



**THE GLOUCESTER PUBLIC SCHOOLS**

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**SCHOOL COMMITTEE MEETING**

Wednesday, January 23, 2013

7:00 pm

City Hall — Kyrouz Auditorium  
9 Dale Avenue, Gloucester, MA 01930

**AGENDA**

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**I. CALL TO ORDER/Statement of Mission**

**II. SALUTE TO THE FLAG**

**III. ORAL COMMUNICATIONS**

**IV. COMMENTS FROM THE CHAIRPERSON**

**V. RECOGNITIONS**

- A. Moose Youth Recognition Program — *Sophia Black, Katie Ciaramitaro, Hannah Grimes, Mark Horgan, Michael Muniz, & Zachery Smith*

**VI. GHS STUDENT ADVISORY COUNCIL**

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**VII. CONSENT AGENDA**

A. **Approval of Minutes**

- \*1. Amended School Committee of December 19, 2012
- \*2. Building & Finance of January 2, 2013
- \*3. School Committee of January 9, 2013, and Executive Session of January 9, 2013 **Confidential**
- \*4. Special School Committee of January 16, 2013
- \*5. Building & Finance of January 16, 2013

**VIII. DELIBERATIONS ON EDUCATIONAL ISSUES/SUPERINTENDENT'S REPORT**

- \*A. **Superintendent's Evaluation**
- \*B. **Superintendent's Report**

**IX. SUB-COMMITTEE REPORTS** (Items listed under X. ACTION may be brought forward with reports)

- A. **Personnel Sub-Committee of January 15, 2013** — Chairperson Teixeira  
*Agenda: Executive Session (Collective Bargaining with Gloucester Association of Educational Paraprofessionals).*
- B. **Special Building & Finance Sub-Committee Meeting of January 16, 2013** — Chairperson Clancy  
*Agenda: Reduction of Athletic Cap and/or Other Student Fees; Outsourced Facilities Assessment for the District; and Settlement Funds regarding Facilities Repairs.*
- C. **Personnel Sub-Committee of January 22, 2013** — Chairperson Teixeira  
*Agenda: Executive Session (Collective Bargaining with Gloucester Teachers Association).*

**X. ACTION**

**DISCLAIMER:** Listed below are all known items that may require action but action may not be taken on all items listed; i.e., action items that are known including all votes taken by all sub-committees previous to the Friday before a Wednesday School Committee meeting and items that may flow from the Superintendent's Report.

- A. **Funding to Reduce Athletic and Transportation Fees** (As recommended by the Building & Finance Sub-Committee at its meeting of January 16, 2013  
  
To request from the Mayor the sum of \$75,000 for the purpose of reducing athletic fees and transportation fees.
- B. **Gloucester Public Schools Education and Facilities Assessment Request** (As recommended by the Building & Finance Sub-Committee at its meeting of January 16, 2013)  
  
To request from the Mayor the funding of an outsourced education/facilities assessment for the district's school buildings.

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

- A. **Massachusetts School Building Authority Update**
- \*B. **Letters of Notification from James Breslin, Staff Representative of AFSCME Council 93 (1/14/13) to enter into negotiations with AFSCME Unit A and AFSCME Unit B**

**XII. EXECUTIVE SESSION** (*If needed*)

**XIII. ADJOURNMENT**

**THE GLOUCESTER PUBLIC SCHOOLS**

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

**Amended  
Special School Committee Meeting Minutes**

Wednesday, December 19, 2012

GHS Library

5:30 p.m.

**Members Present**

Jonathan Pope, Chairman  
Val Gilman, Assistant Chairperson  
Kathy Clancy, Secretary  
Roger Garberg  
Tony Gross  
Mayor Carolyn Kirk

**Administration Present**

Dr. Richard Safier, Superintendent  
Gregg Bach, Assistant Superintendent (6:54 p.m.)  
Hans Baumhauer, Dir. of Finance and  
and Operations

Recorded by Cape Ann TV

**I. CALL TO ORDER** – Chairman Pope called the meeting to order at 5:37 p.m. and stated the mission of the Gloucester Public Schools.

**II. SALUTE TO THE FLAG**

**III. ORAL COMMUNICATIONS** – None

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

**V. CONSENT AGENDA**

**A. Approval of Minutes**

1. Amended Executive Session Minutes of August 29, 2012 (**Confidential**)
2. School Committee Governance Workshop of December 3, 2012
3. Program Subcommittee of December 6, 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 as noted above.

**VI. DELIBERATIONS ON EDUCATIONAL ISSUES/SUPERINTENDENT’S REPORT**

**A. Update on School Security** – Dr. Safier reported that a letter went out on Friday to parents/guardians about how to speak with children when catastrophes happen, followed by an “all call” on Saturday informing parents that there is information on the website about this matter. He indicated that he met with Police Chief Campanello yesterday, and Chief Campanello has increased the presence of police in and around the

schools. The police have also looked at the doors of the school buildings to see if repairs are necessary. The administration is in the process of looking into those issues.

Dr. Safier indicated that the middle school and elementary schools now have buzzers and cameras on their front doors and that they are ensuring that everyone is following the necessary protocols to lock other doors once students enter the building. At the high school, the DPW has a lock specialty company looking at and making necessary repairs to the locks. He stated that they are also in the process of putting out an RFP for a secure entrance at the high school and noted that there are surveillance cameras there to assist with security.

Dr. Safier reported that the district is part of the STARS program, which is a prescribed emergency response program put out by the Northeast Massachusetts Law Enforcement Council. The police and fire departments have maps of the buildings, all doors are numbered, and all relevant information associated with emergency responses is kept with the police and fire department.

Dr. Safier indicated that the district's emergency plans are aligned with the National Incident Management Society and are being reviewed. There are plans for lockdowns, off-campus evacuations, including staging areas and destinations, reverse evacuation, fire drills, shelter in place, and duck and cover. The plans also include taking action for intruders, hostage situations, active shooters, hazardous materials, structural failures, severe weather, earthquakes, and nuclear power issues, including efforts for family reunification, crisis intervention, and working with the media.

In summary, Dr. Safier stated that the district's security plans are in place, training schedules and drills are being reviewed, crisis teams are in place at each of the schools, access points to the schools are being reviewed, and communication protocols and crisis response are spelled out. At the request of Mrs. Gilman, he will report to the committee at a later date on the status of necessary drills.

Mr. Garberg mentioned the ALICE program, which seems to be strongly recommended by a number of national organizations and involves a much more active response to intrusion. Dr. Safier indicated that Chief Campanello brought up the same issue and stated that the idea of lockdowns is now being questioned. So, ALICE is something that we should be taking a look at and working with the police on, as well, if we are to make a shift in that kind of a plan.

Mayor Kirk reported that on Friday morning at 9:30, bells will be rung across the country for each of the Sandy Hook victims. She invited the School Committee to join her at City Hall for the ringing of the bells. She also thanked Dr. Safier for his quick responsiveness to families and stated that the city administration will work diligently to make sure that all of the provisions for security are in place throughout the schools. The Mayor suggested that at the high school, this should include policies, protocols and vigilance to make sure that the school is secure. At a future time, she would like Dr. Safier to report not only on the facilities component at the high school but also on the deployment.

Chairman Pope stated that in many of these tragic cases, the perpetrators give some sort of indication on social media, etc., and suggested that we may want to investigate training that may be available to staff and students to pick up on these indicators. In addition, it may be effective to have somebody in the schools that can pick up on those indicators, as well.

Finally, Kathy Clancy reported that at the Board of Education meeting yesterday, many of the board members had questions about the state guidelines and how they impact districts. She stated that Commissioner Chester went through the state's requirements and was very clear that security plans are school-based as opposed to district-based. She believes that some of the Board of Education members would like to have a further discussion on the topic to see if they can influence stronger measures being enacted.

