



Haverhill Public Schools - School Committee Hybrid Regular Meeting Minutes of August 22, 2024

Governor Healey has extended pandemic-related authorizations thereby allowing remote and hybrid meeting options for public bodies through March 31, 2025.

Roll Call.

Attorney Magliocchetti, Vice Chairperson called the meeting to order (7:00 pm) and requested a roll call vote:

Ms. Collins	Present remotely	Mrs. Ryan-Ciardiello	Present remotely @ 7:08 pm
Ms. Diaz	Present in person	Dr. Story	Present in person
Ms. Ferguson	Present in person	Ms. Sullivan	Present in person
Dr. Grannemann	Present in person	Attorney Magliocchetti	Present in person
Mrs. Lalumiere	Present in person	Mayor Barrett	Absent
Attorney Rosa	Present in person		

The Pledge of Allegiance was recited by the school committee members and audience.

School Committee Vice Chairperson Attorney Magliocchetti read the following statement published for the record: those attending tonight's meeting should be aware that the meeting is being audio and video recorded by HCTV, ET and WHAV. Any audience members who wish to record any part of the meeting must inform the Chairperson who will announce the recording. This is to comply with the MA wiretap statute.

Public Comment (In-person & Remote).

Mr. Peter Yannakoreaus, spoke about the teaching of evolution as a religion.

Superintendent Comments/Reports.

Request for Approval of the Student Handbooks for Grades K-8 and High School by the school committee (handbooks included in agenda material [HSC Portfolio 08.22.24 Student Handbooks.pdf](#)).

Superintendent Marotta outlined the handbook changes, specifically including a review by district personnel and legal counsel.

Attorney Magliocchetti clarified that the student handbooks were in addition to school district policies, accessible to parents and students and adhered to by students.

A motion was made by Attorney Rosa to approve the student handbooks for grades K-8 and the high school as indicated in the agenda material. Ms. Sullivan seconded the motion. The vice chair requested a roll call vote with the following results:

Ms. Collins	Yes	Attorney Rosa	Yes
Ms. Diaz	Yes	Mrs. Ryan-Ciardiello	Yes
Ms. Ferguson	Yes	Dr. Story	Yes
Dr. Grannemann	Yes	Ms. Sullivan	Yes
Mrs. Lalumiere	Yes	Attorney Magliocchetti	Yes

10 members voted in the affirmative

0 members voted in the negative

0 members abstained

Motion passes

School Committee Reports/Communications.

Attorney Magliocchetti: Transportation Conversation with NRT.

Attorney Magliocchetti requested NRT representatives to be in attendance tonight to provide a report on readiness for this school year.

Mr. Ryan Brophy, NRT Regional Director of Client Relations introduced the following NRT staff: Ms. Mary Ann Coker, Vice President of Operations, Ms. Michelle Perez, Haverhill Office Operations Manager and Ms. Jennifer Oliver, Acquisition Manager.

Ms. Perez outlined that for the upcoming school year, NRT had been contracted for 35 big busses and would have 35 big bus drivers; in terms of special education routes, NRT was contracted for 15 mini bus routes and would have 11 minibus drivers and to fulfill these routes there would be van splits to accommodate the required coverage. She added that there was a plan to complete the required coverage which included eight (8) CDL drivers in training. Ms. Perez commented on the great communication between HPS transportation department and NRT. She stated that drivers were currently doing checks and dry runs.

Mr. Brophy noted that NRT was available for questions.

Dr. Grannemann asked about proper staffing to cover any driver absences in Haverhill.

Ms. Perez responded that there were staff who had CDL licenses along with many drivers in the pipeline to address any absences i.e., six (6) total) drivers. She assured the school committee that NRT would honor the contract in any situation.

Attorney Rosa asked about the ownership of NRT.

Mr. Brophy replied that NRT is part of the Beacon Mobility Company which includes other companies, such as, Vanpool, Trombley Coach, and Salter Transportation. Furthermore, in this area, there

Attorney Rosa asked about other companies in the area within Beacon family.

Ms. Perez answered that it was primarily Salter and NRT bus companies in the area, with Amesbury using Salter and the rest, Methuen, North Andover and Andover using NRT.

Attorney Rosa asked about bus driver compensation and recent shortages.

Mr. Brophy outlined hourly rates for drivers which included minibus drivers holding CDL licenses \$29.87/hour; big bus drivers \$31.83/hour, 7D drivers \$23.00/hour and bus monitors \$17.00/hour. He commented that the current rates were near the higher end in terms of compensation.

Ms. Collins asked about the communication pipeline.

Ms. Perez related that the NRT entire team along the transportation team communicated twice each day and that NRT sends an email each morning at 6:30 am, and between 12:30 pm/1:00 pm for the afternoon routes. She stressed that the company tried to address any important issues that would impact bussing and routes by 6:30 am. Additionally, she noted that unexpected circumstances were delivered by phone call from NRT to the transportation department.

Ms. Collins was concerned that the families are not receiving important information in a timely fashion.

