

Agenda School Committee Meeting 6/12/2023

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, June 12, 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 – Student Council & Peer Mentors**
- D. **Consent Agenda**
 - a. Approval of Minutes: May 8, 2023
 - b. Approval of Minutes, May 22, 2023
 - c. Warrant # 23-45, dated May 11, 2023, in the amount of \$327,891.86
 - d. Warrant # 23-46, dated May 18, 2023, in the amount of \$430,279.98
 - e. Warrant # 23-47, dated May 25, 2023, in the amount of \$244,803.20
 - f. Warrant # 23-48, dated June 1, 2023, in the amount of \$548,754.95
 - g. Donations -
- E. **Subcommittee Report**
 - Facilities Subcommittee
 - Finance Subcommittee

Agenda School Committee Meeting 6/12/2023

- F. **Student Advisory Board** – GHS, Junior - Amber Cameron
- G. **Discussion Items:**
 - New Business**
 - Item #3526** Keystone Educational Collaborative-Joslin Street purchase (**Vote Required**)
 - Item #3527** Declaration of Surplus Property (HMS, Stone Field, ESS Playground)
(**Vote Required**)
 - Item #3528** FY24 Contract Amendments, (AFSCME, Unit A, Unit B) (**Vote Required**)
 - Item# 3529** Superintendent Evaluation (**Vote Required**)
 - Item #3530** Curriculum Coordinator Update (**Information**)
 - Item #3531** Grants Administrator Update (**Presentation**)
 - Item #3532** Special Education Update (**Information**)
 - Item #3533** SEPAC Update (**Information**)
 - Item #3534** MSBA – New Building Project
- H. **Communications**
- I. **Final Comments of School Committee**
- J. **Executive Session**
- K. **Adjournment**

GARDNER PUBLIC SCHOOLS

BRIEFING

ORGANIZATIONAL MEETING OF THE SCHOOL COMMITTEE

Monday, June 12, 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 – Student Council & Peer Mentors**
- D. **Consent Agenda**
 - a. Approval of Minutes: Regular Meeting, May 8, 2023 -The School Committee Chair recommends approval of meeting minutes.
 - b. Approval of Minutes, Special Meeting May 22, 2023 -The School Committee Chair recommends approval of meeting minutes.
 - c. Warrant # 23-45, dated May 11, 2023, in the amount of \$327,891.86
 - d. Warrant # 23-46, dated May 18, 2023, in the amount of \$430,279.98
 - e. Warrant # 23-47, dated May 25, 2023, in the amount of \$244,803.20
 - f. Warrant # 23-48, dated June 1, 2023, in the amount of \$548,754.95
 - g. Donations -
- E. **Subcommittee Report**
 - Facilities Subcommittee
 - Finance Subcommittee
- F. **Student Advisory Board** – GHS, Junior – Amber Cameron
- G. **Discussion Items:**
 - New Business**
 - Item #3526** Keystone Educational Collaborative-Joslin Street purchase (**Vote Required**)
 - Item #3527** Declaration of Surplus Property (HMS, Stone Field, ESS Playground)
(**Vote Required**)
 - Item #3528** FY24 Contract Amendments, (AFSCME, Unit A, Unit B) (**Vote Required**)
 - Item# 3529** Superintendent Evaluation (**Vote Required**)
 - Item #3530** Curriculum Coordinator Update (**Information**)
 - Item #3531** Grants Administrator Update (**Information**)
 - Item #3532** Special Education Update (**Information**)
 - Item #3533** SEPAC Update (**Information**)
 - Item #3534** MSBA – New Building Project
- H. **Communications**

Briefing
School Committee Meeting 6/12/2023

- I. Final Comments of School Committee**
- J. Executive Session**
- K. Adjournment**

Gardner School Committee

City Council Chambers, 95 Pleasant Street, Gardner, Massachusetts

Regular Meeting – May 8, 2023

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. Mark Pellegrino, Superintendent
Terri Hillman, Recording Secretary
Dr. Catherine Goguen, Chief Academic Officer
Mark Hawke, Director of Finance and Operations
Joyce West, Director of Pupil Personnel
Lori Simpson, Ed.D., ELL Coordinator

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. Pellegrino welcomed the GHS Cheerleading Team. The team won the National Competition in Florida. He commented that they are the “winningest team in GHS history”.

Ms. Jill Markley, GHS Varsity Cheer Coach, introduced five of the cheerleaders who were present. Two members of the team could not be present this evening. She thanked the School Committee for inviting the girls tonight and spoke of their hard work not only in cheering but in classroom work and other aspects of their lives. In addition to first place, they also received the Judges’ Choice Award.

PUBLIC HEARING – FY2024 SCHOOL BUDGET

Mayor Nicholson, Chairperson, opened the Public Hearing on the proposed FY2024 School Budget in accordance with MGL Chapter 71, Section 38N at 6:35 p.m.

Dr. Pellegrino presented the FY 2024 Level Services Budget for the Gardner Public Schools.

- The Changing Demographics of Gardner students shows that 70% are students with High Needs.
- There is a significant increase in Out of District Costs for students with a need for Special Education and this has impacted the budget significantly. All efforts are made to keep these students in Gardner and to meet their needs.
- The expense of students leaving the District by School Choice has decreased. Gardner continues to make sure all students' needs are being met. There has been a slight increase in funds from incoming School Choice students.
- The Student Opportunity Act meetings held identified student populations that have the largest gaps as compared to all students. Strategies to close the gaps and funding have been provided.
- Preparation for the FY 2024 Budget began with Principals and Directors and continued with meetings up to the Superintendent and Business Manager. Through the process, the best budget to support all the Gardner students was developed.
- A balanced budget was presented and for the first time ever there is no deficit. There is a zero gap.
- Budget restorations, additions and reductions were focused on students with Special Needs which are the most vulnerable population. The needs of all students are being met in this budget.
- Salary and expense items were presented.
- Net School Spending (NSS) was explained and the costs that do not apply.

After the presentation, Mayor Nicholson asked three times if anyone from the general public had any questions on the FY 2024 Level Services Budget. There was no one from the general public present at the meeting.

Mrs. Pelavin moved that the Public Hearing on the FY 2024 Level Services Budget be closed.

