



THE GLOUCESTER PUBLIC SCHOOLS

SCHOOL COMMITTEE MEETING

Wednesday, May 8, 2013

7:00 pm

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

AGENDA

I. CALL TO ORDER/Statement of Mission

II. SALUTE TO THE FLAG

III. ORAL COMMUNICATIONS

IV. COMMENTS FROM THE CHAIRPERSON

V. RECOGNITIONS

A. **O'Maley Innovation Middle School Presentation on "Discovery Projects"**

VI. GHS STUDENT ADVISORY COUNCIL

VII. CONSENT AGENDA

A. **Approval of Minutes**

- *1. School Committee of April 24, 2013
- *2. Executive Session School Committee of April 24, 2013 (Confidential)
- *3. West Parish Ad Hoc Communications Committee of April 8, 2013

B. **Approval of Out-of-State Field Trip**

- *1. Annual Grade 5 Nature's Classroom to Camp Cody, Freedom, NH from Tuesday, May 28 to Friday, May 31, 2013.
-

VIII. DELIBERATIONS ON EDUCATIONAL ISSUES/SUPERINTENDENT'S REPORT

A. **West Parish MSBA Project** — Introduction to Dore and Whittier, Project Designers, and Owners Project Manager, Kevin Buckley, Knight, Bagge, and Anderson

*B. **Superintendent's Report**

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

*A. **Program Sub-Committee of May 6, 2013** — Chairperson Gilman
Agenda: Proposed Change of Notification Date for Kindergarten Choice Requests, School Committee Annual Meeting Agenda, and Sawyer Medal Policy Updates.

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. **Proposed Change of Notification Date for Kindergarten Choice Requests**

*B. **Teamsters Local #42 Cafeteria Workers**

To approve a contract agreement between Teamsters Local #42 Cafeteria Workers and the Gloucester School Committee from July 1, 2012 to June 30, 2014 (Anticipated).

*C. **Teamsters Local #42 Transportation Workers**

To approve a contract agreement between Teamsters Local #42 Transportation Workers and the Gloucester School Committee from July 1, 2012 to June 30, 2014.

XI. DISCUSSION/OTHER COMMUNICATION/NEW BUSINESS

A. **Massachusetts School Building Authority Update** (*See agenda item VIII.A.*)

B. **Lobbying Strategy for \$1.4 Million Innovation School Senate Budget Recommendation**

C. **Superintendent’s Mid-Year Evaluation**

*D. **FYI – Letter from Senator Tarr (4/24/13)**

XII. EXECUTIVE SESSION *(If needed)*

XIII. ADJOURNMENT

Gloucester High School — End of the Year Calendar for Seniors

- | | | | |
|------------------------------|---------|------------------|---------------------|
| • Academic Recognition Night | 7:00 pm | Thursday, May 16 | Auditorium |
| • Grand Promenade | 5:30 pm | Friday, June 7 | Field House |
| • Prom | 7:00 pm | Friday, June 7 | Burlington Marriott |
| • Senior Awards Nigh | 7:00 pm | Saturday, June 8 | Auditorium |
| • Graduation | 1:30 pm | Sunday, June 9 | Field House |

THE GLOUCESTER PUBLIC SCHOOLS

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

School Committee Meeting Minutes

Wednesday, April 24, 2013

Beeman Memorial Elementary School Gymnasium

7:00 p.m.

Members Present

Jonathan Pope, Chairman
Val Gilman, Vice 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 Operations

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** – None
- IV. COMMENTS FROM THE CHAIRPERSON** – None
- V. PERFORMANCE/RECOGNITIONS**
- A. Cast Members from Beeman’s Production of “Oliver”** – Students performed several scenes/songs from the play.
- (A five-minute recess was taken at this time.)*
- B. GHS Girls Varsity Soccer Team** – Chairman Pope recognized soccer coach Allison Walsh and students Kali Cook, Bianca Giacalone, Caroline Greeke, Melody Orrel, and Elle Wierbicky, who traveled to Newtown, Connecticut to host a soccer clinic for youth soccer players.
- C. Other Recognitions** – Chairman Pope recognized Recording Secretary, Maria Puglisi, for recording all of the committee’s meetings and presented her with a beautiful bouquet of flowers.
- VI. STUDENT ADVISORY COUNCIL** – None present

VII. CONSENT AGENDA

A. Approval of Minutes

1. School Committee and Executive Session (Confidential) of April 10, 2013
2. School Committee Governance Workshop of April 8, 2013
3. School Committee Public Hearing on the FY14 Proposed Budget of April 3, 2013
4. School Committee Executive Session of March 27, 2013 (Confidential)
5. Program Subcommittee of April 4, 2013
6. Building & Finance Subcommittee of April 10, 2013

B. Approval of Field Trip – To approve an out-of-state field trip request to Canobie Lake, Salem, New Hampshire on May 23, 2013

C. Acceptance of Scholarship – To accept the D. Scott Noble Scholarship, two scholarships in the amount of \$2,000.00 each.

