

**GARDNER SCHOOL COMMITTEE**  
**Regular Meeting – December 14, 2015**  
**Gardner City Hall**  
**95 Pleasant Street, Gardner, Massachusetts**

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

Member absent: James Abare

Others present: Superintendent Denise Clemons; Terri Hillman, Recording 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; Ms. Deborah Langlois, Principal, Gardner Middle School; Dr. MaryAnn Pour Previti, Principal, Elm Street School; F. Daniel Hill, Principal, Waterford Street School; Timothy J. McCormick, Principal, Gardner Academy for Learning and Technology; 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**

- Mark Hawkins and Debra Leone, Co-Presidents of the GEA, said that the GEA has applied for mediation to settle the teachers' contract.

**Recognition**

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

- Marlon Perez and Daisy Rivera, MOC, assisted school administration helping parents at Old English Village
- Migdalia Velez, Lorelei Dietz, Abby Tassone, Justice Graves, Ella Cormier, Andrew Sheridan, Kierra Caissey and Peter McMorrow students at Gardner High School
- Principals – Timothy McCormick, Dr. Mary-Ann Pour Previti and F. Daniel Hill.

**Presentation of Warrants**

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

- **Warrant #16-19 dated November 5 2015 in the amount of \$486,263.13**
- **Warrant #16-20 dated November 12, 2015 in the amount of \$134,671.98**
- **Warrant #16-21 dated November 19, 2015 in the amount of \$231,189.60**
- **Warrant #16-22 dated November 25, 2015 in the amount of \$240,685.70**

**Seconded by Mr. Boone.**

**Vote – so voted.**

**Approval of Minutes**

**Mrs. LaRoche moved to approve the minutes of the November 9, 2015 School Committee meeting as presented.**

**Seconded by Mr. LaFreniere.**

**Vote – so voted.**

Minutes of the executive session of November 9, 2015 were circulated at the table and four approvals and one not present at the session were recorded.

**NEW BUSINESS**

**Item #2701 – Facilities Presentation on the State of School Buildings**

Mayor Hawke asked if there were any objections to taking Item #2701 – Facilities Presentation on the State of School Buildings out of order as City Councilors were invited to hear the presentation and Councilors Ronald Cormier and Nathan Boudreau were present. There were no objections.

Mrs. Bailey, Chairman of the Finance Subcommittee, explained that there are many needed repairs in the school buildings. The present budget cannot accommodate them. Dr. Casavant and Superintendent Clemons have prepared a list of the needed repairs.

Dr. Casavant presented a PowerPoint.

The Building Repair List includes:

- Waterford Street School      Bathrooms, upgrade fire alarm system, boiler, kitchen equipment
- Elm Street School              Air exchange handler system, kitchen equipment hood, main electrical disconnect, urinal water lines
- Middle School                  Lighting Control management system, steam kettle, clocks, resurface/repair roof
- High School                      Fire doors and magnets, emergency generator, clocks, renovation of cafeteria
- GALT                                Replace plumbing system, steam traps, gym door, bathroom fixtures

The FY16 District Maintenance Repair Accounts budgeted was \$311,075.00. The total amount expended as of December 8, 2015 was \$279,044.68 and the remaining balance is \$32,030.32. Since 2011, \$10 .5 million in renovations have been made of which \$2.4 million has been paid by the City.

Mayor Hawke thanked Mr. Boudreau and Mr. Cormier for attending tonight's presentation. A presentation will be given at a future City Council meeting. Even though the plan is to construct a new building to replace Waterford, it will be at least eight years before this will be accomplished and repairs to the present building must be made.

**SUBCOMMITTEE REPORTS**

**Facilities Subcommittee**

Mr. LaFreniere, Chairperson, said that the Facilities Subcommittee met on December 7, 2015. Minutes of the meeting were presented.

Mr. O'Brien told the Subcommittee that there was a broken steam pipe which made the boiler use over 300 gallons in just two days. This will have an affect on the quarterly water bill.

