



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

**School Committee Meeting**  
**Zoom Virtual Meeting [Link](#)**  
**Zoom Webinar ID: 838 1508 1986**  
**Meeting Password: 159892**  
**Wednesday, July 8, 2020**  
**6:00 PM - 9:00 PM**

**Present:**

Dana Allara, Secretary  
Michelle Bailey, Chairperson  
Michelle Horgan, Vice Chairperson  
Stacey Metternick (6:42 PM arrival)  
David Polito (7:01 PM arrival)  
Anna Siedzik, Vice Secretary  
Peter Wolczik

**Also Present:**

Mary Beth Banios, Superintendent  
Vincent Leone, Assistant Superintendent to Finance & Administration  
Eric Tracy, Hamilton - Wenham Regional High School Principal  
Mahala Lettvin, Recording Secretary

**1. Call to Order** 6:00 PM  
Michelle Bailey, Chairperson, calls the meeting to order at 6:02 PM, with a quorum present.

**2. Citizens' Comments**  
None.

**3. New Business**  
A. Decision on Chat Function for Zoom Meeting [Exhibit](#)  
Discussion regarding disabling the chat function on Zoom School Committee meetings; attempts to closely resemble in-person meetings; etc. The Policy Subcommittee will consult with Dorothy Presser, MASC representative, in order to develop a policy regarding the School Committee's decisions on this issue.

B. Update on High School Graduation Ceremony & Fall Sports [Exhibit](#)  
Hamilton - Wenham Regional High School Principal, Eric Tracey, appears to provide an update to the School Committee regarding plans for the High School Graduation: 07/25/2020 @ 10:00 AM. He reviews commonly asked questions surrounding the graduation as well as maintaining safety during public gatherings. Those planning to attend should let [Lisa Heitz](#) know.

C. Anti-Racism MASC Resolution [Exhibit](#)  
Ms. Bailey reads the language included in the Anti-Racism Resolution, as detailed in the [exhibit](#).

**I MOVE THAT THE HAMILTON - WENHAM REGIONAL SCHOOL COMMITTEE ADOPT THE ANTI-RACISM MASC RESOLUTION AS DETAILED IN THE [EXHIBIT](#).**

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

*Discussion:* Ms. Siedzik appreciates the language and will support the School Committee adopting the resolution. Brief discussion regarding current curriculum in schools, developing a reading list assembled by Hamilton - Wenham students/alumni, etc.

Dana Allara YES;  
Michelle Bailey YES;  
Michelle Horgan YES;  
Anna Siedzik YES;  
Peter Wolczik YES;

**MOTION PASSES unanimously through roll call vote of 5 members present.**

Ms. Allara will provide an update to Tracy Novick, MASC, regarding the School Committee’s adoption of the resolution. Brief discussion regarding communication with the public.

**D. Review of Wenham Town Meeting Presentation [Exhibit](#)**

The handout was developed based on the Hamilton Town Meeting presentation given by Ms. Banios and Dr. Kukuenberger. Ms. Siedzik generously donated her arts and crafts expertise/efficiency and assembled the packets, and later delivered them to Town Hall.

Discussion regarding the error on page \_\_\_\_\_. Ms. Banios will note the error and clarify the information in her oral presentation at the Town Meeting.

Discussion regarding structure and set-up of Wenham Town Meeting.

**E. Request to Hamilton Board of Selectmen to designate the School Committee Members as “special municipal employees” [Exhibit](#)**

Ms. Bailey notes that the Town of Wenham has designated the School Committee members as “special municipal employees,” however, there is no confirmation from the Town of Hamilton that they have done the same. Discussion regarding the necessity of both towns designating the School Committee members as special municipal employees in order to avoid potential conflicts amongst various government entities.

