

GARDNER SCHOOL COMMITTEE
Regular Meeting – October 10, 2017
City Council Chambers
95 Pleasant Street, Gardner, Massachusetts

Members present: Robert Swartz, Vice Chairman; Anne Hurst, Secretary; James Abare, John LaFreniere, Jennifer Pelavin, and Melody Phelps

Member absent: Mayor Mark Hawke, Chairman

School Personnel present: Mark J. Pellegrino, Superintendent; Nora Coxall, Student Representative; Ms. Terri Hillman Recording Secretary; Robert Detweiler, Business Administrator; Dr. Meredith Pugh, ELL Coordinator and Grants Administrator; and Ms. Joyce West, Director of Pupil Personnel Services

Call to Order

Mr. Swartz, Vice 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 Channel 8 television.

Open Time for the General Public

No one from the general public spoke this evening.

Recognition by the Superintendent

Mr. Pellegrino recognized Mrs. Melody Phelps for the assistance she gave a school child in need of assistance.

Consent Agenda

Mrs. Pelavin moved to approve the Consent Agenda as presented:

- **Approval of following Warrants:**
 - **Warrant #18-06 dated 8/10/17 in the amount of \$362,470.09**
 - **Warrant #18-07 dated 8/17/17 in the amount of \$35,072.17**
 - **Warrant #18-09 dated 8/31/17 in the amount of \$138,768.35**
 - **Warrant #18-10 dated 9/7/17 in the amount of \$82,206.33**
 - **Warrant #18-11 dated 9/14/17 in the amount of \$58,894.98**
 - **Warrant #18-12 dated 9/21/17 in the amount of \$104,091.19**
 - **Warrant #18-13 dated 9/28/17 in the amount of \$137,148.87**
 - **Donations – There were no gifts or donations.**

Seconded by Mr. LaFreniere.

Vote – so voted.

Mr. Swartz abstained from voting.

New Student Representative

Mrs. Hurst moved to appoint a student from GALT to be a Student Representative to the Gardner School Committee.

Seconded by Mrs. Phelps.

Vote – so voted.

Mr. Swartz abstained from voting.

Subcommittee Reports

Policy Subcommittee

Mrs. Phelps, Chairperson, said the Policy Subcommittee met on October 2, 2017.

Minutes of the meeting were presented.

Several policies were approved for a first reading by the Subcommittee and are presented under Item #2877. Mrs. Phelps reviewed the policies for the Committee and explained the changes.

Facilities Subcommittee

Mr. Abare, Chairperson, said that the Finance Subcommittee met on September 26, 2017.

Minutes of the meeting were presented.

The school buildings and grounds were in good condition for the start to the school year. Two temporary bleachers with a seating capacity of 300 have been installed. They are being funded by the Buildings (and Grounds) Revolving Fund.

Mr. O'Brien provided an update on the Honeywell project. The project is wrapping up and all the boilers will be fired up. He also reiterated his concerns about toilets at the High School and Elm Street. They are not properly anchored to the floor and he will consult with the plumbing inspector.

The Subcommittee reviewed progress on funded capital projects and provided a list for the full Committee. Mr. Detweiler provided a list of buildings and grounds projects that have been completed.

Finance Subcommittee

Mrs. Pelavin said that the Subcommittee met on October 3, 2017. Minutes of the meeting were presented.

Mr. Detweiler provided an update on the FY18 budget to date. Transfers between payroll lines and expense lines were reviewed. He also reviewed the Special Education Tuition Expense Report. He cautioned that it is still early in the school year and that this is historically a very volatile expense item.

The Subcommittee discussed the need to implement some sort of process to ensure that everything the District is paying for is being done by the custodial service contractor.

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Student Advisory Board

Nora Coxall, Student Advisory Council Representative, read her report on GHS activities.

- Spirit Week with themes of Neon Day, Mathlete vs Athlete Day, Twin Day, Opposite Day, and Black and Orange Day was October 2 – 6
- The homecoming pep rally and football game took place on the 6th
- She listed the scores of the boys' soccer team, girls' soccer team, field hockey team, and the football team
- The Pumpkin Palooza and Haunted House will take place on October 28

DISCUSSION ITEMS

Item #2877 – Policies for a First Reading

Mrs. Phelps presented the following policies for a first reading as recommended by the Policy Subcommittee:

- Policy BDE Subcommittees of the School Committee
- Policy BDF Advisory Committees to the School Committee
- Policy BEDA Notification of School Committee Meetings
- Policy BEDB Agenda
- Policy BDBB Duties of Vice Chairperson
- Policy JICFA-E Hazing Procedures
- Policy JKA Discipline of Students with Disabilities
- Policy JFADB Homeless Students – Enrollment Rights & Services
- Policy JKD-R Student Suspension/Expulsion Procedures

Item #2878 – Policy for a Second Reading

Mrs. Phelps moved to approve Policy JICH – Substance Use Prevention and Education Policy – for a second reading as recommended by the Policy Subcommittee.

