



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

**School Committee Meeting ([agenda](#))**

**Zoom Virtual Meeting**

**Webinar ID: 952 4454 8833**

**Passcode: 085831**

**Wednesday, April 7, 2021**

**7:00 PM - 10:05 PM**

**Present:**

Michelle Bailey, Chairperson  
Michelle Horgan, Vice Chairperson  
Dana Allara, Secretary  
Anna Siedzik, Vice Secretary  
David Polito (7:22 PM arrival)  
Peter Wolczik  
Julia Campbell

**Also Present:**

Mary Beth Banios, District Superintendent  
Vincent Leone, Assistant Superintendent to Finance and Administration  
Thomas Geary, Director of Maintenance, Facilities & Operations  
Mahala Lettvin, Recording Secretary  
Ethan Howell, Student Government Representative

**1. Call to Order**

7:00 PM

With a quorum present, Ms. Bailey calls the meeting to order at 7:01 PM. This meeting is being held remotely per emergency orders of the Governor, and recorded by HWCAM. School Committee members in attendance: Julia Campbell, Michelle Bailey, Anna Siedzik, Dana Allara, Michelle Horgan, and Peter Wolczik. David Polito is not currently participating, but is expected to join the meeting shortly.

**2. Citizens 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.*

*Jennifer Carr, 5 Meridian Rd., Wenham: Dr. Carr is concerned about the 03/17/2021 School Committee workshop and the poor quality of the audio broadcast made available to the public. She also has concerns surrounding the district's overall communication, specifically regarding the timeline of Cutler Principal Jen Clifford transitioning to her new role.*

**3. Student Government Report**

A. Student Government Update

Ethan Howell provides an update to the School Committee. He reviews in-person learning; fundraising efforts; sporting events; Spirit Week; and other news from the High School student body.

**4. New Business**

A. Vote on Portrait of a Graduate Planning

[Exhibit 1](#)

Superintendent Banios reviews the Portrait of a Graduate, as presented in the exhibits listed above. This project is closely aligned with the strategic planning. Mr. Geary reviews the vendors and responses received to the RFQ circulated.

*Mr. Polito joins the meeting at approximately 7:22 PM.*

There is discussion surrounding vendors; methods implemented to gather bids; details of the proposal; timeline indicated; budget concerns; RFQ versus RFP; deliverables; details requested at this stage; further details and strategy moving forward.

**I MOVE THAT THE HAMILTON - WENHAM REGIONAL SCHOOL COMMITTEE VOTE TO APPROVE THE PORTRAIT OF A GRADUATE PLANNING AS OUTLINED IN THE EXHIBITS PRESENTED IN THIS MEETING'S AGENDA.**

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

David Polito	YES;
Michelle Horgan	YES;
Julia Campbell	NO;
Peter Wolczik	NO;
Anna Siedzik	NO;
Dana Allara	YES;
Michelle Bailey	YES.

**MOTION PASSES through majority (4:3) roll call vote of seven (7) members present.**

B. Superintendent's Formative Evaluation

[Exhibit](#)

Superintendent Banios reviews the information as detailed in the [exhibit](#). A lengthy discussion follows her presentation, including strategic planning; Superintendent's Goals; prioritizing work throughout the end of the year; etc.

There is some argument about allowing additional time for this discussion.

**I MOVE THAT THE HAMILTON - WENHAM REGIONAL SCHOOL COMMITTEE CONTINUE THIS DISCUSSION AND ALLOW EACH SCHOOL COMMITTEE MEMBER THE CHANCE TO SPEAK.**

**MOTION by Anna Siedzik; SECONDED by David Polito.**

Peter Wolczik	YES;
Julia Campbell	YES;
Michelle Horgan	YES;
David Polito	YES;
Anna Siedzik	YES;
Dana Allara	YES;
Michelle Bailey	NO.

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

Mr. Wolczik offers a comment regarding the necessity of the School Committee discussing a LMS (learning management system). Ms. Bailey comments regarding leadership and the goals as presented.

C. Vote Amended 2020-2021 School Calendar Change: No School April 12

[Exhibit](#)

**I MOVE THAT THE HAMILTON - WENHAM REGIONAL SCHOOL COMMITTEE AMEND THE 2020-2021 SCHOOL CALENDAR CHANGE TO REFLECT A NO SCHOOL DAY ON 04/12/2021.**

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

*Discussion:* Allowing families to plan for the no-school day; vaccination schedule; etc. Ms. Allara points out a scribner's error reflecting "04/11/2021" instead of "04/12/2021".

