

## **Agenda School Committee Meeting 5/8/2023**

### **Mission Statement**

The mission of the Gardner Public School System is to prepare, in collaboration with parents, students who are ready upon graduation for the challenges of college and career without remediation. This will be done in a safe, caring, just and equitable environment. Our Core Values are Academic Excellence, Creativity, Respect and Responsibility.

**Notice:** The listing of agenda items are those reasonably anticipated by the Chairman which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law.

Any person may make a video or audio recording of an open session of a meeting, or may transmit the meeting through any medium, subject to reasonable requirements of the Chair as to the number, placement, and operation of equipment used so as not to interfere with the conduct of the meeting. Any person intending to make such recording shall notify the Chair forthwith. All documents and exhibits used or referenced at the meeting must be submitted in duplicate to the Recording Secretary, as they become part of the meeting minutes.

### **GARDNER PUBLIC SCHOOLS**

#### **REGULAR MEETING OF THE SCHOOL COMMITTEE**

**Monday, May 8, 2023, 6:30 PM**

**City Council Chambers, City Hall, Gardner, MA 01440**

#### **ORDER OF BUSINESS**

- A. **Call to Order**
- B. **Open Time for General Public**
- C. **Recognitions by the Superintendent – GHS Cheerleaders – National Champions**
- D. **Public Hearing – FY24 School Budget**
  - Budget Presentation
  - Public Comments
- E. **FY24 School Budget (Vote Required)**
- F. **Consent Agenda**
  - a. Approval of Minutes: April 10, 2023
  - b. Warrant # 23-39, dated March 30, 2023, in the amount of \$188,414.61
  - c. Warrant # 23-40, dated April 06, 2023, in the amount of \$661,138.39
  - d. Warrant # 23-42, dated April 20, 2023, in the amount of \$490,616.82
  - e. Warrant # 23-43, dated April 27, 2023, in the amount of \$391,275.31
  - f. Warrant # 23-44. Dated May 4, 2023, in the amount of \$266,647.44

## **Agenda School Committee Meeting 5/8/2023**

- g. Donations -**
- G. Subcommittee Report**
  - Facilities Subcommittee
  - Finance Subcommittee
- H. Student Advisory Board**
- I. Discussion Items:**
  - New Business**
  - Item #3516 Second Reading of Policies (Vote Required)**
    - BGD** – School Committee Review of Procedures
    - CFA** – School Building Administrative Coverage
    - CHCA** – Approval of Handbooks and Directives
    - DJE** – Procurement Requirements
  - Item #3517 Surplus of mats GHS (Vote Required)**
  - Item #3518 Appointment to Keystone & CAPS Collaborative (Vote Required)**
  - Item #3519 Kindergarten Registration Update 2023-2024 (Information)**
  - Item# 3520 ELL Coordinator Update (Information)**
  - Item #3521 Curriculum Coordinator Update (Information)**
  - Item #3522 Grants Administrator Update (Information)**
  - Item #3523 Special Education Update (Information)**
  - Item #3524 SEPAC Update (Information)**
  - Item #3525 MSBA – New Building Project**
- J. Communications**
- K. Final Comments of School Committee**
- L. Executive Session**
- M. Adjournment**

**GARDNER PUBLIC SCHOOLS**

**BRIEFING**

**ORGANIZATIONAL MEETING OF THE SCHOOL COMMITTEE**

Monday, May 8, 2023, 6:30 PM  
City Council Chambers, City Hall, Gardner, MA 01440

**ORDER OF BUSINESS**

- A. **Call to Order**
- B. **Open Time for General Public**
- C. **Recognitions by the Superintendent –**
- D. **Public Hearing – FY24 School Budget**
  - Budget Presentation
  - Public Comments
- E. **FY24 School Budget (Vote Required)**
- F. **Consent Agenda**
  - a. Approval of Minutes: Regular Meeting, April 10, 2023 – The School Committee  
Chair recommends approval of meeting minutes.
  - b. Warrant # 23-39, dated March 30, 2023, in the amount of \$188,414.61
  - c. Warrant # 23-40, dated April 6, 2023, in the amount of \$661,138.39
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  - g. Donations -
- G. **Subcommittee Report**
  - Facilities Subcommittee
  - Finance Subcommittee
- H. **Student Advisory Board**
- I. **Discussion Items:**
  - New Business**
    - Item #3516 Second Reading of Policies (Vote Required)**
      - BGD – School Committee Review of Procedures**
      - CFA – School Building Administrative Coverage**
      - CHCA – Approval of Handbooks and Directives**
      - DJE – Procurement Requirements**

