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Moved by Mrs. Fitzgerald and seconded by Mr. Wood to adopt the position of School Committee Vice President and this individual will assume the President's position the following year. A roll call vote was held with the following results:

Mrs. Danehy	Yes	Mrs. Francescone	Yes	Mr. Toohey	Yes
Mr. Wood	Yes	Mrs. Fitzgerald	Yes	Mr. Bevilacqua	Yes
Mayor Fiorentini	Yes				

Moved by Mrs. Fitzgerald and seconded by Mr. Toohey to nominate Mr. Wood as School Committee Vice President. A roll call vote was held with the following results:

Mrs. Danehy	Yes	Mrs. Francescone	Yes	Mr. Toohey	Yes
Mr. Wood	Yes	Mrs. Fitzgerald	Yes	Mr. Bevilacqua	Yes
Mayor Fiorentini	Yes				

*Donation from HCTV to Haverhill High School – Bernie Nangle, Principal & Darlene Beal, Executive Director*

Mr. Nangle informed members of a \$25,000 donation from HCTV to the high school to purchase computers with editing software. This is in addition to a \$100,000 grant to upgrade the television studio. Ms. Darlene Beal and Mr. Alan Foucault informed members this will allow the program to be improved and allow students to be educated in the media industry.

*Donation from Dunkin Donuts (Skrivanos Group) to the Textbook Project -- Meagan Duff, Public Relations Manager*

Ms. Meagan Duff from the Skrivanos Group (Dunkin' Donuts) presented a check to Dr. Buchanan in the amount of \$13,000 which will support the middle school basketball tournament in the amount of \$3,000 and \$10,000 to the textbook project. Dr. Buchanan stated they have received to date for the textbook project \$46,900.

*Elks' Donation of Thesauruses to Students – Joseph Michaud*

Mr. Michaud informed members of their annual donation of 658 Thesauruses to fourth graders.

*NISL – Bobbie D'Alessandro, Department of Education from the Office of School Performance Evaluation/Educational Leadership*

Ms. D'Alessandro will reschedule her meeting due to illness.

*Massachusetts 2020 – Jennifer Davis, President*

Ms. Davis gave a brief account of the impact on extending school time. Consentino and Whittier districts are both pursuing competitive grants to implement this program. The committee viewed a short video on how an extended day would look:

- Why expanded learning time is critical to student success and providing a well rounded education for all students
- Unfinished agenda of ED reform
- Why time matters simple logic
- Expanded learning time international comparison
- Why time matters enabling other priorities
- Massachusetts expanded learning time initiative
- ELT across Massachusetts
- Expanded learning time Massachusetts ELT initiative
- Promising early results
- Parents see educational benefits of ELT
- Teachers see educational benefits of ELT
- ELT students showed substantial improvement in MCAS proficiency

- Participating districts
- 2008 & 2009 planning

Mr. Wood asked to bring up Item C, New Business.

Custodial Services at Crowell School – Mr. Wood

Mr. Wood discussed the possibility of having a full time custodian verses a half time custodian at Crowell School citing this being a safety issue and their responsibility to allocate the funds. Concerns from parents were mentioned including a student's injury. Mr. Sierpina stated the school's site council deals with safety issues. The Superintendent has been working with the Principal to rectify this situation. Mr. Sierpina felt that it is fiscally responsible to share a custodian with Tilton School. Discussion was held as to the duties of this custodian, the hours worked at each school, and the efficient use of staff and government money. The Superintendent stated he supported the Principal's decision.

Student Advisory Council Report -- Michelle Clark & Colleen Hayes

Ms. Clark reviewed activities that have occurred since November. A dance was held after homecoming, the National Honor Society has held their December induction, the pool has opened, yesterday the Model UN group held a fundraiser with the winner receiving a Nintendo 64, and progress reports are coming out soon with reports cards issued later this month.

Hillie Highlights -- of work Dr. Buchanan

Dr. Buchanan provided the following highlights:

- thanked the Golden Hill Bell Choir, High School and Bradford Elementary Chorus for their participation in the Inauguration ceremonies;
- congratulated Jean Sherburne in achieving the status of certified public purchasing officer;
- the instant alert system is being updated
- Dr. Lewandowski has donated a computer and printer to the high school;
- eight high school students at the Classical Academy received straight A's this past semester;
- recognized three students taking the AP courses with 12 of 14 received straight "A's";
- the Elks for their donation of food baskets for needy children;
- a German Chancellor visited the high school and spoke about his country;
- three staff members selected by DOE to serve on the MCAS Assessment Development Committee;
- informed the audience of the Parent Academy on January 29<sup>th</sup>.

**Reports:**

Subcommittee Reports – Members

Mrs. Fitzgerald is meeting on Wednesday, January 16 with the Strategic Planning Committee to critique the initial action plans. The policy and finance committee is on hold until a new committee is set. On January 30 a presentation will be held on community engagement by MASC. Discussion will be held on regionalized costs for SPED programs. Attendees will be throughout the region. Members were invited to attend from 6 – 8:30 p.m. at the high school. She along with Mr. Toohey are meeting with St. James to discuss the needs of the students and will put forth their recommendations shortly. A special high school meeting was held. The state has approved \$5.4 expenditure to complete the additional needs of the project with 70% state reimbursement. This work will improve the electrical infrastructure, replace all the lockers, and paint the remaining classrooms, site work that is a safety issue. A final approval will need to come from the City Council and the Mayor has the final responsibility to have the work done.

Moved by Mr. Bevilacqua and seconded by Mr. Toohey to suspend the rules. A verbal vote indicated all in favor.

Moved by Mr. Bevilacqua and seconded by Mr. Toohey for the School Committee endorses the recommendation for the \$5.4 million. A roll call vote was held with the following results:

Mrs. Danehy	Yes	Mrs. Francescone	Yes	Mr. Toohey	Yes
Mr. Wood	Yes	Mrs. Fitzgerald	Yes	Mr. Bevilacqua	Yes
Mayor Fiorentini	Yes				

Follow-up to Chartwells' Contract – Mr. Bevilacqua

Mr. Bevilacqua referenced section 10.2C of the food service contract and the costs related to this section. The costs incurred were greater than the administration and management fees which indicate never making a profit. He asked how much was spent and what oversight is used to control or contain costs. Ms. Kosmes provided a comprehensive summary with \$97,761 paid last year which is based on actual cash payments. Ms. Kosmes indicated the Assistant Manager is not in the contract and they pay \$10,000 for maintenance and repair. Mr. Bevilacqua asked how much we are spending on this and what is the oversight and to provide this information for the next meeting. Members from Chartwells gave an overview of the direct costs of this program. Mrs. Fitzgerald recommended meeting with Ms. Kosmes and Chartwells then return with a report to the members.

High School Building – Mayor Fiorentini

Mayor Fiorentini reported on his visits to the high school indicating his dissatisfaction with the cleanliness and asked the Superintendent for a report and what steps they are using to improve it.

Explanation of Inclement Weather Delays/Cancellations – Mrs. Francescone

Mrs. Francescone asked to discuss at a later date how school is cancelled or delayed and who makes these decisions. The Superintendent stated numerous people are involved in these decisions and the School Committee is not involved in this decision. He will provide a report at the next meeting.

Discussion of Hiring Practices – Mr. Bevilacqua

Mr. Bevilacqua referenced an email and did not question the Superintendent's ability to choose anyone or the process but to make sure in future that when people apply that they understand the requirements and when we advertise that like positions have similar qualifications.

The Superintendent introduced the Items by Consensus:

approval of the conference request(s):

approval of the legal bills totaling \$1,720.50 for Murphy, Lamere & Murphy P.C.

approval of warrant number EV20080111 (payable 01/11/08) totaling \$502,961.41

approval of the use of facilities:

- Request by Colin LePage for Riverside Bradford Baseball for the use of both gyms at *Consentino Middle School* on March 8, 2008 and March 9, 2008 from 9:00 a.m. – 3:30 p.m. for fielding and throwing for try out meets. Process Fee: \$ 10.00; Utility Fee: \$ 20.00 per hour; Custodial Fee: \$ 45.00 per hour; Rental Fee: \$100.00 per day
- Request by Erin Twombly for the Haverhill Center for Reading Recovery for the use of classrooms, Gym, Auditorium, Library, Classrooms, at *Bradford Elementary School* on Wednesday, January 30, 2008 (snow date January 31, 2008) 3:00

p.m. – 7:00 p.m. for the Annual Literacy Event: "The Art of Reading and Writing". Process Fee:\$ Waived ; Utility Fee:\$ Waived; Custodial Fee:\$ 30.00 Per Hour (4 hours); Rental Fee \$ Waived

- Request by Officer Bill Alvarado for the Haverhill Police Dare Summer Program, for the use of the gym at *Pentucket Lake Elementary School*, on Mon. and Tues. June 28, 2008 through August 12, 2008 from 9:00 a.m. – 2:00 p.m. for the Games, Problem Solving activities and Team Building. Process Fee:\$ Waived; Utility Fee: \$ Waived; Custodial Fee: \$ Waived Rental Fee\$ Waived

approval of the consultant contract:

Community Action, Inc. Head Start	\$5,000.00
Community Action, Inc.	\$4,800.00
International Child Care Center	\$10,000.00
Basic Beginnings	\$5,240.00
All grant-funded contracts	

Mr. Bevilacqua asked to remove Item 2.

Moved by Mr. Wood and seconded by Mr. Toohey to approve Items 1, 3, 4, 5. A roll call vote was held with the following results:

Mrs. Danehy	Yes	Mrs. Francescone	Yes	Mr. Toohey	Yes
Mr. Wood	Yes	Mrs. Fitzgerald	Yes	Mr. Bevilacqua	Yes
Mayor Fiorentini	Yes				

Mr. Bevilacqua asked to have a copy of the opinion letter be sent to the school committee so they are educated on the topic. The Superintendent will provide the requested copy.

Moved by Mr. Wood and seconded by Mr. Toohey to approve Item 2. A roll call vote was held with the following results:

Mrs. Danehy	Yes	Mrs. Francescone	Yes	Mr. Toohey	Yes
Mr. Wood	Yes	Mrs. Fitzgerald	Yes	Mr. Bevilacqua	Yes
Mayor Fiorentini	Yes				

### Executive Session/Adjournment

Moved by Mr. Wood and seconded by Mr. Bevilacqua to adjourn the meeting at 10:14 p.m. A roll call vote was held with the following results:

Mrs. Danehy	Yes	Mrs. Francescone	Yes	Mr. Toohey	Yes
Mr. Wood	Yes	Mrs. Fitzgerald	Yes	Mr. Bevilacqua	Yes
Mayor Fiorentini	Yes				

HAVERHILL SCHOOL COMMITTEE  
REGULAR MEETING OF FEBRUARY 14, 2008  
REVISED 02.27.08

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Mrs. Kerry Fitzgerald, President called the meeting to order at 7:00 p.m. Present were: Mr. Joseph Bevilacqua; Mr. Shaun Toohey; Mrs. Erin Francescone; Mrs. Susan Danehy; Mr. Scott Wood, Vice President; Mr. Shaun Toohey, and Ms. Kara Kosmes, Assistant Superintendent of Business. Mayor James Fiorentini, Chairperson and Dr. Raleigh Buchanan, Superintendent of Schools were recorded as absent

Mrs. Fitzgerald led the Pledge of Allegiance.

**Public Comment:**

None at this time.

**Reports:**

Student Advisory Council Report -- Michelle Clark & Colleen Hayes

Colleen stated report cards were issued a few weeks ago, third term has begun, the sports teams are successful, the Student Council is revising the handbook, numerous school clubs sold gifts for Valentine's Day, and students are pleased with the school construction to date.

Subcommittee Reports -- Members

None at this time.

**New Business:**

WRVTHS Haverhill School Committee Representative -- Mrs. Fitzgerald

Mrs. Fitzgerald indicated they are in receipt of a letter from William Lannon resigning as the Whittier Voke representative. His term expires March 31, 2008. Mrs. Fitzgerald asked to invite Mr. Lannon to the next meeting.

Moved by Mr. Wood and seconded by Mr. Toohey to begin the process to fill this position.

Members requested to have the administration put together information from the previous process and submit it to them for review. Members discussed advertising the position and hold interviews during a public meeting with the entire committee. Ms. Kosmes will provide the requested information.

A roll call vote was held with the following results:

Mrs. Danehy	Yes	Mrs. Francescone	Yes	Mr. Toohey	Yes
Mr. Bevilacqua	Yes	Mr. Wood	Yes	Mrs. Fitzgerald	Yes

Ms. Kosmes introduced the Items by Consensus:

approval of the conference request(s):

- Linda Hart, HHS, MASCA Spring Conference, 4/10-4/11, Hyannis, \$375.00

approval of the field trip request(s):

- Mr. McCann, ABC Consentino, Grade 8, June 3-5, Washington DC

approval of warrant number EV20080215 (payable 02/15/08) totaling \$608,945.36

approval of the minutes of the regular meeting of January 10, 2008

approval of the legal bills totaling \$868.00 (Murphy Lamere & Murphy)

approval of the consultant contract(s) as indicated in the agenda material:

Teachers <sup>21</sup>	\$2,500.00
Teachers <sup>21</sup>	\$5,100.00

approval of the use of facilities:

- Request by Jeff Nelson of Elite Players for the use of the gym at Bradford Elementary School on Tuesday, Feb. 19, 2008 – Friday, February 22, 2008 for a sports camp. Process Fee: \$ 10.00 ; Utility Fee: \$ 20.00 per hour; Custodial Fee: \$ 45.00 per session (1); Rental Fee: Waived
- Request by Karen DiPietro for the Adam Troy Memorial Fund for the use of the auditorium, at Haverhill High School on Friday, March 7, 2008 from 7:00 p.m. to 10:00 p.m. for a tribute concert (proceeds to memorial fund). Process Fee: \$ 10.00 paid; Utility Fee: Waived; Custodial Fee: \$ 30.00 per hour; Rental Fee: Waived
- Request by Eric Craven for New Heights Community Church for the use of the gym and auditorium at Haverhill High School, on Friday, August 15, 2008 at 5:00 p.m. for set up and then on Saturday, August 16, 2008 from 11:00 a.m. to 5:00 p.m. in the gym and 7:00 p.m. to 9:00 p.m. in the auditorium for the rally. All proceeds will go to The Textbook Project. Process Fee: Waived; Utility Fee: \$ 20.00 per hour; Custodial Fee: \$ 45.00 per hour Rental Fee: Waived

Mr. Wood asked to withdraw Item 5 with Mr. Bevilacqua withdrawing Item 6.

Moved by Mr. Toohey and seconded by Mr. Wood to approve the remaining Items by Consensus. A roll call vote was held with the following results:

Mrs. Danehy	Yes	Mrs. Francescone	Yes	Mr. Toohey	Yes
Mr. Bevilacqua	Abstained*	Mr. Wood	Yes	Mrs. Fitzgerald	Yes
*On warrants					

Members questioned the bill for over five hours to review a school committee meeting tape. A clarification was requested.

Moved by Mr. Bevilacqua and seconded by Mr. Wood to table this item for further clarification. A verbal vote indicated all in favor.

Mr. Bevilacqua questioned the two separate contracts for the same consultant. Dr. O'Brien indicated they were for different areas one for teachers and one for administrators.

Moved by Mr. Wood and seconded by Mr. Toohey to approve the contracts. Mr. Bevilacqua abstained. A verbal vote indicated remaining members all in favor.

Mr. Bevilacqua asked for a copy of the January 16<sup>th</sup> draft review. Mrs. Fitzgerald will provide this to members.

### Adjournment

Moved by Mr. Wood and seconded by Mr. Toohey to adjourn the meeting at 7:12 p.m. A verbal vote indicated all in favor.

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**HAVERHILL SCHOOL COMMITTEE  
REGULAR MEETING OF FEBRUARY 28, 2008**

Mayor James Fiorentini, Chairperson opened the meeting at 7:08 p.m. Present were: Mr. Joseph Bevilacqua; Mr. Shaun Toohey; Mrs. Erin Francescone; Mrs. Susan Danehy; Mr. Scott Wood, Vice President; Mrs. Kerry Fitzgerald, President; Dr. Raleigh Buchanan, Superintendent of Schools, and Ms. Kara Kosmes, Assistant Superintendent for Finance..

Mayor Fiorentini led the Pledge of Allegiance.

**Public Comment**

Joseph Michaud and Stu Russell presented members with Thesaurus' and informed members 658 had been distributed to the fourth grades throughout the district. They look forward to continuing this educational program through the Elks Lodge. Mr. Bevilacqua requested sending a letter of thanks to the National Chapter of Elks commending our local chapter on their generosity.

**Reports:**

Student Advisory Council Report -- Michelle Clark & Colleen Hayes

Michelle Clark informed members the dodge ball tournament was held yesterday and early next month progress reports would be coming out

Haverhill Representatives from the Whittier Regional Vocation Technical High School -- Mr. Lannon & Mr. Early

Mrs. Fitzgerald asked to delay this to the next meeting.

Subcommittee Reports -- Members

None at this time.

**New Business:**

Building Issues -- Mr. Bevilacqua

Mr. Bevilacqua referenced the conditions of the school buildings and suggested a current 2008 assessment of the conditions of the buildings and to develop an objective development plan for the improvement of them so we can do phased improvements. He asked for a prioritized list for each building including short and long term objectives. Discussion was held by members as to receiving communications relative to building issues in a timely manner. It was noted that there was previous documentation on building issues such as, a previous assessment in the early 1990's requiring an override to fund the projects with reimbursement from the state; maintenance projects that had been done in various buildings over the past twelve years; replacing the Tilton slate roof with asphalt roofs and trying to find funding for these projects. The Superintendent commented on the 1999 NESDEC report of all the schools in the district and their recommendations. He read from a report of projects with attached costs that had been done by the Joint Facilities Committee. The Superintendent invited members and the public to take a tour of the buildings on March 5<sup>th</sup> beginning a 9:30 a.m. which will last three to four hours. Mayor Fiorentini stated he is reconvening the Joint Facilities this upcoming Tuesday through Mrs. Fitzgerald's recommendation that will work on this needs assessment along with the Maintenance Department. Mayor Fiorentini stated the goal of this needs assessment report should differentiate between a capital project and ordinary maintenance.

Ice Hockey Policy -- Mr. Bevilacqua

Mr. Bevilacqua referenced a current policy that a Haverhill student attending Whittier VoTech is mandated to play hockey for Amesbury High School. He has asked the Superintendent to communicate with the Haverhill Representatives and Administration at Whittier to enable our residents to play hockey



approval of warrant number EV20080229 (payable 02/29/08) totaling \$819,649.72

approval of the minutes of the regular meeting of February 14, 2008

approval of the use of facilities:

- Kevin Clancy, Haverhill Little League, for use of the gym at Pentucket Lake on Saturday, March 15 and 29<sup>th</sup> from 9:00 a.m. to 12:00 noon for baseball tryouts. Process Fee: \$10.00 Paid; Utility Fee: \$20.00 per hour; Custodial Fee: \$45.0 per hour; Rental Fee: \$100.00 per session
- Steve Derman, Haverhill Pal Soccer, use of gym at Consentino Middle School on Monday March 3, 10, 17 and 24, 2008 from 6:00 p.m. to 8:00 p.m. for soccer practice. Process Fee: \$10.00 Paid; Utility Fee: \$20.00 per hour (2); Custodial Fee: 30.00 (3) per hour; Rental Fee: Waived
- Natalie Willwerth for Everything club for use of auditorium at HHS on March 14, 2008, from 6:00 p.m. to 8:00 p.m. for Rock the Mic Night. Process Fee: \$10.00 Paid; Utility Fee: \$20.00 per hour; Custodial Fee: \$45.0 per hour; Rental Fee: \$100.00 per session
- Robert Turner & Jose Ruiz for Haverhill Spanish Congregation of Jehovah's Witnesses use of the cafeteria at Consentino Middle School, on Saturday, March 22, 2008 from 5:30 p.m. - 9:00 pm. for Discourse of the Memorial of the Lord's Evening Meal. Process Fee: \$ 10.00; Utility Fee: \$ 20.00 per hour (3.5); Custodial Fee: \$ 45.00 per hour (4.5 hrs (9)) (Two Custodians); Rental Fee:
- 

approval of the legal bills totaling \$697.50 for Murphy, Lamere & Murphy P.C.

Mr. Bevilacqua asked to remove Item 3 to vote it separately and to remove Item 6.

Moved by Mr. Wood and seconded by Mr. Toohey to approve Items 1, 2, 4, 5. A roll call vote was held with the following results:

Mrs. Danehy	Yes	Mrs. Francescone	Yes	Mr. Toohey	Yes
Mr. Bevilacqua	Yes	Mr. Wood	Yes	Mrs. Fitzgerald	Yes
Mayor Fiorentini	Yes				

Moved by Mr. Wood and seconded by Mr. Toohey to approve Item 3. A roll call vote was held with the following results:

Mrs. Danehy	Yes	Mrs. Francescone	Yes	Mr. Toohey	Yes
Mr. Bevilacqua	Abstained	Mr. Wood	Yes	Mrs. Fitzgerald	Yes
Mayor Fiorentini	Yes				

Mr. Bevilacqua questioned the lease and when it was authorized to have this building leased. Ms. Kosmes stated this was a discussion for a lease or be a tenant at will for the book store. It was determined that a tenant at will was more appropriate. Members questioned the call to the Attorney and the amount of the bill. Mayor Fiorentini asked to table this bill and bring it back to the Attorney to renegotiate the fee. A verbal vote indicated all in favor.

#### Adjournment/Executive Session

Moved by Mr. Wood and seconded by Mr. Toohey to adjourn the meeting at 8:17 p.m. and enter into Executive Session for the purpose of legal discussions. A roll call vote was held with the following results:

Mrs. Danehy	Yes	Mrs. Francescone	Yes	Mr. Toohey	Yes
Mr. Bevilacqua	Yes	Mr. Wood	Yes	Mrs. Fitzgerald	Yes
Mayor Fiorentini	Yes				

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**HAVERHILL SCHOOL COMMITTEE  
REGULAR MEETING OF MARCH 13, 2008**

Mrs. Kerry Fitzgerald, President opened the meeting at 7:08 p.m. Present were: Mr. Joseph Bevilacqua; Mr. Shaun Toohey; Mrs. Erin Francescone; Mrs. Susan Danehy; Mr. Scott Wood, Vice President and Dr. Raleigh Buchanan, Superintendent of Schools. Mayor James Fiorentini (arrived at 7:45 p.m.) and Ms. Kara Kosmes, Assistant Superintendent of Business (arrived at 8:08 p.m.) were recorded as absent.

Mrs. Fitzgerald led the Pledge of Allegiance

**Public Comment.**

None at this time.

**Reports:**

*Student Advisory Council Report -- Michelle Clark & Colleen Hayes*

Colleen informed members that students are pleased with the school's improvements, spring sports begin on Monday with practices ongoing, the student council is holding a Mr. HHS pageant, class officer elections are approaching for 2008-2009 and MCAS for sophomores are scheduled for next month.

*Hillie Highlights -- Dr. Buchanan*

Dr. Buchanan highlighted the following for the members and audience:

- The Book Cellar has opened downtown
- The Silver Hill lottery closes Friday March 14<sup>th</sup> with names being drawn at 2:00 p.m.
- Kindergarten information night will be held on March 18<sup>th</sup> at the Public Library from 6 – 8 p.m.
- Expanded Learning Time at Whittier Middle will hold an information meeting on March at 6:30 p.m.
- Nettle School will hold an information night on the future at Nettle relative to technology and learning to help students achieve in the 21<sup>st</sup> century will be held March 19<sup>th</sup>
- A meeting is scheduled for March 24<sup>th</sup> relative to moving the fifth grade to the middle schools
- Parent Academy's next meeting is March 26<sup>th</sup> at Nettle Middle School Library to educate parents on the process and challenges of the budget
- Four applications have been received for the Whittier VoTech representative; the committee will determine how to proceed
- Thirteen parents, the Mayor and two media representative toured the schools; another will be scheduled for the remaining schools in the near future
- An email was received from a former student's parents thanking the dedicated educators who prepared him for his acceptance into an international business school

*Subcommittee Reports -- Members*

Mrs. Fitzgerald turned the Chair over to Mr. Wood at this time.

