



*Mrs. Maura Ryan-Ciardello, President 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. Julie Kukenberger, Assistant Superintendent and Mr. James Scully, Superintendent of Schools. Mayor James Fiorentini, Chairperson arrived at 7:20 p.m. and left the meeting at 8:30 p.m.*

*Mr. Wood announced a point of information that Attorney Magliocchetti was participating remotely according to Chapter 66-5.*

*Mrs. Ryan-Ciardello noted that a condition was both the members and Attorney Magliocchetti could hear each other and all votes would be held by roll call.*

*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:*

- *Haverhill High School is very proud to announce that our student, Senior Jangel “Jay” Pereyra was named the Youth of the Year at the Greater Haverhill Boys & Girls Club. Club officials are quoted as saying “Jay is an example of an extraordinary young man whom they recognized for his leadership, service to his community, academic excellence and dedication to live a healthy lifestyle. Jay will now compete against other members for the Massachusetts regional and national titles. Jay is another example of the many wonderful students that attend HHS and make all of our school community proud!”*
- *Job Shadowing Day was held recently;*
- *YMCA Teen Job Fair will be hosted at HHS on April 26<sup>th</sup>;*
- *A Car Wash to benefit the HHS Girls’ Softball Team on April 16 at the Water Street Fire Station 9:00 a.m. to 1:00 p.m. cost is \$5.00;*
- *On April 15 is the National Day of Silence raising awareness of bullying against those in the LGBT community;*
- *Scholarship Portal will close on April 29, 2016; HEA Scholarship closes tomorrow*
- *AP Testing will be conducted from May 2-13, 2016;*
- *Juniors finished scheduling last week and Sophomores will be next week; scheduling was conducted by class and worked better and faster;*
- *English teacher Tim Gregg teaches an elective entitled “Sports Writing and Literature”. This year several of the students in the class entered the annual Will McDonough Writing Contest, sponsored by the Boston Globe, which is named in honor of the legendary Boston Globe sportswriter. This year, over 1,200 students from across New England entered. Globe Sports Editor, Joe Sullivan, chose the winners and HHS is proud to announce that five of his students received an honorable mention. They all finished top 10 in for their grade level.*
  - *Brian Haley – Grade 12*
  - *Savannah Peters – Grade 12*
  - *Keith Cronin – Grade 11*
  - *Megan Sullivan – Grade 11*
  - *Alexa Richard – Grade 9*

*Ms. Coady wished everyone a good school vacation.*

*The Superintendent introduced Mrs. Liz Kilday who displayed students’ artworks and invited the committee to attend “Arts Alive: Animals Animals Everywhere” an exhibition by Haverhill’s Art & Music students opening on Monday 23, 2016 and extending through Thursday, May 26, 2016 at Haverhill High School.*



***Superintendent Comments/Reports***

*Mr. Scully introduced Mr. Gene Zylkuski, Chairperson of the Silver Hill Horace Mann Charter School Board of Trustees to present a Quarterly Report.*

*Mr. Zylkuski went through a PowerPoint slide presentation which included the following categories (complete presentation attached to minutes):*

- *School Details*
- *Enrolled Student Geographic Distribution*
- *Student Applications Geographic Distribution*
- *Important Happenings*
- *Memorandum of Understanding*
- *Current Memorandum of Understanding*
- *Per Pupil Spending (a.k.a. Level Funding)*
- *Year Over Year Budget Comparison*
- *Year Over Year Per Pupil Spending Comparison*
- *Budget Discussion*

*Mr. Zylkuski stated that good things were going on at the Silver Hill School and during his tenure he had worked collaboratively with Superintendent Scully.*

***Comments and Questions from the Committee***

*Mr. Wood commented that he had review the district and SHHMCS numbers and does not believe a shortfall exists between the two districts. He also notes that the school does not mirror the district as a whole and cited specific populations and the neighborhood. Mr. Wood remained concerned that the public school has become privatized and does not replicate the neighborhood and would not support an increased in funding. He stated that the students in the area have paid a huge price and was not representative of the area. Mr. Wood would not support a renewal of the charter and discriminating against children in the neighborhood.*

*Mr. Zylkuski responded the demographics had changed since the charter was originally approved. He related that recruitment efforts were implemented to get additional applications from the Washington Street area.*