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

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

D. Vote on Little League Advertising

[Exhibit 1](#)

[Exhibit 2](#)

Thomas Geary, *Director of Maintenance, Facilities & Operations*, reviews the presentation as detailed in the exhibits, above. The Hamilton-Wenham Little League has requested permission to hang a banner.

**I MOVE THAT THE HAMILTON - WENHAM REGIONAL SCHOOL COMMITTEE ACCEPT THE LITTLE LEAGUE ADVERTISING PROPOSAL AS PRESENTED IN THE EXHIBITS ABOVE FOR ONE SEASON.**

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

*Discussion:* Mr. Polito recuses himself from the vote; as he is directly involved with Little League. Ms. Bailey has spoken with legal counsel and if this is approved, the School Committee must then allow everyone to hang banners there. Discussion regarding the policy and history of advertising in the past.

David Polito	ABSTAIN;
Michelle Horgan	NO;
Peter Wolczik	YES;
Julia Campbell	YES;
Anna Siedzik	YES;
Dana Allara	YES;
Michelle Bailey	NO.

**MOTION PASSES through majority (4:2) roll call vote of six (6) voting members.**

E. Vote on Manchester-Essex Softball Co-op Agreement

[Exhibit](#)

**I MOVE THAT THE HAMILTON - WENHAM REGIONAL SCHOOL COMMITTEE APPROVE THE MANCHESTER ESSEX SOFTBALL CO-OP AGREEMENT FOR THE 2020-2021 SPRING SEASON.**

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

David Polito	ABSTAIN;
Michelle Horgan	YES;
Peter Wolczik	YES;

Julia Campbell YES;  
Anna Siedzik YES;  
Dana Allara YES;  
Michelle Bailey YES.

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

F. Vote Steering Committee for Athletic Facilities [Exhibit](#)

Thomas Geary, *Director of Maintenance, Facilities & Operations*, provides a brief overview of this Steering Committee recommendation. Ms. Horgan explains further details and that she will represent the School Committee on the Steering Committee.

**I MOVE THAT THE HAMILTON - WENHAM REGIONAL SCHOOL COMMITTEE CREATE A STEERING COMMITTEE FOR ATHLETIC FACILITIES/TURF FIELD.**

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

*Discussion:* There is some discussion regarding membership inclusion and the formation of the Steering Committee. Mr. Geary notes that the meetings would be open to public attendance.

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

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

G. Equity Definition Discussion [Exhibit 1](#)  
[Exhibit 2](#)  
[Exhibit 3](#)

The School Committee discusses the best approach to defining equity, with some pointing out the definition has been widely studied. The definitions as submitted by School Committee members (detailed in [Exhibit 2](#)) are reviewed.

There is discussion regarding the timeline moving forward and further working towards a definition of equity. There is agreement that School Committee members will bring their own definitions by the Friday prior to the 04/28/2021 School Committee workshop.

**5. Finance and Operation**

A. Town Meeting Communications [Exhibit](#)

Ms. Bailey reviews communication surrounding the upcoming Town Meeting. There is discussion regarding communication strategies moving forward. Mr. Polito agrees to create a 1-page flyer, to be approved at the School Committee workshop.

**6. Policy**

The *Policy/Legislative Subcommittee* will present a number of policies to the School Committee on the 04/14/2021 meeting.

**7. Chair's Report**

- Ms Bailey has signed the MOU with HWEA. This is uploaded to the website;

- Wenham Special Elections will take place tomorrow, 04/08/2021. If you are a Wenham resident, please vote;
- Ms. Bailey has forwarded the BOS letter regarding Town Hall. This will be discussed later.

A. Return to In-Person Meetings

The Buker Elementary School Multi-Purpose Room/Cafeteria is now available for the School Committee to meet in-person. The School Committee will resume their in-person meetings. Ms. Bailey requests that should anyone feel uncomfortable, that they let her know and she will work with the appropriate parties to figure out logistics of remote participation. There is discussion regarding community involvement, with Ms. Bailey pointing out that HWCAM will continue to live-stream the meetings. Ms. Bailey also agrees to speak with Mr. Bill Melville, of HWCAM, to allow public comment via Zoom.

**8. Superintendent's Report**

A. Return to Full In-Person Update

Superintendent Banios provides an update about in-person learning, starting this past Monday, 04/05/2021. Ms. Banios details the traffic situation; COVID concerns; pooled testings; etc.

B. Update on Pooled Testing Funding

Superintendent Banios explains that the Department of Education has announced they will pick up the costs of pool testing through the end of the year.

**9. Committee Reports**

A. Capital/Financial Planning Subcommittee

Update provided earlier.

B. Policy Subcommittee

Update provided earlier. Ms. Siedzic notes that the School Committee will be presented with large batches of policies to approve in the near future.