The Policy Subcommittee recommends acceptance of the above policies

## **Briefing**

### **School Committee Meeting 5/8/2023**

**Item #3517** Surplus of mats GHS (**Vote Required**)

**Item #3518** Appointment to Keystone & CAPS Collaborative (**Vote Required**)

**Item #3519** Kindergarten Registration Update 2023-2024 (**Information**)

**Item# 3520** ELL Coordinator Update (**Information**)

**Item #3521** Curriculum Coordinator Update (**Information**)

**Item #3522** Grants Administrator Update (**Information**)

**Item #3523** Special Education Update (**Information**)

**Item #3524** SEPAC Update (**Information**)

**Item #3525** MSBA – New Building Project

J.     **Communications**

K.     **Final Comments of School Committee**

L.     **Executive Session**

M.     **Adjournment**



Gardner Public Schools

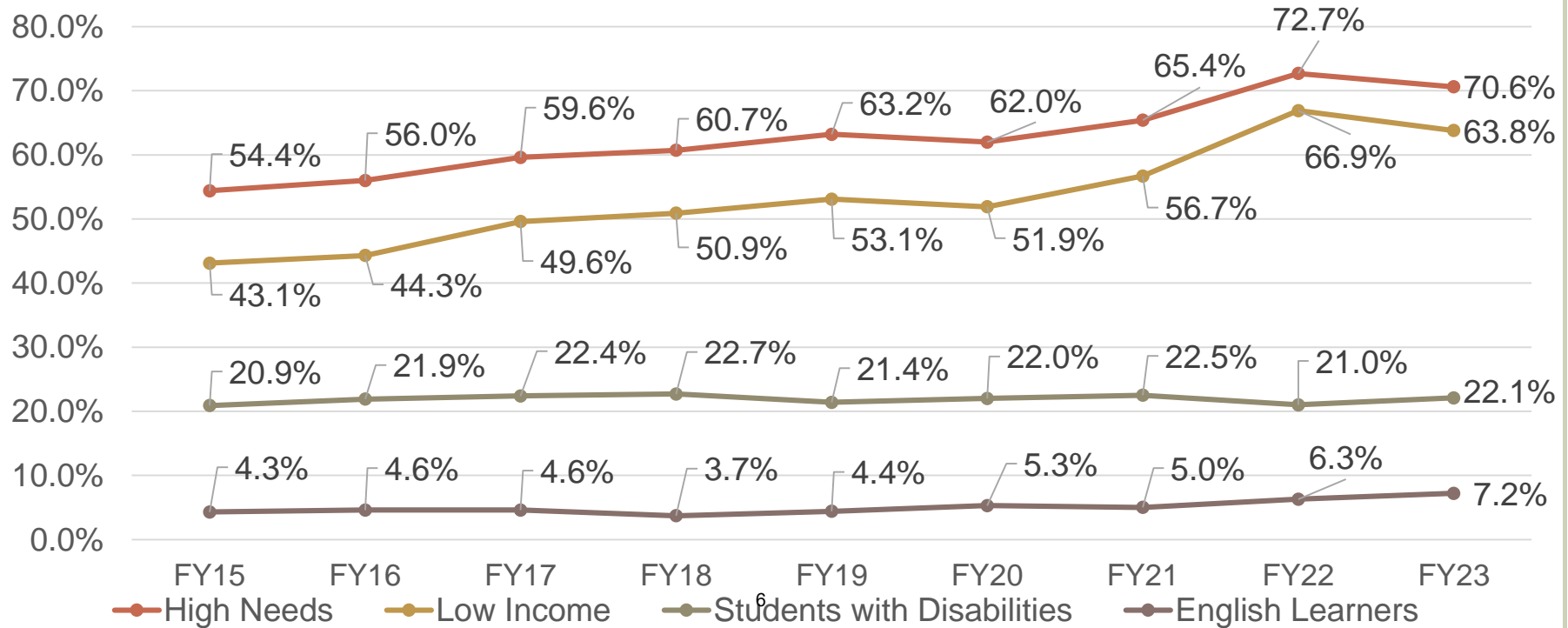
# FY 2024

## Level Services Budget Presentation



THE CHAIR CITY

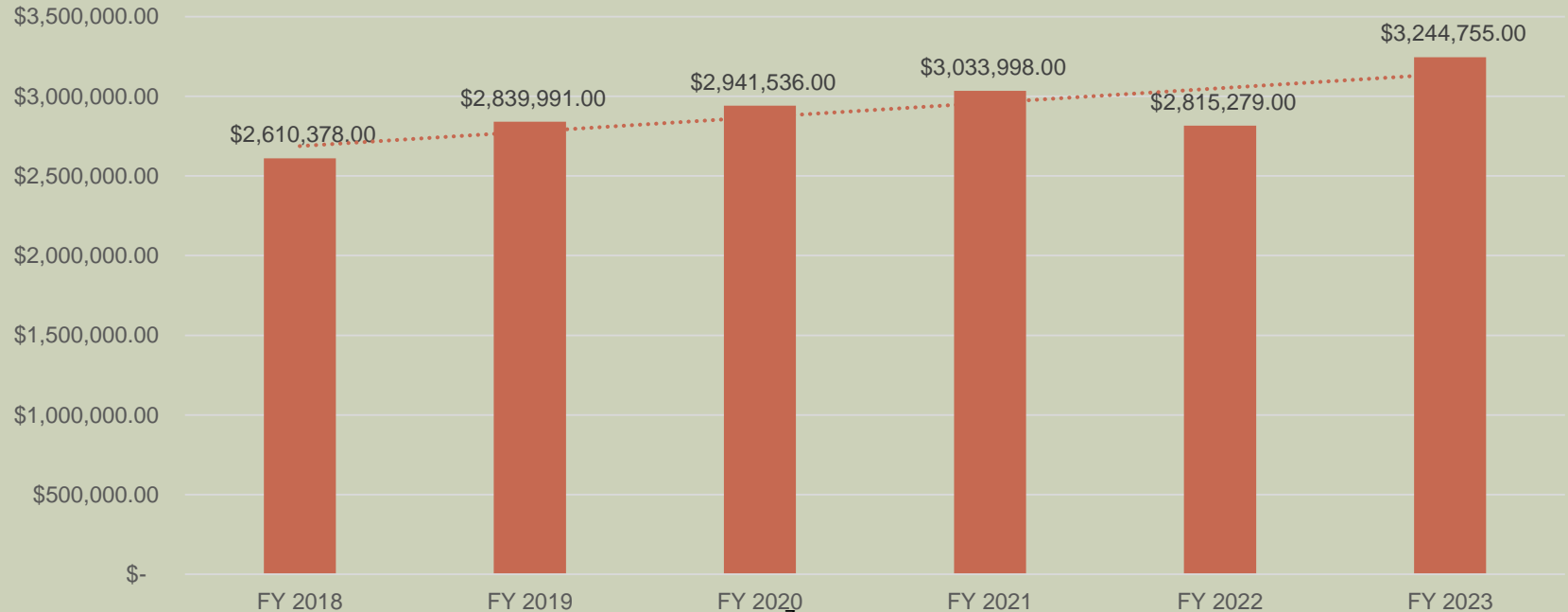
# CHANGING DEMOGRAPHICS



# STUDENTS LEAVING DISTRICT

***Gardner Students not in Gardner Schools = Higher Expenses***

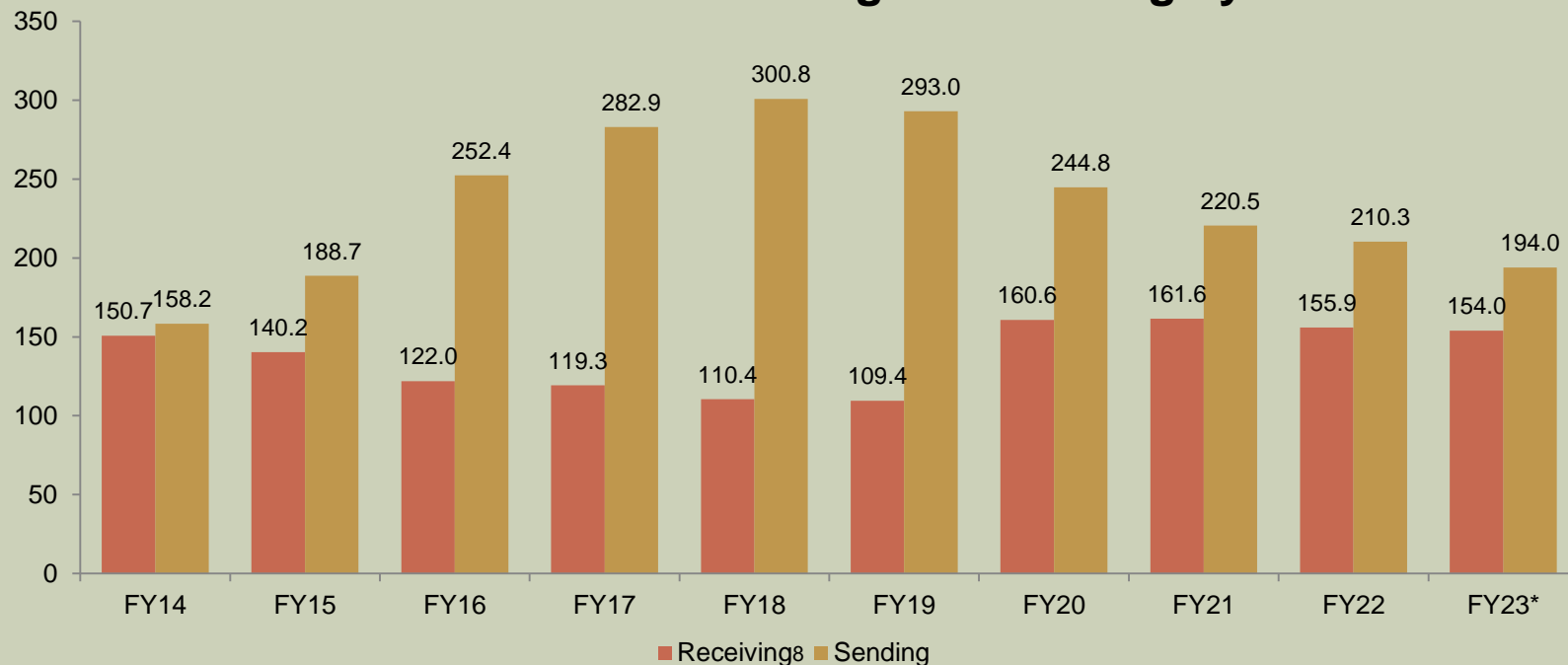
## Special Education Out of District Costs



# STUDENTS LEAVING DISTRICT

## *Gardner Students not in Gardner Schools = Higher Expenses*

### School choice receiving and sending by students

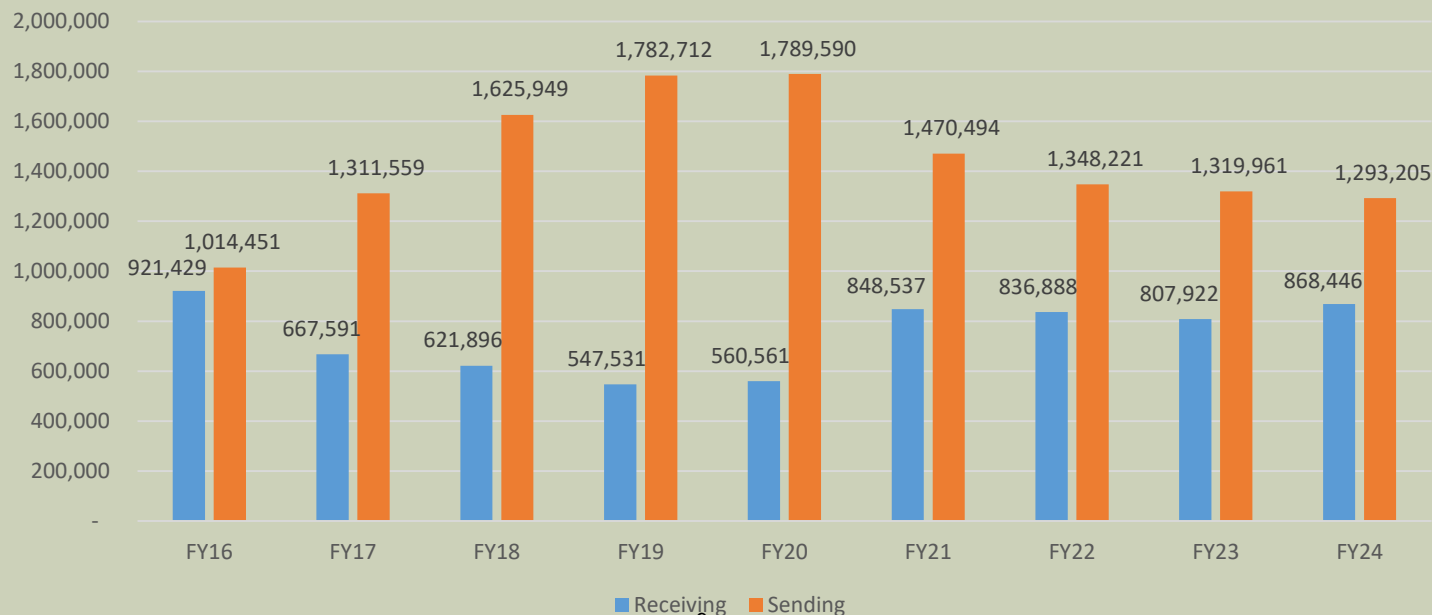




# STUDENTS LEAVING DISTRICT

## *Gardner Students not in Gardner Schools = Higher Expenses*

### School choice receiving and sending by dollars



# *Student Opportunity Act*

***GPS Meeting on March 2, 2020, with over 50 stakeholders.***

**Identified Student Populations that have the largest gaps as compared to all students:**

- Students with disabilities (Academic/Social Emotional Learning)
- English Learners (Academic)
- Economically disadvantaged students (Academic)
- Hispanic/Latinx (Social Emotional Learning)
- African American (Social Emotional Learning)

