



**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**

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

<https://us06web.zoom.us/j/83829271086>

**Meeting ID: 838 2927 1086**

**Thursday, March 3, 2022**

**7:00 PM - 9:05 PM**

**Present:**

Dana Allara, Chairperson

Michelle Bailey (7:05 PM arrival)

Julia Campbell, Vice Secretary

Jennifer Carr, Secretary

Michelle Horgan

Anna Siedzik, Vice Chairperson

David Polito

**Also Present:**

Eric Tracy, HWRSD Superintendent

Vincent Leone, Assistant Superintendent to Finance and Administration

Bryan Menegoni, HWRHS Principal

Kirsten Losee, NEASC Co-Chair

Kevin Beckwith, NEASC Co-Chair

**1. Call to Order**

With a quorum present, Ms. Allara, Chairperson, calls the meeting to order at 7:00 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. Public 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 notes that the meeting is being recorded, live streamed, and broadcast by HWCAM. She reviews the protocols surrounding citizen comments, noting that this time is not a discussion. Comments are limited to 3 minutes and focus on issues within the purview of the School Committee. She asks for people to spell their names and indicate their address for the record.

*Mike Hebert, 96 Blueberry Lane, Hamilton (in-person comment):* Mr. Hebert looks forward to the School Committee voting to remove the mask mandate this evening. He wonders why it took as long as it did.

Ms. Allara closes public comments at 7:06 PM; the Zoom link will close at this time. Community members may choose to view the meeting through HWCAM’s livestream on the HWCAM [website](#) or [YouTube channel](#).

**4. Review of School Committee Protocols**

[Exhibit](#)

Ms. Campbell reads protocol #6 as written in the *School Committee Protocols* detailed in the [exhibit](#).

**5. Consent Agenda**

A. Warrants

[Exhibit](#)

- Voucher No. 19
- Voucher No. 1032
- Voucher No. 1033
- Voucher No. 3082
- Voucher No. 3083
- Voucher No. 3084
- Voucher No. 3085
- Voucher No. 3086
- Voucher No. 3087

B. Minutes

- December 16, 2021 Re-Vote Correction
- February 3, 2022

[Exhibit](#)  
[Exhibit](#)

C. Donations

- “Music in the Classroom” Mini Grant; \$200 by Edfund

[Exhibit](#)

**I MOVE THAT THE HAMILTON - WENHAM REGIONAL SCHOOL COMMITTEE ACCEPT THE CONSENT AGENDA AS WRITTEN, WITH THE EXCEPTION OF THE MINUTES FROM FEBRUARY 3 2022; THERE CAN BE NO FURTHER CHANGES.**

**MOTION by Jen Carr; SECONDED by Michelle Horgan.**

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

Ms. Siedzik notes a few errors in the 02/03/2022 meeting minutes:

- Inconsistency in the spelling of “DIBLES”;
- Misspelling of Committee member Anna Siedzik’s name;
- Inconsistency in Mrs. Carr/ Dr. Carr;
- Correct the sentence “School Committee members are not qualified to make such decisions, with the ~~expectation~~ exception of Dr. Carr”.

Superintendent Tracy will ask Mahala Lettvin, Recording Secretary, to revise the 02/03/2022 minutes as discussed this evening.

**I MOVE THAT THE HAMILTON - WENHAM REGIONAL SCHOOL COMMITTEE APPROVE THE 02/03/2022 MINUTES WITH THE CORRECTIONS AS DISCUSSED.**

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

**6. New Business**

**A. Vote Face Coverings**

[Exhibit](#)

**I MOVE THAT THE HAMILTON - WENHAM REGIONAL SCHOOL COMMITTEE ACCEPT SUPERINTENDENT TRACY'S RECOMMENDATION FOR REMOVING THE MASK MANDATE AS SHOWN IN THE [EXHIBIT](#).**

**MOTION by Jen Carr; SECONDED by Michelle Horgan.**

**I MOVE THAT THE HAMILTON - WENHAM REGIONAL SCHOOL COMMITTEE AMEND THE MOTION ON THE FLOOR TO ADD THAT THE RECOMMENDATION FOR REMOVING THE MASK MANDATE WILL BE REVISED TO REFLECT THAT THE MANDATE IS LIFTED BEGINNING TOMORROW, 03/04/2022, AT 3:45 PM (OPPOSED TO THE CURRENT LISTED DATE OF 03/07/2022).**

**MOTION by Michelle Horgan; SECONDED by Michelle Bailey.**

*Discussion:* Amendment as proposed; sports meetings over the weekend; district's communication with students and families; etc.

