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

SCHOOL COMMITTEE MEETING

Buker Elementary School Wednesday, November 6, 2019 7:00 p.m. - 9:00 p.m.

Multi-Purpose Room

Agenda

1. **Call to order** 7:00 PM
2. **Pledge of Allegiance**
3. **Citizen's Comments**
4. **New Business** (5 min.)
   a. Donation
      - HW Hockey Boosters Donation (AI) Exhibit
      - Science from Scientist Grant (AI) Exhibit
5. Vote to Adjourn to Executive Session for the purpose of discussing pending litigation and to return to open session (Executive Session Purpose #3). (45 min.)
6. **Superintendent's Report** (80 min.)
   a. Student Services Presentation *by Stacy Bucyk; Dir. of Student Services* (IO - 60 min.)
   b. SEPAC Introductions and Yearly Calendar of Events (IO - 10-15 min.) Exhibit
   c. October 1, 2019 Enrollment Report - FY21 Enrollment Assessment (IO - 5 min.) Exhibit
7. **New Business (cont'd)** (20 min.)
   a. Resignation of School Committee Member, Kerry Gertz (IO) Exhibit
   b. Appoint School Committee Vice Chairperson (AI)
   c. Search Firm Finalists (AI) Exhibit
8. **Chair's Report** (5 min.)
   a. 2019-2020 School Committee Goals (IO) Exhibit
9. **Committee Reports** (10 min.)
   a. Capital/Financial Planning Committee
      - Letter to MSBA Regarding the SOI (IO) Exhibit
   b. Policy Committee (IO)
10. **Consent Agenda** (AI - 5 min.)
    a. Warrants Exhibit
       - Voucher No. 2827
       - Voucher No. 2826
       - Voucher No. 2825
       - Voucher No. 1019
       - Voucher No. 1020

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

- Voucher No. 9
- Voucher No. 2828
- Voucher No. 2829
- Voucher No. 2830

b. Executive Session Minutes: 10/02/2019 Exhibit

11. Other (5 min.)

a. Topics for Future Meetings

12. Vote to Adjourn (9:50 if within allotted times for each item)

REMINDER: Complete protocol self-assessment and give to Vinny

School Committee and Superintendent
Operating Protocol Self-Assessment
2019-2020

The primary objective of the School Committee is to improve student achievement. Members of the School will abide by the following protocols as individuals and as a committee.	
Protocol *Read through each protocol carefully. Assign a team rating to each protocol.* **5 - strongly agree, 4 - agree, 3 - neutral, 2 - disagree, 1 - strongly disagree**	**Team Rating 1-5**
1. Members of the Committee will make no independent commitments or take any independent actions that relate to the School District. When School Committee members attend meetings of other committees or boards, they will speak as individuals. They may only speak for the Committee when designated to represent the Committee.	
2. The Superintendent and the School Committee represent the needs and interests of all students in the district and place the students' interests above all others in their decisions, while remaining within the limitations of a voter-approved budget.	
3. School Committee members will establish a vision, create policy, approve a budget and assure accountability to sustain continuous improvement in teaching, learning and facilities. Members agree to leave the day-to-day operations, including business transactions, to the superintendent and staff. Members of the School Committee recognize that authority rests only with the majority in its decisions.	
4. School Committee members will channel requests for information, reports and data through the Superintendent and the School Committee Chair rather than to staff. The Superintendent will ensure that each member of the committee has equal access to this information in a timely manner. Recognizing the importance of proactive communication and avoiding surprises, School Committee members will, whenever possible, contact the School Committee Chair and/or the Superintendent in advance of a meeting if they have questions or concerns about an agenda item, or will ask the chair at least 48 hours prior to a meeting that an item be placed on an agenda.	
5. School Committee members will attend meetings on time and be well-prepared to discuss agenda items. While at meetings, members will stay focused on the agenda items and will not engage in communication outside of the agenda item being discussed. When making decisions, School Committee members will keep an open mind, utilizing the best information available including: research, best practices, public input and financial considerations. Members will debate issues and not each other. Members will analyze carefully and debate fully, whenever necessary, prior to making decisions.	

School Committee and Superintendent
Operating Protocol Self-Assessment
2019-2020

Protocol *Read through each protocol carefully. Assign a team rating to each protocol.* **5 - strongly agree, 4 - agree, 3 - neutral, 2 - disagree, 1 - strongly disagree**	**Team Rating 1-5**
6. Administration will endeavor to make materials for School Committee Meetings available the Friday before the meeting. The School Committee will recognize that some circumstances will not always make this possible. In any event, we recognize that having background materials available for School Committee Members is a best practice.	
7. School Committee members will vote according to their convictions will avoid bias and will uphold and support the decisions of the majority of the Committee once a decision has been made. Positions will not be used for personal or partisan gain.	
8. All members will maintain the confidentiality of privileged information and will respect the Open Meeting Law.	
9. Members will refer constituent concerns and complaints, including issues relating to District personnel, to the Superintendent or the School Committee Chair.	
10. A School Committee meeting is a business meeting that is held in public – not a public meeting. The committee values communication between all stakeholders of the community and will make every effort to ensure meetings are effective and efficient. Comments made at a meeting that are not part of the agenda will be tabled to a future meeting.	
11. The School Committee recognizes the importance of working collaboratively with town officials and actively seeking their support to improve the District.	
12. The School Committee will demonstrate professional and collegial relations with one another. To this end, members will work to maintain trust and mutual respect between and among each other, the Superintendent and the administration by treating everyone with dignity and respect, even in time of disagreement.	
13. Recognizing the importance of honoring these protocols, members will respectfully remind each other when they get off track.	

Member comments:

HWRHS Ice Hockey Boosters
203 Willow Street
South Hamilton, Massachusetts 01982-2292

October 15, 2019

Chairman David Polito and Committee Members
HWRSD School Committee
5 School Street
Wenham MA 01984

Dear Chairman and Committee Members:

The HW High School Hockey jerseys are a few years old and it has come to the attention of the Boosters that the team could use some additional jersey's that are a larger size to accommodate some of the players.

Pending the Committee's approval, the HW Hockey Boosters have voted to make a $1,800 contribution to order six white (home) jersey's and six navy (away) jersey's in larger sizes to supplement the team's inventory and to accommodate our big guys! It is our understanding that the new jersey's will be exact replicas and will take approximately 10 weeks to produce which would mean they will be available for the upcoming season. Please let me know if you need additional information to approve this contribution.

Thank you for your consideration and Go Generals!

Sincerely,

Elizabeth Collins
HW Boosters Board Chair

CC: Mr. Craig Genualdo

October 16, 2019

Please consider the attached gift proposal from New England Biolabs to Cutler School. I recommend acceptance of the gift, grant funding in the amount of $7500, in order for fourth and fifth grade students to experience nine science lessons from Science From Scientists over the 2019-2020 school year. The grant from NEB will enable scientists from the Science From Scientists organization to present in-classroom hands-on science experience. The nine lessons will be chosen from the SfS bank of lessons to align with and enhance our current science curriculum. This generous grant has been coordinated and made possible by Cutler parent Alicia Bielik of New England Biolabs.

Thank you for your consideration,

Jennifer Clifford

DocuSign Envelope ID: 563F2E71-D2CD-4712-B751-5BE407074479

Science from Scientists
School Programs Memorandum of Understanding

Science from Scientists (SfS) is a 501c3 non-profit organization with a mission to teach and inspire the next generation to identify and solve real-world problems by improving STEM literacy. SfS provides live, in-classroom presentations of hands-on science, technology, engineering, and math lessons to grade 3 - 8 students on a regular, recurring schedule over the course of an academic year. The number of on-site hours is determined by school and based on the grade level(s) selected for the program, but typically runs the length of the school day.