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

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

VIII. DELIBERATIONS ON EDUCATIONAL ISSUES/SUPERINTENDENT'S REPORT

A. Screening, Brief Intervention, and Referral to Treatment (SBIRT) – Nurse Leader Cindy Juncker reported that the Department of Public Health has invited Gloucester to participate in the SBIRT model with respect to prevention of substance abuse and reinforcement of healthy behaviors. She explained the purpose of the program and reviewed the action plan. Joan Whitney from the Healthy Gloucester Collaborative (HGC) reported that this evidence-based integrated model has been studied for many years and reviewed its implementation in the community.

Ms. Juncker indicated that this screening would be part of all seventh and tenth graders' annual mandated screenings in the future. She reviewed the screening process, including the data collection form, and what is done with the data. Dr. Safier stated that the School Department is prepared to go forward with this model as one of the pilot districts in the state, and the following matters were discussed:

- Parent education and notification/opting out
- Confidentiality – no documentation of results are kept in school records
- Communication with parents regarding results
- Training for nurses and guidance counselors

B. Race to the Top Update – Mr. Bach updated the committee on the Race to the Top project and where the district currently stands. He reported that he filed an amendment two weeks ago to shift some of the funds from the current year into next year. He reviewed each of the categories and the amount allocated to each.

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

1. House Ways and Means Committee FY14 Recommendation
2. Security Update
3. High School Statement of Interest – Dr. Safier stated that a determination from MSBA as to whether they will support the SOI can be expected in the fall. If they do not support the SOI, he recommended that the DPW and School Department move forward with addressing the pressing issues at the high school.
4. Repairs to High School Gymnasium Roof and Library Roof
5. Principal and Math Coordinator Updates – Dr. Safier reported that final interviews for the Veterans principal position are tentatively scheduled for May 6th.
6. Education Forum – Mrs. Gilman requested that the invitation to this event be posted on the district website.

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

VOTED: 7 in favor zero opposed, to accept the Superintendent's Report.

IX. SUBCOMMITTEE REPORTS – None

X. ACTION

- A. AFSCME Clerical Unit A** – Ms. Teixeira reported that this group has ratified the terms of their contract, which she briefly reviewed.

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

VOTED: By Roll Call Vote

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

To approve a contract agreement between AFSCME Local 687 Clerical Unit A and the Gloucester School Committee from July 1, 2012 to June 30, 2014.

- B. AFSCME Clerical Unit B** – Ms. Teixeira reported that this group also ratified the terms of their contract.

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

VOTED: By Roll Call Vote

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

To approve a contract agreement between AFSCME Local 687 Clerical Unit B and the Gloucester School Committee from July 1, 2012 to June 30, 2014.

XI. DISCUSSION/OTHER COMMUNICATION/NEW BUSINESS

- A. MSBA Update** – Dr. Safier reported that the building committee has been meeting regularly and is in the process of developing an education program narrative with Dore & Whittier which justifies the space requirements. Over the last two weeks, the designer has been reviewing the existing building conditions of both West Parish and the Fuller building. At tomorrow's building committee meeting, the designer will report on the health, safety and welfare of the buildings, code compliance, handicapped accessibility, energy efficiency, the presence or absence of hazardous materials, maintenance or lifecycle cost of operations, functional use of the buildings, and the ability to meet educational program needs. Kathy Clancy reminded the public that the building committee meetings are open meetings and everyone is welcome to attend.

Dr. Safier reported that a request is being made to the MSBA for a change of enrollment from 355 to 380 or more due to the fact that their enrollment projection was determined before the influx of students from the charter school in January. In addition, one of the substantially separate programs that is currently at West Parish for a year (kindergarten) and then transfers to Veterans will be relocated to West Parish.

Dr. Safier reviewed the talking points that the building committee, the OPM and the designer have been working on with respect to the project, including a chronology of events, and noted the following upcoming dates:

- May 13th – Designer will submit preliminary design to MSBA
- May 14th – OPM and designer will attend West Parish PTO meeting
- May 21st – Designer will meet with City Council
- June 3rd – Preferred schematic design is voted on for endorsement by MSBA

- November 20th – MSBA will vote to approve the schematic design, after which a public hearing will be held and City Council will be called upon to vote on the project.

