

# GARDNER PUBLIC SCHOOLS

Policy Subcommittee  
Meeting Minutes  
Tuesday, January 21, 2021  
5:30 PM  
Via ZOOM Meeting

In Attendance: Mrs. Anne Hurst, Chair; Mrs. Rachel Cormier, Member; Mrs. Jennifer Pelavin, Member

Absent:

Also in Attendance: Dr. Mark Pellegrino, Superintendent; Dr. Catherine Goguen, Chief Academic Officer; Ms. Joyce West, PPS Director; Ms. Courtney Dunn, Grants/Compliance/Communications Coordinator; Ms. Brenda Smith, Administrative Assistant to the Superintendent; Ms. Rebecca McCaffrey, School Nurse Leader; Mr. Daniel Forte, Athletic Director

Mrs. Hurst called the meeting to order at 5:30 p.m.

A motion was made by Mrs. Cormier and seconded by Mrs. Pelavin to approve the minutes of the November 18, 2020 Policy Meeting. The motion passed unanimously.

The following policies were tabled to the next Subcommittee meeting agenda for further review and discussion:

- IJNDD – Policy on Social Media
- JJD – Athletic Policy
- JKA – Special Education Discipline
- JKD – Student Suspension/Expulsion

Policy BDE – Subcommittees of the School Committee was reviewed and discussed. The Subcommittee recommended keeping the list of Subcommittees in the policies in lieu of removing them as originally proposed during the November Policy Meeting. A motion was made by Mrs. Pelavin and seconded by Mrs. Cormier to send the policy with the recommended changes to the February full School Committee Meeting for a first reading. The motion passed unanimously.

Policy BDEE – Athletic Council was reviewed and discussed. Mr. Forte recommended changes to the process of selecting Athletic Council Members, and the Subcommittee recommended minor grammatical changes. A motion was made by Mrs. Pelavin and seconded by Mrs. Cormier to send the policy with the recommended changes to the February full School Committee Meeting for a first reading. The motion passed unanimously.

Policy BEDB - Agenda was reviewed and discussed. The Subcommittee recommended one minor change to include posting agendas to the public. A motion was made by Mrs. Pelavin and

seconded by Mrs. Cormier to send the policy with the recommended changes to the February full School Committee Meeting for a first reading. The motion passed unanimously.

Policy BE – School Committee Meetings was reviewed and discussed. The Subcommittee recommended no further changes to the policy than what was originally recommended in the November Policy Meeting. A motion was made by Mrs. Pelavin and seconded by Mrs. Cormier to send the policy to the February full School Committee Meeting for a first reading. The motion passed unanimously.

Policy CM – School District Annual Report was reviewed and discussed. The Subcommittee recommended a language change from “town’s” to “city’s”. A motion was made by Mrs. Pelavin and seconded by Mrs. Cormier to send the policy with the recommended changes to the February full School Committee Meeting for a first reading. The motion passed unanimously.

Policy EBCD – Emergency Closings was reviewed and discussed. The Subcommittee recommended adoption of this policy as the District currently does not have Policy EBCD. The Subcommittee also recommended that this policy should replace current District Policy EBCE – School Closings and Cancellations as policy EBCD is more comprehensive than District Policy EBCE. A motion was made by Mrs. Pelavin and seconded by Mrs. Cormier to send policy EBCD to the February full School Committee Meeting for a first reading for adoption, and to send Policy EBCE to the March full School Committee Meeting for removal upon a second reading and vote of approval to adopt Policy EBCD. The motion passed unanimously.

Policy EFDA – School Food Service Department Policy was reviewed and discussed. Ms. Dunn stated that Policy EFD – Meal Charge Policy was adopted in November, 2018 to replace Policy EFDA. The Subcommittee recommended the removal of Policy EFDA as it is redundant. A motion was made by Mrs. Pelavin and seconded by Mrs. Cormier to send Policy EFDA to the February full School Committee Meeting for removal. The motion passed unanimously.

Policy JICFB was reviewed and discussed. Ms. West stated that she did not recommend using the MASC model Policy JICFB in lieu of the current District Policy JICFB as the Massachusetts Association of School Committees (MASC) policy is outdated and the District Policy reflects current regulations. Ms. West did recommend updates and changes to the references for this policy. A motion was made by Mrs. Pelavin and seconded by Mrs. Cormier to send the policy with the recommended changes to the February full School Committee Meeting for a first reading. The motion passed unanimously.

Policy JL Student Welfare was reviewed and discussed. Dr. Goguen presented minor changes to include a reference to guardians as well as parents and the addition of language regarding Emergency Drills to align with the MASC model Policy JL. A motion was made by Mrs. Pelavin and seconded by Mrs. Cormier to send the policy with the recommended changes to the February full School Committee Meeting for a first reading. The motion passed unanimously.

Policy JLCA-E – Position Description – School Physician was reviewed and discussed. Ms. McCaffery recommended the removal of language regarding school physician availability at interscholastic football games. She stated that this was not applicable to our District as the

school physician is not the person to attend such games. A motion was made by Mrs. Pelavin and seconded by Mrs. Cormier to send the policy with the recommended changes to the February full School Committee Meeting for a first reading. The motion passed unanimously.

Policy JLCCA-HIV was reviewed and discussed. Ms. McCaffrey stated that this policy is redundant as information here is contained in Policy JLCC – Communicable Diseases. Also, MASC does not currently have Policy JLCCA-HIV in their manual of model policies. A motion was made by Mrs. Pelavin and seconded by Mrs. Cormier to send Policy JLCCA-HIV to the February full School Committee Meeting for removal. The motion passed unanimously.

The schedule of Policy Subcommittee Meetings will be as follows:

- Thursday, February 25, 2021 at 5:30 p.m.
- Thursday, March 18, 2021 at 5:30 p.m.

A motion was made by Mrs. Cormier and seconded by Mrs. Pelavin to adjourn the meeting. The motion passed unanimously. The meeting adjourned at 6:49 p.m.