Mrs. Fitzgerald reported on the high school building committee meetings. Two meetings have been held with one this past Monday to discuss the \$ 5.4 million being approved by the City Council. They are now looking to the major projects of electrical, interior painting and site work

The Finance Committee meeting discussed the budget process. Mrs. Fitzgerald recommended putting this topic on the next agenda for members to discuss and include the costs to moving the fifth grades and the information received by Ms. Kosmes who is working with the Department of Education on how to handle the Horace Mann School finances. Monthly financial reports will be forwarded to members

Mrs. Fitzgerald asked members to support a motion to hire a maintenance person although the Mayor has put on a hiring freeze throughout the city.

Moved by Mrs. Fitzgerald and seconded by Mr. Toohey to make an exception to the hiring freeze and hire a maintenance staff person.

A roll call vote was held with the following results:

Mrs. Danehy	Yes	Mrs. Francescone	Yes	Mr. Toohey	Yes
Mr. Bevilacqua	Yes	Mr. Wood	Yes	Mrs. Fitzgerald	Yes

Mr. Bevilacqua asked not to delay the budget process relative to the contribution to the Horace Mann School. He also asked to develop two pieces, one with the fifth graders moving and one keeping them as is. He asked for speculative dates as to when budget meetings will begin. Dr. Buchanan stated there is a lack of coherence in the processes in what the state has asked for and wants to make sure they meet the requirements and mandates before they set meetings.

#### **Old Business:**

##### Legal Bills (tabled at 2.14.08 and 2.28.08 meetings) – Dr. Buchanan

Moved by Mr. Bevilacqua and seconded by Mr. Toohey to remove the legal bills from the table. A roll call vote was held with the following results:

Mrs. Danehy	Yes	Mrs. Francescone	Yes	Mr. Toohey	Yes
Mr. Bevilacqua	Yes	Mr. Wood	Yes	Mrs. Fitzgerald	Yes

Moved by Mrs. Fitzgerald, to approve the legal bills. Motion dies for lack of a second.

The Superintendent referenced the letter signifying the future process of contacting the attorney and that there will be no adjustments to the bill in hand.

Moved by Mr. Bevilacqua and seconded by Mrs. Fitzgerald to pay the legal bills. A roll call vote was held with the following results:

Mrs. Danehy	Yes	Mrs. Francescone	Yes	Mr. Toohey	Yes
Mr. Bevilacqua	Yes	Mr. Wood	Yes	Mrs. Fitzgerald	Yes

#### **New Business:**

##### School Maintenance – Mrs. Fitzgerald & Mr. Wood

Mrs. Fitzgerald gave an overview of the Joint Facilities Committee meeting. A prioritized list is being comprised by Mr. Dill of all the maintenance issues including city side buildings.

Moved by Mrs. Fitzgerald and seconded by Mr. Toohey to have Mr. Dill devise a system that accurately tracks the time spent on city maintenance projects and to determine a fair market value of work done on the projects. A roll call vote was held with the following results:

Mrs. Danehy	Yes	Mrs. Francescone	Yes	Mr. Toohey	Yes
Mr. Bevilacqua	Yes	Mr. Wood	Yes	Mrs. Fitzgerald	Yes

The Superintendent indicated we only have four people working to meet the needs of the buildings. He asked to have our own maintenance people who will not be pulled off the job to do something for the city. They actually need twelve and there is the need to increase manpower in the future.

Mr. Bevilacqua pointed out the budget document projection today indicates a \$179,000 surplus. He asked this to be used for repair of the roofers, to be amortized to pay off the cost of a loan, or on actual physical improvements.

Moved by Mr. Bevilacqua and seconded by Mr. Toohey to have the \$179,690 surplus set aside for public improvements to the buildings.

Mrs. Fitzgerald expressed concerns on using the monies due to unknown expenses occurring during the remainder of the year and preferred to wait to hear from Ms. Kosmes. She stated we can do roof repairs and not new roofs which is the responsibility of the city. Mr. Bevilacqua stated this would start the process and make an urgent need addressable. The Superintendent did not feel comfortable in locking the money into this area with the unknown SPED tuitions. Members asked to look at other priorities and to look at all the problems and not be financially irresponsible. Mayor Fiorentini expressed his concerns of the budget going over and no way to make it up. He indicated this is a tiny surplus and is uncomfortable in spending this surplus. He recommended looking at the city capital funds for the repairs.

A roll call vote was held with the following results:

Mrs. Danehy	No	Mrs. Francescone	No	Mr. Toohey	Yes
Mr. Bevilacqua	Yes	Mr. Wood	No	Mrs. Fitzgerald	No
Mayor Fiorentini	No				

Motion fails

Moved by Mr. Bevilacqua and seconded by Mr. Toohey to suspend the rules for Mr. McArthur to speak on this item. A verbal vote indicated all in favor.

Mr. McArthur gave a brief overview of the recent tour of the school buildings. Observations during the tour included boilers in need of repair and service, underutilized space, general maintenance with a system wide program to keep the buildings at the same level, leaky roofs, and fencing knocked down creating a safety issue. He asked members to review a ten year old report and to implement a short and long term plan.

Mr. Bevilacqua asked for a report on under utilized capacity of the buildings. The Superintendent indicated this will be in the fifth grade movement report. He also asked to address why Smiley School cannot be used for a kindergarten class.

#### FY08 Budget – Mr. Bevilacqua & Ms. Kosmes

Mr. Bevilacqua asked to continue to receive monthly budget updates. He expressed concerns of the salary line item being over one third of a million dollars and what line item(s) are we getting the surplus from to cover the salary line item. Ms. Kosmes stated she is anticipating a reduction in SPED tuitions to offset some salary monies, not filling two positions, and there are savings due to attrition. She explained the costs related to tuitions and the anticipated offsets. She will submit a truncated version of her monthly report to members. Mr. Bevilacqua asked to be notified of the Superintendent's decision on the positive balance. Ms.

Kosmes indicated at this time she does not believe there will be a surplus at the end of the fiscal year. She explained to members if there is an instance of surplus how it needs to be legally used.

Mr. Wood questioned the hiring a maintenance employee at time and one half. Ms. Kosmes stated the substitute has resigned and a member of her staff has come forward to work a couple of hours until such time this position can be reviewed during budget deliberations. Mr. Wood preferred to hire a substitute at a lower rate than one at an overtime rate.

Dr. Buchanan introduced the Items by Consensus:

approval of the field trip request(s):

- Walter Dunn, HHS, Grades 9-12, March 28-29, Barnstable, zero cost
- Genevieve Torrisi, JGWhittier Grade 8, June 2-6, Washington DC, \$679
- Mr. Hickey, HHS, Grades 11/12, March 28/30, Springfield, \$75
- A. Jones & B. Oelerich, HHS, Grades 11/12, March 12-15, New York, \$700

approval of warrant number EV20080314 (payable 03/14/08) totaling \$410,472.06

approval of the legal bills totaling \$403.00 for Murphy, Lamere & Murphy

approval of the use of facilities:

- Request by Officer Bill Alvarado of the Haverhill Police DARE Summer Program for the use of the gym at *Silver Hill Elementary School* on Saturday, June 25, 2008 and August 21, 2008 from 9:00 a.m. - 2:00 p.m. for games, problem solving activities and team building. Process Fee: \$ Waived; Utility Fee: \$ Waived; Custodial Fee: \$ Waived Rental Fee: \$ Waived
- Request by Jeff Nelson for the Elite Players Camp for the use of the gym and or baseball field, at *Bradford Elementary School* on Tuesday, April 22, 2008 through April 25, 2008 from 9:00 a.m. to 12:00 p.m. for baseball camp. Process Fee: \$ 10.00 paid; Utility Fee: \$ Waived; Custodial Fee: \$ 45.00 per day (if gym is used); Rental Fee: \$ Waived
- Request by Gillian Stanley for Lesley University for the use of the Art Room at *Nettle Middle School*, on June 11, 2008, July 9, 2008, July 30, 2008, August 27, 2008 from 7:00 p.m. - 10:00 pm. for an Art Workshop for Adult Learners. Process Fee: \$ 10.00; Utility Fee: \$ 20.00; Custodial Fee: \$ 45.00 per hour (4); Rental Fee: \$ 30.00
- Request by Ryan Allen for the Haverhill YMCA for the use of the gym at *Consentino Middle School*, on Monday and Wednesday March 17, 2008 through April 30, 2008 from 6:00 p.m. - 8:00 pm. for Youth Hockey practice. Process Fee: \$ 10.00; Utility Fee: \$ Waived; Custodial Fee: \$ 30.00 per hour (3); Rental Fee: \$ Waived
- Request by Ryan Allen for the Haverhill YMCA for the use of the gym at *Whittier Middle School*, on Monday and Wednesday March 17, 2008 through April 30, 2008 from 6:00 p.m. - 8:00 pm. for Youth Hockey practice. Process Fee: \$ 10.00; Utility Fee: \$ Waived; Custodial Fee: \$ 30.00 per hour (3); Rental Fee: \$ Waived

Mrs. Francescone asked to remove Item 1. Mr. Bevilacqua asked to remove Item 2.

Moved by Mr. Wood and seconded by Mr. Toohey to approve Items 3 and 4. A roll call vote was held with the following results:

Mrs. Danehy	Yes	Mrs. Francescone	Yes	Mr. Toohey	Yes
Mr. Bevilacqua	Yes	Mr. Wood	Yes	Mrs. Fitzgerald	Yes
Mayor Fiorentini	Yes				

Mrs. Francescone stated Item 1 was a conflict.

A roll call vote was held with the following results:

Mrs. Danehy	Yes	Mrs. Francescone	Abstained	Mr. Toohey	Yes
Mr. Bevilacqua	Yes	Mr. Wood	Yes	Mrs. Fitzgerald	Yes
Mayor Fiorentini	Yes				

Mr. Bevilacqua asked to take Item 2 separately.

A roll call vote was held with the following results:

Mrs. Danehy	Yes	Mrs. Francescone	Yes	Mr. Toohey	Yes
Mr. Bevilacqua	Abstained	Mr. Wood	Yes	Mrs. Fitzgerald	Yes
Mayor Fiorentini	Yes				

### Adjournment

Moved by Mr. Wood and seconded by Mrs. Francescone to adjourn the meeting at 8:37 p.m. A verbal vote indicated all in favor.

**HAVERHILL SCHOOL COMMITTEE**  
**Regular Meeting of MARCH 27, 2008**

Mrs. Kerry Fitzgerald, President opened the meeting at 7:00 p.m. Present were: Mrs. Erin Francescone; Mrs. Susan Danehy; Mr. Scott Wood, Vice President; Dr. Raleigh Buchanan, Superintendent of Schools and Ms. Kara Kosmes, Assistant Superintendent for Finance. Mr. Joseph Bevilacqua was recorded as absent. Mayor James Fiorentini, Chairperson (arrived at 7:08 p.m.), and Mr. Shaun Toohey (arrived at 7:16 p.m.) arrived after the roll call.

Mrs. Fitzgerald Led the Pledge of Allegiance.

**Public Comment**

None at this time.

**Reports:**

*Student Advisory Council Report -- Michelle Clark & Colleen Hayes*

Colleen informed members that Spring sports' teams have finished tryouts and are beginning scrimmages and games; the third term is ending with report cards coming out in a few weeks; MCAS testing is being held; the Student Council is planning the Mr. HHS Pageant; and the play Cinderella performances are scheduled for next week.

*Hillie Highlights -- Dr. Buchanan*

Dr. Buchanan informed members of the following events in the District:

- Bradford Elementary is holding a Silent Auction with profits to benefit technology at Bradford this Saturday
- Silver Hill is now Silver Hill Horace Mann Elementary and has extended the lottery by accepting applicants until April 18
- Team Haverhill and the Discovery Club reviewed the murals done at Nettle and Whittier Schools
- Recruitment Fair is on April 10 from 2 pm. to 7 p. m. at the high school
- Ms. Kosmes presented Budget 101 at the Parent Academy last night; a copy of the presentation was made available to members; a summary will be presented during budget sessions
- Montessori personnel observed a baby bear in the woods and students were kept safe in the school
- Mr. Nangle has returned to his duties at the high school
- Interviews are being held for the boys and girls basketball coaches
- Mr. Sierpina has submitted his retirement; position is being posted accordingly

*Subcommittee Reports -- Members*

None at this time

**New Business:**

*Item Postponed -- High School Vandalism -- Mr. Bevilacqua*

*Assessment Template -- Dr. O'Brien*

Dr. O'Brien informed members of the annual MCAS testing cycle where the template provides a district wide testing tools created by the assessment committee. They meet monthly to discuss how they test children and make the best instructional decisions. He reviewed the different types of testing. He asked members to email specific test questions to him which he will forward to the appropriate person(s) who will return an answer to them. Dr. Buchanan asked members to use this template as a reference. Mrs. Danehy stated parents can gain access to assist in tutoring their children on the web.

Mayor Fiorentini questioned the funding that was made available for computerized assessment that was extended to the middle schools this past fiscal year. Dr. O'Brien stated there has been a glitch in the system and it needed the latest entry software. The funding was used for another program that is giving the teachers immediate feedback. Dr. O'Brien stated there is a cost to the updating for the program which was not part of the initial agreement. They are working on having this corrected.

Moved by Mr. Toohey and seconded by Mrs. Fitzgerald to suspend the rules for Dr. Buchanan to read a letter from the School Building Authority. A verbal vote indicated all in favor.

The letter was received at 3:47 p.m. today and is for informational purposes. This was in response to the registration and adult literacy programs being moved out of Nettle into Burnham with ineligible costs for reimbursement of \$773,570. The programs should be in operation by July 1 and they then can receive this reimbursement. An audit is ongoing and has now pushed this project forward for completion within the next few months.

Dr. Buchanan introduced the Items by Consensus:

approval of warrant number EV20080328 (payable 03/28/08) totaling \$1,026,865.58

use of facilities:

- Request by Judy Ball of the Club Z! Tutoring for the use of a classroom at *Golden Hill Elementary School* on April 4, 2008 through June 15, 2008 from 3:00 p.m. - 5:00 p.m. (two days a week) for NCLB tutoring. Process Fee: \$ 10.00 Paid; Utility Fee: \$ 20.00 Per Day; Custodial Fee: \$ NA; Rental Fee: \$ 30.00 Per Day

Moved by Mr. Wood and seconded by Mrs. Fitzgerald to approve the Items by Consensus. A verbal vote indicated all in favor.

**Executive Session/Adjournment**

Moved by Mr. Wood and seconded by Mr. Toohey to adjourn the meeting at 7:37 p.m. and enter into Executive Session for the purpose of contract negotiations. A roll call vote was held with the following results:

Mrs. Danehy	Yes	Mrs. Francescone	Yes	Mr. Toohey	Yes
Mr. Wood	No	Mrs. Fitzgerald	Yes	Mayor Fiorentini	Yes



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HAVERHILL SCHOOL COMMITTEE  
REGULAR MEETING OF APRIL 10, 2008

Mayor James Fiorentini, Chairperson opened the meeting at 7:07 p.m. Present were: Mrs. Kerry Fitzgerald, President; Mrs. Erin Francescone (left at 9:00 p.m.), Mrs. Susan Danehy,, Mr. Shaun Toohey, Mr. Joseph Bevilacqua, Dr. Raleigh Buchanan, Superintendent of Schools and Ms. Kara Kosmes, Assistant Superintendent of Business. Mr. Scott Wood, Vice President was recorded as absent.

Students from the Nettle and Whittier Middle Schools led the Pledge of Allegiance.

**Public Comment.**

None at this time.

**Presentation(s):**

Presentation of Chartwells' Scholarship Check -- Mr. Chris Callahan.

Chris Callahan and Tom Burke of Chartwells presented a \$5,000 scholarship donation to the Superintendent and Mrs. Fitzgerald. The money will go towards nearly 20 awards this year. Mr. Burke gave an overview of March being Nutrition month. He presented the Superintendent with a copy of the book read to the children during this event. Chartwells will also participate in the Laurie Chase KidsFest on May 4.

Recognition of Team Haverhill/Discovery Club Mural Project -- Mr. Bevilacqua.

Tina Fuller introduced the Haverhill Mural Project presented by Team Haverhill and the Discovery Club. They have received a \$10,000 Challenge Grant from an anonymous foundation to jump start the 2008 goal to commission 12 -18 murals depicting notable figures from Haverhill. The intention of the program is to use the influence of art and the mural design process as tools for community engagement, blight remediation, beautification, and demonstration of civic pride. Students from Nettle and Whittier Middle Schools participated with partners, sponsors and donators named. Susan Decker, Artist, gave an overview of the program she assisted in.

**Reports:**

Student Advisory Council Report -- Michelle Clark & Colleen Hayes

Colleen informed members that report cards will be issued tomorrow; the class production of Cinderella was a success; sports have started their official season; class elections for 2008-2009 are upcoming; and last Friday Michelle and she attended student government day at the State House. Mrs. Fitzgerald asked to have the chorus and play members attend a meeting prior to the end of school to offer a musical selection for members.

Hillie Highlights -- Dr. Buchanan

Dr. Superintendent read a note from a student who visited the Superintendent; NECC and the all American USA academic team has been recognized in USA Today; commented on moving fifth graders to middle school which is now taken off the table and it will remain status quo for another year; Bradford Elementary raised \$17,000 at their silent auction which will be used for technology at the school; Pentucket Lake will hold a recycle electronics on May 3 with monies raised to purchase document camera to enhance classroom instruction; thanked student representatives for debating two bills on the House floor during student government day; two students have received awards for the model UN at UMass Lowell; a session was held on April 2 for parents whose children are entering colleges; s strategic planning committee was held last night with a report on May 22; and informed the community relative to his concern about no child left behind and the way the nation is looking at it

Moved by Mr. Bevilacqua to include in the first budget session a report on the current level of occupancy of utilized buildings, percentage of surplus space, and what is the minimal amt of money we would need to make Cogswell and Smiley available for kindergarten. Seconded by Mr. Toohey.

Mrs. Fitzgerald asked to wait until the budget is concluded and to receive the report then. Mr. Bevilacqua stated this request was done previously and relates to school building maintenance.

A roll call vote was held with the following results:

Mrs. Danehy	No	Mrs. Francescone	No	Mr. Toohey	Yes
Mr. Bevilacqua	Yes	Mrs. Fitzgerald	No	Mayor Fiorentini	Yes

Motion fails due to a tie vote. Mr. Bevilacqua felt we could take the motion in two parts and need to know the information for the budget session. Mayor Fiorentini changed his vote to no in order be on the prevailing side in order to bring back this item once a member of the prevailing side asks for reconsideration and this item would be put on the next agenda.

Mrs. Fitzgerald has asked for events not to coincide with school committee nights and to consider this next year when scheduling is done. The Academic Bowl was scheduled for tonight and members were unable to attend. The Superintendent will work with her to make sure members will be able to attend events in the future.

Mayor Fiorentini questioned the Superintendent about bringing back the fifth grade to sixth grade transfer. The Superintendent indicated the need to get as much committee work with parents and schools to discuss this. The transfer would have saved money only in certain areas. SPED and ELL students need to have a place; if not, they will have to be sent elsewhere. Mayor Fiorentini did not want to eliminate programs or critical programs sacrificed to do this transfer.

Update on Selection of Haverhill Representative to Whittier Regional School Committee – Mrs. Fitzgerald

Mrs. Fitzgerald stated we have four qualified candidates for the position. Two candidates have been interviewed, one is scheduled for tomorrow night, and they are unsure of the fourth candidate's interview. A decision should be made over the next week. She asked to have Mr. Lannon and Mr. Early to attend the next meeting to give a report.

Subcommittee Reports – Members

Mrs. Fitzgerald stated the Joint Facilities meeting is held regularly to discuss all buildings needs and the work be accomplished.

There is a high school building committee meeting this upcoming week and invite all to attend.

Mr. Bevilacqua asked to receive a report on the status of buildings which is needed for the budget. Ms. Kosmes stated she has asked principals to list immediate maintenance needs and this will be included when they receive the budge documents.

**Old Business:**

FY09 Budget Dates – Dr. Buchanan & Ms. Kosmes

The Superintendent asked Ms. Kosmes to present a PowerPoint presentation which was given at the Parent Academy session highlighting the budget and what the general public needs to know. The truncated version included: Quick facts of Haverhill public schools; Populations; Glossary; Where does the funding come from; The budget process; Requested from principals '09; Projecting salaries for the new year; Projecting salaries –Kara Kosmes; Expenditures – school; Expenditures – city; Revenues; City expenditures not part of school spending; The burning question; Protection...safeguards; Balanced budget; What is next in the process for the 2008-2009 school year; Remember you have a say in school budget decisions; Questions and answers; and How it is put together

where it comes from and why we have city charges Ms. Kosmes will send a copy of the audit report along with any associated communication.

Ms. Kosmes distributed a anticipated first pass of the FY09 budget. She reviewed the increases and decreases at a glance of the major areas with a total funding increase of \$2,156,113 and cost increase of level service budget of - \$6,567,090 indicating a shortage of -\$4,410,977 at this time. She then reviewed the net school spending less city services and the addition of transportation, additional appropriations, additional resources, and a final total that clarified why there is an anticipated shortfall. There is tweaking that still needs to be done to get this shortage down.

The Superintendent informed members the need to further meet with the principals to pare down amounts and anticipates this will take a few more weeks prior to meeting with the committee.

Moved by Mr. Bevilacqua, seconded by Mrs. Francescone to request from the Superintendent his administrators' budget and include a presentation. A verbal vote indicated all in favor.

Moved by Mr. Bevilacqua, seconded by Mrs. Francescone to ask the Superintendent to include as part of his budge a multi-year plan showing the trend in those areas of a long range plan of at least three years. A roll call vote was held with the following results:

Mrs. Danehy	Yes	Mrs. Francescone	Yes	Mr. Toohey	Yes
Mr. Bevilacqua	No	Mrs. Fitzgerald	Yes	Mayor Fiorentini	Yes

Mayor Fiorentini asked to look at some of the school and city side functions that could be merged to see how much can be saved. He offered the areas of finance and personnel benefits to be reviewed.

The Superintendent will meet with Ms. Kosmes and forward potential meeting dates to members.

#### **New Business:**

##### Approval of the 2008 Haverhill School Committee Scholarships' Deadline of June 11, 2008 - Dr. Buchanan

Moved by Mr. Bevilacqua, seconded by Mr. Toohey to approve the scholarships as presented. A verbal vote indicated all in favor.

##### High School Vandalism – Mr. Bevilacqua

Mr. Bevilacqua expressed concerns as to the camera systems not working and the hall monitoring has been reduced. He asked for a status report from the Superintendent. Dr. Buchanan stated Mr. Nangle is overseeing this and will report back at a future time.

Mayor Fiorentini asked to put the cleanliness of the high school on the next agenda and be notified as to what steps are being taken to address this..

##### School Choice and its Impact on the HPS Budget – Mr. Bevilacqua

Mr. Bevilacqua feels as though we are not doing enough for students to have them stay in school system. He asked the Superintendent for the first budget meeting what grades and schools are we losing the students, what system are they going to and how much is this impact on overcrowding and on our deficit. Ms. Kosmes stated the students coming in are going down. A survey has been sent to 118 families who have school choice students. A report will be compiled indicating trends and comments and presented at the budget meetings. The Superintendent indicated students go to other schools due to a family thing, athletic issues, safety of the high

school, programs, and the distance to the school. He is concerned of the image they have and this needs to be changed and convince them how good our high school is.