Seconded by Mr. LaFreniere. [OBJ]

Vote – Unanimous.

Mayor Nicholson declared the Public Hearing closed at 7:01 pm.

FY 2024 SCHOOL BUDGET

Mrs. Leighton moved that the Gardner School Committee vote to approve the FY 2024 School Budget as presented in the amount of \$31,316,678.

Seconded by Mr. Swartz.

Roll Call Vote - Mrs. Cormier, yes; Mrs. Hurst, yes; Mr. LaFreniere, yes;

Mrs. Leighton, yes; Mrs. Pelavin, yes; Mr. Swartz, yes and Mayor Nicholson, yes.

Count – 7 in favor.

CONSENT AGENDA

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

- Approval of Minutes of Regular Meeting of April 10, 2023
- Approval of the following Warrants as recommended by the Finance Subcommittee:
 - Warrant #23-39 dated 03/30/23 in the amount of \$188,414.61
 - Warrant #23-40 dated 04/06/23 in the amount of \$661,138.39
 - Warrant #23-42 dated 04/20/23 in the amount of \$490,616.82
 - Warrant #23-43 dated 04/27/23 in the amount of \$391,275.31
 - Warrant #23-44 dated 05/04/23 in the amount of \$266,647.44

Seconded by Mr. Swartz. ^[OBJ]

Vote – so voted.

Mayor Nicholson, Chairperson, abstained from voting.

SUBCOMMITTEE REPORTS

Facilities Subcommittee

Mr. Swartz, Chairperson of the Facilities Subcommittee, reported that the Subcommittee met on April 13, 2023. The meeting took place in Elm Street School and the minutes of the meeting were presented.

Proposed of the use of the school space was viewed.

- The first floor is home of GALT.
- Boys and Girls Club meet in the cafeteria space.
- Space will be provided for the District Lead Nurse and for Student Services.
- The second floor is the designated location for Central Office.

The Subcommittee voted to recommend to the full Committee that old athletic mats at GHS be declared surplus as recommended by Mr. Hawke, Business Manager. (See Item #3517.)

Finance Subcommittee

Mr. LaFreniere, Chairperson of the Finance Subcommittee, reported that the Subcommittee met on May 2, 2023. Minutes of the meeting were presented.

The Subcommittee reviewed the Expense Report. The negatives sublines were reviewed and will be adjusted at year end.

Mr. Hawke reported that the Watkins Field concession/restroom work is almost complete. The Varsity Softball and Baseball field dugouts are being installed.

Discussion about declaring HMS along with the land around the Big Chair, Stone Field and the playground behind ESS took place. A map depicting all this land will be presented to the Facilities/Finance Subcommittees in June.

Student Advisory Board

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

NEW BUSINESS

Item #3516 – Second Reading of Policies

Mrs. Hurst moved that the Gardner Public School Committee vote to approve the following policies for a second 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

Seconded by Mr. Swartz.

Vote – So voted.

Mayor Nicholson abstained from voting.

Item #3517 – Surplus of Mats at GHS

Mr. LaFreniere moved that the Gardner Public School Committee vote to declare certain old high jump and pole vault mats at GHS as surplus as recommended by the Finance Subcommittee.

Seconded by Mrs. Pelavin.

Vote – So voted.

Mayor Nicholson abstained from voting.

Item #3518 – Appointment to Keystone & CAPS Collaborative

Mrs. Pelavin moved that the Gardner Public School Committee vote to approve the appointment of Dr. Mark Pellegrino, Superintendent, to represent the Gardner School District on the Keystone Educational Board of Directors.

Seconded by Mrs. Cormier.

Vote – So voted.

Mayor Nicholson abstained from voting.

Mrs. Pelavin moved that the Gardner Public School Committee vote to approve the appointment of Dr. Mark Pellegrino, Superintendent, to represent the Gardner School District on the CAPS Collaborative Board of Directors.

Seconded by Mrs. Leighton. [OBJ]

Vote – So voted.

Mayor Nicholson abstained from voting.

Item #3519 – Kindergarten Registration Update 2023-2024

Dr. Pellegrino said that three full days and one evening registration dates for Kindergarten were held. As of today, May 8, 2023, 143 children have been registered.

Item #3520 – ELL Coordinator

Lori Simpson, Ed.D. ELL Coordinator, presented an update on the English Language Learners. The Ell Department is trying to get parents to participate in ELPAC. An end of the year celebration is being planned and a family event in August.

- ACCESS Assessments for 2023 will be released on May 12 and teachers will mail the updated score reports to parents/guardians.
- The Department of Elementary and Secondary Education (DESE) program evaluation and services site visit took place in April. A report has not been received but the department is beginning to address the anticipated findings.
- Professional development will be provided to all interested GPS teachers in August. It will focus on strategies that can be used to support Ell students in all classrooms.

Item #3521 – Curriculum Coordinator Update

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

Item #3522 - Grants Administrator Update

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

Item #3523 – Special Education Update

Ms. Joyce West, Director of Pupil Personnel Services, presented the monthly department update via a PowerPoint. A copy of the slides was included in members' packets. A Tiered Focus Monitoring (TFM) Review was conducted in April 2023 by the DESE. Ms. West explained the process. This review occurs every three years. The focus areas were student identification, IEP development, programming and support services, and equal opportunity. Gardner is now a Tier 1.

An exit Debrief/Feedback was held with the Superintendent and Director. DESE gave an overall general funding but still needs to be discussed with DESE Department Supervisors. No pattern of non-compliance in any area was noted.

Item #3524– SEPAC Report

SEPAC hosted a presentation through the Federation for Children with Special Needs on "Bullying: What Parents Need to Know". There were 26 attendees comprised of parents, educators, and community members.

Item #3525 – MSBA – New School Building

Dr. Pellegrino said that everything is going well at GES. The ribbon cutting is scheduled for June and a time capsule will be filled at the ceremony.

COMMUNICATIONS

Dr. Pellegrino said this is Teacher Appreciation Week and he thanked them for their hard work. He was thrilled to have the cheerleaders at tonight's meeting. He thanked Lori Simpson for a great presentation.

FINAL COMMENTS

Mrs. Leighton thanked the school educators and is impressed with the communications from teachers. The GES PTO has a lot of activities planned and they have a lot of great ideas.