Dr. Safier identified the following items that will be taken into consideration and addressed by the project:

- Obsolete building and systems within it
- Total lack of energy efficiency (boilers, lighting, etc.)
- Educational program deficiencies
- Essential code upgrade requirements (sprinklers, seismic stability, handicapped accessibility, and energy code requirements)
- Health and safety issues, particularly transportation
- No dedicated rooms for performing arts/music, occupational therapy, and speech/language services
- Limited conference rooms and science rooms
- Inadequate facilities for special education, library/media center, and indoor physical education
- Cafeteria serves six lunches to accommodate all students, which is exceptionally disruptive to the school schedule. MSBA will only reimburse if there are 2-3 lunches served.
- Overcrowded building – 40,000 square feet for 370 students and approximately 50 staff (one-third smaller than current MSBA educational space requirements). New building would be 62,000-65,000 square feet.

On the positive side, Dr. Safier noted that the project will provide an increased opportunity for community use of the facility, as well as a dramatic upgrade to athletic fields on the site for use by residents, with 48.27% reimbursement and no need for an override. He stated that if a new school is the preferred alternative, the designer is confident that it can be built behind the existing school and the students would remain there. The new building would likely be a multistory configuration.

Lastly, Dr. Safier reported that OPM Kevin Buckley will be on “Superintendent’s Corner” next week, and Chairman Pope indicated that the School Committee will have a presentation from the OPM and the design team, Dore & Whittier, on May 8th.

B. FYI – New 504 Accommodation Plan

C. Reminder – GHS National Honor Society Induction Ceremony at GHS Auditorium on Thursday, April 25, 2013 at 7:00 p.m.

D. Superintendent’s Goals – Mrs. Gilman requested that Dr. Safier’s goals be posted on the administration website.

E. Naming of O’Maley Auditorium in Memory of Al Swekla – Mrs. Gilman reminded the committee that this event is taking place on June 13th.

- F. Renaming of O'Maley Innovation Middle School** – Mrs. Gilman reported that Principal Lucey believes this event should be held during the day for the students and requested that Dr. Safier let Ms. Lucey know that the committee would like the event to take place before the end of the school year. Dr. Safier reported that Mr. Baumhauer is pricing out new carpet for the auditorium for this event.
- G. Review of Proposals for Space for Preschool, Administration, and Transportation Department** – Chairman Pope referred this matter to the Building & Finance Subcommittee.
- H. School Budget Presentation to City Council B&F Committee** – Chairman Pope reported that the City Council Budget & Finance Committee would like to review the School Department Budget on May 13th at 5:30 p.m. He referred this matter to the Building & Finance Subcommittee.
- I. Proposals for Study of Elementary Schools** – Chairman Pope asked Mayor Kirk who would be responsible for reviewing these proposals. Mayor Kirk indicated that Donna Compton, Jim Hafey and someone from the School Department should review the proposals.

XII. EXECUTIVE SESSION – On a motion by Mr. Gross, seconded by Ms. Teixeira, it was unanimously

VOTED: By Roll Call Vote

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

To enter into Executive Session after a ten-minute recess to discuss collective bargaining and a Level III grievance and to enter back into regular session for the purpose of adjournment only.

XIII. ADJOURNMENT – On a motion by Mrs. Gilman, seconded by Mr. Gross, it was unanimously

VOTED: 6 in favor zero opposed, to adjourn the School Committee Meeting of April 24, 2013 at 9:43 p.m.

Maria Puglisi
Recording Secretary

DRAFT

**WEST PARISH SCHOOL
AD HOC COMMUNICATIONS COMMITTEE**

**Minutes of Meeting
April 8, 2013
1:00 pm**

In attendance: Vice Chair Kathy Clancy, Mayor Carolyn Kirk, Jonathan Pope (alternate for Valerie Gilman), Superintendent of Schools Richard Safier, West Parish PTO President Lisa Groleau.

Participating via telephone: Kevin Buckley, OPM, KBA Assoc. and Brad Dore, Principal, Designer - Dore & Whittier

The meeting was called to order by Vice Chair Kathy Clancy at 1:00 pm.

Discussion was held regarding ways to “sell the project”.

Communication to City Council:

Outline of process, with milestone dates, MSBA/OPM.

Why are we doing this? What are the benefits?

May 8th School Committee meeting with OPM and Designer

May 14th “Meet and Greet” with OPM and Designer at West Parish School PTO meeting.

May 21st City Council meeting – tentative date

Two audiences: (1) City Council and (2) School community.

1. Safety standards of today’s world
2. No override needed
3. Obsolete building – does meet today’s code requirements
4. Consistent with K-5 education plan of School Committee
5. First step in 10 year capital plan of bringing schools up-to-date
6. Proactive on frail infrastructure – no backward thinking
7. Reimbursement of up to 52%
8. Property values
9. Return Gloucester children who choice out
10. Most preferred by School Committee – financial/educational benefits
11. Energy efficiency – cost savings/save money
12. Community use of playing fields and gym

May 8th School Committee

May 14th West Parish PTO

May 21st City Council

GLOUCESTER PUBLIC SCHOOLS
REQUEST FOR FIELD VISIT

VII.B.1.