## VII. SUBCOMMITTEE REPORTS

- A. Program Subcommittee of December 6, 2012** – Chairperson Gilman reported that the Program Subcommittee reviewed the Anti-Bullying Policy at its meeting on December 6, 2012. Dr. Safier provided the report of incidents at each school last year and to date this year.

## VIII. ACTION

- A. Free Cash** – Dr. Safier reviewed the latest draft of Requests for Access to Funding from City Free Cash, which is in prioritized order (A and B). He noted that the “A” list includes unanticipated special education expenses and tutoring, including the anticipated 9C cut to Circuit Breaker, in the amount of \$248,418. The total request for free cash is \$691,318. In addition, the request includes a note regarding anticipation of additional funds needed for students enrolling from the charter school.

After discussion, on a motion by Kathy Clancy, seconded by Chairman Pope, it was

**VOTED:** 5 in favor, 1 present (Mayor Kirk) to approve the prioritized Requests for Access to Funding from City Free Cash 2012-13, as amended by removing the text under Item A.3.

Chairman Pope reminded the committee that the money expended on unanticipated expenses is beyond what was budgeted for contingencies.

- B. Approval of Amended Fuller School MOU** – The revised MOU was distributed to the committee.

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

**VOTED:** 6 in favor zero opposed, to approve the Agreement by and between the City of Gloucester and the City of Gloucester School Committee dated December 19, 2012 regarding Fuller School.

Mayor Kirk stated that the city will support this agreement, and she and the rest of the committee signed it.

## **IX. DISCUSSION/OTHER COMMUNICATION/NEW BUSINESS**

- A. Status of Charter School** – Dr. Safier noted that he received an email from an associate deputy for charter schools requesting contact information for the district for parents of charter school students. Dr. Safier replied that any parent can contact the Central Office and request information about the district and/or enrollment. They may also contact the principal of the school in their catchment area. Either action would initiate an orientation to a particular school, as well as the process of enrollment.

Dr. Safier stated that our job is to educate the children of Gloucester in a way that we continually seek to improve and to do so with the expectation that students who are entering the district are going to be making a positive contribution to our challenge to continuously improve. He stated that the district welcomes any and all students and expressed confidence that we are prepared to accommodate any and all students and their families should they choose to enroll in the district.

Dr. Safier reported that, at the elementary level, 85 percent of our grades are prepared to take in the numbers of students that might be anticipated. There are a handful of grades where the numbers are a little bit higher. Based upon our intradistrict policy and the best educational interests of all students, in some rare instances we may need to consider where the proper placement would be for a particular child.

Mayor Kirk reported that she met with DESE officials last week to understand how refunds come to the city based on the difference in projected enrollment and actual enrollment at the charter school. She learned that the calculation is done every quarter. However, in order to access the refund in the middle of the year, it has to be done before the start of the fourth quarter. The Mayor indicated that she will probably recommend to the finance team that the money be accessed quarterly and be placed somewhere until it is needed so that it does not get tied up in free cash. This will allow the school district to make a supplemental appropriation request of the city, if necessary, to address expenses that may occur between now and the end of the fiscal year. Dr. Safier stated that the kinds of issues that would lead to such a request would be composition of the classrooms and resources for special needs students.

Mayor Kirk also reported that her office has been in discussion with the DESE and the charter school board regarding an orderly transition of their students. She believes it is important for the school to remain open until the end of the school year, and the best way to maintain an orderly transition is to ensure that their funding is secure (i.e. that their enrollment is maintained between now and the end of the school year). She hopes that the district will send a consistent message that principals will be made available at the pace of the families, that there is no rush, and that they can maintain the stability of the school year for their children. Finally, Mayor Kirk stated that charter school families need to be provided with the intradistrict school choice policy (File JF, Admission of Students to Elementary Schools). Dr. Safier indicated that the leadership team will be working on a plan that is not presumptuous but is informative and provides charter school parents with the information they need at the

pace at which they require it so they can make their decisions in an informed and comfortable manner.

Kathy Clancy hopes that the district will highlight all of the wonderful things going on in our schools at different points during the end of the school year. She believes this information will be helpful to everybody in the community.

Mrs. Gilman suggested working with the charter school board on easing the transition of their students into the district. Mr. Garberg noted that there was a lengthy discussion at the O'Maley site-based council meeting about accommodating students coming back from the charter school, and he does not see the School Committee having a role in that process. Dr. Safier views this as an operational matter and indicated that the leadership team will work with the staff at the charter school.

Mr. Gross believes it may be premature for the School Committee to be discussing the future of charter school students. He hopes that they will be able to get through the school year with enough enrollments, and in the spring the committee can discuss these matters with the charter school leadership team.

- B. Fuller School Referendum Question** – Mayor Kirk distributed a certificate of vote that the City Council took on December 11th, 8 in favor one opposed (Councilor Ciolino), on a nonbinding ballot question for the 2013 election regarding the future use of Fuller School either as an “under one roof” municipal complex or a public school or to be leased or sold. She reported that she vetoed this measure and provided an explanation to the City Council as to why she did so.

Mayor Kirk believes that a renewed use of Fuller as a public school fails to take into consideration the input of the School Committee, which has sole authority as to which buildings are considered schoolhouses for the purposes of the educational program. In addition, it is a well-documented fact that the School Committee settled its policy on this question. Therefore, it is grossly misleading to the public, should that option prevail, that the School Committee would reopen a policy that has been set in stone and affirmed many times over.

The question also fails to acknowledge that in order to open Fuller as a school, at least two elementary schools in the district must be closed. Mayor Kirk encouraged each School Committee member to ask their City Councilors what schools they want to see closed should this question prevail and to ask whether the City Council has a grander plan for the configuration of the elementary schools.

Mayor Kirk reported that the veto was submitted to the City Clerk's Office today, and she believes they will take it up at their next meeting on January 8th. A two thirds vote is needed in order to override the Mayor's veto. She requested that the School Committee members explain to the City Council the implication of this question on parents and families and try to convince them that this is a simple approach to a very complicated question.

Mr. Garberg asked about the city survey regarding Fuller School. Mayor Kirk noted that the School Department survey asked whether Fuller should be recommissioned

as a school. Therefore, the city did not pose that question in their survey. There were 807 responses to the city survey, and the most supported/least opposed option for Fuller School was a recreational complex that allowed for a preschool and municipal offices in part of the building. The most opposed option was retail. In addition, 71 percent of responders indicated that when they do business at City Hall, they visit other businesses downtown.

- C. Workshop with Mike Gilbert** – The workshop was scheduled for Wednesday, January 16, 2013 at 4:45 p.m.
- D. Charter School Funding** – Kathy Clancy complimented Mrs. Gilman on putting legislative liaison roles in place. She also recognized the committee’s effort to advocate for certain changes in legislation and to raise awareness of the impact of some of the legislation. She noted that Mrs. Gilman made a comment that this year, there is an underfunding of charter school reimbursement from the state so that our district is going to have less money coming than was due to us under the state guidelines because the legislature did not fund it properly. This issue was raised at the Board of Education meeting yesterday because they are going through another round of charter school approvals in February.
- E. Referral to Subcommittee** – Dr. Safier requested that the policy on Admission of Students to Elementary Schools, File JF, be referred to the Program Subcommittee.

On a motion by Mr. Gross, seconded by Chairman Pope, it was unanimously

**VOTED:** 6 in favor zero opposed, to refer File JF, Admission of Students to Elementary Schools, to the Program Subcommittee.

- X. EXECUTIVE SESSION** – On a motion by Mr. Gross, seconded by Mrs. Gilman, it was unanimously

**VOTED:** By Roll Call Vote  
Mr. Garberg – yes  
Mrs. Gilman – yes  
Mr. Gross – yes  
Mayor Kirk – yes  
Chairman Pope – yes  
Kathy Clancy – yes

To enter into Executive Session at 6:52 p.m. to discuss negotiations and a Level III grievance and to enter back into regular session for the purpose of adjournment.

