

The Hamilton Wenham Regional School District  
School Committee Meeting  
Buker Elementary School Multi-Purpose Room  
Wednesday, September 12, 2018 7:00 PM

**Present:**

Jeanise Bertrand  
David Polito, Chairperson  
Michelle Bailey  
Stacey Metternick, Secretary

**Also Present:**

Michael Harvey, Superintendent  
Jeffrey Sands, Assistant Superintendent  
Lauren Verge, Student Government Representative

**1. Call to Order**

7:00pm

David Polito calls the meeting to order at 7:10 pm.

**2. Pledge of Allegiance**

All in attendance rise for the Pledge of Allegiance.

**3. Approval of Warrants**

Present: Jeanise Bertrand, David Polito, Michelle Bailey, Stacey Metternick

Also present: Don Gallant, HWRSD Treasurer, Mahala Lettvin, Recording Secretary

Meeting Called to order at 7:13 pm by David Polito

The following warrants were approved:

| Voucher # | Amount       |
|-----------|--------------|
| 1009      | \$720,787.66 |
| 6         | \$11,056.87  |
| 2611      | \$748,247.46 |
| 2612      | \$141,054.03 |

**Roll Call Vote:** All approve.

**I MOVE THAT THE HAMILTON WENHAM REGIONAL SCHOOL COMMITTEE  
ADJOURN THE WARRANT SUBCOMMITTEE MEETING AT 7:22PM**

**MOTION by David Polito; SECONDED by Stacey Metternick.**

**Unanimously approved by 4 members present.**

**4. Citizen's Comments**

*Nancy Peterson, 111 Chebacco Rd. Hamilton:* Nancy explains the history of booster organizations, specifically her involvement in securing sponsors for the annual soccer team roster. She states that the process of sponsorship for this purpose has remained consistent until last year, at which point she was informed policies had changed. Nancy asks the School Committee to reconsider this policy, further arguing that individual sports teams are best positioned to determine how to spend funds (e.g. team dinners, plaques, etc.).

*Jim Moynihan, 25 Rust St. Hamilton:* Jim provides an overview of his experience with HWRHS Football Team's booster organization. Copies of both the soccer roster and the football roster are handed to the committee for review. Jim thanks the School Committee members for lowering athletic user fees, as the number of football players this year has increased significantly. Jim agrees with Nancy and asks that the School Committee maintain practices allowing booster organizations to fundraise, locate sponsors, and ultimately determine how funds are spent.

David Polito explains that during a policy review last year, the School Committee found issue with Policy D4003 *Advertising in Schools* (see exhibit H2) which directed all funds obtained from advertising materials to be deposited into a general ledger. He explains that tonight's agenda item centered around revision to this policy, with the hopes of allowing teams (and booster organizations) to maintain these practices.

Further discussion surrounding the amendments to Policy D4003: current language specifies revenue generated from advertising be deposited into a general ledger, however, amended language would allow revenue to be deposited into "appropriate school department fund as determined by the District Treasurer." School Committee marks Policy D4003 as a 1st reading (erroneously specified as a 2nd reading in the agenda), and encourages citizens to stay for further discussion later in the evening.

*Lisa Bial, 25 Monument St. Wenham:* Lisa thanks the School Committee for their assistance with the new Buker Playground. She asks for clarification on Policy B2011, *Memorials for Deceased Students or Staff* (Exhibit G2), specifically the first bullet point, "the memorial must be non-permanent in nature." School Committee members encourage Lisa to stay for further discussion later in the evening.

## **5. Chair's Report**

- None at this time.

## **6. Superintendent's Report**

- Welcome Lauren Verge, School Government Representative!
- Faculty began the school year on Monday August 27<sup>th</sup> with annual convocation in the Ferrini Auditorium. Morning program included summer memory slideshow, addresses from Dr. Harvey & John Kotch, new staff introductions, and recognition of teachers attaining professional status. The program concluded with a keynote address from HWRHS Senior, Lauren Verge. Teachers then participated in professional development, including K-8 math resources.
- Students in grades 6 and 8 came into the Middle and High Schools on Tuesday for their orientation.
- All students returned to school on Wednesday August 29<sup>th</sup>.
- Dr. Harvey thanks staff and students at Winthrop, the Middle School, and the High School for being flexible during Wednesday's late morning power outage.