This proposal must be approved by the School Committee and by the Administration for all out-of-state field visits

The following information must be submitted to your building principal at least 60 days (Out-of-State) and 30 days (In-State) **BEFORE** funding for a visit is collected and **BEFORE** there is any discussion with students or parents:

1. School ALL ELEMENTARY Teacher's Name Elementary Principals Grade 5

2. Destination and purpose of the visit. Show the specific connection to the curriculum of the district (be specific):
CAMP CODY - Freedom New Hampshire
Annual 5th Grade week at Nature's Classroom

3. Date of Visit: May 28 - 31, 2013

4. a) Number and names of chaperones:
Enough Chaperones (Teachers & Paraprofessionals to supervise students at night and during Transition Times. Nature's Classroom staff is responsible the rest of the time)
b) Will any chaperones that may have unsupervised contact with students have CORI clearance?
Yes
c) Will all chaperones that are supervising an overnight visit have CORI clearance?
Yes

5. Approximate number of students going:
190 - 200

6. Number of students left behind by teacher going on visit:
? 40 unknown at this time

7. What (if any) is the educational impact by teacher's absence?
Activities will be planned for students who choose not to attend with staff that does not attend.

8. Method of Transportation:
Gloucester Public School Buses

9. Are there any students with special health care needs (i.e. diabetes) that may require a nurse?
?? Yes No (See School Nurse)
There will be a full time RN on site.

Request for Field Trip Visit — Page 2

10. Date and/or time of departure: 5/29 8:30 AM
Point of departure: Fuller School
Date and time of return: MAY 31, 2013 approx 1:30 pm
Point of arrival: Fuller School

11. Any cost to the school district (transportation, substitutes, nurse, etc.) Be specific:
Transportation and some substitutes

12. Cost per student (explain any fundraising or other methods of payment):
\$295 Financial Aide is Available

Signed (Sponsor): Cathy Doe & Ellen Sibley for the Elementary Schools

Principal's Recommendation: Approved Disapproved _____

School Nurse Review: Janet Dickins Date: 4/24/13

Cafeteria Supervisor Review: Monique Latte Date: 4/24/13

Superintendent's or Designee's Recommendation:
 Approved Disapproved _____

cc: Teacher
School Nurse
Cafeteria

The Gloucester Public Schools

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

Report of the Superintendent of Schools

School Committee Meeting
May 8, 2013

1. Class Dues

Regarding class dues, two issues and one recommendation were raised in a recent open communication. The first had to do with the expectation of paying class dues. The second issue centered on affordability for each student. And, third, there was the issue of fundraising in lieu of class dues.

Let's address the first. A society functions through its ability to raise money for the purpose of providing services, and in the instance of class dues, lower costs. Class dues are like taxation, if you will. The argument was made that since a student does not attend certain school functions, they should not pay class dues. It is a student's prerogative to not attend functions. The argument that they should not have to pay dues, however, is akin to a taxpayer saying that they will not pay taxes because they do not participate in or receive benefit from certain government services. This argument places the individual's perspective on priorities above the community's intention to take up a reasonable collection for the purpose of providing a service such as lowering greater costs for a larger group of people. It does not take into the account the primary purpose of class dues: to assist approximately 225-250 students by reducing costs for events, purchases, or contributions that many feel are worthwhile.

The second issue raised in open communication regards the affordability of class dues. This argument flies in the face of the community aspect of class dues. By this, I mean that if a student truly cannot afford to attend an event, it has been school policy that class dues be applied to the overall cost of that event. If anything, class dues should be supported because they provide relief for those who truly cannot afford to participate in class activities. This assistance from class dues contradicts this second concern about cost and affordability.

The third issue was a suggestion. Each of the four classes should fundraise instead of raising class dues. The notion of fundraising by each class simply does not take into the account the competition for limited resources, nor does it address the issue of continuous community overload from requests by groups representing an entire high school and four classes.

Each student in the Class of 2013 will have owed a total of \$50 by graduation. Generally, payment is spread out over four years. Typically, students pay \$25 freshmen year, \$15 sophomore year, \$10 junior year, and \$5 senior year. This payment schedule takes into the account the cost of senior activities such as the semi-formal, the senior banquet, and the senior prom.

Dues are used to lower the cost of all senior events for students. Without dues, these events could be too costly for a greater number of students. For those students who are unable to pay their dues or who cannot afford to buy a ticket to senior events, arrangements are made to waive the cost. Junior rings and graduation gown costs are lowered. And, classes provide a class gift back to their school as well as to charitable organizations.

No student is denied the opportunity to participate in any senior event due to the inability to pay. Staff members often find free hair appointments and dresses for students in financial difficulty. Money from class dues is quietly applied for these types of purposes.