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

**VOTED:** 6 in favor zero opposed, to adjourn the School Committee Meeting of December 19, 2012 at 7:22 p.m.



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

*Maria Puglisi  
Recording Secretary*

DRAFT

THE GLOUCESTER PUBLIC SCHOOLS

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

## Building & Finance Subcommittee Meeting Minutes

Wednesday, January 2, 2013

Superintendent's Conference Room

4:00 p.m.

### Members Present

Kathy Clancy, Chairperson  
Tony Gross, Vice Chairperson  
Jonathan Pope

### Administration Present

Dr. Richard Safier, Superintendent (4:23)  
Hans Baumhauer, Dir. of Finance and  
Operations

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I. **CALL TO ORDER** – Chairperson Clancy called the meeting to order at 4:08 p.m.

## II. DISCUSSION/ACTION

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

- B. Student Lunch Accounts/Collection** – Mr. Baumhauer reported that to date, we are breaking even on the food service account and that he will have a report on income and expenses at the next meeting. However, he stated that as of the end of last year, there was an outstanding balance for school lunches of approximately \$21,500, and that number is now up to \$47,400, which represents \$25,900 in new money owed so far this year alone. Mr. Baumhauer stated that letters are regularly sent out to parents/guardians reminding them of their outstanding balance, and Mr. Padulsky makes phone calls, as well. He reported that the efforts of the collection agency last year were not very successful and that if the food service revolving account ends up in the red, it has to be taken out of appropriation and closed.

Chairperson Clancy indicated that last year, there were old balances due from people who qualified for free and reduced lunch and that some of those past balances were written off. She is curious how much of the current outstanding balance might be due to that same situation.

There was a discussion about instituting different points of leverage, such as going from elementary to middle school, middle school to high school, or when there is a transcript request.

Mr. Gross suggested that Mr. Baumhauer update the City Council on the food service revolving account and inform them of the amount of outstanding lunch fees. He believes the council should be made aware that the School Department cannot absorb these kinds of losses going forward. Mr. Baumhauer noted that if we did not have this bad debt, there would be a cushion in the revolving account.

*Dr. Safier joined the meeting at approximately 4:23 p.m.*

- A. Fuller School/Surplus** – Dr. Safier stated that there is a history of five years worth of decision-making that the School Committee has set its course for smaller community schools. In addition, the research that he has looked at from the U.S. Department of Education, the Pennsylvania State Board Research Project of 2011, and West Ed out of California all categorically speak about the values and virtues of small schools, which create a greater sense of belonging, more parental contact, and teachers feeling that they have a greater sense of control over what takes place. The research in particular speaks to the effect of having smaller schools in relation to students who are low income.

Dr. Safier noted that we have also talked about the financial piece and the cost of a larger school. In addition to the educationally unsound elements to it, there is also the notion that the cost is way out of alignment. He stated that it does not make sense educationally or financially. Therefore, he recommended that the School Committee declare Fuller School surplus.

Mr. Pope stated that there is a notion in the community that it would be financially beneficial if we move students back into Fuller, which would necessitate closing three elementary schools. However, Fuller is still bigger than those three schools combined and would probably cost as much to maintain as those schools. In addition, the cost of making repairs to be able to reopen Fuller would be substantial, which would likely not be supported by MSBA since we would be closing schools that are in better shape. Finally, we would have to pay back the money we received from MSBA for the roofs that were put on the three closed schools. Therefore, Mr. Pope believes it is a misconception that there is a cost savings by moving students back to Fuller.

Chairperson Clancy noted that months ago, the superintendent presented an analysis which indicated that class sizes at Fuller would range from 23 to 25 in all grades, which from an educational perspective is not ideal for lower grades. She also pointed out that students do not leave our district to go to bigger or better schools; they leave to go to smaller schools.

Dr. Safier reminded the subcommittee that the Fuller building was deemed by the MSBA to be one of the 20 buildings in the worst condition in the state and that cost estimates for similar square footage show that a repair or renovation would cost between \$20 million and \$34 million, which would not be reimbursable. In addition, he stated that the notion of moving West Parish students to Fuller is dystopian since West Parish is the biggest elementary school and is thriving. He believes that taking a local community school out of a whole section of town does not make sense.

Mr. Pope noted that the only reason the School Department is still occupying portions of Fuller is because we have not found replacement space for the preschool, administration, and transportation department. He stated that there is a reasonable expectation that the administration and preschool may be able to stay at Fuller in a newly renovated space. Mr. Pope believes it is time to move this issue over to the city so that those decisions can be made.

After the above discussion, on a motion by Mr. Pope, seconded by Mr. Gross, it was unanimously

**VOTED:** 3 in favor zero opposed, to recommend to the full School Committee that we declare Fuller School surplus and no longer needed for educational purposes.

- C. Fieldhouse Roof** – Chairperson Clancy reported that she went to her first GHS basketball game over the holidays and that the roof started leaking in the court. She would like this issue to be on our radar screen as we look for investments in our buildings. Dr. Safier indicated that this matter has been discussed quite frequently over the last six months. He would like to think that if we are going to be freeing up the settlement money, a portion of that could be used for the fieldhouse roof and the windows.
- D. Athletic Fees** – Dr. Safier reported that he received an email from the Mayor asking about the progress with respect to athletic fees. She would like to know how much it would cost if the family cap went from \$2,000 to \$1,000. There was a discussion of pricing out scenarios of reducing the fees by 25% and 50%, as well as reducing the family cap.

Dr. Safier stated that the cost of reduced fees would need to be in the School Department base budget and funded as a recurring expense. Based on a preliminary analysis by Mr. Baumhauer, a 50% reduction across the board would cost around \$73,000 and would be need to be made retroactive for fall and winter sports this year. Dr. Safier noted that that \$73,000 would have to be in the FY14 budget. There was a discussion about providing a voucher to use towards next year's fees as opposed to providing reimbursements to students.

Mr. Pope believes that if the fees are reduced by 50 percent, very few families would reach the family cap. However, if the fees are reduced, Kim Patience believes participation would increase and more money would be coming in. Chairperson Clancy reminded the subcommittee that there are only spaces for a certain amount of students on each team.

Chairperson Clancy suggested that this matter be put on the next B&F Subcommittee agenda to discuss the priced-out scenarios. She would also like to see how the fees and family cap compare to other North Shore communities. Mr. Pope noted that there is a website that provides that information.

- III. ADJOURNMENT** – On a motion by Mr. Pope, seconded by Chairperson Clancy, it was unanimously

**VOTED:** 3 in favor zero opposed, to adjourn the Building & Finance Subcommittee Meeting of January 2, 2013 at 4:57 p.m.

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

*Note: These minutes were prepared from Chairperson Clancy's iPhone audio files.*

*Maria Puglisi, Recording Secretary*

DRAFT

**THE GLOUCESTER PUBLIC SCHOOLS**

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

**School Committee Meeting Minutes**

Wednesday, January 9, 2013  
City Hall – Kyrouz Auditorium  
7:00 p.m.

**Members Present**

Jonathan Pope, Chairman  
Val Gilman, Assistant Chairperson  
Kathy Clancy, Secretary  
Melissa Teixeira  
Roger Garberg  
Tony Gross  
Mayor Carolyn Kirk

**Administration Present**

Dr. Richard Safier, Superintendent  
Gregg Bach, Assistant Superintendent  
Hans Baumhauer, Dir. of Finance and  
and Operations  
Erik Anderson, GHS Principal  
Debra Lucey, O'Maley Principal

**Also Present**

City Councilor Paul McGeary (7:06 p.m.)