**I MOVE THAT THE HAMILTON - WENHAM REGIONAL SCHOOL COMMITTEE REQUEST THAT THE HAMILTON BOARD OF SELECTMEN DESIGNATE THE MEMBERS OF THE HAMILTON - WENHAM REGIONAL SCHOOL COMMITTEE AS SPECIAL MUNICIPAL EMPLOYEES.**

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

Dana Allara YES;  
Michelle Bailey YES;  
Michelle Horgan YES;  
Anna Siedzik YES;  
Peter Wolczik YES;

**MOTION PASSES unanimously through roll call vote of 5 members present.**

**F. School Committee Liaison Assignments [Exhibit](#)**

*Stacey Metternick joins the meeting at 6:42 PM.*

Peter Wolczik:  
Dana Allara:

Buker Elementary School  
High School/Middle School  
Winthrop Elementary School

Stacey Metternick:	Wenham FINCOM
Anna Siedzik:	Cutler Elementary School Hamilton BOS
Michelle Horgan:	Wellness Committee Hamilton FINCOM
Michelle Bailey:	Wenham BOS Possibly SEPAC, TBD
David Polito:	Possibly SEPAC, TBD

G. Vote on 2020-2021 School Committee Summer Meeting Schedule [Exhibit](#)  
 Discussion regarding meeting start time; next meeting dates; School Committee Retreat, etc.

H. Notice to hire family member (originally I) [Exhibit](#)  
 Discussion regarding the hiring of two family members of district employees as detailed in the [exhibit](#).  
 There is no action necessary other than to inform the public and remain transparent about the district's hiring process.

I. Appoint Member(s) to Sign Warrants (originally H)  
*David Polito joins the meeting at 7:01 PM.*

**I MOVE THAT THE HAMILTON - WENHAM REGIONAL SCHOOL COMMITTEE APPOINT SCHOOL COMMITTEE MEMBERS TO SIGN WARRANTS IN THE FOLLOWING ORDER: ANNA SIEDZIK, MICHELLE HORGAN, AND DANA ALLARA,**

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

Dana Allara	YES;
Michelle Bailey	YES;
Michelle Horgan	YES;
Stacey Metternick	YES;
David Polito	YES;
Anna Siedzik	YES;
Peter Wolczik	YES;

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

**4. Superintendent's Report**

A. Athletics Update [Exhibit](#)

Ms. Banios updates the School Committee regarding the athletics program, as detailed in the [exhibit](#).  
 Discussion regarding physicals required, other anticipated issues, etc.

B. Plan for School Opening Timeline [Exhibit](#)

Ms. Banios reviews the DESE guidelines for reopening schools, as well as the Hamilton - Wenham Regional School District's strategy for preparation of such. Discussion regarding the number of school days required in the school year; method for gathering surveys and input from focus groups; Wenham Town Meeting; FY21 Budget; likelihood of operating in 1/12 budget; anticipated community response/concerns; other anticipated considerations for reopening schools; etc.

C. Elementary Teacher on Special Assignment Discussion

Ms. Banios reports that due to the significant decrease in resources at the elementary school level, she is considering a new role: an elementary teacher who takes on leadership capacity in order to ensure students are meeting reading requirements. The position's details are not fully developed, however, Ms. Banios is presenting the idea to the School Committee this evening as a potential solution to meet an anticipated need. Ms. Banios reports that John Koch was on board with this idea. She may present other ideas to the School Committee as they develop, and will propose a funding plan with further details should this plan move forward.

**5. Chair's Report**

Ms. Bailey reports that the former chair of the Wenham Board of Selectmen reached out to her regarding remaining civil despite disagreements. School Committee members should refrain from issuing disparaging comments regarding the Wenham BOS or any members, and remain aware of the collaborative/working relationship necessary for success.

**6. Committee Reports (Continued)**

A. Capital/Financial Subcommittee

Discussion regarding voting in the members of the Capital/Financial Subcommittee. This was not voted in at the last School Committee meeting due to Ms. Metternick's absence. Ms. Metternick clarifies that there is ongoing work needed from the Capital/Financial Subcommittee, and suggests the members are voted in sooner rather than later.

B. Policy Subcommittee

Will be meeting on a date TBD.

C. Negotiations Subcommittee

Next meeting: July 15, 2020.