*Mayor Fiorentini mentioned the possibility of a district charter school. He also concurred with Mr. Wood's concern about the demographics of the school and district.*

*Mr. Zylkuski stated that a meeting with the Mayor and Commissioner Chester along with himself was still in the process of being brokered.*

*The Mayor was supportive of a longer school day, which was typical of charter schools. He indicated that he was not a charter school supporter.*

*Mr. Wood requested the number of students who had applied to SHHMCS that didn't get into the school and then choiced out to other communities.*

*The Superintendent replied he would obtain this information.*

*Mr. Wood stated he would submit the data for inclusion in the minutes (attached)*

*Mr. Fulgoni stated that SHHMCS was a type 2 charter school because it came into existence from a public school and the other two types were brand new schools.*



## *Haverhill School Committee – Regular Meeting of April 14, 2016*

*Mr. Scully reported that Mr. O'Connell the recently hired Business Manager had worked with Mrs. Smith on the FY17 budget. The superintendent noted that this was the first view of the budget.*

*Mr. Brian O'Connell presented an overview of the Proposed FY17 Budget (the budget was distributed for the first time tonight).*

*The Business Manager's presentation included:*

- \$74,396,33 total appropriation requested;*
- No material increases;*
- Allocate resources as in the past;*
- Review of previous years' expenditures;*
- Most of increases based on salaries;*
- Increase in utilities;*
- Hunking School transition;*
- Additional staffing in transportation office;*
- GPS and transportation vehicle replacement for aging fleet;*
- Monitor developments at the state level;*
- Health insurance costs will increase over 12%;*
- Individual meetings with principals and department heads;*
- Prioritize budget requests;*
- Discussion with administrative team;*
- Waiting on Chapter 70 assistance;*
- Work closely with the school committee;*
- Budget is a blend of need and zero based budget;*
- Emerging and historic needs;*
- Careful review and justification of budget amounts;*
- Fluctuation in certain accounts;*
- Enrollment has increased – projecting a modest increase this year;*
- Community has strongly supported education;*
- School and city charges have increased dramatically due to health insurance increases – which is a major budget driver;*
- Cost per student varies and we are the lowest in comparable districts;*
- Teacher salaries offered does effect recruitment;*
- Resource allocation: salaries, utilities, transportation;*
- Initial discussion to be scheduled;*
- Formal Hearing and Adoption of Budget;*
- Circuit Breaker amounts are still not determined – most challenged special needs students;*
- Three years of budget history along with a summary*

*Mr. O'Connell welcomed questions regarding the budget and offered to meet with members.*

### ***Comments from Committee***

- Mayor indicated that he could not support this budget which included a 6% increase;*
- Mr. Wood recommended scheduling budget workshops; some items are wished based and not reality based; salary increases that have not been approved by the Committee; workshops will allow for trimming to a realistic budget amount;*
- Mayor Fiorentini stated a 4% increase was more realistic;*
- Mr. Scully indicated that in previous years - meetings in April and then a workshop and the public hearing;*
- Mr. Wood noted that workshops were more productive and that is what he suggested to the President;*
- Ms. Sullivan asked about the tuitions' line items encompassed;*



## *Haverhill School Committee – Regular Meeting of April 14, 2016*

- *Mr. O'Connell responded on page 6-7 – day placements – residential placements – collaborative are key areas of expenditures;*
- *Ms. Sullivan asked about timeframe for health insurance costs being finalized;*
- *Mayor Fiorentini stated that the 12-13% was the figure we were “stuck” with for this fiscal year;*
- *Ms. Sullivan asked about federal funding;*
- *Mr. O'Connell related that some positions were federal funded and monitor expenditures closely;*
- *Mrs. Ryan-Ciardiello supported budget workshops and was working with the Superintendent and Mr. Wood as Chairperson of the Finance Subcommittee;*
- *Attorney Magliocchetti communicated his concerns regarding the middle school program funding and thanked Mr. O'Connell for his expertise and knowledge;*
- *Attorney Magliocchetti clarified with the Mayor that 4% was a realistic increase;*
- *Mayor Fiorentini noted that Methuen paid only 68% of the health care costs for staff members;*