Recorded by Cape Ann TV

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- I. CALL TO ORDER** – Chairman Pope called the meeting to order at 7:03 p.m. and stated the mission of the Gloucester Public Schools.
- II. SALUTE TO THE FLAG**
- III. RECOGNITIONS** – Mrs. Gilman recognized Dr. Safier for his stimulating interviews on “Superintendent’s Corner” and thanked Cape Ann TV for the opportunity to record those sessions. Chairman Pope recognized the Demoulas Foundation and Market Basket for their donation of \$100,000 for the Newell Stadium project.
- IV. ORAL COMMUNICATIONS** – None.
- V. COMMENTS FROM THE CHAIRPERSON** – None.
- VI. STUDENT ADVISORY COUNCIL** – Melody (inaudible) and Cody Eaton introduced themselves and updated the School Committee on the following events at Gloucester High School: Secret Pals Week, NHS Color Run, Polar Plunge for Polio, Spring Fling, midterms, and hockey and basketball teams.
- VII. CONSENT AGENDA**
- A. Approval of Minutes**
1. Building & Finance Subcommittee of December 19, 2012
  2. Special School Committee of December 19, 2012
  3. Ad Hoc Policy Manual Subcommittee of December 17, 2012

4. School Committee of December 12, 2012
5. School Committee Executive Session of December 12, 2012 **(Confidential)**
6. Building & Finance Subcommittee of December 10, 2012
7. Amended School Committee Executive Session of August 29, 2012 **(Confidential)**

**B. Acceptance of Gift** – Donation by Leuders Environmental, Inc. in the amount of \$50.00

**C. Acceptance of Grant** – Massachusetts DESE Academic Support Services Allocation Grant Program in the amount of \$9,579.00

Mrs. Gilman removed Item A2 from the Consent Agenda.

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

**VOTED:** 7 in favor zero opposed, to approve the Consent Agenda as noted above.

Mrs. Gilman asked Mayor Kirk to clarify a statement she made during the December 19th Special School Committee meeting with respect to the Fuller School referendum question. Specifically, the minutes reflect that the Mayor stated, “In addition, it is well-documented that the School Committee has voted not to use Fuller as a school. Therefore, it is grossly misleading to the public, should that option prevail, that the School Committee would reopen a policy that has been set in stone and affirmed many times.” Mrs. Gilman asked if the Mayor was referring to the selection of O’Maley as opposed to Fuller as a middle school.

Mayor Kirk stated that she did not specifically mention the Fuller versus O’Maley debate that the former committee had taken up and that her intention was to refer in general to the number of times the question has come up amongst the School Committee since 2008 regarding its status as a school. She noted that at every turn, the School Committee has gone in a different direction, whether to affirm O’Maley as the middle school or for the Plan for Effective Learning Communities to continue to be invested in small community schools. Mrs. Gilman pointed out that the School Committee has not yet voted on whether Fuller should be used as a school and that that vote will be taken at tonight’s meeting.

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

**A. Update on GCACS Student Enrollment to GPSD** – Dr. Safier reported that he met with charter school administrators and parents last night and that both the district and the charter school have been actively engaged in effecting an orderly transition of students. The charter school provided an address list for approximately 99 students. To date, the district has received inquiries or enrollments of 96 students, 40 returning to the elementary schools, 15 who have exercised intradistrict choice, and 41 enrollments at O’Maley. Of those, there are 12 special education students at O’Maley, six at Beeman, seven at West Parish, three at Veterans, three at Plum Cove, and one at East Gloucester, and program leaders are reviewing the needs for those students. On January 16th, the charter school’s director of special education will be meeting with all elementary special education program leaders to answer any questions they have regarding individual

students, and Patricia Wegmann has directed program leaders to let her know of any student who may require additional support or specialized programming.

Dr. Safier stated that the transfer of student records has been very efficient. He is considering this week to be an enrollment week, making sure that students are enrolled where they want to go. Next week, he will send a welcome letter to parents, and at the request of charter school board members, he will also send a letter to the editors of the local newspapers to communicate the collaboration that is taking place.

Debra Lucey reported on the enrollment activity at O'Maley and an orientation that took place for charter school families. She noted that the students are given placement tests on their first day to determine their level of need and that they start their classes the next day. Since there are 2-1/2 weeks left in the second term, that time will be used as a transition period for new students, who will go through their schedule but will not be graded. She stated that new students will be able to join after school activities that have already started so long as there is space in the program.

Finally, Dr. Safier reported that he will be inviting charter school parents to meet with him, Mr. Bach, and some of the principals and that the PTOs are in the process of reaching out, as well. Mayor Kirk thanked Dr. Safier and his staff for the professionalism, compassion and focus they have put on transitioning each student on an individual basis.

- B. SAT/Advanced Placement Report** – Principal Erik Anderson gave a presentation on MCAS performance, PSAT participants, SAT scores, the average number of SAT and ACT test takers, and information on the Abigail and John Adams Scholarship, including the number of scholarship recipients. A discussion was held on whether the fact that GHS has vocational students is a factor in the difference between Gloucester's rate of SAT test takers and the state rate. Mr. Anderson indicated that there are more nonvocational students who choose not to take the SAT.

Mr. Anderson also reviewed the benefits of the AP program, scoring, current AP course offerings and enrollment, and 2012 AP Scholars. A discussion was held on why the number of AP test takers has declined and encouraging students to take AP courses and exams. The following matters were also discussed:

- Promoting GHS as a school of choice since it offers nine AP courses and wonderful sports, arts, music and theater
- Encouraging all students to reach to a higher standard
- SAT prep/tutoring
- AP test fees for low income students

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

1. Visits to Elementary Turnaround Schools – Dr. Safier and Mr. Bach reported on their visit to the William W. Henderson Inclusion Elementary School, a turnaround school in Dorchester that is demographically comparable to Veterans. Dr. Safier stated that they will be visiting at least three more turnaround schools.



2. Kindergarten Outreach

**IX. SUBCOMMITTEE REPORTS**

**A. Ad Hoc Policy Manual Subcommittee of December 17, 2012** – Chairperson Teixeira reported that the subcommittee reviewed Section I of the policy manual at its December 17, 2012 meeting. The next meeting will be held on February 4, 2013 with the same members. She believes the revised manual will be ready for review by the full committee in the spring.

**B. Building & Finance Subcommittee of December 19, 2012** – Chairperson Clancy reported that the Building & Finance Subcommittee discussed the following matters at its meeting on December 19, 2012:

- Gate Fees for Hockey Games – After discussion, on a motion by Kathy Clancy, seconded by Mr. Gross, it was unanimously

**VOTED:** 7 in favor zero opposed, that for all student athletes participating in sports that have a gate fee, we provide one free pass for a parent for each game for the remainder of the 2012-13 school year.

- MOU with City Regarding Facilities – After discussion, on a motion by Kathy Clancy, seconded by Ms. Teixeira, it was unanimously

**VOTED:** 6 in favor, 1 present (Mayor Kirk) to approve the Agreement by and between the City of Gloucester & the City of Gloucester School Committee Concerning the Transfer of Responsibility for Maintenance and Repair of School Buildings and Grounds, with the last sentence of paragraph 7 being replaced with paragraph 3 of the “Possible Language for MOU with Facilities” dated August 29, 2012.

Mr. Garberg noted that he is supporting the motion with the understanding that scheduling of the rink will be done no less frequently than every year and that the committee will have an opportunity to review the effectiveness of the MOU next year and make any adjustments that might be necessary. Mayor Kirk indicated that she will do her best to encourage Mike Hale to sign the MOU.

**C. Building & Finance Subcommittee of January 2, 2013** – Chairperson Clancy reported that the Building & Finance Subcommittee discussed student lunch accounts and collection and declaring Fuller School surplus at its meeting on January 2, 2013.

