

**GARDNER SCHOOL COMMITTEE**  
**Regular Meeting – January 8, 2019**  
**City Council Chambers**  
**95 Pleasant Street, Gardner, Massachusetts**

Members present: Mayor Mark Hawke, Chairman; Robert Swartz, Vice Chairman;  
Anne Hurst, Secretary; James Abare, John LaFreniere,  
Jennifer Pelavin, and Melody Phelps,

Absent: Cameron Davis, Student Representative, Gardner High School

School Personnel present: Mark J. Pellegrino, Superintendent  
Ms. Terri Hillman, Recording Secretary  
Ms. April Yu, Business Administrator  
Dr. Meredith Pugh, ELL Coordinator and Grants Administrator

**Call to Order**

Mayor Hawke, Chairman, called the meeting to order at 3:03 pm the meeting opened with a roll call and the pledge of allegiance. The meeting was broadcast live on Channel 8 television.

**Open Time for the General Public**

No one from the general public wished to speak this evening.

**Reorganization of the Committee - Officers**

**Vice Chair**

**Mrs. Hurst nominated Mrs. Pelavin to serve as Vice Chairperson of the School Committee for the ensuing year.**

**Seconded by Mr. LaFreniere.**

**Mr. LaFreniere moved that nominations for Vice Chairperson be closed.**

**Seconded by Mr. Swartz.**

**Vote – so voted.**

**Mayor Hawke abstained from voting.**

**Vote for Mrs. Pelavin – 6 yes; 1 abstention (Mayor Hawke).**

**Finance Officer**

**Mrs. Phelps nominated Mr. LaFreniere to serve as Finance Chairperson of the School Committee for the ensuing year.**

**Seconded by Mrs. Pelavin.**

**Mr. Swartz moved that nominations for Finance Chairperson be closed.**

**Seconded by Mrs. Hurst.**

**Vote – so voted.**

**Mayor Hawke abstained from voting.**

**Vote for Mr. LaFreniere – 6 yes; 1 abstention (Mayor Hawke).**

Alternate Finance Officers (2)

Mrs. Hurst nominated Mrs. Pelavin to serve as an Alternate Finance Officer of the Gardner School Committee for the ensuing year.

Seconded by Mrs. Phelps.

Mr. Swartz moved that nominations for Alternate Finance Officer be closed.

Seconded by Mrs. Hurst.

Vote – so voted.

Mayor Hawke abstained from voting.

Vote for Mrs. Pelavin – 6 yes; 1 abstention (Mayor Hawke).

Mr. LaFreniere nominated Mr. Swartz to serve as an Alternate Finance Officer of the Gardner School Committee for the ensuing year.

Seconded by Mrs. Phelps.

Mr. LaFreniere moved that nominations for Alternate Finance Officer be closed.

Seconded by Mrs. Phelps.

Vote – so voted.

Mayor Hawke abstained from voting.

Vote for Mr. Swartz – 6 yes; 1 abstention (Mayor Hawke).

Secretary

Mrs. Pelavin nominated Mrs. Hurst to serve as Secretary to the School Committee for the ensuing year.

Seconded by Mr. Abare.

Mr. Swartz moved that nominations for Secretary be closed.

Seconded by Mrs. Phelps.

Vote – so voted.

Mayor Hawke abstained from voting

Vote for Mrs. Hurst – 6 yes; 1 abstention (Mayor Hawke).

CONSENT AGENDA

Mrs. Phelps moved to approve the Consent Agenda as presented:

- Approval of minutes of regular meeting of December 10, 2018.
- Approval of following Warrants as recommended by the Finance Subcommittee:
  - Warrant #19-22 dated 11/29/18 in the amount of \$153,290.31
  - Warrant #19-24 dated 12/13/18 in the amount of \$126,502.56
  - Warrant #19-25 dated 12/20/18 in the amount of \$72,276.57
  - Warrant #19-26 dated 12/27/18 in the amount of \$266,154.07
  - Warrant #19-27 dated 1/3/19 in the amount of \$162,044.09

- **Donations in the amount of \$2,587.**
  - **Jonathan Dudley, support of override** \$ 87.
  - **Curriculum Associates** \$1,000.
  - **Zone Three, Inc. - GHS Athletics** \$1,000.
  - **Gardner Lions Club- GS Backpack Program** \$ 500.

**Seconded by Mr. Swartz.**

**Vote – so voted.**

**Mayor Hawke abstained from voting.**

**SUBCOMMITTEE REPORTS**

**Facilities Subcommittee**

Mr. Abare, Chairperson, said that the Facilities Subcommittee met on December 18, 2018. Minutes of the meeting were not presented.

Mr. Anderson, Superintendent Pellegrino and Ms. Yu gave an update on SJ Services. Payments to SJ are being held and fines to date total \$149,500. Ms. Yu is contacting custodial services vendors and an RFP will be posted toward the end of January 2019.