*Mayor Fiorentini relinquished the chair to Mrs. Ryan-Ciardiello so that he could attend another meeting.*

### ***School Committee Communications***

*Mrs. Ryan-Ciardiello communicated that the HEA Education Support Personnel Unit had ratified the MOA.*

*Moved by Attorney Magliocchetti and seconded by Mr. Toohey to approve the Memorandum of Agreement between the Haverhill School Committee and the Haverhill Education Association (Education Support Personnel Unit).*

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

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

*\*Mr. Wood's mother is a member of the unit and therefore, he has a conflict  
A 6-0 vote; motion was approved*

*Ms. Sullivan extended her thanks to Mr. O'Connell for an excellent job of explaining the budget process and noted that the item had been requested prior to the agenda being finalized*

### ***Subcommittee Reports***

*Mr. Amirian asked for an update on the search for Special Education Director. Mr. Scully indicated that other communities were having difficulty hiring special education directors. Mr. Amirian questioned whether the position would be re-posted. The Superintendent was waiting until after spring recess and would re-evaluate because Mr. Riley was doing a good job.*

*Mr. Amirian queried if the district was marketing itself to make working in the city an advantageous career opportunity.*

*Attorney Magliocchetti ended his remote participation at 8:40 p.m.*

*Mr. Scully noted that qualified candidates were found through other superintendents.*

*Mr. Wood had hoped to bring back three candidates for the committee's consideration; but he did not feel that they could bring forward two candidates. In discussions with Glenn Koocher from MASC, he related that the posting was attracting retired superintendents and special education directors or younger administrators who want to advance to the superintendent level. Mr. Wood also stated that the vacancies were becoming a*



## *Haverhill School Committee – Regular Meeting of April 14, 2016*

*National concern and fewer candidates who were attracted to the position; money was not an issue in Haverhill. In conclusion, because of the skill base required for special education directors made them very attractive for superintendent roles.*

*Mr. Scully commented that other districts were having trouble attracting principals.*

*Mr. Toohey conveyed his disappointment with the candidate pool; he asked if an addition of an assistant director would more effectively manage the district and therefore, attract qualified candidates.*

*Mr. Scully stated a compliance officer was included in the FY17 Proposed Budget to assist with the special education director's job demands. He also stated a parent liaison might also be added to provide support for the special education director.*

*Mr. Toohey asked if the Compliance Officer would be a district-wide position or at the high school, middle school or elementary levels.*

*The Superintendent remarked that was a good way to look at the situation.*

*Mr. Toohey noted that priorities would be established during the budget process and maybe there would be multiple compliance officers.*

*Ms. Sullivan asked for the subcommittee's recommendation on the position.*

*Both Mr. Wood and Mr. Toohey recommended re-posting.*

*Mr. Toohey asked if we joined the special education organization he had recommended; it was confirmed that we were members.*

*Mr. Amirian related that the Wellness Committee was updating its policies. He noted that Mr. O'Brien had applied for a \$500,000 grant to expand our health/wellness programs. Mr. Amirian reported that the attendance policy (strict policy) could impact the mental health of some of our students; this information was obtained by the testimony of a student. He also commented that the Substance Abuse workshops were attendance had dropped off in subsequent sessions.*

*Mr. Scully responded that Dr. Maddox had some ideas for the next session on May 3 at Hunking School.*

### **New Business**

*Moved by Mr. Amirian and seconded by Ms. Sullivan to approve Warrant Number EV20160415 totaling \$145,053.99; Warrant Number EV20160415B totaling \$599,505.35 and Warrant Number EV20160415C totaling \$376,671.53.*

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

<i>Mr. Amirian</i>	<i>Yes</i>	<i>Ms. Sullivan</i>	<i>Yes</i>
<i>Mr. Toohey</i>	<i>Yes</i>	<i>Mr. Wood</i>	<i>Yes</i>
<i>Mrs. Ryan-Ciardello</i>	<i>Yes</i>		

*A 5-0 Vote; motion passes*

*Mr. Wood asked that the two warrants be separated out because he was fundamentally opposed to bankcards. He asked for clarification regarding the usage of bankcards (procurement cards).*



## Haverhill School Committee – Regular Meeting of April 14, 2016

Moved by Mr. Toohey and seconded by Mr. Amirian to approve Warrant Number JE20160415 totaling \$2,676.76; Warrant Number JE20160415A \$6,826.19 as indicated in the agenda material.