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

**VOTED:** By Roll Call Vote

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

To declare Fuller School surplus and no longer needed for educational purposes.

Mrs. Gilman highlighted some of the statements made in her email to the City Council on December 23, 2012 (see Item XI.E.) and stated that if anyone would like more information on this matter, they can go to [www.gloucesterschools.com](http://www.gloucesterschools.com) and click on “Fuller School Future FAQ.”

Mayor Kirk promised the community that she will do a better job of articulating a vision for the redevelopment of the Fuller School property, and Kathy Clancy requested that Dr. Safier’s “My View” column on this matter be attached to these minutes.

Finally, Chairperson Clancy reported that there will be another Building & Finance Subcommittee meeting next week to continue the discussion of athletic fees.

- D. Personnel Subcommittee of January 2, 2013** – Chairperson Teixeira stated that the meeting on January 2nd was a collective bargaining session and not a subcommittee meeting.

**X. ACTION**

- A. Declaration of Fuller School Surplus** – See Item IX.C.  
**B. Parent/Guardian Ticket Discount** – See Item IX.B.  
**C. Facilities MOU with the City** – See Item IX.B.

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

- A. FY14 Budget Overview** – Dr. Safier updated the committee on the budget process. Department heads and principals submitted their materials during the middle of December, which were reviewed over Christmas vacation, and the administration will be meeting again with the leadership team to identify priorities. The administration also looked at what a level service budget would look like, potential revenue streams, and the possibility of certain grants being reduced. He noted that Mr. Baumhauer has been invited to meet with Jeff Towne to look at forecasts for the FY14 budget.

Dr. Safier indicated that some of the district initiatives that are known at this time are: a new curriculum mapping initiative, implementation of the new teacher evaluation system, development of common benchmark assessments and common unit assessments, project-

based learning around the district, vertical alignment of the science curriculum, and kindergarten accreditation. In addition, a team is looking at the possibility of two early release days per month to facilitate teachers in professional learning community times. Other issues that do not have profound impact on the budget at this time are a systemic approach to district data analysis, ongoing attempts at public relations and communication through School Messenger, and work on the websites.

With respect to budget considerations, at the elementary level, the two major priorities are to continue to promote and support BSRI and Six Traits. In addition, Math Content Institute has been established for the beginning of August, including six sessions for up to 24 teachers during the school year. In addition, Dr. Safier is looking to place into the budget an administrative position for a K-8 math coordinator, another math coach, and an attendance/truancy officer.

At the middle school, the writing consultant that was previously funded by the GEF must now be placed into the operating budget. Dr. Safier is also looking at staffing needs due to the 45 new students from the charter school.

At the high school, Dr. Safier is looking into the possibility of a school resource officer and will be meeting with Chief Campanello next week to discuss that possibility. Mr. Bach reported on the activities of the technology group that has been meeting for a number of years to expand the use of technology in the school.

Mayor Kirk stated that her budget is due to the City Council for presentation by May 7th. Therefore, she will need the School Department's budget by April 15th.

- B. MSBA Update** – Dr. Safier stated that the building committee has assigned five members to form the designer selection committee, which will be meeting next Tuesday. He stated that the MSBA has the ultimate authority to make the final decision on the designer but will take into account the recommendation of the designer selection committee.

Chairman Pope referred the matter of an outside assessment of existing school buildings to the Building & Finance Subcommittee. Mayor Kirk recommended that the scope of the assessment include how the educational program maps into the buildings and any adjustments that need to be made.

- C. School Committee Draft Overarching Goals** – Chairman Pope stated that this matter will be discussed during the governance workshop on January 28, 2013. Mrs. Gilman requested that Dr. Safier put the draft goals on the website and reach out to the community to let people know that it is posted there.
- D. Email from Roger Garberg to Mayor Kirk (12/20/12)**
- E. Email from Val Gilman to City Council (12/26/12)**
- F. Joint City Council/School Committee Meeting** – Mrs. Gilman would like to schedule a joint meeting with the City Council. In terms of agenda items, Chairman Pope suggested

that the committee could discuss their budgetary goals, and Mrs. Gilman suggested providing the council with more information on the MSBA process, possibly including a presentation by Kevin Buckley. Chairman Pope will talk to Council President Jackie Hardy about scheduling a joint meeting and report back to the committee.

**G. Collective Bargaining** – Ms. Teixeira reported that she received a letter from the nurses' negotiating team, which she will pass on to Dr. Safier.

**H. Process for Free Cash** – Kathy Clancy asked Mayor Kirk about the process with respect to free cash. Mayor Kirk indicated that her office is working on a comprehensive plan that will be submitted to the City Council next week. The Mayor's recommendation will become public on Friday and go to the City Council the following week for referral out to the Budget & Finance Committee. Mayor Kirk stated that the free cash appropriation will be voted by the City Council as a lump sum. She recommended that the School Committee use the supplemental appropriation to take care of any needs that come forward from the new students enrolling in the schools. She stated that it will take some time for the calculation to be completed by the DESE on the charter school numbers and that there is some disagreement between DESE and the DOR about access to that funding, which will take some time to sort out.

**XII. EXECUTIVE SESSION** – On a motion by Ms. Teixeira, seconded by Mrs. Gilman, it was unanimously

**VOTED:** By Roll Call Vote

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

To enter into Executive Session at 9:51 p.m. to discuss negotiations with all groups and to enter back into regular session for the purpose of adjournment only.

**XIII. ADJOURNMENT** – On a motion by Chairman Pope, seconded by Mrs. Gilman, it was unanimously

**VOTED:** 7 in favor zero opposed, to adjourn the School Committee Meeting of January 9, 2013 at 10:22 p.m.

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

*Maria Puglisi*  
*Recording Secretary*

DRAFT

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## My View: Why Smaller Schools

On Wednesday, January 9, the School Committee will consider deeming the Fuller School surplus. The basis for such a decision rests, largely, on the implementation of the Plan for Effective Learning Communities, established in 2007, which maintains that small schools are better environments for educating young students rather than larger schools (250-300 students vs. 800 students). There seems to remain a number of opinions about Fuller and its future role. Some opinions include keeping Fuller as a large elementary school. The decision on the part of the School Committee, however, should be based less on opinion, and more on empirical evidence. There are a number of comprehensive studies which conclude that smaller elementary schools, not large elementary schools, are advantageous for educating young children. And although cost is not discussed in this column—but will be in future columns—research in comparing smaller versus larger schools on that issue is open for debate as well.

Among the studies on the subject of smaller versus larger elementary schools, we can include the following: “A Review of Empirical Evidence About School Size Effects: A Policy Perspective”, written by Kenneth Leithwood and Doris Jantzi, and published by the American Education Research Association (2009); a report by the Pennsylvania School Board Association Education Research and Policy Center (August 2011); a West Ed. Policy Brief, Oct. 2001 (West Ed. is a nonpartisan, nonprofit research, development, and service agency working with education and other communities to promote excellence and equity); and a fairly recent report on the topic by the U.S. Department of Education.

Due to considerations of length, I will limit this My View to one of the most comprehensive studies. In “A Review of Empirical Evidence About School Size Effects: A Policy Perspective”, 57 different studies (each with large samples) were reviewed on a variety of student and organizational outcomes. In the Executive Summary, the authors state, categorically, “The weight of evidence provided by this research clearly favors smaller schools.”

On student achievement, the authors conclude that, “The studies consistently found that smaller elementary schools benefit the academic achievement of their students.” Studies looked at effects of elementary school size on issues such as achievement in math and language, as well as average daily attendance. In those areas, students in small schools had significantly greater gains in achievement than students in either medium or large schools.

