

**THE GLOUCESTER PUBLIC SCHOOLS**

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

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

Wednesday, September 18, 2019  
District Office Conference Room  
2 Blackburn Drive, Gloucester, MA  
5:00 p.m.

### **Members Present**

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

### **Administration Present**

Dr. Richard Safier, Superintendent  
Gary Frisch, Director of Finance  
and Operations  
James Cook, GHS Principal  
Cody Marshall, Accounts and Budget  
Specialist

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- I. CALL TO ORDER** – Chairman Gross called the meeting to order at 5:00 p.m.
- II. CHIEF FINANCIAL OFFICER’S REPORT**
- III. REPORTS/DELIBERATIONS/DISCUSSIONS**
- A. District Expenditures** – See Chief Financial Officer’s Report. Mr. Frisch indicated that he received an email at 4:30 p.m. today indicating that FY19 has been closed.
- B. DPW Open and Closed Tickets** – See Chief Financial Officer’s Report. The committee discussed projects on the list that appeared problematic, including the basketball backstops and the request for a properly working drain. There was also a discussion about whether the crack in the wall at EGS presents a safety issue.
- C. Food Service Profit & Loss** – See Chief Financial Officer’s Report. Ms. Fleming clarified what was previously reported on participation rates and revenue, indicating that the participation rate has remained steady at approximately 48% over the last three years and the number of meals is not decreasing. She indicated that the equipment in some of the schools limits what can be cooked and invited the committee members to visit the kitchens to see what is going on. Mr. Pope asked for a comprehensive list of what is needed and Chairman Gross requested a report on the condition of kitchen equipment by school. Ms. Fleming reported that a number of families have indicated that they will not purchase lunch due to the cost, and they do not qualify for free or reduced lunch.
- D. Food Service – Student Debt** – See Chief Financial Officer’s Report.
- E. Revolving Funds** – See Chief Financial Officer’s Report.
- F. Closing Revolving Funds** – See Chief Financial Officer’s Report.

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

**VOTED:** 3 in favor, 0 opposed to recommend to the full School Committee that we close the following revolving accounts due to their being dormant for the past three years and transfer the funds to the district’s accounts:

Day Care	\$ 179.14
Insurance Reimbursement	22,500.00
Environmental Partnership	1,077.00
Hampton Hill	146.64

Mr. Frisch stated that the pothole grant of \$29,000 could be available for vaping detectors or stoves.

**G. Security Guard Hourly Wage Increase** – See Chief Financial Officer’s Report.

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

**VOTED:** 3 in favor, 0 opposed to recommend to the full School Committee that we increase the \$11.00 hourly wage for part-time security guards to the minimum wage of \$12.00 per hour and to keep pace with increases in the minimum wage.

**H. Budget Transfers** – On a motion by Kathy Clancy, seconded by Mr. Pope, it was unanimously

**VOTED:** 3 in favor, 0 opposed to recommend to the full School Committee that we approve the August budget transfers, as presented.

**I. Vaping Detectors** – See Chief Financial Officer’s Report. Mr. Cook indicated that vape detectors do deter students from vaping in bathrooms. However, there are false alarms that set off the detectors. He noted that the schools he contacted were in the first year of using the detectors. There was a discussion about consequences and the current “slowdown policy” at the high school. The committee also discussed pros and cons of vape detectors, installation costs, maintenance fees, and the extent of false alarms.

**IV. ACTION** – See Items III.F, G and H.

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

**VOTED:** 3 in favor, 0 opposed to adjourn the Building & Finance Subcommittee Meeting of September 18, 2019.

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

*Maria Puglisi, Recording Secretary*