

THE GLOUCESTER PUBLIC SCHOOLS

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

Building & Finance Subcommittee Meeting Minutes

Tuesday, January 24, 2017

District Office – Conference Room
2 Blackburn Drive, Gloucester, MA

4:00 p.m.

Members Present

Tony Gross, Chairman
Kathy Clancy, Vice Chairperson
Jonathan Pope, Member

Administration Present

Dr. Richard Safier, Superintendent
Tom Lafleur, CPA, Director of Finance
and Operations

Also Present

Melissa Teixeira
Michelle Sweet

NOTE: There was a quorum of the School Committee present at the meeting.

I. CALL TO ORDER – Chairman Gross called the meeting to order at 4:12 p.m.

II. REPORTS/DELIBERATIONS/DISCUSSIONS

A. FY18 Budget Review

1. Beeman Memorial Elementary School – Mr. Lafleur reviewed the \$53,000 net increase to the budget and Ms. Sibley requested the following additional items:
 - Additional office help
 - Additional hour for math tutor (from 19 to 20 hours per week) to work with more grade levels
 - Morning paraprofessional to supervise earlier breakfast start time (additional 2.5 hours per week)
 - Additional support for 43 ELL students, some of whom speak no English (Beeman only has one teacher)

2. Plum Cove Elementary School – Mr. Lafleur reviewed the \$13,000 net increase to the budget and Ms. Morgan requested an additional special education teacher. She reported that she only has an ELL teacher for one hour per day, so her ELL students are being serviced at Beeman. Dr. Unobskey spoke about the state certification of mainstream teachers to work with ELL students and Dr. Safier discussed the need for additional staff to support the recent influx of ELL students.

3. East Gloucester Elementary School – Mr. Lafleur reviewed the \$45,000 net reduction to the budget and Ms. Pasquarello requested updated technology for grades K-2 (devices with touch screens for kindergarten) to be on par with the other elementary schools. In addition, she indicated that she has three Chromebook carts but not all of the Chromebooks are working. There was a discussion about teaching keyboarding.
4. Veterans’ Memorial Elementary School – Mr. Lafleur reviewed the \$16,548 net reduction to the budget. Mr. Fusco reported that he has three Chromebook carts.
5. West Parish Elementary School – Mr. Lafleur reviewed the \$73,000 net reduction to the budget and Dr. Imel stated that the stressors at West Parish are the workload of the speech pathologists and the 1-hour special education bus run. She reported that there are 11 ELL students at West Parish and that she shares an ELL teacher with East Gloucester.
6. O’Maley Innovation Middle School – Mr. Lafleur reviewed the \$51,000 net increase to the budget and Ms. Lucey requested the following additional items:
 - Expansion of 1:1 Chromebook program to Grade 7
 - Extra hours for ELL teacher (full-time) to support 21 ELL students
 - Part-time paraprofessional to support ELL students
 - Stipend for paraprofessional coverage one hour before school for students who are dropped off at 6:30
 - Part-time math coach
 - Part-time literacy coach or stipend for ELA program leader
 - Two specialists to teach coding

There was a discussion about the scheduling of specials and whether Spanish should be an after-school option.

- 7a. Gloucester High School – Mr. Lafleur reviewed the \$145,000 net decrease to the budget and Mr. Cook requested an additional ELL teacher and expansion of the support position to a full-time position. He reported that at the beginning of December there were 31 ELL students, there are 39 today, and by the end of the week they will have 41. Eighteen of those students are enrolled in the beginner ELL class, 26 are enrolled in the sheltered English immersion (SEI) Life Science class, 27 are enrolled in the SEI pre-Algebra class, 18 in the SEI U.S. History class, and 10 speak no English. There was a discussion about translations and interpreters.

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

8. Other Department Budgets

a. Professional Development – Mr. Lafleur and Dr. Unobskey reviewed the \$14,852 net decrease to the budget. Ms. Teixeira reported hearing that the paraprofessionals would like to have different types of professional development. There was a discussion about the increase in substitute costs and the ability to distinguish between coverage for professional development versus other types of leave.

7b. Vocational – Mr. Lafleur reviewed the \$48,668 reduction in the budget. Ms. Teixeira requested that Mr. Cook review the last CPR report to see if there will be financial impacts to prepare for the next CPR review in March. There was a discussion about grants.

8. Other Department Budgets (Cont'd)

b. Special Education – Mr. Lafleur reviewed the projected \$605,000 increase to the budget. Ms. Wegmann explained the increases and requested a second program leader to work with Lisa Williams at the high school on compliance issues within the department. She also addressed the request from the elementary principals for a learning center for Grades 1 and 2, stating that she is still not clear about the vision of the program and its entry criteria. There was a discussion about special education teachers doing interventions and the search for a school psychologist at the high school.

c. Transportation – Mr. Lafleur reviewed the \$32,868 net decrease to the budget. There was a discussion about the special education bus run and the lack of bus drivers.

d. Athletics – Mr. Lafleur reviewed the \$52,617 increase to the budget, which represents the new full-time athletic director's salary, and indicated that they are putting together an itemized budget for the revolving account to ensure that the reduction in user fees along with the \$75,000 from the city is sufficient. Mr. Lafleur reported that athletic fees can now be paid electronically through www.sendmoneytoschool.com.

e. Employee Benefits – Mr. Lafleur reviewed and the committee discussed the \$462,000 increase to the budget.

f. School Main Office – Mr. Lafleur reviewed the \$34,566 net increase to the budget and noted that \$805,000 is contingency money. There was a discussion about prepaying out-of-district tuition.

- g. Information Technology – Mr. Lafleur and Mr. Harris reviewed the \$125,000 net increase to the budget. Mr. Harris spoke about the life expectancy of Chromebooks and the need for more staff. He noted that the industry ratio of staff to devices is 1:100 and that the district's ratio is 8:100.

III. ACTION – None.

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

VOTED: 3 in favor, 0 opposed to adjourn the Building & Finance Subcommittee Meeting of January 24, 2017 at 7:40 p.m.

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

*Maria Puglisi
Recording Secretary*