

Haverhill Public Schools



***School Committee Agenda
May 12, 2016***

Haverhill Public Schools - School Committee Agenda



DATE: Thursday, May 12, 2016
TIME: 7:00 P.M.
LOCATION: Theodore A. Pelosi, Jr. City Council Chambers, City Hall, Room 202

This meeting is being recorded. The listings of matters are those reasonably anticipated by the Chair, which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law.

1. Call to Order – Roll Call – Pledge of Allegiance.
2. Public Participation.
3. Communication and Reports.
 - A. Student Advisory Council Report – Madeline Coady.
 - B. Superintendent Comments/Reports.
 - Updates.
 - C. School Committee Communications.
 - Introduction of Ms. Amy Jones to discuss Mental Health Awareness Month – Mrs. Ryan-Ciardiello.
 - Report on Superintendent Evaluation Workshop – Ms. Sullivan.
 - Update on Special Education Director Search – Ms. Sullivan.
 - Update on Exit Interview for Assistant Superintendent – Ms. Sullivan.
 - Building Capacity – Mr. Amirian.
 - D. Subcommittee Reports.
4. New Business.
 - A. The Superintendent recommends approval of Warrant Number EV20160513 totaling \$211,640.55 and as indicated in the agenda material.
 - B. The Superintendent recommends approval of Warrant Number EV20160513B totaling \$426,479.98 as indicated in the agenda material.
5. Items by Consensus.
 - A. The Superintendent recommends approval of the minutes of the Regular Meeting of April 28, 2016 and Budget Workshop of May 4, 2016 as indicated in the agenda material.
 - B. The Superintendent recommends approval of the conference request(s) as indicated in the agenda material.
 - C. The Superintendent recommends approval of the use of facilities as indicated in the agenda material.
6. Executive Session/Adjournment.

List of Documents included as part of packet: Agenda Requests from Mrs. Ryan-Ciardiello; Ms. Sullivan and Mr. Amirian; Warrants; Minutes; Conference Request(s); Use of Facilities

SC 05.12.16

3 C

Agenda Items sent on behalf of Gail Sullivan

Dear Bev,

Thanks for sending me the email. Can you place these items on next week's agenda...Thank you!! I also sent an email regarding Amy Jones.... she would like to speak at the next meeting regarding May being mental health awareness month.

Maura

From: <gms62345@gmail.com>

Date: May 4, 2016 at 2:57:44 PM EDT

To: <bcassano@haverhill-ps.org>

Dear Maura,

Please put the following items on the agenda:

1. Report on the superintendent evaluation workshop
2. Update on Sped director search
3. Update about exit interview for Assistant Superintendent

Thank you, Gail

SC 05.12.16

Begin forwarded message:

3 C

From: Sven Amirian <sven@svenamirian.com>

Subject: Agenda item

To: Beverly Cassano <bcassano@haverhill-ps.org>, <jscully@haverhill-ps.org>

...I was hoping we could discuss an item about our buildings being at capacity and how we might begin to address that in this year's budget.

-Sven

Sven Amirian

City of Haverhill Massachusetts

Fiscal Year: 2015-2016

LEA Warrant

EV20160513

Invoice	Vendor	Total
6205	A&R Masonry	\$425.00
6204	A&R Masonry	\$3,450.00
Coach 4/6/2016	Albert Dube	\$73.00
10442423	American National Red Cross	\$27.00
10440881	American National Red Cross	\$625.00
0008	Andover Boys Volleyball Boosters	\$80.00
4383022625	Apple Computer Inc	\$249.00
4382787692	Apple Computer Inc	\$1,418.00
4382593775	Apple Computer Inc	\$276.00
4589153819	Apple Computer Inc	\$22.50
4382280315	Apple Computer Inc	\$729.00
4382304591	Apple Computer Inc	\$49.00
4382304592	Apple Computer Inc	\$49.00
4382168511	Apple Computer Inc	\$596.00
287240470758X04 16201	AT&T Mobility	\$264.16
3225366	Barnes & Noble	\$111.84
3825A	Bergman and Associates Inc	\$1,700.00
3815	Bergman and Associates Inc	\$830.00
Cell March FY16	Brian W Nagel	\$50.74
97668735 A	BSN Sports Inc.	\$360.98
97668735	BSN Sports Inc.	\$119.95
8881	Chambers Advisory Group	\$1,174.70
Coach 4/08/2016	Chanra Kao	\$35.00
Coach 3/5/2016	Christopher Hudon	\$90.00

City of Haverhill Massachusetts

Fiscal Year: 2015-2016

LEA Warrant

Invoice	Vendor	Total
3760207381 May FY16	Comcast	\$502.00
3760013797 May FY16	Comcast	\$24.24
3761108265 Apr FY16	Comcast	\$87.69
298-630-5-0128-P	Commonwealth of Mass - Grants Mgmt	\$495.00
2796359	ConEdison Solutions	\$4,436.87
2783716	ConEdison Solutions	\$578.58
2783712	ConEdison Solutions	\$86.45
803229	D&P Swimming Pool Construction Inc	\$608.85
Coach 4/05/2016	Daniel Hanafin	\$78.00
Coach 4/05/2016	Daniel Trepanier	\$77.00
Coach 4/18/2016	David Howshan	\$73.00
Coach 4/11/2016	David Magee Jr.	\$56.00
4/5 thru 4/14/16	Dawn M Caputo	\$43.70
4332058 4/2/16	Demoulas Supermarkets Inc	\$3,131.04
Coach 4/06/2016	Denise Traniello	\$132.00
Coach 4/23/2016	Ed Melaugh	\$78.00
5686	EJ Riemitis Company Inc	\$724.50
Coach 4/14/2016	Elizabeth Briggs	\$56.00
Driver Instructor	Elizabeth Chasse	\$350.57
Coach 4/1,7/2016	Elizabeth Clark	\$156.00
Art Show	Elizabeth Kilday	\$76.72
315442	Embree Elevator	\$220.00
Coach 4/12/2016	Erica Mayer	\$134.00
conference 5/4-6/16	Erin Snyder	\$195.00

City of Haverhill Massachusetts

Fiscal Year: 2015-2016

LEA Warrant

Invoice	Vendor	Total
Coach 3/26/2016	Eugene Borgonzi	\$56.00
10/1/15thru10/30/15	Fabiana Fickett	\$52.74
Coach 4/9,9/2016	Fred Rheault	\$134.00
Coach 4/2/2016	Fred Simm	\$78.00
167067	Fun and Function	\$28.94
50637190-2	FW Webb Company	\$1,958.95
50672749	FW Webb Company	\$223.87
50664895	FW Webb Company	\$83.00
50637190	FW Webb Company	\$6,718.24
50652870	FW Webb Company	\$214.63
Coach 3/5/2016	George Forrest	\$90.00
Title 1 FY15	Giusti Hingston and Company	\$3,100.00
MA 21st FY15	Giusti Hingston and Company	\$3,100.00
DropoutPrev FY15	Giusti Hingston and Company	\$3,100.00
Title 2A FY15	Giusti Hingston and Company	\$3,100.00
PL94-142 FY15	Giusti Hingston and Company	\$3,100.00
19834	Grace Limousine	\$5,630.00
19730	Grace Limousine	\$5,045.00
19705	Grace Limousine	\$4,830.00
1306716	Grimes Oil Company Inc	\$2,199.28
1304509	Grimes Oil Company Inc	\$1,184.10
32264	Harvey Signs	\$975.00
6604553	Heinemann	\$853.60
9783745700 FY16	Holabird Sports	\$359.70
EL 4/13 - 4/15/16	Hollie Littlefield	\$60.00

