

**THE GLOUCESTER PUBLIC SCHOOLS**

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

**School Committee Meeting Minutes**

Wednesday, August 7, 2013

GHS Library

7:00 p.m.

**Members Present**

Val Gilman, Vice Chairperson  
Kathy Clancy, Secretary  
Melissa Teixeira  
Roger Garberg  
Mayor Carolyn Kirk

**Administration Present**

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

Recorded by Cape Ann TV

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**I. CALL TO ORDER** – Vice Chairperson Gilman called the meeting to order at 7:03 p.m.

**II. SALUTE TO THE FLAG**

Vice Chairperson Gilman stated the mission of the Gloucester Public Schools and thanked Cape Ann TV for recording the meeting.

**III. ORAL COMMUNICATIONS** – None.

**IV. COMMENTS FROM THE CHAIRPERSON** – Vice Chairperson Gilman stated that Chairman Pope is on vacation and that Tony Gross had a meeting conflict.

**V. RECOGNITIONS** – Mr. Garberg recognized the Gloucester Education Foundation for providing the MIT summer program.

**VI. STUDENT ADVISORY COUNCIL** – None present.

**VII. CONSENT AGENDA**

**A. Approval of Minutes**

1. Personnel Subcommittee and Executive Session (Confidential) of June 26, 2013
2. School Committee of June 26, 2013
3. West Parish Outreach Committee of August 5, 2013

**B. Acceptance of Grants**

1. Gloucester Education Foundation Grants:

- (a) \$35,470.00 – Cabinet Design & Innovation, Artistic Bridges, and GHS Summer AP Prep Programs (Economics, English Language, English Literature, and US History)
  - (b) \$5,000.00 – Summer Literacy Program at Veterans’ Memorial School
  - (c) \$800.00 – Summer AP Prep Program (Chemistry)
  - (d) \$6,750.00 – O’Maley Innovation Middle School “Slime Lab”
2. Action for Healthy Kids School Grant – \$5,000.00 each to Beeman Memorial School and Veterans’ Memorial School

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

**VOTED:** 5 in favor zero opposed, to approve the Consent Agenda as noted above.

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

**X. ACTION**

**A. Preferred Schematic Design: West Parish/MSBA Project** – Vice Chairperson Gilman reviewed the School Committee’s vote to approve and authorize the OPM to submit the feasibility study and related materials to MSBA for their consideration. She noted that the building committee met last week to review the four identified schemes for the project, one of which was renovation to the Fuller School site, and identified a preferred schematic design.

Dr. Safier reported that the preferred schematic design was based on a number of considerations. He reported that the West Parish community was greatly concerned about construction taking place with students in the building but that they were comfortable with moving the students to another site during construction so long as all of the students moved to one location.

Kevin Buckley of KBA reviewed the progression of the project to date and indicated that the goal is to have the MSBA approve the final schematic design in January of 2014.

Michelle Rogers of Dore & Whittier reviewed the four identified schemes that were presented in the preliminary design program and stated that Scheme G came to the top (new building on existing building site) because it addressed all of the valued principles that the building committee had put forth, such as safety, playing fields, separate loops for buses and cars, and separation of parking lots from play areas. Ms. Rogers indicated that Scheme G was then developed into several additional schemes, resulting in Scheme G-4.1 as the preferred scheme. She reviewed the site plan for that scheme, which includes a three-story academic wing.

Jason Boone of Dore & Whittier reviewed the floor plan of Scheme G-4.1 and noted that public and private spaces would be separated and that the cafeteria has been sized to accommodate two lunch sittings as opposed to the current six sittings. He stated that multistory elementary schools are not uncommon and that kindergarten and first

grade students would be located on the first floor. The school was designed as a multistory building to address space limitations on the site, and Mr. Buckley noted that there is also a cost benefit to a multistory design.

Mr. Boone indicated that three classrooms per grade are reflected in the scheme, all of which meet MSBA guidelines for square footage, plus three additional classrooms for special education. There is also dedicated space for art and music. With respect to safety measures, he noted that the number of doors to the building has been limited and that there are sight lines from several points down corridors. Technological strategies and sizes of windows will be discussed further on in the design process.

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

**VOTED:** By Roll Call Vote

Mr. Garberg – yes  
Vice Chairperson Gilman – yes  
Mayor Kirk – yes  
Ms. Teixeira – yes  
Kathy Clancy – yes

To approve and authorize the Owners Project Manager to submit the Schematic Design Report which includes the preferred Scheme G-4.1 to the MSBA for review and approval.

Mayor Kirk stated that this project is the beginning of a long-term capital plan for the elementary schools, which have had virtually no capital investment in probably 50 years, and that over 20 years all of the schools need to be addressed. She also commended the building committee and project team for listening to the concerns of West Parish families and accommodating the valued principles that were expressed.

