CALL TO ORDER** – Chairman Pope called the meeting to order at 7:02 p.m. and stated the mission of the Gloucester Public Schools.
- II. SALUTE TO THE FLAG**
- III. ORAL COMMUNICATIONS** – Cheryl Olson of 591 Essex Avenue, a math teacher at O’Maley, formally requested that the School Committee reopen negotiations and bargain in good faith with the GTA.
- IV. COMMENTS FROM THE CHAIRPERSON**
- A. Beeman Production of *Annie Kids*** – Cooper Hedges, Aleena Dort and the cast of *Annie Kids* sang three songs from their recent show. Ms. Sibley thanked the students, music teacher Beth Goldberg, and Heidi Dallin.
- B. West Parish Poetry** – Teacher Beth Parkhurst introduced Anthony Russo and Brendan Heanue, who read their poem about baseball.
- V. RECOGNITIONS** – Dr. Safier recognized the National Champion GHS Cheerleaders, who placed first in the COA Ultimate International Championship in Orlando, Florida. He also recognized their coaches and thanked Athletic Director Julie Smith for her support.

Dr. Safier also recognized two GHS students, Jacob Belcher and Alexis MacLean, who are among ten Gloucester citizens being recognized with Gloucester citizenship awards on May 7, 2017.

Dr. Safier recognized the GHS JROTC Drill Team for earning the title of 2017 MCJROTC National Champions in Unarmed Exhibition Drill in Irving, Texas. He noted that the drill team also won third place in the Unarmed Regulation. Finally, Dr. Safier recognized JROTC Cadet Commanding Officer Soo Ae Ono, who received a perfect score while commanding the Color Guard at the Nationals.

Chairman Pope recognized Recording Secretary Maria Puglisi for everything she does for the School Committee.

VI. GHS STUDENT ADVISORY COUNCIL – None present.

VII. CONSENT AGENDA

A. Approval of Minutes

1. Building & Finance Subcommittee Minutes of March 15, 2017
2. School Committee and Executive Session Minutes of March 22, 2017
3. Personnel Subcommittee and Executive Session Minutes of March 29, 2017

B. Approval of Warrants – Cover Sheets

C. Approval of Transfers – March 21 to April 10, 2017

D. Referrals

E. Approval of Out-of-State Field Trips

1. GHS to Canobie Lake, Salem, NH on Friday, May 26, 2017
2. GHS to New York, New York on Friday, May 19, 2017

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

VOTED: 6 in favor, 0 opposed to approve the Consent Agenda as noted above.

VIII. DELIBERATIONS ON EDUCATIONAL ISSUES/SUPERINTENDENT’S REPORT

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

B. School Improvement Plans – East Gloucester School and Veterans’ Memorial Elementary School – Veterans’ principal Matt Fusco stated that three of the four elementary school goals are common goals among the elementary schools. He and East Gloucester principal Amy Pasquarello reviewed the common goals. Mr. Fusco then reviewed Veterans’ individual goal of building a culture of hope, and Ms. Pasquarello reviewed East Gloucester’s individual goal of using technology effectively and responsibly. There was a discussion about how keyboarding will be taught.

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

VOTED: 6 in favor, 0 opposed to accept the School Improvement Plans of East Gloucester Elementary School and Veterans’ Memorial Elementary School.

A. Sidewalk Grant Presentation – Chairman Pope reported that the Community Development Department is applying for a grant for Safe Routes to School and decided to work around O’Maley. He presented a slide show detailing several options for sidewalk and intersection improvements that were discussed at the recent Walking Safety Priority Planning meeting, including Reynard Street, Cherry Street, and Dr. Osman Babson Road. The committee discussed the following matters:

- Adding “School Zone” signs in the area with a speed limit of 20 MPH
- Ability to keep a sidewalk on Dr. Osman Babson Road free of snow
- Adding a fenced path along the edge of the city-owned DPW lot

Chairman Pope requested that any members who have preferences on the priority of options get in touch with Project Manager Steve Winslow.