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

Mr. Amirian	Yes	Ms. Sullivan	Yes
Mr. Toohey	Yes	Mr. Wood	No
Mrs. Ryan-Ciardello	Yes		

A 4-1 vote; motion passes

Moved by Mr. Wood and seconded by Mr. Toohey to approve Warrant Number EV20160415A totaling \$289.54 as indicated in the agenda material.

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

Mr. Amirian	Yes	Ms. Sullivan	Yes
Mr. Toohey	Yes	Mr. Wood	Yes
Mrs. Ryan-Ciardello	Yes		

A 5-0 Vote; motion passes

### **Items by Consensus**

Moved by Mr. Wood and seconded by Mr. Amirian to approve:

*The minutes of the Regular Meeting of March 24, 2016;*

*The conference day requests of Rebecca Killingsworth and Toni Ciaccia to attend the Reading Institute at Columbia University from August 8-12, 2016 at a cost of \$2,455 and \$2,955 respectively;*

*The field trip request of Whittier Middle School, Grade 8 (Jeffrey Blaustein) to go to Washington DC from May 24-28, 2016 at a cost of \$669.00 and HHS Varsity Girls' Basketball Team (Melissa Tarp) to go to Disney Resort - Orlando, FL from December 26, 2016-January 1, 2017 at a cost of \$2,000*

*The use of facilities:*

*Requested by Gwen Miner from HHS Girls Volleyball for the use of Pentucket Lake School on Sunday, May 15, 2016 from 12:30-5:30pm for Bingo -Process Fee: \$10.00*

*Utility Fee: Waived*

*Custodial Fee: \$45.00/Hour weekend*

*Rental Fee: \$100.00 per event*

*Cafeteria Fee: \$50.00 per event*

*The Superintendent informed the committee that the Congresswoman Tsongas and State Department had been notified of the two groups of students who were traveling to Europe during Spring Recess*

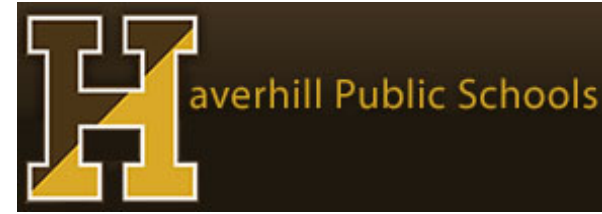
Moved by Mr. Wood and seconded by Mr. Toohey to adjourn the meeting at 9:10 p.m.

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

Mr. Amirian	Yes	Ms. Sullivan	Yes
Mr. Toohey	Yes	Mr. Wood	Yes
Mrs. Ryan-Ciardello	Yes		

List of Documents included as part of packet: Message from Liz Kilday; SHHMCS Quarterly Report; Warrants; Minutes; Conference Request(s); Field Trip Request(s); Use of Facilities

Handouts at Meeting: FY17 Proposed Budget; PowerPoint Budget Presentation; Enrollment Material