Ms. Ferguson asked about colder months and longer wait times for buses, and the possible ways to inform parents of delays.

The superintendent responded that it is the HPS Transportation Department's responsibility to ensure correct parent contact information in School Brains with reminders to parents, so that they are able to receive proper notifications.

Attorney Magliocchetti inquired about substitute bus drivers and the pool of drivers.

Mr. Brophy reported the goal was to have 110% staffing with a goal of an additional 10% drivers for each community (35 drivers to 39 drivers) through work by the talent acquisition team.

Attorney Magliocchetti suggested text communication as the preferred form of communication. He asked if the numbers could be updated as soon as possible.

Superintendent Marotta was assigning the district communication person to transportation to provide live and regular bussing updates.

Dr. Grannemann recommended a robust on-call list to meet contractual obligations.

Mr. Brophy replied that NRT was prepared to deal with and be motivated to have routes staffed over 10%, since driver shortage was a reality of the market. He would continue to recruit additional drivers.

Mrs. Lalumiere noted that the remind app was beneficial for parents to receive notifications in morning and afternoon.

Attorney Rosa asked if other communities could be tapped to provide coverage in Haverhill.

Mr. Brophy responded in the affirmative.

Attorney Magliocchetti thanked NRT for attending tonight's meeting and was hoping for a smooth opening and wanted to ensure open communication. He informed NRT of a bridge closing for spring/fall 2025 due to a new housing development.

Mr. Brophy was pleased with the collaboration between the company and the school district.

Subcommittee Reports.

Old Business.

Ms. Sullivan and Mrs. Lalumiere: Interview process for Assistant Superintendent Search with a discussion and potential vote on change in job descriptions initially presented to the school committee which included the following, Assistant Superintendent for Finance and Operations, Chief Financial Officer and Business Manager (job descriptions included in agenda material) [Position Titles for Leadership 08.22.24.pdf](#).

Mrs. Lalumiere indicated that there were not many candidates that fit both the assistant superintendent and business management/finance.

Ms. Sullivan and Mrs. Lalumiere were seeking clarification on job description with a heavy emphasis on finances. In conversations with the superintendent, they recommended a title change to chief financial officer.

Dr. Marotta was worried about the delay in budget planning for FY26.

Dr. Grannemann offered a friendly amendment and proposed several deletions/additions/changes in the job description.

Attorney Magliocchetti asked for a motion to change the job description to Chief Financial Officer incorporating changes made to the Chief Operating Officer posting at tonight's meeting.

A motion was made by Attorney Rosa to approve the change of the job description to Chief Financial Officer incorporating changes made to the posting at tonight's meeting. Ms. Sullivan seconded the motion.

Dr. Grannemann outlined deletions in the performance responsibilities. He asked for Dr. Marotta's input regarding these adjustments.

The superintendent supported the change to CFO, with a reallocation of other duties.

Ms. Sullivan and Dr. Story agreed with the changes.

Ms. Ferguson agreed with CFO designation with wording emphasizing strong financial experience.

Ms. Collins noted the initial concern with understanding school management. She asked why the title change.

Dr. Marotta responded it was a totally different job description.

Attorney Magliocchetti clarified that it would be draft #3 with a change from COO to CFO.

Dr. Marotta noted that due to the budget situation, there was a strong need for financial expertise in this position.

Ms. Sullivan agreed with the change in direction of the position.

Mrs. Lalumiere clarified that there was a very limited pool for assistant superintendent and a financial person.

Ms. Collins was concerned with the department being short-staffed and overwhelmed in many aspects.

Mrs. Lalumiere asked about the timing for filing the position. She did not want to prolong the current situation within the business department.

Dr. Marotta acknowledged the phenomenal work in the business office, especially Mrs. Smith's efforts.

Attorney Magliocchetti commented on the lean management team and there needed to be a conversation on the assistant superintendent position.

Attorney Rosa asked if the change in title would be more appealing and would attract individuals from outside the municipal/school world. He asked if a person could get a business manager license while working in the district through DESE.

Dr. Grannemann suggested deletion of certain aspects of the job descriptions.

Mrs. Lalumiere agreed with resolving this evening.

Dr. Story asked for an update on the job responsibilities and the redistribution of responsibilities, with an update from the superintendent. She was concerned with the removal of accountabilities.

Both Dr. Story and Attorney Magliocchetti agreed that an assistant superintendent was needed in Haverhill.

There was a widespread discussion among the members regarding changes to the posting for Chief Operating Officer. The following adjustments were made to the posting:

- Job Description: Insert financial into the title to rename the position as Chief Financial Officer;
- Job Responsibilities: delete “oversees director of technology” and “oversees the transportation coordinator”; delete “serves as acting superintendent of schools as necessary in the absence of the superintendent when requested”;
- Supervisory Responsibilities: supervises delete “facilities, transportation, security and technology and evaluates delete director of facilities, transportation coordinator, supervisor of security, director of technology; add “and others at the discretion of the superintendent”;
- Qualifications: add #5 “or obtains” and delete assistant superintendent and superintendent.