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

1. Kops ‘N Kids Launch
2. FY18 House Ways and Means Chapter 70 and Educational Budget Recommendations
3. Sheltered English Immersion (SEI) Surveys
4. Employee Handbook
5. Calendar Items

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

VOTED: 6 in favor, 0 opposed to accept the Superintendent’s Report.

IX. SUBCOMMITTEE REPORTS

A. Building & Finance Subcommittee Meeting of April 19, 2017 – Chairman Gross reported that the Building & Finance Subcommittee discussed several school building projects, a special budgetary transfer, and bus fees at its meeting of April 19, 2017. Ms. Teixeira reported that bus fees were implemented in 2009 and requested that the administration research the difference between the number of buses needed in 2008 versus the number needed in 2009. With respect to a potential survey on bus ridership, Kathy Clancy expressed concern about discouraging students from walking to school.

X. ACTION

A. Acceptance of Grants

1. Gloucester Education Foundation Grant – Dr. Unobskey reviewed the purpose of the grant.

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

VOTED: 6 in favor, 0 opposed to approve a grant from the Gloucester Education Foundation in the amount of \$3,000.00 for the proposed Grade 5 field trips aboard the Schooner *Thomas E. Lannon* next fall.

2. Youth Opioid Prevention Grant – Dr. Unobskey reviewed the purpose of the grant.

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

VOTED: 6 in favor, 0 opposed to approve the Youth Opioid Prevention Grant in the amount of \$9,600.00 for Gloucester health teachers in Grades 6 to 12.

Ms. Teixeira requested a description or presentation for the School Committee on the instruction that will be taking place in the classrooms.

- B. Second Reading of Automatic External Defibrillator (AED) Guidelines, File EBCF** – Dr. Safier reviewed the changes made to the policy and reported that both the Nurse Leader and Athletic Director have been notified to ensure at the beginning of the school year that all athletic coaches are trained. He noted that many of the coaches have already been trained. Dr. Safier also indicated that the Building Use application has been modified to include a list of the locations of all AEDs. That list will also be sent to the 911 dispatch office. There was a discussion about whether there should be an AED at Newell Stadium.

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

VOTED: 6 in favor, 0 opposed to waive the second reading of the Automatic External Defibrillator (AED) Guidelines, File EBCF.

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

VOTED: 6 in favor, 0 opposed to approve the Automatic External Defibrillator (AED) Guidelines, File EBCF.

C. Northshore Education Consortium (NEC)

2. Approval of Creation of NEC Capital Fund – Dr. Safier reported that due to new regulations, the NEC is required to establish a capital fund for maintenance and improvements to their property since they do not have access to MSBA funding. The capital fund would allow the consortium to retain a larger portion of surplus and would mitigate the need to raise tuition rates based on emergency capital needs. Two thirds of the districts must approve the establishment of the capital fund, and the Board of Directors would vote annually on the amount of the surplus. The fund would be capped at 3% of the operating budget, or \$650,000.00, and the board would need to approve any withdrawals.

Dr. Safier stated that over the last four years, the only surplus that has come back to Gloucester was \$29,000 in FY16, which was then credited against existing invoices. Ms. Teixeira pointed out that Gloucester has no ownership in the consortium property and questioned how much the city would have to pay towards the fund. Chairman Pope stated that his understanding is that the fund would be made up of any surplus funds at the end of the year as opposed to an assessment and that there would be no additional contribution.

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

VOTED: 6 in favor, 0 opposed to approve the creation of an NEC Capital Fund.

1. Approval of NEC Capital Plan – Dr. Safier reported that the NEC must present a capital plan to the Board of Directors, of which he is a member. He reviewed the proposed capital plan for 2017-2022.

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

VOTED: 6 in favor, 0 opposed to approve the NEC Capital Plan, as presented.

D. Approval of Reductions to FY18 Budget – Tabled.

E. Approval of School Alterations and Renovations

1. Plum Cove Elementary School – Chairman Pope stated that this project is to add three offices in an existing classroom.

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

VOTED: 6 in favor, 0 opposed to approve the alterations and renovations to Plum Cove Elementary School, as presented.

2. O'Maley Innovation Middle School Music Room – Chairman Pope stated that this project has been funded by the Gloucester Education Foundation (GEF).

