

**The Hamilton Wenham Regional School District  
School Committee Meeting  
Buker Elementary School Multi-Purpose Room  
Wednesday, April 24, 2019 7:00 PM**

**Present:**

Michelle Horgan  
Michelle Bailey  
David Polito  
Gene Lee  
    Kerry Gertz  
    Stacey Metternick  
    Peter Wolczik

**Also Present:**

Michael Harvey, Superintendent  
Jeffrey Sands, Assistant Superintendent  
Lauren Verge, Student Government Representative  
Diane Bucco, Wenham Town Clerk (partial attendance)

**1. Call to Order**

Dr. Michael Harvey calls the Hamilton Wenham School Committee meeting to order at 7:12 PM.

**2. Pledge of Allegiance**

All in attendance rise for the Pledge of Allegiance.

**3. Citizens' Comments (skipped)**

**4. Chair's Report (skipped)**

**5. Superintendent's Report (skipped)**

**6. Consent Agenda (skipped, but addressed later, as shown below)**

**7. New Business**

A. Meeting to Hear Results of Town Elections

Exhibit D

Diane Bucco, Wenham Town Clerk, presents the results of Hamilton and Wenham Town Elections, as detailed on page 25 of the School Committee Packet. Ms. Bucco thanks all candidates who ran this year; their willingness to become involved in their communities is admirable, and she encourages continued involvement. She wishes success to newly elected School Committee members: Michelle Horgan, Michelle Bailey, and David Polito. Encourages members to familiarize themselves with the Massachusetts Open Meeting Law, The Conflict of Interest/Ethics law, the Hamilton Wenham Regional School District's Regional Agreement, as well as the town bylaws. Town Clerks Diane Bucco, Wenham, and Andrea Dello Russo, Hamilton, can assist public officials in obtaining these documents if needed.

Diane Bucco states that this meeting is the start of the School Committee's new term. She encourages healthy dialogue, collaborative efforts, and to always use social media wisely and professionally.

Diane Bucco asks Michelle Bailey and David Polito to stand and repeat the oath for School Committee:

*I, (David Polito/Michelle Bailey) do solemnly swear that I will faithfully and impartially perform my duties as a member of the Hamilton Wenham Regional School Committee to the best of my knowledge and ability according to the bylaws of Wenham, the Hamilton Wenham Regional School District Agreement, the laws of the Commonwealth, and the constitution of the United States.*

Diane Bucco offers her congratulations and has School Committee members David Polito and Michelle Bailey sign the log of oath. (Michelle Horgan, new School Committee member, was sworn in at Hamilton's Annual Town Meeting).

**B. School Committee Reorganization Meeting**

Dr. Harvey asks for nominations for chairperson for the Hamilton Wenham Regional School Committee.

**Chairperson**

Peter Wolczik nominates Michelle Bailey for Chairperson; Stacey Metternick seconds this nomination. Michelle Bailey accepts this nomination.

Kerry Gertz nominates David Polito for Chairperson; Gene Lee seconds this nomination. David Polito accepts the nomination.

David Polito and Michelle Bailey offer statements:

*David Polito:* He has spent the last year as School Committee chairperson, and believes he can continue in this role. David strongly believes that consistency is of the utmost importance during the next year, a period of transition. David knows what is required of the Chairperson, and is confident in his abilities to remain in this position. Would love to continue moving forward.

*Michelle Bailey:* She would enjoy being Chairperson for the School Committee. She feels confident in representing the School Committee to the towns and others. She feels all School Committee members have unique qualities to bring forward, and also states that members should all share in responsibility with rotating chairpersons. She would appreciate support in being Chairperson this year.

Stacey Metternick asks candidates to speak on last year's difficulty in the lack of communication. She asks candidates how they might improve this.

*David Polito:* He feels as though he was quite vocal, making every attempt to be transparent and honest in all communications as Chair last year. He will continue communicating in this way, but is also willing to improve and grow as needed.

*Michelle Bailey:* Her philosophy is that the committee chair is member among members. She further explains that if the superintendent asked her to keep something in confidence, that she would do so, but she would otherwise keep members in the loop at all times. She notes the ease of doing so given today's technology. She adds that should she plan to present during a meeting, she would ensure members were given access to materials beforehand.