Mrs. Hurst congratulated the cheerleaders on their win and award. Tonight's presentations were spot on and interesting. She thanked all the teachers.

Mrs. Pelavin congratulated the cheerleaders and thanked all the teachers. There are many events coming up in the schools – concerts, proms, etc. - and she hopes people will attend.

Mr. Swartz thanked all educators in the district for their work.

Mr. LaFreniere congratulated the cheerleaders and thanked the teachers. Tonight's presentations were great.

Mrs. Cormier thanked Ms. Simpson and Ms. West for tonight's presentations. She spoke about the upcoming Theme Basket Extravaganza.

Mayor Nicholson said that FY 2024 School Budget will be submitted to the City Council for review and action. He gave a Shout Out to all the students who will be graduating

ADJOURNMENT

Mr. LaFreniere moved to adjourn.

Seconded by Mr. Swartz.

Mayor Nicholson abstained from voting.

Vote – so voted.

The meeting adjourned at 7:50 pm.

**Rachel Cormier
Secretary**

Terri Hillman, Recording Secretary

GARDNER SCHOOL COMMITTEE
Special Meeting – May 22, 2023
4:00PM
Zoom

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

Members absent: John LaFreniere, Finance Officer

School Personnel Present: Dr. Mark Pellegrino, Superintendent
Dr. Catherine Goguen, Chief Academic Officer
Mark Hawke, Director of Finance and Operation
Brenda Smith, Recording Secretary

Call to Order

Mayor, Michael Nicholson, Chairperson, called the meeting to order at 4:05 pm.

NEW BUSINESS

Food Service Management Company Contract:

Mr. Hawke described the process of researching Food Service, it goes out to bid every five years, it's the end of the five years for Whitson's come June 30, 2023. Our three principals made up the committee to rank the (3) RFP food programs there was a lot of criteria to meet, the Principals picked "Fresh Picks". I met with Dr. Pellegrino & Joshua Cormier (Purchasing Director) and reviewed the numbers. Next step was School Committee to approve awarding contract.

Ms. Pelavin moved to approve awarding the Food Service Contract to Fresh Picks beginning July 1, 2023.

Seconded by Mr. Swartz.

Vote – so voted.

ADJOURNMENT

Mr. Swartz moved to adjourn

Seconded by Ms. Pelavin.

The meeting adjourned at 4:12 pm.

Brenda Smith, Recording Secretary

Rachel Cormier, Secretary

**GARDNER PUBLIC SCHOOLS
SYNOPSIS OF WARRANT**

WARRANT #: 23-45

WARRANT DATE 05/11/23

Location	Office & Gen Supplies	Curriculum	Prof Dev	Nurse	IT	Utilities	Facilities	TOTAL
High School					\$3,080.64	\$4,801.90	\$26.97	\$7,909.51
Middle School					\$1,668.05	\$2,927.43	\$450.58	\$5,046.06
Gardner Elementary School	\$25.39	\$435.68		\$1,436.74	\$3,097.34	\$7,021.46		\$12,016.61
Elm St. School								\$0.00
Helen Mae Sauter						\$1,668.13		\$1,668.13
Sub-Total	\$25.39	\$435.68	\$0.00	\$1,436.74	\$7,846.03	\$16,418.92	\$477.55	\$26,640.31

Location	Office Supplies	Transport.	IT	Curriculum	Prof Serv	Assessment	Legal	Tuition	Utilities	Facilities	Carryover	TOTAL
Special Education	\$1,142.07				\$9,176.25	\$492.30	\$7,632.50					\$18,443.12
Administration			\$810.90						#####	\$3,284.20		\$6,888.34
Sub-Total	\$1,142.07	\$0.00	\$810.90	\$0.00	\$9,176.25	\$492.30	\$7,632.50	\$0.00	#####	\$3,284.20	\$0.00	\$25,331.46

Revolving Accounts	\$640.00
Grants	\$29,531.87
Capital Projects	\$7,059.54
Student Activity Acct.	\$2,375.55
Bonds	\$236,313.13
Sub-Total	\$275,920.09

GRAND TOTAL	\$327,891.86
--------------------	---------------------

**GARDNER PUBLIC SCHOOLS
SYNOPSIS OF WARRANT**

WARRANT #: 23-46

WARRANT DATE 05/18/23

Location	Office & Gen Supplies	Curriculum	Prof Dev	Athletics	IT	Utilities	Facilities	TOTAL
High School	\$220.00	\$870.75				\$4,959.27	\$27,357.64	\$33,407.66
Middle School						\$1,795.86	\$21,605.78	\$23,401.64
Gardner Elementary School							\$33,123.68	\$33,123.68
Elm St. School						\$10.00	\$63.28	\$73.28
Helen Mae Sauter						\$1,021.06	\$1,404.54	\$2,425.60
Sub-Total	\$220.00	\$870.75	\$0.00	\$0.00	\$0.00	\$6,765.13	\$82,150.38	\$92,431.86

Location	Office Supplies	Transport.	IT	Dues & Mem	Prof Serv	Assessment	Advertising	Tuition	Utilities	Facilities	Carryover	TOTAL
Special Education		\$35,573.40		\$300.00	\$17,968.25	\$284.35		\$19,730.20				\$73,856.20
Administration			\$8,979.78				\$273.52		#####	\$8,239.22		\$19,327.01
Sub-Total	\$0.00	\$35,573.40	\$8,979.78	\$300.00	\$17,968.25	\$284.35	\$273.52	\$19,730.20	#####	\$8,239.22	\$0.00	\$93,183.21

Revolving Accounts	\$373.88
Grants	\$100,104.44
School Music	\$120.00
Student Activity Acct	\$15,744.04
Capital	\$78,396.39
Watkins Field	\$49,926.16
Sub-Total	\$244,664.91

GRAND TOTAL	\$430,279.98
--------------------	---------------------

**GARDNER PUBLIC SCHOOLS
SYNOPSIS OF WARRANT**

WARRANT #: 23-47

WARRANT DATE 05/25/23

Location	Office & Gen Supplies	Curriculum	Student Act.	Athletics	Nurse	Utilities	Facilities	TOTAL
High School	\$2,533.21	\$258.73	\$401.80	\$612.00			\$1,702.99	\$5,508.73
Middle School							\$1,049.38	\$1,049.38
Gardner Elementary School	\$231.21				\$131.78		\$4,243.27	\$4,606.26
Elm St. School							\$1,206.93	\$1,206.93
GALT	\$49.00							\$49.00
Sub-Total	\$2,764.42	\$258.73	\$401.80	\$612.00	\$131.78	\$0.00	\$8,202.57	\$12,420.30