Seconded by Mr. LaFreniere.

Vote – so voted.

Mr. Swartz abstained from voting.

Item #2879 – Footsteps2Brilliance, Inc. Presentation

Superintendent Pellegrino presented a PowerPoint on an early initiative for Gardner – **Footsteps2Brilliance**. It is a proposal to leverage the power of mobile learning technologies and research-based education strategies to prepare children in the Gardner Public Schools for early learning success. Ms. Maribeth Janssens, Director of Community impact for the United Way of North Central Massachusetts, was present. The United Way has an action plan for this program and will give a grant making the annual District cost \$9,376.65 per year for five years. Superintendent Pellegrino and Ms. Janssens explained how the program will work.

Mr. LaFreniere moved that the School Committee approve the purchase of a perpetual license agreement from Footsteps2Brilliance, Inc. with 5-year financing from Government Capital for \$9,376.65 paid annually.

Seconded by Mr. Abare.

Vote – so voted.

Mr. Swartz abstained from voting.

Item #2880 – Grants Administration Presentation – ELL & Grants

Dr. Pugh, presented a PowerPoint with a report on grants obtained for the schools. In the months from November 2017 through May 2018 she will showcase the grants.

Dr. Pugh also presented an ELL (English Language Learners) overview. There are 75 students in the program – 56 Spanish speakers, 6 Arabic speakers, 6 Vietnamese speakers, and a myriad of other languages. She explained the teaching method used to teach the students.

Item #2881 - Business Administrator's Update

Mr. Detweiler, Business Administrator, was present to answer questions.

Item #2882 – Curriculum Coordinator's Update

The Curriculum Coordinator's Update was included in the packets. Dr. Goguen was not present this evening.

Item #2883 – Special Education Update

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

Item #2884 – Grants Administrator's Update

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

Item #2885 – MSBA – New Building Project

No report at this time.

Item #2886 – MSBA – Enrollment Certification

The Massachusetts School Building Authority (MSBA) wrote to Mayor Hawke on September 13, 2017. The MSBA staff met on September 6, 2017 and reviewed enrollment projections and methodologies for the Waterford Street Elementary School (the Proposed Project). As a result of the analysis on the base enrollment forecast, the historical enrollment trends of the District and the adjustment, the MSBA recommends study enrollments for the Proposed Project as follows:

Grades K-1 365 students
Grades K-4 925 students

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Mrs. Pelavin moved that the Gardner School Committee accept the Massachusetts School Building Authority's (MSBA) enrollment figure of 925 students for grades K-4 for our new elementary school building project.

Seconded by Mr. LaFreniere.

Vote - so voted.

Mr. Swartz abstained from voting.

Item #2887 – MSBA – Feasibility Agreement

No report at this time.

Item #2888 – MASC Resolutions Proposed for Annual Conference

Mrs. Phelps moved that the School Committee approve the resolutions proposed for consideration at the 2017 Annual Meeting of the MASS/MASC by member districts.

Seconded by Mrs. Hurst.

Vote – so voted.

Mr. Swartz abstained from voting.

Item #2889 – Elect Voting Delegate for the MASS/MASC Annual Conference

Mr. Swartz moved that he be appointed as the Gardner Voting Delegate at the MASS/MASC Annual Conference.

Seconded by Mrs. Phelps.

Vote – so voted.

Mr. Swartz abstained from voting.

Mrs. Phelps moved that the School Committee give Mr. Swartz discretion to vote his best judgment if the resolutions presented for the MASS/MASC Annual Conference are revised at the Conference.

Seconded by Mr. Abare.

Vote – so voted.

Mr. Swartz abstained from voting.

FINAL COMMENTS OF THE SCHOOL COMMITTEE

Mr. Abare reported on many school activities especially the events of Spirit Week at GHS. Many students were involved each day. There was a good crowd for the football game.

Mrs. Hurst attended a Transition Planning training workshop. It was a great presentation and gave a guide for school board members. There are some special programs for SPED She said a lot of good things are happening in Gardner.

Mrs. Pelavin said the Gardner City Council approved the borrowing of money for the engineering services for Watkins Field for which she is glad as it is the beginning of the process to get the issues/upgrades at the Field handled.

Mrs. Phelps mentioned Mr. Hill's report on the WSS Open House. There was an overall decrease in attendance in spite of info in the September Newsletter, a reminder sent home and a One Call to families right before the Open House. He will be brainstorming ideas with the Instructional Leadership Team on ways to ensure greater family participation at next year's Open House.

Mr. LaFreniere said a renovated Watkins Field could serve the whole community. Funding for the project will be a big thing.

Mr. Swartz thanked the members for their support for his attendance at the upcoming MASC/MASS Conference.

ADJOURNMENT

Mr. LaFreniere moved to adjourn.
Seconded by Mrs. Pelavin.
Mr. Swartz abstained from voting.

Vote – so voted.

The meeting adjourned at 8:15 pm.

Anne Hurst, Secretary

Terri Hillman
Recording Secretary