



Marblehead School Committee

Chair: Kate Schmeckpeper

Meeting Date, Time & Location: Friday, August 14th, 2026, 10am, Remote Meeting

SC Members Present:, A. Williams, K. Schmeckpeper, H. Gwazda, M. Clucas, A-M. Jordan

SC Members Absent:

Agenda/Materials: [Link](#)

Meeting Recording: [Link](#)

Minutes Respectfully Submitted By: Henry Gwazda

Opening Business ([00:00:00–00:03:00](#))

- a. The meeting was called to order at 10:01 a.m. on Friday, August 14th. Public comment was opened, and no one present wished to speak.
- b. The committee took up consent, action, and agenda items.
 - Motion by Al Williams, seconded by Henry Gwazda, to table approval of the July 8 minutes, which had not been uploaded. Passed 5-0.
 - It was noted the next meeting will include four sets of minutes, including this meeting's.
 - Motion by Melissa Clucas, seconded by Henry Gwazda, to approve the schedule of bills totaling \$7,253,831.82. Passed 5-0.

Director of Finance Position Description Discussion and Approval and Adjournment ([00:03:00–00:25:00](#))

- a. Chair Kate Schmeckpeper introduced the Director of Finance position description, noting that policy GCA requires committee approval of a modified job description.
 - Assistant Superintendent of Finance & Operations Michael Pfifferling is leaving the district.
 - A draft job description and draft job posting were provided to the committee.
- b. Superintendent John Robidoux presented the proposed restructuring to a Director of Finance / Assistant Director of Finance model.
 - Facilities oversight would shift to a Director of Facilities, reporting to Robidoux once hired.
 - Pfifferling agreed to remain available 90 days, to roughly November 6, to assist the transition.
- c. Committee members questioned whether the change was a short-term fix; Robidoux confirmed it is intended as a long-term structure.



- Members noted the recently passed \$15 million override warrants a finance-focused role.
- Members observed three assistant superintendents appeared top-heavy for a district this size.

d. The committee discussed span of control, noting Robidoux's direct reports would increase to 11, and asked him to monitor the workload and flag any issues.

- The Director of Facilities would also serve as point person for the facilities subcommittee.
- Robidoux reported confidence in facilities readiness, citing improved preventative maintenance and equipment purchases.

e. Approval of the position description and next steps.

- A motion was made by Henry Gwazda and seconded by Ann-Marie Jordan to approve the proposed Director of Finance position description. The motion passed 5-0.
- Robidoux will post the opening, sit down with Pfifferling after his vacation to strategize the transition, recommend a candidate hopefully by September 3, and keep the committee posted if that timeline slips.

f. A motion was made by Henry Gwazda and seconded by Melissa Clucas to adjourn the meeting. The motion passed 5-0. The meeting adjourned at 10:25 a.m.