

THE GLOUCESTER PUBLIC SCHOOLS

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

Personnel Subcommittee Meeting Minutes

Tuesday, May 19, 2015

Superintendent's Conference Room – District Office

5:00 p.m.

Members Present

Melissa Teixeira, Chairperson
Tony Gross, Vice Chairperson
Michelle Sweet (5:06 p.m.)

Administration Present

Dr. Richard Safier, Superintendent
Michelle Harvey, Director of Human Resources

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

(The agenda was taken out of order.)

D. Massachusetts Parental Leave Act (MPLA) Policy, File GCCA – Dr. Safier reviewed a revised draft of the policy, noting that it is based on the law and that it was reviewed by Attorney Stonberg.

(Ms. Sweet joined the meeting at 5:06 p.m.)

The subcommittee discussed whether an employee can use the sick bank during the initial eight weeks of MPLA leave and impact bargaining with the GTA and GAEP.

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

VOTED: 3 in favor zero opposed, to recommend to the full School Committee that we approve the Massachusetts Parental Leave Act (MPLA) Policy, File GCCA, as presented.

A. Family and Medical Leave Act (FMLA) Policy, File GCC – Ms. Harvey reviewed paragraph C of the revised policy, and the subcommittee discussed payment of health insurance premiums directly to GIC by the employee, extensions of leave, and the definition of “immediate family member” and “immediate household.”

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

VOTED: 3 in favor zero opposed, to recommend to the full School Committee that we approve the Family and Medical Leave Act (FMLA) Policy, File GCC, as presented.

B. Drug-Free Workplace Policy, File GBEC – Dr. Safier stated that the proposed policy is a result of merging the district’s current policy with relevant language in the city’s policy. He and the subcommittee reviewed the proposed policy and the following changes were made:

- Add “and Alcohol” after the word “Drug” in the title of the policy.
- Add the words “students and” between the words “its” and “employees” in the first sentence.
- Replace the word “drugs” with “illegal substances” under “GOAL.”
- Add the phrase “marijuana and/or illegal substances” after the word “alcohol” in two places in paragraph 2.
- Add “the safety of students. They may also interfere with” after “interfering with” in paragraph 2.
- Add “or alcohol related” after the word “drug” in paragraph 4.
- Add the word “students” after the word “employees” in paragraph 4.
- Add “or alcohol related” after the word “drug” in paragraph 5.
- Revise the optional language as follows and include in the policy:
“If a supervisor has a reasonable suspicion that an employee is under the influence of alcohol or drugs, after consultation with the Superintendent or his or her designee, the employee will be asked to submit to a breathalyzer or drug test or the equivalent.”

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

VOTED: 3 in favor zero opposed, to recommend to the full School Committee that we approve the Drug and Alcohol Free Workplace Policy, File GBEC, as presented and revised.

C. Drug and Alcohol Testing for Transportation Employees, File EEAEA-1 – Tabled. To be discussed at the next subcommittee meeting on Tuesday, June 2, 2015 at 6:00 p.m.

III. ACTION – See Items II.A, B and D.

IV. ADJOURNMENT

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

VOTED: 3 in favor zero opposed, to adjourn the Personnel Subcommittee Meeting of May 19, 2015 at 6:47 p.m.

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

Maria Puglisi, Recording Secretary