



**Haverhill Public Schools - School Committee
Regular Meeting Minutes of October 25, 2018**

Mayor James Fiorentini called the meeting to order at 7:00 p.m.

The following members were present:

Attorney Richard Rosa

Ms. Gail Sullivan

Attorney Paul Magliocchetti, Vice Chairperson

Mr. Sven Amirian

Mrs. Maura Ryan-Ciardiello (7:03 pm)

Ms. Margaret Marotta, Superintendent

The following member was absent:

Mr. Scott Wood

Public Comment.

Ms. Gina Trombly, 48 Leroy Avenue spoke concerning her daughter Faith's IEP not addressing dyslexia but ADHD and her displeasure with the removal of the IEP in first grade and then needing to advocate for reinstatement of the IEP.

Communications and Reports.

Student Advisory Council Report – Katherine Hubbard.

Ms. Katherine Hubbard reported on activities at Haverhill High School, notably Academy Night, both the Swim & Dive Team and Girls' Soccer Senior Nights along with report cards will be issued on Friday, November 9 on School Brains.

Superintendent Comments/Reports.

Superintendent Marotta distributed October 1 Enrollment along with the in-district census (10.22.18) [Student Census 10.22.18.pdf](#); [School Census 10.22.18.pdf](#) and [Interdistrict School Choice 10.25.18.pdf](#).

School Committee Communications.

Subcommittee Reports - None.

Old Business.

Discussion of MASBO Haverhill Financial Operations Review.

Superintendent Marotta noted that since the Haverhill Financial Operations Review document had been received, the committee members had reviewed the report extensively. She related the purpose of tonight's meeting was to discuss the findings and ask specific questions of the administrators in charge of the departments that were reviewed.

Ms. Heather Forgione – Facilities

Richard Rosa asked about a Capital Improvement Plan being in process so that the School Committee could work with the Mayor and City Council to advocate for improvements.

Ms. Forgione commented that working with Mr. O'Connell to develop a plan and develop a complete listing of all major items in our school buildings with detailed information.

Mr. O'Connell related that the schools would be applying for Accelerated Repairs through the State.

Attorney Magliocchetti spoke about inconsistency in school and city work.

Ms. Forgione responded that the work order system tracked the projects.

Attorney Magliocchetti asked about staff work hours and what is charged to the city.

Mr. O'Connell related that the work order system would keep track of all expenses including hours worked by school employees and then the city would be billed.

Attorney Magliocchetti asked about preventive maintenance.

Ms. Forgione replied that a list was not in one place but was in people's minds.

Ms. Sullivan asked about energy efficiency programs.

Mayor Fiorentini was concerned that the report contained no mention of the ESCO report.

Ms. Sullivan asked about training program for staff.

Ms. Forgione stated that only a few people were trained in the basics and she wanted to have the full Maintenance Staff trained in this program.

Ms. Sullivan asked about the funding for the maintenance department and reported that they could not find the amount expended in this area.

Mr. O'Connell was baffled by this finding.

Ms. Sullivan hoped that Ms. Forgione would be tasked with developing a preventive maintenance program.

Attorney Rosa asked about Accelerated Repair Program deadline and receiving it in a timely manner before it was submitted to the State.

Attorney O'Connell – Business.

Mr. O'Connell provided the following documents for the School Committee:

- [MASBO FOB 10.25.18.pdf](#)
- [Interdistrict School Choice 10.25.18.pdf](#)
- [FY18 EOY Expenditures 10.25.18.pdf](#)

Ms. Sullivan stated one of her concerns was her repeated questions regarding the end of year balance and why it was so dramatically different from what had been forecasted.

Mr. O'Connell will not apologize for taking a conservative approach because the prevention of a deficit was a priority. He noted that after meeting some of the instructional needs that had been delayed during the course of the year.

Ms. Sullivan commented that it did not answer the questions how much might be left over and no input in the decision-making.

Mr. O'Connell concurred with Ms. Sullivan's statement that \$1m was available on July 1, 2018 and by July 15, 2018 the money had been encumbered.

In response to forecasting budgets, the business manager predominantly looked at past expenditures over several years.

Attorney Rosa questioned some of the items on the list of encumbrances.

He asked Mr. DiFalco to come to the podium.

Attorney Rosa asked about spending monies on 3D printers and its use in the district because of the expense.

Mr. DiFalco commented that because of the expense it would not be expanded quickly, but that teachers are getting trained.

Attorney Magliocchetti asked about procedures for gate receipts etc. He also asked about ability to pay by credit cards.

Mr. O'Connell stated the monies come through the Finance Department.

Attorney Magliocchetti asked about kindergarten tuition and stated that kindergarten should be free for all students.

Attorney Magliocchetti asked about grants management processes.

Mr. O'Connell replied for large grants such as Title I (Darshan Thakkar) and Special Education (Pamela MacDonald).

Attorney Magliocchetti asked who was responsible in obtaining the maximum in grant funding. He asked for the superintendent to be focused on this endeavor.