- On August 27<sup>th</sup>, a group of over 50 people, representing HWRSD administrators, teachers, nurses, custodians, building secretaries, and members of the Hamilton and Wenham Police and Fire Departments began a two-day course to become ALICE Instructor Certified. The 16-hour course offered instruction on implementing ALICE Protocols and included drills and role-playing scenarios. Participants were sent a link to the online component of the training, which needs to be completed by September 28<sup>th</sup>.
  - Ultimate goal is to have HWRSD become “ALICE Certified Organization.” The next step in this process will be to have the remainder of faculty and public safety officers participate in the online component of the ALICE Basic Certification Program. After completion of the online training, in-house certified instructors will provide the drill portion of the training. The final phase consists of training students.
  - Jeff Sands states that the remainder of HWRSD staff will be trained in the E-Learning ALICE component by mid-October;
  - Jeff Sands predicts that the drill training for teachers and staff (approximately 400) will likely occur within the next 6 months;
  - Jeff Sands predicts that students (beginning with High School students) will begin receiving drill training by the end of this school year.
- The new Buker School Playground was installed this summer. The playground celebrates the life of Jennifer Maio, a Buker Elementary School third-grader who passed three years ago. Last Thursday, the Buker School Community invited Jennifer’s family to cut the ribbon and officially open the new playground. On behalf of the Hamilton-Wenham Regional School District, Dr. Harvey thanks everyone who helped make this vision a reality:
  - The Playground Committee Members, Friends of Buker, and Mr. Brian O’Donoghue for developing a vision for this project and leading fundraising efforts;
  - The Community Preservation Committees of both Hamilton and Wenham for their support for this project;
  - Assistant Superintendent Jeff Sands, and Director of Facilities Jason Waldron, for managing this project;
  - Town of Wenham and their Maintenance Department for demolition and site preparation;
  - Buker School’s Class of 2018, who contributed to the playground’s design in memory of their classmate.
- Last Wednesday, the Hamilton-Wenham Regional High School student government kicked their year long community service with a whole-school ice bucket challenge. Police and Fire Departments assisted in filling buckets, some even joining in on the challenge. The ice bucket challenge raised over \$600.00. A link to the video can be found [here](#).
- Upcoming events:
  - High School Curriculum Night: September 13 @ 6:30 PM
  - Cutler Icebreaker Night: September 17 @ 5:00 PM
  - Buker Curriculum Night: September 17 @ 6:30 PM
  - HWRHS Senior Parent Night: September 20 @ 6:30 PM
  - Winthrop Curriculum Night: September 24 @ 6:00 PM
  - Middle School Open House: September 25 @ 6:30 PM

○ Middle/High School Stem Night: October 3 @ 6:30 PM

- School Choice Report Exhibit Q2

Discussion regarding the School Choice report, as well as assumptions made surrounding School Choice in the District Budget (as explained in Exhibit Q2).

Michelle Bailey requests an agenda change: move items from 8) *New Business/ d) Policies- 2nd Reading* (2 items) before 7) *Consent Agenda*. David Polito approves this request.

**I MOVE THAT THE HAMILTON WENHAM REGIONAL SCHOOL COMMITTEE SUSPEND THE RULES AND CHANGE THE ORDER OF THE AGENDA: REQUEST TO MOVE ITEM 8/D POLICIES - 2ND READING OF B2011- MEMORIALS FOR DECEASED STUDENTS OR STAFF AND ITEM 8/D POLICIES - ERRONEOUSLY LISTED AS 2ND READING, CORRECTED TO THE 1ST READING OF POLICY D4003- ADVERTISING IN SCHOOLS BEFORE ITEM 7/ CONSENT AGENDA.**

**MOTION by Michelle Bailey; SECONDED by Jeanise Bertrand.  
Unanimously approved by 4 members present.**

### **8. New Business**

#### **D. Policies: 2nd Reading**

- B2011 – *Memorials for Deceased Students or Staff* Exhibit G2

Michelle Bailey speaks about this policy including specific wording to prevent the School District from assuming the burden of maintenance and/or replacement costs. Further discussion regarding “non-permanent” memorials, amending the language of the policy for further clarification, etc.

