

# **Gardner School Committee**

**Regular Meeting – March 13, 2023**

**City Council Chambers, 95 Pleasant Street, Gardner, Massachusetts**

Members present: Jennifer Pelavin, Vice Chairperson  
Rachel Cormier, Secretary  
Shannon Leighton  
Robert Swartz

Members absent: Mayor Michael Nicholson, Chairperson  
John LaFreniere, Finance Officer  
Anne Hurst

School Personnel present: Dr. Mark Pellegrino, Superintendent  
Dr. Catherine Goguen, Chief Academic Officer  
Mark Hawke, Director of Finance and Operation

## **Call to Order**

Mrs. Pelavin, Vice 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). The minutes were taken remotely by Terri Hillman, Recording Secretary.

## **Open Time for the General Public**

No one from the General Public was present.

## **Recognitions by the Superintendent**

There were no recognitions this evening.

## **CONSENT AGENDA**

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

- **Approval of Minutes of Regular Meeting of February 13, 2023**
- **Accept Grant Funds listing dated 03/13/23 in the amount of \$45,000.00**
- **Approval of the following Warrants as recommended by the Finance Subcommittee:**
  - **Warrant #23-32 dated 02/09/23 in the amount of \$128,909.82**
  - **Warrant #23-33 dated 02/16/23 in the amount of \$988,701.64**
  - **Warrant #23-34 dated 02/23/23 in the amount of \$95,771.57**
  - **Warrant #23-35 dated 03/02/23 in the amount of \$1,162,988.42**

**Seconded by Mrs. Cormier.**

**Vote – so voted.**

**Mrs. Pelavin, Vice Chairperson, abstained from voting.**

**SUBCOMMITTEE REPORTS**

**Facilities Subcommittee**

Mr. Swartz, Chairperson of the Facilities Subcommittee, reported that the Subcommittee met on February 9, 2023. Minutes of the meeting were presented.

- Work on the Watkins Field Concession/Rest Rooms building is nearing completion.
- At GES, Mr. Anderson has received the instructions and is placing the electronic sign into operation. The pipe bursts have been repaired.
- At GHS, a contract will be awarded to study the upgrade of the HVAC system for the Auditorium. Depending on funding, the project could extend to the Cafeteria and Library.

Mr. Anderson, the Maintenance team, and the snowplowing contractor received accolades for their work during the recent snow/ice storm.

**Finance Subcommittee**

Mr. Swartz, reported that the Finance Subcommittee met on March 7, 2023. Minutes of the meeting were presented.

The Subcommittee reviewed the Expense Report and Mr. Hawke explained why some accounts were in the negative. These accounts will be covered by available funds at the end of the year. Mr. Hawke reviewed the Revolving Funds Summary Report and the Building Use Fund with the Subcommittee members. A Transfer Report was emailed to the members.

The Pre-School Tuition rates were reviewed, and the Subcommittee members voted to keep the rates the same as for the present school year.

Moura's Cleaning Service and Whitson's Food Service contracts will be put out to bid and the Subcommittee members did not have an issue with either vendor.

**Policy Subcommittee**

Mrs. Cormier reported that the Policy Subcommittee met on March 2, 2023. Minutes of the meeting were presented.

The following policies were reviewed, and it was determined that no changes were required. These policies will be updated as "Reviewed March 2023."

- BHC School Committee – Staff Communications
- BIBA School Committee Conferences, Conventions, and Workshops
- CH Policy Implementation
- DGA Authorized Signatures

Seven policies were approved for submission to the full School Committee for a first read. See Item #3493.

**Student Advisory Board**

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

**NEW BUSINESS**

**Item #3493 – First Reading of Policies**

The following policies were presented for a first reading as recommended by the Policy Subcommittee:

- BEDH            Public Participation at School Committee Meetings
- BID             School Committee Member Compensations
- CA              Administration Goals and Objectives
- CE              School Superintendent
- DH              Bonded Employees and Officers
- DI               Fiscal Accounting and Reporting
- DIE              Audits\*

\*Policy DIE is referred back to the Policy Subcommittee for review.