Dr. Buchanan introduced the Items by Consensus:

approval of warrant number EV20080411 (payable 04/11/08) totaling \$621,004.53

approval of the conference request(s):

Maureen Gray, Golden Hill, 2008 Teacher Leader Institute, June 11-14, 2008, Jacksonville Florida, \$1,262.00

approval of the minutes of the regular meeting of March 27, 2008

approval of the legal bills totaling \$1,193.50 for Murphy, Lamere & Murphy P.C.

approval of the consultant contract(s):

Community Action, Inc. Head Start (grant-funded)	\$8,000.00
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approval of the field trip request(s):

- Mike Woelfel, Hunking, Grade 8, June 2-6 2008, Washington DC, \$620
- Mr. Grosky, Mrs. Corcoran, Hunking, Grade 7, May 29-30, 2008, New York City, \$299
- Eileen Paquette, Hunking, Grade 6, May 26-29, 2008, Nature's Classroom Old Orchard Maine, \$245

approval of the use of facilities:

- Request by Renata McFarland-Bateman of the Northeast Consortium for the use of a classrooms at *Nettle Middle School* on May 3, 2008 through July 18, 2008 from 7:30 a.m. 3:00 p.m. for professional development. Process Fee: \$ 10.00; Utility Fee: \$ Waived; Custodial Fee:: \$ 30.00 (per hour); Rental Fee: \$ Waived
- Request by Ryan Allen of the YMCA for the use of the gym at *Pentucket Lake Elementary School* on April 19, 2008 from 11:00 a.m. - 4:00 p.m. for youth hockey games. Process Fee: \$ 10.00 Utility Fee: \$ Waived; Custodial Fee:: \$ 30.00 (per hour); Rental Fee: \$ Waived
- Request by Ryan Allen of the YMCA for the use of the gym at *Pentucket Lake Elementary School* on April 12, 2008 from 8:00 a.m. - 4:00 p.m. for youth hockey games Process Fee: \$ 10.00 ; Utility Fee: \$ Waived; Custodial Fee: \$ 30.00 (per hour) Rental Fee: \$ Waived
- Request by Madeleine Dudley of the FREC – French River Education Center for the use of the classrooms at *Hunking Middle School* on April 3, 2008 to June 5, 2008 from 3:30 p.m. - 7:30 p.m. for a graduate course. Process Fee: \$ Paid; Utility Fee: \$ Waived; Custodial Fee: \$ 30.00 (per hour); Rental Fee: \$ Waived

Mr. Bevilacqua asked to withdraw Item C 1 and Mr. Toohey C 4.

Moved by Mrs. Fitzgerald Wood, seconded by Mr. Toohey to approve the remaining Items by Consensus. A roll call vote was held with the following results:

Mrs. Danehy	Yes	Mr. Toohey	Yes	Mr. Bevilacqua	Yes
Mrs. Fitzgerald	Yes	Mayor Fiorentini	Yes		

Mr. Bevilacqua asked to take this item separately.

Moved by Mrs. Fitzgerald, seconded by Mr. Toohey to approve Item 1. A roll call vote was held with the following results:

Mrs. Danehy	Yes	Mr. Toohey	Yes	Mr. Bevilacqua	Abstained
Mrs. Fitzgerald	Yes	Mayor Fiorentini	Yes		

Mr. Toohey asked to take this item separately.

Moved by Mrs. Fitzgerald, seconded by Mrs. Danehy to approve Item 4. A roll call vote was held with the following results:

Mrs. Danehy	Yes	Mr. Toohey	No	Mr. Bevilacqua	Yes
Mrs. Fitzgerald	Yes	Mayor Fiorentini	Yes		

**Executive Session/Adjournment.**

Moved by Mr. Bevilacqua, seconded by Mrs. Danehy to adjourn the meeting at 9:32 p.m. and enter into Executive Session for the purpose of contract negotiations. A verbal vote indicated all in favor.

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**HAVERHILL SCHOOL COMMITTEE**  
**Regular Meeting of April 24, 2008**

**SC APPROVED**

Mayor James Fiorentini, Chairperson called the meeting to order at 7:05 p.m. Present were: Mrs. Susan Danehy; Mr. Shaun Toohey; Mr. Joseph Bevilacqua; Mr. Scott Wood, Vice President; Mrs. Kerry Fitzgerald, President; Dr. Raleigh Buchanan, Superintendent of Schools and Ms. Kara Kosmes, Assistant Superintendent for Finance. Mrs. Erin Francescone was recorded as absent.

Mayor Fiorentini led the Pledge of Allegiance.

**Public Comment:**

None at this time.

**Presentation(s):**

Presentation and Discussion of Education Workforce Development Programs with the Merrimack Valley Workforce Investment Board – Mr. Fred Carberry, Executive Director.

Mr. Carberry highlighted the successes they have been able to achieve and how the program works with combining work and learning through the school to career program. He gave examples of how this is a positive program and offered to the school at no cost. He presented Dr. Buchanan with the award recognizing his efforts in this program and providing this opportunity to students.

**Reports:**

Student Advisory Council Report -- Michelle Clark & Colleen Hayes

The students were not in attendance.

Hillie Highlights – Dr. Buchanan

The Superintendent recognized:

- the Academic Bowl teams of the elementary and middle schools;
- our students for good behavior during an April visit to the Museum of Science (note received from this organization);
- three seniors were recognized as Presidential Scholars at NECC;
- Mr. Bevilacqua on being recognized for his years of service and as Chairman of the Board of the North of Boston Convention and Visitors' Bureau.

Subcommittee Reports – Members

Mrs. Fitzgerald indicated they were holding a Policy meeting this week and asked each member to review three policies: Evaluation of the School Committee, Media Relations, Press Releases, and School Committee Member Ethics. She would like to discuss what they are doing with the Policy Manual at a future meeting.

**Old Business:**

*Status of Selection of Haverhill Representative to Whittier Regional School Committee – Mrs. Fitzgerald*

Mrs. Fitzgerald indicated a meeting was held to meet with three of the four candidates. Five school committee members interviewed the candidates. Another round of interviews of the four candidates is recommended with all members and asked for guidance.

Moved by Mrs. Fitzgerald and seconded by Mrs. Danehy to hold the second round of interviews to include all school committee members and all candidates.

Mr. Wood recommended a school committee member sit on the committee as well as a City Council member. He did not recall a formal vote to recommend this back to the full committee. He was prepared to vote on a candidate this evening and will oppose the motion and openly stated his support of Mr. Christopher Kelley's candidacy.

A roll call vote was held with the following results:

Mrs. Danehy	Yes	Mr. Toohey	Yes	Mr. Bevilacqua	Yes	Mr.	Wood
	No						
Mrs. Fitzgerald		Yes	Mayor Fiorentini	No			

Moved by Mrs. Fitzgerald to have a separate meeting and that whether it is televised is contingent on the candidates' knowledge of this. Seconded by Mrs. Danehy

Mr. Bevilacqua felt all candidates were well qualified.

Moved by Mr. Bevilacqua and seconded by Mr. Wood for a reconsideration of the vote. A roll call vote was held with the following results:

Mrs. Danehy	No	Mr. Toohey	No	Mr. Bevilacqua	Yes	Mr.	Wood
	Yes						
Mrs. Fitzgerald		No	Mayor Fiorentini	No			

*Reconsideration fails.*

Moved by Mrs. Fitzgerald and seconded by Mr. Toohey to hold the final interviews within a week; Mr. Bevilacqua asked to amend the motion to May 1<sup>st</sup> at 5:30 p.m.

Moved by Mrs. Fitzgerald and seconded by Mr. Toohey to amend the motion to hold the special meeting on May 1<sup>st</sup> at 5:30 p.m. A roll call vote was held with the following results:

Mrs. Danehy	Yes	Mr. Toohey	Yes	Mr. Bevilacqua	Yes	Mr.	Wood
Yes							
Mrs. Fitzgerald		Yes	Mayor Fiorentini	Yes			

Space Availability in School Buildings – Dr. Buchanan and Members

Dr. Buchanan referenced the data in their packet relative to the space availability.

Dr. Buchanan stated he is unable to provide costs and to give estimates and would need to have a study by architects. Mr. Bevilacqua asked for an estimate of the minor improvements along with the Capital costs. He would like to put the three schools back into active use. Mrs. Fitzgerald stated the problems of these schools and some of the costs that were presented to them last year. The Superintendent reminded members of the need to move the registration center from Nettle to Burnham.

Moved by Mr. Wood and seconded by Mr. Toohey to reconsider the vote of last week of the current level of occupancy of utilized buildings and the percentage of surplus space at Cogswell, Burnham and Smiley Schools. A roll call vote was held with the following results:

Mrs. Danehy	Yes	Mr. Toohey	Yes	Mr. Bevilacqua	Yes	Mr.	Wood
Yes							
Mrs. Fitzgerald		Yes	Mayor Fiorentini	Yes			

Moved by Mr. Bevilacqua and seconded by Mr. Wood to receive an estimate of the minimum amount of money and work to be done for Smiley, Cogswell, and Burnham for a portion or to utilize all of the building for kindergarten purposes. A roll call vote was held with the following results:

Mrs. Danehy	Yes	Mr. Toohey	Yes	Mr. Bevilacqua	Yes	Mr.	Wood
Yes							
Mrs. Fitzgerald		No	Mayor Fiorentini	Yes			

**New Business:**

Press Relations – Mrs. Fitzgerald

Mrs. Fitzgerald asked members to read and follow the policy. She read the policy and suggested the press be referred to the Chair or a formal source.

Teacher Appreciation – Mr. Bevilacqua



Mr. Bevilacqua stated this was Teachers' Appreciation month and asked to recognize the myriad of teachers in our system that are educating and teaching our students. The superintendent stated this is the second week in May and individual buildings are recognizing their staffs. Every Friday five letters go out to staff members in the district who have done something outstanding and he would like to recognize them. Mr. Wood asked to meet with the Superintendent to personally recognize the teachers.

School Calendar (to be tabled for two weeks) – Dr. Buchanan

Moved by Mr. Bevilacqua and seconded by Mr. Toohey to table the School Calendar for two weeks.

The Superintendent introduced the Items by Consensus:

approval of warrant number EV20080425 (payable 04/25/08) totaling \$647,797.76

approval of the minutes of the regular meeting of February 28, 2008; March 13, 2008; and April 10, 2008

approval of the legal bills totaling \$480.50 for Murphy, Lamere & Murphy P.C.

approval of the consultant contract(s):

KinderCare Learning Center	\$3,000.00
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approval of the use of facilities:

- Request by Brian D'Ambrosio of the Pentucket Kiwanis of Haverhill for the use of the Bathrooms and Parking Lot at Bradford Elementary School on May 17, 2008 from 8:00 a.m. 3:00 p.m. for Soap Box Derby. Process Fee: \$ Waived; Utility Fee: \$ Waived; Custodial Fee: \$ Donated ; Rental Fee: \$ Waived

approval of the field trips:

- Renata Bateman, Nettle School, Grade 8, May 25 – 29, 2008, Washington ,DC, \$500.00

Mr. Bevilacqua asked to withdraw Item C1 so that a vote could be taken separately..

Moved by Mr. Wood and seconded by Mrs. Fitzgerald to approve Items, 2, 3, 4, 5, 6. A roll call vote was held with the following results:

Mrs. Danehy	Yes	Mr. Toohey	Yes	Mr. Bevilacqua	Yes	Mr.	Wood
Yes							
Mrs. Fitzgerald	Yes	Mayor Fiorentini	Yes				

School Committee Minutes

April 24, 2008

Page 5

Moved by Mr. Wood and seconded by Mrs. Fitzgerald to approve Item 1. A roll call vote was held with the following results:

Mrs. Danehy	Yes	Mr. Toohey	Yes	Mr. Bevilacqua	Abstained	Mr. Wood	Yes
Mrs. Fitzgerald	Yes	Mayor Fiorentini	Yes				

**Executive Session./Adjournment.**

Moved by Mrs. Fitzgerald and seconded by Mr. Toohey to adjourn the meeting at 8:25 p.m. and enter into Executive Session for the purpose of discussing contracts. A roll call vote was held with the following results:

Mrs. Danehy	Yes	Mr. Toohey	Yes	Mr. Bevilacqua	Yes	Mr. Wood	Yes
Mrs. Fitzgerald	Yes	Mayor Fiorentini	Yes				

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HAVERHILL SCHOOL COMMITTEE  
REGULAR MEETING & BUDGET WORKSHOP  
MAY 8, 2008

Mrs. Kerry Fitzgerald, President opened the meeting at 5:51 p.m. Present were, Mrs. Erin Francescone; Mrs. Susan Danehy; Mr. Joseph Bevilacqua (left at 6:10 p.m.); Mr. Scott Wood, Vice President; Dr. Raleigh Buchanan, Superintendent of Schools and Ms. Kara Kosmes, Assistant Superintendent for Finance. Mr. Shaun Toohey arrived at 6:00 p.m. and Mayor James Fiorentini, Chairperson was recorded as absent.

Mrs. Fitzgerald led the Pledge of Allegiance.

**Public Comment.**

None at this time.

*Signing of Memorandum of Understanding between the Haverhill School Committee and the Haverhill Education Association (Education Support Personnel Unit).*

Moved by Mr. Bevilacqua and seconded by Mrs. Francescone to approve the MOU as presented. A roll call vote was held with the following results

Mr. Bevilacqua	Yes	Mr. Wood	Abstained	Mrs. Francescone	Yes
Mrs. Danehy	Yes	Mrs. Fitzgerald	Yes		

The contract consisted of a 7.5 percent increase over three years which brings them to a level at least middle of others in the area. Concessions received consisted of personal days and health insurance.

**Presentation(s):**

*Haverhill Community Violence Prevention Community Event Announcement – Ms. Carol Ireland*

Carol Ireland invited members to join for a community celebration on May 17 at 10:30 a.m. with a walk for Community Peace from the Roma Restaurant to GAR Park. Their goal is to raise awareness of many resources available in our community that deal with the effects of violence, while demonstrating community spirit and promoting peace.

**Reports:**

*Student Advisory Council Report -- Michelle Clark & Colleen Hayes*

Michelle Clark informed members the AP tests will be held next week; MCAS for all sophomores will be held on May 21; Mr. HHS contest is next Tuesday; a shoe drive for children in Iraq will be May 29; scholarship night for seniors is this week; progress reports were this week; the Junior Social will be held next Friday; seniors have 13 days left with the last day on May 30; and the senior play is tonight and tomorrow night.

Moved by Mr. Bevilacqua and seconded by Mrs. Danehy to move up the Superintendent's Contract.

A verbal vote indicated all in favor.

*Superintendent's Contract – Mrs. Fitzgerald*

Moved by Mr. Bevilacqua and seconded by Mrs. Francescone to approve the Superintendent's Contract with all parties in agreement.

Mr. Wood asked to amend the motion to change the language that the contract will be reviewed on September 2010 and if the Superintendent receives a majority vote of the School Committee the contract will be renewed for another year.

A roll call vote was held on the amendment with the following results:

Mr. Bevilacqua	Yes	Mr. Toohey	Yes	Mr. Wood	Yes
Mrs. Francescone	Yes	Mrs. Danehy	Yes	Mrs. Fitzgerald	Yes

A roll call vote was held on the amended motion with the following results

Mr. Bevilacqua	Yes	Mr. Toohey	Yes	Mr. Wood	Yes
Mrs. Francescone	Yes	Mrs. Danehy	Yes	Mrs. Fitzgerald	Yes

Mr. Bevilacqua asked to move up the Whittier VoTech representative. A verbal vote indicated all members were in favor.

Selection of Haverhill Representative to Whittier Regional School Committee – Mrs. Fitzgerald & Members

Mrs. Fitzgerald announced as of last Friday Mr. Christopher Kelly was selected as the new Whittier VoTech representative. Mr. Kelly and Mr. Early will be invited to attend a meeting this summer to discuss the priorities and communication process.

Hillie Highlights – Dr. Buchanan

The Superintendent noted the following highlights:

- this was National Teacher Appreciation week and thanked all involved;
- School Nurse Recognition Day was May 7;
- thanked Mr. Wood for visiting Crowell School;
- the Textbook project has received another \$1,000 bringing the total to \$48,400 with BJ's Wholesale Club donating five dollars per new membership to the project;
- all day kindergarten has 10 openings at Crowell, 6 openings at Walnut Square, and 11 at Greenleaf;
- congratulation to the gold medal winners who took the Mythology exam;
- a Tilton School class had perfect attendance for two weeks in a row;
- May 13 is the District Parent Council Write Away Contest;
- The last Parent Academy was held at Hunking School with the final session on May 21 at Nettle School at 6:00 p.m. discussing getting students ready for the next grade and do you know what your students are doing this summer.

Subcommittee Reports – Members

None at this time

**Old Business:**

School Calendar Approval (tabled 4.24.08)– Dr. Buchanan

Moved by Mr. Wood and seconded by Mrs. Francescone to remove the School Calendar from the table. A verbal vote indicated all in favor.

Discussion was held on no school on Election days, no school Good Friday April 10<sup>th</sup> with the request to poll union members of this religious holiday whereas no other has been given off for cultural diversity, snow days, an extended December vacation, and June 17<sup>th</sup> being the last day of school.

Moved by Mr. Wood and seconded by Mr. Toohey to approve draft Version #1 revised Calendar. A roll call vote was held with the following results

Mr. Toohey	Yes	Mr. Wood	Yes	Mrs. Francescone	Yes
Mrs. Danehy	Yes	Mrs. Fitzgerald	Yes		

**New Business:**

approval of Warrant Number EV20080509 (payable 05/09/08) totaling \$459,119.37

Moved by Mr. Wood, seconded by Mr. Toohey to approve the warrants as presented. A roll call vote was held with the following results

Mr. Toohey	Yes	Mr. Wood	Yes	Mrs. Francescone	Yes
Mrs. Danehy	Yes	Mrs. Fitzgerald	Yes		

Dr. Buchanan introduced the Items by Consensus:

approval of the legal bills totaling \$2,805.50 for Murphy, Lamere & Murphy P.c.

Moved by Mr. Wood and seconded by Mrs. Francescone to approve the legal bills. A roll call vote was held with the following results

Mr. Toohey	Yes	Mr. Wood	Yes	Mrs. Francescone	Yes
Mrs. Danehy	Yes	Mrs. Fitzgerald	Yes		

The regular meeting ended at 625 p.m. and entered into the budget session.

**FY09 Budget Workshop**

Ms. Kosmes distributed material to members which explained the budget, cuts made, programs at the high school, and requests from the principal if money was available including the schools' maintenance needs. The budget is balanced with the deficit bridged.

The Superintendent expressed his concern over next year's budget indicating they are at a level in terms of cuts of \$3.5 million resulting in dealing with the hardships in the city. This is the sixth year of cuts which puts stress on our district and is unable to deliver the quality service they have in the past. He indicated the next MCAS test will be on social studies with students using old

books. The cost for new books will be \$1.2 million. His concern is the need to allow the students to compete and not being able to provide the tools they need. He has met with the Principals and they have looked at all options to set benchmarks. There is a \$3,875,212 shortfall. There will be no more than 20 students in grades K – 1 and no more than 30 students in the elementary grades. This will allow them to maintain a flexible balance in each quadrant. Student achievement will suffer and there may be deeper cuts. Fifth grade students will stay where they are and there will be no school closings. Encore subjects and Physical Education will continue for grades four and five. Encore subjects would continue in grades K – 5. They will lose 27 classroom teachers and 6 Encore teachers and 2 Kindergarten teachers. Twenty positions have been attributed to attrition. The cost of utilities is unknown. He reviewed the reductions made to bridge the budget gap. He indicated the city is charging them for water usage. He reviewed what the budget will do and what the budget does not do such as not having the staff at the library or guidance counselors. He indicated the NEASC inspection at the high school and being in compliance is crucial. He explained the new Success Academy for students on probation and having difficulty in school. This will allow them to work their way back into regular classes. He reviewed the predictors of failing subjects, attendance, and behaviors of students. He will be working with the School committee to see ways to balance the budget with other options.

Questions and comments members made

- Looking at school choice students
- The administrative positions cuts
- Increase in class sizes with the reduction in staff and the dollar savings
- The high school cuts, graduation requirements, after school programs cut and what NEASC will say
- Costs of Classical and Virtual high school
- Reducing SPED positions
- Utilities costs reduced and not being feasible
- MCAS improvements versus graduation requirements reduced to 19 and the need to reinstate the eight teachers cut at the high school
- Renting space at Nettle to a collaborative run program
- Medicaid funding reimbursements

Ms. Kosmes stated it has been recommended to process the Medicaid reimbursements and to count on the funding. They will not use all the money only the administrative component of the funding. SPED students will continue to receive services.

The Superintendent asked to focus on the high school. A statement from the Water Department was received charging for water usage. He stated that this needs to be removed. Ms. Kosmes stated that if all city departments are charged then they would need to pay. If the other departments are not assessed then they would need to go to DOE for a ruling. This \$100,000 assessment needs to go to the high school.

Mrs. Francescone questioned combining Whittier, Consentino and Nettle. Hunking is overcrowded. The Superintendent stated they could move St. James to Whittier and Whittier to Nettle which would save roughly \$300,000. Dr. Buchanan stated this is a prediction for next year with considerable savings on staff up to \$500,000. Ms. Kosmes needs to inquire as to the three

year agreement made with the Archdiocese. She will discuss this with Attorney Cox if this agreement can be broken and what a six month clause meant.

Mrs. Danehy questioned the cost of the virtual high school. Mr. Nangle stated some of the funding is through grants. She asked to increase the program. This would not cover the shortfall of eight teachers. Mrs. Fitzgerald stated they are discussing options in the teachers negotiations which could benefit in this area.

Mr. Wood stated the consolidation of St. James, Whittier and Nettle could save nearly a million dollars a year which would help the high school. It is not an ideal situation that has merit in the budget and needs to be explored. Mrs. Francescone expressed concerns of closing Whittier and the need to reopen with ADA issues. This needs to be explored thoroughly prior to a final decision.

Discussion was held as to class sizes with the elimination of program,s. Mr. Nangle reviewed the subjects to be discontinued and the virtual high school at NECC with students receiving credits. They will be looking at increasing user fees and doing away with some clubs.

Linda Torrosian, lead art teacher, discussed the Encore subjects. Six teachers in each area were cut and if they consolidate Whittier and Nettle this would create more cuts in Art, Music, and Physical Education. She discussed School Choice with students in kindergarten – Grade 5 which they would lose and would lose money by paying the other communities to take our students. Ms. Kosmes stated this was discussed with the Principals and was overwhelmingly not the choice of the Principals and is the only enrichment for the students in the day. The reductions are through consolidation and natural reduction of staff.

Lynn Laffie, Language Arts supervisor for Grades 6 – 12 and advanced placement coordinator. She asked for members to see the quality of work the students produce that is throughout the schools. She reviewed the AP exams with 282 given to 184 students. Literacy is at an all time low and we need to provide services to these students to meet AYP and to be successful. In the terms of budget, the classical academy does not cost them anything. She reviewed the subjects that the students are taking that focus on their future jobs.

Mary Phennicie expressed areas of concern on the Charter School expense with costs over \$1.2 million with students not having textbooks, overcrowding, and teachers losing their jobs. She asked if the \$14,000 sent to Whittier Vo-Tech for each student and are expelled and returned to the high school if we received the money back or a prorated amount. She did agree with the consolidating of Whittier and Nettle and could possible put the Success Academy into it.

Mrs. Fitzgerald stated we need to look at consolidation, discussed her recent visit to the Charter School, the need to let people know what our schools offer and showcase them. She indicated the cuts in the vocational programs and the need to discuss this and the changing of the ways they do things. She asked for anyone to attend the Day on the Hill and advocate for our schools and to contact her for further information.

The Superintendent will return at the next meeting with additional alternatives for the high school and the possible merger.