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

VOTED: 6 in favor, 0 opposed to approve the alterations and renovations to the O'Maley Innovation Middle School Music Room, as presented.

3. GHS Culinary Room – Mr. Lafleur stated that this project will be done in two phases. Demolition work and basic utility work will be done this summer, with the installation of new equipment to be done during the summer of 2018. Dr. Safier reported that he has had some preliminary conversations with the GEF about funding the second phase of the project.

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

VOTED: 6 in favor, 0 opposed to approve the alterations and renovations to the Gloucester High School Culinary Room, as presented.

4. GHS Machine Shop – Chairman Pope stated that this project has been funded by the Workforce Capital Skills Grant, and Mr. Lafleur indicated that it will be built by the vocational students.

On a motion by Mr. Gross, seconded by Kathy Clancy, it was unanimously

VOTED: 6 in favor, 0 opposed to approve the alterations and renovations to the Gloucester High School Machine Shop, as presented.

F. To Authorize CFO to Request a Special Budgetary Transfer from City Council

Mr. Lafleur stated that in the past, if a Gloucester student choiced out to another district and then went on to an out-of-district placement, Gloucester paid the third school directly. He noted that there were multiple cases of double-dipping by those third-party schools and now all out-of-district school choice placements get billed back through the school choice program, which comes out of the city budget.

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

VOTED: 6 in favor, 0 opposed to authorize the CFO to request a special budgetary transfer from the City Council in the amount of \$171,068.15 for out-of-district expenses to be paid through the School Choice Program.

XI. DISCUSSION/OTHER COMMUNICATION/OLD AND NEW BUSINESS

A. MSBA Project Updates

1. East Gloucester/Veterans School – Dr. Safier reported that the initial certificate of compliance has been submitted and the educational profile questionnaire is nearly complete. A list of district staff that must be on the building committee has been sent to the Mayor’s Office and Dr. Safier has asked both principals to reach out to parents about being on the committee.
2. GHS Roof – Chairman Pope reported that the building committee met and approved the schematic design. The bidding closes on May 24, 2017 and the work is planned to start on June 21, 2017. He stated that the field house has been prioritized. Dr. Safier indicated that the GHS office will remain open during the summer but that use of the rest of the high school will be minimized. He stated that he and Mr. Cook will be meeting with Ms. Lucey on Friday to make arrangements for summer school, senior portraits, etc. to take place at O’Maley.

B. Locations of Automatic External Defibrillators (AEDs) – FYI.

C. Gift to Top 5% of Graduating Seniors – After discussion, it was the consensus of the committee to give the top 5% of the graduating class maroon Cross pens.

D. Negotiation of Superintendent’s Contract – Ms. Teixeira recommended that the superintendent’s contract be negotiated by the full committee during Executive Session on May 24th as opposed to referring it to the Personnel Subcommittee, since she believes it will be a simple process with minimal changes to the contract. She also suggested that Attorney Stonberg attend that meeting on behalf of the School Committee, and Mr. Favazza stated that he believes that that would be a conflict of interest for Ms. Stonberg since she has a close working relationship with the superintendent. Ms. Teixeira suggested that the committee could come to an agreement and then have Ms. Stonberg review it. Chairman Pope suggested that the contract could be sent to Ms. Stonberg afterwards.

E. IT Roles and Responsibilities – Mr. Favazza stated that it was his understanding that Dr. Safier recently produced a document answering some questions from the city administration regarding IT’s role and responsibilities and that Dr. Safier met with Jim Destino about that matter. Dr. Safier stated that he also met with the police, the fire department, HR and IT. Mr. Favazza indicated that he would be interested in receiving at the next meeting a copy of whatever was requested and produced, as well as a brief update from Dr. Safier as to what it was.

XII. ADJOURNMENT – On a motion by Ms. Sweet, seconded by Chairman Pope, it was unanimously

VOTED: 6 in favor, 0 opposed to adjourn the School Committee Meeting of April 26, 2017 at 9:18 p.m.

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

*Maria Puglisi
Recording Secretary*