2. The Closing of St. Ann's School

With the announcement of the closing of St. Ann's School at the end of this school year, we have extended an invitation to parents/guardians to consider joining the Gloucester Public Schools. I spoke with Dr. Mary Grassa O'Neill, Superintendent of Catholic Schools in the Archdiocese of Boston, and with Ms. Michelle Butler, the Principal of St. Ann's School. A letter drafted by the district was distributed to parents and guardians by the principal last Wednesday, May 1. Our principals and their staff are extending the same welcome presented to parents of the charter school last January. Registration and requests for school choice are made by parents/guardians directly at their "home" school. We have also extended the submission for school choice until May 24.

3. Update on the Veterans' Elementary School Principalship

As you know, we held the final interviews for the Veterans' Principal Monday afternoon, May 6. The two finalists were Matthew Fusco, the current principal of the Great Oak Elementary School in Danvers, MA, and Rebecca Hyde, the PreK-4 Language and Literacy Coordinator for the Lowell Public Schools.

4. K-8 Math Coordinator

Based upon the current pool of applicants, and in light of the budget figure for the schools presented to City Council Tuesday night, we have decided to hold off on going forward with the establishment of this important position.

5. Visit to the District by the Secretary of Education

On Wednesday, May 1, we received a visit from Representatives Ann-Margaret Ferrante and Alice Peisch, along with the new Secretary of Education Matthew Malone. The entourage had an opportunity to visit the innovation middle school and the high school. At both schools, the group was able to see some exciting work.

At O'Maley, Science classes were engaged in what the instructor referred to as "Structural Analysis". Students were literally designing and building bridges for walking on. The work was hands-on, but the lesson had to do with design, structure, and capacity.

At the high school, where Biology Teacher, Eric Leigh, recently received an award for "Innovative School of the Year", we had an opportunity to see students working with a process called electric gel electrophoresis. Electrophoresis is the migration of charged molecules of a substance through a solution under the influence of an applied electric field. This process is used to separate substances, especially proteins, and for analyzing the molecular structure of those proteins based on the rate of movement of each component through the electric field (in a colloid). These students were looking for the difference in patterns between normal hemoglobin and sickle-cell hemoglobin.

In a word, the district put its best foot forward and was able to demonstrate some of the excellent work that is being done around the district. My thanks to the many involved in making this the case.

6. Kindergarten Registration

As of May 6, 2013, the number of students registered for Kindergarten stands at 177. In addition, there are 35 students from the Gloucester Preschool and Pathways expected to register.

7. Academic Recognition Night

Please note that the High School Academic Recognition Night is scheduled for Thursday, May 16 at 7:00pm

Gloucester Public Schools

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

Richard Safier, Ed.D.
Superintendent of Schools

6 School House Road
Gloucester, MA 01930

Phone: (978) 281-9800 / Fax: (978) 281-9899

Email: rsafier@gloucester.k12.ma.us

April 29, 2013

Dear St. Ann's Parents/Guardians,

First, please allow me to express my empathy over the closing of a school, an institution, really, that you have so highly valued over the years. The work at St. Ann's has been both a credit and a benefit to the Gloucester community. As a former teacher at Malden Catholic High School, I understand the value of the education your sons and daughters have received at St. Ann's.

I am aware that there are questions should you consider enrolling your daughter/son in the Gloucester Public Schools. Allow me to provide you with information about registration and choice.

Registration

Parents should fill out registration paperwork at their designated home school. If a child would normally be attending Beeman Elementary, for example, parents/guardians should arrange to meet with the principal of that school in order to fill out paperwork, and to receive an orientation about the school.

Choice

Parents who wish to have their child attend a school other than their catchment area home school should fill out a school choice request form at the same time that they register at their home school.

Because the news of the closing of St. Ann's is so recent, we will be extending the deadline for school choice requests until Friday, May 24th. With the exception of Kindergarten, notification of choice request decisions will be made by Monday, June 10th. We need to wait a bit longer on Kindergarten due to summer registration.

If you have any further questions, please do not hesitate to contact me at 978 281-9800 or by email, rsafier@gloucester.k12.ma.us. You may, of course, contact your home school principal at any time, as well.

Best Wishes,



Richard Safier

ADMISSION OF STUDENTS TO ELEMENTARY SCHOOLS

1. Introduction

As a matter of principle and good practice in building community, the School Committee believes that children should have the opportunity to attend their local or neighborhood school. The School Committee also believes that:

- a) families resident in the City of Gloucester should have at least the same rights as with regard to School Choice as families living in other municipalities;
- b) siblings should be able to attend the same school;
- c) children with special needs should attend their local school unless due process determines that an alternative placement is in the interests of the student; and
- d) unless there are special circumstances, once a child is enrolled at a school s/he should be able to remain at that school through the grade levels for which the school makes provision, unless the student is removed for misconduct after due process under relevant laws and regulations.