**Executive Session/Adjournment**

Moved by Mrs. Francescone and seconded by Mr. Toohey to adjourn the meeting at 7:55 p.m. and enter into Executive Session for the purpose of contracts. A roll call vote was held with the following results:

Mr. Toohey	Yes	Mr. Wood	No	Mrs. Francescone	Yes
Mrs. Danehy	Yes	Mrs. Fitzgerald	Yes		



HAVERHILL SCHOOL COMMITTEE  
Regular Meeting of May 22, 2008

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Mrs. Kerry Fitzgerald, President opened the meeting at 7:00 p.m. Present were: Mrs. Erin Francescone; Mrs. Susan Danehy; Mr. Shaun Toohey; Mr. Joseph Bevilacqua; Mr. Scott Wood, Vice President; Dr. Raleigh Buchanan, Superintendent of Schools and Ms. Kara Kosmes, Assistant Superintendent for Finance and Operations. Mayor James Fiorentini, Chairperson (arrived at 7:08 p.m.) was recorded as absent.

Mrs. Fitzgerald led the Pledge of Allegiance.

**Public Comment.**

Mr. Peter Yannakouras asked to comment on the sex education program being taught to students. Dr. Buchanan recommended meeting with Dr. O'Brien to discuss the matter.

Members agreed to have a Public Comment during the budget session.

**Presentation(s):**

Reciting of Poem entitled "To My Teachers" by Sarah Blankenship, Moody School Pre-Kindergarten student.

Sarah recited her poem honoring teachers.

NAEYC Academy for Early Childhood Program Accreditation – Mrs. Judith Zaino, Supervisor of Early Childhood Education

Mrs. Zaino referenced the letter received from the NAEYC Academy for Early Childhood Accreditation. Haverhill's Early Childhood Program has achieved accreditation which was granted from April 30, 2008 to April 30, 2013.

**Reports:**

Student Advisory Council Report -- Michelle Clark & Colleen Hayes

Michelle indicated next week is the last week for seniors; May 29 they are holding the History MCAS for Juniors; a shoe drive is being held by the student council; May 30 is the Senior Prom at the Atkinson Country Club; the Class Banquet is June 3; the Class trip to Six Flags is June 2; and Graduation is June 6.

Hillie Highlights – Dr. Buchanan

Dr. Buchanan highlighted the Chorus held their banquet; the Senior Play was held; the Senior Play was held; the Kiwanis Club has honored the top students; recognized one of the teachers who comforted a three year old student who was in distress; indicated he was a judge for Haverhill Idol at Kidsfest; they are trying to improve attendance, whereas Tilton School's Mrs. Gorham's class had perfect attendance the week of May 12-16; the last Parent Academy was held last night at Nettle School on Ho to Navigate your student to public school; thanked Dr. Cardarelli for donating the top three prizes in the essay program; noted the forthcoming graduation; indicated the retirements of Mr. Sierpina of Tilton and Mr. Scully of Consentino schools. Mrs. Fitzgerald asked to add to the Parent Academy what children should do during the summer months; the HEA dinner was this week; and the Write-away contest held awards last week. Mayor Fiorentini informed members of Nettle holding a kickoff for the Haverhill clean energy challenge where the minimum of 132 people agree to buy from a clean energy producer and the school will receive a free solar panel to help offset the school energy costs. He asked all to help meet the challenge.

Subcommittee Reports – Members.

Mrs. Fitzgerald stated the subcommittee was developing 11 policies with the Pandemic Policy on the agenda for approval tonight.

New Business:

Approval of Warrant Number EV20080523 (payable 05/23/08) totaling \$724,741.74

Moved by Mr. Wood and seconded by Mrs. Fitzgerald to approve the Warrant as indicated. A roll call vote was held with the following results:

Mr.. Bevilacqua	Abstained	Mr. Toohey	Yes	Mr. Wood	Yes	
Mrs. Francescone	Yes	Mrs. Danehy	Yes	Mrs. Fitzgerald	Yes	Mayor
Fiorentini	Yes					

Approval of the Pandemic Policy (to be tabled for two weeks)

Moved by Mr. Wood and seconded by Mrs. Fitzgerald to table the Pandemic Policy for two weeks. A verbal vote indicated all in favor.

Dr. Buchanan introduced the Items by Consensus:

approval of the legal bills totaling \$8,645.00 for David F. Grunebaum, Esquire

Moved by Mr. Wood and seconded by Mrs. Fitzgerald to approve Items by Consensus. A roll call vote was held with the following results:

Mr. Bevilacqua	Yes	Mr. Toohey	Yes	Mr. Wood	Yes
Mrs. Francescone	Yes	Mrs. Danehy	Yes	Mrs. Fitzgerald	Yes
Mayor Fiorentini	Yes				

FY09 Budget Discussion.

The Superintendent asked Ms. Kosmes to update members on the budget recommendations. Option 2 from the 5.19.08 budget meeting was amended to retain 4 middle School Guidance Counselors; reinstate 8 Elementary Teachers to balance class size; reduce salary reserve \$200,000; reduce 1 Elem. School Adj. Counselor \$50,000; reduce 1 Elem. Math Specialist \$30,000; reduce 1 HS Guidance clerk \$30,000; do not fill Asst. Supt. Vacancy \$75,000; and increase HS parking fees from \$25 to \$50 \$7,500.

Moved by Mr. Bevilacqua and seconded by Mr. Wood to approve the budget as presented.

Mrs. Fitzgerald questioned the reduction of 4 high school teachers. Mr. Nangle listed the subjects reduced in addition to reducing and changing the graduation requirements. He indicated this will destroy the accreditation will be cited by NEASC.

Moved by Mrs. Fitzgerald to remove the table regarding the discussion of Crowell School and seconded by Mrs. Francescone.

Mayor Fiorentini stated there is another motion on the table and ruled that the motion is out of order; Mr. Bevilacqua's motion needed to be tabled.

Moved by Mrs. Fitzgerald and seconded by Mrs. Francescone to table Mrs. Bevilacqua's motion to discuss the Crowell School.

Mr. Wood objected and stated that the motion was out of order.

A roll call vote was held with the following results:

Mr. Bevilacqua	No	Mr. Toohey	No	Mr. Wood	No
Mrs. Francescone	Yes	Mrs. Danehy	Yes	Mrs. Fitzgerald	Yes
Mayor Fiorentini	Yes				

Moved by Mrs. Fitzgerald and seconded by Mrs. Francescone to take Crowell School off the table. A roll call vote was held with the following results:

Mr. Bevilacqua	No	Mr. Toohey	No	Mr. Wood	No
Mrs. Francescone	Yes	Mrs. Danehy	Yes	Mrs. Fitzgerald	Yes
Mayor Fiorentini	Yes				

Mrs. Fitzgerald indicated Crowell costs approximately \$225,000 including the all day kindergarten with the majority of the 85 students being bussed. The cost per pupil is \$14,000 compared to \$5-6,000 of all other students. She recommended closing the Crowell School that will be in best interest of all.

Mayor Fiorentini asked members to comment at this time:

- Discussion of the maximum Crowell population now and next year compared to the capacity of Golden Hill if students are moved creating a space usage issue
- The recommendation from the Superintendent on 5.19.08 was summarized
- The costs of funding education
- The inconsistency of space availability and the need for a current facility plan
- To develop a priority listing to restore cuts if additional monies is received
- The need to address the high school accreditation

The Superintendent discussed the issue of inconsistency with 30 percent of the students being transient and has no control over this. He indicated the older buildings are not ADA compliant; whereas, the new schools are and have elevators and classrooms that can accommodate all students. He recommended Crowell School for future use can be used as a Classical Elementary School with programs to challenge the students. The balancing of the schools was a decision of all principals and they cannot afford to keep 25 to 30 students in a building. Dr. Buchanan has proposed a facility study and to have a group bring this up to date which will take about a year to complete to have relevant data. Dr. Buchanan stated Golden Hill cannot accommodate all the students and yielded to the principal for further information.

Mrs. Antkowiak discussed the classes being moved to their home district allowing additional space for the students. Next year 457 students are projected and 86 projected for Crowell for a total of 543 with a possible 25 additional or 568 total students. She listed the classes if Crowell moves with the balanced budget. The K – 1 classes will be 20; Grades 2 – 3 30 and Grades 4 – 5 27 in each class. No students will be transferred from the Tilton/Silver Hill area unless it is for open enrollment.

Members' comments:

- Need to look at a different direction throughout the district including the bussing and is advocating for neighborhood schools and the need to keep Crowell School
- There are only 23 students from the neighborhood to go to Golden Hill and the need for a long term perspective
- Take a look at the projections and to have a Plan B on the heels of approving this budget
- Pentucket, Bradford, Silver Hill and Golden Hill are neighborhood schools

**Comments were opened to the Audience:**

Diane Malensky: As long as they have a good classroom teacher it doesn't matter where the student attends and most students are bussed. Whatever school the student attends it is their neighborhood school. No matter what the end result is the child going to the high school. There is a need to look at the big picture and to look at the budget.

Mary Phennicie: She stated the neighborhood school her children went to had no gym, no cafeteria or playground with high class numbers. The teacher made the difference. The students then went to a new elementary school but had the same quality teacher in the building. The children do not know the difference of what neighborhood school they go to. She does not understand the logic of spending the money. She asked for the money to be spent wisely and does not want to cut any more programs at the high school or lose teachers.

Carrie Horan: She stated the class sizes are going up at Bradford Elementary and are fighting to keep the Crowell open with small class sizes. She stated the classes are grossly disproportionate and by closing it would make it more equitable for all the elementary classes. She indicated that if the programs are removed from the high school people will not send their students to the high school or more to another town. She asked members to revisit the budget and keep the programs at the high school.

Paul Magliochetti: Referenced the reserve for collective bargaining of approximately \$500,000. The options were to consolidate schools or cut guidance counselors. A decision was made to keep the guidance counselors. The choice of teachers versus buildings split the committee. Crowell addresses class size and services Golden Hill. Closing Crowell is not the answer to cutting teachers at the high school. The reality is a new elementary school. You can achieve the goals by a city-wide consolidation and not closing one school at a time. All old buildings minus Tilton should be closed and can save between \$600,000 to \$1 million and would save teachers, especially at the high school level. The district would need realignment and to close and sell all the old buildings which could generate \$2 – 3 million. This is leading to a Prop 2 ½ override but we have a chance to go down the right path by having a plan in place to put back the programs that have been cut at the high school

James Coyne: Has four students in the schools. Education needs to be fair throughout the system. The older schools do not have computer labs, libraries or gymnasiums. The new elementary schools have more to offer than the older schools. He asked for members to look at other cost savings measures. He asked for the class sizes to be the same as Crowell of 20 and not of 28-30.

The Superintendent recommended the closure of school due to the position with NEASC. Dr. Buchanan stated if you want a balanced education and exposure to a better teaching situation it would be at Golden Hill. Cogswell, Smiley and Crowell cannot have children in them at this time. Crowell would be the best

fit for a Classical Academy at this time and needs to be discussed at another time. He has two years with a school being vacant before ADA requirements change.

Mr. Wood indicated the class size across the schools seems on par and questioned the numbers at Golden Hill. Mrs. Antkowiak explained the numbers she has. The Crowell numbers are from Mr. Sierpina and from Crowell. She will be taking in 86 students plus an additional 25 for the transient population. The Superintendent stated he defers to the Principals and the figures change daily. They have lost 200 students this year and in September they did not have enough teachers. The numbers fluctuate too much. Mr. Wood stated that was his point that they may need the Crowell due to these fluctuations. Mrs. Antkowiak reviewed her numbers for Ms. Kosmes. M. Kosmes asked to look at Golden Hill with 524 and Crowell with 103 and remove the fifth grade going to Nettle and the other students moving you are at 550 students. The total enrollment could be 640 at Golden Hill and is capable of holding the students.

Mr. Wood asked Mr. Nangle what the addition of two teachers would do. Mr. Nangle stated it would reduce study hall from 2,000 to 1,800 and would still change the graduation requirement and the addition of two teachers does not solve the problem. Mr. Nangle indicated they need \$200-210,000 would bring them to the same point they are this year. Mr. Wood asked members to use caution and to wait a year on what to do with the buildings so they won't create a problem they cannot fix.

Dr. Buchanan stated once they fine out the number of the budget and see what is lacking there is a need to get the school accredited. A small community grant and another to address the high school dropout rate will put them in a new direction.

Mrs. Fitzgerald stated this is not an attempt for an override and is an attempt to have the students educated for next year. There is an idea to have a teacher emeritus program to have retired teachers teach a class which will be cost saving to us. The state is cutting down with the funding and it is something we need to deal with.

Mr. Bevilacqua stated by closing this school we are not saving money since we keep the school open. Class sizes increase when a school closes. The private schools are older buildings and people apply and pay additional monies for the education that is happening in the school. He indicated the inconsistency in the budget. He reviewed the open class rooms and the inconsistency in the numbers. Parents have an option and ask for school choice; but why do some want to go to the older school. He questioned why kids are still leaving even with the newer schools and won't go the high school due to the possibility of losing its accreditation. We need to take the opposite approach on how to educate the children. He asked to develop a priority list to target and restore the high school programs. He referenced the Medicaid monies of \$800,000 to be encumbered and asked to have this encumber to offset the high school costs. Ms. Kosmes knows of \$300,000 and hopes for the other \$500,000 and can identify the resources

Michael Bresnahan: He agreed with Mr. Wood that you are not going to return what you need at the high school by closing Crowell. He indicated that if it wasn't for the AP and Honors program his daughter would be at another school. He noted the ancillary costs for books and sports which parents are funding. He was for the consolidation for Whittier to blend with Nettle. Discussions should not end tonight even though the budget will be passed. They need to continue immediately.

Moved by Mrs. Fitzgerald and seconded by Mrs. Francescone to authorize the Superintendent to close the school at his discretion. A roll call vote was held with the following results:

Mr. Bevilacqua	No	Mr. Toohey	No	Mr. Wood	No
Mrs. Francescone	Yes	Mrs. Danehy	Yes	Mrs. Fitzgerald	Yes
Mayor Fiorentini	Yes				

Moved by Mr. Bevilacqua and seconded by Mrs. Fitzgerald to take the approval of the budget motion off the table. A roll call vote was held with the following results:

Mr. Bevilacqua	Yes	Mr. Toohey	Yes	Mr. Wood	Yes
Mrs. Francescone	Yes	Mrs. Danehy	Yes	Mrs. Fitzgerald	Yes
Mayor Fiorentini	Yes				

Moved by Mr. Wood and seconded by Mr. Toohey to have the money saved from the Crowell School and send it to the high school. A roll call vote was held with the following results:

Mr. Bevilacqua	Yes	Mr. Toohey	Yes	Mr. Wood	Yes
Mrs. Francescone	Yes	Mrs. Danehy	Yes	Mrs. Fitzgerald	Yes
Mayor Fiorentini	Abstained				

Moved by Mr. Wood to put up to \$300,000 in a Reserve account of the anticipated \$800,000 and expended on a majority vote of the School Committee. Seconded by Mrs. Fitzgerald.

Mr. Wood modified his motion for \$300,000 in a Reserve Account only expended by a majority vote of the School Committee.

Mr. Bevilacqua asked to modify this vote to include the money to be used for the high school restoration. Mr. Wood stated you cannot direct the money if we don't have it. Ms. Kosmes agreed to get the teachers back and would like to get at least four back and may need to wait until the beginning of the year to do this. She asked for leeway to work on this and not tie up the reserve for this. Ms. Kosmes explained the Reserves they have and what they would be used for. Dr. Buchanan stated if they can hire a multi-certified teacher this will help in the gap in two subjects.

Mr. Bevilacqua asked to amend the motion to restore the high school cuts. Ms. Kosmes stated there are no surplus reserves to fund these cuts. Mr. Bevilacqua referenced the Reserve of over \$600,000. Ms. Kosmes asked for a compromise and was willing to reduce the Reserve to an extent to bring back four of the eight teachers and leave the \$300,000. This would be two more teachers and will work over the summer to get the other four teachers back.

Mayor Fiorentini asked to vote on Mr. Wood's motion to take \$300,000 from Medicaid and put in a separate Reserve account.

A roll call vote was held with the following results:

Mr. Bevilacqua	Yes	Mr. Toohey	Yes	Mr. Wood	Yes
Mrs. Francescone	Yes	Mrs. Danehy	Yes	Mrs. Fitzgerald	Yes
Mayor Fiorentini	Yes				

Moved by Mr. Wood and seconded by Mr. Bevilacqua to reduce the Salary Reserve by \$100,000 and dedicate that to restore two teachers to the high school.

Mr. Bevilacqua asked for a friendly amendment to restore all of the cuts to the high school.

Ms. Kosmes stated this was risky and we need to leave it at \$500,000 for a reasonable amount. She again reiterated to give her time to look at this.

Mr. Wood repeated the motion that we would be taking \$200,000 from the Reserve Account and be put towards restoring the positions at the high school. A roll call vote was held with the following results:

Mr. Bevilacqua	Yes	Mr. Toohey	Yes	Mr. Wood	Yes
Mrs. Francescone	No	Mrs. Danehy	No	Mrs. Fitzgerald	No
Mayor Fiorentini	Yes				

Moved by Mr. Wood and seconded by Mr. Bevilacqua to pass the temporary proposed balanced budget. A roll call vote was held with the following results:

Mr. Bevilacqua	Yes	Mr. Toohey	Yes	Mr. Wood	No
Mrs. Francescone	Yes	Mrs. Danehy	Yes	Mrs. Fitzgerald	Yes
Mayor Fiorentini	Yes				

#### Executive Session/Adjournment.

Moved by Mrs. Francescone and seconded by Mrs. Fitzgerald to adjourn the meeting at 9:55 p.m. A roll call vote was held with the following results:

Mr. Bevilacqua	Yes	Mr. Toohey	Yes	Mr. Wood	Yes
Mrs. Francescone	Yes	Mrs. Danehy	Yes	Mrs. Fitzgerald	Yes
Mayor Fiorentini	Yes				

SC 8/21/08

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## HAVERHILL SCHOOL COMMITTEE

Regular Meeting of June 12, 2008

REVISED 08.15.08

SC APPROVED

Mayor James Fiorentini, Chairperson called the meeting to order at 7:04 p.m. Present were: Mrs. Kerry Fitzgerald, President; Mrs. Erin Francescone; Mrs. Susan Danehy; Mr. Shaun Toohey; Mr. Joseph Bevilacqua, Dr. Raleigh Buchanan, Superintendent of Schools and Ms. Kara Kosmes, Assistant Superintendent for Finance. Mr. Scott Wood, Vice President was recorded as absent

Mayor Fiorentini led the Pledge of Allegiance.

### Public Comment

Peter Yannakouras, 85 Millvale Road, spoke on his disapproval of certain curriculum being taught to students. Mayor Fiorentini referred him to the Superintendent.

### Presentation(s):

Presentation of Check to the HPS Textbook Project by Marion Cronin & Marguerite Johnson, members of the Haverhill High School Class of 1937.

Members of the Class of 1937 decided to dissolve their surplus funds and are donating the balance of \$1,758.34 to the Textbook fund. Members presented a check to Dr. Buchanan.

Haverhill Community Violence Coalition Report on recent activities including the "Respect-Protect-Connect" Event - Mrs. Parry, Mrs. Ireland & students

Carol Ireland shared the success of the program and what they are doing in the upcoming year; included in the PowerPoint presentation were students offering their experiences in the program:

- What is VIP; Violence Intervention and Prevention Team
- the Birth of VIP
- Identify the People
- Identify the Funding; Promote the Cause
- CIP Activities/Accomplishments
- three Junior Teams branching out to the middle schools
- Recruiting members
- Keeping It Going

### Reports:

Hillie Highlights - Dr. Buchanan

The Superintendent informed members of the following events.

- Read a letter from a Hunking school chaperone to Washington DC commending the teachers for their efforts throughout the five day trip
- Moody school received email from space shuttle discovery and space station from commander Kelley
- Last day of school is Tuesday June 17 with a one-half day for students
- Thanked all for a great year with new year beginning Tuesday August 26<sup>th</sup> and Tuesday September 2<sup>nd</sup> for kindergarten
- Mrs. Parry school nurse leader has resigned and are hoping for a replacement soon
- Second grade teacher Mrs. Lescizka has donated a defibrillator to the school with the aid of a grant
- Student appreciation day was held on May 29<sup>th</sup>
- Determination on the hot days for early dismissal and had to weigh the issue of safety with 53% going home without supervision; 6 districts closed early out of 21; if heat continued parents would have been notified as to early closure and thanked them for consideration
- Larry Marino received a letter from Department of Social Services with partnership through guidance counselor Bruce Powers working with child protective services



- Received a Gift from Greek church where Ms. Kosmes attended a Rachmaninoff rendition concert for their 100<sup>th</sup> anniversary with proceeds of \$1,000 to offset costs of schools' music program
- Received many donations for the Textbook Project with this week from Haverhill Bank of \$500 this week and a total of over \$50,000
- Thanked the Art and Music department for concerts and events past few months
- Displayed pictures of k class of theater in round
- Read report on value on education for every dollar spent on early child saves 6 for society in the future
- Presented Mayor a picture of himself

Subcommittee Reports – Members

Mrs. Fitzgerald stated the next meeting of the high school building committee will be Monday June 16. The HVAC system is scheduled for discussion.

Mrs. Fitzgerald referenced the last meeting and apologized publically for her error.

**Old Business:**

Approval of the Pandemic Policy – JICG (tabled 05/22/08)

Moved by Mrs. Fitzgerald and seconded by Mr. Toohey to remove Policy JICG Pandemic Policy from the table. A verbal vote indicated all in favor.

Moved by Mrs. Fitzgerald and seconded by Mr. Toohey to approve Policy JICG Pandemic Policy. A verbal vote indicated all in favor.

Silver Hill Horace Mann Charter School Enrollment, Lottery and Program 2008-2009 – Mrs. Themia Gilman & Members

Mrs. Gilman spoke on how they handled the enrollment policy and gave a brief overview. She informed members that all children that are current students and their siblings are remaining at the school. This school is now considered a city-wide district. She pointed out they have a transient population and it will now stabilize the students' educational location and continuity of education. There was a ten day application process with one lottery in March and one in April. Currently 574 students are enrolled with a maximum of 612.

**Members' comments included**

- Did not agree with the preference and which child goes to the program
- Giving preference to students who live in the district and go to their neighborhood school
- Difference in understandings how this program works
- Operating as a Horace Mann School and the difference as a traditional Charter School
- Enrollment and the lottery and not agreeing with the program
- How you are informed about the lottery
- A possibility of a Pre-K program
- Endorsement of the project through the recommendation of the Superintendent
- Reaching all segments of the population, what their obligation and opportunities are
- Requesting for reports on progression of improvement
- School choice and acquiring approximately 20 students from the surrounding area
- How the board members were selected and they qualified

The Superintendent stated this school was in restructuring and if we were not in this program an alternative would have been selected and feels comfortable that it will work. Mrs. Gilman introduced the board members.

Movement of Grade 5 Students from Tilton School to Consentino School – Mrs. Fitzgerald

Mrs. Fitzgerald stated she has received more positive than negative comments on this topic and asked the Superintendent to update members on this move. Dr. Buchanan stated the reason they are moving the students is that Consentino has five rooms vacant and Tilton has 29 rooms and not the space available. Tilton will remain a K – 4 building next year with fifth graders going to Consentino. Parents have been notified with a meeting held last Monday for parents. The fifth grade classes will be housed next to the sixth grade classes. There has been minimal objection to this move. Mr. Bevilacqua questioned school usage and parental choice with no option. He felt this was not a good public decision. Mrs. Danehy felt this was a trickle down affect with the neighborhood school issue. She felt children have the option of school choice and felt this was inconvenience and it is something we need to deal with. The Superintendent stated no fifth graders have moved other than this quadrant and the only other solution was to move them across the river. His decision was made on the timing and resources available to him and had no other choice. Mrs. Fitzgerald has discussed this with the Superintendent on alternative options including redistricting and indicated a committee will be looking at school usage for next year. Mayor Fiorentini noted that when the middle schools were built they were built with a fifth and sixth grade wing and one for seventh and eighth grades and indicated this is not new.