School

Location	Office Supplies	Transport.	IT	Physician	Prof Serv	Assessment	Legal	Tuition	Utilities	Facilities	Carryover	TOTAL
Special Education	\$21.20				\$7,723.15	\$299.95						\$8,044.30
Administration	\$25.44		\$6,523.71	\$5,000.00			\$2,530.00			\$1,191.22		\$15,270.37
Sub-Total	\$46.64	\$0.00	\$6,523.71	\$5,000.00	\$7,723.15	\$299.95	\$2,530.00	\$0.00	\$0.00	\$1,191.22	\$0.00	\$23,314.67

Revolving Accounts	\$120,990.72
Grants	\$59,928.98
Student Activity Acct.	\$12,592.50
School Music Supplies	\$1,798.00
Bonds	\$13,758.03
Sub-Total	\$209,068.23

GRAND TOTAL	\$244,803.20
--------------------	---------------------

**GARDNER PUBLIC SCHOOLS
SYNOPSIS OF WARRANT**

WARRANT #: 23-48

WARRANT DATE 06/01/23

Location	Office & Gen Supplies	Curriculum	Prof Dev	Athletics	Nurse	Utilities	Facilities	TOTAL
High School	\$478.28	\$159.61					\$260.00	\$897.89
Middle School	\$102.00			\$3,746.35			\$684.36	\$4,532.71
Gardner Elementary School	\$168.18	\$3,825.19			\$1,270.87			\$5,264.24
Elm St. School							\$606.24	\$606.24
Helen Mae Sauter								\$0.00
Sub-Total	\$748.46	\$3,984.80	\$0.00	\$3,746.35	\$1,270.87	\$0.00	\$1,550.60	\$11,301.08

Location	Office Supplies	Transport.	IT	Curriculum	Prof Serv	Assessment	Advertising	Tuition	Travel	Facilities	Carryover	TOTAL
Special Education		\$42,285.00			\$6,447.45	\$1,258.03		\$52,046.05				\$102,036.53
Administration		\$59,130.00	\$11,419.92				\$39.45		\$273.73			\$70,863.10
Sub-Total	\$0.00	\$101,415.00	\$11,419.92	\$0.00	\$6,447.45	\$1,258.03	\$39.45	\$52,046.05	\$273.73	\$0.00	\$0.00	\$172,899.63

Revolving Accounts	\$103.50
Grants	\$28,591.68
Music Supplies	\$912.75
MSBA	\$334,946.31
Sub-Total	\$364,554.24

GRAND TOTAL	\$548,754.95
--------------------	---------------------



June 1, 2023

TO: Keystone Executive Board members
RE: Purchase of 143 Joslin Street, Leominster, MA

Keystone Educational Collaborative is in the process of acquiring 143 Joslin Street, Leominster, MA, to provide the collaborative's growing need for space to support the students.

Keystone Educational Collaborative is looking to secure a loan of \$5.377 million through the Main Street Bank for the purpose of purchasing and renovation of 143 Joslin Street.

The collaborative will be converting 20,000 sq. ft. of the 34,000 sq. ft. facility to support twelve classrooms, ancillary service space, office space and conference space for our member districts.

The Executive Board voted as follows:

February 2, 2023: Action Item-

Vote to approve a proposed Unique Acquisition-

Ms. E. Holmes motioned to approve a proposed Unique Acquisition. Ms. P. Deacon seconded the motion. Roll call: Dr. K. Burnham-Yes, Ms. P. Deacon- Yes, Ms. E. Holmes- Yes, Mr. R. Jokela- Yes, Mr. T. King- Yes, Dr. S. Meyer- Yes, Mr. B. Morgan- Yes, Dr. S. Muir- Yes, Dr. M. Pellegrino- Yes.

The vote was unanimous. Motion was passed.

These minutes were approved at the Executive Board meeting on March 30, 2023.

June 1, 2023: Action Item-

Vote to approve borrowing for Purchase and Construction-

Motion was made by Mr. Morgan to approve the borrowing for purchase and construction of 143 Joslin Street, Leominster, from the Main Street Bank for \$5.377 million. Ms. P. Deacon seconded the motion.

Roll call: Dr. K. Burnham-Yes, Ms. P. Deacon- Yes, Ms. Jennifer Storm- Yes, Mr. R. Jokela- Yes, Mr. T. King- Yes, Dr. S. Meyer- Yes, Mr. B. Morgan- Yes, Dr. S. Muir- Yes, Dr. M. Pellegrino- Yes, Dr. A. Renda.

The vote was unanimous. Motion was passed.

Purchase and Sale of this property is scheduled for June 28, 2023.

Assessor Parcel Viewer 11.75 Acres

5/15/23, 1:17 PM



+

-

Find address or place

Q

200ft





SURPLUS



Find address or place



200ft
-71.980 42.576 Degrees

**CONTRACT AMENDMENT
BETWEEN
THE CITY OF GARDNER SCHOOL COMMITTEE
AND
AMERICAN FEDERATION OF STATE, COUNTY, and MUNICIPAL EMPLOYEES
AFL-CIO, STATE COUNCIL 93, LOCAL 1717**

This CONTRACT AMENDMENT is entered into by and between the Gardner School Committee (hereinafter, the “Committee”) and the American Federation of State, County, and Municipal Employees AFL-CIO, State Council 93, Local 1717 (hereinafter, the “Union”).

WHEREAS, this amendment sets forth the mutually agreed upon changes to the Collective Bargaining Agreement for members as outlined below:

Article XXII – Stay Well Buy Back

All members hired before July 1, 2023 will be allowed to sell back to the school department a maximum of three (3) days per year of unused sick time from the present school year, for payment in July

Members of the bargaining unit wishing to sell back these days shall only be required to notify the Superintendent once of their intent to buy back three days. If a choice is made to discontinue/change the stated intent, members of the bargaining unit shall notify the Superintendent in writing

Members of the bargaining unit who opt for this plan will be paid in July for each year the dollar amount of three (3) days. The rate of pay will be based on the base salary of the year the days were earned.

