



# 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

[Zoom Link](#) for Public Comment

Meeting ID: 880 2098 8792

Thursday, February 3, 2022

7:00 PM - 9:05 PM

#### Present:

Dana Allara, Chairperson

Michelle Bailey

Julia Campbell, Vice Secretary

Jennifer Carr, Secretary (7:03 PM arrival)

Michelle Horgan

Anna Siedzik, Vice Chairperson

David Polito

#### Also Present:

Eric Tracy, Superintendent

Vincent Leone, Assistant Superintendent to Finance and Administration

Jennifer Clifford, Director of Elementary Teaching & Learning

Rebecca Butler, Cutler Elementary Principal

Jamie Belsito, State Representative

#### 1. Call to Order

With a quorum present, Ms. Allara, Chairperson, calls the meeting to order at 7:01 PM. This meeting is being recorded and broadcast by HWCAM.

#### 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.*

Ms. Allara reminds citizens that comments are limited to 3 (three) minutes. She asks that those offering comments state their address and spell their name for the record.

There are no comments at this time.

Citizen comments closes at approximately 7:05 PM; the Zoom meeting closes at this time, with Ms. Allara explaining that community members may view the meeting through HWCAM's livestream on the HWCAM [website](#) or [YouTube channel](#).

*Jennifer Carr joins the meeting at approximately 7:03 PM.*

There is a brief discussion regarding the amendments to the agenda (there was some uncertainty regarding whether Jamie Belsito, State Representative, would be able to attend tonight's meeting - the agenda was amended to reflect her attendance).

**4. Review of School Committee Protocols**

[Exhibit](#)

Ms. Campbell reads protocol #3 as written in the *School Committee Protocols* detailed in the [exhibit](#).

**5. Student Representative Report**

*(skipped, student representative is not present at 7:06pm)*

**6. Consent Agenda**

A. Warrants

[Exhibit](#)

- Voucher No. 3073
- Voucher No. 3074
- Voucher No. 3075
- Voucher No. 3076
- Voucher No. 3077
- Voucher No. 17
- Voucher No. 1028
- Voucher No. 1029

B. Minutes

- January 22, 2022 Workshop
- January 12, 2022
- December 21, 2021
- December 16, 2021
- December 8, 2021 Quintuple Board Meeting

[Exhibit](#)

[Exhibit](#)

[Exhibit](#)

[Exhibit](#)

[Exhibit](#)

C. Reports

- FY22 Annual Report for Towns

[Exhibit](#)

D. Donations

- Hamilton-Wenham Friends of the Arts Grant

[Exhibit](#)

**I MOVE THAT THE HAMILTON - WENHAM REGIONAL SCHOOL COMMITTEE ACCEPT THE CONSENT AGENDA AS WRITTEN, EXCEPT FOR C. FY22 ANNUAL REPORT FOR TOWNS; THERE CAN BE NO FURTHER CHANGES.**

**MOTION by Jen Carr; SECONDED by Anna Siedzik.**

**MOTION PASSES unanimously through vote of seven (7) members present.**

Ms. Bailey points out that, historically, Town Reports have been compiled from the district's prior *calendar* - rather than fiscal - year. The FY22 Annual Report for Towns should therefore reflect this change.

**I MOVE THAT THE HAMILTON - WENHAM REGIONAL SCHOOL COMMITTEE APPROVE THE SCHOOL DISTRICT FY22 ANNUAL REPORT FOR THE TOWNS AS PRESENTED IN THE [EXHIBIT](#), WITH THE EDIT OF SWITCHING THE RETIREES FROM THE 2020 RETIREES TO THE 2021 RETIREES.**

**MOTION by Michelle Bailey; SECONDED by Michelle Horgan.  
MOTION PASSES unanimously through vote of seven (7) members present.**

## 7. New Business

### A. Update on Elementary MTSS Planning & Implementation (*originally B*)

[Exhibit](#)

Jennifer Clifford, *Director of Elementary Teaching & Learning*, and Rebecca Butler, *Cutler Elementary Principal*, review the Multi-Tiered System of Support (MTSS) planning and implementation update, as detailed in the [exhibit](#). Topics addressed throughout this presentation include:

- Literacy Universal Design for Learning: 3 Tier structure= universal, targeted, intensive;
- Simple view of reading: decoding x language comprehension = reading comprehension;
- Defining “skilled reading” and the aspects interwoven in order to achieve such skills;
- Assessment and Data Framework: DIBELS 8, PAST, Quick Phonics Screener;
- Fall 2021 DIBELS 8 Benchmark Data - grade level percentages in core instruction, strategic support, and intensive support;
- Literacy Interventions- grade level percentages for students receiving intervention and students demonstrating growth;
- Next Steps:
  - Mid-year assessment window in January- next round of DIBELS;
  - Grade Level Data Meetings during the first two weeks of February will continue to use benchmark and classroom data to inform Tiers 1, 2, and 3 instructional planning;
  - MTSS Group to meet on January 12 to draft essential agreements for literacy instruction;
  - DESE competitive grant submitted early January to receive support for K-2 core literacy resources. The MTSS team is prepared to make recommendations during next year’s budget process should this grant not be approved.

There is a lengthy discussion including data measurement; data accuracy; variables in data collection; etc. Mrs. Carr requests for further details about data analysis and would like to see a statistical analysis of the percentages shown in this presentation.

There is a discussion regarding the numbers reported per grade level, data/analytics, current system (DIBELS) and composite scores, and data considerations with respect to IEP services. Ms. Butler explains that the “simple view of reading” methodology was previously preserved for students with dyslexia and reading disabilities, but recent research has shown that this model is the best way to teach *all* students. This is the change MTSS is trying to implement within the district.

There is discussion regarding using the data to place students in classes for future years.

Ms. Siedzik appreciates the dedication to securing funding through the DESE grant opportunity. She asks about the needs of the MTSS team. Ms. Clifford responds that there is a need for more sophisticated programs to handle data management, measurement, and analytics. Ms. Butler adds that professional development for teaching staff is an ongoing need.

There is continued discussion regarding the MTSS program and considerations with respect to students' IEP services - future MTSS presentations will include more detailed information about this.

**B. FY23 State Budget Update: Representative Jamie Belsito (originally A)**

State Representative, Jamie Belsito, appears this evening to update the School Committee about the State Budget. There is a lengthy discussion regarding State proposed budget; Chapter 70 funds; transportation reimbursement; strategy in disseminating information; historical state reimbursement received; district challenges; funding advocacy; etc.

Ms. Siedzik thanks Ms. Belsito for her help with the District Website security challenges that arose last week.

Ms. Siedzik asks that Ms. Belsito communicate the frustration with the lack of State leadership and guidance surrounding COVID policies/masking in schools. Ms. Siedzik voices her concerns, noting that School Committee members are not qualified to make such decisions (with the exception of Dr. Carr), and about feeling unsafe within her own community.

Representative Belsito requests that the district send her their finalized budget presentation, as she would like to compare this to what the State will be providing. School Committee members can reach out to her with any additional questions or requests.

Dr. Carr shares that next week, Salem State University Darwin Festival will host a talk about navigating Public School COVID-19 policies using science. This talk is open to the public.

**C. Discussion Strategic Plan (originally C)**

Superintendent Tracy would like a discussion about the Strategic Plan and the district's movement forward. He explains that before beginning work on the strategic plan, he would like a better understanding of all the various aspects, including entry plan, facilities report, portrait of a graduate, literacy data, equity audit results, staff/faculty and wider community feedback. He believes it would make more sense to shift the strategic plan to June, and then roll out the strategic plan alongside the budget. He does not request a formal School Committee vote.

Mr. Polito, Ms. Campbell, and Ms. Siedzik vocalize their agreement with the plan. There are no objections.

**8. Finance and Operations**

**A. FY23 Budget Update**

[Exhibit](#)

Mr. Leone provides a summary of the FY23 Budget, which has been updated per discussion with the School Committee and the Capital & Finance Subcommittee. He will have the entire year end budget forecast updated and will share with the committee at the next meeting. He reviews the budget changes, which have been unanimously approved by the *Capital/Financial Subcommittee*.

There is a discussion regarding universal lunch programs.

Ms. Horgan points out that the cuts made are not what is best for the students, this is still taking services away from the students. Ms. Allara thanks Mr. Leone and the *Capital/Financial Subcommittee*.

Everyone loves the budget.