**New Business:**

Approval of Warrant Number EV20080613 (payable 06/13/08) totaling \$425,696.28

Moved by Mrs. Fitzgerald and seconded by Mr. Toohey to approve the Warrant as indicated. A roll call vote was held with the following results:

Mr. Bevilacqua	Not Present	Mr. Toohey	Yes	Mrs. Francescone	Yes
Mrs. Danehy	Yes	Mrs. Fitzgerald	Yes	Mayor Fiorentini	Abstained

Approval of the Identification Badges Policy – JHC (to be tabled for two weeks).

The Superintendent stated all employees and all persons working with kids will have an identification badge.

Mayor Fiorentini stated that this matter would remain on the table for two weeks.

Agenda Items – Mrs. Fitzgerald

Mrs. Fitzgerald noted some agenda items have been overlooked and not put on for a discussion at a meeting. She asked to send the items to Beverly or Sally and CC her and Scott so they can make sure it will be on for discussion. This will also allow for the information to be gathered and sent to members.

Drop-outs – Dr. Buchanan

The Superintendent stated through the Urban Superintendents the State Department has an initiative for districts having a drop out problem to work together. A team of people will be formed and attend a two day work shop. A consultant will be assigned to assist in developing an action plan which will take one year to develop Mrs. Fitzgerald recommended contacting

Councillor Donahue who has had experience with students when he was a member on the former drop out commission.

Food Service Provider (full discussion to be tabled until 06/26/08 when Chartwells management will be in attendance) – Mr. Bevilacqua

Mr. Bevilacqua referenced the previous meeting with the lack of funding and to reduce teaching positions. Also, that the school department was to subsidize the food service program. He questioned the amount needed and asked who was informed of this deficit. He asked how long this was going on, how much in fact has been subsidized, who have they talked to about this, why haven't they talked to the school committee, what was lost in programming and could this have funded additional teachers. He asked how the administration let this happen; and if there was a slush fund, how can we go into this deficit. The Superintendent stated they have tried twice to convince the school committee to increase the lunch prices and feels prudent that they were able to predict this. The Superintendent stated there is no slush fund and that they need to fund the money for maintenance. If there had been a 25 cent increase, this would not have happened. Mr. Bevilacqua stated there was never a discussion the program was in risk and that the lunch prices would not be held forever and never came back to them for a raise. Mr. Bevilacqua referenced the contract with a break even clause that talks about increases in food prices that would reflect that type of deficit. It does state that increases are a school committee approval. Mr. Bevilacqua questioned amending the contract and amending some of the fees in 10.2C. The Superintendent stated we did not have an audit until recently and the only thing we were cited for was the increase in lunch prices. He said they were informed twice and the issue was how they were to balance the books at the end of the year which created the deficit.

Ms. Kosmes gave a chronology of what occurred. Minutes were reviewed; they looked at meeting tapes; looked at reports and tied this together. She informed members of a number of facts including the last increase, finance committee recommendation for an increase, this item tabled for several meetings, the Mayor informing members on 11.8.07 of the food service program is a subsidized program only to the extent of the Chartwells program and that the operating costs are a break even. There are costs above Chartwell's that we are responsible for maintenance costs, vehicle costs, computer supplies, etc. She then read from the minutes of the meeting that the prices would be fixed until December 2008. She stated that costs have increased 15 percent. Nationwide districts lose 19 cents for each paid meal and how this is subsidized. Payments to Chartwells have been \$126,251 higher than last year due to the increase in food costs. Other costs total \$75,409 for FY07 and \$47,844 to date this year. Semi variable costs assessed by Chartwells is \$31,337 less this year. The management fee and administrative fees are based on the number of meals served. Their last contract assumed the entire cost of the assistant food service manager if one was needed and agreed to pay \$10,000 for the maintenance and repair of the school's equipment. This year's revenues were unable to offset the gap of \$225,035. If the increase had been approved, it would have brought in \$250,000 which would have met the expenses. Ms. Kosmes has discussed this with the Mayor and may need to go the Council for additional funding or to use Medicaid money to balance the books. She stated the audit indicated that this would not have happened if the increase was approved next August and asked members to support her in the future if an increase is requested again. This will be monitored very closely next year and an increase will be brought to members at the next meeting.

She will ask them to rescind their action to December 2008 and for an increase of at least 25 cents. All information is available at central office for review.

Mayor Fiorentini noted the members tabled the item and did not vote down an increase. At no time did the committee vote down an increase. Mrs. Fitzgerald stated at the time they were provided with a list of other communities with ours being the lowest and it was something that we needed. Mr. Bevilacqua thanked Ms. Kosmes for the facts and stated they never denied a food price increase. It stated the selling prices were recommended by the school department and Chartwells. He stated there was an opportunity to go back to Chartwells and to discuss the fees. His concern was the lack of communication and not all the information is provided to them. He stated they never denied or put off for a year an increase. His discussion was with Central Office and the lack of oversight. Mrs. Danehy felt it prudent to provide ways to communicate with members to disseminate information. Mrs. Fitzgerald indicated there was no second to her motion and was thus not put the change into the contract.

Chris Callahan of Chartwells indicated that they take a sincere interest in the program and are proud of their contractual obligations. They work with the district and make recommendations to benefit the food service program. They will continue to work with them and have met their obligations and will continue to and will meet to clarify the additional items. Mayor Fiorentini agrees with Mr. Bevilacqua that this is a communication problem. Mr. Callahan stated the contractual obligations are a break even or a slight surplus. Chartwells made the recommendation for school price increases and in August of 2007 indicated the volatility in prices. Reports are provided every month but do not include the other pieces. The bookkeeper informed Ms. Kosmes at the beginning of April that there would be a loss.

Ms. Kosmes stated she will be working with the City Auditor and Mr. Burke to bridge this gap. Mr. Callahan stated he will continue to supply monthly reports.

Mr. Bevilacqua made a motion to continue this discussion to the next meeting due to Mr. Wood not being in attendance.

Mr. Callahan stated that they available to review contract details and have a scheduled meeting to review this report. Mr. Bevilacqua asked how much they have billed the school department under 10.2 C for the next meeting. Mr. Callahan stated they only bill for product expenses at a negotiated national rate as well as direct expenses outlined in 10C and the 3.5 percent fees. In the guarantee section there is a clause that is directly related to food costs.

The Superintendent informed members if they are unable to come to the office to discuss issues he will go to them to discuss the financial wealth of the school system. Next year, there will be an increase in electricity due to the air conditioning at the high school. Every day they look at this. He asked the committee to give them a chance to correct it. He felt concerned about the willingness on working it out.

Mr. Toohey seconded the motion. A roll call vote was held with the following results:

Mr. Bevilacqua	Yes	Mr. Toohey	Yes	Mrs. Francescone	No
Mrs. Danehy	No	Mrs. Fitzgerald	No	Mayor Fiorentini	Yes

Motion failed.

Mayor Fiorentini asked to come to the next meeting with some recommendations.

The Superintendent introduced the Items by Consensus:

approval of the legal bills totaling \$7,915.00 (Murphy Lamere & Murphy) and \$1,932.50 (David Grunebaum)

approval of the conference request(s):

- Elaine Mistretta, HHS, AP Computer Service A Summer Institute, August 21-25, Fordham University, \$1,567.00
- Lois Hartman, Golden Hill, Striving Readers and Writers & Literacy for All for today and Tomorrow, September 25-26, Springfield, MA, \$484.61
- Mary Serweinski-McCormack, Pentucket Lake, Ne England Ready Association Annual Conference, September 25-26, Springfield MA, \$480.75

approval of the field trip request(s):

- Z. Eldridge, HHS, Grades 11 & 12, April 11 - 26, Greece, \$2,447

approval of the minutes of the regular meeting of April 24, 2008

approval of the use of facilities:

- Michael MacDonald, Chang's Taekwondo America, Hunking Middle School Gym, June 14, 2008, 8 a.m. - 3 p.m. for Taekwondo Testing. Process Fee: \$10.00; Utility Fee: \$20.00 per hour (7); Custodial Fee: \$45.00 per hour (8); Rental Fee: \$100.00
- Toni Donais for Sapienza Road Race for HHS back gym on Thursday July 17, 2008 from 5 p.m. - 8 p.m. for Sapienza Road Race. Process Fee \$Waived; Utility Fee: \$Waived; Custodial Fee: \$45.00 per hour (4); Rental Fee: \$Waived
- Vinny Ouellette, Haverhill Recreation Department, Nettle Middle School Café & Music Room on June 23 & 31 from 7:30 a.m. - 4:30 p.m. for Haverhill Recreation Day Program. Process Fee: \$Waived; Utility Fee: \$Waived Custodial Fee: \$30.00 (2.5 hours - per use); Rental Fee \$ Waived

approval of the consultant contract(s):

Suzanne Coffin	\$2,000.00
Barefoot Day Care	\$4,000.00
Precious Gems	\$20,000.00
Bradford Children's Center	\$12,500.00
Salem Community Child Care	\$4,000.00
Child Development & Education, Inc.	\$5,000.00
Community Action Inc. Head Start	\$113,000.00
Merrimack Child Care Center	\$60,000.00
Basic Beginnings	\$11,500.00
International Child Care Center	\$120,000.00
Hilltop School	\$28,000.00
Pathways for Learning	\$2,500.00
<i>All contracts are grant-funded</i>	

Mrs. Fitzgerald asked to withdraw Item 6 and Mrs. Francescone Item 3.

Moved by Mr. Toohey and seconded by Mrs. Fitzgerald to approve Item 1, 2, 4, 5. A roll call vote was held with the following results:

Mr. Bevilacqua	Yes	Mr. Toohey	Yes	Mrs. Francescone	Yes
Mrs. Danehy	Yes	Mrs. Fitzgerald	Yes	Mayor Fiorentini	Yes

A roll call vote was held on Item 3 with the following results:

Mr. Bevilacqua	Yes	Mr. Toohey	Yes	Mrs. Francescone	Abstained
Mrs. Danehy	Yes	Mrs. Fitzgerald	Yes	Mayor Fiorentini	Yes

A roll call vote was held on Item 6 with the following results:

Mr. Bevilacqua	Yes	Mr. Toohey	Yes	Mrs. Francescone	Yes
Mrs. Danehy	Yes	Mrs. Fitzgerald	Abstained	Mayor Fiorentini	Abstained

**Executive Session/Adjournment.**

Moved by Mr. Toohey and seconded by Mrs. Fitzgerald to adjourn the meeting at 10:18 p.m. A roll call vote was held with the following results:

Mr. Bevilacqua	Yes	Mr. Toohey	Yes	Mrs. Francescone	Yes
Mrs. Danehy	Yes	Mrs. Fitzgerald	Yes	Mayor Fiorentini	Yes

Jc  
9/11/08  
Y///

HAVERHILL SCHOOL COMMITTEE  
REGULAR MEETING OF JUNE 26, 2008

SC APPROVED<sup>c</sup>

Mayor James Fiorentini opened the meeting at 7:04 p.m. Present were: Mrs. Kerry Fitzgerald, Mrs. Erin Francescone, Mrs. Susan Danehy,, Mr. Shaun Toohey, Mr. Joseph Bevilacqua, Dr. Raleigh Buchanan, Superintendent of Schools and Ms. Kara Kosmes, Assistant Superintendent of Business. Mr. Scott Wood was recorded as absent

Mayor Fiorentini led the Pledge of Allegiance.

Mayor Fiorentini paused for a moment of silence on the sudden passing of a school employee.

**Public Comment**

Sharon Naffah, Crystal Street, expressed her concerns on the difficulty of enrolling her grandchildren into their neighborhood school which is Silver Hill. Due to the transfer from St. Joseph's School the children have been assigned to Tilton. She questioned the new system students are enrolled into Silver Hill and expressed her dissatisfaction on how they are selected. After a lengthy discuss, Dr. Buchanan informed her that they have been reviewing the programs and understands there are openings at Silver Hill and will forward the required paperwork to her for application of her grandchildren. The Superintendent would like to seek a clarification as to the word "district" as named in the Horace Mann Silver Hill District.

Moved by Mrs. Fitzgerald, seconded by Mr. Bevilacqua to authorized Dr. Buchanan to get a ruling from the State Department of Education on what that charter application means and whether or not neighborhood kids can or should be given preference. A roll call vote was held with the following results:

Mr. Bevilacqua	Yes	Mr. Toohey	Yes	Mrs. Francescone	Yes
Mrs. Danehy	Yes	Mrs. Fitzgerald	Yes	Mayor Fiorentini	Yes

**Presentation(s):**

Energy Program – Mr. Jeffrey Dill, Supervisor of Maintenance

Mr. Dill gave a brief background of what they do, how they do it and how it is tracked. He explained a detail outline of all the buildings and how the numbers are derived. The control cost of consumption sheet reflected 7.1.07 to 5.30.08. He explained the expected energy costs with the actual energy costs and the program savings per building. The cost avoidance for this year is \$492,759.73 or 22.21%. They are diligently monitoring the consumption especially at the high school where they will benchmark the new devices for future comparisons. Equipment purchased at the high school has the highest efficiency ratings. Once complete the consumption should be reduced and better tracked. Mr. Dill stated they are in a collaborative to reduce the purchase of the commodities and continue to exhaust all avenues to get the best possible prices. They are looking at performance contracting who will audit your facility and replace the infrastructure with energy efficient products. Consumption overall has decreased yearly over the past five years. They are in the process of replacing the lighting in the four elementary gymnasiums and are strategically looking at this as a city.

**Reports:**

Hillie Highlights – Dr. Buchanan

Dr. Buchanan noted the retirement celebrations for Mr. Scully, Mr. Sierpiena and Mr. Langlois. Twenty one staff members have retired and thanked them for the many years of service and leadership. The Superintendent announced promotions of Marybeth Maranto as Principal of Tilton, Mary Malone as Principal of Consentino Middle School and Chris Jayne as Assistant Principal at the Horace Mann Silver Hill School. All schools will hold open houses early in September. Task forces from the different quadrants are being put together to address the drop out rate, a middle school task force, and a building facility task force.

Subcommittee Reports – Finance Subcommittee Recommendation regarding School Lunch Program Price Increase.

Mrs. Fitzgerald informed members the Finance sub-committee was held and have developed a recommendation to increase the price of lunches. Ms. Kosmes gave an overview of the meeting which included the food service expenses for this year and next. Based on the estimate of reimbursements and student sales they are looking at requesting a 50 cent lunch increase this year. They are looking at a five percent increase in subsequent years. Elementary meals will be \$2.20 and the high school meals \$2.50 which is at the level for a free lunch. They are within the range of surrounding communities. Next year they are installing a point of sale system which will identify students who owe money and allow parents to prepay meals. This will speed up the lines. Mass announcements are being scheduled to make sure students receive free and reduced lunches. They are also considering an automatic CPI increase of five cents per each year after.

Mr. Bevilacqua had concerns of the increases. He expressed that part of the problem is that information is not shared with all members. This is directly related to the Finance Committee report and nothing in any of the minutes that states this. He reviewed previous agendas that indicated the item to remain on the table until a food service provider was selected. There was no indication of any problem or the need for an increase from August to November of 2007. The issue of food service price increases was tabled with a report forthcoming which was not received. He requested the Finance Committee as part of their review to discuss this with Chartwells to see if there are ways to economize or to reduce their costs.

Mrs. Fitzgerald stated the report compared communities and indicated the price being charged would not cover the costs. There was no one to make the motion. She asked for two separate motions on this item.

Mr. Toohey was not in favor of the automatic increase and would like to keep it the way it is. He agreed that if there is a problem the administration needs to let them know and keep the communication open and be proactive in order not to run into this problem again.

Moved by Mrs. Francescone, seconded by Mrs. Fitzgerald to accept the 50 cent lunch increase.

Ms. Kosmes stated this will be a 20-25 percent increase. Ms. Kosmes stated some costs for gasoline have been absorbed this year. She will be providing quarterly reports to see how they are doing and will be sending proposed policy changes to the Mayor. Mayor Fiorentini discussed his recent visit to Salem who has combined school and city departments.



The Superintendent indicated they discovered through this audit there was a need to increase the cost of lunch prices. He stated daily discussions are held relative to the resources in the district. A discussion was held with Chartwells on how to adjust the fees and other items in the future. He is contemplating developing a committee to look at the business practices of the school district.

A roll call vote was held with the following results:

Mr. Bevilacqua	No	Mr. Toohey	Yes	Mrs. Francescone	Yes
Mrs. Danehy	Yes	Mrs. Fitzgerald	Yes	Mayor Fiorentini	Yes

#### Old Business:

##### Approval of the Identification Badges Policy – JHC (tabled at the 6.12.08 meeting).

Dr. Buchanan feels this policy needs to be approved to make things safer. He also stated there is also an interest in school uniforms.

Moved by Mr. Bevilacqua to remove this item from the table, seconded by Mr. Toohey.

Mrs. Francescone expressed concerns having grades six to twelve wearing badges and what would the cost be for replacement. The Superintendent stated this was not discussed but will discuss this with the company. The students will have a choice on the ways to wear the badges. Mayor Fiorentini questioned the problems and didn't know if this is a problem that exists. He is worried about the middle school. Mr. Nangle stated this is not just for the safety of the students it will automate a lot of things such as becoming the library card, scanning the card if your tardy, etc. Mayor Fiorentini suggested stating this at the high school first and then goes to the middle school. Mrs. Danehy stated this is up and coming and is an advantage to all students.

A verbal vote indicated all in favor to take this item off the table.

Mrs. Francescone motioned that the identification badge system be implemented at the high school grades 9 – 12 and a pilot program implemented at one or two middle schools. Seconded by Mr. Toohey.

Mr. Bevilacqua asked to include this policy be included for outside visitors and all staff. Mayor Fiorentini questioned to only implement this only in one middle school. The Superintendent felt that there would not be a problem with problems if there is a time limit. He will go back to the picture company to see that this offer has not changed and will come back at the next meeting with the information. He asked to table this to the next meeting.

Mrs. Francescone removed her motion.

Mr. Bevilacqua motioned that the policy be implemented at the high school. Seconded by Mr. Toohey.

A roll call vote was held with the following results:

Mr. Bevilacqua	Yes	Mr. Toohey	Yes	Mrs. Francescone	Yes
Mrs. Danehy	Yes	Mrs. Fitzgerald	Yes	Mayor Fiorentini	Yes

**New Business:**

Approval of Warrant Number EV20080627 (payable 06/27/08) totaling \$918,303.14 and Warrant Number EV20080703 (payable 07/03/08) totaling \$58,908.28

Moved by Mrs. Fitzgerald, seconded by Mr. Bevilacqua to approve the warrants. A roll call vote was held with the following results:

Mr. Bevilacqua	Abstained	Mr. Toohey	Yes	Mrs. Francescone	Yes
Mrs. Danehy	Yes	Mrs. Fitzgerald	Yes	Mayor Fiorentini	Yes

Summer Meeting Schedule – Mrs. Fitzgerald

Mrs. Fitzgerald recommended a regular meeting on July 10 And August 14 with warrant signing meetings on

July 24 and August 28. Mrs. Francescone stated she is not available for the August 14<sup>th</sup> meeting. Mrs. Kosmes stated the warrant schedule dates can be changed to accommodate members; however a quorum is needed.

Moved by Mrs. Fitzgerald, seconded by Mr. Toohey to approve the summer meeting schedule. A verbal vote indicated all in favor.

Smiley & Cogswell Report – Dr. Buchanan

The Superintendent read the report indicating the maintenance costs for Smiley; the grant program being held at Cogswell and the costs of the maintenance costs. Professional development and administrative meetings are being held at Cogswell including classes. Smiley is being rented by an outside company. The buildings are grandfathered under ADA however, if children are to return they would not pass inspections. Dr. Buchanan's concern stated they need to spend a lot of time on the buildings due to their condition. Mrs. Fitzgerald stated this is the second time Smiley has closed and was under a waiver and this may be something they need to check. The cost of the slate roof repair was discussed.

Radio Station License – Mr. Bevilacqua

Mr. Bevilacqua referenced the radio station license that was used by the school department and asked if there is a plan to use it in the future. The Superintendent stated the study time lapsed and they do not have the license any longer. The license was good for a distance of two miles. If it was not used it was removed by the FCC. His concern is the TV possibility now and is not pursuing the radio license due to the two mile distance. The Superintendent will work with the interested resident and have contact the FCC.

Monthly Budget Updates – Mr. Bevilacqua

Mr. Bevilacqua again requested a monthly budget update since they are not received on a regular basis. Ms. Kosmes stated the first one is provided in October and the meeting months with one meeting are skipped. She will do her upmost to get the report to members from October to May and at the end of the year and whenever else possible. Mrs. Danehy stated this relates to communication and that we need to develop a policy on how material will be distributed from the administration. Mrs. Fitzgerald agreed with this being a communication issue and that not all topics need to be discussed in public. Mrs. Kosmes stated she would like to work out something with the Mayor and comeback with a reasonable schedule.

Line Item Transfer – Mr. Bevilacqua

Mr. Bevilacqua asked to table this item to the next meeting.

The Superintendent introduced the Items by Consensus:

approval of the conference request(s):

- Robert Gulardo, HHS, 2008 MSSAA Summer Institute, July 23-25, North Falmouth MA, \$1006.63

approval of the minutes of the regular meeting of October 25, 2007 and June 12, 2008

approval of the consultant contract(s):

Graciela Trilla	\$15,000.00
Haverhill Day Care	\$75,000.00
<i>Grant-funded</i>	

Mr. Bevilacqua asked to remove Item 2 and Mr. Toohey Item 3.

Moved by Mrs. Fitzgerald, seconded by Mr. Toohey to approve Item 1. A roll call vote was held with the following results:

Mr. Bevilacqua	Yes	Mr. Toohey	Yes	Mrs. Francescone	Yes
Mrs. Danehy	Yes	Mrs. Fitzgerald	Yes	Mayor Fiorentini	Yes

Mr. Bevilacqua asked to table the minutes of June 12<sup>th</sup>.

Moved by Mrs. Fitzgerald, seconded by Mrs. Francescone to approve the minutes of October 25<sup>th</sup>. A roll call vote was held with the following results:

Mr. Bevilacqua	Yes	Mr. Toohey	Yes	Mrs. Francescone	Yes
Mrs. Danehy	Yes	Mrs. Fitzgerald	Yes	Mayor Fiorentini	Yes

Mr. Toohey questioned the contract. The Superintendent asked to discuss this in Executive Session.

**Executive Session/Adjournment**

Moved by Mr. Toohey, seconded by Mrs. Fitzgerald to adjourn the meeting at 9:25 p.m. and enter into Executive Session for the purpose of personnel. A roll call vote was held with the following results:

Mr. Bevilacqua	No	Mr. Toohey	Yes	Mrs. Francescone	Yes
Mrs. Danehy	Yes	Mrs. Fitzgerald	Yes	Mayor Fiorentini	Yes

HAVERHILL SCHOOL COMMITTEE  
REGULAR MEETING OF JULY 10, 2008

SC APPROVED

Mayor James Fiorentini opened the meeting at 7:00 p.m. Present were; Mrs. Erin Francescone, Mrs. Susan Danehy, Mr. Shaun Toohey, Mr. Joseph Bevilacqua, Dr. Raleigh Buchanan, Superintendent of Schools and Ms. Kara Kosmes, Assistant Superintendent of Business. Mrs. Kerry Fitzgerald and Mr. Scott Wood were recorded as absent

Mayor Fiorentini led the Pledge of Allegiance

**Public Comment**

None at this time.

