



**School Committee Meeting**  
**Zoom Virtual Meeting [Link](#)**  
**Zoom Webinar ID: 980 5361 6018**  
**Meeting Passcode: 194974**  
**Wednesday, November 4, 2020**  
**7:00 PM - 9:00 PM**

**Present:**

Michelle Bailey, Chairperson  
Michelle Horgan, Vice Chairperson  
Dana Allara, Secretary  
Anna Siedzik, Vice Secretary  
Peter Wolczik  
David Polito

**Also Present:**

Mary Beth Banios, District Superintendent  
Vincent Leone, Assistant Superintendent to Finance and Administration  
Thomas Geary, Director of Maintenance, Facilities & Operations  
Eric Tracy, HWRHS Principal  
Jennifer Clifford, Cutler Elementary Principal  
Mahala Lettvin, Recording Secretary

**1. Call to Order**

7:00 PM

With a quorum present, Ms. Bailey calls the meeting to order at 7:02 PM. This meeting is being recorded by HWCAM and held remotely per the Governor's emergency order.

**2. 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.*

Mr. Polito notes that per the School Committee's agreement, the time allotted for citizen's comments should be 20 minutes, not 10 minutes as listed in the agenda. Ms. Bailey explains that she shortened this time in the interest of working towards the goal of holding effective and efficient meetings.

**3. New Business**

**A. Confirm 2021-2022 School Calendar**

[Exhibit](#)

A number of community members have inquired about the district's calendar for next school year. There is a brief discussion surrounding formatting changes, language changes, and the newly recognized state holiday, Juneteenth. There is some disagreement about whether to include the holiday in the calendar or engage in further research surrounding the district's obligations. Ms. Allara, Mr. Polito, Mr. Wolczik, and Ms. Siedzik are vocal about supporting the district observing Juneteenth as a non-school holiday.

Further discussion regarding the calendar and accuracy of the first day of school as listed.

**I MOVE THAT THE HAMILTON - WENHAM REGIONAL SCHOOL COMMITTEE VOTE TO TABLE THE HAMILTON-WENHAM REGIONAL 2020-2021 SCHOOL CALENDAR UNTIL THE NEXT SCHEDULED SCHOOL COMMITTEE MEETING, 11/18/2020.**

**MOTION by Dana Allara; SECONDED by David Polito**

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

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

**B. Resignation of School Committee Member, Stacey Metternick**

[Exhibit](#)

Ms. Bailey explains that School Committee member, Stacey Metternick, has resigned from the School Committee. She was the longest standing School Committee member, and was instrumental in many district advances, including development of the Memorandum of Agreement with the TURF group.

The School Committee is currently seeking a 7th member. Interested applicants must be registered voters, residents of Wenham, and send a letter to the Superintendent by Monday, 11/23/20. The School Committee and Board of Selectmen will then select the new School Committee member based on brief interviews.

**C. Overview of Strategic Planning Process**

[Exhibit](#)

Mr. Tracy and Ms. Clifford appear to present an overview of the district's strategic planning process, as shown in the [exhibit](#).

There is a brief discussion regarding the district's learning management system.

There is a lengthy discussion regarding the presentation, including a discussion about the contracted company Superintendent Banios recommends.

Ms. Siedzik supports the overall concept of a strategic plan, but expresses reservations about the timing and capacity of staff in current circumstances. She would like to see additional vendor options, and explains that reviewing multiple bids for a project is not only best practice, but often mandated by law. Mr. Polito agrees, noting that the RFQ process should have been done beforehand.

Mr. Wolczik supports moving this process along as quickly as possible. Ms. Allara would also like to move forward, noting that developing a vision during a crisis is absolutely doable. Ms. Horgan supports moving this along, as the District has been without a strategic plan for upwards of 3 years.

Ms. Bailey thanks Superintendent Banios for involving the School Committee in this stage before securing funds and moving forward.

There is discussion about the standard operations in selecting vendors; strategic planning; School Committee involvement in strategic planning design; etc.

Superintendent Banios will work with Mr. Leone and Mr. Geary to develop a Request for Proposals. This will be brought back before the committee at the next School Committee meeting.

D. Vote Superintendent's Goals

[Exhibit](#)

Superintendent Banios reviews the goals as presented in the [exhibit](#).

There is a lengthy discussion surrounding the goals as presented and the evaluation rubric. Ms. Siedzik points out that there are other elements of the rubric that would make sense to include in the goals. She offers specific suggestions for adding rubric elements to the goals as presented.

There is ongoing discussion regarding the goals and evaluation process, including discussion regarding the most up to date evaluation process agreed to.

Reviewing the superintendent goals and evaluation/review process will be postponed until next Tuesday, 11/10/2020. Ms. Siedzik requests a copy of the updated review process in the meantime.