Call for Votes: 3 members in favor of Michelle Bailey; 4 members in favor of David Polito.

**DAVID POLITO VOTED IN AS SCHOOL COMMITTEE CHAIRPERSON BY MAJORITY VOTE.**

David Polito receives gavel.

### **Vice-Chairperson**

Michelle Bailey nominates Gene Lee for Vice-Chairperson; (no second).

Gene Lee declines this nomination, stating he will not be able to take a leadership role this year.

Gene Lee nominates Kerry Gertz for Vice-Chairperson; (no second).

Kerry Gertz accepts this nomination.

Call for Votes: members unanimously vote in favor of Kerry Gertz.

**KERRY GERTZ UNANIMOUSLY VOTED IN AS SCHOOL COMMITTEE VICE-CHAIRPERSON.**

### **Secretary**

Michelle Bailey nominates Michelle Horgan for Secretary; (no second).

Michelle Horgan declines this nomination, stating she would prefer to get accustomed to the committee before taking the role.

Peter Wolczik nominates Stacey Metternick for Secretary, Kerry Gertz seconds this nomination.

Stacey Metternick accepts this nomination.

Call for Votes: members unanimously vote in favor of Stacey Metternick.

**STACEY METTERNICK UNANIMOUSLY VOTED IN AS SCHOOL COMMITTEE SECRETARY.**

### **Assistant Secretary**

David Polito nominates Michelle Horgan for Assistant Secretary; Stacey Metternick seconds this nomination.

Michelle Horgan accepts this nomination.

Call for Votes: 6 members vote in favor of Michelle Horgan; 1 member abstains.

**MICHELLE HORGAN VOTED IN AS SCHOOL COMMITTEE ASSISTANT SECRETARY BY MAJORITY VOTE.**

### **C. Subcommittee Reorganization**

Subcommittee groups considered by School Committee:

- Capital Planning/Finance Subcommittee
- Policy & Legislative Subcommittee
- Negotiations Subcommittee
- Warrant Subcommittee
- Communication Subcommittee

**I MOVE THAT HAMILTON WENHAM REGIONAL SCHOOL COMMITTEE ESTABLISH THE FOLLOWING SUBCOMMITTEES FOR THE TERM BEGINNING IN APRIL, 2019: CAPITAL PLANNING/FINANCE SUBCOMMITTEE; POLICY/LEGISLATIVE SUBCOMMITTEE; NEGOTIATIONS SUBCOMMITTEE; WARRANT SUBCOMMITTEE; AND COMMUNICATIONS SUBCOMMITTEE.**

**MOTION by Gene Lee; SECONDED by Kerry Gertz.**

Michelle Bailey inquires as to whether the subcommittee is "Capital" or Capital/Finance." Subcommittees will determine their charges upon meeting. Warrants subcommittee will be one person, with a backup if

needed. Discussion capital/finance subcommittee and intentions on grouping these together last year, as this would allow prioritizing capital needs that intertwine with financing. The Turf Field has been a consistent priority. Jeff Sands states that capital, finance, and turf field, are all very broad topics, and encourages the School Committee to narrow their scope: focusing on the capital plan in and of itself. Jeff Sands further explains that, by definition, the Turf Field is a capital project, so any Turf Field related issues will default to the capital subcommittee. School Committee decides to vote the subcommittees in as is, and develop charges to present to the entire committee, making any changes as needed. Stacey Metternick states that we voted in turf field, as part of this subcommittee because there was an outside group doing fundraising and we needed to be able to guide and take ownership.

**Unanimously approved by 7 members present**

#### **Warrant Subcommittee**

**I MOVE THAT THE HAMILTON WENHAM REGIONAL SCHOOL COMMITTEE WARRANTS SUBCOMMITTEE INCLUDE DAVID POLITO AND MICHELLE HORGAN.**

**MOTION by Stacey Metternick; SECONDED by Gene Lee.  
Unanimously approved by 7 members present.**

#### **Capital Subcommittee**

**I MOVE THAT THE HAMILTON WENHAM REGIONAL SCHOOL COMMITTEE CAPITAL PLANNING/FINANCE SUBCOMMITTEE INCLUDE STACEY METTERNICK, GENE LEE, AND MICHELLE HORGAN.**

**MOTION by Stacey Metternick; SECONDED by Kerry Gertz.  
Unanimously approved by 7 members present.**

#### **Policy & Legislative Subcommittee**

Discussion regarding the time commitments from members on this subcommittee: 1 meeting/month with MASC, about 1-1.5 hours.

