



GLOUCESTER COUNTY PUBLIC SCHOOLS
DIVISION LEADERSHIP TEAM MEETING
December 12, 2019

WELCOME /SUPERINTENDENT'S REMARKS

The meeting began at 11:21 am with Dr. Walter Clemons welcoming everyone.

Budget meetings began this week and Dr. Clemons hopes to have information regarding the Governor's preliminary budget next week. In the budget meetings, the point was made that all departments should ask for everything needed, even though they won't all be funded in any single year. However, this allows plans to be developed to prioritize our needs (over a three-year period at least) and allows for inclusion in the District Comprehensive Plan.

GCPS has approved awarding the architecture and engineering services for GHS to Moseley Architects. There is also an RFP in the process for the transportation facility. Dr. Clemons hopes these projects will benefit the community and attract families to Gloucester.

EXECUTIVE LEADERSHIP TEAM UPDATES

Dr. Chuck Wagner, Assistant Superintendent of Instruction, had no items for the group, but wished everyone a happy holiday.

Mrs. Heather Lucas, Chief Financial Officer, apprised members of the wellness initiatives GCPS will be holding this year through Cigna Wellness Funds. An around the world step challenge will be held and free Yoga Classes for employees will also be held at TCWEC in February. Biometric screenings will be held at three schools in the division this year, to allow better access for all employees.

DEPARTMENTAL UPDATES

Mr. Steve Patton, Director of Food Services, stated that Santa breakfasts are going well and thanked principals for all they do to make these possible. Free/Reduced applications will go online beginning the first of the year. However, hard copies may still be accepted. Food Services is aiming to have the information out to everyone regarding the online application for the 2020-21 school year.

Mr. Dave Miller, Facilities Manager, reminded members to turn in work orders for any facility needs. The Facilities staff has fulfilled over 2,040 work orders since July 1.

Mr. Del Dautrich, Safety Manager, stated the Crisis Management Plan went out last week and asked everyone to review it. Mr. Dautrich explained how the red/green cards were to be used in an emergency situation. Dr. Patricia McMahon, Page M.S. Principal, asked about the plan and the need for a thorough explanation to all staff regarding how it should be implemented. Dr. Clemons would like Mr. Dautrich to address any concerns principals have regarding the plan at an upcoming principals meeting and asked principals to send those concerns to him

prior to the next meeting. In addition, Mr. Dautrich indicated that Safety Modules are 63% complete and encouraged anyone who had not yet completed the modules to do so by December 20, 2019. He also wished everyone a safe holiday.

Mr. Jimmy Viars, Grounds Foreman, also reminded members to submit work orders for any grounds issues and noted his department was busy mulching leaves/trimming trees.

Mr. Scott Shorland, Construction Manager, encouraged everyone to voice their opinions and attend meetings, noting a lot of information would be presented during the School Board and Joint School Board/Board of Supervisors meetings in February. Mr. Shorland added that construction bids are due Dec. 17, 2019 for the Achilles Bus Loop.

Dr. Clemons commended Mr. Shorland for the work he does in these complex projects to ensure that what is being done is appropriate and legal.

Congratulations to Dr. Jennifer McSweeney, K-5 Reading Specialist, on receiving her doctoral degree. She and Jenna Dominguez, Secondary Reading Specialist, did a great job presenting to the School Board about the literacy program at the December School Board meeting.

Scott Mecca, Director of Technology, thanked everyone for helping him in the first few months of his position. Members were reminded to submit work orders to technology as needed. The Technology Department has been working hard to keep the internet going. GCPS is also looking at a permanent solution and researching owning our own network in conjunction with the county to reduce costs. Mr. Mecca indicated that E-Rate funds may be an option to utilize when looking at the technology updates needed in the division.

Jessica Duren, Executive Director of Human Resource and Compliance, informed principals an email went out on December 11, 2019 regarding substitutes not being reconciled in absence management. If a substitute accepts a position, but doesn't fill it, absence management needs to reflect the change.

Mrs. Duren also informed members she will be leaving her position with GCPS due to an opportunity that came up unexpectedly. Mrs. Duren expressed her appreciation for everyone she has worked with and thanked them for their time and support, adding that Gloucester is a great place to be.

Brian Hartley, Executive Director of Operations will be attending a conference in January with other GCPS staff regarding upcoming changes in guidance reporting, sanctions & codes from DOE. Alternatives to suspensions will be part of the guidance model with the goal being to keep kids in school whenever possible. However, this does not mean that students will not be disciplined as they will still be subject to disciplinary consequences for violations of the student code of conduct.

Mr. Hartley's department is currently in the process of creating the school calendar for both 2020-21 and 2021-22. Clarification has been requested regarding the fourteen days a division may start prior to Labor Day. Determining if those are calendar or school days will impact decisions made for the 2021-22 calendar. Mr. Hartley expects a decision to be made by spring of this year. Dr. Clemons added that unless the fourteen days prior to Labor Day are school days, it is unlikely GCPS would be able to end the first semester in 2021-22 at winter break, which would be preferred. Dr. Clemons is considering having new and veteran teachers return a few days later for the 2020-21 school year, with veteran teachers possibly returning on Aug.

26 or 27, which is similar to some of the other divisions in the region. A start date for new teachers may be around August 17.

Lisa Jones, School Nurse Coordinator, informed members of a presentation on vaping being given on Jan. 9 at Gloucester High School from 7-8 pm by an oncologist with Riverside.

Bess Worley, Director of Assessment, indicated fall writing tests will be held Jan. 9 – 20.

Elizabeth Ripley, Head Community Engagement Coordinator, thanked GCPS for hosting the Pocahontas play and Dr. Wagner for working out the details. Mrs. Ripley announced that Gloria Williams has been hired as the new Community Engagement and Public Information Manager and will be attending future meetings. Mrs. Ripley also introduced George Baines who has returned to Gloucester as the Chief Information Technology Officer for the county. Mr. Baines added that Quinton Shepherd, formerly with the *Gazette Journal*, has been hired as the Public Information and Marketing Coordinator for Gloucester County and that audits are being done to verify our voter registration internet security prior to the upcoming 2020 election.

Tanya Deckard, Director of Transportation

- In house testing of the parent tracking application for school buses, will begin after the holiday break.
- Test groups will be chosen and notified when the controlled roll out of the app begins.
- 2 new substitute drivers have joined the fleet, with a class of 5 to begin 1/27/20.
- Please contact Mrs. Deckard if you have any questions or concerns.

OTHER ITEMS SHARED

Dr. Runnels shared information regarding grants through CHKD for 4 year olds.

Dr. Clemons reminded members that minutes are posted on the GCPS website for Division Leadership Team, Parent Advisory, and Teacher/GEA Advisory meetings.

ADJOURNMENT: **12:22 p.m.**