# *Student Opportunity Act: Commitments*

## **Identified Student Populations that have the largest gaps as compared to all students:**

1. Students with disabilities (Academic/Social Emotional Learning)
2. English Learners (Academic)
3. Economically disadvantaged students (Academic)
4. Hispanic/Latinx (Social Emotional Learning)
5. African American (Social Emotional Learning)

## **Evidence-based Strategies to Close Gaps**

1. DESE Strategy #2: Research-based early literacy programs in Pre-K and early elementary grades:
2. DESE Strategy #3: Early college programs focused primarily on students under-represented in higher education
3. DESE Strategy #4: Supporting educators to implement high-quality, aligned curriculum
4. DESE Strategy #6: Increased Personnel and services to support holistic student needs
5. DESE Strategy # 12: Increased staffing to expand student access to arts, athletics, and enrichment, AND strategic scheduling to enable common planning time for teachers

# BUDGET ADJUSTMENT PROCESS

## Principals and Directors

- Submit level funded expense budgets
- Submit prioritized lists of needed additional staff
- Submit lists of proposed expense reductions
- Submit prioritized lists of potential staff reductions to own school / department. Assigned targets total \$125,000
- Meet with Superintendent & Business Manager in January

# BUDGET ADJUSTMENT PROCESS - 2

## Principals and Directors

- Meet with Superintendent as a team over month of March to integrate and prioritize all the individual lists .

## Result:

- ❖ A jointly developed alignment of budget funding to stated goals

# Balancing the Budget

	FY19	FY20	FY21	FY22	FY23	FY24	Diff from prior year	
Total Funding	30,253,004	31,474,597	31,975,869	31,761,374	34,524,590	38,690,364	4,161,234	12.1%
Total School Budget	23,616,731	24,789,935	25,370,026	25,628,349	28,619,951	31,316,678	2,696,727	9.4%
Budgeted Costs that do not apply to NSS	(1,598,263)	(1,713,411)	(1,615,230)	(1,679,390)	(1,999,036)	(2,133,669)	(134,633)	6.7%
City Indirect Costs	8,238,481	8,398,073	8,439,886	8,761,064	8,703,950	9,507,355	803,405	9.2%
Total Net School Spending	30,256,949	31,474,597	32,194,682	32,710,023	35,324,865	38,690,364	3,365,499	9.5%
	(3,945)	-	(218,813)	(948,649)	(800,275)	(0)		

# Where did the money go?

	New Revenue		New Expenses
		Salary	\$ 1,321,290
Chapter 70	\$ 4,120,847	Expenses	\$ 1,286,787
NSS	\$ 540,387	Additions	\$ 88,650
Over NSS	<u>\$ (495,460)</u>	Non NSS	<u>\$ (134,633)</u>
		Indirects	\$ 803,405
		Last Years Deficit	\$ 800,275
<b>Total</b>	<b>\$ 4,165,774</b>	<b>Total</b>	<b>\$ 4,165,774</b>

# Budget Restorations, Additions & Reductions

## **Budget Additions**

<b>Dept</b>	<b>Description</b>	<b>FTE</b>	<b>\$\$</b>	<b>Total</b>
GHS	Special Ed Teacher	1.0	70,000	70,000
District	EL Teacher at GMS	0.5	60,000	30,000
District	LPN at GES	1.0	40,000	40,000
District	RN at GMS	1.0	55,000	55,000
GES	Adjustment Counselor	1.0	55,000	55,000
GES	Special Ed Teacher	1.0	70,000	70,000
GALT	Graduation Coach	0.5	30,000	15,000
<b>Total Budget Additions</b>		<b>6.0</b>		<b>335,000</b>



# Salaries

	<b>FY19</b>	<b>FY20</b>	<b>FY21</b>	<b>FY22</b>	<b>FY23</b>	<b>FY24</b>	<b>Diff from PY</b>	<b>% Diff</b>
Regular Education Instruction	8,681,561	8,976,128	8,880,967	8,987,193	9,691,814	9,900,951	209,137	2%
Special Education Instruction	4,309,891	4,602,347	4,873,752	4,918,799	6,059,225	6,708,587	649,363	10%
Support Services	1,973,036	2,060,586	1,892,241	1,999,357	2,419,194	2,461,995	42,801	2%
School Administration	1,714,032	1,752,265	1,804,998	1,827,919	2,015,557	2,033,889	18,332	1%
Central Administration	571,719	572,385	597,267	597,267	636,521	645,695	9,174	1%
Information Services	206,114	212,260	218,796	218,797	266,488	57,120	(209,368)	-367%
Facilities	200,857	314,296	275,605	275,487	354,633	353,494	(1,138)	0%
Substitutes	212,000	212,000	217,000	217,000	217,000	217,000	-	0%
	17,869,211	18,702,267	18,760,626	19,041,819	21,660,431	22,378,731	718,300	3%

# Expenses

	<b>FY19</b>	<b>FY20</b>	<b>FY21</b>	<b>FY22</b>	<b>FY23</b>	<b>FY24</b>	<b>Diff from PY</b>	<b>% Diff</b>
Regular Education Instruction	166,163	164,726	206,189	219,421	230,795	243,274	12,479	5%
Special Education Instruction	159,310	171,206	177,219	179,701	202,494	220,097	17,603	8%
Support Services	99,105	115,546	117,582	116,672	124,842	192,603	67,761	35%
Program / Staff Development	56,316	51,629	83,335	69,897	81,460	94,025	12,565	13%
Other Programs	987,267	1,182,464	1,129,361	880,610	1,041,887	1,795,878	753,991	42%
School Administration	172,773	166,718	168,609	171,080	167,330	180,712	13,382	7%
Central Administration	253,217	170,983	332,179	329,642	342,094	686,966	344,872	50%
Information Sevices	345,145	281,087	319,600	362,898	468,041	491,909	23,868	5%
Facilities	1,136,554	1,327,032	1,327,327	1,451,680	1,381,445	1,494,584	113,139	8%
Transportation	1,496,763	1,603,311	1,505,130	1,556,790	1,933,536	2,068,169	134,633	7%
Utilities	511,517	480,464	490,021	530,964	618,956	707,590	88,634	13%
Other Operations / Control Accts	363,390	372,502	275,761	717,174	296,639	427,140	130,500	31%
	5,747,520	6,087,668	6,132,313	6,586,529	6,889,520	8,602,947	1,713,427	20%

# Circuit Breaker

Eligibility is tied to four times the state average foundation budget per pupil as calculated under the chapter 70 program, with the state paying up to 75 percent (subject to appropriation) of the costs above that threshold.

In FY23, the state average foundation budget per pupil was \$14,263, so if a special education student cost a district \$60,000, the eligible reimbursement for that student would be  $(\$60,000 - (4 * \$14,263)) * .75 = \$2,211$ .

Circuit Breaker Revolving Fund						
	FY19 Actual	FY20 Actual	FY21 Actual	FY22 Budget	FY23 Budget	FY24 Budget
Revenue	318,246	401,542	379,502	357,310	306,696	
SE /Out of Dist Place Contracted Services	465,858	318,246	401,542	379,502	357,310	306,696
Total Expenses	465,858	318,246	413,181	376,506	357,310	306,696
Net	(147,612)	83,296	(33,679)	(19,196)	(357,310)	(306,696)
Beginning Balance	275,722	128,110	211,406	177,727	177,727	177,727
Current Year	(147,612)	83,296	(33,679)	(19,196)	0	0
Ending Balance	128,110	211,406	177,727	158,531	177,727	177,727