**Reports:**

Hillie Highlights – Dr. Buchanan

The Superintendent indicated Burnham School is expected to open on July 21<sup>st</sup> as the new registration center and thanked all who made it possible; all day kindergarten has 19 openings; the high school has ninth grade orientation on August 13<sup>th</sup> in the gym at 6:30 p.m.; and on August 14 an open meeting to the community will be held to answer questions relative to the school system and invited school committee members to attend.

Subcommittee Reports – Members

None at this time.

**Old Business:**

Approval of minutes of the regular meeting of June 12, 2008 (tabled 06.26.08).

Mr. Bevilacqua asked for this minutes to remain on the table. A verbal vote indicated all in favor.

Approval of Consultant Contract for Graciela Trilla (grant-funded) in the amount of \$15,000.00 as indicated in the agenda material (tabled 06.26.08).

Moved by Mrs. Francescone and seconded by Mr. Toohey to remove the Consultant Contract from the table. A verbal vote indicated all in favor.

Moved by Mr. Bevilacqua and seconded by Mrs. Danehy to approve the Consultant Contract for Graciela Trilla. A roll call vote was held with the following results:

Mr. Bevilacqua	Yes	Mr. Toohey	No	Mrs. Francescone	Yes
Mrs. Danehy	Yes	Mayor Fiorentini	Yes		

Line Item Transfer (tabled on 06.26.08) – Mr. Bevilacqua

Moved by Mr. Bevilacqua and seconded by Mr. Toohey to remove the Lime Item Transfer. A verbal vote indicated all in favor.

Mr. Bevilacqua stated his concern that when money is used there is a requirement that there be no line item transfers without the approval of the School Committee. It requires the school department to communicate and discuss with the School Committee the reason for this action.

Moved by Mr. Bevilacqua and seconded by Mr. Toohey that before any line item transfer takes place it requires School Committee approval.

Mayor Fiorentini explained the city's policy on line item transfers. He noted his forthcoming proposal on the reorganization and how this process is included. Mr. Bevilacqua indicated this will require a discussion and explanation as to the transfer and usage of funds. Ms. Kosmes stated they do follow the same policy of the city. They do not do a line item budget but rather a bottom line budget. The process works well and discussion is held with the City Auditor as to following the protocol under the city ordinance. When the Mayor discusses his restructuring plan, this can be discussed at that time.

Mrs. Francescone asked to table this item due to the absence of two members.

Mr. Bevilacqua asked to receive these items before a budget report is issued. He was in agreement to table this item since the Mayor will be addressing it.

Mr. Bevilacqua withdrew his motion.

Moved by Mrs. Francescone and seconded by Mr. Bevilacqua to table the Line Item Transfer. A roll call vote was held with the following results.

Mr. Bevilacqua	Yes	Mr. Toohey	Yes	Mrs. Francescone	Yes
Mrs. Danehy	Yes	Mayor Fiorentini	Yes		

#### New Business:

##### Recommendation for Approval of Bradford Christian Academy – Dr. Buchanan

Moved by Mr. Bevilacqua and seconded by Mrs. Francescone to approve the Bradford Christian Academy. A roll call vote was held with the following results.

Mr. Bevilacqua	Yes	Mr. Toohey	Yes	Mrs. Francescone	Yes
Mrs. Danehy	Yes	Mayor Fiorentini	Yes		

##### Approval of Warrant Number EV20080711 (payable 07/11/08) totaling \$345,811.01 – FY08 and \$68,970.89 – FY09 and Warrant Number EV20080718 (payable 07/18/08) totaling \$147,954.72 – FY08 and \$10,163.97 – FY09

Moved by Mr. Toohey and seconded by Mrs. Francescone to approve the warrants as indicated. A roll call vote was held with the following results.

Mr. Bevilacqua	Abstained	Mr. Toohey	Yes	Mrs. Francescone	Yes
Mrs. Danehy	Yes	Mayor Fiorentini	Yes		

##### School Committee Packet Availability and Receipt of Meeting Information – Mr. Bevilacqua

Mr. Bevilacqua indicated at times we have received the packet less than 48 hours prior to the meeting which makes it difficult to read the information and understand it. He asked to close the agenda items on Monday at 11:00 a.m. and the packet is available on Tuesday at 11:00 a.m.

Mrs. Danehy expressed confusion as to this recommendation since she receives it online on Monday evening with the hard copy to follow. Mrs. Francescone recommended closing the items on Friday at 4:00 p.m. when the Chair and Vice Chair meet with the Superintendent. The Superintendent stated this proposal would be ideal.

Moved by Mrs. Francescone, seconded by Mr. Bevilacqua that agenda items close the Friday before at 4:00 p.m. with the packet available by Monday afternoon. A roll call vote was held with the following results.

Mr. Bevilacqua	Yes	Mr. Toohey	Yes	Mrs. Francescone	Yes
Mrs. Danehy	Yes	Mayor Fiorentini	Yes		

Mr. Bevilacqua referenced the receipt of material information and asked to make all information and background material be available to the members in their packet.

Moved by Mr. Bevilacqua, seconded by Mr. Toohey that whenever possible background material will be available with the packet and delivered Monday afternoon. . A roll call vote was held with the following results.

Mr. Bevilacqua	Yes	Mr. Toohey	Yes	Mrs. Francescone	Yes
Mrs. Danehy	No	Mayor Fiorentini	Yes		

2008 Scholarship Recommendations – Dr. Buchanan

Moved by Mrs. Francescone and seconded by Mr. .Toohey to approve the scholarships as presented. . A roll call vote was held with the following results.

Mr. Bevilacqua	Yes	Mr. Toohey	Yes	Mrs. Francescone	Yes
Mrs. Danehy	Yes	Mayor Fiorentini	Yes		

Dr...Buchanan introduced the Items by Consensus

.approval of the minutes of the regular meeting of May 22, 2008

approval of the legal bills for David Grunebaum totaling \$2,222.50 and Murphy Lamere & Murphy totaling \$1,047.39

approval of the use of facilities

- Request by Kaitlyn Aspell of Lesley University for the use a classroom at Cogswell School for and on: Fall - Data Analysis - September 26, 27, October 24, 25, December 5, 6; Spring – Calculus I - February 6, 7; March 6, 7, April 3, 4; Summer – Calculus II - August 5 – 7, 10 – 12.Process Fee: \$ 00.00\*; Utility Fee:\$ 00.00\* Custodial Fee: \$ 00.00\* ; Rental Fee: \$ 00.00\* Fees are waived due to the fact that school employees take the course at a greatly reduced rate. Custodial is not needed.

approval of the consultant contract(s):

KinderCare Learning Center	\$20,000.00
Little Footprints	\$10,000.00
<i>grant-funded</i>	

Mr. Bevilacqua asked to remove Item 4.

Moved by Mr. Toohey, seconded by Mr. Bevilacqua to approve the remaining Items.. A roll call vote was held with the following results.

Mr. Bevilacqua	Yes	Mr. Toohey	Yes	Mrs. Francescone	Yes
Mrs. Danehy	Yes	Mayor Fiorentini	Yes		

Mr. Bevilacqua asked to take Item 4 separate.

A roll call vote was held with the following results.

Mr. Bevilacqua	Abstained	Mr. Toohey	Yes	Mrs. Francescone	Yes
Mrs. Danehy	Yes	Mayor Fiorentini	Yes		

#### Executive Session/Adjournment

Moved by Mr. Bevilacqua, seconded by Mr. Toohey to adjourn the meeting at 7:30 p.m. A roll call vote was held with the following results:

Mr. Bevilacqua	Yes	Mr. Toohey	Yes	Mrs. Francescone	Yes
Mrs. Fitzgerald	Yes	Mayor Fiorentini	Yes		

8/2/08  
VIII

**HAVERHILL SCHOOL COMMITTEE**  
**Special Meeting of July 23, 2008**

**SC APPROVED**

The Special Meeting of the Haverhill School Committee was called to order at 6:10 p.m. by Mayor James Fiorentini, Chairperson. Present were: Mr. Shaun Toohey; Mrs. Susan Danehy; Mr. Scott Wood, Vice President; Mrs. Kerry Fitzgerald, President; Dr. Raleigh C. Buchanan, Superintendent of Schools and Ms. Kara Kosmes, Assistant Superintendent for Finance. Mrs. Erin Francescone arrived at 6:44 p.m. and Mr. Joseph Bevilacqua arrived at 6:50 p.m.

**Business Items:**

Moved by Mr. Wood and seconded by Mrs. Fitzgerald to approve Warrant Number EV20080801 (payable 08/01/08) totaling \$238,754.89 as indicated in the agenda material.

All members present voted in the affirmative – Mr. Toohey; Mr. Wood; Mrs. Danehy; Mrs. Fitzgerald and Mayor Fiorentini.

Moved by Mr. Wood and seconded by Mrs. Fitzgerald to approve the consultant contract for Little Sprouts, Inc. totaling \$60,000.00 (grant-funded).

All members present voted in the affirmative – Mr. Toohey; Mr. Wood; Mrs. Danehy; Mrs. Fitzgerald and Mayor Fiorentini.

Moved by Mr. Wood and seconded by Mrs. Fitzgerald to approve the transfer requests (attached documents).

Mr. Toohey requested an explanation of each of the year end salary transfers (reasons for each transfer) and Ms. Kosmes provided an explanation for all transfers. The committee being satisfied with the explanation; all members present voted in the affirmative – Mr. Toohey; Mr. Wood; Mrs. Danehy; Mrs. Fitzgerald and Mayor Fiorentini.

Ms. Kosmes indicated that a lease for computer equipment was being pursued by the Technology Department at a very favorable price. Mayor Fiorentini requested that all leasing requests be approved by the Department of Revenue.

Moved by Mrs. Fitzgerald and seconded by Mr. Wood to adjourn the meeting.

All members present voted in the affirmative – Mr. Bevilacqua; Mr. Toohey; Mr. Wood; Mrs. Francescone; Mrs. Danehy; Mrs. Fitzgerald and Mayor Fiorentini.

Meeting adjourned at 6:53 p.m.





TRANSFER  
FY Budget Appropriations

SC APPROVED

To:

Athletics-Sr Clerk Sal	1010000.2.3510.6200.55.115.08.00	\$547.00
Attendance-Sr Clerk Sal	1010000.2.3100.6200.00.120.08.00	\$658.00
ECC-Sr Clerk Sal	1010000.2.2220.6200.51.140.08.12	\$223.00
ELL-Pr Clerk Salary	1010000.2.2220.6200.00.145.07.13	\$871.00
Guidance-Pr Clerk Sal	1010000.2.2710.6200.55.155.07.11	\$1,934.00
Health-Sr Clerk Sal	1010000.2.2110.6200.00.160.08.00	\$549.00
Language Arts Pr Clerk Sal	1010000.2.2220.6200.00.165.07.00	\$265.00
Library EI-ESP Sal	1010000.2.2340.6300.53.171.27.00	\$18,220.00
Library HS ESP Sal	1010000.2.2340.6300.55.172.27.00	\$400.00
Math Pr Clerk Sal	1010000.2.2220.6200.55.190.07.00	\$265.00
Network-Sr Clerk Sal	1010000.2.1450.6200.00.200.08.00	\$1,096.00
Science Pr Clerk Sal	1010000.2.2220.6200.55.250.07.00	\$265.00
Social Studies Pr Clerk Sal	1010000.2.2220.6200.00.277.07.00	\$265.00
Sped-Sr Clerk Sal	1010000.2.2110.6200.00.280.08.12	\$1,096.00
Sped-ESP Pre Sal	1010000.2.2330.6300.51.280.27.12	\$639.00
Sped-ESP Elem Sal	1010000.2.2330.6300.53.280.27.12	\$11,020.00
Sped-ELL ESP Sal	1010000.2.2330.6300.53.280.27.13	\$2,655.00
Supt Off-Pr Clerks (unit) Sal	1010000.2.1210.6200.00.310.07.00	\$5,122.00
Supt Off-Business-Pr Bookkeeper Sal	1010000.2.1410.6200.00.310.06.00	\$1,143.00
Supt Off-Business-Pr Clerks (unit) Sal	1010000.2.1410.6200.00.310.07.00	\$1,007.00
Supt Off-Business-Sr Clerks (unit) Sal	1010000.2.1410.6200.00.310.08.00	\$4,850.00
Supt Off-Benefits-Pr Bookkeeper Sal	1010000.2.1420.6200.00.310.06.00	\$504.00
Supt Off-Personnel-Pr Clerk (unit) Sal	1010000.2.1420.6200.00.310.07.00	\$871.00
Supt Off-Personnel-Sr Clerk Sal	1010000.2.1420.6200.00.310.08.00	\$1,096.00
Supt Off-Ex Secretary Sal	1010000.2.1210.6210.00.310.30.00	\$1,007.00
Supt Off-Business-Sec to Asst Supt (non) Sal	1010000.2.1410.6210.00.310.07.00	\$2,098.00
Supt Off-Personnel-Sec to Asst Supt (non) Sal	1010000.2.1420.6210.00.310.07.00	\$1,175.00
Transportation-Sr Clerk Sal	1010000.2.3300.6200.00.320.08.00	\$438.00
HS Admin-Sr Clerks Sal	1010000.2.2210.6200.55.500.08.00	\$1,664.00
HS Admin-Ex Secretary Sal	1010000.2.2210.6200.55.500.30.00	\$1,007.00
HS Admin-ESP Sal	1010000.2.2210.6300.55.500.29.00	\$5,837.00
Elementary-Pr Clerks Elem Sal	1010000.2.2210.6200.53.700.07.00	\$13,609.00
Elementary-Sr Clerks Elem Sal	1010000.2.2210.6200.53.700.08.00	\$2,615.00
Elementary-Pr Clerks Middle Sal	1010000.2.2210.6200.54.700.07.00	\$3,932.00
Elementary-ESP Prin Off Middle Salary	1010000.2.2210.6300.54.700.27.00	\$11,057.00

From:

Salary Reserve 1010000.2.1000.6000.00.240.00.00

\$100,000.00

Monies were placed in salary reserve in the FY08 budget for the ESP and Clerical contracts that were in negotiation. These contracts were finalized in the spring and the retroactive pay adjustments were made in June. This transfer will move the funds from the reserve accounts to the appropriate Clerical and ESP salary lines.

SC APPROVED

SALARY TRANSFERS  
TO:SALARY TRANSFERS  
FROM:

Athletics Coaching	1010000.2.3510.6100.55.115.14.00	\$300	HS Asst Principal	1010000.2.2210.6100.55.500.03.00	\$4,267
Athletics Director	1010000.2.3510.6100.55.115.24.00	\$3,967			
		<u>\$4,267</u>			
Comm Svcs Cust OT	1010000.2.6200.6300.00.130.52.00	\$1,016	Maint Sec Guard OT	1010000.2.3600.6310.00.185.52.00	\$1,016
Library El ESP	1010000.2.2340.6300.53.171.27.00	\$58,826	Maint Mechanic	1010000.2.4220.6310.00.185.43.00	\$48,000
			HS Asst Principal	1010000.2.2210.6100.55.500.03.00	<u>\$10,826</u>
					<u>\$58,826</u>
Phys Ed Teach El	1010000.2.2305.6100.53.210.87.00	\$94,483	Curr El Lit Teachers	1010000.2.2310.6210.53.135.87.11	\$66,680
			ELL HS Teachers	1010000.2.2305.6100.55.145.87.13	\$17,900
			Health HS Teachers	1010000.2.2305.6100.55.160.87.00	<u>\$9,903</u>
					<u>\$94,483</u>
Prof Dev Teach Stip	1010000.2.2357.6100.00.215.80.00	\$12,389	Curr El Lit Teachers	1010000.2.2310.6210.53.135.87.11	\$12,389
Stadium Groundskeeper	1010000.2.4210.6310.00.290.36.00	\$440	Maint Sec Guard OT	1010000.2.3600.6310.00.185.52.00	\$852
Stadium Grounds Specialist	1010000.2.4210.6310.00.290.77.00	\$412			
		<u>\$852</u>			
Subs Teachers	1010000.2.2325.6100.00.300.82.00	\$119,000	Sped Pre Teacher	1010000.2.2305.6100.51.280.87.12	\$71,210
Subs Admin	1010000.2.2210.6150.55.300.01.00	\$10,500	Sped Hearing Imp Tch	1010000.2.2320.6100.53.280.38.12	\$20,191
Subs ESP	1010000.2.2330.6300.00.300.82.00	\$98,165	Sped Speech Tch	1010000.2.2320.6100.53.280.87.12	\$59,027
Subs Custodial	1010000.2.4110.6300.00.300.82.00	\$29,000	Sped Beh Mgmt HS	1010000.2.2800.6100.55.280.87.12	\$53,341
		<u>\$256,665</u>	Sped SLPA	1010000.2.2320.6110.53.280.75.12	<u>\$52,896</u>
					<u>\$256,665</u>
Supt Off - Superintendent	1010000.2.1210.6110.00.310.84.00	\$12,444	Network Ex Dir Tech	1010000.2.1450.6110.00.200.29.00	\$12,444
Tech Admin Technicians	1010000.2.1450.6310.00.315.86.00	\$26,462	Network Ex Dir Tech	1010000.2.1450.6110.00.200.29.00	\$26,462
Elem Teachers Elem	1010000.2.2305.6100.53.700.87.11	\$510,291	Prof Improvement	1010000.2.2358.6100.00.225.87.00	\$493,602
Elem Teachers K	1010000.2.2305.6100.52.700.87.11	\$15,388	Curr El Literacy Teachers	1010000.2.2310.6210.53.135.87.11	\$32,077
		<u>\$525,679</u>			<u>\$525,679</u>
EXPENSE TRANSFERS			EXPENSE TRANSFERS		
TO:			FROM:		
HS Nurse Equipment	1010000.2.3200.6620.55.510.00.00	\$291	HS Admin Equip	1010000.2.2420.6620.55.500.00.11	\$291
Bradford Lang Arts Supplies	1010000.2.2430.6580.53.710.00.26	\$5,021	Burnham Copier	1010000.2.2420.6613.53.715.00.11	\$3,997
			Burnham Supplies	1010000.2.2430.6584.53.715.00.11	<u>\$1,024</u>
					<u>\$5,021</u>
Walnut Square Supplies	1010000.2.2430.6584.53.790.00.11	\$1,289	Burnham Lang Arts Supp	1010000.2.2410.6595.53.715.00.26	\$213
Walnut Square Copier	1010000.2.2420.6613.53.790.00.11	\$974	Burnham Math Texts	1010000.2.2410.6595.53.715.00.27	\$2,050
		<u>\$2,263</u>			<u>\$2,263</u>

Year end transfers needed to bring cost centers in deficit balance to zero.

HAVERHILL SCHOOL COMMITTEE  
REGULAR MEETING OF AUGUST 21, 2008

SC APPROVED

Mrs. Kerry Fitzgerald, President called the meeting to order at 7:05 p.m. Present were; Mr. Shaun Toohey; Mr. Joseph Bevilacqua; Mr. Scott Wood, Vice President; Mrs. Erin Francescone; Dr. Raleigh Buchanan, Superintendent of Schools and Ms. Kara Kosmes, Assistant Superintendent for Finance. Mayor James Fiorentini, Chairperson arrived at 8:00 p.m. and Mrs. Susan Danehy was recorded as absent.

Mrs. Fitzgerald led the Pledge of Allegiance.

**Public Comment**

None at the time.

**Presentation(s):**

**Elks Donation and Update – Mr. Joseph Michaud.**

Mr. Michaud on behalf of the Elks Lodge for the third year is presenting all third graders with dictionaries. The past two years they have donated baskets of cheer to needy families and are donating over 100 baskets again this year.

Moved by Mr. Bevilacqua seconded by Mr. Toohey to accept the donation of the dictionaries and allow the Elks Lodge to distribute them. A roll call vote was held with the following results:

Mr. Bevilacqua	Yes	Mr. Toohey	Yes	Mr. Wood	Yes
Mrs. Francescone	Yes	Mrs. Fitzgerald	Yes		

**Reports:**

**Opening of Schools 2008 – Dr. Buchanan**

The Superintendent informed members of the following:

- The new registration center is open naming it the Parent and Registration Center located at the old Burnham School
- A new Assistant Principal has been appointed at Tilton School, Mr. Kayo has resigned and Dr. Bateman has assumed his duties as Principal on an interim basis
- Open houses in all schools will be held within the next few days.
- Updated members on vehicles being taken home by maintenance staff
- An update on class size referencing budget constraints, higher class sizes, additional classes, and balancing the schools per grade.

Mr. Bevilacqua recommended if additional funding becomes available that it be used to address class size concerns.

Mr. Wood stated the discussion of school vehicles will be placed on the next agenda with a full presentation including the security of vehicles and having one person on call versus four staff members.

**Hillie Highlights – Dr. Buchanan.**

The Superintendent will give a full report at next meeting. A Science company in Bradford is donating science books to the high school and would like to assist with science fairs and activities full details will be announced at the next meeting.

Request for approval of Athletic User Fees for 2008-2009 – Mr. Shanahan

Mrs. Fitzgerald indicated a sub committee meeting had been held with Mr. Shanahan regarding adjusting the fee schedule. There is a two payment billing per sport of \$275 each with a family cap of \$850. With the assistance of the booster clubs, the fees could be lowered. Freshman playing a freshman team would pay \$175. However, a freshman playing a JV or Varsity team would pay the \$275. He referenced surrounding communities and the waiver process.

Members were not supportive of the increase and asked for alternatives. Mr. Shanahan stated this is a cash business and he needed to send the bills now and not wait to the next meeting. It was recommended that he meet with the booster clubs to see what additional funds are available thus reducing the second bill. Members agreed to pass the first fee and revisit this item in October when a financial report will be available.

Moved by Mrs. Francescone seconded by Mr. Toohey to approve the athletic fees for the fall and return in October prior to the next season with a financial report. A roll call vote was held with the following results:

Mr. Bevilacqua	Yes	Mr. Toohey	Yes	Mr. Wood	No
Mrs. Francescone	Yes	Mrs. Fitzgerald	Yes		

Other Subcommittee Reports – Members

Mrs. Fitzgerald stated a review was done on substitute rates and the need to make adjustments. Ms. Kosmes indicated they have received comparable rates from other districts and need to look at this. A brief discussion was recommended.

Moved by Mrs. Fitzgerald and seconded by Mr. Toohey to suspend the rules to discuss substitute fees. A verbal vote indicated all in favor.

Ms. Kosmes recommended changing the rates prior to the beginning of school. Different rates included the day rate, day rate with degree, day rate with degree and license, and retired teachers. The current rates are higher than ten other communities. The Finance Committee recommended using the Lowell model which would pay the retired teachers more and keep them in line with the other communities. The after 20 days rate would probably be removed, keeping the retirees the same as it is now and raise the day rate with degree and license.

Moved by Mrs. Fitzgerald and seconded by Mrs. Francescone to do the day rate at \$65, day rate with degree at \$80, the day rate with degree and license at \$90, and the retired teachers at \$110.. A roll call vote was held with the following results:

Mr. Bevilacqua	Yes	Mr. Toohey	Yes	Mr. Wood	Yes
Mrs. Francescone	Yes	Mrs. Fitzgerald	Yes	Mayor Fiorentini	Abstained

**Old Business:**

Approval of minutes of the regular meeting of June 12, 2008 (tabled at the 07.10.08 meeting).

Moved by Mrs. Francescone and seconded by Mr. Toohey to remove the minutes of 6.12.08 from the table. A roll call vote was held with the following results:

Mr. Bevilacqua	Yes	Mr. Toohey	Yes	Mr. Wood	Yes
Mrs. Francescone	Yes	Mrs. Fitzgerald	Yes		

Moved by Mr. Bevilacqua and seconded by Mr. Toohey to approve the minutes of 6.12.08. A roll call vote was held with the following results:

Mr. Bevilacqua	Yes	Mr. Toohey	Yes	Mr. Wood	No
Mrs. Francescone	Yes	Mrs. Fitzgerald	Yes		

**New Business:**

Request for the Naming of the Tilton School Cafeteria – Mrs. Mary Beth Maranto, Principal.