City of Haverhill Massachusetts

Fiscal Year: 2015-2016

LEA Warrant

Invoice	Vendor	Total
JL 4/13 - 4/15/1660	Hollie Littlefield	\$60.00
3161283	Human Relations Media	\$175.57
Coach 4/13,10/2016	James Livingston	\$112.00
Coach 4/08/2016	James McGuirk	\$116.50
Coach 4/18/2016	John Laffey	\$73.00
reimburse	John Mele	\$714.60
Coach 4/07/2016	John Talmo	\$78.00
Coach 3/30/2016	Joseph Farragher	\$50.00
Coach 4/14/2016	Joseph Frank	\$134.00
Coach 4/19/2016	Joseph Loynd	\$78.00
Coach 4/14/2016	Julie A. Halloran	\$78.00
reimburse GA 4163050	Julie Kukenberger	\$479.84
reimburse CA 4161400	Julie Kukenberger	\$512.83
Coach 4/07/2016	Kelly Tierney	\$78.00
Coach 4/05/2016	Kenneth Dion	\$77.00
Coach 4/9,11/2016	Lawrence Bairstow	\$112.00
February Start	LBK Transportation Co Inc	\$7,290.00
1617885	Learning A-Z	\$99.95
1617886	Learning A-Z	\$79.95
Coach 4/13/2016	Linda McCarthy	\$56.00
4/17/2016	London Livery	\$184.00
4/21/2016	London Livery	\$1,090.00
0049	Lucos Transportation LLC	\$1,110.00
Coach 4/01/2016	Mark Friedman	\$78.00
Coach 4/06/2016	Mark Kazanjian	\$132.00

City of Haverhill Massachusetts

Fiscal Year: 2015-2016

LEA Warrant

Invoice	Vendor	Total
Coach 4/08/2016	Mark T Young	\$106.50
619056	Mark Worcester	\$850.00
607035	May Institute	\$1,400.00
4932 4/11/16	May Institute	\$268.75
610038	May Institute	\$1,400.00
PW10682	MB Tractor & Equipment	\$993.01
547614	Melanson Heath & Company PC	\$5,800.00
2214609-00	M-F Athletic Company Inc	\$279.93
Coach 4/08/2016	MICHAEL F WOELFEL	\$52.50
Coach 4/08/2016	Michael Lynch	\$78.00
Coach 4/08/2016	Michael Rivet	\$132.00
00477498	Middlesex Gases & Technologies Inc	\$102.51
80231	Minuteman Press of Newburyport	\$309.43
4/4 thru 4/29/2016	Mirca Mejias	\$1,036.80
ARINV29993807	Musicians Friend Inc	\$40.14
16-00918	Nally Associates Inc	\$308.77
16-00797	Nally Associates Inc	\$1,125.32
27627-01004 Apr FY16	National Grid - Electric	\$2,498.57
2/19-3/22 16 58001	National Grid - Electric	\$471.26
2/19-3/22 16 44004	National Grid - Electric	\$70.66
40024-19750 Mar FY16	National Grid/Gas	\$2,178.76
40128-13300 Mar FY16	National Grid/Gas	\$1,806.36
065-1130885	National Seating and Mobility	\$4,850.82

City of Haverhill Massachusetts

Fiscal Year: 2015-2016

LEA Warrant

Invoice	Vendor	Total
10663592	NCS Pearson	\$1,776.40
20160408	Nereida Rosario	\$2,230.00
Mileage4-11- 4/15/16	Nicole Williams	\$256.05
Hourly 4/11- 4/15/16	Nicole Williams	\$283.95
S025197504.001	Northeast Electric Distributors	\$172.84
S025184132.001	Northeast Electric Distributors	\$168.40
S025186842.001	Northeast Electric Distributors	\$152.54
S025172734.001	Northeast Electric Distributors	\$449.11
S025172515.001	Northeast Electric Distributors	\$34.31
S025159680.001	Northeast Electric Distributors	\$102.74
S0251629.001	Northeast Electric Distributors	\$116.19
S025117727.001	Northeast Electric Distributors	\$70.40
S025121158.001	Northeast Electric Distributors	\$127.61
S025129252.001	Northeast Electric Distributors	\$74.57
S02117022.001	Northeast Electric Distributors	\$71.81
S025106371.001	Northeast Electric Distributors	\$94.51
S025094736.001	Northeast Electric Distributors	\$31.91
S025077042.001	Northeast Electric Distributors	\$72.00
S025077788.001	Northeast Electric Distributors	\$3.31
S025025210.002	Northeast Electric Distributors	\$107.06
S025025210.003	Northeast Electric Distributors	\$45.14

City of Haverhill Massachusetts

Fiscal Year: 2015-2016

LEA Warrant

Invoice	Vendor	Total
S025026837.001	Northeast Electric Distributors	\$480.36
S025025210.001	Northeast Electric Distributors	\$10.79
S024898036.001	Northeast Electric Distributors	\$11.23
February 2016	NRT Bus Inc	\$1,026.00
15577	NRT Bus Inc	\$5,967.60
15598	NRT Bus Inc	\$10,971.62
January 2016	NRT Bus Inc	\$1,026.00
December 2015	NRT Bus Inc	\$270.00
Safety Conference	Office of Essex District Attorney	\$80.00
758225-1	PAR Inc	\$331.40
reimburse GA 4163050	Patricia A Juranovits	\$360.43
Coach 3/31/2016	Patrick McAndrews	\$78.00
Coach 4/08/2016	Paul Marrier	\$132.00
474520	Pest-End Exterminators	\$50.00
474521	Pest-End Exterminators	\$60.00
474507	Pest-End Exterminators	\$40.00
474518	Pest-End Exterminators	\$45.00
474519	Pest-End Exterminators	\$45.00
474516	Pest-End Exterminators	\$45.00
474515	Pest-End Exterminators	\$45.00
474514	Pest-End Exterminators	\$50.00
474509	Pest-End Exterminators	\$55.00
474512	Pest-End Exterminators	\$50.00
474513	Pest-End Exterminators	\$50.00
474505	Pest-End Exterminators	\$85.00

