

THE GLOUCESTER PUBLIC SCHOOLS

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

Program Subcommittee Meeting Minutes

Thursday, February 2, 2017

District Office – Conference Room

5:00 p.m.

Members Present

Kathy Clancy, Chairperson

Michelle Sweet, Vice Chairperson

Melissa Teixeira, Alternate

Administration Present

Dr. Richard Safier, Superintendent

Dr. Arthur Unobskey, Asst. Superintendent

Cindy Juncker, Nurse Leader

James Cook, GHS Principal

Maria Lysen, GHS Assistant Principal

I. CALL TO ORDER – Chairperson Clancy called the meeting to order at 5:05 p.m. and stated the mission of the Gloucester Public Schools.

II. REPORTS/DELIBERATIONS/DISCUSSION

A. Policies

1. Wellness Policy, File ADF – Cindy Juncker reported that the USDA requires that this policy be updated by June 30th. She stated that she drafted the revised policy using a toolkit provided by the Alliance for a Healthier Generation and that the Wellness Committee has reviewed it. In response to a question by Chairperson Clancy, Ms. Juncker listed the members of the Wellness Committee.

Ms. Juncker indicated that many of the components of the policy remained the same but contain more specific information. She noted that Martha Jo Fleming reviewed the policy to ensure that the district is in compliance with it.

Chairperson Clancy suggested that the subcommittee review the policy and take it up at the next meeting. Dr. Safier indicated that he will have Naomi Stonberg review the policy.

2. Administering Medicine to Students, File JLCD – Ms. Juncker reported that this policy has been updated to comply with 105 CMR 210. She stated that she used MASC's version of the policy and then added a reference to opiate use and Narcan. The committee discussed who has been and will be trained to administer Narcan and opiate use in school by students.

Dr. Safier will have Attorney Stonberg review this policy as well and will then revise the paragraph regarding opiate use. The revised policy will be reviewed at the next meeting.

3. Head Lice Policy, File JLCC-1 – Ms. Juncker reported that head lice is not a public health issue and is not usually transmitted in school. Therefore, letters are no longer sent home to an entire class if a student has head lice. Ms. Juncker reviewed the proposed policy and reported that she asked Stephanie to put information on the website for parents. She also has letters that the school nurses can send to parents at the beginning of the school year. Chairperson Clancy suggested some minor revisions to the policy, and Dr. Safier recommended tabling the policy until the next meeting so he can review similar policies in other districts.

- B. Review of Vocational Programs** – Dr. Safier reported that Maria Lysen applied for a Massachusetts Skills Capital Grant back in November and received notification yesterday that the application was approved. The amount that was applied for was up to \$500,000 and he is cautiously optimistic that they will receive close to that amount. The grant is for the purchase and installation of equipment and any related improvements and renovations necessary for the use of that equipment; creation of new programs to meet demonstrated demand based on labor market data and employer relationships; and to provide a significant improvement in the skills of the students.

Mr. Cook spoke about applying the school-wide vision to the vocational program, which can also be used as a model for other kinds of improvements in the other vocational programs.

Ms. Lysen discussed the process of applying for the grant, including speaking with Tony Verga about the program, researching support in the community, speaking with and visiting colleges, and talking with employers. She reported that Applied Materials has committed to donating \$75,000 over three years for the advanced manufacturing program.

Ms. Lysen explained the Fab Lab, or maker space, where students can build something with a 3D printer and then test it. She stated that the lab could be opened up to elementary and middle school students for their use and showed a plan illustrating how the space would be set up. She reported that all of the equipment must be purchased and installed by June.

The committee discussed the following matters:

- Professional development for teachers
- Support from GEF for PD and Fab Lab

- Other indirect costs, such as service and maintenance
- Approval from DESE not needed – no change in the program
- Scheduling of vocational programs to accommodate as many students as possible

Dr. Safier stated that the plan will need to be brought before the Building & Finance Subcommittee for recommendation to the full School Committee.

- C. Revised MOU with Gloucester Education Foundation** – Chairperson Clancy stated that this MOU was put in place several years ago and that this is an updated version. Dr. Safier reviewed paragraph 4 of the MOU, which addresses the concerns that were expressed by Joel Favazza at the last School Committee meeting. Ms. Teixeira expressed concern with the process of approving a grant without knowing its background. Dr. Safier stated that there is now a form that will be sent to committee members when a grant has been submitted. Ms. Sweet suggested that grants that are being worked on could be included in the Superintendent’s Report. Ms. Teixeira requested that Dr. Safier provide the subcommittee with a brief explanation of grants that are being submitted and what they will be used for.

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

VOTED: 3 in favor, 0 opposed to recommend to the full School Committee that we approve the Memorandum of Understanding between the Gloucester Public School District and the Gloucester Education Foundation, as presented and revised.

III. ACTION – See Item II.C.

IV. ADJOURNMENT – On a motion by Ms. Teixeira, seconded by Ms. Sweet, it was unanimously

VOTED: 3 in favor, 0 opposed to adjourn the Program Subcommittee Meeting of February 2, 2017 at 7:00 p.m.

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

*Maria Puglisi
Recording Secretary*