# Costs That Do NOT Apply to Net School Spending

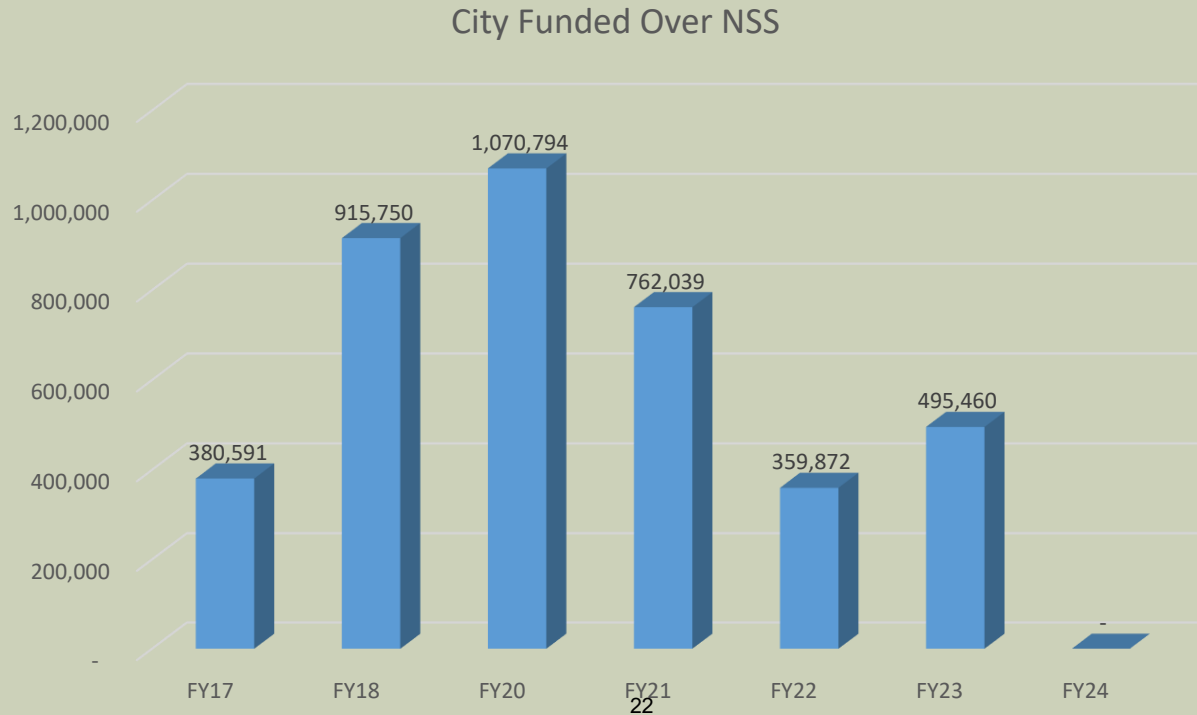
## Budgeted Costs that do not apply to NSS

	FY19	FY20	FY21	FY22	FY23	FY24	Diff.	%Diff.
Regular Transportation	\$ 708,120	\$ 729,360	\$ 591,300	\$ 591,300	\$ 657,000	\$ 711,000	\$ 54,000	9%
McKinney Vento Transportation	\$ 170,944	\$ 185,000	\$ 90,000	\$ 90,000	\$ 90,000	\$ 90,000	\$ -	0%
Foster Care Transportation			\$ 110,000	\$ 110,000	\$ 157,000	\$ 110,000	\$ (47,000)	-43%
SPED Transportation	\$ 617,699	\$ 688,951	\$ 738,601	\$ 825,490	\$ 1,029,536	\$ 1,157,169	\$ 127,633	15%
Crossing Guard Expense	\$ 500	\$ 600	\$ 600	\$ 600	\$ 500	\$ 500	\$ -	0%
Crossing Guards	\$ 56,000	\$ 58,000	\$ 58,000	\$ 62,000	\$ 65,000	\$ 65,000	\$ -	0%
Bus Monitors	\$ 45,000	\$ 51,500	\$ 51,500	\$ -	\$ -	\$ -	\$ -	
	\$ 1,598,263	\$ 1,713,411	\$ 1,640,001	\$ 1,679,390	\$ 1,999,036	\$ 2,133,669	\$ 134,633	

# Revenue Projection

	FY19	FY20	FY21	FY22	FY23	FY24	Diff from prior year	
State Funding (CH. 70)	19,725,294	21,003,460	21,003,460	21,072,010	23,307,399	27,428,246	4,120,847	18%
Required Net School Spending (NSS)	8,778,334	9,085,400	9,400,343	10,329,492	10,721,731	11,262,118	540,387	5%
City Funding Over NSS	1,442,400	1,070,794	762,039	359,872	495,460	-	(495,460)	-100%
<b>Total Revenue</b>	<b>29,946,028</b>	<b>31,159,654</b>	<b>31,165,842</b>	<b>31,761,374</b>	<b>34,529,130</b>	<b>38,690,364</b>	4,161,234	12%

# NSS Spending History



# THE BOTTOM LINE

Funding Gap as of May 8, 2023:

\$0

# Discussion and Vote



# **Gardner School Committee**

**Regular Meeting – April 10, 2023**

**City Council Chambers, 95 Pleasant Street, Gardner, Massachusetts**

Members present: Mayor Michael Nicholson, Chairperson  
Jennifer Pelavin, Vice Chairperson  
Rachel Cormier, Secretary  
John LaFreniere, Finance Officer  
Anne Hurst  
Shannon Leighton  
Robert Swartz

School Personnel present: Dr. Catherine Goguen, Chief Academic Officer  
Mark Hawke, Director of Finance and Operation  
Joyce West, Director of Pupil Personnel  
Rebecca McCaffrey, Director of School Health Services

## **Call to Order**

Mayor Michael Nicholson, Chairperson, called the meeting to order at 6:30 pm. The meeting opened with a roll call and the Pledge of Allegiance. The meeting was broadcast live on Channel 8 (Gardner Educational Television Station).

## **Open Time for the General Public**

No one from the General Public was present.

## **Recognitions by the Superintendent**

Dr. Goguen recognized four additional students who have received the John & Abigail Adams Scholarship. Two of them are Gardner High students and two are Gardner Academy students. The students were unable to be present this evening.

## **CONSENT AGENDA**

**Mr. Swartz moved that the Gardner Public School Committee vote to approve the Consent Agenda as presented:**

- **Approval of Minutes of Regular Meeting of March 13, 2023**
- **Accept Grant Funds listing dated 04/10/23 in the amount of \$22,000.00**
- **Approval of the following Warrants as recommended by the Finance Subcommittee:**
  - **Warrant #23-36 dated 03/09/23 in the amount of \$322,877.96**
  - **Warrant #23-37 dated 03/16/23 in the amount of \$465,313.79**
  - **Warrant #23-38 dated 03/23/23 in the amount of \$547,224.84**

**Seconded by Mrs. Pelavin.**

**Vote – so voted.**

**Mayor Nicholson, Chairperson, abstained from voting.**

**SUBCOMMITTEE REPORTS**

**Finance Subcommittee**

Mr. LaFreniere, Chairperson of the Finance Subcommittee, reported that the Finance Subcommittee met on April 4, 2023. Minutes of the meeting were presented.

The Subcommittee reviewed the Expense Report. At all schools, the sublines are becoming negatives and Mr. Hawke explained these accounts will be covered by available funds at the end of the year. Previously transfers from one line to another line were done all through the year. Now they are all done at the end of the year. The State favors this method.

The Subcommittee voted to declare property in the woodshop surplus and recommend this to the full School Committee. (See Item #3508 on the April 10, 2023 Agenda.) A grant has been received to replace most of this equipment.

**Policy Subcommittee**

Mrs. Hurst, Chairperson of the Policy Subcommittee, reported that the Policy Subcommittee met on March 2, 2023. Minutes of the meeting were presented.

The following policies were reviewed, and it was determined that no changes were required. These policies will be updated as “Reviewed April 2023.”

- CHD Administration in Policy Absence
- CL Administrative Reports
- DCB Fiscal Year
- DFG Use of School Facilities and Equipment, Security & Management
- DJ Purchasing
- DJELA Sales Calls and Demonstrations
- DK Payment Procedures

Four policies were approved for submission to the full School Committee for a first read. See Item #3504.

**Superintendent’s Evaluation Subcommittee**

Mrs. Pelavin, Chairperson of the Superintendent’s Evaluation Subcommittee, reported that the Subcommittee met on March 28, 2023. Minutes of the meeting were presented.

At the meeting, Dr. Pellegrino presented each of his goals and the evidence compiled to show his and the district’s progress towards these goals. After the presentation, Mrs. Pelavin, Chair, recommended that Dr. Pellegrino distribute the information to the full School Committee prior to their June meeting. The Subcommittee members agreed that the timeline was sufficient.

**Student Advisory Board**

Amber Cameron, Student Representative, was not present this evening.

**NEW BUSINESS**

**Item #3504 – First Reading of Policies**

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

- BGD                School Committee Review of Procedures
- CFA                School Building Administrative Coverage
- CHCA              Approval of Handbooks and Directives
- DJE                Procurement Requirements

**Item #3505 – Second Reading of Policies**

Mr. Swartz moved that the Gardner Public School Committee vote to approve the following policies for a second reading as recommended by the Policy Subcommittee:

- BEDH              Public Participation at School Committee Meetings
- BID                School Committee Member Compensations
- CA                 Administration Goals and Objectives
- CE                 School Superintendent
- DH                 Bonded Employees and Officers
- DI                 Fiscal Accounting and Reporting

Seconded by Mrs. Hurst.