City of Haverhill Massachusetts

Fiscal Year: 2015-2016

LEA Warrant

Invoice	Vendor	Total
474506	Pest-End Exterminators	\$50.00
474508	Pest-End Exterminators	\$50.00
Coach 4/12/2016	Peter Foley	\$134.00
S3622428.001	Portland Group	\$881.76
S3618676.001	Portland Group	\$45.88
0754009771	Proforma Business Services	\$432.00
29117	Quill Corporation	\$149.99
25698	R & R Trophy and Awards Corp	\$60.00
Coach 4/08/2016	R John Ottaviani	\$52.50
14521	Rehabmart LLC	\$244.56
Coach 4/11/2016	Robert Ferreira	\$75.00
Coach 4/10/2016	Robert Prunier	\$78.00
Coach 4/06/2016	Robert Swan	\$78.00
2105944	Rooter-Man / Daigle Enterprise Inc	\$958.75
2109481	Rooter-Man / Daigle Enterprise Inc	\$983.00
Coach 3/30/2016	Roy Ballard	\$50.00
0316	S. P. & R. Transportation, Inc.	\$5,504.00
T16010322	Safeway Training & Trans Services Inc	\$33,346.00
Lighthouse Trip	Safeway Training & Trans Services Inc	\$91.50
905849495	Sanofi Pasteur Inc	\$124.26
Coach 4/23/2016	Sarkis Chinian	\$78.00
44047669	Scholastic Inc	\$56.00
44047661	Scholastic Inc	\$56.00
44047681	Scholastic Inc	\$8.00

City of Haverhill Massachusetts

Fiscal Year: 2015-2016

LEA Warrant

Invoice	Vendor	Total
44047678	Scholastic Inc	\$16.00
44047665	Scholastic Inc	\$40.00
44047672	Scholastic Inc	\$32.00
12892275	Scholastic Inc	\$36.36
3124364-01	School Health	\$190.56
Coach 3/26/2016	Serge Smaila	\$56.00
Coach 4/6 thru 4/16/	Shannon Pettis	\$427.50
1755-2	Sherwin Williams Company	\$6.83
1758-6	Sherwin Williams Company	\$3.41
1720-6	Sherwin Williams Company	\$42.73
1686-9	Sherwin Williams Company	\$450.03
H 09386	Shoe City Hardware	\$28.75
H 09061	Shoe City Hardware	\$35.64
109591	Signet Electronic Systems Inc	\$1,914.25
109123	Signet Electronic Systems Inc	\$449.00
109072	Signet Electronic Systems Inc	\$593.00
SI78065	Social Studies School Service	\$285.54
320544	Spark Energy Gas, LLC	\$4,216.76
59064	Sportsfield Specialties Inc	\$471.00
Coach 4/19/2016	Stephen Carroll	\$78.00
Coach 4/08/2016	Stephen D Beaudoin Sr	\$52.50
Coach 4/09/2016	Stephen D Crimmin	\$134.00
Coach 4/10/2016	Stephen Martinelli	\$78.00
Coach 4/10/2016	Stephen Powers	\$56.00
Coach 4/06/2016	Stephen Szettella	\$73.00

City of Haverhill Massachusetts

Fiscal Year: 2015-2016

LEA Warrant

Invoice	Vendor	Total
Coach 4/08/2016	Ted Houlihan	\$78.00
Coach 4/09/2016	Thomas Benning	\$56.00
Coach 4/06/2016	Thomas Powers	\$78.00
1500721	Toshiba Business Solutions	\$1,108.00
3917-144807-8872 1	United States Rowing Association	\$375.00
IN3319	U-Save Sports Inc	\$1,849.90
6178151895 Mar FY16	Verizon - 15124	\$453.35
39651	Vertical Communication	\$730.00
I33437435	WB Mason Co Inc	\$2,069.27
I33805189	WB Mason Co Inc	\$192.00
I33770434	WB Mason Co Inc	\$50.78
I33735128	WB Mason Co Inc	\$1,191.50
I33735348	WB Mason Co Inc	\$43.99
CR3041540	WB Mason Co Inc	(\$43.99)
I33435136	WB Mason Co Inc	\$226.04
I33404708	WB Mason Co Inc	\$181.62
I33404225	WB Mason Co Inc	\$84.43
I33094636	WB Mason Co Inc	\$953.20
I33064116	WB Mason Co Inc	\$248.30
511	Weather Shield Inc	\$2,150.00
C55128	Whalley Computer Associates	\$2,000.00
C55013	Whalley Computer Associates	\$3,852.80
C54595	Whalley Computer Associates	\$770.56
11285	William F Dunn Landscaping Inc	\$1,090.00

City of Haverhill Massachusetts

Fiscal Year: 2015-2016

LEA Warrant

Invoice	Vendor	Total
Grand Total:		\$211,640.55

End of Report

8
5/12/14
4D.

To the City Auditor: The following names, bills and payrolls have been approved by the School Administration. We are requesting them to be placed on a warrant for payment. I hereby certify under penalty of perjury, and to the best of my ability, that the amounts as scheduled are true and correct and the services and/or materials herein represented have been received as required in accordance with contracts, and that all names, contracts and payrolls in the amounts as scheduled are school department charges.

LEA	\$	411,316.84
Cafeteria	\$	10,994.52
Grants	\$	4,168.62
Total		\$426,479.98

Brian A. O'Connell

I hereby certify under penalty of perjury that the amounts as scheduled are true and correct and the services and/or materials herein represented have been received as required in accordance with contracts.

	Date
	Date
	Date
	Date
	Date
	Date

Ben

City of Haverhill Massachusetts

Fiscal Year: 2015-2016

LEA Warrant

Invoice	Vendor	Total	EV 20160513 B
T07489	AMEGO Inc	\$21,705.03	
T07488	AMEGO Inc	\$18,945.03	
72159	American Commercial Appliance Inc	\$473.52	
72113	American Commercial Appliance Inc	\$307.10	
71941	American Commercial Appliance Inc	\$662.62	
72111	American Commercial Appliance Inc	\$307.10	
72112	American Commercial Appliance Inc	\$307.10	
71937	American Commercial Appliance Inc	\$425.84	
72070	American Commercial Appliance Inc	\$136.00	
71902	American Commercial Appliance Inc	\$263.82	
4383332571	Apple Computer Inc	\$859.00	
4383826180	Apple Computer Inc	\$49.00	
4383689415	Apple Computer Inc	\$49.00	
4383449179	Apple Computer Inc	\$596.00	
241307	Autofair Ford of Haverhill	\$1,602.49	
52451	Beverly School for the Deaf	\$5,707.68	
52502	Beverly School for the Deaf	\$6,743.68	
52458	Beverly School for the Deaf	\$6,743.68	
517721	Book Source	\$12.22	
516402	Book Source	\$592.96	
10325	Brandon	\$5,143.80	
1603222	Carroll Center For The Blind	\$38.60	
1603093	Carroll Center For The Blind	\$2,869.50	

City of Haverhill Massachusetts

Fiscal Year: 2015-2016

LEA Warrant

Invoice	Vendor	Total
CTL7345	CDW Government Inc	\$75.00
16-0006834	Collaborative for Regional Ed Services	\$6,201.00
16-0006835	Collaborative for Regional Ed Services	\$4,018.00
16-0006802	Collaborative for Regional Ed Services	\$2,856.00
16-0006763	Collaborative for Regional Ed Services	\$2,856.00
16-0006801	Collaborative for Regional Ed Services	\$2,856.00
16-0006717	Collaborative for Regional Ed Services	\$6,202.00
2801156	ConEdison Solutions	\$206.38
2801158	ConEdison Solutions	\$3,091.12
2801159	ConEdison Solutions	\$289.02
2801168	ConEdison Solutions	\$8,071.32
2801169	ConEdison Solutions	\$5,596.12
2801177	ConEdison Solutions	\$295.61
2801187	ConEdison Solutions	\$160.01
2801188	ConEdison Solutions	\$251.07
2801195	ConEdison Solutions	\$5,073.47
2801200	ConEdison Solutions	\$346.41
2799310	ConEdison Solutions	\$1.12
2799314	ConEdison Solutions	\$1.35
126216	Crotched Mtn Rehab Ctr	\$28,241.86
Supplies Graduation	Crystal Habib	\$85.56
Sound System	Cynthia Gieryn	\$18.99
351334	Delta-T Group	\$1,137.50
351200	Delta-T Group	\$1,137.50