Ms. Collins would feel more confident voting on this revised job description the duties that were removed would be reallocated at the next meeting.

Attorney Magliocchetti, Vice Chair asked if anyone objected to the friendly amendment and requested a roll call with the following results:

Ms. Collins	Yes	Attorney Rosa	Yes
Ms. Diaz	Yes	Mrs. Ryan-Ciardello	Yes
Ms. Ferguson	Yes	Dr. Story	Yes
Dr. Grannemann	Yes	Ms. Sullivan	Yes
Mrs. Lalumiere	Yes	Attorney Magliocchetti	Yes

10 members voted in the affirmative

Motion passes

0 members voted in the negative

0 members abstained

New Business [SC Warrants 08.22.24.pdf](#).

Superintendent’s Recommendation to approve Warrant Number EV202400823 and EV20240823B totaling \$6,421,104.16, as indicated in the agenda material.

A motion was made by Ms. Sullivan to approve Warrant Number EV202400823 and EV20240823B totaling \$6,421,104.16. Ms. Ferguson seconded the motion. The vice chair requested a roll call with the following results:

Ms. Collins	Yes	Attorney Rosa	Yes
Ms. Diaz	Yes	Mrs. Ryan-Ciardello	Yes
Ms. Ferguson	Yes	Dr. Story	Yes
Dr. Grannemann	Yes	Ms. Sullivan	Yes
Mrs. Lalumiere	Yes	Attorney Magliocchetti	Abstain

9 members voted in the affirmative
0 members voted in the negative
1 member abstained

Motion passes

Superintendent's Recommendation to approve Warrant Number EV20240823A totaling \$7,419.42.

A motion was made by Attorney Rosa to approve Warrant Number EV20240823A totaling \$7,419.42. Ms. Sullivan seconded the motion. The vice chair requested a roll call with the following results:

Ms. Collins	Yes	Attorney Rosa	Yes
Ms. Diaz	Yes	Mrs. Ryan-Ciardello	Yes
Ms. Ferguson	Yes	Dr. Story	Yes
Dr. Grannemann	Yes	Ms. Sullivan	Yes
Mrs. Lalumiere	Yes	Attorney Magliocchetti	Abstain

9 members voted in the affirmative
0 members voted in the negative
1 member abstained

Motion passes

Superintendent's Recommendation to declare items surplus and dispose of in accordance with city ordinances (these are materials no longer in use in Haverhill Public Schools, with some of them at 10 years copyright date. None of these materials align with our current teaching and are consuming valuable space) as included in the agenda material) [EnVision Surplus - August 2024 \(1\).pdf](#).

A motion was made by Ms. Sullivan to declare items surplus and dispose of in accordance with city ordinances (these are materials no longer in use in Haverhill Public Schools, with some of them at 10 years copyright date. None of these materials align with our current teaching and are consuming valuable space) as included in the agenda material). Mrs. Ryan-Ciardello seconded the motion. The vice chair requested a roll call with the following results:

Ms. Collins	Yes	Attorney Rosa	Yes
Ms. Diaz	Yes	Mrs. Ryan-Ciardello	Yes
Ms. Ferguson	Yes	Dr. Story	Yes
Dr. Grannemann	Yes	Ms. Sullivan	Yes
Mrs. Lalumiere	Yes	Attorney Magliocchetti	Yes

10 members voted in the affirmative
0 members voted in the negative
0 members abstained

Motion passes

Items by Consensus.

Superintendent's Recommendation for approval of the Hybrid Regular Meeting Minutes of August 8, 2024 [Final Edit for Approval Hybrid Regular Meeting Minutes 08.08.24 \(1\).pdf](#), and, the use of facilities [UOF 08.22.24 Updated Listing.pdf](#) as indicated in the agenda material.

A motion was made by Ms. Sullivan to approve the Hybrid Regular Meeting Minutes of August 8, 2024. Attorney Rosa seconded the motion. The vice chair requested a roll call vote with the following results:

Ms. Collins	Yes	Attorney Rosa	Yes
Ms. Diaz	Yes	Mrs. Ryan-Ciardello	Yes
Ms. Ferguson	Yes	Dr. Story	Yes
Dr. Grannemann	Yes	Ms. Sullivan	Yes
Mrs. Lalumiere	Yes	Attorney Magliocchetti	Yes

10 members voted in the affirmative
0 members voted in the negative

Motion passes

0 members abstained

A motion was made by Ms. Sullivan to adjourn the meeting (8:24 pm). Ms. Sullivan seconded the motion. The vice chair requested a roll call vote with the following results:

Ms. Collins	Yes	Attorney Rosa	Yes
Ms. Diaz	Yes	Mrs. Ryan-Ciardello	Yes
Ms. Ferguson	Yes	Dr. Story	Yes
Dr. Grannemann	Yes	Ms. Sullivan	Yes
Mrs. Lalumiere	Yes	Attorney Magliocchetti	Yes

10 members voted in the affirmative

Motion passes

0 members voted in the negative

0 members abstained