Vote – so voted.

Mayor Nicholson abstained from voting.

**Item #3506 - Field Trip – GH Senior Class**

Mr. LaFreniere moved that the Gardner Public School Committee vote to approve the Gardner High School Cheerleaders travel to Florida to compete in Nationals leaving on April 15 and returning on April 18, 2023.

Seconded by Mr. Swartz.

Vote – So voted.

Mayor Nicholson abstained from voting.

**Item #3507 – 2023-2024 Pre-School Tuition Rates & Payment Schedule**

Mrs. Pelavin moved that the Gardner Public School Committee vote to approve the 2023-2024 Pre-School Tuition Rates & Payment Schedule as presented and approved by the Finance Subcommittee.

Seconded by Mrs. Leighton.

Vote – so voted.

Mayor Nicholson abstained from voting.

**Item #3508 – Surplus of Furniture GHS**

Mr. LaFreniere moved that the Gardner Public School Committee vote to approve furniture in the GHS woodworking shop as surplus as presented and approved by the Finance Subcommittee.

Seconded by Mrs. Cormier.

Vote – so voted.

Mayor Nicholson abstained from voting.

**Item #3509 – Kindergarten Registration Update 2023-2024**

There are 128 students presently enrolled for Kindergarten. Currently this is an increase of approximately 45 students.

**Item #3510 – Director of School Health Services**

Ms. Rebecca McCaffrey, Director of School Health Services, presented an update on school health services.

- District Emergency Response Plan - run, hide, fight drills will be held at all Gardner schools in collaboration with the Gardner Police and Fire Departments. Have also organized a Medical Emergency Response Team (MERT).
- Heywood Hospital Telemedicine – students can be seen and treated through the Health Office by a Nurse Practitioner during the school day.
- Wellness Committee – reviewing the current Wellness Policy and developing a Mission Statement.
- Comprehensive Health Needs Assessments for ELL and Homeless students – these populations may have additional barriers to accessing health services. A complete chart review is done on these students, and help is offered to parents with any healthcare needs.
- Thanked the Gardner Lions' Club for the use of their van for eye testing.

**Item #3511 – Curriculum Coordinator Update**

The Chief Academic Officer's report was included in the members' packets. Dr. Goguen was present this evening.

**Item #3512 - Grants Administrator Report**

The Grants Administrator report was included in the members' packets. Ms. Courteny Dunn, Grants, Communications & Compliance Manager, was not present this evening.

**Item #3513 – Special Education Report**

The Special Education report was included in the members' packets. Ms. Joyce West, Director of Pupil Personnel Services, was present this evening.

**Item #3514– SEPAC Report**

Department of Elementary and Secondary Education liaison, Michael McDonald, met with SEPAC parents on Thursday, March 23, 2023, and reviewed the Tiered Focus Monitoring process with them. SEPAC will host a training session on Bullying through the Federation for Children on April 6, 2023. The District pays an annual membership fee to the Federation to support SEPAC activities.

**Item #3515 – MSBA – New School Building**

Mayor Nicholson announced that the ribbon cutting for GES is scheduled for June.

**COMMUNICATIONS**

Dr. Goguen said that all technical equipment is working well for online testing. Upcoming MCAS testing online should have no glitches.

**FINAL COMMENTS**

Mrs. Leighton spoke about equity and thanked Mrs. McCaffrey for her presentation. It was awesome to see the recent student musical productions.

Mrs. Hurst congratulated the cheerleaders and wished them good luck in Florida. She said lots of good things are happening in the school system and thanked Mrs. McCaffrey for all her work.

Mrs. Pelavin thanked Mrs. McCaffrey for presenting the improvements in the School Health Department. She expressed good luck to all the sports teams in their upcoming season.

Mr. LaFreniere thanked Mrs. McCaffrey for all she does for the health of the students. He wished the cheer leaders good luck.

Mrs. Cormier commented on the recent student productions and thanked Mrs. McCaffrey.

Mayor Nicholson said that City elections will take place this year and papers will be available at the City Clerk's office. The City Council has approved pay raises for all elected officials to go into effect in January 2024.

**ADJOURNMENT**

**Mr. LaFreniere moved to adjourn.**

**Seconded by Mr. Swartz.**

**Vote – so voted.**

**Mayor Nicholson abstained from voting.**

The meeting adjourned at 7:04 pm.

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**Rachel Cormier**  
**Secretary**

Terri Hillman, Recording Secretary

**GARDNER PUBLIC SCHOOLS  
SYNOPSIS OF WARRANT**

**WARRANT #: 23-39**

**WARRANT DATE 03/30/23**

Location	Office & Gen Supplies	Curriculum	Prof Dev	Athletics	IT	Utilities	Facilities	TOTAL
High School		\$27.00	\$924.09	\$7,943.78		\$113.24	\$3,172.14	\$12,180.25
Middle School	\$229.70						\$499.69	\$729.39
Gardner Elementary School	\$1,089.49	\$133.02					\$3,260.14	\$4,482.65
Helen Mae Sauter								\$0.00
<b>Sub-Total</b>	<b>\$1,319.19</b>	<b>\$160.02</b>	<b>\$924.09</b>	<b>\$7,943.78</b>	<b>\$0.00</b>	<b>\$113.24</b>	<b>\$6,931.97</b>	<b>\$17,392.29</b>

Location	Office Supplies	Transport.	IT	Curriculum	Prof Serv	Assessment	Legal	Tuition	Utilities	Facilities	Carryover	TOTAL
Special Education		\$3,358.30			\$3,778.00			\$45,113.87				\$52,250.17
Administration	\$239.94	\$59,130.00	\$4,266.91						\$836.04			\$64,472.89
<b>Sub-Total</b>	<b>\$239.94</b>	<b>\$62,488.30</b>	<b>\$4,266.91</b>	<b>\$0.00</b>	<b>\$3,778.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$45,113.87</b>	<b>\$836.04</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$116,723.06</b>

Revolving Accounts	\$1,250.00
Grants	\$28,585.74
Student Activity Acct	\$695.00
Bonds	\$23,768.52
<b>Sub-Total</b>	<b>\$54,299.26</b>

<b>GRAND TOTAL</b>	<b>\$188,414.61</b>
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**GARDNER PUBLIC SCHOOLS  
SYNOPSIS OF WARRANT**

**WARRANT #: 23-40**

**WARRANT DATE** 04/06/23

Location	Office & Gen Supplies	Curriculum	Prof Dev	Athletics	IT	Utilities	Facilities	TOTAL
High School	\$2,573.46			\$93.00			\$5,022.58	\$7,689.04
Middle School								\$0.00
Gardner Elementary School		\$91.53						\$91.53
Elm St. School							\$3,125.00	\$3,125.00
Helen Mae Sauter								\$0.00
<b>Sub-Total</b>	<b>\$2,573.46</b>	<b>\$91.53</b>	<b>\$0.00</b>	<b>\$93.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$8,147.58</b>	<b>\$10,905.57</b>

Location	Office Supplies	Transport.	IT	Curriculum	Prof Serv	Assessment	Legal	Tuition	Utilities	Facilities	Carryover	TOTAL
Special Education		\$112,105.26		\$1,032.00	\$20,595.00		\$1,935.00					\$135,667.26
Administration			\$4,600.00				\$5,060.00		\$827.90	\$1,232.24		\$11,720.14
<b>Sub-Total</b>	<b>\$0.00</b>	<b>\$112,105.26</b>	<b>\$4,600.00</b>	<b>\$1,032.00</b>	<b>\$20,595.00</b>	<b>\$0.00</b>	<b>\$6,995.00</b>	<b>\$0.00</b>	<b>\$827.90</b>	<b>\$1,232.24</b>	<b>\$0.00</b>	<b>\$147,387.40</b>

Revolving Accounts	\$837.54
Grants	\$196,362.35
Student Activity Acct.	\$328.37
Bonds	\$305,317.16
<b>Sub-Total</b>	<b>\$502,845.42</b>

<b>GRAND TOTAL</b>	<b>\$661,138.39</b>
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**GARDNER PUBLIC SCHOOLS  
SYNOPSIS OF WARRANT**

**WARRANT #: 23-42**

**WARRANT DATE** 04/20/23

Location	Office & Gen Supplies	Curriculum	Prof Dev	Athletics	IT	Utilities	Facilities	TOTAL
High School		\$2,277.00			\$6,161.28	\$16,780.06	\$27,147.53	\$52,365.87
Middle School	\$2,065.13	\$106.00			\$3,336.10	\$8,207.79	\$21,738.68	\$35,453.70
Gardner Elementary School		\$3,182.11			\$6,194.68	\$13,677.98	\$33,981.31	\$57,036.08
GALT	\$516.10						\$63.27	\$579.37
Helen Mae Sauter						\$4,190.89	\$1,095.54	\$5,286.43
<b>Sub-Total</b>	<b>\$2,581.23</b>	<b>\$5,565.11</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$15,692.06</b>	<b>\$38,665.83</b>	<b>\$82,930.79</b>	<b>\$150,721.45</b>

