



HAMILTON-WENHAM REGIONAL SCHOOL DISTRICT

SCHOOL COMMITTEE MEETING

Buker Elementary School
Multi-Purpose Room

Thursday, January 5, 2017

7:00 PM

1. Call to Order 7:00
 2. Pledge of Allegiance
 3. Citizens' Comments 7:05
 4. Chair's Report 7:15
 5. Superintendent's Report 7:30
 - a. Update on Turf Field Report
 - b. Update on water testing in schools
 6. Consent Agenda 7:45
 - a. Executive Session Minutes - Approval and release
 - October 6, 2016 Exhibit A
 - October 1, 2016 Exhibit B
 - b. Minutes
 - December 8, 2016 Exhibit C
 - December 15, 2016 Exhibit D
 7. New Business 7:50
 - a. Report from Buker Friends regarding fundraising
 - b. CPA Grant Application from Friends of Buker for Playground Fundraising
 - c. FY18 Budget Review Exhibit I
 - a. Special Education
 - b. Facilities
 - c. Technology
 - d. Adopt a Tentative FY18 Budget
 - e. Schedule for the Warrant Committee
 - f. Appoint SEPAC Liaison
 - g. Appoint Cutler Liaison
 - h. Request of Treasurer to roll over 9 days of vacation
 - i. EdFund-Frame by Frame Connecting Art & Technology Exhibit E
 - j. EdFund-Science Forensics Exhibit F
 - k. MARS Legal Defense Fund Exhibit G
 - l. Approve William Nichols appointment to the Essex Tech SC. Exhibit H
 - m. Update from 1/3 Regional Agreement WG Meeting Exhibit J
 8. Other 9:15
 - a. Topics for next meeting
 9. Vote to Adjourn 9:30
- Secretary: Michelle Bailey, HWRSC

dmb

Knowledge • Responsibility • Respect • Excellence

The District does not discriminate in its programs, activities or employment practices based on race, color, national origin, religion, gender, gender identity, sexual orientation, age or disability.

HAMILTON-WENHAM REGIONAL SCHOOL COMMITTEE MEETING
Executive Session MINUTES
October 6, 2016

I. CALL TO ORDER: Stacey Metternick called the meeting to order at 9:20 pm in the Buker School Multi-Purpose Room.

Present:	Michelle Bailey, Deborah Evans, Hannah Fraley, David Polito
Also present:	Michael Harvey
	Jeff Sands

Jeff Sands presented a recommendation to reorganize the treasurer role

Mr. Sands presented a proposal to reduce the number of hours worked by the District Treasurer to 10-hours per week. Additionally a part-time Treasury Accountant would be hired for 25-hours per week for approximately \$20 per hour. The new position would be assigned clerical and less technical responsibilities of the Treasurer.

This plan would allow for someone to fill-in should the Treasurer be out for a few days. It also would provide an opportunity for training for succession planning.

The Committee discussed at length the reporting structure of the position as well as the title and reporting structure of the new position. The Committee expressed concerns that the current Treasurer might not accept the current proposal due to a variety changes.

MOTION: I move that the Hamilton Wenham Regional School Committee authorize Stacey Metternick and Hannah Fraley to meet with Don Gallant to offer him a contract for 1 year, July 1, 2016 to June 20, 2016, at \$46.59 per hour. The work week will be 20-hours per week until an Assistant Treasure is hired. At which point, the hours will be 10-hours per week.