SfS staff are individuals with degrees in STEM and or significant STEM industry experience who have been trained and coached to deliver STEM lessons in a formal classroom environment. SfS staff work alongside classroom teachers and other school faculty to select, sequence, prepare, deliver, and evaluate SfS lessons.

SfS lessons are available for several topics including: physics, engineering, anatomy and physiology, chemistry, earth science, life science, technology, and scientific practices. Every lesson is designed in the 5E Instructional Learning Model and aligned to the Next Generation Science Standards (NGSS) as well as applicable state science and engineering standards and benchmarks in every region where SfS operates school programs. SfS provides classrooms with all of the materials and equipment for each lesson, as well as optional follow-up activities, videos, and evaluation questions and prompts. A list of current SfS lessons by region is available on our website at http://www.sciencefromscientists.org/lesson-by-region. Questions on lesson availability can be directed to the SfS staff or Director of Operations.

School Information

School Name: Cutler School

Address: 237Asbury Street, Hamilton MA 01982

Primary Contact Name: Jennifer Clifford

Primary Contact Title: Principal

Primary Contact Email: J.Clifford@hwschools.net

Primary Contact Phone Number: 978-468-5330

SfS will require the names and emails of all teachers with students participating in the SfS program 30 days before the first day of school.

DocuSign Envelope ID: 563F2E71-D2CD-4712-B751-5BE407074479

Program Schedule Information - Massachusetts ONLY

1. Select the grade(s) to enroll in this program. *Note: SfS can typically serve 1-2 grades depending on the length of the school day and the establishment of a schedule where the science blocks do not overlap.*

3rd	X 4th	X 5th	6th	7th	8th

2. Provide an expected total number of students and classes that SfS will be serving. *Note: SfS lessons can serve up to a maximum of 30 students per period.*

88	Expected Total Number of Students	4	Number of Classes

3. Provide a class-by-class schedule with room numbers that SfS will use for every visit.

I have this now and will email it to the SfS Operations Director.

x I do not have the schedule yet but will email it prior to the first day of school.

Please be advised:

- Schedule must accommodate all classes in the grade level(s) selected.
- **Class periods must be a minimum of 45 minutes**; however lessons can be extended for longer periods if available.
- Please adjust rotating 6-day or "waterfall" schedules whenever possible, particularly to reduce extended breaks in between classes.
- SfS programs can take place in traditional classrooms or science labs. Availability of a whiteboard, blackboard, or smart board is requested; projectors are not required but appreciated if available.

DS JC

Comments:

DocuSign Envelope ID: 563F2E71-D2CD-4712-B751-5BE407074479

Program Schedule Options

Science from Scientists (SfS) staff are available to serve participating schools on **Tuesdays-Fridays** every other week for the academic year. With no interruptions, this provides 18 visits from the SfS program. ***New this year,*** SfS is asking each partner school to select not only the day of the week for the program, but also which specific dates in advance (dates listed on next page.)

DS JC

We recognize that date conflicts will arise that are unknowable at this time. We will make every appropriate effort to reschedule dates if the need arises. In the event of a cancellation, rescheduling should be communicated to the SfS staff assigned to your school. Staff may be available to make-up a missed day if the posted schedule below has an extra * date indicated, or staff may be available to visit on a different day of the week, or alternate staff ("substitutes") may be called to fill in. If none of these options work, the missed date may be cancelled with no make-up.

Therefore, please select the Schedule with the fewest conflicts and make every effort to limit changes to the schedule that may reduce the number of visits from SfS.

Review the eight Schedule Options on the following page.

1. Green Tuesdays
2. Green Wednesdays
3. Green Thursdays
4. Green Fridays
5. Orange Tuesdays
6. Orange Wednesdays
7. Orange Thursdays
8. Orange Fridays

List your preferred Schedule Options.

First Choice: Orange Thursdays

Second Choice: Orange Tuesdays

Third Choice: Orange Wednesdays

I do not wish to select Schedule Options at this point, I will email SfS separately with my preferred schedules. *I understand that SfS has a limited number of slots for each schedule and may not be able to accommodate all requests.*

DocuSign Envelope ID: 563F2E71-D2CD-4712-B751-5BE407074479

Green
TUESDAYS
Sep 3, 17
Oct 1, 15, 29
Nov 12, 26
Dec 10
Jan 7, 21
Feb 4, 25
Mar 10, 24
Apr 7, 28
May 12, 26
Jun 9*

Green
WEDNESDAYS
Sep 4, 18
Oct 2, 16, 30
Nov 13
Dec 4, 18
Jan 15, 29
Feb 12
Mar 4, 18
Apr 1, 15
May 6, 20
Jun 3, 17*

Green
THURSDAYS
Sep 5, 19
Oct 3, 17, 31
Nov 14
Dec 5, 19
Jan 9, 23
Feb 6, 27
Mar 12, 26
Apr 9, 30
May 14, 28
Jun 11*

Green
FRIDAYS
Sep 6, 20
Oct 4, 18
Nov 1, 15
Dec 6, 20
Jan 10, 24
Feb 7, 28
Mar 13, 27
Apr 17
May 8, 22
Jun 5, 19*

Orange
TUESDAYS
Sep 10, 24
Oct 8, 22
Nov 5, 19
Dec 3, 17
Jan 14, 28
Feb 11
Mar 3, 17, 31
Apr 14
May 5, 19
Jun 2, 16*

Orange
WEDNESDAYS
Sep 11, 25
Oct 9, 23
Nov 6, 20
Dec 11
Jan 8, 22
Feb 5, 26
Mar 11, 25
Apr 8, 29
May 13, 27
Jun 10

Orange
THURSDAYS
Sep 12, 26
Oct 10, 24
Nov 7, 21
Dec 12
Jan 2, 16, 30
Feb 13
Mar 5, 19
Apr 2, 16
May 7, 21
Jun 4, 18*

Orange
FRIDAYS
Sep 13, 27
Oct 11, 25
Nov 8, 22
Dec 13
Jan 3, 17, 31
Feb 14
Mar 6, 20
Apr 3
May 1, 15, 29
Jun 12

**Automatic make-up day for conflicts or cancellations of prior dates listed in that block.*
If no dates are missed or cancelled, program will end on the last date listed before the ""*

DS JC

DocuSign Envelope ID: 563F2E71-D2CD-4712-B751-5BE407074479

School Expectations

Safety - SfS conducts background checks, including criminal records check, on all instructors. SfS will comply with any school/district who requests to conduct their own criminal records checks, fingerprinting checks and/or TB tests on SfS staff prior to their teaching in the classroom.

My school/district requires no additional checks.

x My school/district requires their own CORI/Background Check of SfS personnel prior to the program start.

x My school/district requires their own Fingerprinting Check of SfS personnel prior to the program start.

My school/district requires a Tuberculosis (TB) test prior to the program start.

Scheduling - The Primary Contact will work with the SfS instructors to set a schedule of days that the SfS program is to visit the grades and teachers outlined above. The Primary Contact must notify SfS as soon as possible if a scheduled teaching date must be moved or cancelled, or if there is a school event or field trip that will change the schedule provided to SfS above. SfS will make every effort to reschedule the cancelled day, but cannot guarantee that a replacement day will be available.