City of Haverhill Massachusetts

Fiscal Year: 2015-2016

LEA Warrant

Invoice	Vendor	Total
17235	Eagleton School Inc	\$2,704.10
000044339	Educational Based Services Healthcare	\$3,932.50
000043814	Educational Based Services Healthcare	\$3,510.00
105570	Feiner Supply	\$71.90
1945715C	Follett Educational Services	\$139.00
1395	Foote Brothers Canoes	\$300.00
042016CP	Futures Clinic	\$8,217.28
50780956	FW Webb Company	\$179.00
15665	Gifford School	\$5,252.96
15634	Gifford School	\$5,252.96
Audit - 2015	Giusti Hingston and Company	\$3,100.00
6970	Hampstead Hospital	\$180.00
6944	Hampstead Hospital	\$315.00
6941	Hampstead Hospital	\$120.00
6948	Hampstead Hospital	\$180.00
ORD579498	Harris Seeds	\$511.49
7706363-Freight	Hazelden Publishing	\$23.60
761540	HUBERT	\$1,978.63
IVC0004955	James F Farr Academy Inc	\$6,189.75
reimburse ASCD Conf	Jami Dion	\$482.17
reimburse ASCD Conf	John Mele	\$1,214.22
April Travel FY16	Judith Nesson	\$467.43
12826206	Katheleen Morales	\$27.60
000351	League School of Greater Boston	\$10,572.64
95959	Light Speed Technologies	\$1,010.88

City of Haverhill Massachusetts

Fiscal Year: 2015-2016

LEA Warrant

Invoice	Vendor	Total
0416053E	Lighthouse School Inc	\$6,205.60
0416053D	Lighthouse School Inc	\$6,205.60
0416053C	Lighthouse School Inc	\$6,205.60
0416053B	Lighthouse School Inc	\$6,205.60
0416053A	Lighthouse School Inc	\$6,205.60
0416053	Lighthouse School Inc	\$6,205.60
10643	Lyons & Rogers LLC	\$6,787.74
10639	Lyons & Rogers LLC	\$3,475.27
610190	May Institute	\$3,054.24
607413	May Institute	\$7,635.60
171971	Medford Wellington Service	\$991.60
0018730-IN	Melmark Inc	\$390.00
0018749-IN	Melmark Inc	\$700.00
0018572-IN	Melmark Inc	\$20,322.30
0018573-IN	Melmark Inc	\$24,712.50
00185655.-IN	Melmark Inc	\$800.00
0018571-IN	Melmark Inc	\$7,269.76
0018570-IN	Melmark Inc	\$7,269.76
21409	Milestones Inc	(\$830.04)
21408	Milestones Inc	\$6,640.32
53080-1300 Apr FY16	National Grid - Electric	\$277.71
15733-57008 Apr FY16	National Grid - Electric	\$277.72
03784-06001 Apr FY16	National Grid - Electric	\$1,841.32
78366-53007 Apr SY16	National Grid - Electric	\$2,841.26
40634-36004 Apr	National Grid - Electric	\$124.82

City of Haverhill Massachusetts

Fiscal Year: 2015-2016

LEA Warrant

Invoice	Vendor	Total
FY16		
78040-41000 Apr FY16	National Grid - Electric	\$3,032.27
40620-80008 Apr FY16	National Grid - Electric	\$232.99
28206-92002 Apr FY16	National Grid - Electric	\$4,219.92
03407-66001 Apr FY16	National Grid - Electric	\$157.83
15177-66005 Apr FY16	National Grid - Electric	\$8.31
27615-46009 Apr FY16	National Grid - Electric	\$8.45
40020-12130 Apr FY16	National Grid/Gas	\$463.91
40038-14141 Apr FY16	National Grid/Gas	\$32.96
40020-15130 Apr FY16	National Grid/Gas	\$525.97
40024-19030 Apr FY16	National Grid/Gas	\$38.53
40042-22480 Apr FY16	National Grid/Gas	\$372.15
40138-14650 Apr FY16	National Grid/Gas	\$778.79
40042-24912 Apr FY16	National Grid/Gas	\$3,053.23
20128-13340 Apr FY16	National Grid/Gas	\$366.23
40048-21540 Apr FY16	National Grid/Gas	\$92.89
40138-19400 Apr FY16	National Grid/Gas	\$381.44
40028-10060 Apr SY16	National Grid/Gas	\$39.99
40028-10070 Apr FY16	National Grid/Gas	\$849.99
40036-20950 Apr FY16	National Grid/Gas	\$473.51
HAV0416	New England Academy	\$4,838.40

City of Haverhill Massachusetts

Fiscal Year: 2015-2016

LEA Warrant

Invoice	Vendor	Total
2262-04-MARCH	Northeast Clinical Sevices, Inc.	\$840.00
2262-05-APRIL	Northeast Clinical Sevices, Inc.	\$840.00
S02579654.001	Northeast Electric Distributors	\$577.52
S025246040.001	Northeast Electric Distributors	\$19.57
S025117727.002	Northeast Electric Distributors	\$70.40
S025032472.001	Northeast Electric Distributors	\$160.95
S024840617.001	Northeast Electric Distributors	\$18.00
S024842675.001	Northeast Electric Distributors	\$275.47
S024852124.001	Northeast Electric Distributors	\$86.00
006506	Northshore Education Consortium	\$2,034.56
006505	Northshore Education Consortium	\$1,050.00
006503	Northshore Education Consortium	\$6,937.44
006504	Northshore Education Consortium	\$3,225.60
reimburse 3/30/16	Patricia A Juranovits	\$271.19
474511	Pest-End Exterminators	\$50.00
474510	Pest-End Exterminators	\$40.00
467837	Pest-End Exterminators	\$40.00
24-02	Psychiatric Education Services Inc	\$180.00
24-01	Psychiatric Education Services Inc	\$60.00
903	Renee Lecain	\$4,781.25
15	Sallie Pettengill	\$180.00
14adjust	Sallie Pettengill	\$270.00