**I MOVE THAT THE HAMILTON WENHAM REGIONAL SCHOOL COMMITTEE POLICY & LEGISLATIVE SUBCOMMITTEE INCLUDE MICHELLE BAILEY AND PETER WOLCZIK.**

**MOTION by Stacey Metternick; SECONDED by Kerry Gertz.  
Unanimously approved by 7 members present.**

#### **Negotiations Subcommittee**

Discussion regarding role of this subcommittee to include Longmeadow and Custodial Union contract.

**I MOVE THAT THE HAMILTON WENHAM REGIONAL SCHOOL COMMITTEE NEGOTIATIONS SUBCOMMITTEE INCLUDE KERRY GERTZ, MICHELLE HORGAN, AND DAVID POLITO.**

**MOTION by Stacey Metternick; SECONDED by Gene Lee.  
Unanimously approved by 7 members present.**

#### **Communications Subcommittee**

Discussion regarding scope of responsibilities on this subcommittee. Gene Lee thinks communication should be every school committee member's responsibility, and all members should be assuming more

active roles in this regard. Michelle Bailey recommends contacting Tracy Novick, MASC, to obtain information on School Committee's responsible use of social media.

**I MOVE THAT THE HAMILTON WENHAM REGIONAL SCHOOL COMMITTEE COMMUNICATIONS SUBCOMMITTEE INCLUDE KERRY GERTZ AND DAVID POLITO.**

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

- D. School Committee Liaison Assignments  
Cutler Elementary School Liaison: Gene Lee  
Winthrop Elementary School Liaison: Kerry Gertz  
Buker Elementary School Liaison: Peter Wolczik  
Wellness Committee Liaison: Michelle Horgan  
Miles River Middle School/ HW High School Liaison: Stacey Metternick  
SEPAC Liaison: Michelle Bailey

**I MOVE THAT THE HAMILTON WENHAM REGIONAL SCHOOL COMMITTEE ASSIGN THE FOLLOWING SCHOOL COMMITTEE LIAISONS: MILES RIVER MIDDLE SCHOOL/ HW HIGH SCHOOL LIAISON: STACEY METTERNICK; BUKER ELEMENTARY SCHOOL LIAISON: PETER WOLCZIK; WINTHROP ELEMENTARY SCHOOL LIAISON: KERRY GERTZ; CUTLER ELEMENTARY SCHOOL LIAISON: GENE LEE; WELLNESS COMMITTEE LIAISON: MICHELLE HORGAN; SEPAC LIAISON: MICHELLE BAILEY.**

**MOTION by Stacey Metternick; SECONDED by David Polito.  
Unanimously approved by 7 members present.**

**6. Consent Agenda (needed to swear in new members)**

- A. Minutes  
• March 27, 2019 Exhibit A  
• April 10, 2019 Exhibit B
- B. Warrants  
• April 12, 2019 Exhibit C

**I MOVE THAT THE HAMILTON WENHAM REGIONAL SCHOOL COMMITTEE ACCEPT THE CONSENT AGENDA INCLUDING MINUTES FROM 03/27/2019 (EXHIBIT A) AND MINUTES FROM 04/10/2019 (EXHIBIT B), AND WARRANTS FROM 04/12/2019 (EXHIBIT C); THERE CAN BE NO FURTHER CHANGES TO THESE DOCUMENTS.**

**MOTION by Stacey Metternick; SECONDED by Gene Lee.  
Unanimously approved by 7 members present.**

- E. Update of School Committee Goals Exhibit E  
School Committee members review last year's goals and discuss potential changes in developing this year's goals. Stacey Metternick suggests a new goal, "finalize contracts". Discussion regarding goals, plan going forward, etc. School Committee decides to revisit goals on a later date.