With respect to socioeconomic status, the studies reviewed showed better outcomes for low-income students who attend smaller schools. At the same time, smaller schools have no negative effects for students who are not low income. In one of these studies, involving 367 elementary schools, results showed that small school size is good for the performance of low-income students and does no harm to the achievement of advantaged students. This is critical in that the Gloucester Public School District’s has 42.5% of students on Free and Reduced Lunch. Two of our elementary schools have percentages of 57.9 and 70.5, respectively. Smaller schools represent an equity issue where we seek to maximize the potential for growth for all of our students.

Other important empirical determinations are reported in this study as well. Misbehavior is reduced in smaller schools. On the issue of student engagement, school size effects “...provide entirely consistent evidence in support of the claim that smaller schools are associated with greater student engagement”. If we turn to teachers, studies in the paper indicate a relationship between size and teachers’ positive work-related attitudes. Studies found that teachers in small schools were more satisfied with their schools’ programs, relations among staff in their schools, and the manner

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in which conflicts in their schools were addressed. Last, greater parent involvement is more likely in small schools as well.

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The theoretical case for small schools rests on such grounds as it is easier to develop relationships with other students in small schools and that there is a better chance of staff knowing students well. Small schools are thought to encourage teachers to take more responsibility for student learning and offer students a better chance to be known by someone; they increase the connection between student and community. Small schools, it is claimed, engender better teaching strategies and likely also diminish the need for costly monitoring and supervision.

To such theoretical statements, we can add empirical evidence from studies, which have consistently found that smaller elementary schools benefit students. My recommendation to the School Committee is that they cannot ignore such evidence when making decisions.

**THE GLOUCESTER PUBLIC SCHOOLS**

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

**Special School Committee Meeting Minutes**

Wednesday, January 16, 2013  
Superintendent's Conference Room  
4:45 p.m.

**Members Present**

Jonathan Pope, Chairman  
Val Gilman, Assistant Chairperson  
Kathy Clancy, Secretary  
Melissa Teixeira  
Roger Garberg  
Tony Gross

**Administration Present**

Dr. Richard Safier, Superintendent

**Also Present**

Mike Gilbert, MASC

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**I. CALL TO ORDER**

Chairman Pope called the meeting to order at 4:52 p.m. and stated the mission of the Gloucester Public Schools.

**II. SALUTE TO THE FLAG – Waived.**

**III. WORKSHOP**

The committee members reviewed and discussed the MASC booklet entitled “Evaluating the Superintendent under the New Massachusetts Educator Evaluation System: A Guide for the School Committee, School Councils, and Parents,” and Mr. Gilbert presented a slide show on the new process for evaluating the superintendent.

**IV. ADJOURNMENT**

The meeting was adjourned at 5:59 p.m.

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

*Maria Puglisi  
Recording Secretary*



**THE GLOUCESTER PUBLIC SCHOOLS**

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

## **Building & Finance Subcommittee Meeting Minutes**

Wednesday, January 16, 2013

Superintendent's Conference Room – District Office

6:45 p.m.

### **Members Present**

Kathy Clancy, Chairperson  
Jonathan Pope  
Melissa Teixeira, First Alternate

### **Administration Present**

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

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## **I. CALL TO ORDER**

Chairperson Clancy called the meeting to order at 6:45 p.m. and stated the mission of the Gloucester Public Schools.

## **II. DISCUSSION/ACTION**

**A. Reduction of Athletic Cap and/or Other Student Fees** – Mr. Baumhauer distributed an account of the athletic fees and transportation fees collected in FY12, as well as answers to questions asked by the Mayor regarding athletic fees (see attached), which indicates the following:

- There are no families reaching the \$2,000 family cap on athletic fees.
- The cost to reduce the family cap to \$1,000 would be \$33,080.
- The subsidy required to lower athletic fees by 25% would be \$36,121.
- The subsidy required to lower athletic fees by 50% would be \$73,242.

Mr. Pope noted that the Mayor indicated that she wanted to give the committee \$75,000 to go towards reducing athletic fees. Chairperson Clancy stated that she would like to consider other student fees, as well, such as transportation fees which impact a lot of families. She believes that a proportional reduction in athletic and transportation fees would help more families.

Ms. Teixeira suggested that fees for band, chorus and drama should also be considered. Dr. Safier stated that if all fees are taken into consideration for reduction, there will not be much of a reduction for each family across the board. He believes we should target the largest population of students.

Dr. Safier is hoping and expecting that the \$75,000 contribution by the Mayor is going to be outside of our budget proposal so that it will be in our base budget the following year. In other words, it would have to be a separate appropriation to the revolving accounts each year.

Mr. Pope noted that athletic fees and transportation fees could both be reduced by approximately 40% with the \$75,000 contribution from the Mayor. Chairperson Clancy suggested reducing the family cap, as well. There was a discussion about when the reduction would become effective and issuing refunds versus applying credit for the following year's fees.

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

**VOTED:** 3 in favor zero opposed, to recommend to the full School Committee that we request from the Mayor the sum of \$75,000 for the purpose of reducing athletic fees and transportation fees.

- B. Outsourced Facilities Assessment for the District** – Dr. Safier stated that, in connection with the West Parish building project and our other plans for the district, it makes sense to hire an outsourced group of architects to assess our educational space and determine what our immediate needs are in relation to our projected enrollment and educational needs together with continued reporting by the DPW on the work that is being done or should be done on the school buildings. He noted that funding for this assessment would be provided by the city.

Mr. Pope made a motion, seconded by Ms. Teixeira, to recommend to the full School Committee that we request from the Mayor the funding of an outsourced education/facilities assessment for the district's elementary school buildings. After discussion, the motion was amended as follows:

Amended Motion:

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

**VOTED:** 3 in favor zero opposed, that we recommend to the full School Committee that we request from the Mayor the funding of an outsourced education/facilities assessment for the district's school buildings.

- C. Settlement Funds Regarding Facilities Repairs** – Dr. Safier reported that Suzanne Egan has reviewed the conditions for use of the \$350,000 in settlement funds and stated that the School Department is free to use those funds on the high school. The DPW intends to use the funds to replace windows in the cafeteria and the science wing. In many cases, the entire window unit may not have to be replaced, which will help spread the use of the funds. Ms. Teixeira requested that all of the windows at the high school be assessed, with the worst of them being replaced. There was a discussion about other needed repairs at the high school (i.e. field house roof and floor).

Dr. Safier indicated that he provided the DPW with a letter indicating that statements of interest will be accepted by the MSBA through April, with the hope and expectation that

they will provide us with the details to be included in an SOI. Part of the SOI would be for completion of the window project.

Finally, Dr. Safier reported that the settlement funds are in a School Department account. Mr. Baumhauer stated that he will talk to Suzanne Egan about who controls the funds and suggested that Mike Hale come to the next subcommittee meeting to explain what he would like to use the money for.

**III. ADJOURNMENT** – On a motion by Chairperson Clancy, seconded by Mr. Pope, it was unanimously

**VOTED:** 3 in favor zero opposed, to adjourn the Building & Finance Subcommittee Meeting of January 16, 2013 at 7:36 p.m.

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

*Maria Puglisi  
Recording Secretary*

*II.A.*

**Gloucester Public Schools**

1/16/13

Fees

	<u>FY12 collected</u>
Athletic Fees	\$146,484
Transportation Fees	<u>\$45,326</u>
	\$191,810

Mayor Questions:

Number of families reaching \$2000 family cap	0
Cost to reduce family cap to \$1000	\$33,080
Subsidy required to lower athletic fee 25%	\$36,121
Subsidy required to lower athletic fee 50%	\$73,242

**Superintendent's Goals--DRAFT  
January 2013-December 2014**

**Professional Practice SMART Goal:**

**Visits/Walkthroughs**

During the 2012-13 and 2013-14 school years, I will manage my time effectively in order to conduct 2-3 walkthroughs per week with the principal of each building. At the elementary level, these walkthroughs will focus on the instruction on literacy, using the practices promoted by BSRI as the basis for observation and analysis, and on mathematics instruction based upon the expectations of the Investigations program. At the middle and high school, walkthroughs will focus on the Indicators in Standards I and II.

