

GARDNER PUBLIC SCHOOLS

Policy
Subcommittee
Meeting Minutes
Wednesday October 4, 2023
4:30 PM
Professional Development Room
160 Elm Street, Gardner, MA
01440

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

Absent: Mrs. Shannon Ward-Leighton, Member

Also in Attendance: Dr. Catherine Goguen, Chief Academic Officer; Ms. Courtney Dunn, Grants & Compliance Manager;

Mrs. Hurst called the meeting to order at 4:39 p.m.

Approval of the minutes of the September 6, 2023 Policy Subcommittee meeting was tabled until the November Subcommittee meeting.

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

- GBEA – Staff Ethics/Conflict of Interest
- GBEBD – Online Fundraising and Solicitations – Crowdfunding

The following MASC policies were reviewed and deemed to be redundant to Massachusetts General Law, or not relevant to the District. Therefore they were not recommended to be sent to the full School Committee for adoption:

- GBGB – Staff Personal Security and Safety
- GBGE – Domestic Violence Leave Policy
- GBGF – Family and Medical Leave
- GBI – Staff Participation in Political Activities
- GCA – Professional Staff Positions

Policy ECAF- Security Cameras in Schools was reviewed and discussed. Dr. Goguen presented changes requested by the Subcommittee, and as recommended by Mr. Mark Hawke, Director of Finance and Operations. The recommendation was to combine District file EEAA (Use of Video Cameras on School Buses) with the Massachusetts Association

of School Committees (MASC) Policy ECAF to create one policy regarding the use of security cameras. The District does not currently have Policy ECAF. A motion was made by Mrs. Cormier and seconded by Mrs. Hurst to send Policy ECAF with the recommended changes to the November full School Committee Meeting for a first read for adoption. So moved. District Policy EEAA will be sent to the full School Committee for removal once Policy ECAF has been adopted.

Policy GBEB – Staff Conduct was reviewed and discussed. Dr. Goguen stated that much of the current District policy is procedural in nature and recommended removal of the procedural language to align with the Department of Elementary and Secondary Education (DESE) model policy GBEB. A motion was made by Mrs. Cormier and seconded by Mrs. Hurst to send Policy GBEB with the recommended changes to the November full School Committee Meeting for a first read. So moved.

Policy GBEC – Gifts to and Solicitations by Staff was reviewed and discussed. Dr. Goguen recommended the removal of the reference to policy JP – Student Donations and Gifts as the District does not have a policy JP. A motion was made by Mrs. Cormier and seconded by Mrs. Hurst to send Policy GBEC with the recommended changes to the November full School Committee Meeting for a first read. So moved.

Policy GBEC – Drug-Free Workplace Policy was reviewed and discussed. Ms. Vickrey recommended replacing the District Policy language and formatting with the MASC recommended Policy language and formatting to create a more cohesive document. A motion was made by Mrs. Cormier and seconded by Mrs. Hurst to send Policy GBEC with the recommended changes to the November full School Committee Meeting for a first read. So moved.

Policy GBJ – Personnel Records was reviewed and discussed. Ms. Vickrey recommended language changes to the MASC model Policy GBJ to be relevant to the Gardner School District as the District doesn't currently have this policy. A motion was made by Mrs. Hurst and seconded by Mrs. Cormier to send Policy GBJ with the recommended changes to the November full School Committee Meeting for a first read for adoption. So moved.

The next Policy Subcommittee meetings will occur as follows:

- Wednesday, November 15, 2023 at 4:30 p.m. in the Central Office Professional Development Room
- Wednesday, December 13, 2023 at 4:30 p.m. in the Central Office Professional Development Room

A motion was made by Mrs. Cormier and seconded by Mrs. Hurst to adjourn the meeting. So moved. The meeting adjourned at 5:08 p.m.