**4. Finance & Operations**

**5. Policy**

A. Second Reading & Vote School Committee Protocols

[Exhibit](#)

**I MOVE THAT THE HAMILTON - WENHAM REGIONAL SCHOOL COMMITTEE APPROVE THE SCHOOL COMMITTEE PROTOCOLS AS WRITTEN IN THE [EXHIBIT](#), WITH A NOTE TO REMOVE THE SIGNATURE LINE FOR RESIGNED SCHOOL COMMITTEE MEMBER STACEY METTERNICK.**

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

*Discussion:* Ms. Bailey asks that School Committee members bring their own pens to sign this document next week.

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

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

B. Second Reading & Vote Harassment (ACAB)

[Exhibit](#)

There is discussion regarding how the election impacts this policy, with Ms. Siedzik explaining that though laws governing the policy may change in the near future, the district should comply with federal law requiring them to adopt the policy. Further, Ms. Siedzik explains that Ms. Presser recommends that the School Committee adopt the policy as written. The *Policy/Legislative Subcommittee* unanimously voted to bring the Harassment Policy (ACAB) committee before the School Committee for approval.

**I MOVE THAT THE HAMILTON - WENHAM REGIONAL SCHOOL COMMITTEE APPROVE THE SCHOOL COMMITTEE HARASSMENT POLICY (ACAB) AS WRITTEN IN THE [EXHIBIT](#).**

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

David Polito	YES;
Peter Wolczik	YES;

Michelle Horgan YES;  
Anna Siedzik YES;  
Dana Allara YES;  
Michelle Bailey YES.

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

C. First Reading Religious Observances

[Exhibit](#)

There is discussion regarding the process of approving policies, with Mr. Polito explaining the first and second reading process.

Ms. Siedzik reviews the language changes on bullet point #5, which seeks to strengthen language as requested in the 05/20/20 Public Hearing. Additionally, she notes that legal references were added at the bottom of the document.

There is discussion surrounding the language changes and potential challenges, given the district's history with the Good Friday holiday. This policy will be brought back before the School Committee for a second reading.

**6. Chair's Report**

None.

**7. Superintendent's Report**

- Superintendent Banios explains the situation at HWRHS: Hamilton- Wenham community members tested positive for COVID-19, and with contact tracing, a number of staff members were identified as close contacts. The High School will pivot into the remote learning model beginning tomorrow, 11/05/2020 and lasting until 11/18/20. Principal Tracy is sending out additional information to families this evening.
  - Ms. Siedzik asks if siblings of High School students in lower grade levels are going to be quarantined. Superintendent Banios explains that the Boards of Health will work collaboratively with individual families in order to determine the appropriate action.

**8. Committee Reports**

a. Capital/Financial Planning Subcommittee

No update.

b. Policy Subcommittee

Update provided above.

c. Negotiations Subcommittee

Update to be provided in this evening's Executive Session, following open session.

**9. Consent Agenda**

a. Warrants

- Voucher No. 2947
- Voucher No. 2949
- Voucher No. 2948
- Voucher No. 2946
- Voucher No. 2945
- Voucher No. 2939

[Exhibit](#)

- Voucher No. 1016
- Voucher No. 1017
- Voucher No. 11

**I MOVE THAT THE HAMILTON - WENHAM REGIONAL SCHOOL COMMITTEE APPROVE THE WARRANTS LISTED IN THE CONSENT AGENDA AS WRITTEN IN THE [EXHIBIT](#); THERE CAN BE NO FURTHER CHANGES.**

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

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

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

**10. Other**

A. Topics for next meeting (Next Meeting: Wednesday, November 18, 2020 @ 7:00 PM)

- Possible 12/09/2020 meeting (awaiting members confirmation);
- Sports mascot (to be scheduled after the May 2021 election)

**11. Executive Session**

**I MOVE THAT THE HAMILTON - WENHAM REGIONAL SCHOOL COMMITTEE ADJOURN INTO EXECUTIVE SESSION FOR PURPOSE #3: TO DISCUSS STRATEGY WITH RESPECT TO COLLECTIVE BARGAINING OR LITIGATION, I.E. BARGAINING AND LITIGATION WITH HWEA, AS HOLDING THIS DISCUSSION IN AN OPEN MEETING MAY HAVE A DETRIMENTAL EFFECT ON THE BARGAINING OR LITIGATING POSITION OF THE PUBLIC BODY AND THE CHAIR SO DECLARES; AND FURTHER TO ADJOURN INTO EXECUTIVE SESSION FOR PURPOSE #7: TO COMPLY WITH, OR ACT UNDER THE AUTHORITY OF, ANY GENERAL OR SPECIAL LAW OR FEDERAL GRANT-IN-AID REQUIREMENTS, I.E. DISCUSSION OF THE 05/06/20, 08/06/20, AND 08/10/20 EXECUTIVE SESSION MEETING MINUTES; AND NOT TO RETURN TO OPEN SESSION MEETING THEREAFTER.**

**MOTION by Michelle Bailey.**

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

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

**12. Vote to Adjourn**

Motion to adjourn made previously in the motion to adjourn into executive session.

*Meeting ends at 9:25 PM.*

*Respectfully submitted December 1st, 2020 by Mahala Lettvin, Recording Secretary.*

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\*\*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](#) 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: 980 5361 6018; passcode: 194974. 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](#), 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.