- F. (originally G) FY19 Financial Forecast Exhibit G

Jeff Sands reviews the budget forecast to date, detailed on page 247 of the School Committee Packet, providing a very brief budget process overview, explaining that financial forecast continues to be on budget, and another budget forecast will be coming next month.

G. (originally F) Select Interim Superintendent Semi-Finalists Exhibit F1-F13

David Polito reviews actions, timeline, and next steps to select interim superintendent. David suggests that committee members pick their top 3 candidates in order to narrow down current pool. Members discuss Addendum #1, *Draft questions for Interim Superintendents*, agreeing to review the questions and meet before interviews to determine which questions to ask.

**a. Candidates to be considered**

Colannino, Anthony  
Dias, Sally  
Gallivan, Lori  
Joseph Matthew  
Kukenberger, Julie  
**Kustka Susan**  
**Levine, Herbert**

**McAlduff, William**  
McGee, Eric 'Chip'  
Ruggere, Timothy  
**Sands, Jeffrey**  
Stellar, Arthur  
Zaleski, Karen

School Committee members decide on semi-finalists: Jeffrey Sands, William McAlduff, Herbert Levine, and Susan Kustka.

Discussion regarding time constraints, scheduling conflicts, arranging for interviews, etc. Michelle Bailey will contact MASC to ensure either Dorothy or Glen's presence, and ask them to book 2 candidates for 2 nights (to choose from 4/30/2019, 05/01/2019, and/or 05/02/2019). Dates of interviews will need to be posted for public by Friday, 04/26/2019.

David Polito thanks all candidates who applied, and encourages those who have applied to re-apply for the permanent position, as the interim position may require different skill sets than the permanent position. Discussion regarding strategy in determining questions to ask, who asks questions, number of questions to ask, interview process and follow up, public input, recording interviews, etc.

Dr. Michael Harvey will ask Donna Bunk to schedule HWCAM to attend semi finalist interviews, with dates to be determined. Kerry Gertz, Vice-Chair, will ask the questions. Stacey Metternick leaves the meeting at 8:52pm. Jeffrey Sands leaves the meeting at 8:59pm.

H. Nominate HW EdFund for MASC Outstanding School Partner Award

Discussion regarding nomination process and intentions in nominating EdFund. Michelle Bailey will bring in the book with information about the nomination next week, and the School Committee can determine how to proceed.

I. Donations

Exhibit H

*Arneo Landworks, Inc. - \$9,600.00*

**I MOVE THAT THE HAMILTON WENHAM REGIONAL SCHOOL COMMITTEE ACCEPT THE DONATION FROM ARNEO LANDWORKS, INC. IN THE AMOUNT OF \$9,600.00.**

**MOTION by Michelle Horgan; SECONDED by Michelle Bailey.  
Unanimously approved by 6 members present.**

Thank you to the Arneo Landworks for this generous donation!

## **8. Committee Reports**

- a. Policy
- b. Capital
- c. Student Representative
  - Red Sox game rained out;
  - DECA leaving this week
  - Candlelight 5/30 @8:00pm, Graduation 06/01 @ 10:00am
- d. Other- School Liaison Updates
  - 4/29/2019 5:30-7:00pm Winthrop Open House
  - 4/30/2019 6:30-7:30pm SEPAC meeting @ Buker School

## **9. Other**

### **A. Topics for Next Meeting**

- School Committee vote for last day of school;
- Student government presentation;
- Kevan Sano report on 8th grade trip to Spain;
- Select interim superintendent finalists;
- EdFund: MASC nomination - Michelle Bailey will bring information;
- Placeholder for communication (to be included as agenda item at the end of every meeting).

## **10. Vote to Adjourn**

9:30pm

**I MOVE THAT THE HAMILTON WENHAM REGIONAL SCHOOL COMMITTEE ADJOURN AT 9:30 PM.**

**MOTION by Gene Lee; SECONDED by Kerry Gertz.  
Unanimously approved by 6 members present.**

*Respectfully submitted May 2, 2019 by Mahala Lettvin, Recording Secretary.*