**Key Actions and Timelines**

Beginning in September, visits will be scheduled on a month-by-month basis (for the following month). These monthly schedules will be confirmed before the last week of each month.

Principals and I will review the material on conducting walkthroughs presented to us by DSAC last March. [October 2012]

Each visit will consist of classroom observations followed by a discussion of those observations and documentation of visit. Maintain a log of each visit, citing the major elements that were observed and discussed with principals.

Regular follow up with principals regarding how significant issues were addressed. This will be documented in the log as well.

Solicit feedback from principals about their perceptions of the usefulness of the walkthroughs and discussion of what was observed. Principals will provide end-of-year (June) written feedback in order to refine the process for 2013-14.

**Student Growth SMART Goal**

On the 2013 Accountability Data (MCAS 2013)), “All Students”, district-wide, will reach target Composite Performance Indices (CPI) for ELA (89.1) in 2013, (90.2) in 2014 and Math (79.5) in 2013, (81.5) in 2014. In effect, the rating for students performance should be “On Target”.

#### Key Actions and Benchmarks

##### BSRI -

Participate in 20% of BSRI walkthroughs and data meetings, district-wide Principals review with Assistant Superintendent and/or Superintendent the following:

- monthly walkthroughs and discussions with BSRI;
- benchmark data (3 times per year); and
- monitoring at each school

These activities and the discussions will be chronicled in a journal as will the follow-up to recommendations that are the outcomes of these meetings.

##### Literacy

See District SMART Goals 1 and 2 below

##### Math

Math Content Institute will begin in summer, 2013 with 4 full days of professional development, followed by 6 sessions completed between September 2013 and May 2014.

An administrative math coordinator and an additional math coach will be secured for the 2013-14 school year ff. [subject to funding]

See District SMART Goals 1 and 2 below.

### **District SMART Goal 1**

#### **Curriculum Mapping, Alignment, and Development of Five-Year plan**

By August 31, 2013, the district will develop a five-year comprehensive, curriculum development

and review cycle.

#### Key Actions and Benchmarks

Identify curriculum mapping template (Jan. 15)

Identify and schedule Professional Development activities (May 1)

Identify curriculum mapping strategy--subjects, courses, timelines (July 1)

Complete five-year curriculum review plan (August 31)

- Year 1 (2013-14) – Elementary ELA and Math curriculum maps will be completed.

At the middle school, ELA, Math, Science, and Social Studies curriculum maps will be completed. At the high school, 20% of all courses will be completed. [Note: All departments engage in curriculum mapping of core academic courses.]

Unpack and prioritize standards - Common Core and Massachusetts Curriculum Frameworks (2012 -13); samples will be provided as artifacts of evidence

Unit and lesson development based upon curriculum alignment and mapping (2012 - 17);

Samples will be provided for all work.

#### Sample Strategy for Curriculum Mapping in a Particular Subject

Preliminary Work (2012-13) – unpack and identify new Common Core (where applicable) priority standards, articulate essential questions, audit (inventory/review) existing materials, work toward meeting ESE-required common district-determined measures, at high school, articulate pathways (e.g., Program of Studies), fully implement effective Special Education Academic Support.

Year 1 - See Year 1 Actions above

Year 2 - complete electives, specials

Year 3 - implement existing maps – begin writing and revising units.

Year 4 - implement existing maps – begin writing and revising units.

Year 5 - Curriculum Review

Materials will be documented accordingly, e.g., curriculum maps

### District SMART Goal 2

#### **Benchmark/Common Assessment System**

By June 2014, the district will establish and implement 2 district-determined measures per grade in all subjects (as part of the development of a comprehensive benchmark/common assessment system).

#### Key Actions and Benchmarks

Professional Development on the new evaluation system and goals related to common assessments in literacy and Math (2012 - 13)  
Establishment of Assessment Advisory Committee to conduct needs assessment (2013)  
End-of-Year Benchmark assessment development completed in core subjects in all grades (2012-2014)  
Study Groups to develop formative (during the school year) benchmark assessments (Summer 2013 through 2013-15)

Elementary Goal Timeline:

- School-based teams review Common Core Standards for Mathematical Practice and well as grade level standards. (November, 2012 - February, 2013)
- School-based teams identify priority standards (based upon the Mathematics Curriculum Frameworks). (January, 2013)
- District grade-level teams review and finalize common priority standards. (February 5, 2013)
- Teams compare newly-developed benchmark assessment(s) to the district priority standards map and recommend revisions as necessary. (February - April 2013)

Middle School and High School

- A similar benchmark assessment development process for both the middle school and high school will be completed by August 31, 2013.

### District SMART Goal 3

**Technology--logic model for technology**

By January, 2014, the district will develop a comprehensive technology plan that incorporates 3 fundamental elements:

- An Integrated District Data Analysis System
  - Data Warehouse Platform
  - MVAR
  - Performance Tracker
  - CSE data assimilation
  - MassTELL data
- A Comprehensive Communications/Public Relations



- School Messenger Parent Portal
- IPass - Real-time Rank Book, Attendance, and Discipline information
- District-wide email address contact list
- School and District website current events
- Cable TV show
- Press Articles (My Views)
- School Newsletters
- State of the Schools
- Education Forums
- Digital Learning Environment
  - iPad/Laptop Teachers Initiative
  - Plan for 1:1 environment

#### Key Points and Benchmarks

- Creation of District Data Analysis logic model and action plan (April 15, 2013)
- Creation of Communications/Public Relations logic model and action plan (July 15, 2013)
- Creation of Digital Learning Environment logic model and action plan (October 15, 2013)



## *Report of the Superintendent of Schools*

### **School Committee Meeting** **January 23, 2013**

#### **1. New Background Checks Bill, H. 4307**

Recently, Governor Patrick signed the new national background check law, H. 4307. The key provisions of the law include the following:

- Requires the Department of Early Education and Care to conduct national fingerprint-based background checks before issuing any license.
- Requires both public and private schools to obtain national fingerprint-based background checks of current and prospective employees who may have direct and unmonitored contact with children.
- Describes the fees associated with the process--the cost to take and process fingerprints; the administrative cost to the state of processing the background check materials between the schools and child care centers and the FBI; and, the FBI's fee for running a national fingerprint-based background check.
- Requires that these national fingerprint-based background checks be conducted in a manner that is consistent with CORI requirements.
- Describes a fingerprint background check process in which the Department of Criminal Justice Information Services (DCJIS) may retain fingerprints so that if an individual who has been checked goes to work for another child care center or school district, that individual does not have to be checked again, but the employer may obtain the background check results from DCJIS.

All prospective employees going forward will be required to undergo a national fingerprint based background check, as will all current employees. The schedule for conducting all of these checks is to be phased in beginning September 1, 2013, and current employees must be checked within 3 years of that time (by September 1, 2016).

ESE does not yet have details on how this process will work. The Executive Office of Public Safety and Security is in the process of developing logistics. In the upcoming months, districts are advised to notify applicants of this requirement and to make any job offers contingent upon the results of the background check.

## **2. New Virtual Education Bill, H. 4274**

On Friday, January 4, 2013, Governor Patrick signed H. 4274, "An Act Establishing Commonwealth Virtual Schools." This legislation expands online educational opportunities for students across the Commonwealth and secures state oversight of those virtual schools.

This bill establishes guidelines for the approval and operation of Commonwealth virtual schools, and directs the Board of Elementary and Secondary Education (the Board) to draft comprehensive regulations governing the structure and oversight of virtual schools in Massachusetts. The Department of Elementary and Secondary Education (DESE) will also develop and publish a listing of online courses aligned with current state academic standards that virtual schools may use. The bill also creates a Digital Learning Advisory Council, comprised of fifteen members appointed by the Board, to advise DESE on all matters relating to virtual schools.

