

**GARDNER SCHOOL COMMITTEE**  
**Regular Meeting – April 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; Jaclyn Nicholson, Student Representative; Terri Hillman, Secretary; Dr. Catherine Goguen, Chief Academic Officer; Dr. Christopher Casavant, Business Administrator; Ms. Joyce West, Director of Pupil Personnel Services; Mark J. Pellegrino, Principal, Gardner High School; Dr. MaryAnn Pour Previt, Principal, Elm Street School; Ms. Janet C. Smith; Principal, Helen Mae Sauter School; Ms. Deborah Langlois, Principal, Gardner Middle School; F. Daniel Hill, Principal, Waterford Street School; Timothy J. McCormick, Principal, Gardner Academy for Learning and Technology; Mitchel Aho, Assistant Principal, Gardner High School; Ms. Anne Hurst, SEPAC President; Ms. Katie Abbott, incoming SEPAC President; Ms. Lauren Saunders and Vincente Sanabria, Gardner Community Action Team; and other interested persons

**Call to Order**

Mayor Hawke, Chairman, called the meeting to order at 7 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**

Ms. Anne Hurst, SEPAC President, said that she is serving her last term as President of SEPAC. She introduced Ms. Katie Abbot who will take over the position in June.

Mrs. Penny Hebert, Gardner Music Booster Club, spoke about concerns for the music program in the Middle School.

Another member of the Gardner Music Booster Club also spoke about concerns for the music program

**Recognition by the Superintendent**

Superintendent Clemons recognized the following students and presented certificates: Emma Cook, Laurel Wallace, Emily Agnelli, Matthew Call, Yadiel Pagan, Julia Desimone, Kylie Weld, Lorelei Dietz and Julian Hagopian-Breton. The students received recognition for their art work or written work in a Gardner News contest.

Superintendent Clemons recognized and presented certificates to the following staff members for their work to make the PARCC testing go smoothly: Kurt Morin, Robert O'Keefe, Todd Hall, Patricia Stanko. Debra Leone, Lynda Francoeur, Traci Podrazik,

Andrea Loescher, Arthur Murphy, Beth Tata, Corey Tawczynski, Patricia Stanko, Julia Santos, Paul Guerin, Mandy Blackbird and Niel Albero.

**Presentation of Warrants**

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

- **Warrant #15-36 dated March 5, 2015 in the amount of \$145, 244.00**
- **Warrant #15-37 dated March 12, 2015 in the amount of \$194,794.89**
- **Warrant #15-38 dated March 19, 2015 in the amount of \$73,642.87**
- **Warrant #15-39 dated March 26, 2015 in the amount of \$201,692.13**
- **Warrant #15-40 dated April 2, 2015 in the amount of \$208,151.20**

**Seconded by Mr. Boone.**

**Vote – so voted.**

**Approval of Minutes**

**Mr. LaFreniere moved to approve the minutes of the March 19, 2015 School Committee regular meeting as presented.**

**Seconded by Mrs. Phelps.**

**Vote – so voted.**

**Mrs. LaRoche moved to approve the minutes of the March 30, 2015 School Committee special meeting as presented.**

**Seconded by Mr. Abare.**

**Vote – so voted.**

**SUBCOMMITTEE REPORTS**

**Facilities Subcommittee**

Mr. LaFreniere said that the Facilities Subcommittee met on April 6, 2015. Minutes were presented.

Dr. Casavant updated the Subcommittee on the Elm Street MSBA project. A meeting was held with the project's OPM, Hill International, to discuss the 60% drawings and the revision/suggestions. Corrections and suggestions were forwarded to Icon.

He also discussed the conditions of the playing fields and the effort to get them ready for the spring sports season.

The Subcommittee reviewed the list of surplus items that the building principals had submitted and voted to submit this topic to the full Committee for a vote to declare the items as surplus.

Issues (plumbing, doors, heating) at the GALT School were discussed. A more comprehensive plan is needed to address some of the more significant issues in FY-16.

**Finance Subcommittee**

Mrs. Bailey, Chairperson, said that the Finance Subcommittee met on April 7, 2015. Minutes of the meetings were presented.

The Subcommittee discussed and reviewed the April Expense Reports, the Federal/State Grants Report, Encumbrance Report, Special Education Report and Monthly Transfer Report.

The Subcommittee voted to refer to the full Committee the transfer of funds. The items will be voted on under Item #2634 and Item #2635 – Allocation of Funds.

Dr. Casavant also updated the Subcommittee on the Breakfast Kiosk, various RFP's, and the draft of 2015 Student Activity Account Procedures.

Superintendent Clemons outlined the FY-16 budget. She also discussed the need to purchase FY-16 (buy-ahead) identified curricular materials with funds available in the current FY-15 budget.