Teacher Participation - A teacher or school staff member must be present at all times when SfS Instructors are with students. SfS requests that teachers or staff members present be actively engaged in the lessons and manage classroom discipline as needed.

To aid in teacher preparation, SfS staff will provide a Teacher Prep document providing an overview of each lesson, safety/allergy considerations, and desired room set-up or student group arrangements. During the presentation, teachers are encouraged to assist with demonstrations, run station activities, provide one-on-one assistance to students as needed, help to manage classroom discipline, and be responsible for student discipline issues that require escalation outside of the classroom.

First Day Standard - The first class of the school year will be selected by the instructors assigned to your school and will consist of a discussion of Science from Scientists' mission and how the program works, the research and career background of the assigned instructors, as well as an overview of lab safety. This session is mandatory.

Visitors – To ensure that SfS provides schools and students with the best experience possible, a member of the SfS management team may observe the SfS program during a class. Additionally, SfS invites current and potential donors and supporters to view classes are part of the solicitation and stewardship process. You will be notified of each visit in advance. All guests will be accompanied by a member of SfS.

DS JC

DocuSign Envelope ID: 563F2E71-D2CD-4712-B751-5BE407074479

Fees & Payment Schedule

Term: October 2019 - June 2020, 9 sessions

Total Cost for Term: $0

Total invoicing by the SfS shall not exceed total cost amount above unless prior written authorization is received from authorized partner school representative (signer of this agreement.)

X My school/district requires a Purchase Order (PO) be prepared prior to any invoices.

My school/district does NOT require a PO be prepared prior to any invoices.

The total cost will be divided by four (4) and invoiced according to the following quarterly schedule after services are performed.

Invoices will be sent via email from SfS Accounting sfs@bos.myworkplace.co on the following dates:

- November 15, 2019
- January 15, 2019
- April 15, 2020
- June 15, 2020

Invoices are due NET 45. There is a 15 day grace period, after which a late fee of 1.5% of amount due will be assessed for each 30-day period past due NET date.

Billing & Payment Contact

Name: Jennifer Clifford

Title: Principal

Email: j.clifford@hwschools.net

Phone: 978-468-5330

DocuSign Envelope ID: 563F2E71-D2CD-4712-B751-5BE407074479

Release of Claims

The School and or District hereby releases, waives, discharges, and holds harmless Science from Scientists, and all of their affiliates, predecessors, successors, trustees, officers, directors, faculty, employees, agents and representatives, past or present (hereinafter jointly referred to as the "Released Parties") from any and all claims, suits, liabilities, judgments, costs and expenses ("Claims") for any property damage, property loss or theft, personal injury or illness, death or other loss (collectively, "Losses") which arise out of or in connection with the gross negligence or willful misconduct in the performance of any and or all Science from Scientists programs and or activities. The School and or District also agrees to defend, indemnify and hold harmless the Released Parties from and against any claims arising from or related to our own acts or omissions in connection with our participation in the program.

Notwithstanding the above, if a court of competent jurisdiction determines, in a final, non-appealable judgment, that any Released Party was at fault and primarily responsible for any Losses, Science from Scientists shall promptly (i) reimburse the School and/or District for all costs incurred in defense of such Released Party with respect to the Claims involved, and (ii) indemnify and hold harmless the School and/or District for such Losses.

Jennifer Clifford	DocuSigned by: Jennifer Clifford D93564B3BD1E4C1...
Authorized Representative Name	Authorized Representative Signature
Principal	10/16/2019
Title	Date

Does this form need to go to a different authorized representative for signature? Please provide that person's name and email address below.

DocuSign Envelope ID: 563F2E71-D2CD-4712-B751-5BE407074479

Acknowledgement & Signature

By signing below, I indicate that the above information is complete and accurate to the best of my knowledge. I have read and agree to the expectations of schools for participation in the SfS program.

School Acknowledgement

Jennifer Clifford	Principal
Name	Title
DocuSigned by: Jennifer Clifford 1E4C1...	10/16/2019
Signature	Date

SfS Acknowledgement

Name	Title
Signature	Date

Updated 2019-03-14

DocuSign Envelope ID: 563F2E71-D2CD-4712-B751-5BE407074479

Acknowledgement & Signature

By signing below, I indicate that the above information is complete and accurate to the best of my knowledge. I have read and agree to the expectations of schools for participation in the SfS program.

School Acknowledgement

Jennifer Clifford	Principal
Name	Title
DocuSigned by: Jennifer Clifford 1BED1E4C1...	10/16/2019
Signature	Date

District Acknowledgement

Name	Title
Signature	Date

SfS Acknowledgement

Name	Title
Signature	Date

Updated 2019-03-14

SCIENCE FROM SCIENTISTS

Home | About | Programs | Get Involved | Contact Us

Lessons

Home > Lessons

To help teachers understand how each of our modules is related to the Next Generation Science Standards, our Teacher Prep documents denote the relevant Disciplinary Core Ideas (DCIs), Science and Engineering Practices (SEPs), and Crosscutting Concepts (CCCs – in progress). Our grade level progressions are sourced from NGSS **Appendix E (DCIs)**, NGSS **Appendix F (SEPs)**, and the NSTA's **Matrix of Crosscutting Concepts** (based on NGSS's Appendix G). Click on the title of the lesson to view the Teacher Prep document.

Visit the **Lesson Sequences page** to see which lessons can be taught as a series. The **Standards page** has a spreadsheet that matches all of our lessons to the relevant national and state (CA, MA and MN) standards.

Lessons by Region

All lessons are not currently available in a each region. Lessons not currently available in a given region may be requested, but additional build time may be required to provide the materials for that lesson. Requests for lessons not currently available in your region should be made at least one month ahead of the teaching visit to your instructors so that they can determine if the lesson can be created for that region. Thank you for your patience as we build out our library of lessons in a given area. **Click here for a listing of available lessons by region.**

* Lessons marked by an asterisk require extra notice to prepare.

Anatomy/Physiology | **Chemistry** | **Engineering** | **Earth Science** | **Life Science** | **Physics** | **Scientific Practices** | **Technology**

AP01-Cells & Organelles

Students make a cell model to learn about the functions and interactions of a cell's organelles. In one option, students use materials provided to assemble a cell model as each group takes charge of one organelle and interactively instructs their classmates. In the second option, students base their cell model construction decisions on the information they learn, and justify those decisions to the class.

AP02-Microscope Mystery ***(New Lesson)***

In this lesson, students learn to use microscopes by observing various plant and animal tissue samples. Groups of students will work to identify mystery tissue samples, presenting and comparing their findings with other groups. Longer classes will also make a phylogenetic tree containing all the organisms identified.

AP03-DNA Extraction

An introduction to the location and function of DNA in different cells, students think critically about the process of DNA extraction using a model. Students will then extract DNA from a strawberry (or other plant)! Afterwards, students will compare and contrast our DNA and the DNA of other organisms.

AP04-Phenotypes, Genotypes, & the Environment

This lesson examines dominant and recessive genes, along with complete and incomplete dominance. Through the activity, students learn about genetic variation within a population by focusing on the genotype and phenotype of fish color, using wooden fish as a model. Students will investigate the impact of environmental changes on genetic variation and how favorable traits are passed down to future generations. Furthermore, students will evaluate whether dominant or recessive genes are more impacted by these environmental changes. Students should have prior knowledge of Punnett squares.