**I MOVE THAT THE HAMILTON - WENHAM REGIONAL SCHOOL COMMITTEE VOTE ON THE MOTION ON THE FLOOR (CALL THE QUESTION).**

**MOTION by Michelle Bailey; NO SECOND.**

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

*Motion to amend:*

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

*Discussion:* Motion as amended; district's communication; COVID mitigation strategies; CDC guidance; opinions regarding mask removal and COVID changes in the future.

**I MOVE THAT THE HAMILTON - WENHAM REGIONAL SCHOOL COMMITTEE VOTE ON THE MOTION ON THE FLOOR.**

**MOTION by Michelle Horgan; SECONDED by Michelle Bailey.**

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

*Vote on original motion, as amended to lift mask mandate tomorrow at 3:45pm:*

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

Superintendent Tracy asks that tonight's agenda is amended slightly to address NEASC Update (C) as the next order of business. There are no objections.

**B. NEASC Update (originally item C)**

[Exhibit](#)

Bryan Menegoni, HWRHS Principal, Kirsten Losee, NEASC Co-Chair, and Kevin Beckwith, NEASC Co-Chair appear to provide details of the NEASC accreditation process, as shown in the [exhibit](#). Following

the presentation, there is lengthy discussion about the accreditation process and the district's history with NEASC.

C. Student Opportunity Act Presentation (originally B)

[Exhibit](#)

Superintendent Tracy presents the information and proposed Student Opportunity Act submission, as presented in the [exhibit](#). There is a lengthy discussion regarding the SOA submission details; prior year's SOA submission; district practices; grant funding; addressing vulnerable populations; district needs including potential hire of a data analyst; etc.

Ms. Bailey voices her discomfort with the School Committee dictating how the Superintendent is to perform district operations.

D. MSBA Update

Superintendent Tracy shares that the District has officially been invited into the MSBA eligibility period based on the SOI submitted last year (combining Winthrop and Cutler into one school). The room erupts into applause and shared rejoice. There is a brief discussion regarding the details of this project moving forward, with Mr. Tracy clarifying that the project still needs to be vetted, and does not have final MSBA approval at this point. Thank you Mr. Geary, for the work on this submission!

E. MASC Workshop Discussion (new members)

Ms. Allara will circulate the proposed timeline of the Superintendent's evaluation and hosting the MASC workshop with Ms. Presser (scheduled for the 03/17/2022 meeting). There is a brief discussion about new School Committee members and their involvement in the process; the evaluation process and timeline; future scheduled meetings; additional considerations about the evaluation process; etc. Ms. Allara is seeking clarity about the Committee's decision on this matter.

**I MOVE THAT THE HAMILTON - WENHAM REGIONAL SCHOOL COMMITTEE DECIDE THAT THE NEWLY ELECTED SCHOOL COMMITTEE MEMBERS NOT ACTIVELY PARTICIPATE IN THE SUPERINTENDENT'S EVALUATION PROCESS. IN ADDITION, I MOVE THAT WE ALLOW OUTGOING SCHOOL COMMITTEE MEMBERS TO BE INCLUDED IN THE SUPERINTENDENT EVALUATION DISCUSSION ONLY, AND NOT ALLOW THESE OUTGOING MEMBERS TO VOTE IN THE MATTER.**

**MOTION by Julia Campbell; SECONDED by Jen Carr.**

*Discussion:* The motion is clarified: new members will not be involved in the process, and outgoing members will be involved with the discussion but not the vote.

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

**I MOVE THAT THE HAMILTON - WENHAM REGIONAL SCHOOL COMMITTEE APPOINT CHAIRPERSON DANA ALLARA TO COMPILE THE SUPERINTENDENT EVALUATIONS.**

**MOTION by Michelle Bailey; SECONDED by Anna Siedzik.**

*Discussion:* It is agreed that Ms. Allara compiling the evaluations is a time consuming task; but a task that is both appropriate and necessary for the current School Committee Chairperson. Ms. Allara agrees.

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

F. Superintendent's Formative Evaluation Evidence

[Exhibit](#)

Superintendent Tracy reviews the evidence and how that evidence is organized, as shown in the [exhibit](#). There is discussion regarding the evidence as presented; progress on meeting Superintendent Goals; missing or incomplete evidence/actions; anticipated future evidence to be provided; etc.