Under this legislation, a single school district, two or more school districts, an education collaborative, an institution of higher education, a non-profit entity, two or more certified teachers, or parents are eligible to submit a proposal to develop a virtual school. Private and parochial schools and for-profit entities are not eligible to apply. Preference will be given to applications that take into consideration the following groups when approving proposals: students with physical challenges that make it difficult for them to attend school, expelled students, students who have dropped out of school, and pregnant/parenting students.

The bill mandates that no more than ten virtual schools may operate at one time in Massachusetts and no more than two percent of students enrolled statewide may be enrolled full-time in virtual schools. Virtual schools established by a school district, multiple districts, or an education collaborative that serve only their own students do not count toward this cap. All other virtual schools established by those entities must enroll at least 5 percent of their students from the district(s) or collaboratives that established the school.

The bill is intended to provide another tool for K-12 districts to deliver education to students who have a wide range of needs and learning styles. And, the bill seeks to deliver that product in a way that ensures rigorous, high-quality programs. Much of the concern centered on high-need student populations throughout the Commonwealth. It is also designed to control the expansion of virtual education in Massachusetts.

### 3. Report on Renewing the Social Contract

In December 2012, the Special Commission on Civic Engagement and Learning—initiated by the Massachusetts Legislature—completed a report entitled, “Renewing the Social Contract: A Report of the Special Commission on Civic Engagement and Learning.” The purpose of this Commission and of this report was to discuss the status of civic engagement and learning in Massachusetts. The Commission reviewed the status of civic engagement and learning in schools of elementary, secondary, and higher education across Massachusetts. The Commission also expanded their consideration to adult education. The Commission’s report provides recommendations in which these areas may be improved.

The recommendations for K-12 education are as follows:

- Implement civics requirements throughout K-12 education.
- Develop a model curriculum that aligns with the history and social science curriculum framework.
- Appropriate sufficient funds to implement the MCAS history test, including remedial services, effective as early as the 2015-2016 school year.
- Establish a Commonwealth Medal for Exemplary Civic Engagement and Learning.
- Re-energize student engagement by evaluating and revising Student Government Day and establishing a working group to review the current state of student participation in the Student Advisory Council and Student Regional Councils.

Educators, including those on the commission have expressed reservations regarding the MCAS and this initiative as an unfunded mandate. The report asserts that implementation of history standards, which includes knowledge of government, economics, geography, as a history, can only be meaningful and successful if learning is evaluated through inclusion on the MCAS test. The Massachusetts Secondary School Administrators Association and the Massachusetts Association of School Committees object on the grounds that, “...it remains in questions whether the core requirements of most if not all history curricula is clearly delineated, at least not to the extent that all schools are on the ‘same page’.”

Some high schools have a two-year US History program; others have a one-year program. Grades at which US History is taught vary as well. The last iteration of the History MCAS exam was mostly recall. Proper assessment development for testing "...analysis, critical thinking, integration, and synthesis" is necessary. PARCC, and the Common Core standards with the requisite revision of history curricula to meet literacy standards are other factors cited. Last, the recommendations do not specify grade levels or areas of history for testing.

The Massachusetts Association of School Superintendents indicates its reservations on financial grounds (draconian budget cuts over the last few years), as well as on the grounds of the number of major initiatives already in progress. These include the new evaluation system, accountability system which includes science, the PARCC Assessment system, and the new RETELL system which calls upon all teachers to be trained in teaching students for whom English is a second language.

#### **4. Free Tickets for Parents of Student Athletes**

The new arrangement for free tickets for one parent of student athletes has been implemented. Parents sign in at the gate under the players' roster. According to our Athletic Director, the process worked well at the girls basketball game Tuesday night, January 14, at the boys basketball Friday night, and at Saturday night's hockey game.

#### **5. Education Forum**

We are currently in the process of working with the Gloucester Education Foundation on an upcoming Education Forum. The forum would be held sometime in late-April or early May at the latest. The theme for the forum will be centered on digital learning, and providing access to learning through technology for all students.

A report by the National Association of State Boards of Education describes the basis for the ideas behind the forum.

Innovative technologies—from smartphones and smart TVs to iPads and even Leap Pads for preschoolers— have launched our children into a digital age, a period in which the average teenager texts 60 times every day, a large majority of teens have a social networking site, and the combined use of media by students averages 6.5 to nearly 10 hours daily, much of it in a multi-tasking environment. This generation of students truly has been born in a time very different from that of their parents, school board members, principals, and most of their teachers.

For educators and policymakers, one of the keys for effectively responding to this generation is remembering that educational technology is both a tool and a game changer. As digital influences expand and their effects on students' lives increases, some of students' fundamental educational experiences change as well. And as is true of any transformative era, this changing world that includes instant communication and access to information, open source instructional materials, personalized learning plans, and online learning provides both abundant opportunities and challenges to teachers and administrators.

—NASBE Report, December 2012

The digital age has dramatically affected the learning needs of today's students (and teachers). Our responsibility is to ensure that our students and staff are fully prepared to address the impact of rapid technological change on the fundamental processes of teaching and learning.

6. **Benchmark Assessments**

Mid-year benchmark assessments are being administered to elementary students. This data will be compiled, summarized, and presented at a February School Committee meeting.



January 14, 2013

Frank Moroney  
Executive Director

Charles C. Owen, Jr.  
President

Kevin Hanley  
Vice President

Karla Mitchell  
Recording Secretary

Joseph Geary  
Treasurer

Paul Faria  
Sgt. at Arms

Dr. Richard Safier, Superintendent  
Gloucester School Department  
6 School House Road  
Gloucester, MA 01930

**RE: AFSCME, LOCAL 687 / Contract Negotiations**  
**Clerical Unit - A**

Dear Superintendent Safier :

Pursuant to the provisions of the Collective Bargaining Agreement between the School Committee of Gloucester and the American Federation of State, County and Municipal Employees, Council 93, AFL-CIO, Local 687, this is to notify you the Union desires to enter into negotiations for the purpose of extending the Agreement presently in effect and proposing certain changes and amendments thereto.

Please contact me at your earliest convenience relative to two or three suggested dates and times for a meeting to discuss the above.

Your cooperation in this matter is appreciated.

Very truly yours,

James Breslin  
Staff Representative  
( 781 ) 246-5300 ext. 12

cc: C. Lawson, Chapter Chairperson, Local 687  
C. Markland, Council 93  
M. Teixeira, Gloucester Schl. Comm.





January 14, 2013

Frank Moroney  
Executive Director

Charles C. Owen, Jr.  
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Joseph Geary  
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Paul Faria  
Sgt. at Arms

Dr. Richard Safier, Superintendent  
Gloucester School Department  
6 School House Road  
Gloucester, MA 01930

**RE: AFSCME, LOCAL 687 / Contract Negotiations**  
**Clerical Unit - B**

Dear Superintendent Safier :

Pursuant to the provisions of the Collective Bargaining Agreement between the School Committee of Gloucester and the American Federation of State, County and Municipal Employees, Council 93, AFL-CIO, Local 687, this is to notify you the Union desires to enter into negotiations for the purpose of extending the Agreement presently in effect and proposing certain changes and amendments thereto.

Please contact me at your earliest convenience relative to two or three suggested dates and times for a meeting to discuss the above.

Your cooperation in this matter is appreciated.

Very truly yours,

A handwritten signature in cursive script that reads "James Breslin".

James Breslin  
Staff Representative  
( 781 ) 246-5300 ext. 12

cc: R. Ferrara, Chapter Chairperson, Local 687  
C. Markland, Council 93  
M. Teixeira, Gloucester Schl. Comm.