The Subcommittee approved the presentation of the Building Based Needs List to the full School Committee at the December meeting.

Dr. Casavant gave a tour of the Helen Mae Sauter School which included the Special Education Suite as well as the Before School and After School programs.

**Finance Subcommittee**

Mrs. Bailey, Chairperson, said that the Finance Subcommittee met on December 1, 2015. Minutes of the meeting were presented.

The November Expense Report was reviewed and discussed. Other items discussed:

- The Office of Nutrition and Safety will be visiting the District on December 17 for a Resource Management Comprehensive Review of the Food Service Program.
- Discussed and amended the District's Facilities' Needs Assessment presentation.
- Outlined directions for paying for maintenance costs now that the Maintenance Accounts for each building have been depleted.
- Check on the feasibility of having a mailbox or a secure document box outside of Central Office so that members of the School Committee can pick up their meeting packets/information.
- Donations were accepted.

**Policy Subcommittee**

Mrs. Phelps, Chairperson, said that the Policy Subcommittee met on November 16, 2015 and minutes of the meeting were presented. The Subcommittee also held a mini meeting prior to tonight's full Committee meeting..

At the November 16 meeting, the Subcommittee reviewed and discussed the following policies:

- Technology 1:1 – Initiative Policy & Procedures. Discussion continued to the December Policy Subcommittee meeting to consider recommendations made by the Technology Subcommittee.
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- Policy JKA – Special Education Discipline – send to full Committee for a first reading
- Policy JKD – Student Suspension/Expulsion – send to full Committee for a first reading
- Policy JKD-R – Student Suspension/Expulsion Procedures – send to full Committee for a first reading

Policy JLCE-R3 – Evaluation and Treatment of Children Following Exposure to Allergens or Insect Stings - will be voted on for a second reading at the December School Committee meeting. (See Item #2704.)

At the December 14, 2015 meeting, Policy JJJ-R – Student Activity Account Procedures – was reviewed and discussed.

**Technology Subcommittee**

Mr. Boone, Chairperson, said that the Technology Subcommittee will meet on December 15, 2015.

**Student Representative to the School Committee**

Ms. Mallory Thompson, Student Representative, was not present. Her written report on school activities was included in the packet.

**OLD BUSINESS**

**Item #2697 – Curriculum Coordinator Update – PARCC Presentation**

Dr. Goguen gave a PowerPoint presentation on PARCC 2015 Administration. The 2014-2015 school year was the piloting program for the 2015 Spring PARCC assessment Gardner decided to administer PARCC Math / ELA assessments to grades 3 to 8 students. It was completely computer based. Grade 10 took the MCAS test which will remain a graduation requirement through the class of 2019. The State is working on MCAS 2.0.

Dr. Goguen outlined plans to support students and upgrade the levels of ESS, GMS and GHS. Currently the schools are Level 3 school's.

**Item #2698 - Special Education Update**

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

**Item #2699- Business Administrator's Update**

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

**Item #2700 - Grants Administrator's Update**

The Grants Administrator's Update was included in the packets.

**NEW BUSINESS**

**Item #2702 – Approval of Superintendent's Goals**

Mr. Boone moved that the School Committee accept the Superintendent's Goals for 2015-2016 as presented and discussed at the November 9, 2015 School Committee meeting.

Seconded by Mrs. Bailey.

Vote – so voted.

**Item #2703 First Reading of Policies**

Mrs. Phelps moved that the School Committee accept for a first reading, as approved by the Policy Subcommittee, the following policies:

- JKA – Special Education Discipline
- JKD – Student Suspension/Expulsion
- JKD-R – Student Suspension/Expulsion Procedures

Seconded by Mrs. LaRoche.

Vote – so voted.

**Item #2704 – Second Reading of Policies**

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

- Policy JLCE-R3 – Evaluation and Treatment of Children Following Exposure to Allergens or Insect Stings.

Seconded by Mr. LaFreniere.