On a motion by Vice Chairperson Gilman, seconded by Kathy Clancy, it was unanimously

**VOTED:** By Roll Call Vote

Mr. Garberg – no  
Vice Chairperson Gilman – no  
Mayor Kirk – no  
Ms. Teixeira – no  
Kathy Clancy – no

Not to reconsider the Committee's vote to approve and authorize the Owners Project Manager to submit the Schematic Design Report which includes the preferred Scheme G-4.1 to the MSBA for review and approval.

*(At this time, a 3-minute break was taken.)*

## **VIII. DELIBERATIONS ON EDUCATIONAL ISSUES/SUPERINTENDENT’S REPORT**

- A. Mid-Year Superintendent’s Formative Assessment Report** – Dr. Safier updated the committee on each of the goals put forward in January of 2013, and Gregg Bach reviewed the TeachPoint evaluation software. The committee discussed walk-throughs, technology, and modifying the superintendent’s goals by delaying the district determined measures and revising the attendance at BSRI meetings from 20% to ten meetings.

After discussion, on a motion by Vice Chairperson Gilman, seconded by Ms. Teixeira, it was unanimously

**VOTED:** 5 in favor zero opposed, to accept the Superintendent’s Mid-Year Formative Assessment Report with the following changes to the goals:

- (1) The district determined measures are delayed consistent with the state deadline; and
- (2) The requirement of attendance at BSRI meetings is reduced to ten meetings.

Dr. Safier suggested that the benchmarks be reviewed again in December.

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

## **IX. SUBCOMMITTEE REPORTS**

- A. Personnel Subcommittee of June 25, 2013 – Standard Template for Superintendent’s Evaluation Review** – Chairperson Teixeira noted that she reported on this subcommittee meeting at the June 26th School Committee meeting. However, the following motion was tabled until this evening.

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

**VOTED:** 5 in favor zero opposed, to adopt the Massachusetts Model System for Educator Evaluation, Part III and Part VI, as the tool for evaluating the Superintendent of Schools.

## **VIII. DELIBERATIONS ON EDUCATIONAL ISSUES/SUPERINTENDENT’S REPORT (Continued)**

- B. Food Service: Bad Debt Update** – Hans Baumhauer reported that the outstanding debt is down from \$60,000 to \$44,233 and that the debt owed by students who receive free or reduced lunch has been written off. The middle school debt has dropped from \$25,000 to \$12,000 and the elementary schools went from \$17,000 to \$11,000. He noted that of the five cases that were filed in court, four did not appear

at the hearing and capiases will be issued to them. Mr. Baumhauer requested that this matter be referred back to the B&F Subcommittee to discuss the collection process going forward.

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

1. GPS Administration and Preschool – 2 Blackburn Drive – Mayor Kirk indicated that the funding for this is coming from the DPW budget (\$240,000 per year) from the savings on utility costs at Fuller School and that the IT changeover will be funded by Comcast. There was a discussion about advertising the move of the preschool.
2. GHS and Endicott College Dual Enrollment Program
3. Salem Cyberspace: Expansion to Gloucester
4. Increase in Charter Reimbursement
5. Acquisition of Leased Space by the City of Gloucester for Temporary Relocation of West Parish School and Facilities Department
6. Update on Breakfast in Class Pilot Program at Beeman and Veterans – Dr. Safier reported that this program will begin somewhere between mid-September and October 1st.

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

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

**IX. SUBCOMMITTEE REPORTS (Continued)**

**B. West Parish Ad Hoc Communications Committee of August 5, 2013** – Chairperson Gilman reported that the West Parish Ad Hoc Communications Committee discussed the following matters at its meeting on August 5, 2013:

1. Requesting School Committee members to reach out to their constituency with respect to speaking at the City Council public hearing on August 13, 2013;
2. Requesting that Dr. Safier come up with some talking points for the school community; and
3. Reaching out to the Cape Ann Beacon.

**XI. DISCUSSION/OTHER COMMUNICATION/NEW BUSINESS**

- A. MSBA Update** – See Item X.A. In addition, Dr. Safier stated that Dore & Whittier will be looking at the other four elementary schools and preparing a report which should be ready at the end of this year or the beginning of next year.
- B. Fuller School Referendum Question** – Ms. Teixeira recommended that the School Committee draft their own referendum question for the ballot with respect to the future use of Fuller School. She referred this matter to the B&F Subcommittee.

**XII. EXECUTIVE SESSION** – None.

**XIII. ADJOURNMENT** – On a motion by Mr. Garberg, seconded by Ms. Teixeira, it was unanimously

**VOTED:** 5 in favor zero opposed, to adjourn the School Committee Meeting of August 7, 2013 at 9:12 p.m.

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

*Maria Puglisi  
Recording Secretary*