Persistent budget shortfalls have required the committee to restructure the elementary school system and reduce the number of buildings and classes available in order to reduce facilities costs and thereby maintain its class size targets. The greater efficiency in the use of facilities creates a tension between the principle of the neighborhood school and the availability of places in the schools.

This policy is intended to ensure that admission of children to neighborhood schools is managed in an equitable manner with regard to the above principles.

2. School Catchment Area

The School Committee will establish local “catchment” areas for each elementary school from time to time. Children living within these areas shall have the right of priority in the admission procedure to their local school.

3. **Residence**

Families may use only one residence on the school admission application. The address must be that of the *permanent residence* of the child; i.e., where the child is expected to live at weekends and during school holidays as well as during the week. Children who spend part of their week with one parent and part with the other, at different addresses, must use the address at which they spend most of their time. The provision of a false address will result in the disqualification of the application if the application is for a school outside the catchment area of the permanent residence.

4. **School Choice**

Families resident in Gloucester have a right to request admission to a school other than their local catchment area school.

5. **Admission Arrangements**

- 5.1 The district will place an announcement in the media on or about March 1st each year informing residents of their responsibility to enroll children of school age in school, and their right to apply for admission to a school outside their neighborhood, if there is an appropriate place available.
- 5.2 Intra-district admission requests will open on March 7 and close on May 15.
- 5.3 **With the exception of kindergarten**, by June 1 of each year, the Principal of each elementary school, after consultation with the Superintendent of Schools, will review the places available, enroll catchment area residents, and make a determination as to how many places the school has available for non-area students at each grade level. **For kindergarten students, the review and determination will be completed between August 1 and August 10 of each year.**
- 5.4 In the event of there being more children seeking admission from within the catchment area than there are places as determined by the target class size, the Principal shall consult with the Superintendent of Schools, who will review the situation in the context of class sizes at the relevant grade level across the city. The Superintendent of Schools shall have discretion, in consultation with the Principal, to admit students beyond the target class size if, in so doing, the educational opportunities of other students in the class will not be jeopardized. The provisions of Paragraph 5.18 shall apply to such considerations.

- 5.5 If the number of children seeking admission to Kindergarten from within the catchment area is greater than the number of places available, students will be admitted on the basis of the proximity of their home to the school by the nearest safe route.
- 5.6 If the number of children newly resident in the catchment area after June 1 seeking admission is greater than the number of places available, students will be admitted on the basis of the proximity of their home to the school by the nearest safe route.
- 5.7 Siblings shall be given priority consideration within the above process, including priority prior to a lottery.
- 5.8 A child not admitted to its local school under the above process shall be treated as having the same rights as if s/he lived within the catchment area of the next nearest school, as will younger siblings.
- 5.9 Each grade level will be deemed to be full for the purpose of this policy when the average size of the classes at each grade level are at the target class size for the grade level. Average class size will be used for enrollment purposes to accommodate the discretion of Principals to organize classes of different sizes in response to the needs to students with special needs.
- 5.10 After establishing the number of places available for out of catchment area students at each grade level, the latter will be enrolled in the following order:
 - (a) siblings
 - (b) other applicants

Where the number of applications is greater than the number of places available, the available places will be filled by a lottery conducted by the Principal.

- 5.11 Decisions on out-of-district applications will be made during the last week in June, with families notified about the outcome of the placement request postmarked no later than June 30. Out-of-district students will be enrolled in the following order:
 - (a) siblings (in accordance with the 1994 amendment to the School Choice Law)
 - (b) other applicants

Where the number of applications is greater than the number of places available, the available places will be filled by a lottery conducted by the Principal.

- 5.12 Once admitted to the school a child shall be entitled to remain at that school through the grade levels for which the school makes provision, unless the student is removed for misconduct after due process under relevant laws and regulations, or the School Committee redistricts students.
- 5.13 If a family moves out of the City of Gloucester, the student must apply for admission to the school under the terms of the state School Choice regulations.
- 5.14 Once admitted to an out-of-catchment area school a student shall not have the right to return to his or her local school during the school year in question.
- 5.15 The School Committee will provide transport as required by law unless it chooses to make special arrangements to meet particular circumstances. Out-of-catchment area families will be responsible for the transport of their child/ren to and from the out-of area school. Families are responsible for ensuring that their children arrive at school punctually, and will be required to reapply for admission towards the end of any school year in which punctuality has in the view of the administration prejudiced the learning and participation of the student. In such cases the administration shall have given the family notice of its concerns orally and in writing and reasonable opportunity to meet attendance expectations. Families will confirm this responsibility by signing the admission application form.
- 5.16 In the event of a family changing their place of residence within the city after their child is enrolled in school, the child will have the right to remain at that school through the grade levels for which the school makes provision, unless the student is removed for misconduct after due process under relevant laws and regulations.
- 5.17 In the event of a family changing its place of residence within the city, the family shall have the right to enroll their child at the local school, subject to the provisions of Paragraphs 5.5 through 5.8 above.
- 5.18 In the event of student numbers increasing, such that the average class size at a grade level **at a school** would increase by 2 or more students, consideration will be given, within the resources available, to the district providing additional support for such teachers as may be affected, additional support may include but not be limited to the provision of supplementary adult support in the classroom, supplementary clerical support, or periodic release for grading and preparation purposes. If student numbers in a particular class are such as to cause concern that the addition of a further student would be prejudicial to the interests of students previously enrolled, the Superintendent of Schools will review the situation with the Principal and the family.

