

**The Hamilton Wenham Regional School District
School Committee Meeting
Buker Elementary School Multi-Purpose Room
Wednesday, January 2, 2019 7:00pm**

Present:

Jeanise Bertrand
Gene Lee, Vice Chairperson
Michelle Bailey
Peter Wolczik, Assistant Secretary

David Polito (late arrival)
Stacey Metternick (late arrival)
Kerry Gertz (late arrival)

Also Present:

Michael Harvey, Superintendent
Jeffrey Sands, Assistant Superintendent

1. Call to Order

7:00pm

Gene Lee calls the meeting to order at 7:03 pm.

2. Pledge of Allegiance

All in attendance rise for the Pledge of Allegiance.

3. Approval of Warrants

The following warrants were approved:

Voucher #	Amount
14	\$9,447.25
1025	\$370,787.24
1026	\$771,569.37
2651	\$509.60
2652	\$558.50
2653	\$16,069.50
2654	\$131,316.39
2655	\$39,127.42

4. Citizen's Comments

Marisa Politis, 54 Beech St Hamilton: appears representing herself and neighbors with regards to the removal of bus stops for bus #12. All parents have written or called with the collective opinion that the new bus stop is unsafe, often requiring young students to walk ¼ mile. Asks the following questions of

School Committee: (1) What initiated this bus stop change; (2) Why did the process not include parents; 3) The assessment did not involve parents, who suffer the impact of safety concerns.

Ajit Pillai, 133 Lake Shore Ave, Hamilton: States his concern that parents are not informed of the logic behind the change in bus stops, which have been there for 25 years. Parents received only 3 week's notice, which was given in the middle of the school year.

Marisa Politis: adds that the 3 week's notice given in the busy month of December ignores the already hectic schedules of parents during this time.

Edward Politis, 54 Beech Street, Hamilton: There are currently 11 families relying on the Forest Street bus stop, which is a busy road for commuting. States that the information provided mentioned that the Assistant Superintendent took a drive with Salter Transportation, but inquires as to what further data is available to support this change.

David Polito states that citizens' comments have been noted, but discussion is not a common practice.

Stacey Metternick asks for detailed information to be forwarded to the School Committee, as she was unaware of this issue.

Marisa Politis: adds that parents received information that the Village Lane and Forest St. bus stop was deemed unsafe. She counters this claim by detailing the bus stop, which contained a curb and 6-foot grassy area. She notes that the new bus stop is located in a heavily trafficked area where children often need to stand on the street.

Dr. Harvey states that this is an operations concern, with Jeff Sands adding that the appropriate process to address this would be to first consult Jeff, then superintendent Dr. Harvey. David Polito reiterates that citizens should be speaking to the Assistant Superintendent and Superintendent directly, as this is an operations issue.

Loren Kennedy, 86 Village Ln. Hamilton: echos concerns previously stated about the bus stop change.

David Polito explains that the next steps for concerned citizens would be to speak directly with Jeff Sands and Dr. Harvey.

5. Chair's Report

None.

6. Superintendent's Report

- 01/07/2019, 7:00pm: Dr. Harvey was invited to attend the Hamilton Board of Selectmen meeting at Hamilton Town Hall. Gene Lee will also attend, and any members who are interested are welcome as well.
- 01/08/2019, 6:00pm: Massachusetts Association of School Superintendents will hold a meeting regarding the state aid funding formula and calling on state lawmakers to address grave inequalities. There will be 3 public forums across the state featuring panel discussions, with the local forum being held at Malden High School.
- North Shore Education Consortium: Dr. Harvey, member of the board of directors, is required to share the annual report. Michelle Bailey inquires as to any notable information, with Dr. Harvey highlighting the graph on page 8 of packet (page 7 of report) in the [School Committee Packet](#).

7. Consent Agenda

Gene Lee inquires as to the status of previous meeting minutes, with discussion on contact attempts with recording secretary.

A. Town 2018 Reports

Exhibit B & B1

I MOVE THAT THE HAMILTON-WENHAM REGIONAL SCHOOL COMMITTEE APPROVE THE CONSENT AGENDA- TOWN 2018 REPORTS; THERE CAN BE NO FURTHER DISCUSSION OF THESE ITEMS.