AP05-From Genes to Proteins

Latest Tweets.

You may think your doesn't use #STEM STEM is all around how you use science technology, engin... https://t.co/ErJgUA
2 hours ago
1 FAVORITE

Science from Scienti proud to participate #MassSTEMWeek our hands-on, in-sch activities to st... https://t.co/h4NTh
2 hours ago
6 FAVORITES

Happy 3-year #work to Suzie Huggenberg Thanks to your hard now have over 100 l being taug... https://t.co/AL4JxC
29 mins ago
2 FAVORITES

Join our quarterly ne

* **Email**

First Name

Last Name

State/Province

This lesson offers a hands-on simulation of how DNA creates proteins. Students are provided with DNA gene sequences, which they must first transcribe into mRNA and then translate into a protein to build a new species, called the Scimon. Time permitting, students may have the opportunity to investigate the effects of three types of mutations (insertion, deletion and substitution) on their Scimon model.

AP06–Blood Typing

Students discover what determines a person's blood type through a blood-typing activity using simulated blood. From the results, the class will discuss which blood types are compatible and what happens if you give incompatible blood to a patient during a blood transfusion. Longer classes will also examine human blood smears under the microscope and discuss the function of various blood components.

AP07-Spread of Infectious Disease

This lesson introduces students to the exponential spread of infectious disease. Students will model a disease outbreak through an activity where they spread an "infection" through the class by sharing liquid solutions with other students for multiple rounds. The liquid solution is then tested for "infection". The focus of the lesson is on extracting meaningful information from data patterns formed by disease outbreaks.

AP10-Frog Dissection ***(Recently Revised)***

This lesson explores frog anatomy and how frog structures and functions relate to human anatomy. Students dissect a frog in small groups; identifying and classifying the organs according to their functional group. After the dissection, groups present one system and compare their findings and classifications with other groups' systems.

AP11-Earthworm Dissection-Decomposing Matter

Students explore the role of decomposers, the flow of matter, and the cycle of energy in an ecosystem by dissecting a preserved earthworm. After a brief introduction to the dissection procedure, students work in pairs to discover how the earthworm's simple, yet complete, digestive system plays a crucial role in the environment.

AP13-How the Eye Works

This lesson's multiple short activities will lead students through the structure of the eye from front to back. Students observe the contraction of the iris, focusing of the lens, and features of the retina. Longer classes will explore afterimages. This lesson, though fun as a stand-alone, is intended to be taught after AP14: Eye Dissection to enhance students' appreciation of the structures they have observed in the dissection of the sheep eye, by allowing them to experiment with those structures in their own eyes.

AP14–Eye Dissection

Students work in pairs to dissect and explore the anatomy of a preserved sheep eye. The lesson ends with a review of mammalian eye anatomy and the basic mechanics of vision.

AP15-Heart Dissection ***(Recently Revised)***

Students prepare for the dissection by sketching and asking questions about the heart. After an orientation to the heart's surface features and identification of external structures and vessels, students work in small groups to complete a dissection of a preserved sheep heart to identify key internal structures. Afterwards, the class will review the basic pathways of blood flow and the physiology of heart function.

AP17-Model Lung

Students are introduced to the structure and function of human lungs through the use of models. Students are provided with a variety of building materials to construct interactive model lungs and diaphragm to examine how the lungs and diaphragm work together to achieve breathing.

AP18-The Mammalian Brain

Students carefully handle and examine preserved sheep brains. After generating questions, students will identify which questions can be answered by observation alone. Students will also identify and learn about the major substructures of the brain.

AP19-Neurons ***(Recently Revised)***

This lesson focuses on the human brain and its functional units, the neurons. Neurons (nerve cells) are specialized cells designed to transmit information to other neurons. The activity allows students to explore the structure and function of neurons through the use of models. Students will model various nerve impulses and discuss how neurons send signals between the sensory and motor systems. This module works best if followed up with AP20: Experimenting with Our Brains.

AP20-Experimenting with Our Brains

17

By submitting this form, yc
consenting to receive mar
emails from: Science from
515 Beacon Street, Bosto
02215, US. You can revok
consent to receive emails
by using the SafeUnsubsc
found at the bottom of eve
Emails are serviced by Co
Contact.

Sign Up!

Students divide into small groups and learn to toss bean bags at a target while wearing prism goggles. When students remove the goggles, they "unlearn" the task, and have to adjust their throwing angles accordingly. Students collect data from the experiment and interpret them in the context of their brain's adaptation to and communication with their sensory and motor systems.

AP21-Hair Identification (Recently Revised)

This lesson is an introduction to the concept of hair analysis. Students compare images of the medulla pattern of different mammal species to solve a mock crime. Students then use claim, evidence, and reasoning to explain their predictions about the crime and present their conclusions. With enough time, students may also use prepared hair slides or a sample of their own hair to observe medulla patterns under a microscope.

AP22–Fingerprinting

Students self-discover which type of fingerprints they have before investigating the various ways of leaving behind, collecting, and analyzing prints. Students will discuss arches, loops, and whorls as pattern descriptors. Students will explore fingerprint inking, dusting & lifting, and analysis.

AP40-Healing the Brain *(New Lesson, Currently Only Available in Minnesota)*

This lesson introduces students to changes in the excitability of neurons in a particular area of the brain and how it can be used in simple electric devices to help patients recover from injury or disease. Using this information, students act as doctors to design a treatment plan for different case studies. This lesson is recommended for older (7th-8th grade) students and as a prerequisite, students will need to have completed (or have the equivalent background of) AP01: Cells & Organelles, AP18: The Mammalian Brain, and AP19: Neurons and AP20: Experimenting with Our Brains.

Contact SfS

Visit our **Contact** page for a detailed listing of ways to reach us.

Job Applications
jobs@sciencefromscientists.org

All Other Inquiries
info@sciencefromscientists.org

Privacy Policy

Copyright © 2014 - 2019 Science From Scientists
All right reserved. Website by MRW

For Staff

User Login

HAMILTON-WENHAM
REGIONAL SCHOOL DISTRICT

Student Services Overview FY20

Stacy Bucyk, M.Ed.
Director of Student Services

November 6, 2019

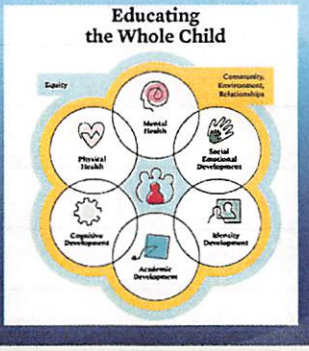
HAMILTON-WENHAM
REGIONAL SCHOOL DISTRICT

Focus Areas

- Increasing Demand for Specialized Student Services
- Fiscal Responsibility
- Programmatic and Staffing Strategy

HAMILTON-WENHAM
REGIONAL SCHOOL DISTRICT

Educating the Whole Child



HAMILTON-WENHAM REGIONAL SCHOOL DISTRICT

Our Responsibility

- To provide a Free and Appropriate Public Education (FAPE) within the Least Restrictive Environment (LRE)
  - Reasonably calculated to enable appropriate progress in light of a child's unique needs
  - LRE can have different meaning for different students
  - Create or Locate
- To ensure that state and federal special education regulations are implemented
- To be mindful of programmatic and fiscal responsibility in the determination and provision of services