**I MOVE THAT THE HAMILTON WENHAM REGIONAL SCHOOL COMMITTEE STRIKE THE FIRST BULLET POINT, “THE MEMORIAL MUST BE NON-PERMANENT IN NATURE” FROM POLICY B2011- MEMORIALS FOR DECEASED STUDENTS OR STAFF.**

**MOTION by Michelle Bailey; SECONDED by Stacey Metternick.  
Unanimously approved by 4 members present.**

**I MOVE THAT THE HAMILTON WENHAM REGIONAL SCHOOL COMMITTEE APPROVE POLICY B2011 - POLICY FOR MEMORIALS FOR DECEASED STUDENTS OR STAFF, AS AMENDED.**

**MOTION by Stacey Metternick; SECONDED by Michelle Bailey.  
Unanimously approved by 4 members present.**

- D4003 – *Advertising in Schools* Exhibit H2

This is a 1st reading, not 2nd reading as written in agenda.

Stacey Metternick asks that should members agree on the outcome, that this policy move immediately to a 2nd reading and adoption.

Discussion regarding booster organizations, advertising in the schools versus outside schools, other avenues of advertisements (such as those found in theatre programs), distinction

between boosters and other fundraising efforts, boosters operating as 501(c)(3) organizations, booster policies in other districts, handling of funds, etc.

Jeff Sands points out that there are two issues to consider: (1) the regulation and control of advertising, and (2) where the money gets deposited.

Further discussion on booster organizations, student activity accounts, intentions of advertising policy, School Committee providing permission to the booster organizations to distribute specific programs with advertising, the immediate issue at hand and strategies for resolving this issue.

Michelle Bailey reads the [MASC model policy](#) on advertising:

*The School Committee may grant permission for advertising of commercial products or services in school buildings or on school property under guidelines or regulations it may approve. Otherwise, no advertising of commercial products or services will be permitted in school buildings or on school property. Publications of the school district will not contain any advertising. However, this will not prevent advertising in student publications that are published by student organizations, subject to administration controls, or the use of commercially-sponsored, free teaching aids if the content is approved by the administration.*

*Solicitation of sales or use of the name of the school district to promote any product will not be permitted by the Committee.*

Discussion on policy language, adopting the MASC policy, and holding both 1st & 2nd readings in same meeting. Michelle Bailey states that although she thinks a 1st & 2nd reading occurring in the same meeting is the right thing to do, she is uncomfortable doing so.

Jeff Sands explains that should the MASC policy be implemented, the booster organizations would continue to spend funds by their own determination (e.g. socks, jackets, etc.), but would come before the School Committee to present the funds they wish to be used for a specific purpose regulated by the school committee, with the committee then moving to accept said funds. Booster organizations would be able to spend money on plaques, equipment, clothing, etc. as they have in the past, however funds for hiring a coach, reducing user fees, or other such items governed by the School Committee would require booster organizations to present funds as a donation for that specific purpose. Booster organizations would need to request permission to include advertising on an annual or as-needed basis. Any materials with advertisements would need School Committee approval.

**I MOVE THAT THE HAMILTON WENHAM REGIONAL SCHOOL COMMITTEE STRIKE THE LANGUAGE IN POLICY D4003, ADVERTISING IN SCHOOLS, AND REPLACE WITH THE LANGUAGE FOUND IN THE MASC POLICY KHB, ADVERTISING IN THE SCHOOLS, AS STATED [ONLINE](#).**

**MOTION by Stacey Metternick; SECONDED by Jeanice Bertrand.  
Unanimously approved by 4 members present.**

**I MOVE THAT THE HAMILTON WENHAM REGIONAL SCHOOL COMMITTEE SUSPEND THE RULES, AND ENTER INTO A SECOND READING OF POLICY D4003, ADVERTISING IN SCHOOLS, AS STATED .**

**MOTION by Michelle Bailey; SECONDED by Stacey Metternick.  
Unanimously approved by 4 members present.**

**I MOVE THAT THE HAMILTON WENHAM REGIONAL SCHOOL COMMITTEE  
APPROVE POLICY D4003, ADVERTISING IN SCHOOLS, AS IS.**

**MOTION by Stacey Metternick; SECONDED by Jeanise Bertrand.  
Unanimously approved by 4 members present.**

*Nancy Peterson*, acting on behalf of the HW Girls' Soccer Team booster organization, requests permission to solicit sponsors, advertise said sponsors in the HW Girls' Soccer roster, and distribute this roster on school grounds.

**I MOVE THAT THE HAMILTON WENHAM REGIONAL SCHOOL COMMITTEE  
APPROVE THE HW GIRLS' SOCCER TEAM BOOSTERS' REQUEST TO INCLUDE  
ADVERTISEMENTS IN THE HW GIRLS' SOCCER TEAM ROSTER AND  
DISTRIBUTE ON SCHOOL GROUNDS.**

**MOTION by Stacey Metternick;**

Michelle Bailey states that she is uncomfortable blanket approving advertising requests, and would like a form regulation to guide the committee in approving such advertising requests.