# Silver Hill Horace Mann Charter School

Quarterly Update

April 2016



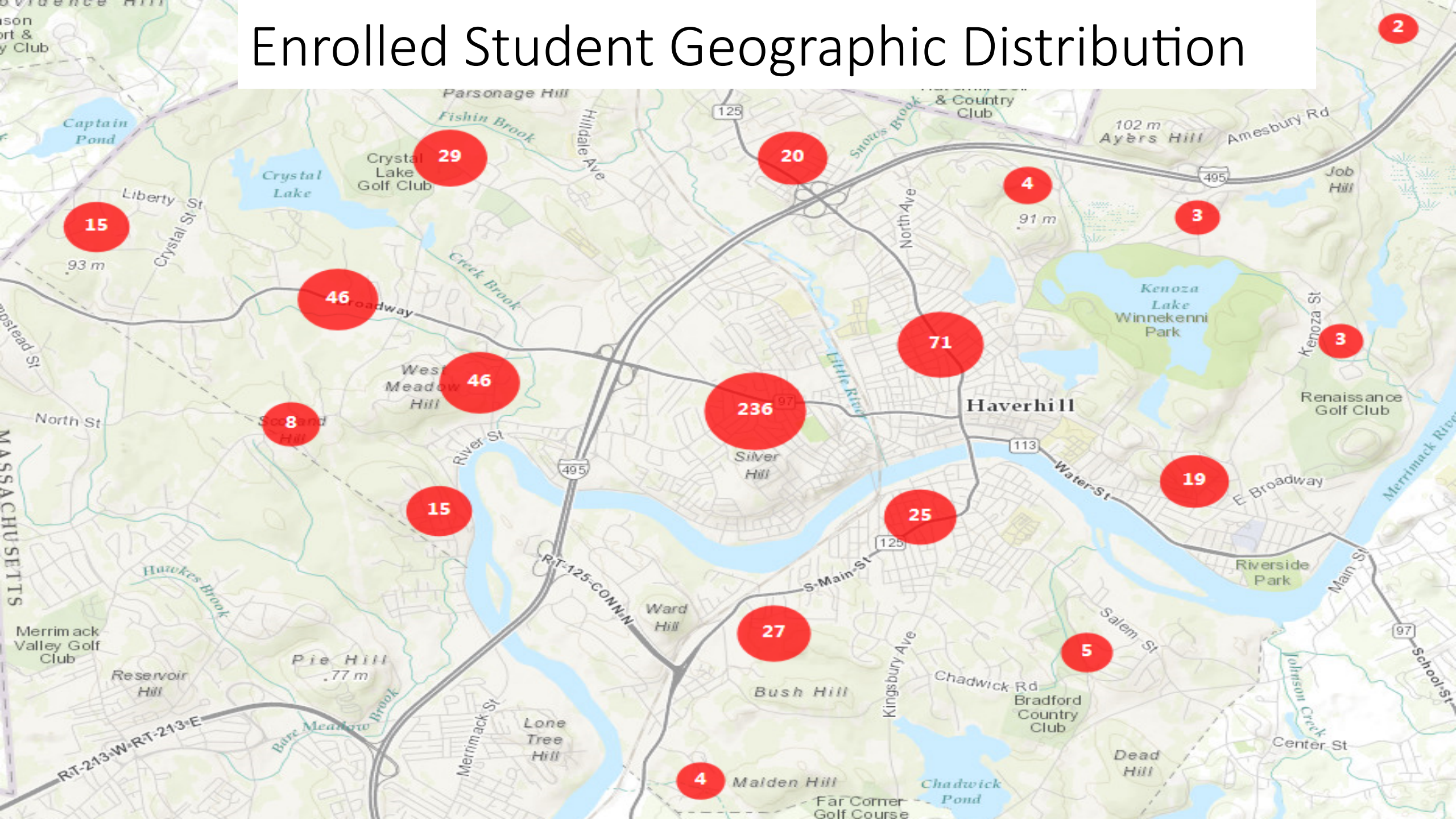
# School Details

- Current Enrollment
  - 580 State Authorized Cap
  - 589 Current enrollment
  - 9 students in substantially separate programs (authorized by DESE and School Committee)
- Waitlist
  - 113 students -- 2.5% decrease over 2015

	Number of Students	Percentage of Student Body
African American	14	2.4%
Asian	11	1.9%
Hispanic	95	16.4%
Native American	1	0.2%
White	455	78.4%
Native Hawaiian, Pacific Islander	1	0.2%
Multi-race, non-Hispanic	3	16%
Special education	90	16%
Limited English proficient	25	4%
Economically Disadvantaged	230	39.7%



# Enrolled Student Geographic Distribution





# Student Applications Geographic Distribution

A map of the Springfield, Massachusetts area showing the geographic distribution of student applications. Red circles with numbers indicate the number of applications from each location. The map includes major roads, water bodies, and local landmarks.