MOTION by Michelle Bailey; SECONDED by David Polito

Roll-call vote: Bailey – yes, Evans – yes, Fraley – yes, Metternick – yes, Polito – yes

MOTION: I move that the Hamilton Wenham Regional School Committee adjourn at 10:35

MOTION by Michelle Bailey; SECONDED by Deb Evans

Roll-call vote: Bailey – yes, Evans – yes, Fraley – yes, Metternick – yes, Polito – yes

Documents Reviewed:

Details of Appointment Recommendation by JS and MA dated 10/6/2016

Attachment A – District Treasurer Roles & Responsibilities

Attachment B – Terms of Employment for Don Gallant, District Treasurer July 1, 2014-June 30, 2016

MEETING MINUTES
FROM EXECUTIVE SESSION
THE HAMILTON-WENHAM REGIONAL SCHOOL DISTRICT
December 1, 2016

Present:

Michelle Bailey
Jeanise Bertrand
Deborah Evans
Stacey Metternick
David Polito
Josh Liebow

Also present:

Michael Harvey
Nancy Bergner

7:03 Stacey Metternick called the meeting to Executive Session for the purpose of discussing the Superintendent's salary and the position of Assistant Treasurer.

Superintendent Salary Discussion:

The Committee sought a recommendation from Mike Harvey on his raise.

Mike suggests the standard 2.5% increase which was given to all school staff, and that the committee attend to the fact that when health insurance and related benefit costs go up, take home pay goes down. He clarified that his contract states that his salary is decided annually by the School Committee

Dr. Harvey left the room.

Deb Evans pointed out that the School Committee has the prerogative to make any raises retroactive to the start of his contract year.

The School Committee reviewed salary rates from other local districts. Hamilton-Wenham's 2016/2017 budget included a projected 2.5% increase for Harvey's salary. All other employees received this rate of increase as well. A 2.5% would bring Harvey's salary to \$179,476, which is at par with Lynnfield, Manchester-Essex and Norwell.

**I MOVE THAT THE HAMILTON-WENHAM REGIONAL SCHOOL
COMMITTEE APPROVES A 2.5% RAISE FOR THE SUPERINTENDENT,
RETROACTIVE TO JUNE 1. 2016.**

MOTION BY Deb Evans; SECONDED BY Josh Liebow

Discussion: School Committee must be prepared to defend a 2.5% raise, in light of the fact that non-education town employees in Hamilton and Wenham are receiving less than that rate of raise at 1% or 2%. The cost of losing highly qualified successful leadership will need to be articulated if there are objections at the Town Meetings. Option of offering a 2% raise, as a signal to the Towns that we are conscious of the financial pressures the towns are under was discussed. Concerns were raised about fairness to the superintendent.

Deb Evans called the question. Jeanise Bertrand seconded.

The Motion carried unanimously by roll call.

I MOVE THAT WE AMEND THE MOTION TO REFLECT A RETROACTIVE TO JULY 1 2016

MOTION BY Deb Evans; SECONDED BY Michelle Bailey

The Motion carried unanimously by roll call.

Dr. Harvey returned to the room. Stacey Metternick informed him of the Committees vote and intentions to vote on a salary during the meeting tonight.

Assistant Treasurer Discussion

Hannah Fraley and Stacey Metternick met with Don Gallant to clarify duties of Treasurer. Suggestion was made to reduce Treasurer position to 10 hours and to add an Assistant Treasurer, ensuring that the new Assistant Treasurer is bonded and knowledgeable of the procedures and responsibilities.

Roles and duties were presented. These were drafted in consultation with our auditors and legal counsel. Steve Hemman's expert advice was also sought. Mr. Hemman works for the Mass. Association of Regional School Committees and is a former regional school superintendent. Jeff Sands helped to draft the job description for the Policy Committee. The "Reports To" portion of the document was debated.

I MOVE THAT WE APPROVE THE H-WRSD JOB DESCRIPTION DATED 11.2.16, AMENDED AS FOLLOWS: THE "REPORTS TO" SECTION SHOULD READ "DAILY SUPERVISION PROVIDED BY THE ASSISTANT SUPERINTENDENT OF FINANCE AND ADMINISTRATION ANNUALLY APPOINTED BY AND REPORTS TO THE H-WRSC IN ACCORDANCE WITH MGL C 71.16A

MOTION by Deb Evans; SECONDED by Jeanise Bertrand

The Motion unanimously carried by roll call vote.

I MOVE THAT WE ADJOURN TO OPEN SESSION AT 7:40

MOTION by Michelle Bailey; SECONDED by David Polito

The Motion unanimously carried by roll call vote.