HAMILTON-WENHAM REGIONAL SCHOOL DISTRICT

Our Special Education Population

State Reporting Based on October 1 Enrollment Data

	October 2015 FY16	October 2016 FY17	October 2017 FY18	October 2018 FY19	October 2019 FY20
# Special education students	276	279	299	319	357
District % students in special education	14.8%	15.4% (+.6)	16.4% (+1.0)	17.6% (+1.2)	19% (+1.4)
State % of students in special education	17.2%	17.4% (+.2)	17.7% (+.3)	18.1% (+.4)	Not Available

HAMILTON-WENHAM REGIONAL SCHOOL DISTRICT

Referral and Evaluation Rates

FY16		FY17		FY18		FY19	
#	eligible	#	eligible	#	eligible	#	eligible
87	55	101	65	126	58	129	67

Most Common Classifications in HWRSD:

- Health Impairment 27%
- Specific Learning Disability 21%
- Autism 15%
- Communication 13%
- Emotional Impairment 8%
- Neurological Impairment 8%

HAMILTON-WENHAM REGIONAL SCHOOL DISTRICT

Necessary Supports for Student Success

- Staffing
- Contracted Services
- Transportation
- Extended School Year
- Extended Day
- Professional Development
- Tuition

HAMILTON-WENHAM REGIONAL SCHOOL DISTRICT

What do we consider when making student-centered decisions?

Are we meeting the level of support our students require to access learning and demonstrate progress?

Have we maximized services at the building level? The district level?

Is our physical space conducive to meeting the needs of our students?

What is in the best interest of our students?

HAMILTON-WENHAM REGIONAL SCHOOL DISTRICT

Program	Buker		Cutler		Winthrop		Middle School		High School	
	FY20 to-date	FY21 Proj.	FY20 to-date	FY21 Proj.	FY20 to-date	FY21 Proj.	FY20 to-date	FY21 Proj.	FY20 to-date	FY21 Proj.
Preschool					19	21				
Therapeutic Learning Center	11	8	9	7	13	12			15	17
Language Based Program			17	15			14	16	6	11
Intensive Learning Program (ILP)					10	11				
Center for Academic and Social Emotional Learning (CASEL)					8	8				
Intensive Learning-Academic Support (IL-AS)							3	4	3	5
Academic Support	21	24	20	22	29	28	53	54	42	50

HAMILTON-WENHAM REGIONAL SCHOOL DISTRICT

OOD Tuition Projections → Budget → Actual

Year	FY15	FY16	FY17	FY18	FY19*	FY20
Tuition Projected	$1,639,604	$2,055,870	$2,125,147	$3,006,078	$3,322,357	$3,742,839
Student #'s Projected	27	31	35	42	50	52
Tuition Budgeted	$1,639,604	$1,954,534	$2,035,503	$2,752,155	$2,852,357	$3,742,839
Student #'s Budgeted	26	30	34	37	42	52
Tuition Actual	$2,184,218	$2,210,167	$2,389,303	$3,076,866	$3,304,632	$4,176,579
Student #'s Actual	36	40	41	50	52	56 current

* FY19 was my first budget

HAMILTON-WENHAM REGIONAL SCHOOL DISTRICT

How Are We Supporting Increasing Demands on Student Services?

Continuous Monitoring of Student Needs:

Elementary: FY17, FY18, FY19, FY20

- Added Programming and staffing

Middle School: FY19, FY20

- Re-aligned staffing and programming
- Added staffing

High School: FY19

- Added programming and staffing

HAMILTON-WENHAM REGIONAL SCHOOL DISTRICT

Expanding In-house Programming:

HWRSD Made Significant Investments in FY19:

- 1.0 FTE Language-Based Program Teacher at HWRHS
- 1.0 FTE Intensive Learning -Academic Skills Program (IL-AS) *Formally called: Life Skills Program Teacher*
- 1.0 FTE OOD Team Chairperson
- .5 FTE Special Education Reading Teacher at MRMS
- Estimated cost savings over four years = $2,210,000
- To-date, after 1.3 years, cost savings = $735,000

HAMILTON-WENHAM REGIONAL SCHOOL DISTRICT

Next Steps

- Review the Language-Based Programs
- Case review of approximately 6 OOD student files
- Collaboration and close communication with families and SEPAC

HAMILTON-WENHAM REGIONAL SCHOOL DISTRICT

Next Steps

- Staffing
- Professional Development
- Tiered Systems of Support
- Consideration of a Reserve Fund

Hamilton-Wenham SEPAC

Update to School Committee, November 6, 2019

Co-Chairs, Becky Bonenfant and Lindsay Whitman

Goals for 2019 - 2020

- After low activity for the past several years, a functioning SEPAC for the H-W school district is now in place
- As a renewed organization, we are focused on creating the infrastructure to build awareness and engagement in the district community
  - Regular membership meetings & informal coffees
  - Speakers & workshops on topics of relevance to H-W special ed community
  - Filling executive and non-executive roles
  - Creating infrastructure for information sharing and feedback loops
    - Starting new mailing list (~70 contacts) and extending Facebook page (~100 followers)
    - Creating a website
    - Establishing connections to MassPAC and other area SEPACS
    - Exploring options for establishing bank accounts and financing

Progress to Date

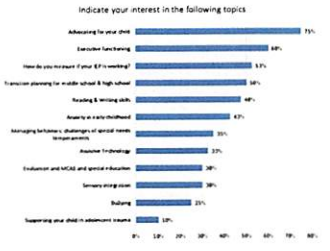
- 3 of 4 officer positions filled (Becky Bonenfant and Lindsay Whitman, Co-Chairs; Kristin Crocket, Secretary; Treasurer, Open & seeking nominations)
- Surveyed membership base on topics for possible presentations/workshops
- Held initial membership meeting and Parents Rights Workshop
- Co-Chairs meeting regularly with Stacy Bucyk
- Reviewed & updated by-laws
- Informational flyer to be distributed at all IEP and 504 meetings

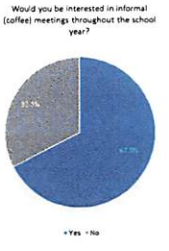
Discussion Question

- As a renewed advisory committee to SC, how can we best work with the SC and the H-W district to foster communication, discussion, and input into special education in the district?
  - Opportunities?
  - Concerns to be address?
  - Etc...
- Do you have any specific questions for us now about special education in the H-W district?

Appendix

Survey Results





Additional suggestions for presentation topics

- Social pragmatics and overall support
- Dyslexia
- Twice Exceptional children
- Preparing for your college search
- Public school screening and detection of language-based learning disabilities in K-12.
- How to educate the general population about your child's special needs
- Low vision adaptive services but you probably cover that in assistive technologies
- ADD/ADHD, anxiety
- IEP or 504 What's best?
- Allergy management in school
- Helping your child with friendships

FY21 Budget - Enrollment Assessment Shift

	Hamilton	Wenham	Total
October 1, 2017	1,122	633	1,755
October 1, 2018	1,091	624	1,715
October 1, 2019	1,130	635	1,765
	3,343	1,892	5,235
Current 3 Year AVG:	63.86%	36.14%	
Prior 3 Year AVG:	64.05%	35.95%	
Assessment Shift:	-0.19%	0.19%	
FY20 Total Assesment (Prior)	18,941,583	10,631,536	
FY20 Total Assesment (Current)	18,885,394	10,687,725	
Shift Increase	(56,189)	56,189	