Location	Office Supplies	Transport.	IT	Curriculum	Prof Serv	Assessment	Dues & Mem	Tuition	Utilities	Facilities	Carryover	TOTAL
Special Education		\$3,835.80	\$1,621.80		\$14,835.25	\$116.00		\$53,565.86				\$73,974.71
Administration			\$11,259.75				\$1,240.00		#####	\$7,501.25	\$348.48	\$30,143.41
<b>Sub-Total</b>	<b>\$0.00</b>	<b>\$3,835.80</b>	<b>\$12,881.55</b>	<b>\$0.00</b>	<b>\$14,835.25</b>	<b>\$116.00</b>	<b>\$1,240.00</b>	<b>\$53,565.86</b>	<b>#####</b>	<b>\$7,501.25</b>	<b>\$348.48</b>	<b>\$104,118.12</b>

Revolving Accounts	\$2,153.00
Grants	\$106,059.40
Capital	\$74,173.29
Watkins Field	\$49,286.71
Student Activity Acct	\$4,104.85
Bond	
<b>Sub-Total</b>	<b>\$235,777.25</b>

<b>GRAND TOTAL</b>	<b>\$490,616.82</b>
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**GARDNER PUBLIC SCHOOLS  
SYNOPSIS OF WARRANT**

**WARRANT #: 23-43**

**WARRANT DATE** 04/27/23

Location	Office & Gen Supplies	Curriculum	Prof Dev	Athletics	IT	Student Act	Facilities	TOTAL
High School	\$2,779.74			\$1,093.75		\$478.92	\$7,395.28	\$11,747.69
Middle School	\$112.58	\$145.00					\$4,599.05	\$4,856.63
Gardner Elementary School							\$5,678.61	\$5,678.61
Elm St. School								\$0.00
Helen Mae Sauter								\$0.00
<b>Sub-Total</b>	<b>\$2,892.32</b>	<b>\$145.00</b>	<b>\$0.00</b>	<b>\$1,093.75</b>	<b>\$0.00</b>	<b>\$478.92</b>	<b>\$17,672.94</b>	<b>\$22,282.93</b>

Location	Office Supplies	Transport.	IT	Curriculum	Prof Serv	Prof. Dev	Dues	Tuition	Utilities	Facilities	Carryover	TOTAL
Special Education		\$3,790.00	\$729.71	\$1,318.61	\$311.75	\$450.00	\$50.00	\$40,400.28				\$47,050.35
Administration	\$65.25		\$23,566.66						\$815.69	\$22,565.00		\$47,012.60
<b>Sub-Total</b>	<b>\$65.25</b>	<b>\$3,790.00</b>	<b>\$24,296.37</b>	<b>\$1,318.61</b>	<b>\$311.75</b>	<b>\$450.00</b>	<b>\$50.00</b>	<b>\$40,400.28</b>	<b>\$815.69</b>	<b>\$22,565.00</b>	<b>\$0.00</b>	<b>\$94,062.95</b>

Revolving Accounts	\$152,662.27
Grants	\$66,920.22
Bonds	\$55,346.94
<b>Sub-Total</b>	<b>\$274,929.43</b>

<b>GRAND TOTAL</b>	<b>\$391,275.31</b>
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**GARDNER PUBLIC SCHOOLS  
SYNOPSIS OF WARRANT**

**WARRANT #: 23-44**

**WARRANT DATE 05/04/23**

Location	Office & Gen Supplies	Curriculum	Prof Dev	Athletics	IT	Utilities	Facilities	TOTAL
High School	\$2,564.83	\$28.70				\$94.07	\$69.10	\$2,756.70
Middle School							\$8,501.76	\$8,501.76
Gardner Elementary School	\$140.79	\$88.97					\$5,328.10	\$5,557.86
Elm St. School							\$1,835.49	\$1,835.49
Helen Mae Sauter	\$603.28							\$603.28
<b>Sub-Total</b>	<b>\$2,705.62</b>	<b>\$117.67</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$94.07</b>	<b>\$15,734.45</b>	<b>\$19,255.09</b>

Location	Office Supplies	Transport.	IT	Curriculum	Prof Serv	Assessment	Legal	Tuition	Utilities	Facilities	Carryover	TOTAL
Special Education	\$521.94	\$86,084.14		\$3,931.76	\$9,210.00	\$172.00		\$31,608.17				\$131,528.01
Administration	\$157.41	\$59,130.00	\$1,932.16				\$1,914.00			\$177.97	\$1,400.00	\$64,711.54
<b>Sub-Total</b>	<b>\$679.35</b>	<b>\$145,214.14</b>	<b>\$1,932.16</b>	<b>\$3,931.76</b>	<b>\$9,210.00</b>	<b>\$172.00</b>	<b>\$1,914.00</b>	<b>\$31,608.17</b>	<b>\$0.00</b>	<b>\$177.97</b>	<b>\$1,400.00</b>	<b>\$196,239.55</b>

Revolving Accounts	\$1,716.91
Grants	\$1,617.74
Bonds	\$47,818.15
<b>Sub-Total</b>	<b>\$51,152.80</b>

<b>GRAND TOTAL</b>	<b>\$266,647.44</b>
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## **GARDNER PUBLIC SCHOOLS**

### **Facilities Sub-Committee Meeting Minutes**

**Thursday, April 13, 2023**

**5:00 PM**

**Elm Street School**

**160 Elm Street, Gardner, MA 01440**

**PRESENT:** Robert J. Swartz, Chair; John LaFreniere

**REGRETS:** Jennifer Pelavin

**OTHERS PRESENT:** Mark Hawke Director Finance and Operations, Wayne Anderson Director of Facilities

1. Call to Order 5:00 PM. Meeting took place in Elm Street School.
2. Approval of Minutes of the Facilities Subcommittee Meeting held on:
  - February 9, 2023. Mr. LaFreniere motioned, Mr. Swartz seconded, Motion passed.
3. NEW BUSINESS:
  - Started the meeting touring the first floor which is the home of the GALT. GALT has the main first floor all around both wings and end just before the double doors of both wings.
  - The cafeteria is the space for the Boys and Girls Club which was in session at the time of the meeting. There is a large classroom in the right wing that is designated as the cafeteria room for GALT.
  - A large classroom on the North wing beyond the double doors is the office for the Districts Lead Nurse. Becky McCaffery.
  - The old classrooms addition in the rear of Elm Street is the designated location of Student services. Hopefully they will move into that area sometime in May.
  - The committee viewed the second floor which is the designated location of the superintendent's central office. There will be no major modification to any of the classrooms.
  - The committee viewed the pictures provided by Mr. Hawke of the old athletic mats located at GHS, Mr. Hawke tried to give the mats to schools in the region with no success. A motion was made by Mr. LaFreniere to recommend to the school committee to declare the mats as surplus. Motion seconded by Mr. Swartz. Motion passed.
4. There being nothing further to discuss, Mr. LaFreniere made a motion to adjourn. Motion seconded by Mr. Swartz. Adjournment was at 5:30 PM.

# GARDNER PUBLIC SCHOOLS

70 Waterford Street, Gardner, MA 01440  
Finance Sub-Committee Meeting  
Tuesday, May 2, 2023 at 5:00pm

## Minutes

Members Present: Mrs. Pelavin, Mr. Swartz, Mr. LaFreniere

Members Absent:

Others Present: Mr. Mark Hawke, Director of Finance & Operations, Dr. Mark J Pelligrino, Superintendent

Mr. LaFreniere called the meeting to order at 5:00 p.m.

A motion was made by Mrs. Pelavin and seconded by Mr. Swartz to approve the minutes of the April 4, 2023 Finance Subcommittee meeting. So voted.

### **Expense Report Review:**

The Committee reviewed the Expense Report. Mr. Hawke noted the following:

#### **GHS**

Substitutes continue to increase in the negative and will be adjusted at year end.  
Electricity shows negative due to a higher encumbered amount than budget.

#### **GMS**

Substitutes (reg and spec) continue to increase in the negative and will be adjusted at year end.  
Gas is negative and will be made up at year end.

#### **GES**

Substitutes will likely go negative next month while special education substitutes are already negative.  
Electric is negative due to the high encumbered amount.

#### **District**

Management and Info systems is negative because we increased our bandwidth which increased our annual cost.  
Out of District Tuition will continue to go negative and will be made up at year end.  
Professional Services continues to go negative as the district required an outsourced SLP.  
Legal Expenses (spec ed) continue to grow negatively.  
Gas is over budget and will be made up at year end.  
Plowing and sanding is negative and I hope will not continue to grow as we should be past winter.

Mr. Swartz noted the rising Out of District Placement costs. Discussion ensued. Other questions were posed and answered.

### **Projects Update:**

Watkins Field concession/restroom work is almost complete. The base coat of paving was put down last week. Top coat is expected this week. There is also one electrical panel that was ordered over a year ago and still hasn't arrived.