**Policy Subcommittee**

Mrs. Phelps, Chairperson, said that the Policy Subcommittee met on March 18, 2015. Minutes of the meeting were presented.

The Subcommittee continued review and discussion of the following policies. They will be further reviewed at the next Policy Subcommittee meeting.

- Policy GCRD – Tutoring for Pay. Waiting for review by Attorney Flick.
- Policy DJE – Bidding Requirements. Waiting for review by Mary Delaney, Chief Procurement Officer, Gardner.
- Snow Day Extra-Curricular Activities. Superintendent Clemons checking with other superintendents to determine their protocols.
- Policy JLCA – Physical Examination of Students; Policy JLCB – Inoculation of Students; and Policy JLCC – Communicable Diseases. Waiting for review by Becky McCaffrey, Nurse Leader.

**Student Representative to the School Committee**

Jaclyn Nicholson, Student Representative, reported on the following:

- GHS Musical “Once On This Island” had an amazing turnout and was great effort by students and staff.
- Felicia Banda went to Nationals and is 23<sup>rd</sup> in the Nation.
- The Senior Class trip to Washington, DC, and NYC went very well. Thanks to the advisers, chaperons and to Wilson Bus.
- At the MICCA competition for Band, Women's Choir, and GMS Select Choir, the GHS ensembles won Bronze and the GMS students won Silver.

- There was a student talent show on April 9.
- There is great participation and feedback from students on the Financial Literacy Classes. There will be a Reality Fair.
- Spring sports are in full swing.

**OLD BUSINESS**

**Item 2623 – Oral Reports from Administrators**

Ms. Joyce West, Special Education Director, gave a PowerPoint presentation on Education Reform and Special Education Practices as they relate to the Gardner public schools. Massachusetts has the second highest rate of special education identification in the United States. Low income students are considerably more likely than their counterparts to be deemed eligible for special services.

The District is focused on equitable education for all students in the least restrictive environment. The focus is on the whole child and Social Emotional Learning (SEL) is equally important as academics. District Challenges and how the District is moving towards change in practices in Special Education were also presented.

**Item 2624 - Curriculum, Instruction and Assessment**

The Curriculum, Instruction and Assessment update was emailed on April 10, 2015. Dr. Goguen was present to answer questions.

**Item 2625 - Special Education Update**

The Special Education Update was emailed on April 10, 2015. Ms. West was present to answer questions.

**Item 2626- Business Administrator's Update**

The Business Administrator's update was emailed on April 10, 2015. Dr. Casavant was present to answer questions.

**Item 2627– Grants Administrator's Update**

The Grants Administrator's update was emailed on April 10, 2015.

**NEW BUSINESS**

**Item 2628 – Discussion and Vote to Accept the Superintendent Goals**

**Mr. Boone moved that the School Committee vote to approve the Superintendent's goals for the 2014-2015 school year as presented.**

**Seconded by Mrs. LaRoche.**

**Vote – so voted.**

**Item 2629 – Gardner Community Action Team Presentation**

Mr. Mitchel Aho, Assistant Principal of GHS, introduced Ms. Lauren Saunders and Vincente Sonabria from the Gardner Community Action Team (GCAT) & LUK, Inc. Their mission is to increase the health and wellness of the Gardner community by

reducing youth substance use, with a focus on the prevention of alcohol, tobacco and the misuse of prescription medication. They presented a PowerPoint showing the results of their survey at GHS and GALT in which 207 high school students participated.

They plan to conduct parent surveys during pre-prom activities.

**Item #2630 – Second Reading of Policies**

**Mrs. Phelps moved that the School Committee vote to approve for a second reading, as recommended by the Policy Subcommittee, Policy BDEE and Policy BDEE-R – Athletic Council and Athletic Council Procedures.**

**Seconded by Mrs. Bailey.**

**Vote – so voted.**

**Mrs. Phelps moved that the School Committee vote to approve for a second reading, as recommended by the Policy Subcommittee, Policy KHC, Distribution of Notices by Students.**

**Seconded by Mrs. LaRoche.**

**Vote – so voted.**

**Mrs. Phelps moved that the School Committee vote to approve for a second reading, as recommended by the Policy Subcommittee, Policy GDB, The Exit Interviews Form.**

**Seconded by Mr. Abare.**

**Vote so voted.**

**Mrs. Phelps moved that the School Committee vote to approve for a second reading, as recommended by the Policy Subcommittee, Policy GBEC – Gifts to and Solicitations by Staff**