Documents Reference:

Salary Survey
Treasurer Job Description

Superintendent Salary from District in the DESE District Analysis Review Tool

District	Enrollment 2015-16	Salary for FY15	salary cost per student
GROTON-DUNSTABLE	2399	\$168,000	\$70.03
KING PHILIP	2130	\$153,180	\$71.92
LYNNFIELD	2225	\$176,000	\$79.10
Manchester - Essex	1443	176,103	\$122.04
MASCONOMET	1927	\$186,000	\$96.52
MEDWAY	2364	\$168,963	\$71.47
MENDON-UPTON	2291	\$150,000	\$65.47
NEWBURYPORT	2293	\$169,320	\$73.84
NORWELL	2199	\$175,350	\$79.74
Tyngsborough	1728		
AVERAGE	2141.2	\$169,213	\$79.03
HAMILTON-WENHAM	1947	\$165,000	\$84.75

Superintendent Salary from Local School Districts

District/Town	# students 2015-16	FY14	FY15	FY16	Salary per student	FY17	% change FY15-FY17	% change FY14-16	403B or Annuity Contribution?	Notes
Manchester/Essex*	1,443	\$176,103		\$178,970	\$124.03	TBD		1.63%	no	typically in fall they find out FY17 and pay back retro to July 1
Ipswich	1,844	\$155,000		\$159,593	\$86.55	TBD		2.96%	no	
Lynnfield*	2,225		\$176,000	\$180,000	\$80.90	\$184,000	4.55%		no	
Masconomet*	1,927		\$186,000	\$190,353	\$98.78	\$196,200	5.48%		no	
Pentucket	2,553		\$170,000	\$170,000	\$66.59	\$174,250	2.50%		no	
Rockport	954		\$143,575	\$146,447	\$153.51	\$149,376	4.04%		no	1,854 paid for a life insurance policy each year
N. Reading	2,532	\$164,084		\$163,200	\$64.45	\$166,464		-0.54%	no	provision to sell back five days of vacation at per diem rate annually and able to earn up to \$3000 for a "special project stipend"
Georgetown	1,467	\$173,040		\$0	\$0.00	TBD			busy will get back to us..	
Beverly	4,523	\$170,000		\$173,400	\$38.34	\$173,400		2.00%	no	
N. Andover	4,709	\$173,000		\$176,000	\$37.38	TBD		1.73%	no	
Triton	2,692	\$171,500		\$170,000	\$63.15	\$170,000		-0.87%	\$5,000	5K Travel Allowance
Marblehead	3,208		\$162,000	\$162,000	\$50.50	\$180,000	11.11%		no	
Newburyport*	2,293		\$169,320	\$174,400	\$76.06	TBD			\$4,000	
Danvers	3,608			\$171,000	\$47.39	TBD			a benefit of 6% towards her annuity	will retro back to July 1 when FY17 is finalized
Peabody	5,909			\$158,400	\$26.81	\$158,400			no	The superintendent is an interim position last year and this year
Salem	3,802			\$180,353	\$47.44	TBD			no	
HWRSD	1,828	\$165,000		\$175,099	\$95.79	TBD		6.12%		
AVERAGE DATA	2,856	\$170,325	\$167,816	\$159,632	\$66	\$172,454				

* indicates district is in the DESE DART Cohort as a similar district

MEETING MINUTES
FROM JOINT MEETING OF
THE HAMILTON-WENHAM REGIONAL SCHOOL COMMITTEE
AND THE HAMILTON BOARD OF SELECTMEN
December 8, 2016

Hamilton Board of Selectman Present:

Scott Maddern, Shawn Farrell, Jeffrey Hubbard, Allison Jenkins, Bill Wilson

School Committee Members Present:

Stacey Metternick (Chair), Deb Evans, Michelle Bailey, David Polito, Josh Liebow,
Jeanise Bertrand

School Committee Chair Stacey Metternick opened the joint session of the Hamilton Board of Selectmen and Hamilton-Wenham Regional School Committee for the purpose of interviewing seven candidates for the Hamilton Representative of the School Committee.