July 1, or thereabouts, the Varsity Softball and Baseball fields should have dugouts being installed. This was delayed by the late snowstorm.

### **New Business:**

Declaration of surplus property:

Discussion around declaring HMS along with the land around the Big Chair, Stone Field and the playground behind ESS surplus occurred. It is planned to have a map presented depicting all of this land ready for the Facilities/Finance meeting in June. All of this land is one parcel on City Parcel Maps. Special Education is slated to vacate HMS on or about June 5.

The next meeting will be June 6, 2023 at 5pm.

The meeting adjourned at 5:23 p.m.

## **SCHOOL COMMITTEE REVIEW OF PROCEDURES**

It is expected that the Superintendent and administrative staff will need to issue procedures implementing policies of the School Committee. Many of these will be routine from year to year; others will arise in special circumstances; some will be drawn up under specific directions from the Committee.

The Committee may review the procedures developed by the Superintendent for the school district whenever they appear inconsistent with policy, goals, or objectives of the District, but it will revise or veto such procedures only when, in the Committee's judgment, they are inconsistent with policies adopted by the Committee.

The Committee will not officially approve procedures except as required by state law or in cases when strong community attitudes, or possible student or staff reaction, make it necessary or advisable for a procedure to have the Committee's advance approval.

### **Rules Pertaining to Staff and Student Conduct**

Under Massachusetts law, the Superintendent is required to publish "rules and regulations pertaining to the conduct of teachers and students which have been adopted." Codes of discipline, as well as procedures used to develop such codes, shall be filed with the Dept. of Elementary and Secondary Education for information purposes only. Standards of conduct will be included in staff and student handbooks. These handbooks will be reviewed and approved annually by the School Committee.

SOURCE: MASC - Reviewed 2022

LEGAL REF.: M.G.L. [71:37H](#)

**NOTE: It is important to point out that a School Committee is required to approve many regulations -- either by law (one example is cited above) or the dictates of good judgment.**

[Adopt: 2023]

## SCHOOL BUILDING ADMINISTRATIVE COVERAGE

The school committee expects each school building to be properly supervised when school is in session. ~~In the event that a school building is not occupied by a school administrator, the following protocol will be followed.~~ In the event that a building is left without an administrator, every effort will be made to have a district-level or other school administrator provide coverage for that building for the duration of the school day.

~~For those buildings that have one school administrator:~~

- ~~1) The building principal will designate a staff member as an emergency contact in the event that a decision of some type that cannot be delayed needs to be made.~~
- ~~2) When a building principal is absent, a peer administrator should be contacted during emergencies.~~

~~For those buildings that have two or more administrators:~~

- ~~1) Every effort will be made to have one administrator in the building during the school day.~~
- ~~2) If both administrators are absent, follow the procedures for buildings with one administrator.~~
- ~~3) During vacation or summer periods, all efforts will be made to eliminate overlap in administrators' vacations. A schedule of summer/vacation hours will be posted for each school.~~

[Adopted: June 1997]

[Revised: June 2002]

[Revised: March 2019]

[Revised: 2023]

## APPROVAL OF HANDBOOKS AND DIRECTIVES

~~Massachusetts General Law 71:37H directs that in each school building containing the grades nine through twelve, inclusive, t~~The principal, in consultation with the school council, shall prepare and distribute to each student a handbook setting forth the rules pertaining to conduct of students. The school council shall review the handbook each spring to consider changes in the disciplinary policy to take effect ~~in September at the beginning of the next school year.~~

It is essential that the contents of all handbooks conform to school committee policies. It is also important that all handbooks bearing the name of the school system or one of its schools be of a quality that reflects credit on the school department. Therefore, the committee expects all handbooks to be approved prior to publication by the committee and/or the superintendent.

Committee approval will be necessary for any handbooks that pertain to required standards of conduct for employees or students so that their contents may be accorded the status of committee-approved policy or regulation. The superintendent will use his/her judgment as to whether other specific handbooks need committee approval; however, all handbooks published will be made available to the committee for informational purposes.

See File CHCA-E, Approval of Handbooks and Directives, for procedures.

Source: MASC – Updated 2022

CROSS REFS: BGD – School Committee Review of Procedures

[Reference: M.G.L. 71:37H]

[Adopted: June 1998]

[Reviewed: March 2002]

[Revised: March 2019]

[Revised: 2023]



~~BIDDING~~ PROCUREMENT REQUIREMENTS

All purchases of goods and services shall be performed under uniform procedures established under the Massachusetts Uniform Procurement Act, or Chapter 30B of MA General Law, applying the procurement thresholds stated therein.

All contracts for construction and maintenance shall be performed under uniform procedures established under Chapter 7 for Design Services, and Chapters 149 and 30, 39m of MA General Law for vertical and horizontal construction, applying the procurement thresholds stated therein.

The City of Gardner has established, under City Ordinance Chapter 221, the position of Chief Procurement Officer which centralizes the purchasing function. Therefore, the Chief Procurement Officer shall oversee and be responsible for all activities relating to both City and School procurements. This shall include oversight of the solicitation, evaluation, and approval of all purchases, and the award of all contracts.

The School Committee has the right to review and make recommendations on evaluations, bids and contract awards. Such review and recommendations shall not preclude the Chief Procurement Officer from entering into agreements or contracts in the best interest of the City and School Department.

[Reference: M.G.L. 7:22A; 7:22B; 30B]

[Adopted: October 1998]

[Revised: December 2002]

[Revised: June 2015]

[Reviewed: February 2019]

[Reviewed: December 2021]

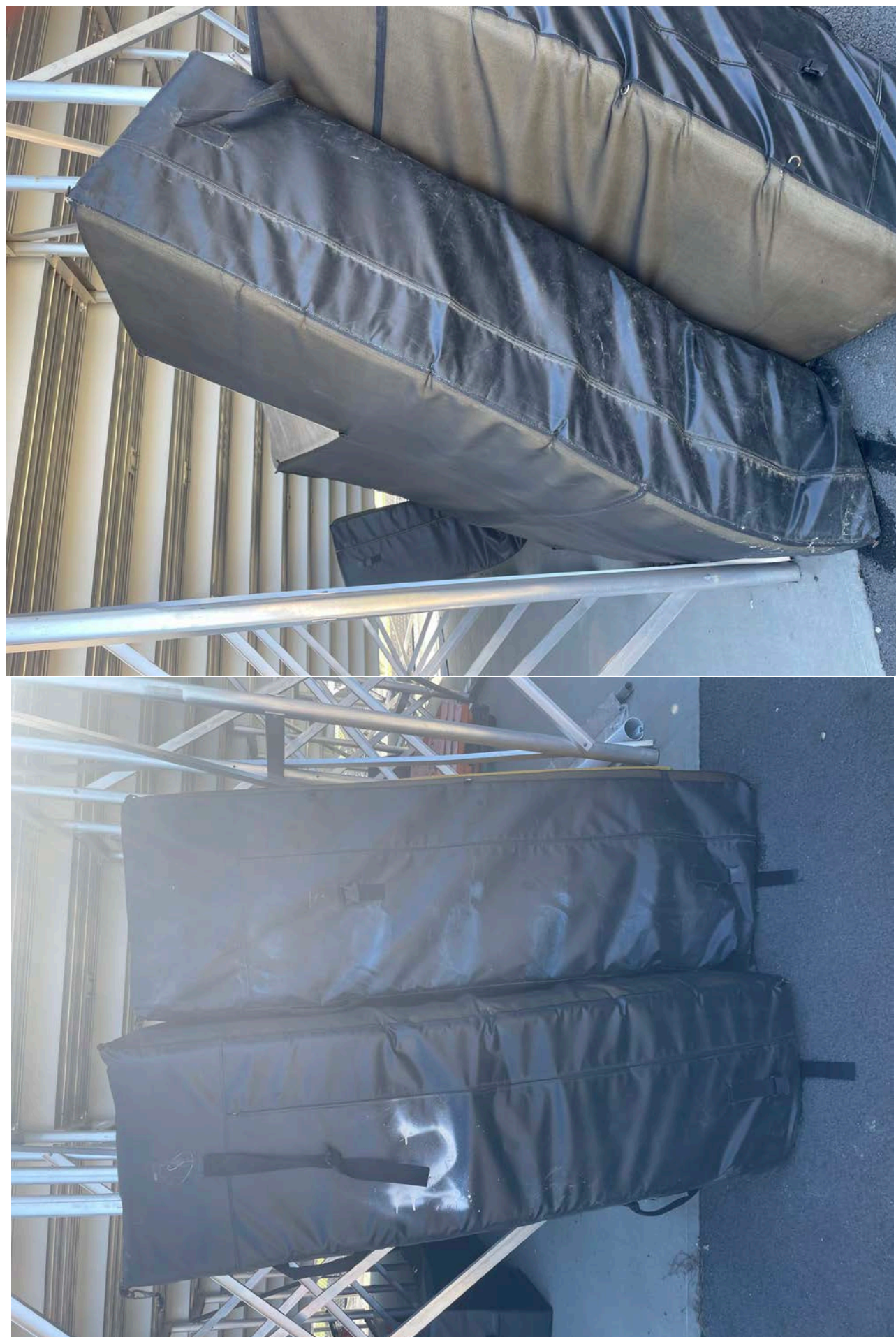
[Revised: 2023]

## GHS Surplus Mats

Please consider the following high jump and pole vault mats as surplus. We have ordered/received new mats and need to dispose of the old ones. We tried to see if any area schools were interested, but the mats are decades old and well past their useful life.