To Towns 10.30.19

October 1, 2019 Enrollment by Town-School-Grade

Town of Hamilton Breakdown

	Buker	Cutler	Winthrop	MRMS	HWRHS	Special Ed	Total
PreK	-	-	14	-	-	-	14
Kindergarten	8	35	53	-	-	-	96
Grade 1	10	36	38	-	-	-	84
Grade 2	14	52	39	-	-	-	105
Grade 3	9	34	39	-	-	-	82
Grade 4	12	34	33	-	-	-	79
Grade 5	9	38	45	-	-	-	92
Grade 6	-	-	-	76	-	-	76
Grade 7	-	-	-	90	-	-	90
Grade 8	-	-	-	74	-	-	74
Grade 9	-	-	-	-	76	-	76
Grade 10	-	-	-	-	73	-	73
Grade 11	-	-	-	-	81	-	81
Grade 12	-	-	-	-	72	-	72
SP	-	-	-	-	-	36	36
GRAND TOTAL	62	229	261	240	302	36	1,130

To Towns 10.30.19

October 1, 2019 Enrollment by Town-School-Grade

Town of Wenham Breakdown

	Buker	Cutler	Winthrop	MRMS	HWRHS	Special Ed	Total
PreK	-	-	5	-	-	-	5
Kindergarten	35	3	11	-	-	-	49
Grade 1	36	9	7	-	-	-	52
Grade 2	29	11	5	-	-	-	45
Grade 3	31	10	6	-	-	-	47
Grade 4	32	11	5	-	-	-	48
Grade 5	32	5	12	-	-	-	49
Grade 6	-	-	-	59	-	-	59
Grade 7	-	-	-	43	-	-	43
Grade 8	-	-	-	44	-	-	44
Grade 9	-	-	-	-	39	-	39
Grade 10	-	-	-	-	43	-	43
Grade 11	-	-	-	-	45	-	45
Grade 12	-	-	-	-	52	-	52
SP	-	-	-	-	-	15	15
GRAND TOTAL	195	49	51	146	179	15	635

To Towns 10.30.19

From: **Julie Kukenberger** juliekukenberger@gmail.com
Subject: Fwd: Kerry Gertz
Date: October 31, 2019 at 2:20 PM
To: Kukenberger, Julie j.kukenberger@hwschools.net

JK

---------- Forwarded message ---------
From: **Polito, David** <D.Polito@hwschools.net>
Date: Wed, Oct 30, 2019 at 1:20 PM
Subject: Kerry Gertz
To: Lee, Gene <g.lee@hwschools.net>, Horgan, Michelle <m.horgan@hwschools.net>, Bailey, Michelle <M.Bailey@hwschools.net>, Stacey Metternick <s.metternick@hwschools.net>, Wolczik, Peter <p.wolczik@hwschools.net>
Cc: juliekukenberger@gmail.com <juliekukenberger@gmail.com>, Joe Domelowicz <jdomelowicz@hamiltonma.gov>

All,

This morning I received an email from Kerry Gertz formally resigning from the School Committee.

I have informed Dr Kukenberger who grouped in Naomi Stonberg about beginning the process of replacing Kerry on the board.

Letter below.

David

David Polito, Ed.S.
Chair
Hamilton-Wenham Regional School Committee
d.polito@hwschools.net
He/Him/His

From: Kerry Gertz <attorney.gertz@gmail.com>
Sent: Wednesday, October 30, 2019 10:43 AM
To: Polito, David <D.Polito@hwschools.net>
Subject: resignation

David,

It is with sincere sadness that I am submitting my resignation to the Hamilton Wenham Regional School Committee. Unfortunately, due to unforeseen and very unexpected personal family matters that have arisen, I am no longer able to dedicate the time and attention that this position requires. I certainly wish this were not the case.

It has been my true honor to have served the Hamilton Wenham community for the last two and a half years. I believe our school district is one of the strongest in the Commonwealth: academically, athletically, and culturally. My children are incredibly lucky to attend our schools. I look forward to witnessing all the great things the school committee brings to our towns in the future.

Sincerely,

Kerry Gertz

--
"Achievement is largely the product of steadily raising one's level of aspiration and expectation."
Jack Nicklaus (1940 -) American golf champion

--
Julie

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

Quotes Received for Superintendent Search

On October 18, 2019, the Hamilton-Wenham Regional School District published a Request for Quotes to provide executive search consultation services for the position of Superintendent of Schools.

All quotes were due by November 1, 2019. The quotes received are listed below:

Date Received:	From:	Delivered by:
10/29/2019	National School Development Council (NSDC)	Fedex
10/31/2019	Massachusetts Association of School Committees (MASC)	Hand-delivered by Dorothy Presser

Hamilton-Wenham Regional School District

2019-2020 School Committee DRAFT Goals

SC SMART Goal #1: Create a TEAM

By June 2020, the HWRSD School Committee will improve a minimum of one scaled score in five areas; 1) goals, 2) operating protocol, 3) meetings, 4) monitoring, and 5) community engagement over September 2019 baseline line results as measured by the Governance Rubric for Continuous Improvement[1].

Key Actions:

- Use governance rubric as pre, mid-year, and post assessment tool
- Schedule budget workshop to informally discuss and problem solve difficult issues
- Use School Committee Protocols to self-assess at the end of each School Committee meeting during September, October, and November

Benchmarks:

- By October 16, 2019, 85% of Governance team will complete a pre-assessment using the Governance Rubric for Continuous Improvement.
    - Compile data and use the results to assess opportunities for growth and present an improvement plan
- By February 1, 2020 85% of Governance team will complete a mid-year assessment using the Governance Rubric for Continuous Improvement.
    - Compile data and use the results to adjust key actions
- By June 1, 2020 85% of Governance team will complete a end-of-year assessment using the Governance Rubric for Continuous Improvement.
    - Compile data and use the results to assess goal progress
- By January 8, 2020 the HWRSD Leadership Team will facilitate a FY21 Budget workshop for the School Committee
    - Recommendation: LT FY21 Budget workshop
        - Option 1: Saturday, January 4, 2020 9:00-2:00 PM - lunch provided
        - Option 2: 2 part - Monday, January 6th & Tuesday, January 7th 5:00-8:00 PM

---

[1] "District Governance Program - Massachusetts Association of School ...." https://www.masc.org/field-services/district-governance-project. Accessed 1 Sep. 2019.

Hamilton-Wenham Regional School District

2019-2020 School Committee DRAFT Goals

- By December 1, 2019 the School Committee conduct a formative assessment of the Superintendent's Performance using the 2019-2020 Indicator Rubric For Superintendents
- By December 1, 2019 adopt a SC Protocol based on self-assessment results

SC SMART Goal #2: Clarify our VISION

By June 2020, the HWRSD School Committee will increase community engagement by 50% as measured by stakeholder attendance and/or participation in engagement events/activities (compared to Fall 2019 baseline participation) in order to develop a long-range, future ready, shared vision for the Hamilton-Wenham Regional School District.

Key Actions:

- Collaborate with District's Leadership Team to promote/embrace strategic blueprint
- Communicate with community members to effectively disseminate strategic blueprint
- Foster transparency, and full partnership between Hamilton, Wenham and the District

Benchmarks:

- Continued workshops and other engagements with Leadership Team
- Developed communication piece to further community engagement and education
- Establish forums with various community groups to further partnerships.

SC SMART Goal #3: Develop a BUDGET

By February 2020, the HWRSD develop a learner-centered budget that is fiscally responsible, addressesses prioritized critical needs with input and recommendations from the HWRSD Leadership Team, and is conscientious - minding the impact on local taxpayers as measured by voter support.