**MOTION SECONDED by Jeanise Bertrand.  
Unanimously approved by 4 members present.**

*Jim Moynihan*, acting on behalf of the HW Football Team booster organization, requests permission to sell and distribute the HW Football annual game program, which will be similar to last year's program currently before the committee (exhibit/attachment #). Jim Moynihan further requests permission to hang banners at the football stadium.

**I MOVE THAT THE HAMILTON WENHAM REGIONAL SCHOOL COMMITTEE  
APPROVE THE HW FOOTBALL TEAM BOOSTERS' REQUEST TO INCLUDE  
ADVERTISING IN THE ANNUAL FOOTBALL PROGRAM, AS WELL AS  
ADVERTISING IN THIS YEAR'S BANNERS TO BE HUNG ON SCHOOL  
GROUNDS.**

**MOTION by Stacey Metternick; SECONDED by Jeanise Bertrand.**

**I MOVE THAT THE HAMILTON WENHAM REGIONAL SCHOOL COMMITTEE  
AMEND THE CURRENT MOTION TO INCLUDE THAT ALL BANNERS WILL  
ALSO BE APPROVED BY THE HAMILTON WENHAM REGIONAL HIGH SCHOOL  
PRINCIPAL.**

**MOTION by Michelle Bailey; SECONDED by Jeanise Bertrand.  
Amendment unanimously approved by 4 members present.  
Original motion unanimously approved by 4 members present.**

Discussion regarding historical practices in hanging banners. Jim Moynihan agrees to consult with athletic director and other interested parties as needed before hanging banners.

**7. Consent Agenda**

- a. SC Minutes
  - June 6, 2018 Exhibit A
  - June 20, 2018 Exhibit B
  - June 27, 2018 Exhibit C
  - August 1, 2018 Exhibit D
- b. Warrant Sub Committee Minutes
  - June 20, 2018 Exhibit E
  - July 3, 2018 Exhibit F
  - August 1, 2018 Exhibit G
  - August 15, 2018 Exhibit H
  - August 30, 2018 Exhibit I
- c. Policy Documents—No Changes
  - D4001 Student Activity Accounts Exhibit J
  - D4002 Private Funding Policy Exhibit K
  - D4004 Scholarships Exhibit L
  - D4005 Title I. Supplement, Not Supplant Exhibit M
  - D4006 Fiscal Management Goals Exhibit N
  - D4007 Annual Budget Exhibit O
  - D4008 Budget Deadlines Schedules Exhibit P
  - D4009 Budget Transfer Authority Exhibit Q
  - D4011 Gate Receipts Admissions Exhibit R
  - D4012 Authorized Signatures Exhibit S
  - D4013 Fiscal Accounting Exhibit T
  - D4015 Purchasing Exhibit U
  - D4016 Purchasing Authority Exhibit V
  - D4017 Purchasing Requirement \$10K-\$49,999 Exhibit W
  - D4018 Purchasing Requirements Over \$50,000 Exhibit X
  - D4019 Vendor Relations Exhibit Y
  - D4020 Expense Reimbursements Exhibit Z
  - D4021 Reserve Funds E&D Exhibit A2
  - D4022 Types of Revolving Funds Exhibit B2
  - D4025 Bonded Employees Exhibit D2
  - D4026 Cash Investment Policy Exhibit E2
- d. Field Trip Request- XC to Warwick RI Exhibit R2
- e. Approval of Co-Op Cheerleading Program Exhibit S2

**I MOVE THAT THE HAMILTON-WENHAM REGIONAL SCHOOL COMMITTEE APPROVE THE CONSENT AGENDA INCLUDING MINUTES, WARRANTS, AND POLICY DOCUMENTS WITH NO CHANGES - ALL AS LISTED ABOVE, AS WELL AS THE FIELD TRIP REQUEST - XC TO WARWICK RI AND APPROVAL OF THE CO-OP CHEERLEADING PROGRAM; THERE WILL BE NO FURTHER DISCUSSION ON THESE ITEMS.**

Michelle Bailey request to pull item E - Approval of Co-Op Cheerleading Program.

**MOTION by Stacey Metternick; SECONDED by Jeanise Bertrand.  
Unanimously approved by 4 members present.**

Michelle Bailey reviews the Co-Op cheerleading program: school anticipated 3 students (down to 1 student currently). Michelle Bailey states her memory has been refreshed and no further discussion is necessary.