Mr. Anderson updated the Subcommittee on facilities projects and the projects planned for work during the Winter Break.

**Finance Subcommittee**

Mrs. Pelavin, Chairperson, said that the Finance Subcommittee met on January 7, 2019. Minutes of the meetings were presented.

The Subcommittee reviewed the expense report, transfer report, and special education finance report line by line. The Subcommittee is concerned about the legal services on Special Education which is about \$19K over budget.

Ms. Yu will do an analysis on Pre-K revolving funds to see if tuition should be raised and will do an analysis on all repairs done in FY18.

Mr. Pellegrino and Ms. Yu updated the Subcommittee on the FY20 budget. According to the preliminary estimate, there will be a \$1 million gap. Gardner will be joining other urban and regional districts in central Massachusetts in attendance at a public meeting at Fitchburg State University regarding the Chapter 70 foundation formula. Gardner's preliminary budget will be brought to the School Committee in March after the State budget comes out.

**Student Advisory Boards**

Cameron Davis, Student Representative to the School Committee, was not present this evening. Mayor Hawke read his report.

- Musical tryouts will be held for the musical “Nunsense”. Performances are scheduled for March.
- The National Honor Society Induction ceremony will be held on January 10, 2019.
- Midterms will be held during the week of January 22, 2019.
- The Senior class will have a fundraiser on February 5, 2019 at the Gardner Ale House.

**NEW BUSINESS**

**Item #2991 – Removal of Policy**

A vote on removal of Policies KEC and KECA-E was postponed until the February School Committee meeting.

**Item #2992 - First Reading of Policies**

The following policies were presented for a first reading:

- CA Administration Goals & Objectives
- CE School Superintendents
- CEB End-of-Cycle Summative Evaluation Report: Superintendent
- CEBC Superintendent Evaluation: Timeline
- CEBC Superintendent Summative Evaluation Form
- IJNDB Acceptable Use Policy – Technology
- IJNDC Website, Social Media Platforms, and Learning Management Systems Policy
- IJNDC-RE Website, Social Media Platforms, and Learning Management Systems - Publishing Permission Form
- KE (for Adoption) Public Complaints

**Item #2993 – Vote on Proposed Site for New School**

The Gardner School Building Committee (SBC), Colliers International, Project Manager, and Jones Whitsett Architects have evaluated each of six options outlined in the Preliminary Design Program. The SBC narrowed the options down to the Elm Street School (Addition/Renovation PK-4), and a Site for a new building for PK-4 near the Middle/High School. This is Option 6 and would be a new building on Pearl Street. The estimated project cost would \$84-86 million

A presentation was given last evening to members of the City Council and members of the School Committee to go over the preferred site plans and reasons for needing a new school.

**Mr. LaFreniere moved that the District School Committee vote to adopt Option six (Pearl Street) as outlined in the Preliminary Design Program as the site for the proposed Gardner new school building PK-4.**

**Seconded by Mr. Swartz.**

**Vote – so voted.**

**Mayor Hawke abstained from voting.**

Mayor Hawke explained that under the City Charter, Section 40, the School Committee must first give approval to acquire the land. The next steps will be getting an appraisal on the property, negotiating with the owners, and for the City Council to authorize the purchase and provide funding.

**Item #2994 – Curriculum Coordinator Update**

The Curriculum Coordinator's Update was included in the packet. Dr. Goguen was not present.

**Item #2995 - Special Education Update**

The Special Education Update was included in the packet. Ms. West was not present.

**Item #2996 – Grants Administrator's Update**

The Grants Administrator's Update was included in the packet. Dr. Meredith Pugh was present to answer questions.

**Item #2997 – MSBA – New Building Project**

See Item #2993.

**FINAL COMMENTS**

Mr. Abare congratulated the School Building Committee for last night's presentation regarding the location for the new school building.

Mrs. Hurst said she is happy to return to the School Committee. She had been absent due to illness.

Mrs. Pelavin reminded everyone that March is “Read Across America” Month. On March 1, the District will host the third annual Gardner community volunteer reader day in elementary school classrooms. Volunteer readers are needed.

Mrs. Phelps and Mr. LaFreniere welcomed Mrs. Hurst back.

Mrs. Phelps thanked Mr. Swartz for all his work serving as Vice Chair for several years.

Mr. Swartz wished everyone a Happy New Year.

Mayor Hawke said that the presentation given last night on the location for the new school building will be on the City website and also on Facebook. Location for the school is the next step in what is a very long process to complete the building. The goal is to have students in a new building for the school year 2022.

Many School Committee members and Administrative staff are attending a meeting tonight at Fitchburg State University regarding school funding.

**ADJOURNMENT**

**Mr. Abare moved to adjourn.**

**Seconded by Mr. LaFreniere.**

**Mayor Hawke abstained from voting.**

**Vote – so voted.**

The meeting adjourned at 3:30 pm.

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Anne Hurst, Secretary

Terri Hillman, Recording Secretary