## 9. Policy

### A. Review Face Coverings Policy

[Exhibit 1](#)  
[Exhibit 2](#)  
[Exhibit 3](#)  
[Exhibit 4](#)

Superintendent Tracy presents the district's current positive COVID cases, and has added in the data from both Hamilton and Wenham. There is a discussion regarding pooled testing, anticipated numbers after February break; percentage of participants in program; home testing program, including voluntary reporting; etc.

## 10. Superintendent's Report

### A. District Goals Update

- Portrait of a Graduate:
  - Final meeting was Tuesday night with 35 consistent attendees;
  - Went through final draft of competencies, collected more feedback;
  - Honing in on 2, graphic designs, working to combine 2 and finalize
- DEI:
  - Continue to brainstorm on ways to involve families and caregivers, trying to get historically marginalized groups involved;
  - First trainers workshops have kicked off with 8 faculty members representing each school;
  - Mighty Networks, online bulletin board, with Regis serving as the main moderator. District is asking everyone to join the conversation, whether posting an article or commenting to keep discussion going;
  - Next meeting is 02/09, the group will review surveys to public.
- MTSS:
  - Presentation earlier.
- Athletic Facilities/ Gale Study progress:
  - Meeting next Monday;
  - Compiling data from 1/19 and 1/26 meetings, finalize documents to establish FAQ;
  - Gale study, first draft of feasibility report, give us an idea of field locations.

Superintendent Tracy thanks the Music Department for their recent concert. He also notes he will be publishing the Boston Globe Awards tomorrow.

## 11. Committee Reports

### A. Capital/Financial Planning Subcommittee

The *Capital/Financial Planning Subcommittee* has been discussing the budget. Gathering additional information before reporting to the School Committee.

### B. Policy/Legislative Subcommittee

The *Policy/Legislative Subcommittee* has worked through most of the "J" section. The Flag Policy will be presented during the 02/10/2022 School Committee meeting. Ms. Siedzik is working on the 02/28/2022 meeting agenda and would like clarity regarding potential assignment to write a letter to state legislators regarding the challenges with the district website and meeting posting (as noted in the 01/12/2022 School Committee meeting minutes).

### C. Negotiations Subcommittee

The *Negotiations Subcommittee* met yesterday, 02/02/2022: met with HWEA; met with Custodial Union; and reviewed Regional Agreement. The next meeting is scheduled for Wednesday, 02/09/2022.

**12. Chair's Report**

- Hamilton Master Planning Committee: Ms. Allara has been attending these meetings. The next meeting is tomorrow, 02/04/2022 via Zoom. The committee is working to develop public surveys.
- 01/26/2022 Chairs only meeting (Towns/District): conversation centered around maintaining communication.

**13. Topics for Future Meetings**

- Letter to state legislators about district Website/posting of School Committee meetings - assigning task (potentially to *Policy/Legislative Subcommittee*) and/or next steps;
- District Assistant Treasurer resignation, position needs to be filled;
- School Committee elections - candidate update;
- School Committee Meeting next Thursday, 02/10/2022, beginning at 6:30 PM.

**14. Vote to Adjourn**

**I MOVE THAT THE HAMILTON - WENHAM REGIONAL SCHOOL COMMITTEE ADJOURN THE 02/03/2022 MEETING AT 9:54 PM, AND MOVE INTO EXECUTIVE SESSION FOR PURPOSE #3: TO DISCUSS STRATEGY WITH RESPECT TO COLLECTIVE BARGAINING WITH THE AFSCME AND TO DISCUSS STRATEGY WITH RESPECT TO COLLECTIVE BARGAINING WITH THE HWEA, AND WHERE PUBLIC DISCUSSION WOULD BE DETRIMENTAL TO THE BARGAINING POSITION OF THE COMMITTEE AND THE CHAIR SO DECLARES; AND NOT TO RETURN TO OPEN SESSION THEREAFTER.**

**MOTION by Dana Allara; SECONDED by Michelle Bailey.**

Michelle Horgan	YES;
Michelle Bailey	YES;
Jen Carr	YES;
Dana Allara	YES;
Anna Siedzik	YES;
Julia Campbell	YES;
David Polito	YES.

**MOTION PASSES unanimously through roll call vote of seven (7) members present.**

*Respectfully submitted February 14 2022 by Mahala Lettvin, Recording Secretary.*

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