**I MOVE THAT THE HAMILTON-WENHAM REGIONAL SCHOOL COMMITTEE APPROVE CONSENT AGENDA ITEM E: APPROVAL OF CO-OP CHEERLEADING PROGRAM, THERE WILL BE NO FURTHER DISCUSSION ON THIS ITEM.**

**MOTION by Stacey Metternick; SECONDED by Michelle Bailey.  
Unanimously approved by 4 members present.**

**8. New Business**

**A. Review draft Superintendent's Review**

David Polito was unable to review all needed information; as a result this will be tabled.

**B. Open Meeting Law Complaint Response**

Exhibit F2

Open Meeting Law complaint submitted on 08/15/2018 contains 2 alleged violations centered around the timely approval of minutes: (1) 06/06/2018 School Committee minutes, and (2) 04/25/2018 executive session minutes.

*Regarding the 06/06/2018 minutes:* David Polito states these minutes were approved earlier this evening as part of the consent agenda, and reviews the email thread between Donna Bunk, Stacey Metternick, and Mahala Lettvin. This email shows that Donna Bunk replied to Stacey Metternick that the 06/06/2018 minutes would be put on the agenda for September's meeting. Stacey Metternick did not reply to this email, indicating that she had no objection to the minutes being approved in September's meeting.

Stacey Metternick points out that she specifically asked David Polito, acting as Chairperson, for the 06/06/2018 minutes to be included in the 08/01/2018 consent agenda. Because this did not happen, Stacey then filed a complaint on 08/15/2018. A further discussion between Stacey Metternick and David Polito regarding OML violations and professionalism in handling the secretary's request.

*Regarding the 04/25/2018 Executive Session minutes:* David Polito reviews the email thread between Stacey Metternick, David Polito, and Gene Lee. Review of General Law G.L. c. 30A, § 22(f), and reviews process by which executive session minutes are approved/posted.

Michelle Bailey reads from the Attorney General's Website about approval of executive session minutes in a timely manner. Michelle points to the difference of approving the minutes and the release of those minutes to the public.

Dr. Harvey states that executive session minutes may be approved either through another executive session meeting (a cyclical process) or through an appointed individual approving the minutes. Reading from the [Attorney General's website](#), Dr. Harvey provides details about this, and reads, "Executive session minutes must be approved in a timely manner, just like open session minutes. Executive session minutes may be withheld from disclosure 'as long as publication may defeat the lawful purposes of the executive session, but no longer.' G.L. c. 30A, § 22(f). If a public body reviews confidential portions of executive session minutes in open session, it may risk publicly disclosing confidential information. For this reason, a public body may decide to designate the chair or another individual to review and approve executive session



minutes, or it may review the minutes together in executive session.”

Dr. Harvey’s recommendation to the School Committee would be to appoint one member to review and approve executive session minutes. Dr. Harvey points out that the 01/24/2018 executive session minutes need to be approved in addition to the 04/25/2018 executive session minutes.

Stacey Metternick volunteers to review executive session minutes and email Donna Bunk upon approval of the minutes.

**I MOVE THAT THE HAMILTON-WENHAM REGIONAL SCHOOL COMMITTEE DESIGNATE THE SECRETARY TO APPROVE EXECUTIVE SESSION MINUTES IN A TIMELY MANNER, AND REPORT THAT HE/SHE HAS DONE SO.**

**MOTION by Michelle Bailey; SECONDED by Jeanise Bertrand.  
Unanimously approved by 4 members present.**

Dr. Michael Harvey will provide a response to this complaint stating that the 06/06/2018 minutes were approved at tonight’s meeting, and the 04/25/2018 executive session minutes will be reviewed and accepted within the week.

