

**THE GLOUCESTER PUBLIC SCHOOLS**

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

**Personnel Subcommittee Meeting Minutes**

Monday, February 26, 2018  
District Office Conference Room  
2 Blackburn Drive, Gloucester, MA 01930  
5:00 p.m.

**Members Present**

Melissa Teixeira, Chairperson  
Michelle Sweet, Vice Chairperson  
Tony Gross

**Administration Present**

Dr. Richard Safier, Superintendent

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**I. CALL TO ORDER** – Chairperson Teixeira called the meeting to order at 5:02 p.m. and stated the mission of the Gloucester Public Schools.

**II. REPORTS/DELIBERATIONS/DISCUSSIONS**

**A. Review of Policies**

1. Amended Staff Ethics/Conflict of Interest Policy, File GBEA – Dr. Safier reviewed the two minor changes to the policy.

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 the amended Staff Ethics/Conflict of Interest policy, File GBEA, as presented.

2. Amended Drug and Alcohol Free Workplace Policy, File GBEC – Dr. Safier reviewed and the committee discussed the changes to the policy. There was a discussion about the fact that marijuana is still illegal under federal law.

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 the amended Drug and Alcohol Free Workplace policy, File GBEC, as presented, subject to approval by legal counsel of including marijuana in paragraph 7.

3. Amended Searches and Interrogations Policy, File JIH – Dr. Safier reviewed the changes to the policy, which he noted have been approved by Attorney Naomi Stonberg. The words “this right” were inserted at the beginning of the second sentence of the first paragraph.

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 the amended Searches and Interrogations policy, File JIH, as presented and revised.

- B. Approval of Employee Handbook** – Dr. Safier reviewed and the committee discussed the introductory information in the handbook. Chairperson Teixeira suggested that new employees be required to sign something saying they have read the handbook.

The committee discussed the sections of the handbook on Child Abuse and Neglect, Dental Coverage, and Smoking. There was a discussion about possession of vaping products by staff and students. Dr. Safier stated that he still needs to include the policy file numbers in the handbook and consolidate the retirement language. Therefore, approval of the Employee Handbook was tabled.

### **III. ACTION**

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

**VOTED:** 3 in favor 0 opposed, to adjourn the Personnel Subcommittee Meeting of February 26, 2018 at 5:48 p.m.

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

*Maria Puglisi  
Recording Secretary*