City of Haverhill Massachusetts

Fiscal Year: 2015-2016

LEA Warrant

Invoice	Vendor	Total
6320312	Scantron Corporation	\$111.94
13040089	Scholastic Inc	\$10.25
60450	SEEM Collaborative	\$4,395.20
60112	SEEM Collaborative	\$12,840.30
Silver Hill 4/25/16	Sewing Center of Haverhill Inc	\$120.00
reimburse ASCD A.F.	Shannon Nolan	\$533.70
reimburse ASCD Conf	Shannon Nolan	\$14.95
H 09171	Shoe City Hardware	\$11.89
H 09095	Shoe City Hardware	\$28.49
H 09059	Shoe City Hardware	\$34.00
H 09014	Shoe City Hardware	\$38.08
H 08991	Shoe City Hardware	\$14.78
H 08965	Shoe City Hardware	\$30.49
H 08915	Shoe City Hardware	\$30.49
321092	Spark Energy Gas, LLC	\$35.01
321090	Spark Energy Gas, LLC	\$144.71
321087	Spark Energy Gas, LLC	\$668.30
321085	Spark Energy Gas, LLC	\$630.18
321084	Spark Energy Gas, LLC	\$933.60
321083	Spark Energy Gas, LLC	\$818.46
321095	Spark Energy Gas, LLC	\$655.08
321089	Spark Energy Gas, LLC	\$5,105.24
321094	Spark Energy Gas, LLC	\$41.23
321097	Spark Energy Gas, LLC	\$1,667.25
321098	Spark Energy Gas, LLC	\$839.46
reimburse ASCD	Timothy Corkery	\$439.96

City of Haverhill Massachusetts

Fiscal Year: 2015-2016

LEA Warrant

Invoice	Vendor	Total
Conf		
1504512	Toshiba Business Solutions	\$221.00
1476499	Toshiba Business Solutions	\$96.00
15-85960	Trinity EMS Inc	\$160.00
15-85962	Trinity EMS Inc	\$140.00
15-85961	Trinity EMS Inc	\$150.00
5087032638 Apr FY16	Verizon - 15124	\$38.80
522	Weather Shield Inc	\$1,880.00
524	Weather Shield Inc	\$855.00
523	Weather Shield Inc	\$2,976.00
PB-16-370	Willow Hill School	\$4,526.56
APRIL	Xanthe Abreu	\$1,499.00
Summer IN146236	Zoraida A Jordan	\$411.10
Grand Total:		\$426,479.98
End of Report		



Mayor James Fiorentini, Chairperson called the Regular Meeting to order at 7:00 p.m. Present were: Mr. Sven Amirian; Attorney Paul Magliocchetti; Mr. Shaun Toohey; Mr. Scott Wood; Ms. Gail Sullivan, Vice President; Mrs. Maura Ryan-Ciardello, President; Mrs. Julie Kukenberger, Assistant Superintendent and Mr. James Scully, Superintendent of Schools.

The Pledge of Allegiance was recited.

Public Comment

There was no one present for public comment.

Communication and Reports

Student Advisory Council Report – Madeline Coady

Ms. Coady provided the following update about Haverhill High School:

- The Haverhill School Committee Scholarships are available on the HHS website and the applications are due and should be submitted to the Guidance Office by 3:00 p.m. on May 25, 2016 and the High School General Scholarship Portal will close tomorrow;
- Last night HHS hosted our Academic Awards Night, each teacher was asked to nominate one student to receive the "Most Outstanding Award" and one student to receive the "Most Improved Award". Teachers had to choose the 2 students from all five of their classes, which is on average for most teachers 125 students per teacher to choose from. Over 400 people attended last night's ceremony;
- Parent-Teacher Conferences for third term are this evening from 6:00 p.m. to 7:30 p.m.
- AP Testing will be given at HHS this year from May 3-13, 2016
- MCAS Math testing for Grade 10 students will be held on May 17-18;
- Junior Social will be held at DiBurro's on Friday, May 13, 2016;
- Senior Prom is May 24, 2016 at Danversport Yacht Club – tickets are on sale now;
- Mrs. Kitsos extends an invitation to the School Committee to take pictures at the Common on both May 13 and May 24

The Committee was going to change the order of the agenda and move up Mrs. Ryan-Ciardello's item but at the request of Mrs. Everett the item was delayed.

The regular order of the agenda resumed.

Superintendent Comments/Reports.

Mr. Scully noted that in consultation with Mrs. Ryan-Ciardello the administration was prepared to begin the FY17 Budget Workshop next Wednesday.

Discussion ensued and the consensus was that the workshop would be held next Wednesday, May 4, 2016 at 7:00 p.m. at Haverhill High School Main Conference Room. The committee scheduled at second workshop for Wednesday, May 11, 2016 at the same location and time.

Moved by Ms. Sullivan and seconded by Mrs. Ryan-Ciardello to approve the two workshop dates on May 4 and May 11, 2016 at Haverhill High School Main Conference Room (if available).

The Superintendent stated that the administration was working on getting to the budget increase down to 5.3% that was acceptable to the Mayor.



Haverhill School Committee – Regular Meeting of April 28, 2016

Mayor Fiorentini commended the Superintendent for his advocacy of the schools and the children of the City.

The Mayor noted that local aid would increase for Haverhill by \$3 million due to the State budget written and advocated for by Representative Dempsey.

Mr. Jared Fulgoni, Director of Strategy and Accountability presented a report on class size based on the request of Ms. Sullivan.

Attorney Magliocchetti asked for information in minute detail and that was his original request. He relayed that he was available tomorrow to meet with Mr. Fulgoni; Attorney Magliocchetti commented that the information presented was confusing.

Mr. Fulgoni commented that some schools had different composition of students i.e., special needs. He also reported that there were also students pulled out of classes.

Mr. Scully reported that DESE's data was our material and was dated.

Mayor Fiorentini questioned the cities that Haverhill was compared to on state websites.

Attorney Magliocchetti was interested in the correlation between class size and academic performance.

Ms. Sullivan had originally asked for this information to make informed decisions and factored into budget considerations.

Mrs. Ryan-Ciardiello asked for enrollments district-wide including elementary schools.

Mr. Toohey inquired specifically for the number of pullouts.

Mayor Fiorentini wondered about correlation between class size and attendance.

Mr. Scully commented attendance numbers were very good for example today only five students were absent from Tilton.

Mr. Fulgoni responded attendance did not factor into this equation.

Introduction of Mrs. Kat Everett to discuss POSE – Mrs. Ryan-Ciardiello

Mrs. Ryan-Ciardiello related that Mrs. Everett along with her husband Dennis had founded a non-profit organization entitled POSE (Power of Self Education). Both Mayor Fiorentini and Mrs. Ryan-Ciardiello welcomed Mrs. Everett.

Mrs. Everett asked to have information distributed to the Committee. She asked if an explanation of the School to Prison Pipeline needed to be explained. Mrs. Everett noted that a community forum had been held on February 22nd with approximately 68 attendees including the 9 panel members and a follow-up session on March 26th. She felt that the discipline guidelines "targeted" certain students and resulted in loss of instructional time.

Mrs. Everett referenced that new law Chapter 222 that required school districts to align its discipline guidelines and was concerned with the data. She noted that most of the discipline offenses were non-violent incidents.

Mrs. Everett said in Grades K-8 and Haverhill High School's Code of Conduct were out of compliant; met state codes of conduct requirements in only one out of 53 categories and kindergarten through eighth grade met state rules in six out of 54 categories, and were partly compliant in eight categories



and non-compliant in the remaining 40. She cited data reviewed by Massachusetts Advocates for Children and its affiliates at Harvard Law School.

