

GARDNER PUBLIC SCHOOLS

Policy Subcommittee
Meeting Minutes
Thursday, June 22, 2023
4:30 PM
Superintendent's Conference Room
70 Waterford Street, Gardner, MA 01440

In Attendance: Mrs. Anne Hurst, Chair; Mrs. Shannon Ward-Leighton, Member

Absent: Mrs. Rachel Cormier, Member

Also in Attendance: Dr. Mark Pellegrino, Superintendent; Dr. Catherine Goguen, Chief Academic Officer; Ms. Courtney Dunn, Grants, Communications, & Compliance Coordinator; Ms. Rebecca McCaffrey, Director of Health Services

Mrs. Hurst called the meeting to order at 4:35 p.m.

A motion was made by Mrs. Ward-Leighton and seconded by Mrs. Hurst to approve the minutes of the April 4, 2023 Policy Meeting. So moved.

The following policies were reviewed and determined that no changes were required. Therefore, the policies will be updated as "Reviewed June, 2023":

- EBCD – Emergency Closings
- EBCFA – Face Coverings
- ECABA – Staff and Visitor Identification

The following policies were recommended for removal as they are redundant to other policies and will, therefore, be placed on the September full School Committee agenda for a vote to remove them from the policy manual:

- DE – Private Funding: A motion was made by Mrs. Hurst and seconded by Mrs. Ward-Leighton to send to the September meeting for a vote for removal. So moved.
- EA – Support Services Goals and Objectives: A motion was made by Mrs. Ward-Leighton and seconded by Mrs. Hurst to send to the September meeting for a vote for removal. So moved.
- EBCE – School Closings and Cancellations: A motion was made by Mrs. Ward-Leighton and seconded by Mrs. Hurst to send to the September meeting for a vote for removal. So moved.

Policy KCD – Public Gifts to the Schools was reviewed and discussed. Dr. Goguen presented changes that included language in alignment with the Massachusetts Association of School Committees (MASC) Policy KCD, and also updated references. A motion was made by Mrs.

Hurst and seconded by Mrs. Ward-Leighton to send Policy KCD with the recommended changes to the September full School Committee Meeting for a first read. So moved.

Policy DIE – Audits was reviewed and discussed. Dr. Goguen presented changes recommended by Mr. Hawke, Director of Finance and Operations, that included language in alignment with the Massachusetts Association of School Committees (MASC) Policy DIE, and also updated references. A motion was made by Mrs. Ward-Leighton and seconded by Mrs. Hurst to send Policy DIE with the recommended changes to the September full School Committee Meeting for a first read. So moved.

Policy EB – Safety Program was reviewed and discussed. Ms. McCaffrey presented changes that included language in alignment with the Massachusetts Association of School Committees (MASC) Policy EB, and also updated references. A motion was made by Mrs. Ward-Leighton and seconded by Mrs. Hurst to send Policy EB with the recommended changes to the September full School Committee Meeting for a first read. So moved.

Policy EBAB – Safety Program was reviewed and discussed. Dr. Goguen presented changes recommended by Mr. Hawke, Director of Finance and Operations, that included language in alignment with the Massachusetts Association of School Committees (MASC) Policy EBAB, and also updated references. A motion was made by Mrs. Ward-Leighton and seconded by Mrs. Hurst to send Policy EBAB with the recommended changes to the September full School Committee Meeting for a first read. So moved.

Policy EBB – First Aid was reviewed and discussed. Ms. McCaffrey presented changes that included language in alignment with the Massachusetts Association of School Committees (MASC) Policy EBB. A motion was made by Mrs. Hurst and seconded by Mrs. Ward-Leighton to send Policy EBB with the recommended changes to the September full School Committee Meeting for a first read. So moved.

Policy EBC – Emergency Plans was reviewed and discussed. Ms. McCaffrey stated that the District doesn't currently have this MASC Policy, however she recommended that the District adopt the policy with the addition of allowing the Superintendent to have the option of selecting a designee. A motion was made by Mrs. Ward-Leighton and seconded by Mrs. Hurst to send Policy EBC with the recommended changes to the September full School Committee Meeting for a first read for adoption. So moved.

Policy EC – Buildings and Grounds Management was reviewed and discussed. Dr. Goguen stated that the District doesn't currently have this MASC Policy, however she noted that Mr. Hawke did not recommend that the District adopt the policy. The Subcommittee agreed with Mr. Hawke's recommendation and decided not to send this policy to the full School Committee for adoption.

Policy ECA – Buildings and Grounds Security was reviewed and discussed. Dr. Goguen stated that the District doesn't currently have this MASC Policy. She noted that Mr. Hawke did recommend that the District adopt the policy. A motion was made by Mrs. Hurst and seconded by Mrs. Ward-Leighton to send Policy ECA with the recommended changes to the September full School Committee Meeting for a first read for adoption. So moved.

The next Policy Subcommittee meeting will occur on Wednesday, September 6, 2023 at 4:30 p.m. in the Superintendent's Conference Room.

A motion was made by Mrs. Ward-Leighton and seconded by Mrs. Cormier Hurst to adjourn the meeting. So moved. The meeting adjourned at 5:19 p.m.