Vote – so voted.

**Item #2705 - Donations**

Mrs. Bailey moved to approve, as recommended by the Finance Subcommittee, the acceptance of a contribution of \$1,500.00 to the Gardner High School Weekend Backpack Program and to accept the offer from a local business to purchase food for the program at cost.

Seconded by Mr. LaFreniere.

Vote – so voted.

Mrs. Bailey moved to approve, as recommended by the Finance Subcommittee, the acceptance from Amanda Erickson of a used iPad with a charger with a total value of \$400.00 to the Technology Department

Seconded by Mr. Boone.

Vote – so voted.

Mrs. Bailey moved to approve, as recommended by the Finance Subcommittee, the acceptance of \$200.00 from the Champions for Kids organization.

Seconded by Mr. Boone.

Vote – so voted.

**Item #2706– Out-of-State Field Trip – Lake Compounce Amusement Park - GMS**

**Mr. Boone moved to approve an out-of-state field trip for Gardner Middle School students to Lake Compounce Amusement Park on June 3, 2016 to celebrate the completion of middle school.**

**Seconded by Mr. LaFreniere.**

**Vote – so voted.**

**Item #2707 – Out-of-State Field Trip – Hot Glass Art Center - GHS**

**Mr. LaFreniere moved to approve an out-of-state field trip for Susan Gallagher and student teacher Tamara Delaney to take 30 Gardner High School art students to the Hot Glass Art Center in Marlborough, NH, on December 16, 2015.**

**Seconded by Mrs. Phelps.**

**Vote – so voted.**

**FINAL COMMENTS**

Mrs. LaRoche spoke about the Gardner Middle School concert. She said this was her last meeting as a School Committee representative. She has found the experience very interesting and thanked the Committee member for their guidance during her term.

Mrs. Bailey said this was also her last School Committee meeting as a representative. It has been a privilege and an honor to serve and represent the citizens of Gardner. She thanked administration for their help to her child when he was in the school system.

Mrs. Phelps thanked Ms. West for her help with the policies related to Special Education. SPEC is planning a morning meeting at Helen Mae hoping to target parents who are not available to attend evening meetings. She attended the Student Success Assembly

Mr. LaFreniere thanked the three School Committee members who are leaving – Mrs. Bailey, Mr. Boone and Mrs. LaRoche. He said the group has worked well together with respect for each other. He wished everyone a Merry Christmas and a Happy New Year.

Mr. Boone said it has been a pleasure working with everyone during the years. He thanked everyone for their help. He thanked all the Principals and the Administration for their hard work. He looks forward to seeing all the goals come to fruition. He wished everyone a Merry Christmas and a Happy New Year.

Mayor Hawke thanked the School bands and chorus for participating in the City's Christmas Tree Lighting ceremonies. He invited everyone to the caroling throughout the City planned for December 20. He attended the football banquet which is the longest running tradition in the City of Gardner. He taught two financial literacy courses at the high school. He thanked Mrs. Bailey, Mr. Boone and Mrs. LaRoche for their service to the School Committee. He wished everyone a Merry Christmas and a Happy New Year.

**Executive Session**

**Mrs. Bailey moved to go into executive session to conduct strategy with respect to collective bargaining or litigation as an open meeting may have a detrimental effect on the bargaining or litigating position of the public body, and to return to open session only to adjourn.**

**Seconded by Mr. Boone.**

**Roll Call Vote: Bailey, yes; Boone, yes; LaFreniere, yes; LaRoche, yes and**

**Phelps, yes.**

**Count – 5 yes.**

The Committee went into executive session at 8:35 pm.

The Committee returned to open session at 8:50 pm

**ADJOURNMENT**

**Mr. LaFreniere moved to adjourn.**

**Seconded by Mrs. Bailey.**

**Vote – so voted.**

The meeting adjourned at 8:50 pm.

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Jennifer LaRoche, Secretary

Terri Hillman, Recording Secretary