Principal Mary Beth Maranto introduced John Mele new Assistant Principal. The PTO President Terry Bellmore on behalf of school community requested that the Tilton School Cafeteria be named in honor of Raymond Sierpina, retired principal of 17 years.

Moved by Mr. Bevilacqua and seconded by Mr. Toohey to name the Tilton Cafeteria the Raymond J. Sierpina Cafeteria. A roll call vote was held with the following results:

Mr. Bevilacqua	Yes	Mr. Toohey	Yes	Mr. Wood	Yes
Mrs. Francescone	Yes	Mrs. Fitzgerald	Yes	Mayor Fiorentini	Yes

Approval of Warrant Number EV20080829 (payable 08/29/08) totaling amount \$452,580.51

Moved by Mrs. Francescone and seconded by Mr. Toohey to approve the warrant. A roll call vote was held with the following results:

Mr. Bevilacqua	Abstained	Mr. Toohey	Yes	Mr. Wood	Yes
Mrs. Francescone	Yes	Mrs. Fitzgerald	Yes	Mayor Fiorentini	Abstained

Approval of the Staff Lunch Payment Policy (to remain on the table until September 11, 2008).  
This item will remain on the table.

**Approval of Items by Consensus:**

The Superintendent. Introduced the Items by Consensus

approval of the minutes of the special meeting of July 23, 2008

approval of the conference request(s):

- Michael Rossi, Bradford, Focus Achieving your Highest Priorities, September 30, Burlington, 314.15

approval of the field trip request(s)

- Brenda Simblaris, HHS, Grades 9-12, April 15-25, 2009, Germany/Austria, \$2,963.00

approval of the legal bills for David Grunebaum totaling \$87.46 and Murphy, Lamere & Murphy totaling \$1,147.00

Moved by Mrs. Francescone seconded by Mr. Toohey to approve the Items by Consensus. A roll call vote was held with the following results:

Mr. Bevilacqua	Yes	Mr. Toohey	Yes	Mr. Wood	Yes
Mrs. Francescone	Yes	Mrs. Fitzgerald	Yes	Mayor Fiorentini	Yes

#### Executive Session/Adjournment

Moved by Mrs. Bevilacqua and seconded by Mr. Toohey to adjourn the meeting at 8:04 p.m.

A roll call vote was held with the following results:

Mrs. Toohey	Yes	Mr. Wood	Yes	Mrs. Francescone	Yes
Mrs. Danehy	No	Mrs. Fitzgerald	Yes	Mayor Fiorentini	Yes

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1/1  
SC APPROVED

HAVERHILL SCHOOL COMMITTEE  
Regular Meeting of September 11, 2008

Mrs. Kerry Fitzgerald, President called the meeting to order at 7:00 p.m. Present were; Mr. Shaun Toohey; Mr. Joseph Bevilacqua; Mrs. Susan Danehy; Mr. Scott Wood, Vice President; Mrs. Erin Francescone, Dr. Raleigh Buchanan, Superintendent of Schools and Ms. Kara Kosmes, Assistant Superintendent for Finance. Mayor James Fiorentini, Chairperson was recorded as absent.

Mrs. Fitzgerald paused for a moment of silence honoring those who died on 9/11 seven years ago.

Mrs. Fitzgerald led the Pledge of Allegiance.

**Public Comment**

Jeannie Holland and Deena Papanicolou expressed their concerns relative to class size and asked to come into compliance with the state and federal mandates to reduce the numbers.

**Presentation(s):**

Collaboration with Haverhill Public Schools – Barry Singelais, President & Kevin LaPierre, Warehouse Manager from Alpha Aesar.

The Superintendent introduced representatives of Alpha Aesar who are the new school district partners. Their involvement includes purchasing books for four classrooms and classroom per month for the next twelve months. They hope to get involved in the classrooms in the science project and workshop areas.

**Reports:**

Opening of Schools 2008 – Dr. Buchanan

Despite a few challenges the opening of school ran smoothly. Class size is a concern and will be discussed in a full report later in the meeting.

Hillie Highlights – Dr. Buchanan

The Superintendent indicated more donations have been raised for the Textbook Project now totaling \$59,000. Approximately \$30,000 has been applied to the purchase of new Latin and Geography books. Seven foreign exchange students are attending the high school and would like to present them to members at a future meeting. Seventeen students who have placed in an outstanding contest for poetry are now being recognized with their work being published.

Subcommittee Reports – Members

Mrs. Fitzgerald stated the School Committee Goals sub-committee needs to be reactivated. Any member willing to participate needs to contact Mrs. Fitzgerald. The committee needs to redo last year's goals and to develop this year's with no more than two meetings to be scheduled.

**Old Business:**

Approval of the Staff Lunch Payment Policy (tabled August 21, 2008)

Moved by Mr. Wood and seconded by Mr. Bevilacqua to remove the item from the table. A roll call vote was held with the following results:

Mr. Bevilacqua	Yes	Mr. Toohey	Yes	Mr. Wood	Yes
Mrs. Francescone	Yes	Mrs. Danehy	Yes	Mrs. Fitzgerald	Yes

Moved by Mr. Wood and seconded by Mr. Toohey to approve the Staff Lunch Policy. A roll call vote was held with the following results:

Mr. Bevilacqua	Yes	Mr. Toohey	Yes	Mr. Wood	Yes
Mrs. Francescone	Yes	Mrs. Danehy	Yes	Mrs. Fitzgerald	Yes

**New Business:**

Use of Take Home Vehicles – Mr. Wood

Mr. Wood reviewed his research on use of take home vehicles. His concern was directed to the take home maintenance vehicles and has contacted several surrounding districts. He recommended that one of the vehicles be on call on a rotating basis. There would not be a huge saving but the money could be better spent elsewhere. Dr. Buchanan stated there is a possibility to make arrangements to house the other vehicles at the DPW which is a secured monitored facility.

Moved by Mr. Wood and seconded by Mr. Toohey that the School Committee directs the Superintendent for the Maintenance Department to have one rotating vehicle instead of four. A roll call vote was held with the following results:

Mr. Bevilacqua	Yes	Mr. Toohey	Yes	Mr. Wood	Yes
Mrs. Francescone	Yes	Mrs. Danehy	Yes	Mrs. Fitzgerald	Yes

Approval of Warrant Number EV20080912 (payable 09/12/08) totaling \$561,242.58

Moved by Mr. Wood and seconded by Mr. Toohey to approve the warrant. A roll call vote was held with the following results:

Mr. Bevilacqua	Abstained	Mr. Toohey	Yes	Mr. Wood	Yes
Mrs. Francescone	Yes	Mrs. Danehy	Yes	Mrs. Fitzgerald	Yes

Recommendation from Superintendent regarding District Class Size Concerns – Dr. Buchanan

The Superintendent discussed class size and offered an overhead presentation of the comparison of FY08 to FY09 district enrollments. He compared the projected class size ratio to the actual class size ration in Grades 1 – 8. He indicated there should not be a class size over 20 in Kindergarten to Grade 1 and no more than 25 students in the other grades. He indicated a need for 18 new teachers which at this time equates to \$900,000 which would mean we would have no reserve money. They only have authority to use the designated \$300,000 as the contingency for this. This would allow four teachers to be hired. Discussion with administrators led to adding a Kindergarten teacher at Tilton, a Grade 5 and 8 teachers at Consentino and a Grade 1 teacher at Bradford/Greenleaf District. The Superintendent is beginning the budget process this year in October with a proposed budget ready in January. This will help them deal with the drastic measures they may have to take as to staff and class size. The current enrollment is 7,357 students up 30+ students this year. Discussion was held on the projected reserve monies and



Medicaid monies and the hiring of additional teachers to reduce class size with a portion of the reserves. The Superintendent pointed out he only had the authority to hire four teachers.

Moved by Mr. Bevilacqua and seconded by Mr. Toohey to take \$500,000 of the reserves and in anticipated monies and hire new teachers.

Members expressed their concerns of the possibility of not receiving the anticipated funding. Mrs. Kosmes reviewed the funds including \$473,433 of non-discretionary collective bargaining funds. She indicated the increase of Aides hired no indication of the utilities for the year, and no idea how the new Medicaid claiming process will be.

The recommendation of the Assistant Superintendent to do your books does not recommend utilizing \$500,000 of this. Ms. Kosmes stated for the record: *"We are too early in the school year, there are too many unknowns. I would like you to please refer to your last page and to see what we projected for enrollments. We are with the exception of first grade right on target. The class sizes should not be a surprise. We didn't like them then; we do not like them now. But they should not be a surprise. They are exactly what we predicted they would be when we did the budget last year. We added eight teachers to bring them in line. So, I have to say and I have to be on the record because if this district is in deficit it is my responsibility. I cannot in good conscience the third week of school September with so many things ahead of us support a \$500,000 use of reserves for teachers as much as I would like to. I am concerned about what is to come. There is no magic money there. There are no hidden funds. Even the reserves that appear to have been miraculously appeared were not hidden they were all very public. Should the Committee chose to use money that was reserved for Collective Bargaining that is their prerogative and they will have to deal with those issues. But certainly at this point, I cannot recommend anything beyond what the Superintendent is recommending right now; and I don't even know where that will bring us. I would really like be able to have the next few weeks to do a legitimate projection. So, I know it's rather a long winded answer but I thought I needed to state for the record. It is a little iffy and I am a little nervous."*

Ms. Kosmes stated we hired four teachers the first week of school and have already allocated \$200,000 of the \$300,000 reserve. Mr. Wood stated that we would need another \$100,000 to offset the hiring of four additional teachers leave no reserve at this time. Ms. Kosmes reviewed the SPED placements that are quite high and have no control over these funds. She stated that it would be the Committee's decision to tap into the Collective Bargaining monies. Discussion was held as to the repercussions if these funds are used to hire the teachers. The Superintendent stated the numbers are monitored daily and would come back to the Committee if they become higher. Ms. Kosmes asked to wait for her projection in October and see what decisions may need to be made. The Superintendent indicated they received word today from the Governor that he may need to pull some of the \$2.4 million back and this would impact them drastically. Mrs. Francescone recommended allocating funds back to Bargaining when the Medicaid money is received. It was stated that all city monies received are in anticipation and there is a need now to to address class sizes. Mrs. Fitzgerald expressed she is not in favor of using more than \$200,000

and the Mayor was in agreement with her and anything more would be fiscally irresponsible. Ms. Kosmes stated indicated they are trying to come to a compromise and meet the most glaring needs and it is possible that there negotiation strategy may need to change.

Mrs. Francescone asked to move the question. Seconded by Mrs. Danehy. Mrs. Francescone withdrew her motion.

A roll call vote was held with the following results:

Mr. Bevilacqua	Yes	Mr. Toohey	Yes	Mr. Wood	No
Mrs. Francescone	No	Mrs. Danehy	No	Mrs. Fitzgerald	No

Motion fails.

Moved by Mr. Wood and seconded by Mrs. Danehy to take the Superintendent's recommendation to take \$100,000 from the Medicaid Reserve and \$100,000 from Salary Reserve to reduce to \$343,000 and use that money to hire four new teachers. A roll call vote was held with the following results:

Mr. Bevilacqua	Yes	Mr. Toohey	Yes	Mr. Wood	Yes
Mrs. Francescone	Yes	Mrs. Danehy	Yes	Mrs. Fitzgerald	Yes

Moved by Mr. Wood that any further Medicaid money come in that it not be allocated without School Committee approval. Seconded by Mr. Toohey. A roll call vote was held with the following results:

Mr. Bevilacqua	Yes	Mr. Toohey	Yes	Mr. Wood	Yes
Mrs. Francescone	Yes	Mrs. Danehy	Yes	Mrs. Fitzgerald	Yes

Approval of Amendment to the Greater Lawrence Educational Collaborative Agreement which states the following:

"that the Collaborative Agreement of the Greater Lawrence Educational Collaborative be amended to reflect adjunct membership status, with such amendments reflected in bold in the introductory paragraph, Organization, New Members and Method of Termination provisions of the Agreement and contained in the attached revised provisions."

Mr. Covino stated the Coastal Collaborative is going under and on an effort on their part they would like to become part of GLEC. The towns are: Georgetown, Groveland, Hamilton-Wenham, and Merrimac. They will become adjunct members with no rights to assets which are the building in Methuen and the reserve fund.

Moved by Mr. Wood and seconded by Mr. Toohey to accept the amended contract language. A roll call vote was held with the following results:

Mr. Bevilacqua	Yes	Mr. Toohey	Yes	Mr. Wood	Yes
Mrs. Francescone	Yes	Mrs. Danehy	Yes	Mrs. Fitzgerald	Yes

Dr. Buchanan introduce the Items by Consensus

approval of the minutes of the regular meetings of June 26, 2008; July 10, 2008 and August 21, 2008 and the regular meeting and budget workshop of May 8, 2008

approval of the legal bills for Murphy, Lamere & Murphy totaling \$2,278.50

approval of the consultant contract(s):

Patricia Cronin	\$10,000.00
Caroline Yoder	\$7,000.00
Marilyn Favreau	\$12,000.00
Club Z! In-Home Tutoring Services	\$20,400.00
All grant –funded	

approval of the use of facilities:

- Request by Marsha Wilson for the Commonwealth of Massachusetts for the use of a classroom at Consentino Middle School, on September 20, 2008 from 9:00 a.m. to 1:00 p.m. for Civil Service Testing. Process Fee: \$ 10.00; Utility Fee: \$ 20.00 per hour; Custodial Fee: \$ 45.00 per hour; Rental Fee: \$ 30.00 per class room
- Request by Marsha Wilson for the Commonwealth of Massachusetts for the use of classroom(s) at Consentino Middle School, on September 27, 2008 from 7:00 a.m. to 4:00 p.m. for Civil Service Testing. Process Fee: \$ 10.00; Utility Fee: \$ 20.00 per hour; Custodial Fee: \$ 45.00 per hour; Rental Fee: \$ 30.00 per class room
- Request by Marsha Wilson for the Commonwealth of Massachusetts for the use of classroom(s) at Consentino Middle School, on October 18, 2008 from 7:00 a.m. to 4:00 p.m. for Civil Service Testing. Process Fee: \$ 10.00; Utility Fee: \$ 20.00 per hour; Custodial Fee: \$ 45.00 per hour; Rental Fee: \$ 30.00 per class room
- Request by Marsha Wilson for the Commonwealth of Massachusetts for the use of classroom(s) at Consentino Middle School, on November 22, 2008 from 7:00 a.m. to 4:00 p.m. for Civil Service Testing. Process Fee: \$ 10.00; Utility Fee: \$ 20.00 per hour; Custodial Fee: \$ 45.00 per hour; Rental Fee: \$ 30.00 per class room
- Request by Kathy Grover of STARS for the use of the Gym and Side Gym at Consentino Middle School on Tuesdays from November 18, 2008 to March 10, 2009 from 5:30 p.m. to 8:30 p.m. for Special Olympics Basketball and Dribble Shoot. Process Fee: \$ Waived; Utility Fee: \$ Waived; Custodial Fee: \$ 30.00 per session; Rental Fee: \$ Waived
- Request by Bernie McCann of the Consentino Men's Basketball for the use of the Gym at Consentino Middle School on Friday evenings starting September 12, 2008 through the end of the school year from 5:00 p.m. to 6:00 p.m. for Basketball games. Process Fee: \$ Waived; Utility Fee: \$ Waived; Custodial Fee: \$ 30.00 per session; Rental Fee: \$ Waived
- Request by Jeff Masters of Somebody Cares New England for the use of the Gym at Haverhill High School on Saturday, September 13, 2008 from 12:00 p.m. to 5:00 p.m. for three on three basketball tournament and back to school rally. Process Fee: \$ 10.00 – Paid; Utility Fee: \$ Waived; Custodial Fee: \$ Waived; Rental Fee: \$ Waived
- Request by Tim Veglas of Zion College for the use of the Gym at Bradford Elementary School on Monday nights for Basketball and Tuesday nights for Volleyball from 7:30 p.m. to 9:30 p.m. Process Fee: \$ Waived; Utility Fee: \$ Waived; Custodial Fee: \$ 45.00 per session ; Rental Fee: \$ Waived
- Request by John Muise of the Haverhill High School Band Association for the use of the Haverhill High School Cafeteria and Adjacent Halls on Saturday, March 7, 2008 from 1:00 p.m. to 5:00 p.m. and Sunday, March 8, 2009 from 6:00 a.m. to 5:00 p.m. Process Fee: \$ 10.00; Utility Fee: \$ Waived; Custodial Fee: \$ 45.00 per hour; Rental Fee: \$ Waived

Mr. Wood asked to withdraw Item 4 and Mrs. Danehy Item 1.

Moved by Mr. Toohey and seconded by Mrs. Fitzgerald to approve Items 2 and 3. A roll call vote was held with the following results:

Mr. Bevilacqua	Yes	Mr. Toohey	Yes	Mr. Wood	Yes
Mrs. Francescone	Yes	Mrs. Danehy	Yes	Mrs. Fitzgerald	Yes

Mrs. Danehy stated she was not in attendance at the August 21<sup>st</sup> minutes adjournment roll call and asked them to be corrected.

Moved by Mr. Toohey for approval as amended. A verbal vote indicated all in favor.

Mr. Wood questioned why the fees were waived for the Zion Bible College. Ms. Kosmes stated in the spirit of good neighborhoodship they waived utilities. He stated our own clubs are charged fees. Ms. Kosmes indicated most activities are held when the building have been open during the day. Mr. Bevilacqua asked for consistency throughout the applications. Ms. Kosmes referenced fees are waived if some form of in kind donations made which is the rule that was put in place eight years ago. Mr. Bevilacqua asked to look at all policies that could create a revenue strain. Mrs. Fitzgerald stated it is the School Committee's responsibility to review this.

Mr. Wood asked to amend the motion that the proper utility processing and rental fees are charged to Zion College. Seconded by Mr. Toohey.

A roll call vote was held with the following results:

Mr. Bevilacqua	Yes	Mr. Toohey	Yes	Mr. Wood	Yes
Mrs. Francescone	Yes	Mrs. Danehy	Yes	Mrs. Fitzgerald	Yes

Mr. Wood moved the amended Use of Facilities. Seconded by Mr. Bevilacqua. A roll call vote was held with the following results:

Mr. Bevilacqua	Yes	Mr. Toohey	Yes	Mr. Wood	Yes
Mrs. Francescone	Yes	Mrs. Danehy	Yes	Mrs. Fitzgerald	Yes

#### Executive Session/Adjournment

Moved by Mr. Bevilacqua and seconded by Mr. Toohey to adjourn the meeting at 8:50 p.m. and enter into Executive Session for the purpose of Negotiations and Personnel. A roll call vote was held with the following results:

Mr. Bevilacqua	Yes	Mr. Toohey	Yes	Mr. Wood	Yes
Mrs. Francescone	Yes	Mrs. Danehy	Yes	Mrs. Fitzgerald	Yes

HAVERHILL SCHOOL COMMITTEE  
REGULAR MEETING OF SEPTEMBER 25, 2008

Sc 10/09/08  
✓  
SC APPROVED  
1)

Mayor James Fiorentini opened the meeting at 7:00 p.m. Present were: Mr. Shaun Toohey; Mr. Joseph Bevilacqua; Mrs. Susan Danehy; Mr. Scott Wood, Vice President; Dr. Raleigh Buchanan, Superintendent of Schools and Ms. Kara Kosmes, Assistant Superintendent for Finance. Mrs. Kerry Fitzgerald, President and Mrs. Erin Francescone were recorded as absent.

Fabian Schramm, HHS student representative, led the Pledge of Allegiance.

**Public Comment**

None at this time.

**Reports:**

Status Report on the Opening of Schools 2008 -- Dr. Buchanan

Item Removed -- this item was on the 9.11.08 agenda.

Hillie Highlights -- Dr. Buchanan

The Superintendent welcomed the new student representative. Dr. Buchanan introduced Master Katherine Chang of Chang Tae Kwon Do America who presented a check for \$2,000 for the textbook project. The Drop Out Task Force meeting is scheduled for Monday. Mr. Wood requested a list of who was on the dropout and building committees. Six students have qualified in the National Merit Scholarship program. The EQA has been dissolved with a new committee established by the commissioner which the Superintendent has become a member of. The MCAS results which are overall up one percent will be discussed at the next meeting. The public school task force has met with a goal for suggestions of what type of buildings we need in the future. The Superintendent indicated some textbooks were delivered to another place and all orders have been placed. Ms. Kosmes stated all orders are in and any books ordered have been processed at this time. Mayor Fiorentini attended a Mayor's conference in Amesbury and indicated districts across the state are having similar funding problems.

Subcommittee Reports -- Members

None at this time.

**New Business:**

Approval of Warrant Number EV20080926 (payable 09/26/08) totaling \$753,898.50.

Moved by Mr. Wood and seconded by Mr. Toohey to approve Warrant EV20080926. A roll call vote was held with the following results:

Mr. Bevilacqua	Abstained	Mr. Toohey	Yes	Mr. Wood	Yes
Mrs. Danehy	Yes	Mayor Fiorentini	Yes		

Community Forum on Education -- Mrs. Fitzgerald

On behalf of Mrs. Fitzgerald, Mrs. Danehy stated a meeting is being scheduled prior to the budget to receive input and suggestions from the public as to the budget and what they would like the schools to look like. The meetings will be held at different times for the community to express their desires. This is part of the long term strategic plan. Mr. Bevilacqua asked for a status report relative to the Strategic Plan. The Superintendent stated a report should come by next month.

The Superintendent has scheduled the budget to start next month with the Principals and should hopefully be concluded by December 30<sup>th</sup>.

Mayor Fiorentini stated once they know the state budget numbers the money raised for late fees discussed at the City Council meeting will be put towards education. Mr. Bevilacqua asked for a state legislators' informal meeting to discuss the budget and what the impact would be. This will allow them to craft the budget with limitations that may be imposed. Mayor Fiorentini asked for this to be held at the end of October.

**Approval of Items by Consensus:**

approval of the field trip request(s)

- Robert Estes, J. G. Whittier School, Grade 6, Ferry Beach Ecology School, Saco ME, June 8 – 12, 2009

•  
approval of the legal bills for Attorney David Grunebaum totaling \$1,147.50

approval of the consultant contract(s):

YMCA of the North Shore	\$11,578.00
YMCA of the North Shore	\$4,360.00
Haverhill Historical Society	\$2,110.00
Haverhill Historical Society	\$2,110.00
Haverhill Recreation	\$22,356.00
Department	
<i>All grant -funded</i>	

approval of the use of facilities:

- Request by Larry Snow for the Haverhill High School Girls Basketball Team for the use of the Gym at Haverhill High School, on November 7, 8, 9, 2008- Friday evening and Saturday and Sunday from 8:00 a.m. to 8:00 p.m. for the Middle School Basketball Tournament. Process Fee: \$ 10.00 Paid; Utility Fee: \$ 20.00 ; Custodial Fee: \$ 45.00 (Weekend Rate) Rental Fee: Waived
- Request by Brett Legault for the Middle School Wrestling Intramurals for the use of the gym at Consentino Middle School, on October 6, 2008 through November 6, 2008, Tuesdays and Thursdays from 3:30 p.m. to 5:00 p.m. for after school wrestling for all middle school students. Process Fee: \$ 10.00 paid; Utility Fee: \$ 20.00; Custodial Fee: \$ 30.00 ; Rental Fee: Waived
- 3. Request by Harold Wood for the Pete Shanahan's Men's Basketball for the use of the gym at Consentino Middle School, from September 18, 2008 through June 2009, Thursday evenings from 5:30 p.m. – 7:00 p.m. Process Fee: \$ 10.00 paid; Utility Fee: \$ 20.00; Custodial Fee: \$ 30.00 ; Rental Fee: \$ Waived

Mrs. Danehy removed Item 4 Use of Facilities.

