

THE GLOUCESTER PUBLIC SCHOOLS

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

Personnel Subcommittee Meeting Minutes

Monday, February 11, 2019
District Office Conference Room
2 Blackburn Drive, Gloucester, MA 01930
4:30 p.m.

Members Present

Melissa Teixeira Prince, Chairperson
Michelle Sweet, Vice Chairperson
Tony Gross, Member

Administration Present

Dr. Richard Safier, Superintendent
Gary Frisch, Director of Finance
and Operations
Grant Harris, IT Director

I. CALL TO ORDER – Chairperson Prince called the meeting to order at 4:34 p.m.

II. REPORTS/DELIBERATIONS/DISCUSSION

A. Staff Absence Report – The committee reviewed and discussed the various absence reports for the 2017-18 school year and for the first half of the 2018-19 school year. There was a discussion about teachers who have used more than ten sick days and whether documentation is requested from them to justify the absences. Mr. Gross requested that the principals be asked about those teachers’ absences. Chairperson Price requested data on how many teachers have taken unpaid sick days and other unpaid leave.

B. Request for Increase in Salary – Mr. Harris stated that he would like to raise IT Operations Manager Brenden Henry’s salary from \$68,978 to \$75,478, which he indicated would result in no impact on the budget. He stated that the IT Department is growing and that Mr. Henry is committed to the district and has taken on extra projects that are essential to the district. Mr. Harris stated that he could not do his job without Mr. Henry. Mr. Harris reviewed the positions of the six employees that make up the IT Department and their salaries, and there was a discussion of the city’s IT personnel and their salaries.

After discussion, on a motion by Ms. Sweet, seconded by Mr. Gross, it was unanimously

VOTED: 3 in favor, 0 opposed to recommend to the full School Committee that we increase the salary of the IT Operations Manager from \$68,978.52 to \$75,478.52.

This matter will also be taken up by the Building and Finance Subcommittee.

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

- D. Guidelines for Salary Ranges of Nonunion Employees** – The committee reviewed and discussed the chart of comparable salaries of administrators in several districts, as well as the current O’Maley assistant principals’ salaries.

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

VOTED: 3 in favor, 0 opposed to recommend to the full School Committee that we approve a salary range of \$88,000 to \$95,000 for the O’Maley Innovation Middle School assistant principal.

- C. Review of Administrative Contracts** – Chairperson Prince indicated that Jonathan Pope had referred this matter to the subcommittee to review the salaries of administrators. Dr. Safier reported that administrators’ contracts currently state that increases to their salaries run parallel with the GTA negotiated increase. This matter was tabled.

III. ACTION – See Items II.B and C.

IV. ADJOURNMENT – On a motion by Ms. Sweet, seconded by Mr. Gross, it was unanimously

VOTED: 3 in favor, 0 opposed to adjourn the Personnel Subcommittee Meeting of February 11, 2019 at 5:47 p.m.

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

*Maria Puglisi
Recording Secretary*