**MOTION by Stacey Metternick; SECONDED by Jeanise Bertrand.
Unanimously approved by 7 members present.**

8. New Business

A. FY20 Budget Discussions

Exhibit C

Jeff Sands provides overview of FY20 Budget presentation, including: FY20 budget process overview; status of budget process; superintendent's recommendation; and expense category analysis.

a. School Resource Officer

Russ Stevens, Hamilton Chief of Police and Tom Perkins, Wenham Chief of Police provide School Resource Officer presentation:

- Definition of SRO;
 - Thank you to the School Committee for implementing ALICE, as this has made a huge difference in emergency preparedness;
- Goal of SRO program;
- SRO roles on campus;
- Common misconceptions of SRO program;
- Why do SRO programs work;
 - Highlights that SROs *do not* discipline students;
- Building relationships;
- Citizenship
 - Highlights the idea of citizenship and how the SRO emphasizes ideas

Michelle Bailey asks what a typical day may look like for the SRO. Chief Russ Stevens explains this could vary by school, and is largely dependent on the school's needs and administration collaboration.

Michelle Bailey asks for an explanation on the difference between SRO and Community Policing. Chief Stevens explains that the SRO is a component of Community Policing: a more specific role in a larger approach.

Gene Lee asks how success is measured in this program. Chief Stevens explains that parents, administrators, and students are all involved in determining the success of a SRO. Explains that the SRO is a unique position that necessitates a unique individual.

Discussion regarding job post, hiring process, terms of employment, rotation back to field when schools are not in need of services, financial components of contract, etc.

Tom Perkins, Wenham Chief of Police echos the importance of the SRO.

Kerry Gertz asks if the District is lacking in certain areas, or if the position would be an additional benefit. Chief Stevens states that the current lack of a SRO is the one area where there can be improvement for the District.

Stacey Metternick asks when the SRO is not in the schools if they will be working as an officer for the towns, and if so, the associated change in cost burden to HWRSD.

- *HCA with Green Meadows Farm*

Scott Maddern offers a shout out to Hamilton Police Chief Russ Stevens for his commitment, dedication, and show of respect. Mr. Maddern continues with an overview of the Green Meadows Farm funding:

Funding for the SRO is through an impact fee, not by increasing local taxes. Green Meadows Farm is currently undergoing the marijuana sales permitting process, and expect to be in operation next year. The percentage allocated to the Town of Hamilton will fund the SRO position. Discussion regarding whether the SRO will appear on the HWRSD budget; timeline for Farm becoming profitable; legality; scenarios impacting potential funding; etc.

Michelle Bailey asks if Mr. Maddern has seen the Massachusetts Association of School Committee recommendation on proposed template on SRO/municipal agreements. Mr. Maddern stats that this was not provided to him for review.

Gene Lee asks Mr. Maddern if the rest of board and FINCOM of Hamilton are in agreement in baring the full cost of the SRO. Mr. Maddern states that Wenham provides funding for a SRO, and although Hamilton has not in the past, they will do so with funding available.

- b. *Special Education*

- *Out of District Placement and Tuitions*

Stacy Bucyk, Director of Student Services, provides overview of the out-of-district placement and tuition costs presentation:

1. Mission of Student Services;
2. IEP Process overview;
3. Disagreement/appeal process;

Stacey Metternick inquires about litigation, with Ms. Bucyk explaining that the amount of appeals requested that end up in the hearing phase is very low. Further explanation of hearing requests and process implemented to resolve cases.

Discussion regarding settlements and the legal costs associated. Peter Wolczik asks what type of accommodations students are offered during the appeal process, with Ms. Bucyk explaining that this is dependent on the situation, namely whether an IEP has been put in place.

4. Tuition Costs - Budget versus what has been spent
 - Overview of current range in tuition based on FY19 current amounts;
 - Ms. Bucyk explains the tuition costs broken down by level (consortium, day programs, residentials, etc.)