Key Actions: The Finance working group (FWG) would be updated on the leadership teams requests. As the budget develops, the FWG group will be updated and give feedback.

Hamilton-Wenham Regional School District

2019-2020 School Committee DRAFT Goals

- SC will hear from Superintendent and other district administrators about districts' needs.
- SC with Superintendent and district administration will develop a prioritization of capital needs to present to voters.
- SC and/or representatives will meet with other elected officials of Hamilton and Wenham to collaboratively discuss school district's needs.
- SC will deliberate and come to consensus on operating budget and capital budget requests.

Benchmarks:

Operating –

- By Jan. 1ish, the Leadership Team will compile a budget.
- In early Jan., the Leadership Team will host a budget workshop to inform the full committee about the budget.
- 75 days prior to Town Meeting, the SC will approve a tentative budget
- Somewhere in here the SC will deliberate.
- Somewhere in here the SC will have a public hearing or two
- Somewhere in her the SC will deliberate and I would add, develop a communication plan.
- 45 days prior to Town Meeting the SC will approve a final budget
- The full Committee will NOT see the budget until days before voting

Decision on OPEB

- November Asst. Supt. Of Finance and/or SC present OPEB options
- If yes, accept OPEB: Approve laws
- Management to work on and bring back to SC

Capital: Prioritization of capital items

A. Turf/tennis (combine): Decision to go forward? If so,
    a. Develop alternate plans and update GALE study.
    b. Monitor progress for non-profit.
    c. Review policies for fundraising.
    d. MOU
    e. Booster group meeting: To find out issues

Hamilton-Wenham Regional School District

2019-2020 School Committee DRAFT Goals

B. Total bundled amount for funding

C. Strategy for funding

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

November 6, 2019

Members of the Massachusetts School Building Authority Board of Directors,

We, the Hamilton-Wenham Regional School District's School Committee write this letter to the Massachusetts School Building Authority to reaffirm our support for a building project that would satisfy the critical deficiencies and inequities present at both the Winthrop Elementary School and the Cutler Elementary School. While we have a new leadership team at our Central Office, the disparities in our facilities remain a top priority to correct.

A "Statement of Interest" was filed for both school buildings with the Massachusetts School Building Authority on April 11, 2019. A single project could satisfy the deficiencies in both facilities.

Building deficiencies of great concern in both the Winthrop and Cutler Elementary Schools include, but are not limited to, severe security vulnerabilities, accessibility for disabled occupants, lack of adequate therapy spaces, inadequate restroom facilities, and undersized teaching spaces for the delivery of both general and special education services.

Again, we the School Committee wholeheartedly and passionately support a project that will satisfy the disparities in our school facilities at the Elementary School level. We feel that if we are invited into the project pipeline, the delivery of education to the children of Hamilton and Wenham, Massachusetts will vastly improve and will serve the community for the next fifty years and beyond.

We thank you for your consideration.

Warm Regards,

David Polito, Chair | Michelle Bailey | Michelle Horgan

Stacey Metternick | Peter Wolczik | Gene Lee

CC: Senator Bruce Tarr, Representative Bradford Hill, State Treasurer Deborah Goldberg, MSBA Executive Director Jack McCarthy, Hamilton Board of Selectmen, Hamilton Town Manager Joseph J. Domelowicz Jr., Wenham Board of Selectmen, Wenham Town Administrator Anthony Ansaldi Jr.

HAMILTON WENHAM REGIONAL SCHOOL DISTRICT VOUCHER

Voucher No: 2827 **Voucher Date:** 10/07/2019 Prepared By: D. Capozzi

Printed: 10/21/2019 11:01:20 AM

HAMILTON WENHAM REGIONAL SCHOOL DISTRICT is hereby authorized to draw warrants against HAMILTON WENHAM REGIONAL SCHOOL DISTRICT funds for the sum of $217,637.50 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2019 to June 30, 2020 (period cannot overlap fiscal year end.)

I certify that this claim is just and correct, and the services and/or materials herein represented have been received during the period listed above. All items are properly coded and not in excess of the budget.

Donald Gallant — District Treasurer

Kevin Mahoney — Assistant District Treasurer

Designee — School Committee Member

Vincent Leone — Assistant Super. of Fin. & Admin.

HAMILTON WENHAM REGIONAL SCHOOL DISTRICT

Fund		Amount
003	DEBT SERVICE FUND (GF)	$217,637.50
		$217,637.50

HAMILTON WENHAM REGIONAL SCHOOL DISTRICT VOUCHER

Voucher No: 2826 **Voucher Date:** 10/16/2019 Prepared By: M. Capozzi

Printed: 10/21/2019 08:54:35 AM

HAMILTON WENHAM REGIONAL SCHOOL DISTRICT is hereby authorized to draw warrants against HAMILTON WENHAM REGIONAL SCHOOL DISTRICT funds for the sum of $175.84 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2019 to June 30, 2020 (period cannot overlap fiscal year end.)

I certify that this claim is just and correct, and the services and/or materials herein represented have been received during the period listed above. All items are properly coded and not in excess of the budget.

Donald Gallant — District Treasurer

Kevin Mahoney — Assistant District Treasurer

Designee — School Committee Member

Vincent Leone — Assistant Super. of Fin. & Admin.

HAMILTON WENHAM REGIONAL SCHOOL DISTRICT

Fund		Amount
202	REVOLVING FUNDS	$175.84
		$175.84

HAMILTON WENHAM REGIONAL SCHOOL DISTRICT VOUCHER

Voucher No: 2825 **Voucher Date:** 10/16/2019 Prepared By: D. Capozza

Printed: 10/21/2019 08:52:17 AM

HAMILTON WENHAM REGIONAL SCHOOL DISTRICT is hereby authorized to draw warrants against HAMILTON WENHAM REGIONAL SCHOOL DISTRICT funds for the sum of $350.00 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2019 to June 30, 2020 (period cannot overlap fiscal year end.)

I certify that this claim is just and correct, and the services and/or materials herein represented have been received during the period listed above. All items are properly coded and not in excess of the budget.

Donald Gallant — District Treasurer

Kevin Mahoney — Assistant District Treasurer

Designee — School Committee Member

Vincent Leone — Assistant Super. of Fin. & Admin.

HAMILTON WENHAM REGIONAL SCHOOL DISTRICT

Fund		Amount
202	REVOLVING FUNDS	$350.00
		$350.00

HAMILTON WENHAM REGIONAL SCHOOL DISTRICT VOUCHER

Voucher No: 1019 **Voucher Date:** 10/25/2019 Prepared By: Donald Gallant

Printed: 10/23/2019 02:59:53 PM

HAMILTON WENHAM REGIONAL SCHOOL DISTRICT is hereby authorized to draw warrants against HAMILTON WENHAM REGIONAL SCHOOL DISTRICT funds for the sum of $758,883.06 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2019 to June 30, 2020 (period cannot overlap fiscal year end.)

I certify that this claim is just and correct, and the services and/or materials herein represented have been received during the period listed above. All items are properly coded and not in excess of the budget.

Donald Gallant — District Treasurer

Kevin Mahoney — Assistant District Treasurer

Designee — School Committee Member

Vincent Leone — Assistant Super. of Fin. & Admin.