For the purpose of this section, days will be *whole* days.

Salary Schedule

FY24 Salary Schedule will be amended to reflect an increase of 5% above the FY23 Salary Schedule (revised schedule attached).

GARDNER PUBLIC SCHOOLS
Local 1717 Pay Schedule
Year Round Employees
Contract Period: 7/1/22 – 6/30/25

7/1/22 – 6/30/23 – Rate of Increase: 2%

CLASSIFICATION					
	Step 1	Step 2	Step 3	Step 4*	Step 5*
Building Maintenance Craftsman	\$24.62	\$26.12	\$27.66	\$29.28	\$30.76
Groundskeeper	\$20.56	\$21.59	\$25.85	\$27.47	\$28.94
Senior Clerk Typist	\$17.31	\$20.27	\$23.44	\$25.04	\$26.53
	Step 1	Step 2**	Step 3**		
Executive Assistant to the Principal	\$53,000	\$54,500	\$56,000		

7/1/23 – 6/30/24 – Rate of Increase: 5%

CLASSIFICATION					
	Step 1	Step 2	Step 3	Step 4*	Step 5*
Building Maintenance Craftsman	\$25.85	\$27.43	\$29.04	\$30.74	\$32.30
Groundskeeper	\$21.59	\$22.67	\$27.14	\$28.84	\$30.39
Senior Clerk Typist	\$18.18	\$21.28	\$24.61	\$26.29	\$27.86
	Step 1	Step 2**	Step 3**		
Executive Assistant to the Principal	\$55,650	\$57,225	\$58,800		

7/1/24 – 6/30/25 – Rate of Increase: 2%

CLASSIFICATION					
	Step 1	Step 2	Step 3	Step 4*	Step 5*
Building Maintenance Craftsman	\$26.37	\$27.98	\$29.62	\$31.35	\$32.95
Groundskeeper	\$22.02	\$23.12	\$27.68	\$29.42	\$31.00
Senior Clerk Typist	\$18.54	\$21.71	\$25.10	\$26.82	\$28.42
	Step 1	Step 2**	Step 3**		
Executive Assistant to the Principal	\$56,763	\$58,370	\$59,976		

*Any newly hired employees will not be eligible for Step 4 until they have completed five (5) years of service within the bargaining unit and will not be eligible for Step 5 until they have completed eight (8) years of service within the bargaining unit.

**Any newly hired employees will not be eligible for Step 2 until they have completed three (3) years of service within the bargaining unit and will not be eligible for Step 3 until they have completed five (5) years of service within the bargaining unit.

GARDNER PUBLIC SCHOOLS
 Local 1717 Pay Schedule
 40-Week Employees
 Contract Period: 7/1/22 – 6/30/25

7/1/22 – 6/30/23 – Rate of Increase: 2%

CLASSIFICATION					
	Step 1	Step 2	Step 3	Step 4*	Step 5*
Senior Clerk Typist	\$17.21	\$20.17	\$23.33	\$24.92	\$26.39

7/1/23 – 6/30/24 – Rate of Increase: 5%

CLASSIFICATION					
	Step 1	Step 2	Step 3	Step 4*	Step 5*
Senior Clerk Typist	\$18.07	\$21.18	\$24.50	\$26.17	\$27.71

7/1/24 – 6/30/25 – Rate of Increase: 2%

CLASSIFICATION					
	Step 1	Step 2	Step 3	Step 4*	Step 5*
Senior Clerk Typist	\$18.43	\$21.60	\$24.99	\$26.69	\$28.26

*Any newly hired employees will not be eligible for Step 4 until they have completed five (5) years of service within the bargaining unit and will not be eligible for Step 5 until they have completed eight (8) years of service within the bargaining unit.

**CONTRACT AMENDMENT
BETWEEN
THE CITY OF GARDNER SCHOOL COMMITTEE
AND
THE GARDNER EDUCATION ASSOCIATION**

This CONTRACT AMENDMENT is entered into by and between the Gardner School Committee (hereinafter, the “Committee”) and the Gardner Education Association (hereinafter, the “Association”).

WHEREAS, this amendment sets forth the mutually agreed upon changes to the Collective Bargaining Agreement for Unit A members as outlined below:

Article XXII – Leaves of Absence

Section 1, Paragraph E - *Stay Well Buy Back*

All teachers hired before July 1, 2023 will be allowed to sell back to the school department a maximum of three (3) days per year of unused sick time from the present school year, for payment in July

Teachers wishing to sell back these days shall be required to notify the Superintendent by December 31st of each school year. The Business Office will send a reminder by November 30 of each year. A Stay-Well Buyback Form will be made available on the District website under Staff Resources. If a choice is made to discontinue/change the stated intent, teachers shall notify the Superintendent in writing.

Teachers who opt for this plan will be paid in July of each year the dollar amount of three (3) days. The rate of pay will be based on the base salary of the year the days were earned.

For the purpose of this section, days will be *whole* days.

Appendix B – Salary Schedule

FY24 Teachers’ Salary Schedule will be amended to reflect an increase of 5% above the FY23 Salary Schedule (revised schedule attached).

Appendix B – Salary Schedule

FY24 Teachers' Salary Schedule (184 Day Work Year, 5% Increase) Effective 07/01/23