Mrs. Everett proposed a pilot program of restorative justice at one of the schools to assist this overlooked and underserved population; it was critical to address these issues.

Attorney Magliocchetti thanked her for the presentation and noted that he would thoroughly review this material. He related that our policies were currently being reviewed.

Mrs. Everett commented that our policies were out of date. She mentioned that the Lawrence Public Schools' website was easier to navigate and more customer-friendly.

Mr. Amirian was alarmed by the non-compliance (red sections).

Mrs. Ryan-Ciardiello asked how people could get involved in the organization.

Mrs. Everett replied that interested parties could email posecorp@gmail.com

Mayor Fiorentini asked about JDAI. Mrs. Everett responded that the acronym Juvenile Detention Alternative Initiative or DYS.

The Mayor noted that this data was very interesting.

Mrs. Everett observed that there had to be a better way to discipline students and have access to education.

A parent of a Tilton student spoke in favor of a restorative justice model.

Ms. Sullivan related PBIS should be effective and there was other ways of educating students such as technology. She referenced a student who kicked and the replacement of her boots with slippers

Mr. Wood noted that restorative justice and/or discipline is a larger, complex and controversial issue. He noted it was used overseas more frequently.

School Committee Communications

It was the consensus of the committee to combine several items: Discussion on the position of Assistant Superintendent including the superintendent's recommendation – Attorney Magliocchetti and the Exit Interview for Assistant Superintendent – Ms. Sullivan.

Mr. Scully pointed out that Mrs. Kukenberger had not resigned so that the discussion was slightly premature. He related that it was healthy for the organization to review the job functions of its top leadership including the Assistant Superintendent.

Attorney Magliocchetti remarked in the next search the quality and characteristics of the applicants and that with the exception of Mr. Scully there has not been continuity in leadership positions.

Ms. Sullivan stated that exit interviews could uncover what was working well and what could be improved; it isn't always about money or advancement. She suggested an exit interview with the Assistant Superintendent.

Mr. Amirian noted we are facing challenges with the vacancies in the district i.e., special education director and assistant superintendent. He remarked that establishing retention strategies for the district is important.



Haverhill School Committee – Regular Meeting of April 28, 2016

Mr. Wood hoped that Mrs. Kukenberger would remain in the district. He observed that there was a fundamental change in the generations; whereby individuals did not remain in districts for their full careers but they were always looking for new challenges. Mr. Wood stated that this was a conversation held at the recent National School Boards Association Conference; he would share this national research with his colleagues.

There was a brief discussion about the best forum and manner for an exit interview of the Assistant Superintendent. Additionally, they also referenced the title of the position.

Ms. Sullivan noted that when she was an Assistant Superintendent her job was interesting, challenging and satisfying; furthermore, her husband had moved for her four times.

The committee looked forward to Mr. Scully's recommendation.

Mr. Scully indicated that the district had started to get preliminary data from the last year on why people are leaving the district.

Mr. Wood remarked that the school committee should complete the exit interview for a high level administrator. He remarked if there was anything the district could do to retain Mrs. Kukenberger he hoped she would speak with the School Committee President.

Mrs. Ryan-Ciardiello commented that living in the district might improve retention.

Ms. Sullivan observed that turnover in curriculum did negatively impact the district's efforts.

Mr. Toohey indicated an organizational chart change might be beneficial. He looked forward to the upcoming dialogue.

Mr. Wood noted that the district our size needed an Assistant Superintendent.

Attorney Magliocchetti asked if the new Hunking would improve class sizes throughout the district.

Mr. Scully replied that the new school had a stem component and would not effect the enrollments until the following year.

The superintendent mentioned the District Review from 2010, which could be useful in terms of background for the committee.

Subcommittee Reports

New Business

Moved by Mr. Wood and seconded by Attorney Magliocchetti to approve Warrant Number EV20160429 totaling \$235,885.96 and Warrant Number EV20160429B totaling \$316,384.18 as indicated in the agenda material.

A roll call vote was held and the results were the following:

<i>Mr. Amirian</i>	<i>Yes</i>	<i>Attorney Magliocchetti</i>	<i>Yes</i>
<i>Mr. Toohey</i>	<i>Yes</i>	<i>Mr. Wood</i>	<i>Yes</i>
<i>Ms. Sullivan</i>	<i>Yes</i>	<i>Mrs. Ryan-Ciardiello</i>	<i>Yes</i>
<i>Mayor Fiorentini</i>	<i>Yes</i>		

A 7-0 vote; motion passes

Moved by Mr. Wood and seconded by Mr. Toohey to approve Warrant Number EV20160429A totaling \$150,841.64 as indicated in the agenda material.



Haverhill School Committee – Regular Meeting of April 14, 2016

A roll call vote was held and the results were the following:

Mr. Amirian	Yes	Attorney Magliocchetti	Abstain
Mr. Toohey	Yes	Mr. Wood	Yes
Ms. Sullivan	Yes	Mrs. Ryan-Ciardello	Yes
Mayor Fiorentini	Yes		
A 6-0 vote; motion passes			

Items by Consensus

Moved by Mr. Wood and seconded by Mr. Toohey to approve the following items by consensus as indicated in the agenda material:

The minutes of the Regular Meeting of April 14, 2016;

The field trip request(s): Cody Kucker (HHS) Creative Writing Club to travel to Champlain College in Burlington VT for a Writers' Conference from May 27-May 28, 2016 at a cost of \$2,125 per student

The use of facilities

Requested by Lisa Begley from Massachusetts Teachers Association for the use of Haverhill High School Library on Thursday, May 5, 2016 from 4:00 pm-6:00pm.

Process Fee: \$10.00

Utility Fee: \$20.00 per hour

Custodial Fee: \$30.00 per hour

Rental Fee: \$35.00 per hour

Requested by Richard Comeau from 5 Dragons Martial Arts for the use of Haverhill High School Gym on Sunday, May 15, 2016 from 8:30am-12:30 pm for a karate tournament.

Process Fee: \$10.00

Utility Fee: \$20.00 per hour

Custodial Fee: \$45.00 per hour / weekend

Rental Fee: \$50.00 per hour

A roll call vote was held and the results were the following:

Mr. Amirian	Yes	Attorney Magliocchetti	Yes
Mr. Toohey	Yes	Mr. Wood	Yes
Ms. Sullivan	Yes	Mrs. Ryan-Ciardello	Yes
Mayor Fiorentini	Yes		
A 7-0 vote; motion passes			

Moved by Mr. Wood and seconded by Attorney Magliocchetti to adjourn the meeting at 8:39 p.m.

List of Documents included as part of packet: Agenda Requests from Mrs. Ryan-Ciardello, Attorney Magliocchetti, Ms. Sullivan; Warrants; Minutes; Field Trip Request(s); Use of Facilities

Handouts at Meeting: Material from Katrina Everett



Ms. Gail Sullivan, Vice President called the Budget Workshop to order at 7:19 p.m. Present were: Mr. Sven Amirian; Attorney Paul Magliocchetti; Mr. Shaun Toohey; Mr. Scott Wood; Mr. Brian O'Connell, Business Manager and Mr. James Scully, Superintendent of Schools. Mayor James Fiorentini, Chairperson and Mrs. Maura Ryan-Ciardiello, President were recorded absent.