Each candidate began his/her interview with a personal statement of interest, and was interviewed by the Selectmen and the School Committee, inquiry focused around the following topics:

- Candidate's experience in serving on government boards/committees:
- How the candidate would develop his/her knowledge on oversight of Hamilton-Wenham Schools
- Candidate's awareness of the role of the School Committee as a policy setting entity rather than an executive entity, i.e., the School Committee is not involved in day to day administration of its policies.
- Pertinent experience the candidate brings to the position.
- Candidate's availability to prepare for and participate in 2-4 meetings per month between general School Committee meetings and committee/working group meetings.
- Candidate's assessment of the most critical issue(s) the School Committee must address over the next three years.
- If the candidate is comfortable advocating for the concerns of the Hamilton-Wenham Regional School District at Town Meetings
- Candidate's position on the Town of Hamilton's concern with leveled budget/leveled services approach to supporting important educational programs.

After all candidates were interviewed, a roll call vote identified the top three candidates:

Laurie Johnson, Kerry Gertz, and Gene Lee.

Members of the Board of Selectmen and the School Committee were invited to present further questions to the three:

- Whether or not the candidate would seek election in April to extend his/her service after finishing the interim term, thereby supporting the continuity of the Committee.
- The candidate's ease in being the only Hamilton representative on the School Committee, which involves a concern for the Hamilton Community as relates to HWRSD and a concern for HWRSD as it relates to both communities.
- The most valuable and distinctive contributions the candidate could bring.

Decisions for the candidates were affirmed by a roll call vote. Gene Lee received 7 votes; Kerry Gertz and Laurie Johnson 2 votes each.

MOTION: I MOVE THAT THE HWRSC AND HAMILTON BOARD OF SELECTMEN JOINTLY APPOINT GENE LEE TO THE SCHOOL COMMITTEE FOR THE BALANCE OF THE CURRENT TERM, ENDING AT THE APRIL 2017 ELECTION.

Motion by MICHELLE BAILEY; Seconded by DAVID POLITO

UNANIMOUSLY APPROVED by members of the School Committee and HAMILTON Board of Selectmen (11 members present)

HAMILTON BOARD OF SELECTMEN ADJOURNED.

I MOVE THAT THE HAMILTON WENHAM REGIONAL SCHOOL COMMITTEE ADJOURN AT 8:30 PM.

**Motion by MICHELLE BAILEY; seconded by JEANISE Bertrand
UNANIMOUSLY APPROVED.**

Respectfully Submitted,

Nancy R. Bergner
Secretary, H-WRSC Meeting

HAMILTON-WENHAM REGIONAL SCHOOL COMMITTEE MEETING
MINUTES
December 15, 2016
7:12 PM

Present:

Michelle Bailey
Jeanise Bertrand
Stacey Metternick, Chair
David Polito
Josh Liebow
Gene Lee

Also present:

Michael Harvey, Superintendent
Jeff Sands, Assistant Superintendent
Nancy Bergner, H-WRSC Clerk
Jack Gourdeau, Student Rep

- I. **Call To Order:** Stacey Metternick called the meeting to order at 7:12 pm in the Buk-
er School Multi-Purpose Room.

II. Pledge of Allegiance

III. Citizens' Comments

No citizen's comments

IV. Chair's Report

- A. Welcoming new School Committee member Gene Lee and
- B. Please note that Feb. 9 will be adoption of the upcoming budget. All need to attend, as there must be an affirmative vote of at least 5 members.
- C. Stacey attended the History Fair and was a volunteer judge, along with other community members
- D. Town of Hamilton is seeking a representative for the Essex Tech Vocational School Committee. Inquiries should be addressed to jscateri@hamilton.gov
- E. Employment contracts are being finalized. The Treasurer contact will be discussed later this evening.
- F. Mike, Jeff and Stacey met with a candidate for assistant Treasurer
- G. The Rotary Club is looking for 1-2 host families to host an exchange student from Bolivia
- H. School Committee Budget Season begins right after the holiday break.