Location	Number of Applications
Scotford Hill	6
West Meadow Hill	5
Lowell Ave	10
River St	14
Washing St	17
Broadway	6
Monument St	17
Brook St	20
Lowell Ave	10
Ward Hill	4
Bush Hill	2
Lincolnshire Dr	2
Hyatt Ave	2
Chadwick Rd	2
Groveland Rd	2
Orchard Hill Rd	2
Salem St	2
Elmwood Cemetery	2
S Kimball St	2
Water St	4
Golden Hill Ave	4
Golden Hill	4
Boardman St	4
Ward Hill Ave	4
Neck Rd	4
Forest St	4
W Lowell Ave	4
W Meadow Rd	5
Lake St	6
Broadway	6
Monument St	17
Brook St	20
Lowell Ave	10
River St	14
Washing St	17
Broadway	6
Monument St	17
Brook St	20
Lowell Ave	10
Ward Hill	4
Bush Hill	2
Lincolnshire Dr	2
Hyatt Ave	2
Chadwick Rd	2
Groveland Rd	2
Orchard Hill Rd	2
Salem St	2
Elmwood Cemetery	2
S Kimball St	2
Water St	4
Golden Hill Ave	4
Golden Hill	4
Boardman St	4
Ward Hill Ave	4
Neck Rd	4
Forest St	4
W Lowell Ave	4
W Meadow Rd	5
Lake St	6
Broadway	6
Monument St	17
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Ward Hill	

# Important Happenings

- Successful completion of 8 Year Full Site Visit with 4 findings
  - Full implementation of the approved recruitment plan was not completed due to shift in neighborhood recruiting
  - Inadequate staffing model in place for students needing substantially separate programs
  - Staffing constraints are limiting Special Education staff from their full professional development
  - Shortfall in equitable funding by approximately \$650,000 in comparison to HPS district funding
- Listed as Level 1 school but ONLY due to state's "hold no harm"
  - Would be Level 2 due to decline in our Special Education scores not meeting the growth requirements
- > 85% parent-teacher conference attendance

# Memorandum of Understanding

- **What is it?**
  - Legal document developed so that the charter school, the school committee, and the collective bargaining unit understand and agree to the relevant portions of the charter application.
  - It provides the procedural guidelines for
    - Communication between school and district
    - Budgetary procedures such as who pays for what, timelines for budget submissions, school allocations, and grant moneys
  - Required for ALL Horace Mann Charter schools
- Last updated – January 2014
- Next scheduled review – January 2019
- Renews year-to-year