Opening Comments by Superintendent & Business Manager

Mr. Scully indicated that in collaboration with the Mayor, the school department had reduced its budget to a 5% overall increase for FY17. He further noted that additional resources for Tilton School and the Haverhill High School had been incorporated into this budget.

Mr. O'Connell reviewed a revised budget document along with recommendations with the committee that included the following:

- Budget Process – FY17
- What is “needs-based budgeting” and what is “zero-based budgeting”?
- Enrollment since 2010
- School Budgets since 2010
- School City Charges since 2010
- How do we compare cost per student?
- How do we compare with the State Average cost per child?
- How do we compare with average Teacher Salaries?
- Proposed FY17 Recommendations
- Items not included in FY17 Budget
- Items included in FY17 Budget
- Next Steps

Mr. O'Connell reported that health insurance costs were increasing and that was a major factor in the FY17 budget.

Comments from the Committee & Administration

- Lease busses and not purchase busses – not prudent to purchase – Mr. Wood
- Pros & cons of lease vs. purchase - Administration
- Salary & Benefits of Director of Strategy & Accountability to be funded by grants – Administration
- Medicaid funds were not included in this budget – Administration
- Extensive discussion was held on Medicaid funding that included the following:
 - Previous mayors with the exception of Mayor Fiorentini had always given 100% of Medicaid funds to the schools since school personnel procured the funds
 - In recent years the monies had been retained in the general fund and sometimes allocated to the schools
 - The president and vice president will work on a letter to send to the Mayor regarding the Medicaid funds
 - The amount of social work that is done by school nurses especially at some of our high needs schools like Tilton – Attorney Magliocchetti
 - Increased testing requirements at our schools – Administration
 - No additional space availability at Consentino and Whittier – Administration
 - Development of a long-term plan for housing of our student population – Ms. Sullivan
 - Reallocation of student population once new Hunking School is fully operational – Ms. Sullivan



Haverhill School Committee – Budget Workshop of May 4, 2016

- Discontinuing use of Greenleaf School not completely decided
- The issue of taking schools off-line must be handled delicately and thoughtfully – Attorney Magliocchetti
- A dialogue arose over the Budget & Grant Analyst position:
 - The position was cut from the FY16 budget in favor of an Assistant Director type position (Accountant) – Mr. Wood
 - Is the position to monitor/administer or procure grants – Attorney Magliocchetti
 - Clarify need and purpose of the position by the Administration before the position is included in FY17 budget – Committee
- The Committee reassessed how best to better administer special needs services in the district assistant special education director vs. compliance officers
- Several members including Ms. Sullivan and Mr. Wood expressed interest in reallocating funds from travel to professional development for the School Committee

Moved by Mr. Wood and seconded by Mr. Toohey to approve \$5,000 in the School Committee - Professional Development line item

A roll call vote was held and the results were the following:

Mr. Amirian	Yes	Attorney Magliocchetti	Yes
Mr. Toohey	Yes	Mr. Wood	Yes
Ms. Sullivan	Yes		

A 5-0 Vote; motion passes

- After noticing non-unit positions contained salary adjustments, the Committee asked that all non-unit and secretarial adjustments be cut from the line items and put into a salary reserve account

Moved by Mr. Wood and seconded by Mr. Amirian to remove non-unit and clerical salary raises from each line item and place them in a salary reserve line item.

A roll call vote was held and the results were the following:

Mr. Amirian	Yes	Attorney Magliocchetti	Yes
Mr. Toohey	Yes	Mr. Wood	Yes
Ms. Sullivan	Yes		

A 5-0 Vote; motion passes

The following observations/remarks were made:

- FTE's are missing on positions – should be included in the budget document – makes it easier to understand
- \$50,000 increase in Summer Stipends
- Tuition Services – change in accounting practices
- OTR/COTA – occupational therapist – systemic change
- Textbooks – textbooks were bonded – Mathematics Series – new textbooks – licensing – where we are in five-year purchasing
- SHHMCS has always been treated equitably by the district – the school should be going up the same percentage as similar schools – the SHHMCS Board of Trustees would want more money in the budget
- Copier expense– although district-wide copier expense has been dramatically reduced
- Instructional supplies is a result of math expendables
- Utilities – there are now two line items for gas – two separate sources – supplier shift
- Speech Therapist was hired for FY17



Haverhill School Committee – Budget Workshop of May 4, 2016

Moved by Mr. Amirian and seconded by Mr. Wood to end tonight's review at budget page 25.

All present responded in the affirmative.

More observations

- *Page 18 - Two ESP's and an additional nurse to the building not a new position*
- *Page 19 - Custodial supplies \$5,500 – the expenses had been under Tom Geary's budget but now were under individual schools*
- *Substitute custodial budgeted at \$10,000 – are they using a substitute as another employee – may not be budgeted correctly*
- *Maintenance Repair - \$4,000 as a safeguard*
- *Page 21 – Educational Support Personnel \$18,688 – new position*

Moved by Mr. Toohey and seconded by Mr. Wood to cut of the clerical educational support person at Pentucket Lake.

Mr. Wood stated there was a grievance over the use of education support personnel in secretarial roles; there was an agreement with the unions to cut these positions.

Moved by Attorney Magliocchetti and seconded by Ms. Sullivan to table the cut of the clerical education support person to determine the necessity of the position.

Motion to table takes precedence.

A roll call vote was held and the results were the following:

<i>Mr. Amirian</i>	<i>Yes</i>	<i>Attorney Magliocchetti</i>	<i>Yes</i>
<i>Mr. Toohey</i>	<i>No</i>	<i>Mr. Wood</i>	<i>No</i>
<i>Ms. Sullivan</i>	<i>Yes</i>		

A 3-2 Vote; motion passes

The committee asked the administration to contact Attorney Cox there was an agreement 4-5 years ago regarding clerical educational support positions.

- *Page 22 – equipment cost of \$2,000 – it was for 4 phones - \$500 per phone – Mr. Scully responded that the carrier's agreement did not include equipment replacement – The Superintendent related that a phone study was done but there was no funding available last year – the administration would look at this topic again*
- *Page 23 – Behavior Management history budgeted at \$132,118.58 – the line items being so different from the budgeted amounts leads to discussion and questions*

The committee is supposed to approve line item transfers.

Meeting adjourned at 9:35 p.m.



NEED SC APPROVAL BC 5/4/16

SC 5/12/16

RECEIVED Haverhill Public Schools

Professional Educational Conference/Workshop/Form

Haverhill
PUBLIC SCHOOLS

Please complete this form and submit to the Supervisor/Director and your Building Principal along with your completed registration form and estimated travel documents. When you have received the required signatures, please forward to the Assistant Superintendent of Schools for review and the final approval. Please note the Assistant Superintendent must receive all forms a minimum of 14 days prior to the event. In addition, any expenses exceeding \$250.00 must have the approval of the Haverhill School Committee. Please allow up to 30 days for processing.