**7. Consent Agenda**

A. Warrants

- Voucher No. 1
- Voucher No. 2
- Voucher No. 1001
- Voucher No. 1061
- Voucher No. 2911
- Voucher No. 2912
- Voucher No. 2915
- Voucher No. 2913
- Voucher No. 2914
- Voucher No. 2925

[Exhibit](#)

B. Vote to approve prior meeting minutes:

- May 5, 2020
- July 1, 2020

[Exhibit](#)

[Exhibit](#)

**I MOVE THAT THE HAMILTON - WENHAM REGIONAL SCHOOL COMMITTEE APPROVE THE CONSENT AGENDA AS WRITTEN, EXCLUDING THE 07/01/20 MINUTES; THERE CAN BE NO FURTHER CHANGES.**

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

Dana Allara YES;  
Michelle Bailey YES;  
Michelle Horgan YES;  
Stacey Metternick YES;  
Anna Siedzik ABSTAIN;  
Peter Wolczik YES;

**MOTION PASSES through majority roll call vote (5:1) of 6 members present.**

Ms. Metternick asks to pull the 07/01/2020 meeting minutes, as she was absent from said meeting and would vote to abstain.

**I MOVE THAT THE HAMILTON - WENHAM REGIONAL SCHOOL COMMITTEE APPROVE THE 07/01/20 MINUTES AS WRITTEN IN THE CONSENT AGENDA; THERE CAN BE NO FURTHER CHANGES.**

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

Dana Allara YES;  
Michelle Bailey YES;  
Michelle Horgan YES;  
Stacey Metternick ABSTAIN;  
Anna Siedzik YES;  
Peter Wolczik YES;

**MOTION PASSES through majority roll call vote (5:1) of 6 members present.**

## **8. Other**

### **A. Topics for Future Meetings**

**Next School Committee Meeting: July 29th 2020, 7:00 PM.**

- Establish Capital/Financial Planning Subcommittee;
- Dorothy Presser, MASC, to consult re: policy on DESE guidelines for reopening/Zoom chat;
- Communication update and plan to increase effective communication moving forward.

## **9. Vote to Adjourn**

**I MOVE THAT THE HAMILTON - WENHAM REGIONAL SCHOOL COMMITTEE ADJOURN THE 07/08/2020 MEETING AT 8:12 PM.**

*Discussion:* Ms. Siedzik clarifies that the School Committee Secretary makes motions with the Vice Secretary seconding the motion. School Committee members briefly discuss the structure of motions, noting that often members are eager to end the meeting, and other times members jump in to second the motion out of habit.

**MOTION by Stacey Metternick; SECONDED by Anna Siedzik.**

Dana Allara YES;  
Michelle Bailey YES;  
Michelle Horgan YES;  
Stacey Metternick YES;  
Anna Siedzik YES;  
Peter Wolczik YES;

**MOTION PASSES unanimously through roll call vote of 6 members present.**

*Respectfully submitted August 14th, 2020 by Mahala Lettvin, Recording Secretary.*

**\*\*Per Governor Baker's order suspending certain provisions of the Open Meeting Law, G.L. c. 30A § 20, the public will not be allowed to physically access this School Committee meeting. The School Committee reserves the right to implement additional remote participation procedures and will notify the public of these procedures as soon as practicable. Please [click here](#) to read the Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, § 20.\*\***

**\*Zoom App Information:** If you plan to participate, download the [Zoom.com](https://zoom.us) application now. The option to download will also be available at the start of the meeting. When opening the Zoom App, select "Join Meeting" in the upper right corner and enter the webinar id: 838 1508 1986; password: 159892. The community should ask questions via the "chat" function within the Zoom application during the Citizen's Comments section. During the Zoom meeting, participants will be given instructions on how to provide their comments. Unfortunately, we must limit the in-person conversations to just the Committee members. However, for the benefit of all, the School Committee meetings will be available on our local cable channel, HWCam, and [HWCam.org](https://www.hwcam.org), for review a few hours after the meeting has ended. Members of the public can access the meeting via [YouTube HWRSD live stream link](#) the next day.