- 5.19 A change of school for a student with an IEP will require a meeting of the IEP team to review the implications of a change of placement.
- 5.20 Once admission arrangements for the year have been completed, Principals will maintain a waiting list. If places become available as a result of students transferring out of the school between June 1 and the opening of school, the available places will be allocated by lottery.

LEGAL REF.: M.G.L. 15:1G; 76:1; 76:5; 76:15; 76:15A
603 CMR 26:01; 26:02; 26:03

Advisory on Free Transport Arrangements

The district policy is that transport is provided were a child lives more than 1.5 miles from his or her school, unless the family has chosen a school other than the local school under the intra-district school choice arrangements.

Adopted by the School Committee: May 14, 2008

Program Sub-Committee Revised: May 6, 2013

**Tentative Agreements 2012
Gloucester School Committee for Food Services
& Teamsters Local Union No 42**

RECOGNITION

The work year shall consist of 180 days in addition to five (5) days prior to the start of the school year and two (2) days immediately following the school year for Managers and Cooks. The work year shall be 180 days in addition to two (2) days prior to the start of the school year and one (1) day immediately following the school year for Helpers and part time employees. **This number of required days can be reduced at the discretion of the Food Service Director.**

ARTICLE V

Health Care deductions will be equally spaced between 21 paychecks.

ARTICLE X: VACATIONS

Change 1 to 3 years of continuous service to 1 week after 1 year. **(No Change in Intent)**

ARTICLE XI: INSURANCE

It is agreed that the present coverage and present insurance benefits **as approved by the Public Employee Committee** will continue to be in effect.

ARTICLE V: WAGE PROVISIONS

1.5% retro to July 1, 2012

2.0% effective July 1, 2013

All employees will be enrolled in Direct Deposit of Paychecks with email notification by September 1, 2013. For those employees who do not have access to email, the School Department will provide them notification.

Path Ways

If employees who perform the Path Ways Program want to work School vacations - They will submit time worked on timesheet to Food Service Director who will track. They can use the time during the school year or summer (preferred). Whatever time is not used before the start of the new school year gets paid out to them.

The following Language Changes are to make the contract grammatically correct and do not change the intent of any of the following language.

Article X Vacations—remove "the"

It is agreed that ~~the~~ cafeteria employees shall be granted the vacation period at the regular rate of pay provided it is a regularly scheduled vacation period during the school year when students are not in attendance

Article XII: Uniforms—first paragraph

The employees will receive their expenditure **not no** later than November first.

Article XII: Independent Groups

Paragraph 1: It is agreed that a Serve Safe certified Food Service Employee will be present when kitchens are used.

Paragraph 2: If a cafeteria employee is required to work and does work in the evening (i.e., after 5:30pm) or during the weekend, the employee's wages shall be computed at one and one **half** times his/her normal hourly rate of pay; and there shall be a flat minimum of four hours pay.

Article XIII: Sick Leave #3

Bargaining unit employees may elect to make an anonymous and voluntary donation of one (1) five (5) days of accrued sick leave to assist a designated employee suffering from a long-term illness.

Article XIII: Sick Leave #3a

A written application for sick leave days must be submitted to the Personnel Office by the employee or la his/her authorized representative if the employee is unable to complete the written application.

Article XV #1: Posting of Vacancies

An employee's start date will be the date on the Appointment letter. The appointment letter will be dated the day the employee actually accepted the job position.

Article XVII Personal Days

Paragraph 1: Those hired prior to June 30, 1998 will be grandfathered in and will receive two (2) personal days, which may be consecutive, upon the approval of the Superintendent or his/her designee, who may waive the maximum number of days allowed.

Paragraph 3:-The Personal days granted shall not be chargeable to sick leave or vacation leave, nor will unused personal business days accumulate from year to year. In all cases, appropriate administrative forms must be completed and executed by the employee.