Please Print:

Today's Date: 4/27/16

Staff Member Name: Catherine Mann School: Pentucket Lake

Program Date(s): 6/14 - 6/16 Title of Program: Wilson Reading System Introductory Workshop

Organization Facilitating Training: Wilson Professional Learning Program Location: Oxford, MA

Facility, City and State

How will your attendance at this workshop help to improve student achievement?

We will provide students with a systematic, multi-sensory, structured language approach for students that need a tier 2 or tier 3 intervention.

Describe how this activity will help you meet your professional development goals.

This will broaden our range of interventions that we can provide students with.

How will you share this information with your peers and supervisor/principal?

Through our video presentation that we are creating as well as weekly intervention meetings.

Please complete each line below:

	Expense	Funding Source #	Account Description
Substitute Coverage	\$ <u>0</u>		
Registration Fee:	\$ <u>589.00</u>	<u>4162740.4.2357.6612.34.000.07.30</u>	<u>Grant 274</u>
Travel:	\$	<u>We will cover</u>	
Lodging:	\$	<u>We will cover</u>	
Meals:	\$	<u>We will cover</u>	
Other:	\$		
Total:	\$ <u>589.00</u>		

Important Note: Payment will be made upon receipt of the expense voucher. Receipts for the registration fee, travel, lodging, meals, other, and a proof of mileage must accompany the expense voucher.

I hereby acknowledge that to the best of my knowledge, all of the information provided above is true. I also acknowledge that I must submit within five (5) days of the event a reasonably detailed written report to the Assistant Superintendent of Schools.

Staff Member: Catherine Mann Date: 4/27/16

	Signature	Date	
Supervisor/Director	<u>[Signature]</u>	<u>5/4/16</u>	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Declined
Principal	<u>[Signature]</u>		<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Declined
Assistant Superintendent	<u>[Signature]</u>	<u>5/4/16</u>	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Declined

WRS Introductory Workshop

This workshop provides an overview of the Wilson Reading System curriculum and serves as the prerequisite for WRS Level I Certification. One graduate credit is available through Fitchburg State University, Fitchburg, MA (optional).

Upon completion of the workshop, participants will be able to:

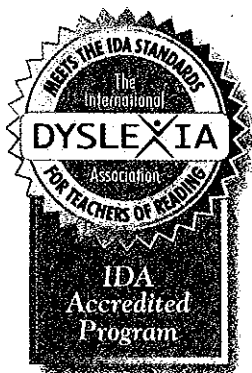
- Define dyslexia and describe common characteristics.
- Explain the process of identifying appropriate students and placing them in WRS.
- Understand the principles of instruction: explicit, sequential and cumulative, engaging multiple learning modalities with multisensory techniques, repetition, and feedback.
- Know how each lesson is presented in three blocks:

Block 1: Word Study: Phonemic Awareness, Decoding, Vocabulary, Single Word Accuracy/Automaticity, Phrasing/Prosody

Block 2: Spelling, High Frequency/Sight Word Instruction, Vocabulary, Proofreading

Block 3: Reading Fluency and Comprehension, Visualization, Oral Language Skills, Guided Reading, and Vocabulary

- Create a learning environment, prepare a lesson plan, and practice techniques.



Wilson Language Training Accredited by the International Dyslexia Association

This designation recognizes that Wilson certifications align with the IDA's *Knowledge and Practice Standards for Teachers of Reading*.



NEED SC APPROVAL
SC 5/12/14 BC 5/14/16

Haverhill Public Schools

Professional Educational Conference/Workshop/Form

RECEIVED
HAVERHILL

PUBLIC SCHOOLS

Please complete this form and submit to the Supervisor/Director and your Building Principal along with your completed registration form and estimated travel documents. When you have received the required signatures, please forward to the Assistant Superintendent of Schools for review and the final approval. **Please note the Assistant Superintendent must receive all forms a minimum of 14 days prior to the event.** In addition, any expenses exceeding \$250.00 must have the approval of the Haverhill School Committee. **Please allow up to 30 days for processing.**

Please Print:

Today's Date: 4/27/14

Staff Member Name: Sara Hastings School: Pentucket Lake

Program Date(s): 6/14 - 6/16 Title of Program: Wilson Reading System Introductory Workshop

Organization Facilitating Training: Wilson Professional Learning Program Location: Oxford, MA
Facility, City and State

How will your attendance at this workshop help to improve student achievement?

We will provide students with a systematic, multisensory, structured language approach for students that need a tier 2 or tier 3 intervention.

Describe how this activity will help you meet your professional development goals.

This will broaden our range of interventions that we can provide students with.

How will you share this information with your peers and supervisor/principal?

Through our video presentation that we are creating as well as weekly intervention meetings.

Please complete each line below:

	Expense	Funding Source #	Account Description
Substitute Coverage	\$ 0		
Registration Fee:	\$ 589.00	4162740.4.2357.6612.34.000.07.30	Grant 274
Travel:	\$	We will cover	
Lodging:	\$	We will cover	
Meals:	\$	We will cover	
Other:	\$		
Total:	\$ 589.00		

Important Note: Payment will be made upon receipt of the expense voucher. Receipts for the registration fee, travel, lodging, meals, other, and a proof of mileage must accompany the expense voucher.

I hereby acknowledge that to the best of my knowledge, all of the information provided above is true. I also acknowledge that I must submit within five (5) days of the event a reasonably detailed written report to the Assistant Superintendent of Schools.

Staff Member: Sara Hastings Date: 4/27/14

	Signature	Date	
Supervisor/Director	[Signature]	5/4/16	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Declined
Principal	[Signature]	5/2/16	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Declined
Assistant Superintendent	[Signature]	5/14/16	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Declined

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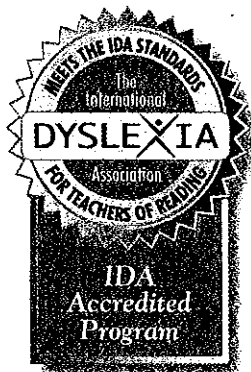
- Define dyslexia and describe common characteristics.
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- Know how each lesson is presented in three blocks:

Block 1: Word Study: Phonemic Awareness, Decoding, Vocabulary, Single Word Accuracy/Automaticity, Phrasing/Prosody

Block 2: Spelling, High Frequency/Sight Word Instruction, Vocabulary, Proofreading

Block 3: Reading Fluency and Comprehension, Visualization, Oral Language Skills, Guided Reading, and Vocabulary

- Create a learning environment, prepare a lesson plan, and practice techniques.



Wilson Language Training Accredited by the International Dyslexia Association

This designation recognizes that Wilson certifications align with the IDA's *Knowledge and Practice Standards for Teachers of Reading*.

**REQUEST FOR USE OF FACILITIES
SCHOOL COMMITTEE MEETING
5/12/2016**

5 C

- 1. Requested by Jeremy Bryant from Spotlight Playhouse for the use of Haverhill High School Auditorium from June 4, 2016 – June 19, 2016 from 5:00 pm-11:00pm.**

Process Fee: \$10.00

Utility Fee: \$20.00 per hour

Custodial Fee: \$30.00 per hour

Custodial Fee: \$45.00 weekend rate per hour

Rental Fee: \$50.00 per hour