**Seconded by Mr. Abare.**

**Vote – so voted.**

**Item #2631 – Ratification of Contract with AFSCME Local 1717**

**Mr. LaFreniere moved that the School Committee vote, as recommended by the Superintendent and the Negotiations Subcommittee, the AFSCME Local 1717 Contract for the period July 1, 2015 through June 30, 2016 as presented. It is a one year contract to allow time to go over the language in the contract.**

**Seconded by Mr. Boone.**

**Vote – so voted.**

**Item #2632 – Proposed School Committee Schedule of Meetings**

**Mr. Boone moved that the School Committee vote to approve the School Committee Schedule of Meetings for the 2015-2016 school year as presented.**

**Seconded by Mrs. Phelps.**

**Vote – so voted.**

**Item #2633 – Athletic Waiver – Junior Varsity Baseball**

Mr. Boone moved that the School Committee accept the recommendation of the Superintendent, Athletic Director, Gardner High School Principal, and Gardner Middle School Principal and approve an athletic waiver to allow 8<sup>th</sup> grade students to be part of the Gardner High School JV Baseball Team for the 2015 spring season. Seconded by Mr. LaFreniere. Vote – so voted.

**Item #2634 – Allocation of Funds from the Gardner High School, Gardner Middle School, and District Salary Accounts**

Mrs. Bailey moved that the School Committee vote to approve the recommendation of the Superintendent and the Finance Subcommittee to allocate \$266,811.00 from the Gardner High School, Gardner Middle School, and District Salary Accounts to the Gardner High School, Gardner Middle School, Elm Street School, Waterford Street School, and Gardner Academy for Learning and Technology Curricular and Instructional Materials Accounts to offset FY-16 expenses for curricular materials. Seconded by Mr. Boone. Vote – so voted.

**Item #2635 – Allocation of Funds from the FY-14 Encumbrance Revolving Account**

Mrs. Bailey moved that the School Committee vote to approve the recommendation of the Superintendent and the Finance Subcommittee to allocate the amount of \$125,725.00 from the FY-14 Encumbrance Revolving Account to the District Technology Hardware Account and the Gardner High School Textbooks account to offset FY-16 expenses. Seconded by Mrs. Phelps. Vote – so voted.

**Item #2635 (a)**

Mrs. Bailey moved that the School Committee vote to approve the recommendation of the Finance Subcommittee and the Business Administrator to transfer \$52,000.00 from the Gardner Middle School Salary Account to the District Snow Removal Account. Seconded by Mrs. Phelps. Vote – so voted.

**Item #2636 – Rockwell Fund**

Mayor Hawke presented a copy of the Home Rule Legal Petition he submitted to the City Council in February 2015 to establish the Rockwell Fund. Mayor Hawke explained the fund would be established with two conditions: the funds not be restricted to the arts as proposed and that no elected or city officials be on the Board of Trustees.

Mr. Boone moved that the School Committee vote to support the Legal Petition filed with the City Council by Mayor Hawke. Seconded by Mrs. LaRoche.

**After discussion, Mr. Boone moved to amend the motion to remove the School Committee Member and the Superintendent as voting members of the Board of Trustees from the Legal Petition.**

**Seconded by Mr. LaFreniere.**

**Vote on amendment – so voted.**

**Vote on the motion as amended - so voted.**

Mayor Hawke said that the City Council will set up a joint meeting with the School Committee to discuss the Petition probably in early May.

**COMMUNICATIONS**

Superintendent Clemons informed the Committee about a grant application she is submitting.

**FINAL COMMENTS**

Mr. Abare spoke about the teams starting spring games. He said that seniors have been coming back to help out the teams.

Mrs. Bailey thanked the principals and administrators for preparing their budgets. She thanked Superintendent Clemons, Dr. Goguen and Dr. Casavant for supplying the numbers for the budget. She also thanked Mrs. Phelps and Mr. Boone for their help as members of the Finance Subcommittee. She congratulated Jaclyn Nicholson on her acceptance to UMass Amherst.

Jaclyn Nicholson said she would introduce the new Student Representative at the May meeting.

Mrs. Phelps said that Mrs. Hui has possibly found some funding for a home visit program. She has talked to 1<sup>st</sup> Sgt. Paul Jornet at Monty Tech about the possibility of having a JROTC program at the Gardner High School.

Mr. Boone thanked the Mayor for sending the petition on the Rockwell Fund to the City Council.

Mayor Hawke thanked the Leo Club members for arranging the Easter Egg Hunt – it was well done.

**ADJOURNMENT**

**Mr. Boone moved to adjourn.**

**Seconded by Mr. LaFreniere.**

**Vote – so voted.**

The meeting adjourned at 9:15 pm.

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Jennifer LaRoche, Secretary

Terri Hillman, Recording Secretary