Moved by Mr. .Toohey and seconded by Mr. Wood to approve the remaining Items. A roll call vote was held with the following results:

Mr. Bevilacqua	Yes	Mr. Toohey	Yes	Mr. Wood	Yes
Mrs. Danehy	Yes	Mayor Fiorentini	Yes		

Mrs. Danehy questioned the Use of Facilities in reference to waiving the Rental Fee. Ms. Kosmes stated for 20 years this basketball team (comprised of staff members) has made an in kind donation

(scholarship) in lieu of a rental fees which far exceeds the initial fee. Mr. Wood did not support the waiving of fees for a private league for staff members. He also questioned authorizing the use of the facility after the initial request for 9.18.08. Ms. Kosmes asked for approval and recommended for the policy committee to review the guidelines as to how the facilities should be used and when fees should be waived. She reviewed how it is currently implemented. Mr. Bevilacqua asked to consider an after evening hour open gym for the community in addition to the library and computer labs.

Moved by Mrs. Danehy and seconded by Mr. Toohey to approve # 1 and 2 of the Use of Facilities .A roll call vote was held with the following results:

Mr. Bevilacqua	Yes	Mr. Toohey	Yes	Mr. Wood	Yes
Mrs. Danehy	Yes	Mayor Fiorentini	Yes		

Moved by Mrs. Danehy and seconded by Mr. Toohey to approve #3 of Use of Facilities.

Mr. Wood did not support this request until the policy is reviewed. A motion was made by Mr. Wood to table this item. The motion died for lack of a second.

A roll call vote was held on the original motion with the following results:

Mr. Bevilacqua	Yes	Mr. Toohey	Yes	Mr. Wood	No
Mrs. Danehy	Yes	Mayor Fiorentini	Yes		

Executive Session/Adjournment.

Moved by Mayor Fiorentini to adjourn the meeting at 8:45 p.m. and enter into Executive Session for the purpose of Negotiations and Personnel. A verbal vote indicated all in favor.

**HAVERHILL PUBLIC SCHOOLS DIRECTORY  
2008-2009**

**BURNHAM PARENT &  
REGISTRATION CENTER**

45 Fountain Street Haverhill MA 01830

**Registration**

**978-420-1942 978-469-8730 (fax)**

Donna Medugno

978-420-1951 978-420-1952

**Nurse**

Paula Desmarais

**978-420-1943 978-469-8730 (fax)**

**TRANSPORTATION**

Eleanor Marino, Supervisor

978-420-1921 978-469-8727 (fax)

Kevin Eldridge

978-420-1922

Stefanie Horgan

978-420-1924

**SPECIAL EDUCATION**

**978-374-3435 978-469-8729 (fax)**

Maurice Covino, Director

978-420-1937

Janice Ryan, Assistant Director

978-420-1930 978-420-1936

Judy Nesson 978-374-3438

978-420-1938 978-469-8728 (fax)

Yota Zoumpoulakis

978-420-1950 978-374-3450

Claire True 978-420-1934

**Support Staff 978-374-3436**

Michelle Bell 978-420-1932

Sharon Kary 978-420-1931

Linda Motta 978-420-1939

Kathy Sciacca 978-420-1935

Conference Rm. 978-420-1936

**ELL PROGRAM**

**Parent Information Center**

**978-420-1948 978-469-8732 (fax)**

Dawn Mushkin 978-420-1946

Graciela Trilla 978-420-1944

Isabel Mendoza 978-420-1945

Support Staff 978-420-1947

**Curriculum Supervisors**

Elementary Science Grades K-5

Jennifer Roberts

Elementary ELA Grades K-5

Bonnie Antkowiak

Elementary Mathematics Grades K-5

Michael Rossi

Elementary Social Studies Grades K-5

Vacant

K-8 Music Lead Teacher

Betsy Chipman

K-8 Art Lead Teacher

Bonnie Porter

K-8 Health/Wellness Lead Teacher

Ginger Iola

9-12 Fine Arts

Deborah MacDonald

9-12 Health/Wellness Lead Teacher

Robert Gulardo

Supervisor of Grades K-5 ELL Program

Dawn Mushkin

Supervisor of Grades 6-12 ELL Program

Graciela Trilla

Title 1 Parent Facilitator Coordinator

Christopher Jayne

District Translator

Isabel Mendoza





SC APPROVED

Haverhill School Committee  
Special Meeting of November 17, 2008  
Haverhill High School Conference Room

Sc 12/11/08  
✓  
C  
2.

Kerry Fitzgerald, President, opened the meeting at 5:43 p.m. Present were: Mr. Scott Wood, Mr. Shaun Toohey, Mrs. Susan Danehy, Ms. Kara Kosmes, Assistant Superintendent for Finance

**New Business:**

*Approval of Warrants:*

Ms. Kosmes recommended the approval of warrants #EV20081121 (payable 11/21/08) totaling \$553,440.55 and EV20081126 (payable 11/26/08) totaling \$3,733.41. Moved by Mr. Wood, seconded by Mr. Toohey to approve. Mrs. Fitzgerald ask those in favor, a unanimous vote was made in favor for approval.

*IRS 403B Mandate:*

Ms. Kosmes updated the committee on the IRS ruling for 403B. She has had meetings with Mary Carrington and Robert DeFusco. They have a January 1, 2009 deadline to choose an administrator for program and to be in compliance with the IRS. This does not need an approval of the school committee. The cost for the maintenance of this program does not come from the Haverhill Public Schools. The employee or vendor absorbs the fees or costs associated with the program. A communication to all staff will be coming out soon to announce the program and selected vendor.

**Old Business:**

*National Grid Update:*

Ms. Kosmes requested the permission of the school committee to go to the city council to begin the process for the approval of the payment plan for the outstanding Haverhill High School National Grid bill. She was specific in stating that they are still communicating with National Grid about the amount due. Based on the history of usage the numbers do not seem accurate. Mr. Toohey was concerned with the estimate vs. the actual balance due. Ms. Kosmes stated that they needed to move forward in order to show good faith. That they are looking at and in need of approving a 60 month payment plan. Currently the outstanding balance is approximately \$288,000. That would be a monthly payment of no more than \$ 4,800.00 a month. Mr. Toohey stated we do need to pay this bill and he was in support of the payment. He wanted to know where the money was coming from. Ms. Kosmes stated it would be coming from utilities and built into future budgets. A motion was made by Mr. Wood to go to City Council for approval. Mrs. Danehy seconded.

A roll call was held with the following results:

Mr. Toohey Yes      Mr. Wood Yes      Mrs. Danehy Yes      Mrs. Fitzgerald Yes

**Approval of Items by Consensus:**

Approval of Conference Request – Meg Fitzgerald – Cracker Barrel for Assistant Principals.

Mr. Wood expressed concerns that one session had already passed and that the funding was from LEA.

Ms. Kosmes stated that we were currently on a hiring and spending freeze. Mr. Wood stated he could not support funding this request. No motion to approve was given.

A motion was made by Mr. Wood and seconded by Mrs. Danehy for a suspension of the rules for the E-rate Consulting Services Agreement brought forth by Mrs. Elaine Lathrop. A brief discussion was made for the request for approval for the 3<sup>rd</sup> year of this agreement. A motion was made by Mr. Wood and seconded by Mr. Toohey. A roll call was held with the following results:

Mr. Toohey Yes      Mr. Wood Yes      Mrs. Danehy Yes      Mrs. Fitzgerald Yes

**Executive Session/Adjournment**

Moved by Mr. Wood, seconded by Mrs. Danehy to adjourn the meeting at 5:58 p.m. and enter into Executive Session for the purpose of negotiations and personnel. A verbal vote indicated all in favor.

HAVERHILL SCHOOL COMMITTEE

Regular Meeting

December 11, 2008

SC APPROVED

Mrs. Kerry Fitzgerald, President opened the meeting at 7:00 p.m. Present were; Mrs. Susan Danehy; Mrs. Erin Francescone; Mr. Shaun Toohey; Mr. Joseph Bevilacqua; Mr. Scott Wood, Vice President; Dr. Raleigh Buchanan, Superintendent of Schools and Ms. Kara Kosmes, Assistant Superintendent for Finance. Mayor James Fiorentini, Chairperson was recorded as absent.

Mrs. Fitzgerald led Pledge of Allegiance.

**Public Comment:**

None at this time.

Presentation of Massachusetts Association of School Superintendents' Certificate of Academic Excellence to Mark Lalli and Evan Pare by Dr. Buchanan.

The Superintendent presented certificates to Mark Lalli and Evan Pare for their distinguished effort and academic excellence.

**Reports:**

Student Advisory Council Report – Jessica Correia/Fabian Schramm

Students were not in attendance.

Hillie Highlights – Dr. Buchanan

Two Bradford Elementary School boys represented Haverhill by participating at the marathon tryouts for the Junior Olympics; the Textbook Project has received \$67,000 in contributions this year; the Elks Club is donating 50 baskets to needy children in the district; the Christmas play is being held this weekend at the high school; and the Superintendents' meeting discussed financial concerns, mid-year cuts and a possibly ten percent cut next year.

Subcommittee Reports – Members

Mrs. Fitzgerald indicated the next high school building sub-committee meeting will be on Monday. Members will be attending a school committee meeting in the next few months to discuss the next stage of work approved and what has been done to date.

MASS/MASC Conference Report – Mrs. Fitzgerald

Discussion was held at the joint conference to possibly regionalize services in order to save money. The agenda looked at the financial crisis, cost savings and readiness projects and ways to fund the challenge. Workshops are available to the region at no cost where the public could attend. Haverhill is being looked at as a model and leader in areas including energy conservation.

**New Business:**

Acceptance of Donation to the Haverhill School System General Scholarship Fund by the Estate of Angela L. Goldsmith – Dr. Buchanan

Moved by Mr. Wood and seconded by Mr. Toohey to accept the donation for the Scholarship Fund amounting to \$5,054.01. A roll call vote was held with the following results:

Mr. Bevilacqua    Yes  
Mrs. Francescone    Yes

Mr. Toohey    Yes  
Mrs. Danehy    Yes

Mr. Wood    Yes  
Mrs. Fitzgerald    Yes

Executive Committee Meeting Identification of Purpose – Mr. Bevilacqua

Mr. Bevilacqua expressed concerns that discussions in Executive Session has gone outward into other items and has veered away from the subject matter. He asked to post on the agenda the subject matter that will be discussed in Executive Session in order to provide information to the public.

Moved by Mr. Bevilacqua and seconded by Mr. Toohey to include the purpose of the Executive Session items be listed on the agenda.

Mr. Wood indicated the purpose of going into Executive Session is stated as a broad-based item. A member has up until the end of the meeting to request to enter into Executive Session and this may be in conflict of the formal law by putting it on the agenda. He agreed with the concept but this may be in conflict with the MGL and asked to change it to what the law requires. Mr. Toohey questioned if this was a policy issue and whether it should be brought to them for review which would bring them to be more focused during those sessions. Mr. Bevilacqua stated a revised agenda does not have the required 48-hour notice.

Mrs. Fitzgerald agreed that they need to formally accept the agenda at the beginning of the meeting. Mr. Wood stated he would bring back guidelines according to Roberts Rules of Order if the committee wishes. He will prepare this for the next meeting and include following Roberts Rule of Order for Executive Session and felt they need to do it correctly if this is to be done.

Mr. Bevilacqua asked to vote on this tonight and provide as much information to the public as possible.

Moved by Mrs. Danehy to move the motion. Mr. Wood stated you cannot cutoff debate unless you have a two-thirds majority vote when there is discussion.

A roll call vote was held to cutoff all discussion with the following results:

Mr. Bevilacqua	Yes	Mr. Toohey	Yes	Mr. Wood	No
Mrs. Francescone	No	Mrs. Danehy	Yes	Mrs. Fitzgerald	No

Motion fails.

Mr. Wood agreed with Mr. Bevilacqua but expressed concerns on discussion of an item that comes up the last minute. He asked that the Chair of the meeting hold it to the scope of the topic. Mrs. Francescone agreed with the broad topic and would like to know if there is an Executive Session and what broad topics will be discussed prior to the meeting. She asked to refer it to the attorney for an opinion and the wording of the policy.

A roll call vote was held on adding the items to the agenda the items to be discussed in Executive Session.

Mr. Bevilacqua	Yes	Mr. Toohey	Yes	Mr. Wood	No
Mrs. Francescone	No	Mrs. Danehy	Yes	Mrs. Fitzgerald	No

Motion fails.

Moved by Mr. Toohey and seconded by Mrs. Francescone to send it to Policy and come back with a recommendation. A roll call vote was held with the following results:

Mr. Bevilacqua	Yes	Mr. Toohey	Yes	Mr. Wood	Yes
Mrs. Francescone	Yes	Mrs. Danehy	Yes	Mrs. Fitzgerald	Yes

Approval of Warrant Number EV20081212 (payable 12/12/08) totaling \$707,225.49 and Warrant Number EV20081219 (payable 12/19/08) totaling \$439,338.44

Moved by Mr. Wood and seconded by Mr. Toohey to approve Warrant EV20081212 for \$707,225.49 and Warrant EV20081219 for \$439,338.44. A roll call vote was held with the following results:

Mr. Bevilacqua	Abstained	Mr. Toohey	Yes	Mr. Wood	Yes
Mrs. Francescone	Yes	Mrs. Danehy	Yes	Mrs. Fitzgerald	Yes

Dr. Buchanan introduced the Items by Consensus:

approval of the conference request(s):

- Meg Fitzgerald, Golden Hill, Cracker Barrel for Assistant Principals, 10/30, 11/20, 12/18, 1/22, 2/26, 3/19, 4/16, 5/28, 6/8

approval of the minutes Special Meeting of November 17, 2008 and the minutes of the executive sessions of September 11, 2008; September 24, 2008; November 6, 2008; and November 17, 2008 to remain confidential.

approval of the legal bills totaling \$1,993.50 for Attorney David Grunebaum and \$573.50 for Murphy Lamere & Murphy

approval the consultant contract(s):

<i>School for International Training</i>	<i>\$4,000.00</i>
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approval of Use of Facilities:

- Request by KC Godin for the Godin's Premier Martial Arts for the use of the Gym at Bradford Elementary, on December 13, 2008 from 12:00 p.m. – 7:00 p.m. for a Black Belt Graduation and Marital Arts Show. Process Fee: \$ 10.00 paid ; Utility Fee: \$ 20.00 per hour; Custodial Fee: \$ 45.00 per hour; Rental Fee: \$100.00
- Request by HHS Basketball and Haverhill Recreation Dept. for the Haverhill Travel Teams for the use of the Gym at Haverhill High School, Sunday – 12/7, 12/14, 12/21, 1/4, 1/18, 2/8, 2/15, 2/22 and 3/1 from 2:00 p.m. to 4:30 p.m. for basketball games. Process Fee: \$ Waived; Utility Fee: \$ Waived; Custodial Fee: \$ 45.00 per usage Rental Fee:\$ Waived; *Fees are waived for this is a HHS and Haverhill Recreation Dept. Program*
- Request by Jane E. MacArthur of StarFire EMS, for the use of classrooms at The Smiley School from January 2009 through December 2009 on Tuesday, Thursdays and Weekends for an EMS education program and practical skill presentation and workshops. Rental Fee: \$1,100.00 per month – negotiated flat rate
- Request by Brian Theirrien of The Boys and Girls Club of Greater Haverhill for the use of the Haverhill High School Gym on Thursday, April 2, 2009 from 5:00 p.m. to 9:00 p.m. for Patriots vs. Alumni Basketball game. Process Fee: \$ 10.00 paid; Utility Fee: \$ 20.00 per hour; Custodial Fee: \$ 30.00 per hour; Rental Fee: \$ Waived;
- Requested by Marsha Wilson for the Commonwealth of Massachusetts for the use of classrooms at Consentino Middle School, on March 21, 2009 from 7:00 a.m. – 4:00 p.m. to administer civil service exams. Process Fee: \$ 10.00 ; Utility Fee: \$ 20.00 per hour; Custodial Fee: \$ 45.00 per hour; Rental Fee: \$ 30.00 per classroom

Mr. Wood asked to withdraw Item 1, Mr. Toohey removed Item 2, and Mr. Bevilacqua Item 5.

Moved by Mr. Wood and seconded by Mr. Toohey to approve Items 3 and 4. A roll call vote was held with the following results:

Mr. Bevilacqua    Yes  
Mrs. Francescone    Yes

Mr. Toohey    Yes  
Mrs. Danehy    Yes

Mr. Wood    Yes  
Mrs. Fitzgerald    Yes

Mr. Wood questioned Dr. O'Brien as to why is the money coming from Title I. Dr. O'Brien stated the decision was made since this is a Title I school. If this was not approved, she would cease attending further sessions. Mr. Wood referenced a previous vote on getting approval prior to attendance of conferences and the money was expended without authorization and following the policy. The Superintendent stated he has no recourse and was notified after the attendance of the first two sessions. Mr. Wood stated this policy was not followed and there is a need for formal oversight of these expenses. Dr. O'Brien stated the only cost was for transportation. Mr. Wood asked that if the date is prior to the current date not to sign the request. Mr. Bevilacqua questioned similar issues and this being in violation of the law. His concerns were with the consideration and the fiscal oversight of these issues.

Ms. Kosmes asked to terminate this line of discussion. Mrs. Fitzgerald called this line of discussion out of order.

Mr. Bevilacqua stated the fiscal oversight of spending dollars prior to formal approval. Mrs. Fitzgerald called him out of order. Dr. O'Brien discussed this with the Superintendent and stated this was extraordinary that the individual wanted to do it and agreed to cover the costs of the mileage. Ms. Kosmes explained how monies are encumbered and are expended and what happens if not approved and the extensive fiscal oversight. She stated the mileage exceeds the required dollars per mile which equates to approximately \$140.

Moved by Mrs. Danehy and seconded by Mr. Wood to table this item until the amount payable is defined.

Ms. Kosmes stated that the amount at 50 cents per mile for nine meetings equal \$325.

Mr. Wood withdrew his second.

Moved by Mrs. Danehy to approve the \$325. Motion fails for no second.

Dr. O'Brien explained the district is paying a small registration fee through Title I. Mr. Wood questioned this being paid for without approval. Dr. O'Brien stated this did not have to be paid up front and she was only paying for travel. Ms. Kosmes stated \$249 and below does not have to be approved. Dr. O'Brien stated that if she attended all sessions it would come to \$600. Some costs are being covered and the remainder she is paying for. Mr. Wood stated the actual requests do not cover travel and then states it has a registration fee and then does not. The document is confusing and asked for this item to be tabled indefinitely. Mrs. Francescone would like to see the individual partake in this professional development and was concerned if it was tabled and would like to come to a consensus and approve the next session and bring back the January to June sessions separately.

The Superintendent stated the registration fee should not be there and the request should state that it encompasses all costs. This is a mistake and a poor example to use to show accountability and they are going to correct it.

Mrs. Fitzgerald asked to take the first three off and deal with the 1/23 – 6/8 at the next meeting. This needs to be redone and needs to come back with a recommended solution for the first three meetings. Ms. Kosmes felt this individual will pay for the first three sessions and we will pick up the back end and this will meet the deadlines. New documentation will be submitted with contributions by the employee and not to exceed \$600. They do not want to penalize the individual.

Moved by Mrs. Danehy and seconded by Mr. Toohey that the individual will pay the first three and this be reevaluated up to \$600 including a new form with documentation supporting of purpose of conference. A roll call vote was held with the following results:

Mr. Bevilacqua	No	Mr. Toohey	Yes	Mr. Wood	No
Mrs. Francescone	Yes	Mrs. Danehy	Yes	Mrs. Fitzgerald	Yes

Mr. Bevilacqua asked to vote the minutes separately. Mrs. Francescone needs to abstain. Mr. Toohey stated 9/24 he made the motion and the vote stated No.

Moved by Mr. Wood and seconded by Mr. Danehy to approve the November 17 Special Meeting minutes. A roll call vote was held with the following results:

Mr. Bevilacqua	Abstained	Mr. Toohey	Yes	Mr. Wood	Yes
Mrs. Francescone	Abstained	Mrs. Danehy	Yes	Mrs. Fitzgerald	Yes

Moved by Mr. Wood and seconded by Mr. Toohey to approve the September 11 Executive Session minutes. A verbal vote indicated all in favor with Mr. Bevilacqua opposed.

Moved by Mr. Wood and seconded by Mr. Toohey to approve the November 6 Executive Session minutes. A roll vote was held with the following results

Mr. Bevilacqua	Abstained	Mr. Toohey	Yes	Mr. Wood	Yes
Mrs. Francescone	Abstained	Mrs. Danehy	Yes	Mrs. Fitzgerald	Yes

Mr. Toohey stated he made the motion and the vote stated No. Mr. Bevilacqua stated he left before arbitration. Mr. Wood questioned the minutes on the roll call.

Moved by Mrs. Danehy, seconded by Mr. Toohey to table the minutes. A verbal vote indicated all in favor.

Mr. Bevilacqua questioned Item 5 and who negotiated the lease at \$1,100 per month. He compared this to what others pay for a day's rate of over \$240. He asked how this amount was arrived at and was this best possible revenue stream? He asked to table this to have clarification on who constituted the lease, who bid on the building, and bring it back to the next meeting. Mr. Wood asked to have the sub-committee look at this to see if it needs to be renegotiated.

Ms. Kosmes stated this is a Use of Facilities. It is the same rate that has previously been approved but this is for the year. She asked for a friendly compromise and approve it for six months which is what was originally approved. They can sit down with the sub-committee to see if it needs adjustment. She stated by occupying the building helps to defray the vandalism that can occur to a vacant building. The monies

help offset the utilities. We can change it from January to June and sit down with those involved the remainder of time.

Moved by Mr. Wood to table this item until the sub-committee negotiates with them. Seconded by Mr. Bevilacqua.

Mr. Bevilacqua asked to look at this as a revenue generator. He cannot understand a lease of \$12,000 per year where there should be a \$30,000 utility fee. Ms. Kosmes did not feel this is not fair to the person to renegotiate the lease. We need to come up with a compromise for them to stay in the building.

Moved by Mr. Wood to establish a subcommittee to negotiate a new lease with EMS and they will report back with the recommendations at the second meeting in January and in between the tenant will pay the \$1,100 per month until Mr. Toohey and he come back with the recommendations at the second meeting in January.

Mr. Bevilacqua asked to include options and other opportunities for the building. Ms. Kosmes also asked the sub-committee to explore other opportunities for all the buildings and perhaps go to the Zoning Board see what type of businesses are allowed to lease these public buildings in residential areas. Seconded by Mrs. Danehy.

Mr. Bevilacqua removed his second on the previous motion.

A roll call vote was held on Mr. Wood's motion.

Mr. Bevilacqua	Yes	Mr. Toohey	Yes	Mr. Wood	Yes
Mrs. Francescone	Yes	Mrs. Danehy	Yes	Mrs. Fitzgerald	Yes

Mr. Wood volunteered for the subcommittee and asked Mr. Toohey to join him to finalize this.

Moved by Mr. Wood and seconded by Mr. Bevilacqua to suspend the rules. A roll call vote was held with the following results

Mr. Bevilacqua	Yes	Mr. Toohey	Yes	Mr. Wood	Yes
Mrs. Francescone	Yes	Mrs. Danehy	Yes	Mrs. Fitzgerald	Yes

Mrs. Fitzgerald indicated Sandra MacArthur attended at no cost a conference on information on the open meeting law, is now a certified CORI checker, learned about public records, and what needs to be included when sending out emails. She will be putting together the proper wording and forward it to members.

#### Executive Session/Adjournment.

Moved by Mr. Wood and seconded by Mr. Toohey to adjourn the meeting at 9:10 p.m. A roll call vote was held with the following results:

Mr. Bevilacqua	Yes	Mr. Toohey	Yes	Mr. Wood	Yes
Mrs. Francescone	Yes	Mrs. Danehy	Yes	Mrs. Fitzgerald	Yes