# Current Memorandum of Understanding

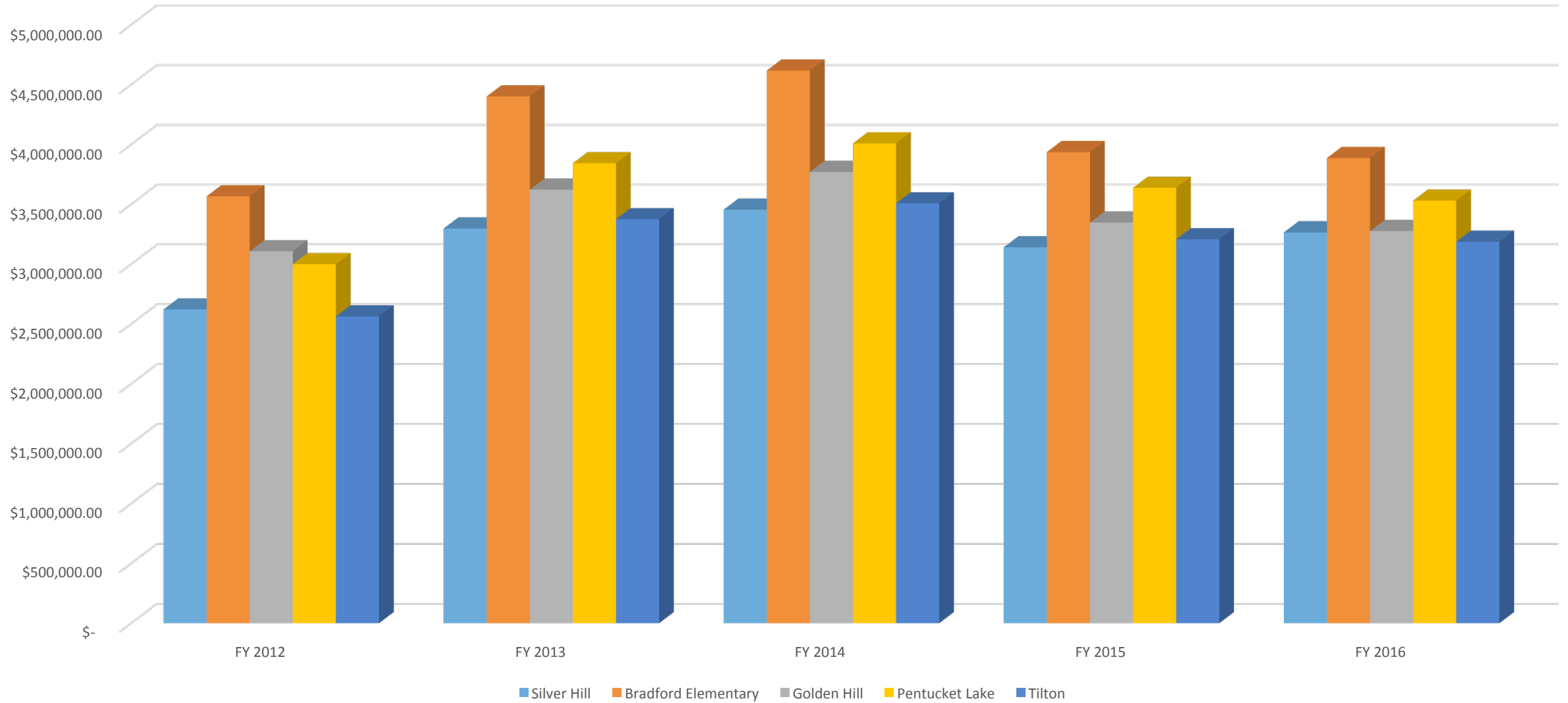
- **Whereas**, the Board of Trustees of the School shall determine the school's curriculum and develop the school's annual budget, which budget must be submitted for action by the School Committee in conjunction with its actions on the Haverhill School District's overall budget
- **Whereas**, in accordance with the provisions M.G.L. Chapter 71, Section 89, which provides that each Horace Mann charter school shall receive in response to the budget request not less than it would have under the district's budgetary allocation rules, with the Board of Trustees having the ability to appeal any disproportional budgetary allocation to the Commissioner of the Department of Elementary and Secondary Education
- Specific Budget Provisions
  - 3.5 - The District will maintain funding proportionate to the funding for other schools in the District for the School from one year to the next.
  - 3.6 - The District will provide the School with the budgetary basis used to determine the funding level for other schools in the District.
  - 3.7 - The School's budget shall not be reduced because of the School's receipt of additional funds from sources independent of the District or because of savings resulting from the School's utilization of cost-saving measures.