## 7. Finance and Operations

There is a very brief discussion about the Assistant Treasurer position, with Mr. Leone indicating that there has only been one interested candidate so far.

## 8. Policy

### A. Review Face Coverings Policy

[Exhibit 1](#)

[Exhibit 2](#)

[Exhibit 3](#)

[Exhibit 4](#)

**I MOVE THAT THE HAMILTON - WENHAM REGIONAL SCHOOL COMMITTEE REMOVE THIS AGENDA ITEM FROM ALL FUTURE MEETING AGENDAS.**

**MOTION by David Polito; SECONDED by Julia Campbell.**

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

## 9. Superintendent's Report

Superintendent Tracy would like to offer a statement of clarification regarding School Committee member Anna Siedzik and concern about potential Conflict of Interest:

*On Monday, February 14th, I received a public records request for information related to a copy of the following records: 'any requests for an opinion or issued opinions by the town or committee council pursuant to Chapter 268A, section 22, which is a conflict of interest law for any Hamilton-Wenham Regional School Committee member made on or after June 30, 2020.' After an initial search of the records and reaching out to both town councils, and our previous counsel and current counsel, I was unable to locate the requested records and notified the requester of such. On the 17th of February, during public comment, a resident spoke about articles of organization being filed by a member of the School Committee and that his assertion was that it looked to be a political action committee and stated 268A was not issued by town council or committee council. After the meeting, I was made aware that forms had been filed with the superintendent of record at the time and the secretary of the School Committee as required by law. After an email search, disclosure of appearance of conflict of interest form, a disclosure by school committee or charter school trustee, of a financial interest in a general school fee form and a disclosure of a supervisory school official regarding advocating for a child form **was** filed by the committee member on July 1st 2020 as required with the secretary of the school committee.*

Congratulations to the Winter Season sports teams and athletes!

## 10. Committee Reports

### A. Capital/Financial Planning Subcommittee

Mrs. Carr reports that the *Capital/Financial Planning Subcommittee* met on 03/01/2022 and discussed the FY23 budget marketing strategies.

### B. Policy/Legislative Subcommittee

Ms. Siedzik reports that the *Policy/Legislative Subcommittee* met on 02/28/2022 and discussed Policy section J. Additionally, MASC is working on protected classes language and appears as an ongoing agenda item for discussion.

C. Negotiations Subcommittee

Ms. Allara reports that the *Negotiations Subcommittee* has a meeting scheduled next Wednesday to meet with the Custodial Union.

**11. Chair's Report**

- The School Committee meeting originally scheduled for 04/21/2022 (during April vacation) has been rescheduled for 04/28/2022;
- Ms. Allara has sent out the resolution on school lunches as well as the letter to the Attorney General regarding meeting posting procedure (both were approved by the School Committee on 02/17/2022). She has received a response from the State Representatives;
- Ms. Allara, Ms. Horgan, and Ms. Bailey will attend the NEASC collaborative scheduled for Sunday afternoon;
- The School Committee discusses the budget communication strategy, with Ms. Horgan reviewing who has signed up for the particular groups targeted (as discussed previously and tracked in a Google document). Follow up and final decisions are still needed with the following groups: Mothers' Group (03/28/2022 at 7:00 PM); Friends of the Arts; Friends of Winthrop; Friends of the Library; Town BOS; Town Warrant meetings; and Rotary Club. The School Committee will finalize plans through the shared document.

**12. Topics for Future Meetings**

*None discussed.*

**13. Vote to Adjourn**

**I MOVE THAT THE HAMILTON - WENHAM REGIONAL SCHOOL COMMITTEE ADJOURN THE 03/03/2022 MEETING AT 9:14 PM AND ADJOURN INTO EXECUTIVE SESSION FOR PURPOSE #7 TO COMPLY WITH PUBLIC RECORDS LAW AND ATTORNEY-CLIENT PRIVILEGE, AND NOT TO RETURN TO OPEN SESSION THEREAFTER.**

**MOTION by Dana Allara; SECONDED by Anna Siedzik.**

David Polito	YES;
Julia Campbell	YES;
Dana Allara	YES;
Anna Siedzik	YES;
Jen Carr	YES;
Michelle Bailey	NO;
Michelle Horgan	YES.

**MOTION PASSES through majority (6:1) roll call vote of seven (7) members present.**

*Respectfully submitted March 8 2022 by Mahala Lettvin, Recording Secretary.*

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