C. Negotiations Subcommittee

Update will be provided at the next meeting. The *Negotiations Subcommittee* will be meeting tomorrow, 04/08/2021, and will continue to update the School Committee.

**10. Consent Agenda**

A. Warrants

[Exhibit](#)

- Voucher No. 21
- Voucher No. 22
- Voucher No. 1046
- Voucher No. 1047
- Voucher No. 1048
- Voucher No. 2984
- Voucher No. 2985
- Voucher No. 2987
- Voucher No. 2988
- Voucher No. 2989

B. Minutes

- March 10, 2021
- February 23, 2021
- February 17, 2021

[Exhibit](#)

[Exhibit](#)

[Exhibit](#)

C. Donations

- Pacific Life Foundation \$1000
- Institution for Savings Bank \$1000
- Donations for Whoopie Pie Wagon for Staff Appreciation

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

**I MOVE THAT THE HAMILTON - WENHAM REGIONAL SCHOOL COMMITTEE APPROVE THE CONSENT AGENDA INCLUDING THE WARRANTS (A) AND MINUTES (B) AS PRESENTED; NO FURTHER CHANGES SHALL BE MADE.**

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

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

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

Thank you to the generous donations, as listed above in C. Ms. Bailey talks about the School Committee's donations for the "Whoopie Pie Wagon" for district staff appreciation.

**I MOVE THAT THE HAMILTON - WENHAM REGIONAL SCHOOL COMMITTEE APPROVE THE CONSENT AGENDA OF (C) DONATIONS, AS LISTED ABOVE; NO FURTHER CHANGES SHALL BE MADE.**

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

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

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

**11. Topics for Future Meetings**

**I MOVE THAT THE HAMILTON - WENHAM REGIONAL SCHOOL COMMITTEE ADD DISCUSSION AND PRESENTATION OF INDIGENOUS LAND ACKNOWLEDGEMENT TO THE NEXT SCHOOL COMMITTEE MEETING, 04/14/2021.**

**MOTION by Anna Siedzik; SECONDED by Julia Campbell.**

*Discussion:* Including a School Committee vote; timeline moving forward; student's presentation; etc.

**I MOVE THAT WE AMEND THE MOTION ON THE FLOOR TO REFLECT DISCUSSION AND PRESENTATION OF INDIGENOUS LAND ACKNOWLEDGEMENT TO THE SCHOOL COMMITTEE MEETING ON 05/05/2021 INSTEAD OF THE NEXT SCHOOL COMMITTEE MEETING ON 04/14/2021.**

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

*Vote on amendment to schedule presentation on 05/05/2021:*

David Polito	YES;
Michelle Horgan	YES;
Julia Campbell	NO;
Peter Wolczik	NO;
Anna Siedzik	NO;
Dana Allara	YES;
Michelle Bailey	YES.

**MOTION PASSES through majority (4:3) roll call vote of seven (7) members present.**

This agenda item will be scheduled on 05/05/2021, Ms. Bailey will attempt to schedule this topic at the beginning of the 05/05/2021 meeting to accommodate the student's schedule.

*Original Motion:*

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

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

**I MOVE THAT THE HAMILTON - WENHAM REGIONAL SCHOOL COMMITTEE ADD DISCUSSION REGARDING THE GENERAL'S LOGO REVISION/RETIREMENT TO THE 05/05/2021 MEETING AGENDA.**

**MOTION by Anna Siedzik; SECONDED by Peter Wolczik.**

*Discussion:* There is discussion regarding this motion, specifically the district's overall priorities in relation to the discussion about the logo and general branding throughout the district.

David Polito	YES;
Peter Wolczik	YES;
Julia Campbell	YES;
Dana Allara	YES;
Michelle Horgan	NO;
Anna Siedzik	YES;
Michelle Bailey	NO.

**MOTION PASSES through majority (5:2) roll call vote of seven (7) members present.**

## **12. Vote to Adjourn Into Executive Session**

Ms. Bailey notes that the executive session meeting will continue at this same Zoom meeting link, however members of the public will be removed. The School Committee will discuss the approval of prior executive session minutes, which will hopefully be released to the public in May 2021.

**I MOVE THAT THE HAMILTON - WENHAM REGIONAL SCHOOL COMMITTEE 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, AND NOT TO RETURN TO OPEN SESSION.**

**MOTION by Michelle Bailey; SECONDED by David Polito.**

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

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

*The School Committee calls a brief recess at 10:16 PM, and returns to executive session meeting at 10:22 PM.*

*Respectfully submitted April 19, 2021 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](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: 952 4454 8833; Passcode: 085831. 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.