Lane Step	B0 BA	B1 B+6	B2 B+12	B3 B+18	B4 B+24	B5 B+30
1	\$50,947.49	\$51,456.32	\$51,971.28	\$52,480.13	\$52,990.49	\$53,500.90
2	\$52,928.05	\$53,439.91	\$53,950.29	\$54,460.68	\$54,972.56	\$55,482.97
3	\$54,911.63	\$55,420.49	\$55,932.37	\$56,441.24	\$56,953.13	\$57,465.03
4	\$56,892.16	\$57,401.03	\$57,912.92	\$58,424.80	\$58,935.20	\$59,444.06
5	\$58,871.21	\$59,383.11	\$59,896.53	\$60,403.86	\$60,914.23	\$61,426.14
6	\$60,853.29	\$61,363.68	\$61,872.52	\$62,385.92	\$62,897.85	\$63,408.20
7	\$62,835.39	\$63,344.22	\$63,854.61	\$64,366.49	\$64,876.86	\$65,388.78
8	\$64,815.94	\$65,326.30	\$65,838.20	\$66,348.59	\$66,857.41	\$67,367.81
9	\$66,796.47	\$67,308.38	\$67,820.30	\$68,329.15	\$68,839.49	\$69,351.40
10	\$68,777.04	\$69,285.88	\$69,796.26	\$70,311.22	\$70,823.09	\$71,330.45
11	\$70,759.12	\$71,267.97	\$71,779.84	\$72,290.26	\$72,800.63	\$73,314.01
12	\$72,739.65	\$73,251.57	\$73,760.41	\$74,272.32	\$74,781.19	\$75,293.07
13	\$74,721.76	\$75,232.10	\$75,742.50	\$76,252.88	\$76,764.75	\$77,275.15
14	\$80,954.42	\$81,464.76	\$81,976.65	\$82,485.52	\$82,995.89	\$83,509.30

Lane Step	M0 MA	M1 M+6	M2 M+12	M3 M+18	M4 M+24	M5 M+30	M6 M+45	M7 M+60	CAGS/ Doctorate
1	\$53,346.41	\$54,859.81	\$55,368.67	\$55,879.05	\$56,389.41	\$56,901.32	\$57,915.96	\$58,935.20	\$59,866.38
2	\$56,330.01	\$56,838.84	\$57,349.25	\$57,861.15	\$58,373.02	\$58,881.87	\$59,899.61	\$60,914.23	\$61,840.13
3	\$58,309.04	\$58,819.41	\$59,331.31	\$59,841.68	\$60,350.52	\$60,863.99	\$61,880.15	\$62,897.85	\$63,822.45
4	\$60,291.13	\$60,815.02	\$61,313.39	\$61,822.26	\$62,331.06	\$62,844.52	\$63,860.70	\$64,876.86	\$65,798.11
5	\$62,271.67	\$62,785.11	\$63,293.95	\$63,802.81	\$64,314.68	\$64,826.63	\$65,841.24	\$66,857.41	\$67,773.37
6	\$64,250.71	\$64,764.13	\$65,272.97	\$65,786.40	\$66,293.71	\$66,807.15	\$67,824.87	\$68,842.55	\$69,751.28
7	\$66,234.29	\$66,744.67	\$67,256.57	\$67,763.90	\$68,275.81	\$68,787.73	\$69,804.20	\$70,823.09	\$71,736.68
8	\$68,216.41	\$68,728.28	\$69,235.61	\$69,747.51	\$70,256.33	\$70,769.79	\$71,784.42	\$72,800.63	\$73,717.90
9	\$70,193.91	\$70,707.32	\$71,219.20	\$71,728.04	\$72,239.99	\$72,748.80	\$73,766.50	\$74,781.19	\$75,686.03
10	\$72,175.95	\$72,687.86	\$73,198.25	\$73,711.65	\$74,219.01	\$74,732.42	\$75,747.05	\$76,764.75	\$77,670.57
11	\$74,156.51	\$74,669.94	\$75,178.79	\$75,689.17	\$76,202.60	\$76,712.97	\$77,729.15	\$78,745.33	\$79,650.88
12	\$76,141.66	\$76,650.50	\$77,160.86	\$77,671.25	\$78,181.62	\$78,690.48	\$79,709.70	\$80,727.40	\$81,639.63
13	\$78,117.61	\$78,632.57	\$79,142.95	\$79,653.32	\$80,162.20	\$80,672.54	\$81,691.81	\$82,707.98	\$83,609.48
14	\$84,348.77	\$84,859.15	\$85,371.01	\$85,881.42	\$86,390.25	\$86,900.64	\$87,919.83	\$88,936.02	\$89,825.39

NOTE: CAGS must be an accredited degree program and a minimum number of 30 graduate credits. Members enrolled prior to July 1, 2018 are exempt from this requirement.

**CONTRACT AMENDMENT
BETWEEN
THE CITY OF GARDNER SCHOOL COMMITTEE
AND
THE GARDNER EDUCATION ASSOCIATION**

This CONTRACT AMENDMENT is entered into by and between the Gardner School Committee (hereinafter, the “Committee”) and the Gardner Education Association (hereinafter, the “Association”).

WHEREAS, this amendment sets forth the mutually agreed upon changes to the Collective Bargaining Agreement for Unit B members as outlined below:

Article XXII – Stay Well Buy Back

All members hired before July 1, 2023 will be allowed to sell back to the school department a maximum of three (3) days per year of unused sick time from the present school year, for payment in July

Members of the bargaining unit wishing to sell back these days shall only be required to notify the Superintendent once of their intent to buy back three days. If a choice is made to discontinue/change the stated intent, members of the bargaining unit shall notify the Superintendent in writing

Members of the bargaining unit who opt for this plan will be paid in July for each year the dollar amount of three (3) days. The rate of pay will be based on the base salary of the year the days were earned.

For the purpose of this section, days will be *whole* days.

Appendix A – Salary Schedule

FY24 Paraprofessional and Tutor Salary Schedules will be amended to reflect an increase of 2% over the FY23 salary schedule plus an additional \$2.00 per hour (revised schedule attached).

Registered Behavior Technicians will be placed at their anticipated step on the FY24 Tutor salary schedule.

Appendix A

Salary Scale

	Step	2023-2024		
Paraprofessionals	1	\$18.36		
	2	\$19.18		
	3	\$19.99		
	4	\$21.06		
	5	\$21.87		
Tutors & RBTs	1	\$25.02		
	2	\$25.87		
	3	\$26.79		
	4	\$28.23		
	5	\$29.18		

In the event that a current employee is hired for a new classification with a higher rate of pay, the member will begin at Step 1 of that classification. If a member is transferred to a different classification of lower pay, the member will be paid the lower rate commensurate with his/her years of experience.

NOTE: Tutors who have not obtained Massachusetts Teacher Certification may not have their wages increased past Step 3.

Registered Behavior Technicians who have not obtained the RBT Certification may not have their wages increased past Step 3.