5. Out-of-District placements: Settlement Agreements

Stacey Metternick asks for more regular updates, with Ms. Bucyk agreeing to come whenever requested. David Polito disagrees that presentations have decreased; discussion regarding quality of information being provided. Discussion regarding percentage of students placed out of district, strategies moving forward, etc.

6. Type of Out-Of-District placement
 - Different breakdowns provided for placements;
 - Discussion regarding cost savings of providing programming to meet the needs of students. Ms. Bucyk agrees to provide cost savings analysis (specifically in bringing 1

student back to Hamilton Wenham with the implementation of services this year) as part of her annual reporting;

- Discussion: possibility of becoming tuition school.
7. OOD by disability
- Health impairment;
 - Specific learning disability (broken down by category);
 - Autism
8. Year-to-date update:
- Therapeutic Learning Center;
 - Language Based Learning (5 students currently);
 - RISE program;
 - Professional development needs.

Ms. Bucyk agrees to implement information on cost savings and program savings in the annual report. Discussion regarding next steps, what district is hoping to provide in future, total students (and percentage) involved with IEP, and total placed out-of-district. Discussion regarding comparative districts and variables to consider. Discussion regarding student services, strategies to best meet the needs of students, effective programming, SRO, etc.

Ms. Bucyk thanks the School Committee for their time, and recognizes Maureen Smith, Elementary Special Education Coordinator, who is present this evening.

c. OPEB Trust Fund

Jeff Sands provides overview Other Post Employment Benefits presentation, details to be found in pages 34-38 of the [School Committee Packet](#).

- Overview of background information;
- Overview of recommendations to the School Committee:
 - Engage with Rockland Trust Management Group;
 - Accept 20 year funding strategy;
 - Approve year 1 OPEB Funding Recommendation;
 - Develop School Committee OPEB Trust Funding Policy;
 - Establish Trust Fund by June 30, 2019;
 - Deposit first Employer Contribution by July 1, 2019.
- Review 30-Year Funding Strategy Proposal:
 - Discussion re: current costs budgeted, benefits of pay-as-you-go method, funding through operating budget, retirement ages, life expectancy changes, single payer health care system, etc.

Discussion regarding larger goal of OPEB strategy; scenarios impacting investment strategy; level service budget; etc. Discussion focuses back to funding SRO position, with Dr. Harvey explaining that a memorandum of understanding would need to be directing the details of the Town of Hamilton and HWRSD.

d. Updated Capital Project List

Includes projects falling under the categories: facilities and grounds, technology, food service, athletics, and master plan. Jeff Sands reviews funding sources and the schedule of capital projects. Would like the committee's direction to include prioritization, approach, and any changes based on recent conversations.

- *Capital Planning Subcommittee Recommendations*

Stacey Metternick: reports that group met in the summer and again last week. There were many questions that were not answered in time. Reports that the committee recommends a District Strategic

Planning Committee (to include community members, school committee members, students, admin, staff) to determine long term goals and how to get there. Discussion regarding operating budget and capital costs associated with projects being moved to operating budget.

Stacey Metternick requests more detailed explanation of the building energy management systems. Jeff Sands explains that this is for additional work to complete the project that is not covered by the grant funding.

Stacey Metternick continues speaking about capital costs, identifying some capital costs that could be moved into the operating budget: sinks, countertops and water bubblers; furniture; repair of gymnasium floor; Ipads and classroom hardware.

Gene Lee and Jeff Sands point out that should these items move to the operating budget, that budget would increase significantly. Stacey Metternick requests more advanced notice, as the group had to meet during December break with little information or preparation. Discussion regarding the charge of subcommittee groups.

The capital planning subcommittee does not have a recommendation on this issue.

I MOVE THAT THE HAMILTON WENHAM REGIONAL SCHOOL COMMITTEE VOTE TO NOT HAVE A DEBT EXCLUSION FOR FY20 BUDGET.

MOTION by Michelle Bailey; SECONDED by Stacey Metternick.

Discussion regarding the broad nature of the motion and potential complications.

I MOVE TO AMEND THE MOTION ON THE FLOOR TO: THE HAMILTON WENHAM REGIONAL SCHOOL COMMITTEE VOTE TO LIMIT NOT GOING INTO DEBT EXCLUSION TO THE ITEMS ON THE CAPITAL LIST HIGHLIGHTED IN YELLOW FOR FY20 BUDGET.