**Item #3494 – Second Reading of Policies**

**Mrs. Leighton moved that the Gardner Public School Committee vote to approve the following policies for a second reading as recommended by the Policy Subcommittee:**

- BDBB            Duties of Vice Chairperson
- BDFA-E-3        Conduct of School Council Business
- DBD             Budget Planning

**Seconded by Mrs. Cormier.**

**Vote – so voted.**

**Mrs. Pelavin abstained from voting.**

**Item #3495 – Field Trip – GH Senior Class**

**Mrs. Cormier moved that the Gardner Public School Committee vote to approve the Gardner High School Class Trip to Hershey Park, Hershey, PA, leaving on April 28 and returning on April 29, 2023.**

**Seconded by Mr. Swartz.**

**Vote – So voted.**

**Mrs. Pelavin abstained from voting.**

**Item #3496 – Program of Studies**

**Mr. Swartz moved that the Gardner Public School Committee vote to approve the Gardner High School Program of Studies for 2023-2024 as edited and presented at the February 13, 2023 School Committee meeting.**

**Seconded by Mrs. Leighton.**

**Vote – so voted.**

**Mrs. Pelavin abstained from voting.**

**Item #3497 – Monty Tech After Dark Program (MOU)**

Dr. Pellegrino presented the Memorandum of Agreement proposed between Montachusett Regional Vocational Technical School District (MRVTSD) and Gardner Public Schools (GPS). It would be a Chapter 74 Partnership Program and would be in effect through the 2024-2025 school year. The MOU sets forth the details and he asked for a vote in favor of moving forward with planning for the program to start in 2024.

**Mrs. Leighton moved that the Gardner Public School Committee vote to approve the Chapter 74 Partnership Program Memorandum of Agreement between Montachusett Regional Vocational Technical School District and Gardner Public Schools as presented.**

**Seconded by Mrs. Cormier.**

**Vote – so voted.**

**Mrs. Pelavin abstained from voting.**

**Item #3498 – Kindergarten Registration 2023-2024**

Dr. Pellegrino presented the dates and new procedures for Kindergarten Registration. Due to the inclement weather expected tomorrow, the registration dates will be rescheduled.

**Item #3499 – Curriculum Coordinator Update**

Dr. Goguen presented her report on Data Driven Instruction. A copy was included in the members' packets. As part of implementing the Multi-Tiered System of Supports (MTSS) model throughout the district, they continue to utilize the Linkit Benchmark assessment tool. The aggregate results of the "Linkit" benchmark for reading and mathematics were presented. Principals, Instructional Coaches, and other staff members are utilizing this information to determine specific areas of challenge for each grade level and each student.

**Item #3500 – Grants Administrator Report**

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

**Item #3501 – Special Education Report**

The Special Education report was included in the members' packets. Ms. Joyce West, Director of Pupil Personnel Services, was not present this evening.

**Item #3502– SEPAC Report**

SEPAC information was contained in Ms. West's Special Education Report.

**COMMUNICATIONS**

Dr. Pellegrino reported that it has been a good year for Gardner sports. The hockey team and girls' and boys' basketball teams have all done well.

**FINAL COMMENTS**

Mrs. Leighton thanked staff for the written reports which are very clear and detailed.

Mr. Swartz asked Dr. Pellegrino if the MTSS is part of the reason for school improvement. Dr. Pellegrino said yes it has everything to do with improvement and continues to be a source of support.

Mrs. Cormier had no final comment.

**ADJOURNMENT**

**Mr. Swartz moved to adjourn.**

**Seconded by Mrs. Cormier.**

**Mrs. Pelavin abstained from voting.**

**Vote – so voted.**

The meeting adjourned at 7 pm.

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**Rachel Cormier**  
**Secretary**

Terri Hillman, Recording Secretary