

**GARDNER SCHOOL COMMITTEE**  
**Regular Meeting – October 13, 2015**  
**Gardner City Hall**  
**95 Pleasant Street, Gardner, Massachusetts**

Members present: Mayor Mark Hawke, Chairman; James Boone, Vice Chairperson; James Abare, Carol J. Bailey, John LaFreniere, Jennifer LaRoche, Secretary; and Melody Phelps

Others present: Superintendent Denise Clemons; Mallory Thompson, Student Representative; Terri Hillman, Recording Secretary; Dr. Catherine Goguen, Chief Academic Officer; Dr. Christopher Casavant, Business Administrator; Mrs. Susan Hui, Grants Administrator; Mr. Robert O'Keefe, Director of Technology; Ms. Joyce West, Director of Pupil Personnel Services; Mark J. Pellegrino, Principal, Gardner High School; Dr. MaryAnn Pour Previt, Principal, Elm Street School; F. Daniel Hill, Principal, Waterford Street School; Timothy J. McCormick, Principal, Gardner Academy for Learning and Technology; City Councilor Nathan Boudreau, and other interested persons

**Call to Order**

Mayor Hawke, Chairman, called the meeting to order at 7 :05 pm. The meeting opened with a roll call and the pledge of allegiance. The meeting was broadcast live on cable television.

**Open Time for the General Public**

No one from the general public wished to speak this evening.

**Recognition**

Superintendent Clemons recognized the following persons for their contributions to the Gardner schools:

- Robert and Joan Swartz
- Tony Jolly
- Rick Dzwilewski
- Bob Thomas
- Deb Fowler
- Lucy LeBlanc
- Brandon Williams
- Joseph Hartley

**Presentation of Warrants**

**Mrs. Bailey moved to ratify, as recommended by the Finance Subcommittee and the Superintendent, the following warrants:**

- **Warrant #16-11 dated September 10, 2015 in the amount of \$53,142.58**
- **Warrant #16-12 dated September 17, 2015 in the amount of \$60,235.58**
- **Warrant #16-13 dated September 24, , 2015 in the amount of \$176,024.28**
- **Warrant #16-14 dated October 1, 2015 in the amount of \$182,561.96**

**Seconded by Mr. Boone.**

**Vote – so voted.**

**Approval of Minutes**

**Mr. LaFreniere moved to approve the minutes of the September 14, 2015 School Committee meeting as presented.**

**Seconded by Mrs. Phelps.**

**Vote – so voted.**

Minutes of the executive session of September 14, 2015 were circulated at the table. Four approvals and two members not present were recorded.

**SUBCOMMITTEE REPORTS**

**Facilities Subcommittee**

Mr. LaFreniere, Chairperson, said that the Facilities Subcommittee met on October 5, 2015. Minutes of the meeting were presented.

Dane Arnold, DPW Director, was present and discussed the lack of staffing that the school district has to maintain the grounds. He has no problem helping the schools but sometimes it negatively affects the DPW's productivity. Dr. Casavant will look at possible funding options to share staff with the DPW.

Other items discussed:

- The numerous facility and grounds related issues that the district is currently facing
- The Board of Health's health code violations
- Facility issues/funding options

Dr. Casavant said the Elm Street School boiler project was making progress and the three installed boilers will be “fired up” on Friday morning and will continue to be tested and adjusted. Mrs. Langlois presented issues that the Middle School is experiencing. The main issue is the front doors and the fob access point.

**Finance Subcommittee**

Mrs. Bailey said that the Finance Subcommittee met on October 6, 2015. Minutes of the meeting were presented.

The Subcommittee reviewed and discussed the October Expense Report. Other items discussed:

- The Other Repair budget line items and the speed with which they have been spent since July 1
- The list of needs presented by Dr. Casavant and Superintendent Clemons
- The list of health code violations that were presented to the district by the City's Board of Health
- A new budget format presented by Dr. Casavant and the FY-17 Budget Calendar

The CEP Program was also discussed. There is a need to have families fill out the F/R lunch form as well as identifying those students who were eligible for free lunch last year and to have them apply for SNAP eligibility. Superintendent Clemons asked for the forms to be submitted by November 1 so that the CEP Program can continue.

**Policy Subcommittee**

Mrs. Phelps, Chairperson, said that the Policy Subcommittee met on October 5, 2015. Minutes of the meeting were presented.

The Subcommittee recommended several policies for a First Reading. They are listed under Item #2680. Policies recommended for a second reading will be voted on by the full Committee under Item #2681.

**Technology Subcommittee**

Mr. Boone, Chairperson, said that the Technology Subcommittee met on September 15, 2015. Minutes of the meeting were presented.

The Subcommittee reviewed a Rediker update, the Wi-Fi Grant update, an update on School Summer Initiatives, an update on HMS use, a demo of Google Docs, and a demo of submitting repair request and current needs.