Gardner Public Schools

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

www.gardnerk12.org

70 Waterford Street, Gardner, MA 01440

(978) 632-1000

June 2, 2023

Curriculum, Instruction, Assessment Update

Title I:

Title I funding allocations for districts for the 2023-2024 school year will be announced by the Department of Elementary and Secondary Education during mid-July. Early information has revealed that the District percent change in eligible children from FY23 to FY24 increased by 16.5%. This information indicates that the District should receive at least level funding for the 2023-2024 school year, however, other variables may change the level of funding in either direction by an amount no greater than 15% of 2022-2023 funding levels. The District is projecting a hold harmless level of funding for 2023-2024 which will allow for all current initiatives and staffing to remain in place.

Curriculum, Instruction, & Assessment

The District began a search two years ago for evidence-based mathematics curriculum/instructional materials that best align with the multi-tiered system of supports (MTSS) being implemented at all grade levels. As a result of that search, a variety of staff at all grade levels elected to pilot the selected mathematics program entitled IntoMath by Houghton-Mifflin-Harcourt that is endorsed as a high quality program by the Department of Elementary and Secondary Education (DESE) and by curriculum review reports such as CURATE and EdReports. The District was able to purchase this new mathematics curriculum during the 2022-2023 school year to be fully implemented in Kindergarten through grade 8 during the 2023-2024 school year. Funding for this new curriculum was made possible through the ESSER grant.

Additionally, since the District's elementary literacy program, Wonders 2017 by McGraw Hill, was identified by the DESE as not meeting all criteria for a high quality literacy program three years ago, we were able to purchase the updated and DESE approved Wonders 2023 curriculum during the 2021-2022 school year. This curriculum was fully implemented during the 2022-2023 school year in Kindergarten through grade five. The materials are more user friendly than the previous program with more opportunities for student reading, discourse, and writing. We are excited to have both updated high quality Math and literacy programs implemented as part of the academic MTSS work to further improve literacy and math instruction for improved student outcomes.

I would like to wish everyone a relaxing and healthy summer break!

Community • Appreciation • Responsibility • Excellence

Report to the School Committee

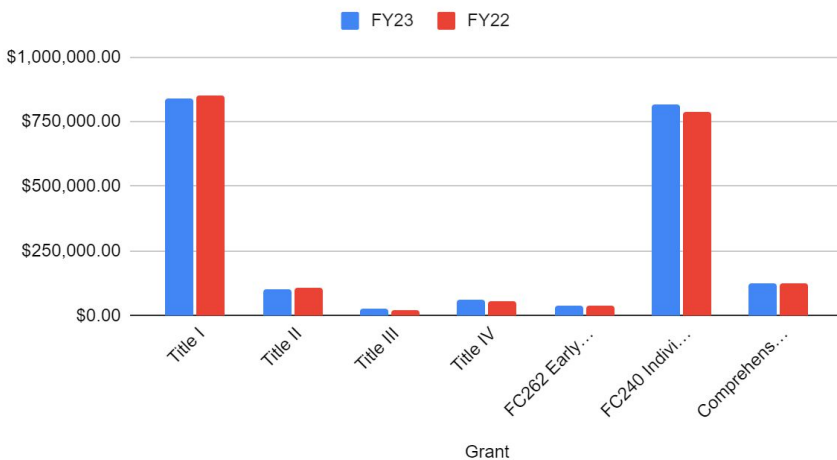


Grants
June 12, 2023

FY23 Entitlement Grants - EOY Totals



Entitlement Grant Totals Year-Over-Year



Grant	FY23	FY22
Title I	\$841,402.00	\$852,557.00
Title II	\$99,598.00	\$108,808.00
Title III	\$24,508.00	\$21,423.00
Title IV	\$61,043.00	\$57,067.00
FC262 Early Childhood Special Education Grant	\$38,971.00	\$37,780.00
FC240 Individuals with Disabilities Act Grant	\$816,023.00	\$786,068.00
Comprehensive School Health Services Grant	\$125,000.00	\$125,000.00
Total	\$2,006,545.00	\$1,988,703.00

FY23/24 ESSER III/IVAQ



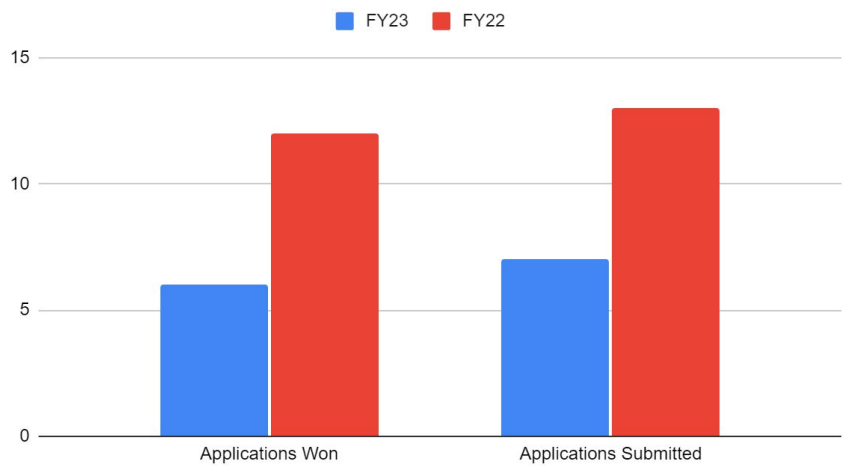
- ESSER III:
- Total Allotment - \$5,966,598
 - Spent in FY23 - \$2.4M (as of June 5, 2023, including salary encumbrances through June 30, 2023)
 - Salaries: Grants Manager (.5 FTE), Paraprofessionals, Classroom Tutors
 - Stipends: MTSS Teacher Leaders, Retention Stipends
 - Contractual: Suzor IT, Gateway Program, HVAC Project at GHS
 - Supplies: Math Curriculum (Districtwide)
 - Remaining to be spent in FY24 on:
 - Salaries: Grants Manager (.5 FTE)
 - Stipends: MTSS Teacher Leaders
 - Contractual: HVAC Project at GHS
 - Supplies: Computers to maintain 1:1 status for students

- Improving Ventilation & Air Quality:
- Total Allotment - \$539,600
 - Spent in FY23 - \$0
 - Remaining to be spent in FY24 on:
 - Contractual: HVAC Project at GHS

