

**THE GLOUCESTER PUBLIC SCHOOLS**

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

**Program Subcommittee Meeting Minutes**

Friday, November 1, 2013

Superintendent's Conference Room – District Office

3:00 p.m.

**Members Present**

Val Gilman, Chairperson  
Roger Garberg, Vice Chairman  
Kathy Clancy

**Administration Present**

Dr. Richard Safier, Superintendent (3:19)  
Gregg Bach, Asst. Superintendent

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**I. CALL TO ORDER** – Chairperson Gilman called the meeting to order at 3:15 p.m. and stated the mission of the Gloucester Public Schools.

**II. REPORTS/DELIBERATIONS/DISCUSSION**

- A. Student and Staff Fundraising Policy, File JJE** – Dr. Safier reviewed the language provided by Naomi Stonberg with respect to raffles, and the subcommittee discussed the permit application procedures set forth in the policy. He reported that Attorney Stonberg also reviewed and approved the examples under paragraph III.C. with respect to outside organizations. Chairperson Gilman stated that she will notify Linda Lowe and Chief Campanello about the raffle permit procedures. She requested that once the policy is approved by the full committee that Dr. Safier provide it to the various groups and notify them about the requirements.

The following minor changes were made to the policy:

- The phrase “raffle tickets” was removed from Section II, paragraph M.
- The second paragraph in Section II was labeled “B,” and the number 503 was changed to 501.
- The new paragraph with respect to raffles was labeled paragraph M, and all other paragraphs were relabeled accordingly.

After discussion, on a motion by Chairperson Gilman, seconded by Mr. Garberg, it was unanimously

**VOTED:** 3 in favor zero opposed, to recommend to the full School Committee that we approve a second reading of the Student and Staff Fundraising policy, File JJE, as amended by the Program Subcommittee on November 1, 2013.

Dr. Safier indicated that he will provide the policy to all principals and staff members.

**B. Time on Learning/Extended Learning Time**

1. Time on Learning – Dr. Safier reported that he still has not received clarification from the DESE with respect to whether the Breakfast in the Classroom program is included in time on learning. This clarification was requested as justification for going ahead with the program. Dr. Safier stated that he has followed up twice with the DESE but does not expect to get a response. At this point, he is comfortable implementing universal breakfast before school.

Chairperson Gilman stated that she is troubled by not getting an answer from DESE because many parents are looking forward to the Breakfast in the Classroom program. She has also heard from many people in the community that it is the right thing to do (i.e. Open Door). Kathy Clancy stated that members of the community are also waiting for an answer on whether the district complies with the requirements of time on learning (900 hours). Mr. Garberg commented that the School Committee put on a very strong case for implementing Breakfast in the Classroom and he would expect an answer from the DESE.

Kathy Clancy suggested that Dr. Safier call Jeff Wulfson to make one last effort to get confirmation of the district's time on learning and the Breakfast in the Classroom program. If DESE is not ready to make a determination on the breakfast program, perhaps a member or two of the School Committee could attend a DESE board meeting and ask about the implementation of the program in other districts in Massachusetts and how the federal goals relate to the state goals.

2. Extended Learning Time – Dr. Safier reviewed a spreadsheet indicating what it would cost to increase the school day by 30 minutes. (See attached.) He reported that salary increases for the GTA and GAEP would total \$1.6 million, a 4.5% increase to the budget. He also expressed some doubt that a half hour increase would make a difference.

Chairperson Gilman suggested focusing extended learning time on Veterans Memorial and Beeman Memorial. Kathy Clancy stated that there may be other ways to accomplish more time on learning, as well, such as rescheduling some professional development prior to the beginning of school. She commented that if the goal is to increase time on learning above 900 hours, perhaps professional development should be shifted away from half days. If the goal is to provide extended learning for all students, she would not be in favor of treating any elementary school different than another.

There was a discussion about reconfiguring professional development days. Dr. Safier expressed concern with teachers being able to reflect upon and monitor professional development that takes place at the beginning of the

school year and embedding that information into the work they do on a regular basis. He believes there would need to be mechanisms in place so that the information is continually discussed by teachers.

The subcommittee requested that Dr. Safier research the pros and cons of extended learning time, compare our district to DART comparable districts, and report back to the full committee with his recommendations.

With respect to grants for extended learning time, Mr. Bach stated that the district would still be responsible for two thirds of the cost, which would be substantial. Kathy Clancy reported that the GEF is talking about trying to improve the summer literacy program, as well.

- C. Wellness Policy, File ADF** – Since Cindy Juncker was not in attendance at the meeting, this policy was tabled. Mr. Garberg noted that there are some sections of the policy that are redundant.
- D. FAQ Update for West Parish MSBA** – The subcommittee reviewed and updated the FAQs, and Maria Puglisi created a redlined version of same to be reviewed and approved at the next School Committee meeting.

*(Chairperson Gilman left and turned the meeting over to Vice Chairman Garberg at 4:58 p.m.)*

On a motion by Kathy Clancy, seconded by Vice Chairman Garberg, it was unanimously

**VOTED:** 2 in favor zero opposed, to recommend to the full School Committee that we approve the updated Frequently Asked Questions and Answers on the West Parish/MSBA Building Project, as amended by the Program Subcommittee on November 1, 2013.

**III. ACTION** – See above.

**IV. ADJOURNMENT** – On a motion by Kathy Clancy, seconded by Mr. Garberg, it was unanimously

**VOTED:** 2 in favor zero opposed, to adjourn the Program Subcommittee Meeting of November 1, 2013 at 5:14 p.m.

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

*Maria Puglisi, Recording Secretary*