# Gardner Public Schools

Lori Simpson, Ed.D., *ELL Coordinator*

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## English Language Learners Update – May 8, 2023

### Family Engagement/ELPAC

The ELL Department hosted a Bingo for Books event on April 13. We had 15 people representing 4 families in attendance. One parent showed interest in participating in the ELPAC and signed up for more information. We have an ELPAC meeting scheduled for May 2 and hope to get parent input on the end of year celebration for EL students which will take place on June 14 at Gardner Elementary School. An email was sent to all parents/guardians of current and former EL students inviting them to attend on May 2.

### ACCESS Assessments

ACCESS scores for 2023 will be released on May 12. At that time, teachers will mail the updated score reports home to parents/guardians. This information is used to schedule students appropriately for the 2023-2024 school year.

### Program Evaluation

The Department of Elementary and Secondary Education (DESE) program evaluation of ESL programming and services site visit took place on April 6. We have not received their report yet but have begun to address the anticipated findings. One example is the purchase of ELlevation, a program management platform designed to organize EL data and support the FEL monitoring process. When implemented, ELlevation will communicate nightly with PowerSchool to stay updated on new student enrollment and data. Currently, I am working on updating all EL data in PowerSchool.

### Summer Professional Development

The EL Department will be providing professional development to all interested GPS teachers on August 1-3. This PD will focus on strategies that can be used to support ELL students in all classrooms. We will also be exploring different ways to determine whether a student is struggling in class due to a language barrier or a potential learning disability. This three-day professional development will meet the 15-hour recertification requirement.

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*The Gardner Public School District does not discriminate due to race, color, sex, gender identity, religion, national origin, sexual orientation, disability, age, homelessness or limited English proficiency.*



# Gardner Public Schools

Catherine A. Goguen, Ed.D., Chief Academic Officer

www.gardnerk12.org

70 Waterford Street, Gardner, MA 01440

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May 2, 2022

## Curriculum, Instruction & Assessment Update

### Title I:

The Title I Summer Program will take place this summer from Wednesday, July 5, 2023 through Thursday, July 27, 2023. Students entering grades one, two, three and four will be invited into the program based on end of year ELA and Mathematics assessment results. The District will host the program each Tuesday, Wednesday and Thursday from 8:30 a.m. to 11:30 a.m. Students will have the opportunity to build on their knowledge and skills in ELA and Mathematics to narrow their learning gaps and to be better prepared as they enter the 2023-2024 school year. During the days and times that the Title I program is running, the District will also provide virtual English Language instruction and supports for English Learners in the program.

### District Improvement Plan Update:

In the fall of 2021 the District presented the District Improvement Plan for 2021 through 2024 to the full School Committee for approval. The plan outlined eleven (11) implementation benchmark tasks to be completed by June of 2023. A full update on those outcomes will be presented in the fall of 2023, however, I am happy to report progress on these tasks below as either completed or projected to be completed by the end of June or in the fall of 2023.

Task	Status
1) Assessment of district reading program K-5 and action plan for reading program improvements using the Hill For Literacy Assessment of Literacy Program Document	Complete - created an early literacy committee during the 2022-2023 school year to monitor and sustain effective practices moving forward
2) MTSS Tier 1 academic systems/practices/supports developed and implemented (fidelity of evidence-based curriculum/instruction/assessment practices)	Substantially Complete – Assessment/Instruction to continue into 2023-2024

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3) MTSS Tier 2 social/emotional/ behavioral systems/practices/supports developed and implemented	In process – will continue through 2023-2024
4) Assessment of co-teaching practices and development of action plan for effective implementation using	Complete
5) Partner with MWCC to expand opportunities and programs for an increased number of early college and vocational enrollment	Complete and on-going
6) Equity/Family Engagement team to assess/identify base-line of current practices and develop action plan for increased school-family partnerships and equity	Complete and on-going
7) Develop data dashboard of district-level/grade level student academic/SEL achievement/growth and social/emotional/behavioral wellness for improved analysis and decision-making	SEL data dashboard complete and ongoing Academic data dashboard substantially complete with Linkit
8) Provide training/support for effective implementation of co-teaching practices in all classrooms with more than one adult	Substantially complete – more training at GMS & GHS will occur during the 2023-2024 school year
9) Purchase updated literacy program curriculum, instruction, assessment resources and provide training/support for implementation	Complete
10) Implement school-family partnerships for increased family involvement	In process with the Family Engagement Committee – will continue through 2023-2024
11) MTSS Tier 2 academic systems/ practices/supports developed and implemented	In process – will continue through 2023-2024

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## Professional Development:

The 2023 summer will be a mixture of virtual and in person Professional Development opportunities for administration and staff. Administrators will meet for strategic planning and professional development after school during the month of June, and two additional days in August with dates to be determined. At these meetings administrators will review 2022-2023 SEL, Academic, and School Culture/Climate data. Using this data, District goals will be updated for the 2023-2024 school year, assessment and professional development calendars will be developed, and school improvement plans will be updated. Additionally, administrators will plan next steps for the implementation of the Massachusetts Tiered System of Supports (MTSS) for academic, behavioral, and social emotional supports and interventions.

Staff will have several opportunities related to the District and school goals regarding tiered supports for academic and social emotional learning and supports to select from. Virtual and in person summer Professional Development opportunities for staff are as follows:

- April - August      Building Leadership Team Strategic Planning (District-wide)
  - Including Curriculum/Assessment Review and Revision (District-wide)
- June- August      Mentor Curriculum Planning (District-wide)
- July      Supporting Students with Autism in an inclusionary setting
- July      Massachusetts Tiered System of Supports SEL and Academic Team Strategic Planning (District-wide)
- July      Mental Health Professional Development Planning and Curriculum Development
- July      Positive Behavior Interventions & Supports (PBIS) Planning (Elementary/Middle School)
- July      Special Education Program Planning
- August      Sheltered English Immersion (SEI) Training for Classroom Teachers (District-wide)

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# Gardner Public Schools

Courtney Dunn, *Grants, Communications & Compliance Manager*

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70 Waterford Street, Gardner, MA 01440

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## Grants, Communications & Compliance Update to School Committee – May 8, 2023

### Grants Awaiting Approval from DESE

- N/A

### Grants

All grants from FY22 have been closed with DESE other than FY22 Title II which can be used through the remainder of this school year and summer to support staff professional development efforts. The district is undergoing an amendment to ESSER III to support the HVAC project at Gardner High School.

GPS recently submitted an application for Perkins funding to support the After Dark partnership with Monty Tech, Fitchburg and Narragansett; the district met with DESE and the partnership districts to follow up on the application and discuss potential next steps for planning.

In the month of June, DESE is rolling out a new Grants Management platform (formerly EdGrants) for all districts statewide. Remaining FY23 grants will continue to be managed in EdGrants while all new FY24 funding will be managed in the new system. District leaders are attending DESE-sponsored training to ensure immediate and efficient access to the new system. The district is currently planning summer professional development needs and, as required by DESE, will transfer necessary FY23 funding to summer funding in EdGrants to ensure funding remains available throughout the summer.

### Communications/Family Engagement

The districtwide Family Engagement teacher leaders will meet again in May to finalize building action plans.

The Districtwide MTSS Family and Community Member Convening will be held on May 22, 2023. The district is preparing for this meeting by establishing the agenda and activities to facilitate the sharing of Climate Survey data. This team of families and community members will finalize the district team's purpose and action plan for 2023-2024.



# Gardner Public Schools

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May 1, 2023

## Special Education Updates

### **SPECIAL EDUCATION:**

The Department of Elementary and Secondary Education (DESE) conducted an onsite visit April 3rd and 4<sup>th</sup> as the final component to the District's Tiered Focus Monitoring.

Overall, the feedback has been positive and at this time the District does not anticipate there will be any findings of non-compliance.

This month's report, an overview of the year long process, will be provided in person via a power point presentation at the May 8, 2023 school committee. The slide presentation is attached.

### **SPECIAL EDUCATION PARENT ADVISORY COUNCIL(SEPAC):**

The SEPAC hosted a presentation through the Federation for Children with Special Needs on "Bullying: What Parents Need to Know". This presentation held on April 6<sup>th</sup>, focused on what bullying is, school legal obligations to prevent and address bullying, and some strategies and tools to deal with bullying. There were 16 attendees comprised of parents, educators, and community members.