**C. School Committee Goal Development**

School Committee members discuss the goals for 2018/2019, addressing specific concerns, thoughts, and questions throughout the goals listed below:

**Goal # 1: Advocate for a budget that calls for educational excellence while being mindful of the fiscal constraints of the communities.**

**Goal # 2: Prioritize Capital Plans**

**Goal # 3: Monitor the Cutler SOI Process and take action as information is revealed**

**Goal # 4: Communication**

**Goal # 4A: More active outreach to our legislators regarding our needs**

**Goal #4B: More communication with town committees--BOS/FINCOM**

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**D. Policies: 2nd Reading**

- B2011 – Memorials for Deceased Students or Staff Exhibit G2
- D4003 – Advertising in Schools Exhibit H2

*These items were discussed earlier in the meeting (beginning on page 4) as a result of Michelle Bailey’s motion to suspend rules and move agenda items.*

**E. Policies 1st Reading**

Michelle Bailey provides an overview of the policies being presented for 1st reading:

- C3013 Rules Pertaining to Staff or Student Conduct Exhibit I2
  - Changes include the Superintendent’s annual review staff and student handbooks (replacing the School Committee’s annual review of handbooks). Dr. Harvey would then provide a report detailing any

- handbook changes every fall.
- D4010 Funding Proposals Applications-State Federal Exhibit J2
  - Adoption of the MASC policy.
- D4014 Audits Exhibit K2
  - Changes include language that copies of the annual audit will be sent to the Town Manager and Town Administrator.
- D4024 Inventories Exhibit L2
  - Changed to reflect that only items that have a license plate or specific inventory sticker, rather than broad categories of items, shall be inventoried.
- D4027 Regional School District Payment Procedures Exhibit M2
  - Adoption of the MASC policy.

F. Policies: Deletion

- D4023 Dissolving-Inactivating a Club or an Organization Exhibit N2
  - This is addressed in a separate policy; not needed.

**I MOVE THAT THE HAMILTON-WENHAM REGIONAL SCHOOL COMMITTEE DELETE POLICY D4023 - DISSOLVING-INACTIVATING A CLUB OR AN ORGANIZATION.**

**MOTION by Stacey Metternick; SECONDED by Michelle Bailey. Unanimously approved by 4 members present.**

G. Donations

EdFund – Creating Sensory Supportive Classrooms  
 Increase from original amount approved - \$820.00 Exhibit O2

**I MOVE THAT THE HAMILTON-WENHAM REGIONAL SCHOOL COMMITTEE ACCEPT THE DONATION FROM EDFUND FOR CUTLER’S CREATING SENSORY SUPPORTIVE CLASSROOMS (INCREASE FROM ORIGINAL GRANT) FOR \$820.00**

**MOTION by Stacey Metternick; SECONDED by Michelle Bailey. Unanimously approved by 4 members present.**

Thank you to Ed Fund for your continued generous support of our students and schools!

Boys’ Soccer Boosters –  
 Donation to support an Assistant Soccer Coach \$2,703.00 Exhibit O2

**I MOVE THAT THE HAMILTON-WENHAM REGIONAL SCHOOL COMMITTEE ACCEPT THE DONATION FROM THE BOY’S SOCCER BOOSTERS IN THE AMOUNT OF \$2,703.00 TO FUND AN ASSISTANT SOCCER COACH.**

**MOTION by Stacey Metternick;**

Discussion regarding the practice of booster organizations donating funds for the specific purpose of hiring a coach. Michelle Bailey states her concerns since this position was not included in the budget. Jeff Sands explains that the boosters have funded coach positions in

the past, but these are now being presented for approval by the School Committee in order to be considered employees and receive workman's comp coverage and other benefits.

Michelle Bailey states that she would prefer for this position to be included in the budget. And then for the boosters to increase user fees to cover the cost of the position, after which they could donate the amount of money to reduce the user fees.

**MOTION SECONDED by Jeanice Bertrand.  
Unanimously approved by 4 members present.**

Thank you to the Boy's Soccer Boosters for their generous donation to fund an assistant soccer coach!

Stacey Metternick asks for appointment of a District Temporary Assistant Treasurer in order to send checks in a timely manner. Stacey suggests a School Committee member take this position. School Committee members discuss qualifications, strategies, and next steps for this position.

**9. Other**

**A. Topics for Next Meeting**

- District Assistant Treasurer position;
- Review Committee Bylaws;
- SRO - scheduled for future meeting;
- Update on Long Meadow property;
- Update on teaching staff turnover rate;
  - Jeff Sands points out that the report would require staff time, and with limited resources this item may be better suited for a later meeting

Michelle Bailey asks for meeting agendas to be posted on Fridays. Dr. Harvey agrees to research posting requirements and regulations and report back.

**10. Vote to Adjourn**

**9:30pm**

**I MOVE THAT THE HAMILTON-WENHAM REGIONAL SCHOOL COMMITTEE  
ADJOURN AT 9:51 PM.**

**MOTION by Stacey Metternick; SECONDED by Jeanice Bertrand.  
Unanimously approved by 4 members present.**