MOTION TO AMEND by Michelle Bailey; SECONDED by Stacey Metternick. Unanimously approved by 7 members present.

**ORIGINAL MOTION:
3 members approving; 4 opposing. MOTION FAILS**

Gene Lee points out that HWRSD needs to figure out why the debt exclusion failed last year. He believes, based on conversations with Hamilton that their concerns were: (1) overall cost, (2) not understanding some of the items, and (3) lack of real prioritization with items. Gene Lee states there are ADA required components to the list, and suggests moving forward with three separate warrants: (1) technology; (2) critical infrastructure; (3) safety and security.

Michelle Bailey leaves the meeting at 10:15pm.

Dr. Harvey will circulate the list developed last year with items broken down by above listed categories to all School Committee members. Will be discussed in more detail at the next meeting.

Stacey Metternick inquires as to whether there will be a workshop for examining the budget in greater detail, with Dr. Harvey stating that there will be one, but the date is yet to be determined.

B. Adopt Tentative FY20 Budget

Jeff Sands reviews the regional agreement requiring the School Committee to adopt a tentative budget not less than 30 days prior to the date the committee adopts its final budget (02/13/19). Our next meeting is 1/16/2019, and because of the language, the committee is required to adopt a tentative budget tonight. Jeff has typed up a motion with the numbers as presented.

I MOVE THAT THE HAMILTON-WENHAM REGIONAL SCHOOL COMMITTEE APPROVE A TENTATIVE FY20 TOTAL GENERAL FUND EXPENDITURE BUDGET OF \$34,268,132. THIS AMOUNT INCLUDES GENERAL FUND OPERATING EXPENSES (AFTER OFFSETS) IN THE AMOUNT OF \$33,869,760 AND GENERAL FUND DEBT SERVICE EXPENSES IN THE AMOUNT OF \$398,372. FURTHERMORE, THE GROSS OPERATING EXPENSES OF THE DISTRICT (BEFORE OFFSETS) HAVE BEEN ALLOCATED TO THE DESE-DEFINED ACCOUNTS ACCORDING TO THE “SUMMARY BY DESE CATEGORY” CHART INCLUDED IN THIS BUDGET PRESENTATION.

**MOTION by Stacey Metternick; SECONDED by Jeanise Bertrand.
Approved by 4 members; Opposed by 2 members.**

C. Approve the Seal of Biliteracy Diploma Endorsement

Exhibit D

I MOVE THAT THE HAMILTON-WENHAM REGIONAL SCHOOL COMMITTEE APPROVE THE SEAL OF BILITERACY DIPLOMA ENDORSEMENT AS STATED IN EXHIBIT D.

**MOTION by Stacey Metternick; SECONDED by Kerry Gertz.
Unanimously approved by 6 members present.**

D. Donations

Exhibit E

- Leuders Environmental Landscaping \$50.

I MOVE THAT THE HAMILTON-WENHAM REGIONAL SCHOOL COMMITTEE ACCEPT THE DONATION FROM THE LEUDERS ENVIRONMENTAL LANDSCAPING IN THE AMOUNT OF \$50.00.

**MOTION by Stacey Metternick; SECONDED by Kerry Gertz.
Unanimously approved by 6 members present.**

Thank you to Leuders Landscaping for this generous donation!

9. Other

a. Topics for Next Meeting

- Project financing: Winthrop Sprinkler Project
- Hilltop securities visit
- FY20 Public Budget Hearing #1
- Capital Projects Prioritization
- Summary of Administrator Requests not included in FY20 Budget Recommendation
- Workshop TBD, tentatively scheduled for 01/23/19

Stacey Metternick leaves the meeting at 10:22pm.

10. Adjourn

I MOVE THAT THE HAMILTON-WENHAM REGIONAL SCHOOL COMMITTEE ADJOURN AT 10:22 PM.

**MOTION by Gene Lee; SECONDED by Kerry Gertz.
Unanimously approved by 5 members present.**

Respectfully submitted by Mahala Lettvin this 10th Day of January, 2019.