

**THE GLOUCESTER PUBLIC SCHOOLS**

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

**Program Subcommittee Meeting Minutes**

Thursday, August 23, 2018

District Office Conference Room

2 Blackburn Drive, Gloucester, MA 01930

5:00 p.m.

**Members Present**

Kathy Clancy, Chairperson

Michelle Sweet, Vice Chairperson

Melissa Teixeira Prince, Alternate

**Administration Present**

Dr. Richard Safier, Superintendent

Gregg Bach, Asst. Superintendent

James Cook, GHS Principal

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**I. CALL TO ORDER** – Chairperson Clancy called the meeting to order at 5:07 p.m. and stated the mission of the Gloucester Public Schools.

**II. REPORTS/DELIBERATIONS/DISCUSSION**

**A. Review of Vocational Program**

1. Perkins Grant – Dr. Safier reported that the Perkins Grant submission is due October 1st and that Mr. Cook is working with the vocational program leader on a draft budget. Dr. Safier stated that he will be responsible for following the grant through the school year.
2. Partnership with ENSATS and Construction & Craft Laborers Union Local 22 (CCLU22) – Dr. Safier indicated that there is a draft Memorandum of Agreement and an updated proposal that reflects what is going to be requested of the Smith Family Foundation for a one-and-a-half year pilot program. He stated that there is also a possibility of ENSATS and CCLU22 working with us to refurbish our shops.

Mr. Bach reported on his visit to the CCLU22 training center in Hopkinton and stated that we should consider bringing our students there. Dr. Safier reported on the MAVA meeting he attended in early August.

Dr. Safier reviewed and the committee discussed the Memorandum of Agreement and the revisions made by ENSATS. The pilot program will begin in January and include carpentry, masonry and landscaping. Mr. Cook discussed the process of identifying students to take part in the pilot program and providing them with information about the program. The goal is certification and job placement.

Dr. Safier reviewed the proposal and pointed out the discrepancy in the MOA and the proposal regarding transportation. He stated that he will get clarification about that. There was a discussion about the budget and the fact that grant funds may eventually dry up.

Finally, Mr. Bach and Mr. Cook discussed exploring two-year industry certification programs at GHS.

3. Corrective Action and Progress Report – Mr. Cook reported that the Progress Report was submitted in May and he is still waiting for the response.  
Dr. Safier stated that the safety report that should have been filed in the spring was not. Mr. Cook indicated that the actions were taken but the report was not filed on time. Dr. Safier reported that there is some ceiling work that needs to be done in the vocational area and that Mr. Frisch will be following up with the DPW to get it done.
  4. Maker Space – Mr. Cook reported that work is ongoing in the maker space (i.e. testing of equipment, installation of tables, etc.) and that a meeting was held with GHS staff about using the space.
  5. Enrollment and Promotional Strategies – Mr. Cook stated that in addition to promoting the vocational program to eighth graders, they need to get freshmen and sophomores into the maker space through other classes. Ms. Sweet expressed concern that an eighth grade student was told at the end of the school year that he could not sign up for electrical shop because the program may not be offered next year.
  6. Evaluation – Dr. Safier reported that the evaluation workload has been distributed between the new administrative guidance position at GHS and Central Office administration.
- B. Review of Public Relations Initiatives** – This matter was tabled. Dr. Safier indicated that he and Chairperson Clancy need to make an appointment with Cory Curcuro.
- C. Elementary Student Handbooks** – Chairperson Clancy stated that the elementary handbooks need to be changed to indicate that recess cannot be withheld as a disciplinary action. Dr. Safier indicated that he will take care of it this week.

**III. ACTION** – None.

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

**VOTED:** 3 in favor, 0 opposed to adjourn the Program Subcommittee Meeting of August 23, 2018 at 5:58 p.m.

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

*Maria Puglisi  
Recording Secretary*