FY23 Competitive Grants - EOY Totals



Competitive Grants Submitted/Awarded Year-Over-Year



Grant	FY23	FY22
Massachusetts Life Sciences Center Grant	\$80,528.00	
FC332 Mental & Behavioral Health Grant/FC311	\$152,500.00	
Barr Foundation School Leadership Grant (Year 2)	\$250,000.00	
FC722 School Nutrition Equipment Grant	\$20,000.00	
FC460 Early College Support Grant	\$186,000.00	
FC119 Innovation Pathways Implementation Grant	\$85,000.00	
Total	\$774,028.00	\$698,419.00

FY24 Grant Applications In Process



- Partnership with Monty Tech; After Dark Program to serve 20 GHS students seeking vocational training (beginning in FY25, but grant will support planning); Chapter 74 Perkins Funding - *Not yet approved*

GEM\$

DESE is currently in the process of changing the grant management system to a new program

- Grants will operate on a reimbursement basis starting in FY24
- Applications can begin being processed in GEM\$ on July 1
- All FY23 grants will still remain in EdGrants until they close
- System creates a more seamless process for year-end reporting by aligning grants more closely with Munis; also creates workflow with multiple approval points (less paper usage and more eyes on applications/fund draws.)

Statewide GEM\$ training in person at the DCU Center in Worcester on Monday, June 26, 2023.



June 1, 2023

Report to the School Committee Special Education Updates

MTSS SEL District Team

The MTSS SEL District Team held our second meeting of the year with parent/community members that agreed to join the team. One goal coming into this year was to add at least one parent and community member to our team with attendance at two meetings per year. The District Team met this goal. We are fortunate to have a few parent/community members willing to sign on as team members and attend our evening meetings. District Team members, Amber Casavant, District MTSS Director, and Courtney Dunn, Family Engagement Coordinator, reviewed progress towards our goals and shared data from the climate survey taken by staff, families, and students. Team members made recommendations on how to best share the data and which areas to target for improvement.

The District Team's goal is to create an annual report regarding the district MTSS SEL outcomes for the 2022-23 school year. The team anticipates that the report will be finalized and shared with stakeholders by early fall.

Mental Health

The District rolled out access to Care Solace last month. Care Solace is a web based mental healthcare coordination service for all students, families, staff and their families. Care Solace provides care coordination for those seeking mental health care. This service is not intended to replace any staff or services rather it exists to expand the access to supports. The system sets up new referrals/clients with a care coordinator so the work to access care is done for the client. Care Solace assists in access to care regardless of types of insurance, Medicaid, or no insurance. Care Solace can be accessed any time, day or night.

Administrators, mental health staff, nursing, and human resources/communications staff attended trainings through May 22, 2023. In the one week since it has been in place 14 referrals were made from 3 different schools. The system allows administrator to view a usage and impact report. This report will be helpful in targeting future interventions and service needs. A copy of the impact report is attached.



Impact Report

Gardner Public Schools

07/01/2022 - 06/01/2023

Gardner Public Schools

All cases

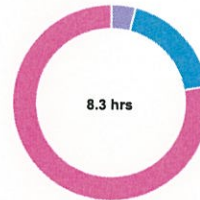
Total Cases

14

Total Communications

361

Time Saved



Communications w/ staff: 20 min

Communications w/ providers: 91 min

Communications w/ client: 388 min

Total Appointments

0

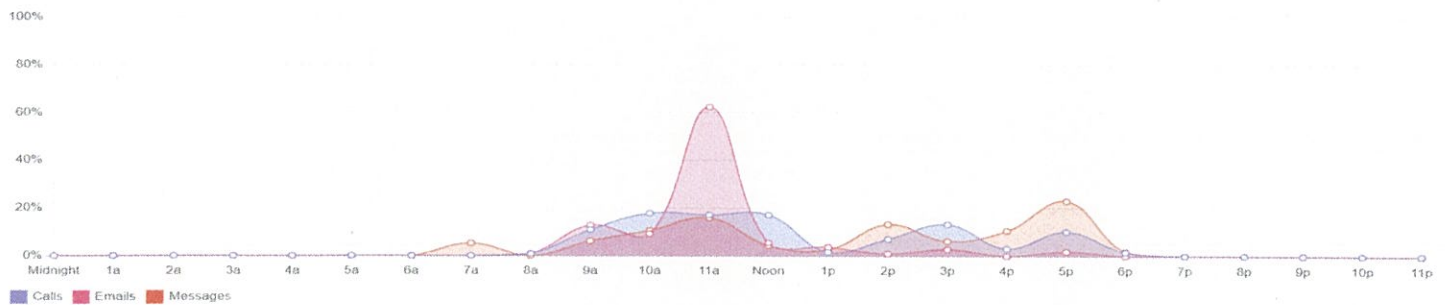
Total Anonymous Searches

4

Key Performance Indicators (KPIs)

	May	Jun	Total
Inbound Interactions	38	0	38
Communications saved	304	19	323
Warm Handoffs®	13	0	13
Family-initiated cases	1	0	1
Total Unreachable	0	0	0
Total Declined Services	0	0	0
Total appointments into care	0	0	0
Anonymous searches	4	0	4

Communications by Time of Day



Demographics

Gender



Female: 69% Male: 31%

Age



Children (3-11): 54% Adolescents (12-17): 23%
Adults (18-64): 23%

Ethnicity



White / Caucasian: 85% Hispanic / Latino: 8%
Other: 8%

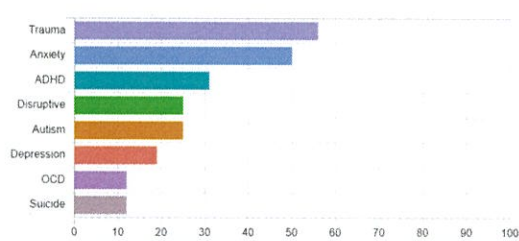
Community Needs

Substance Use



No data available

Mental Health



Top 10 Insurance



GIC Insurance Unicare State Indemnity	38%
I Don't Know:	15%
MassHealth (Medicaid):	15%
APWU (PPO):	8%
Network Blue New England (HMO):	8%
Tufts Associated Health (HMO):	8%
Tufts Massachusetts Health Connect...	8%

Top 10 Providers & Resources



No data available