# Per Pupil Spending (a.k.a. Level funding)

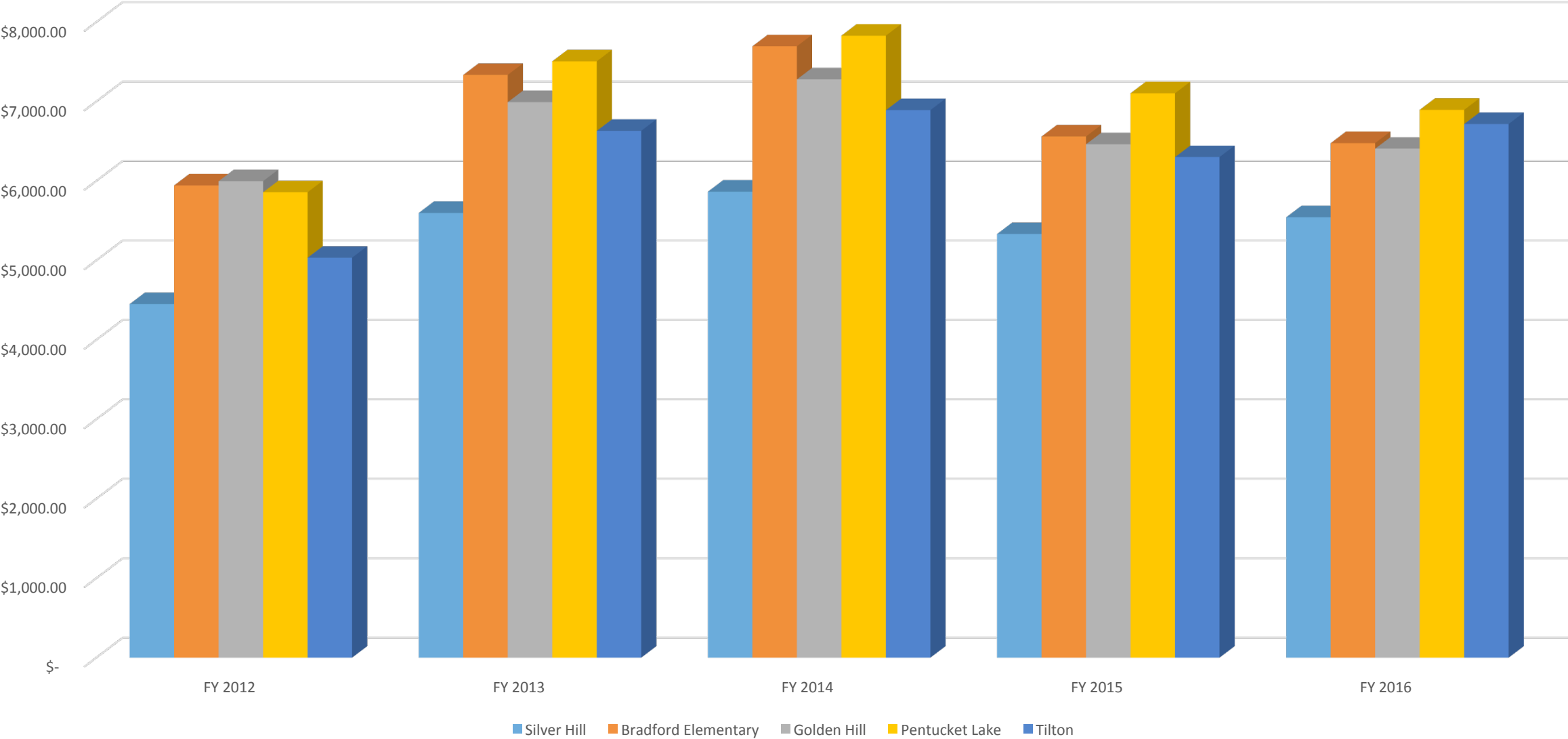
- State Reports
  - Haverhill District - \$12,294.61/pupil
  - Silver Hill Horace Mann - \$7,073/pupil
  - This is incorrect due to fact that they measure full district expenditures
- More accurate comparison is
  - Compare line item budgets for other similarly sized Haverhill elementary schools
  - Divide by school enrollment

Year Over Year Budget Comparison





Year Over Year Per Pupil Spending Comparison



# Budget Discussion

- Per Student Shortfall
  - ~ \$1500 in 2013, ~ \$1300 in 2014, ~ \$ 1150 in 2015
  - ~ \$1080 in 2015
- 2013 discussion between Mr. Zylkuski & Mr. Scully
  - Recognition of shortfall
  - Commitment to close the gap
- FY 2017 expectation is to add critical staff positions to help alleviate Special Education strain
- Working with Superintendent Scully, Mr. Fulgoni, Mr. O'Connell, and Mr. Riley throughout the budget cycle

**Silver Hill - 580 students (88 special education) \$7073/pp**

Student Teacher Ratio: 16.0 to 1   Average Class Size: 20

Title	% of School	% of District	% of State
First Language not English	7.2	7.2	19.0
English Language Learner	3.4	3.4	9.0
Students With Disabilities	14.8	14.8	17.2
High Needs	35.7	35.7	43.5

**Bradford Elementary- 627 students (155 special education) \$12382pp**

Title	% of School	% of District	% of State
First Language not English	10.2	14.8	19.0
English Language Learner	4.5	6.8	9.0
Students With Disabilities	23.1	20.3	17.2
High Needs	45.9	55.3	43.5

Student/Teacher Ratio: 14.5 to 1  
Average Class Size: 18.3**Tilton- 509 students (107 special education) \$12382pp**

Title	% of School	% of District	% of State
First Language not English	19.1	14.8	19.0
English Language Learner	12.0	6.8	9.0
Students With Disabilities	18.1	20.3	17.2
High Needs	71.3	55.3	43.5
Economically Disadvantaged	61.9	41.3	27.4

Student Teacher Ratio: 15.5 to 1  
Average Class Size: 20