

THE GLOUCESTER PUBLIC SCHOOLS

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

Personnel Subcommittee Meeting Minutes

Tuesday, November 1, 2011
Superintendent's Conference Room
7:00 p.m.

Members Present

Melissa Teixeira, Chairperson
Michelle Sweet
Tony Gross (7:08 p.m. arrival)

Administration Present

New Superintendent Dr. Richard Safier
CFO Tom Markham

I. CALL TO ORDER

Chairperson Teixeira called the meeting to order at 7:03 p.m. and stated the mission of the Gloucester Public Schools.

II. REPORTS/DELIBERATIONS/DISCUSSIONS

- A. Status of Health Insurance Audit** – Dr. Safier reviewed the revised time line proposal for the health insurance audit, which indicates a target date of November 18th for employees to receive notice of the audit and December 16th as a deadline for submission of the required documents. He indicated that the goal is to have the data completed by March 1, 2012, with changes in coverage to take effect on April 1st.

Mr. Markham reviewed the proposed handout to employees, consisting of a memorandum and attestation form. Dr. Safier stated that, before the handout is distributed, he would like to get a legal opinion from Suzanne Egan with respect to the school department's standing and authority to issue consequences for noncompliance. Mr. Markham also recommended asking legal counsel whether retirees should be included in the audit. Chairperson Teixeira stated that she would like to consult Naomi Stonberg, as well, because she will be aware of whether other communities have undertaken such an audit.

Dr. Safier questioned whether compliance with the audit is a condition of employment and open to collective bargaining. Chairperson Teixeira indicated that tax returns are public records and would contain some of the information requested by the audit if people refuse to provide birth certificates, marriage certificates, etc.

Chairperson Teixeira would like to find out if the city wants to join the school department in the audit. Mr. Markham stated that he will reach out to David Bain, and Dr. Safier will send a letter to Jim Duggan. Mr. Markham will also reach out to other business managers to find out what role they may have played in such an audit. Chairperson Teixeira requested that Dr. Safier reach out to his superintendent network, also.

A discussion was held on the paperwork that employees must fill out in order to get health insurance. Dr. Safier distributed and the subcommittee reviewed the city's contract with HPHC.

III. ACTION – None

IV. EXECUTIVE SESSION

On a motion by Chairperson Teixeira, seconded by Mrs. Sweet, it was unanimously

VOTED: By Roll Call Vote

Chairperson Teixeira – yes
Mrs. Sweet – yes
Mr. Gross – yes

To enter into Executive Session at 7:40 p.m. to discuss strategy and status for all open contract negotiations with union employees and to enter back into regular session for the purpose of adjournment only.

V. ADJOURNMENT

On a motion by Chairperson Teixeira, seconded by Mrs. Sweet, it was unanimously

VOTED: To adjourn the Personnel Subcommittee Meeting of November 1, 2011 at 8:27 p.m.

Maria Puglisi
Recording Secretary