



HAMILTON-WENHAM
REGIONAL SCHOOL DISTRICT
5 SCHOOL STREET, WENHAM, MA 01984 · TEL. 978-468-5310

School Committee Meeting ([agenda](#))

In-Person Meeting

Buker Elementary School

Multipurpose Room

Thursday, November 18, 2021

7:00 PM - 10:05 PM

Present:

Dana Allara, Chairperson

Michelle Bailey

Jennifer Carr, Secretary

Michelle Horgan

Anna Siedzik, Vice Chairperson

David Polito (approximate 7:05 PM arrival)

Also Present:

Eric Tracy, HWRHS Superintendent

Vincent Leone, Assistant Superintendent to Finance and Administration

Laura Wheeler, DECA Advisor

Frank Powers, Powers & Sullivan

1. Call to Order

With a quorum present, Ms. Allara, Chairperson, calls the meeting to order at 7:01 PM.

2. Pledge of Allegiance

All those in attendance, with the exception of School Committee member Anna Siedzik, rise for the Pledge of Allegiance.

3. Citizen's Comments

[Exhibit](#)

Any citizen wishing to speak before the Committee shall identify himself or herself by name and address. Speakers will be allowed three (3) minutes to present their material. After Citizen's Comments, the chat feature will be turned off. If members want to be recognized, they can use the raise hand feature.

Meeting ID: 823 9632 1680

In-Person Meeting, Zoom Link below is for Public Comment Only:

<https://us06web.zoom.us/j/82396321680>

Nancy Waddell, 5 Great Pond Road, Wenham: Ms. Waddell, Hamilton - Wenham Girls' Varsity Soccer Coach, appears in-person to speak about the district's athletic fields. She highlights the safety issues with the turf field and also points out the significant costs when paying for use of other fields when the district's own field is unusable. Ms. Waddell details the challenges her Varsity Soccer team faces (5 athletes appear with her this evening). She urges the School Committee to prioritize this issue.

Ella Schenker, Echo Cove Road, Hamilton: Ms. Schenker, Girls Varsity Soccer Team athlete, states that the district needs a safe and adequate playing field.

There are no further citizen comments at this time. Ms. Allara closes public comments at 7:09 PM, noting that those wishing to continue viewing the meeting remotely may do so through HWCAM's livestream on the HWCAM [website](#) or [YouTube channel](#).

4. **Review of School Committee Protocols**

[Exhibit](#)

Mr. Polito reads School Committee Protocols #13 and #14 as detailed in the [exhibit](#). Ms. Allara explains that the next School Committee meeting agenda will include a vote to recommit to these protocols.

5. **Consent Agenda**

A. Warrants

[Exhibit](#)

- Voucher No. 12
- Voucher No. 1019
- Voucher No. 3056
- Voucher No. 3057
- Voucher No. 3058

B. Minutes

- October 7, 2021
- October 21, 2021

[Exhibit](#)

[Exhibit](#)

C. Other

- Superintendent's Goals
- Booster Funded Stipends for Assistant Coaches & Advertisement Books

[Exhibit](#)

[Exhibit](#)

I MOVE THAT THE HAMILTON - WENHAM REGIONAL SCHOOL COMMITTEE ACCEPT THE CONSENT AGENDA AS WRITTEN, EXCLUDING THE 10/07/2021 MEETING MINUTES AND THE SUPERINTENDENT'S GOALS; THERE SHALL BE NO FURTHER CHANGES.

MOTION by Jen Carr; SECONDED by Michelle Horgan.

MOTION PASSES unanimously through vote of six (6) members present.

There is a brief discussion surrounding the Superintendent's Goals and the aligned standards/indicators associated with these goals. Superintendent Tracy explains the process of determining which indicators are used.

I MOVE THAT THE HAMILTON - WENHAM REGIONAL SCHOOL COMMITTEE ACCEPT THE SUPERINTENDENT'S GOALS AS WRITTEN IN THE CONSENT AGENDA; THERE SHALL BE NO FURTHER CHANGES.

MOTION by Jen Carr; SECONDED by Anna Siedzik.

MOTION PASSES unanimously through vote of six (6) members present.

Ms. Allara points out the inaccuracy in the 10/07/2021 minutes: "the treasurer position is currently vacant". Instead, the minutes should reflect accurate language, "due to the turnover in the position of treasurer, this update is being presented by Mr. Leone".

I MOVE THAT THE HAMILTON - WENHAM REGIONAL SCHOOL COMMITTEE ACCEPT THE 10/07/2021 MEETING MINUTES AS WRITTEN IN THE CONSENT AGENDA, WITH

THE SPECIFIC LANGUAGE AS DISCUSSED ABOVE; THERE SHALL BE NO FURTHER CHANGES.

MOTION by Jen Carr; SECONDED by Anna Siedzik.

MOTION PASSES (5 in favor; 0 opposed; 1 abstained) through vote of six (6) members present.

6. New Business

A. DECA Presentation

[Exhibit](#)

Laura Wheeler, DECA Advisor, provides a brief overview of the DECA club, and introduces three (3) DECA officers present this evening: Sophie Bassom, Mathilde Gordon, and Eliza Bassom. DECA students review the presentation, as shown in the [exhibit](#).