V. Superintendent's Report 7:48

46 HWRHS Seniors Receive Adams Scholarships

Congratulations to the 46 HWRHS members of the Class of 2017 who have received the John and Abigail Adams Scholarship. This scholarship provides students with a four-year tuition waiver for undergraduate studies at a Massachusetts state college or university. In qualifying for the Adams Scholarship, these students scored at the Advanced perfor-

mance level on one of the three high school state assessment tests in ELA, Mathematics, or STE (Biology, Chemistry, Introductory Physics, or Technology/Engineering); and scored at the Proficient level or higher on the remaining two high school state assessment tests; and have combined scores from the three tests that placed them in the top 25 percent of students in the graduating class in their district.
The students receiving the Adams Scholarship are:

Daniel Allara	Katherine Sheehan	Kelly Walsh
Nicholas Dimarino	George Blaney	Genevieve Cring
Griffin Marshall	Katrena Freeman	Carly Jennings
Katherine Ryan	Christos Meimeteas	Elias Papdopoulos
Ozioma Anyanwu	Maia Sprouse	Joshua Ward
Margaret Favazza	Bradley Caccivio	Celia Cronan
Abigail Mason	John Gourdeau	Kojima Isabel
John Sauriol	Julian Murray Brown	Benjamin Peters
Mark Baumeister	Daniel Sun	Jack Wosepka
Sophie Frain	Zhe Chang	Benjamin Danforth
Madison McCarthy	Julia Hines	Joseph Lattanzi
Carter Shearer	Hannah Nagy	Graham Preston
Angela Bellerose	Mae Viccica	Jeffrey Davis
Olivia Francis	Nicholas Colucci	Isabel Markus
Keanu McDonough	Yinjie Huang	Matthew Rose
	Emily Nelson	

This is a great honor for both these students and for the entire HWRHS Community!

Congratulations to Our Fall Sports Teams

The School Committee and I are proud to congratulate our fall sports teams on their successful seasons:

A. Fall Sports Recognitions – Students & Coaches

Exhibit A

- Boys' Soccer – Sectional Semi-Finalist
Coach: Matt Gauron
Captains: Jack Wosepka, Gordon Bahr & Ben Danforth
- Volleyball – Sectional Semi-Finalist
Coach: Jenn Flynn
Captains: Lauren Flynn, Tori Vivenzio & Maia Sprouse
- Girls' Soccer – Cape Anne League¹ Champions, Sectional Semi-Finalist

Coach: Nancy Waddell

Captains: Isabelle Berthoud, Kelly Walsh & Sophie Frain

- Cheer– Cape Anne League Sportsmanship Award

Coach: Brendan Graffum

Captains: Brianna Harnois, Cassie Cronin, & Heather Donovan

- Golf – Cape Anne League Champions

Coach: Bill Corley

Captains: Alex Winch, Nick Colucci & Cam Grinnell

- Field Hockey – State Tournament Qualifiers

Coach: Jenn Blaha

Captains: Erin Connors & Sam Verge

It is wonderful to have so many of our students participating in MIAA Interscholastic Athletics. Congratulations also to Athletic Director Craig Genuardo on a great program!

Coach Bill Corley introduced this year's Golf Team. Captain Nick Colucci thanked the School Committee for their support.

Coach Nancy Waddell reported on the Girls' Soccer Teams successes.

Delayed Opening Survey Results

Last week, I sent a link to all faculty and parents in the HWRSD to survey their interest in using a two-hour delayed opening instead of closing school outright. Thanks to the 183 faculty members and 744 parents who responded to the survey. Because the results were overwhelmingly (over 90%) in favor of considering a two-hour delay in case of inclement weather, we will institute the following procedure:

A delayed opening will be a delay of two hours in the start of school. Bus runs will also begin exactly two hours later than usual. The earliest Middle/High School bus route will begin at 8:55. HWRHS classes will begin at 9:40 and the MRMS at 9:45. The earliest elementary bus run will start at 9:35 and school would begin at 10:25. School dismissal times will remain the same as a regular school day. In the advent of a delayed opening, preschool classes will be cancelled. Delayed openings will be communicated through the same procedures used to cancel school. (See my 11/17 post for details.) Thanks to everyone for your input in making this decision.

