

**THE GLOUCESTER PUBLIC SCHOOLS**

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

**Personnel Subcommittee Meeting Minutes**

Tuesday, November 27, 2018

District Office Conference Room

2 Blackburn Drive, Gloucester, MA 01930

5:00 p.m.

**Members Present**

Melissa Teixeira Prince, Chairperson

Michelle Sweet, Vice Chairperson

Tony Gross, Member

**Administration Present**

Dr. Richard Safier, Superintendent

Grant Harris, IT Director

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**I. CALL TO ORDER** – Chairperson Teixeira Prince called the meeting to order at 5:01 p.m.

**II. REPORTS/DELIBERATIONS/DISCUSSION**

**A. Security Cameras in Schools Policy, File ECAF**

1. Review of Policy – The committee reviewed the draft policy and Dr. Safier noted that the packet also includes sections of similar policies from five other districts provided by Mr. Harris. Chairperson Teixeira stated that she would like to include in the policy a statement about parents having access to video/audio recordings under certain circumstances. After discussion, it was the consensus of the committee to include the paragraph from the draft procedures entitled “Review of Video/Audio Recordings” in the policy itself. The last bullet of that paragraph regarding alteration of timelines was deleted and the first bullet was revised as follows:

“Video/audio recordings are stored in the short term. All viewing and listening requests must be submitted in writing (requester’s name, name of the student, date of incident, reason for the request) to the Superintendent within five school days of the date of the recording. This time frame could be waived at the discretion of the Superintendent.”

Finally, the title of the policy was changed to “Security Cameras in Schools and Buses.”

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 approve the Security Cameras in Schools and Buses policy, File ECAF, as amended.

2. Review of Draft Procedures for Video/Audio Recordings on School Buses – The committee discussed the draft procedures and made some minor revisions. There was a discussion about impact bargaining regarding discipline of bus drivers. The language in the policy regarding information to be included in audio/video listening requests will also be included in the procedures.

Finally, the committee discussed how long the cameras should run after the bus is shut off. It was the consensus of the committee that the cameras should run for 30 minutes after the bus is shut off.

**III. ACTION** – See Item II.A.1.

**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 November 27, 2018 at 5:49 p.m.

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

*Maria Puglisi  
Recording Secretary*