**Student Representative to the School Committee**

Ms. Mallory Thompson, Student Representative, read her report on October activities at Gardner High School. Activities included –

- Band Night – October 2
- Field hockey team held their annual Pay for the Cure night to support the National Cancer Research Foundation
- Spirit Week – October 13-16 – Homecoming is on the 16th
- PSATs and SAT's will take place on October 14
- The GHS Marching Band will participate in the MICCA preview on October 17
- Juniors versus Seniors powder puff football game to raise money for the Junior-Senior prom takes place on October 15
- Plans are underway for the Halloween annual fundraisers to raise money for the prom

**OLD BUSINESS**

**Item #2673 – Superintendent's Update**

Superintendent Clemons explained the need for all parents to complete the F/R lunch form so that the schools can continue to provide free breakfast and lunch to all students. On October 26 she and administration members will visit parents in the Village to help them complete the forms. They will also tell the parents about the resources that are available through the schools.

**Item #2674 – Curriculum, Instruction and Assessment**

The Curriculum, Instruction and Assessment Update was included in the packets. Dr. Goguen was present to answer questions. The results of the MCAS and PARCC tests will be presented at the November School Committee meeting.

**Item #2675 - Special Education Update**

The Special Education Update was included in the packets. Ms. West was present to answer questions.

**Item #2676 - Business Administrator's Update**

The Business Administrator's Update was included in the packets. Dr. Casavant was present to answer questions.

**Item #2677 - Grants Administrator's Update**

The Grants Administrator's update was included in the packet. Mrs. Hui was present to answer questions.

**NEW BUSINESS**

**Item #2678 – Common Core Presentation – Bill Gillmeister**

Mr. William Gillmeister, a School Committee member of the Tantasqua Regional School, presented information on the Common Core (CC). He explained that the purpose of CC was very well intended so that all students would have a level playing field. It was developed by private entities especially the Gates Foundation. Most of the CC is lower than Massachusetts standards. MCAS is opposed to the CC and will be voting on the issue at the MASC Conference in November.

**Item #2679 – Nominate a Delegate for the MASC Conference**

**Mr. Boone nominated Mrs. Phelps to serve as the delegate for the MASC Conference in November.**

**Seconded by Mrs. LaRoche.**

**Vote – so voted.**

**Mr. Boone nominated Mayor Hawke to serve as alternate for the MASC Conference in November.**

**Seconded by Mrs. Bailey.**

**Vote – so voted.**

**Item #2680 – First Reading of Policies**

The following policies were presented for a first reading as recommended by the Policy Subcommittee:

- GCRD                                      Tutoring for Pay
- Tech 1:1 Initiative                      Device Initiative
- BEDA                                        Notification of School Committee Meetings

**Item#2681 – Second Reading of Policies**

Mrs. Phelps moved to approve, as recommended by the Policy Subcommittee, the following policies for a second reading:

- JCLB           Inoculations of Students
- JLCCA        HIV (Human Immunodeficiency Virus)/Aids, (Acquired Immunodeficiency Syndrome), and Other Blood-Borne Infections
- JLCD         Administering Medication to Students
- JLCD-R      Medication Management and Administration Protocols
- JLCE         Life Threatening Food Allergies
- JLCE-R1     Life Threatening Allergy Policy
- JLCE-R2     Emergency Anaphylactic Shock Procedures
- JLCE-R3     Evaluation and Treatment of Children Following Exposure to Allergens or Insect Stings
- DJE         Bidding Requirements

Seconded by Mrs. Bailey.

Vote – so voted.

**Item #2682 – Donations**

Mrs. Bailey moved to approve, as recommended by the Finance Subcommittee, the acceptance of a contribution to the William Van Valkenburg Memorial Scholarship in the amount of \$650.00.

Seconded by Mr. Abare.

Vote – so voted.

**Item #2683 – Out of State Field Trip – Gardner High School to Disney World**

Mr. Boone moved to approve an out-of-state field trip for the Gardner High School Band to Walt Disney World, Orlando, Florida from December 2, 2015 to December 7, 2015. Mr Lepisto will accompany 70 students for performances and workshops.

Seconded by Mrs. LaRoche.

Vote – so voted.

**Item #2684 – Superintendent's Evaluation**

Mr. Boone reviewed the evaluation forms submitted by School Committee members for Superintendent Clemons' work for the past year. On the three questions, the ratings were Proficient.

Mr. Boone moved to accept the Summative Evaluation Report: Superintendent for her first year in the position.

Seconded by Mr. LaFreniere.

Vote – so voted.

**FINAL COMMENTS**

Mrs. Bailey said the time line for the budget presented by Dr. Casavant will be helpful in preparing the FY17 budget.

Mr. LaFreniere enjoyed reading the Gardner Academy Gossip and especially seeing the pictures of the graduates.

Mr. Boone said that there are a lot of facility concerns that the district does not have the funds for, and there is need to put together a plan to solve these problems. He thanked the DPW for the help they gave to the schools during the past year.

Mayor Hawke thanked Mr. Boone for completing the Superintendent's evaluation form. He thanked Superintendent Clemons for her work during the past year. He met with the Middle School 7<sup>th</sup> grade Student Advisory Council. They asked a lot of tough questions and had a lot of knowledge on all the problems in the City and in the schools.

**ADJOURNMENT**

**Mrs. Phelps moved to adjourn.**

**Seconded by Mr. LaFreniere.**

**Vote – so voted.**

The meeting adjourned at 8:02 pm.

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Jennifer LaRoche, Secretary

Terri Hillman, Recording Secretary