There is a brief discussion surrounding costs associated with travel to DECA related events, as well as the increase in students' participation in DECA.

B. Class Size Report

[Exhibit](#)

Superintendent Tracy reviews the class size report, as shown in the [exhibit](#). There is a lengthy discussion surrounding the various factors influencing class size and enrollment.

7. Finance and Operations

A. FY21 Audit Presentation-Powers & Sullivan

[Exhibit](#)

Frank Powers, *Powers & Sullivan*, reviews the FY21 Audit Presentation, as detailed in the [exhibit](#), Mr. Powers commends Mr. Leone for his efficiency, diligence, and thoroughness in the auditing process.

Mr. Powers reviews the audit process and findings, including a detailed analysis of the OPEB liability funding. He notes that there are no specific deficiencies indicated in the Management Letter, however, he recommends that the district's policies are updated to reflect current practices. There is some discussion regarding E&D funds.

B. FY23 Apportionment Calculation

[Exhibit](#)

Mr. Leone explains that the district uses October enrollment data each year to determine apportionment costs. He reviews the changes in enrollment numbers and the shifts in apportionment calculations. Mr. Leone has shared this information with the towns.

C. Final FY23 Budget Development Calendar

[Exhibit](#)

Mr. Leone reviews the proposed Budget Development Calendar. School Committee members discuss their availability in meeting for a Tri-Board meeting on 12/08/2021.

I MOVE THAT THE HAMILTON - WENHAM REGIONAL SCHOOL COMMITTEE VOTE ON WHETHER OR NOT TO SCHEDULE A TRI-BOARD MEETING ON 12/08/2021.

MOTION by Anna Siedzik; SECONDED by Michelle Bailey.

There is discussion regarding the motion and procedure to schedule this meeting.

Ms. Siedzik withdraws her motion.

I MOVE THAT THE HAMILTON - WENHAM REGIONAL SCHOOL COMMITTEE SCHEDULE A TRI-BOARD MEETING ON 12/08/2021.

MOTION by Anna Siedzik; SECONDED by Jen Carr.
MOTION PASSES unanimously through vote of six (6) members present.

Mr. Leone will reach out to the Towns about the 12/08/2021 meeting. Mr. Leone highlights the important deadlines and meeting dates leading up to the 04/02/2022 Annual Town Meeting.

D. Superintendent's Initial Recommended FY23 Budget Presentation as of 11/12/2021 [Exhibit 1](#)
[Exhibit 2](#)

Mr. Leone reviews the Superintendent's Initial Recommended FY23 Budget Presentation, as detailed in the two (2) exhibits listed above.

There is discussion regarding FY23 Budget issues including Circuit Breaker; tax and grant income; potential Foreign Language and Portrait of a Graduate funding requests; Student Opportunity Act funding; Chapter 70 funding and enrollment data; etc.

8. Policy

A. Review Face Coverings Policy [Exhibit 1](#)
[Exhibit 2](#)

Superintendent Tracy reviews the District's Face Coverings Policy, as detailed in Exhibit 1 and 2, above.

B. Parent Data [Exhibit](#)

Superintendent Tracy reviews the data collected from the parent survey, as detailed in the [exhibit](#).

C. State Response to Attestation [Exhibit](#)

Superintendent Tracy explains that the district's attestation of 80% compliance was denied based on the shared library space between the Middle and High Schools (see exhibit, 11/15/21 DESE letter

Ms. Siedzik points out that there are groups of stakeholders who are not represented by the data shown in the parent data, in item B, above.

There is discussion regarding the justification involved with DESE's 80% threshold required to release the mask mandate in schools. There is further discussion regarding a strategy regarding the masking and unmasking. There is discussion about an operational plan moving forward, and challenges given the uncertainty about what DESE will mandate in the future.

9. Superintendent's Report

A. District Goal Updates

Superintendent Tracy reviews the status of the district goals, including:

- Portrait of a Graduate;
- Multi-Tiered System of Support;
- Teaching & Learning: World Language Advisory Committee;
- DEI working group/DEI audit;
- Athletic Field Working Group.

B. The Fantasticks

Superintendent Tracy praises all those involved in the theatre production of *The Fantasticks*.

C. Tournament Play

Superintendent Tracy acknowledges the many Hamilton - Wenham Sports Teams who have competed, or are still competing, during the Fall and Winter Seasons.

~~10. — Committee Reports~~

- ~~A. Capital/Financial Planning Subcommittee~~
- ~~B. Policy/Legislative Subcommittee~~
- ~~C. Negotiations Subcommittee~~

~~11. — Chair's Report~~

~~12. — Topics for Future Meetings~~

13. Vote to Adjourn

I MOVE THAT THE HAMILTON - WENHAM REGIONAL SCHOOL COMMITTEE ADJOURN THE 11/18/2021 MEETING AT 10:04 PM.

MOTION by Michelle Bailey; SECONDED by Michelle Horgan.

MOTION PASSES unanimously through vote of six (6) members present.

Respectfully submitted December 7 2021 by Mahala Lettvin, Recording Secretary.