Mr. Amirian asked about the Superintendent's experience with grants.

Ms. Marotta noted that in particular areas, administrators were looking for funds in areas of expertise.

Attorney Rosa asked about the 9% in lost charges in the Special Education Grant.

Ms. MacDonald stated that the grant was amended to retrieve those lost charges.

Attorney Rosa asked about school choice losses.

Superintendent Marotta commented that the school choice figures were being examined.

Attorney Rosa addressed page 24 about lack of confidence in data collection.

Ms. Marotta noticed this problem early on because too many people were involved, which made the data “dirty”. The Superintendent commented that there were weekly meetings regarding data collection so that staff would understand the importance of data to the district.

Ms. Sullivan asked for an example of a particular concern.

Ms. Marotta noted that data input in the district was being closely monitored and staff were getting the proper professional development to work with the system.

Attorney Magliocchetti stated that data was a huge component of our district’s funding. He asked if the Technology Director was comfortable working with the system and Mr. DiFalco replied yes.

New Business.

The Superintendent recommends approval of the following Warrants [SC Agenda 10.26.18 Warrants.pdf](#) as indicated in the agenda material:

- 1) Warrant Number EV20181025 totaling \$551,297.51
- 2) Warrant Number EV20181025A totaling \$168,316.23
- 3) Warrant Number EV20181025B totaling \$529,842.89

Attorney Rosa made a motion to approve Warrant Number EV20181025 totaling \$551,297.51. Attorney Magliocchetti seconded the motion.

The chair called for a vote of the members:

Attorney Rosa	Yes	Mr. Amirian	Yes
Ms. Sullivan	Yes	Mrs. Ryan-Ciardiello	Yes
Attorney Magliocchetti	Yes	Mayor Fiorentini	Yes

6 members voted in the affirmative

Motion passes

0 members voted in the negative

0 members abstained

Attorney Rosa made a motion to approve Warrant Number EV20181025A totaling \$168,316.23. Ms. Sullivan seconded the motion.

The chair called for a vote of the members:

Attorney Rosa	Yes	Mr. Amirian	Yes
Ms. Sullivan	Yes	Mrs. Ryan-Ciardiello	Yes
Attorney Magliocchetti	Abstain	Mayor Fiorentini	Yes

5 members voted in the affirmative

Motion passes

0 members voted in the negative

1 member abstained

Attorney Rosa made a motion to approve Warrant Number EV20181025B totaling \$529,842.89. Attorney Magliocchetti seconded the motion.

There was a brief discussion concerning the payment to Whitsons New England Inc. since there were questions concerning the contract renewal.

Attorney Rosa proposed an amendment to approve Warrant Number EV20181025B without the inclusion of the Whitsons New England Inc. invoices (IVC0004991 (\$127,399.24) and IVC0004992 (\$1,229.52) payable to Whitsons New England Inc.

The chair called for a vote of the members:

Attorney Rosa	Yes	Mr. Amirian	Yes
Ms. Sullivan	Yes	Mrs. Ryan-Ciardello	Yes
Attorney Magliocchetti	Yes	Mayor Fiorentini	Yes

6 members voted in the affirmative Motion passes
0 members voted in the negative
0 members abstained

Attorney Rosa made a motion to approve the amended Warrant Number EV20181025B totaling \$401,214.00. Attorney Magliocchetti seconded the motion.

The chair called for a vote of the members:

Attorney Rosa	Yes	Mr. Amirian	Yes
Ms. Sullivan	Yes	Mrs. Ryan-Ciardello	Yes
Attorney Magliocchetti	Yes	Mayor Fiorentini	Yes

6 members voted in the affirmative Motion passes
0 members voted in the negative
0 members abstained

Items by Consensus.

The Superintendent recommends approval of the Items by Consensus:

minutes of the regular meeting of October 11, 2018 [School Committee Regular Meeting Minutes 10.11.18.pdf](#)
the use of facilities [SC UOF 10.25.18 All.pdf](#)
field trip request(s) [FT Request 102518 6 B.pdf](#)

Attorney Rosa made a motion to approve the Items by Consensus. Attorney Magliocchetti seconded the motion.

The chair called for a vote of the members:

Attorney Rosa	Yes	Mr. Amirian	Yes
Ms. Sullivan	Yes	Mrs. Ryan-Ciardello	Yes
Attorney Magliocchetti	Yes	Mayor Fiorentini	Yes

6 members voted in the affirmative Motion passes
0 members voted in the negative
0 members abstained

A motion was made by Ms. Sullivan to adjourn the meeting (8:55 pm). Mrs. Ryan-Ciardello seconded the motion.

The chair called for a vote of the members:

Attorney Rosa	Yes	Mr. Amirian	Yes
Ms. Sullivan	Yes	Mrs. Ryan-Ciardello	Yes
Mr. Wood	Yes	Attorney Magliocchetti	Yes
Mayor Fiorentini	Yes		

7 members voted in the affirmative Motion passes
0 members voted in the negative
0 members abstained