Article XXIV (a): Layoff or RIF

(a) the quality of performance by the employee as indicated by the annual evaluation. An employee must be evaluated as exceeding expectations at their current level to be regarded as qualified for the next higher classification; and

Gloucester School Committee
Teamsters Local 42
Tentative Agreements 2012

Vacation Language

Drivers can put in for vacations.

a. Vacations will be granted by seniority by going through the seniority list twice. Each turn would be for one vacation time.

Vacations will be granted in that order.

Only one vacation time will be granted at a time in the rotation.

Vacation time will mean consecutive days. No split dates.

Each driver who requests more than one vacation time shall prioritize their choices in order of preference.

All other request shall be granted on a first come basis.

(Example the 1st through the 10th would be considered a vacation. Not 1st through 10th and then 21st through 28th. That would have to be split and prioritized)

(Example my first pick would be the 1st through the 10th this would be one vacation. The 21st through the 28th would be a separate vacation)

Each would have to be requested separately on your turn in the rotation.

Vacation deadlines will be twice a year for scheduling purposes.

June 3rd for Sept, Oct, Nov and Dec.

Sept 15th for Jan, Feb, Mar, Apr, May and June.

All other vacations, if personnel requirements are met, will be on a first come first serve basis.

EMERGENCY SITUATIONS SHALL NOT BE EFFECTED BY THIS CHANGE.

Holidays

Delete asterisk line under holidays

*Employee shall be paid for the holiday which falls in the week in which they work.

Lump together Midday Step Run instead of half hour increments.

Sports Charters should be as a whole. No drop and picks, except Gloucester.

Regular Charters: Drop and picks in Rockport, Manchester and Essex will be a 3 hour guarantee, unless the Transportation Coordinator determines it should be a regular Charter or it goes over 3 hours. All others, should be considered a charter and should be paid as such.

If bus is unavailable, we get paid a maximum of 2 hours unless we are not notified not to report with a 24 hours notice. In any case, seniority will prevail.

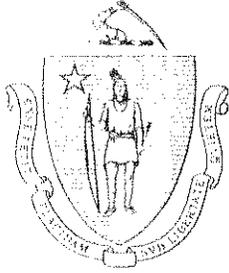
All employees will be enrolled in Direct Deposit of Paychecks with email notification by September 1, 2013. For those employees who do not have access to email, the School Department will provide them notification.

Wage Increase

1.5% retro to July 1, 2012

2.0% effective July 1, 2013

Two year contract expires on June 30, 2014



COMMONWEALTH OF MASSACHUSETTS
SENATE MINORITY LEADER
STATE HOUSE, BOSTON 02133 1053

XI.D.

SENATOR BRUCE E. TARR
FIRST ESSEX AND MIDDLESEX

ROOM 308, STATE HOUSE
(617) 722-1600

April 24, 2013

The Honorable Jonathan Pope
Chairman, Gloucester School Committee
6 School House Road
Gloucester, MA 01930

The Honorable Kathleen A. Clancy
Chairwoman, Building & Finance Sub-Committee
6 School House Road
Gloucester, MA 01930

Dear Chairman Pope & Chairwoman Clancy,

Thank you for contacting my office to express the Gloucester School Committee's support for House bill 374, *An Act establishing a Chapter 70 foundation budget study group*; House bill 375, *An Act establishing an educational mandate working group*; and House bill 901, *An Act to require health care coverage for medically necessary treatment for speech therapy, occupational therapy, physical therapy, disease, illness, injury, or bodily dysfunction which are required by a student's individual educational program*, all of which were filed by Representative James J. Dwyer. I am a cosponsor of H.375, and even though I am not a cosponsor on H.374 and H.901, I will be mindful of your advocacy should the bills be considered before the full Senate this session.

Currently, H.374 and H.375 have both been referred to the Joint Committee on Education; however, a hearing date has not been set for either. H.901 was referred to the Joint Committee on Financial Services in January of this year, and a hearing was held by the committee on April 11, 2013. Once a hearing date is set for H.374 and H.375, you may testify in person, or you may submit written testimony directly to the committee any time. Although the hearing for H.901 has already passed, please feel free to submit any written testimony directly to the Joint Committee on Financial Services. You can access the Education Committee's contact information at: <http://www.malegislature.gov/Committees/Joint/J14> and the Financial Services Committee's contact information at: <http://www.malegislature.gov/Committees/Joint/J11>.

Thank you once again for contacting my office regarding this matter, and for your continued partnership and advocacy on behalf of students in Gloucester and throughout our Commonwealth. Please do not hesitate to contact me whenever I may be of assistance.

Sincerely,


Bruce Tarr
State Senator

cc: Honorable Mayor Carolyn Kirk
Honorable Valerie H. Gilamn, Vice-Chairperson
Honorable Roger Garberg, Gloucester School Committee
Honorable Anthony Gross, Gloucester School Committee
Honorable Melissa J. Teixeira, Gloucester School Committee
Dr. Richard Safier, Superintendent of Gloucester Public Schools