HAMILTON WENHAM REGIONAL SCHOOL DISTRICT

Fund		Amount
001	GENERAL FUND	$758,883.06
		$758,883.06

HAMILTON WENHAM REGIONAL SCHOOL DISTRICT VOUCHER

Voucher No: 1020 **Voucher Date:** 10/25/2019 Prepared By: Donald Gallant

Printed: 10/23/2019 03:09:35 PM

HAMILTON WENHAM REGIONAL SCHOOL DISTRICT is hereby authorized to draw warrants against HAMILTON WENHAM REGIONAL SCHOOL DISTRICT funds for the sum of $55,231.26 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2019 to June 30, 2020 (period cannot overlap fiscal year end.)

I certify that this claim is just and correct, and the services and/or materials herein represented have been received during the period listed above. All items are properly coded and not in excess of the budget.

Donald Gallant — District Treasurer

Kevin Mahoney — Assistant District Treasurer

Designee — School Committee Member

Vincent Leone — Assistant Super. of Fin. & Admin.

HAMILTON WENHAM REGIONAL SCHOOL DISTRICT

Fund		Amount
001	GENERAL FUND	$55,231.26
		$55,231.26

HAMILTON WENHAM REGIONAL SCHOOL DISTRICT VOUCHER

Voucher No: 9 **Voucher Date:** 10/25/2019 Prepared By:

Printed: 10/23/2019 03:14:58 PM

HAMILTON WENHAM REGIONAL SCHOOL DISTRICT is hereby authorized to draw warrants against HAMILTON WENHAM REGIONAL SCHOOL DISTRICT funds for the sum of $6,263.44 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2019 to June 30, 2020 (period cannot overlap fiscal year end.)

I certify that this claim is just and correct, and the services and/or materials herein represented have been received during the period listed above. All items are properly coded and not in excess of the budget.

Donald Gallant — District Treasurer

Kevin Mahoney — Assistant District Treasurer

Designee — School Committee Member

Vincent Leone — Assistant Super. of Fin. & Admin.

HAMILTON WENHAM REGIONAL SCHOOL DISTRICT

Fund		Amount
001	GENERAL FUND	$5,457.08
202	REVOLVING FUNDS	$0.00
205	ATHLETIC/EXTRA CURR REVOLVING	$243.28
301	TITLE I	$563.08
302	94-142 IDEA 240	$0.00
304	EARLY CHILDHOOD	$0.00
402	STATE GRANTS FY EVEN YEARS	$0.00
701	CAFETERIA FUNDS	$0.00
		$6,263.44

HAMILTON WENHAM REGIONAL SCHOOL DISTRICT VOUCHER

Voucher No: 2828 **Voucher Date:** 10/25/2019 Prepared By: Donald Gallant

Printed: 10/23/2019 01:23:06 PM

HAMILTON WENHAM REGIONAL SCHOOL DISTRICT is hereby authorized to draw warrants against HAMILTON WENHAM REGIONAL SCHOOL DISTRICT funds for the sum of $26,450.31 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2019 to June 30, 2020 (period cannot overlap fiscal year end.)

I certify that this claim is just and correct, and the services and/or materials herein represented have been received during the period listed above. All items are properly coded and not in excess of the budget.

Donald Gallant — District Treasurer

Kevin Mahoney — Assistant District Treasurer

Designee — School Committee Member

Vincent Leone — Assistant Super. of Fin. & Admin.

HAMILTON WENHAM REGIONAL SCHOOL DISTRICT

Fund		Amount
701	CAFETERIA FUNDS	$26,450.31
		$26,450.31

HAMILTON WENHAM REGIONAL SCHOOL DISTRICT VOUCHER

Voucher No: 2829 **Voucher Date:** 10/25/2019 Prepared By: Donald Gallant

Printed: 10/23/2019 01:27:19 PM

HAMILTON WENHAM REGIONAL SCHOOL DISTRICT is hereby authorized to draw warrants against HAMILTON WENHAM REGIONAL SCHOOL DISTRICT funds for the sum of $32,099.81 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2019 to June 30, 2020 (period cannot overlap fiscal year end.)

I certify that this claim is just and correct, and the services and/or materials herein represented have been received during the period listed above. All items are properly coded and not in excess of the budget.

Donald Gallant — District Treasurer

Kevin Mahoney — Assistant District Treasurer

Designee — School Committee Member

Vincent Leone — Assistant Super. of Fin. & Admin.

HAMILTON WENHAM REGIONAL SCHOOL DISTRICT

Fund		Amount
001	GENERAL FUND	$31,993.96
100	PRIOR YEAR ENCUMBRANCES	$105.85
		$32,099.81

HAMILTON WENHAM REGIONAL SCHOOL DISTRICT VOUCHER

Voucher No: 2830 **Voucher Date:** 10/25/2019 Prepared By:

Printed: 10/23/2019 01:32:57 PM

HAMILTON WENHAM REGIONAL SCHOOL DISTRICT is hereby authorized to draw warrants against HAMILTON WENHAM REGIONAL SCHOOL DISTRICT funds for the sum of $38,022.55 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2019 to June 30, 2020 (period cannot overlap fiscal year end.)

I certify that this claim is just and correct, and the services and/or materials herein represented have been received during the period listed above. All items are properly coded and not in excess of the budget.

Donald Gallant — District Treasurer

Kevin Mahoney — Assistant District Treasurer

Designee — School Committee Member

Vincent Leone — Assistant Super. of Fin. & Admin.

HAMILTON WENHAM REGIONAL SCHOOL DISTRICT

Fund		Amount
001	GENERAL FUND	$19,119.90
202	REVOLVING FUNDS	$5,285.00
205	ATHLETIC/EXTRA CURR REVOLVING	$13,117.65
303	TITLE IIA	$500.00
		$38,022.55

The Hamilton Wenham Regional School District
School Committee Executive Session Meeting
Buker Elementary School
Wednesday, October 2, 2019

Present:
Gene Lee
Michelle Horgan, Assistant Secretary
David Polito, Chairperson
Michelle Bailey
Peter Wolczik

Also Present:
Dr. Julie Kukenberger, Interim Superintendent
Mahala Lettvin, Recording Secretary

The Hamilton Wenham Regional School Committee moves to Executive Session for the purposes of discussing strategy with respect to collective bargaining with the Hamilton-Wenham Education Association. The Executive Session Meeting begins at 10:35 pm in the Buker Elementary School cafeteria.

Discussion regarding ethical and professional considerations given that these requests from the Hamilton-Wenham Education Association/Union were made so soon after negotiations were completed.

School Committee reviews the proposals from the Union: what was originally negotiated, the changes requested, and the explanations for those changes. Discussion regarding strategy moving forward; charge and authority of Negotiations Subcommittee; best practices in the future; response strategy.

Discussion regarding School Committee's policy/guidelines on disseminating protected materials in Executive Session.

The Hamilton Wenham Regional School Committee considered the Side Bar Agreements from the Hamilton-Wenham Education Association dated 6/17/19 and 7/3/19. Upon review of these proposals, including the Association's explanation for proposing such changes, the Hamilton Wenham Regional School Committee decides to take no action.

I MOVE THAT THE HAMILTON WENHAM SCHOOL COMMITTEE ADJOURN THE EXECUTIVE SESSION MEETING AT 11:02 PM.

MOTION by David Polito; SECONDED by Gene Lee.
Peter Wolczik: Yes;
Michelle Bailey: Yes;
David Polito: Yes;
Michelle Horgan: Yes;
Gene Lee: Yes.
Unanimously approved by 5 members present via roll call vote.

Respectfully submitted October 16, 2019 by Mahala Lettvin, Recording Secretary.