

THE GLOUCESTER PUBLIC SCHOOLS

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

Personnel Subcommittee Meeting Minutes

Tuesday, March 10, 2015

Superintendent's Conference Room – District Office

5:00 p.m.

Members Present

Melissa Teixeira, Chairperson
Tony Gross, Vice Chairperson
Michelle Sweet

Administration Present

Michelle Harvey, Director of Human Resources

I. CALL TO ORDER – Chairperson Teixeira called the meeting to order at 5:00 p.m. and stated the mission of the Gloucester Public Schools.

II. REPORTS/DELIBERATIONS

A. Family and Medical Leave Act (FMLA) Policy, File GCC – Michelle Harvey reviewed the recommended changes made by Naomi Stonberg, and the subcommittee discussed the following matters:

- Use of sick, personal and vacation time
- Definition of “satisfactory attendance record”
- Clarify definition of “immediate family”
- Addition of language regarding extension of FMLA leave
- Payment of health insurance premiums directly to GIC

B. Drug-Free Workplace Policy, File GBEC – Tabled.

C. Drug and Alcohol Testing for Transportation Employees, File EEAEA-1 – Tabled.

D. Massachusetts Parental Leave Act (MPLA) Policy, File GCCA – Ms. Harvey reviewed a draft of the Massachusetts Parental Leave Act (MPLA) Policy, File GCCA, and noted that Attorney Stonberg has not seen it yet. The subcommittee discussed the definition of a full-time employee and the difference between FMLA and MPLA. Chairperson Teixeira requested that Ms. Harvey ask Attorney Stonberg about the process of enforcing settled contracts that contradict the language in this policy.

III. ACTION – None

IV. ADJOURNMENT

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

VOTED: 3 in favor zero opposed, to adjourn the Personnel Subcommittee Meeting of March 10, 2015 at 6:16 p.m.

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

*Maria Puglisi
Recording Secretary*