HWRSC Begins Budget Season

Tonight, December 15, 2016, the School Committee will begin its phase of the development of the FY18 HWRSD Budget. This phase will end with the School Committee voting on its FY18 Recommended Budget on February 9th. Thanks to members of the District Leadership Team, Assistant Superintendent Jeff Sands and Director of Accounting Vinnie Leone and the entire HWRSD Business Office for their work in getting us to this point. Here are the list of relevant dates and milestones in the process:

December 15, 2016: Superintendent's FY18 Budget Recommendation to SC

December 19, 2016: Superintendent's FY18 Budget Recommendation Book to SC

January 5, 2017: FY17 Budget Discussion Continued

January 5, 2017: School Committee Adopts Tentative FY18 Budget

January 6, 2017: Mail Tentative FY18 Budget to Towns

January 6, 2017: Advertise for FY18 Budget Public Hearing

January 19, 2017: Conduct Public Hearing on FY18 Budget

January 19, 2017: FY18 Budget Discussion Continued

January 26, 2017: FY18 Budget Meeting #2 with Finance Committees

February 2, 2017: FY18 Budget Discussion Concluded

February 9, 2017: School Committee votes to Adopt FY18 Budget

April 1, 2017: Hamilton and Wenham Annual Town Meetings

Throughout this process, versions of the budget documents discussed at School Committee Meetings will be made available to the public at

<http://www.hwschools.net/page.cfm?p=2129>. Members of the public are encouraged to become familiar with these documents and to contribute their comments either at the January 19th Public Hearing of the FY18 Budget, during the Public Comment portion of regular School Committee Meetings or through contacting members of the School Committee or me through email.

VI. Consent Agenda 8:00

- | | |
|---|-----------|
| A. Minutes of December 1st | Exhibit B |
| B. Minutes of December 1st School Choice Hearing | Exhibit C |
| C. Minutes of SC & WBOS – November 17th | Exhibit D |
| D. Minutes of SC & FinComs – November 17th | Exhibit E |

I MOVE THAT THE HAMILTON-WENHAM REGIONAL SCHOOL COMMITTEE ACCEPT THE MINUTES AS PRESENTED IN THE CONSENT AGENDA. THERE CAN BE NO FURTHER CHANGES TO THE AGENDA.

MOTION by Michelle Bailey; SECONDED by Jeanise Bertrand

Unanimously approved by 6 members present; none opposed, no abstentions

VII. New Business

- | | |
|--|-----------|
| A. Winthrop Playground Updates | Exhibit H |
| 1. Winthrop Principal Chris Heath assisted Jeff Sands in presenting updates.
<i>Discussion:</i>
Timing of site preparation and excavation was clarified as scheduled to begin after school ends. | |
| B. Superintendent's Recommended FY18 Budget Presentation | Exhibit F |
| 1. Mike Harvey and Jeff Sands presented a Level Service Budget for FY18
<i>Discussion:</i>
Desire to explore issues surrounding out of district placements expressed; subsequent meetings will address this. Explanation of staffing costs. Special Ed costs and "circuit breaker" offset explained in light of out of district placement concerns. Given that our budgeting has been conservative over the years, how accurate has our budgeting been? Excess and deficiency line item is designed to address this. Re: "no new services" stipulation—will the Chinese program continue? Yes, as it is the extension of an existing program. Moving forward, the School Committee should let Jeff know what they need to hear more about. | |
| C. Master Plan and Capital plan options | Exhibit G |
| 1. Jeff Sands and Mike Harvey gave preliminary presentation.
<i>Discussion:</i>
Personnel who can speak to specific items/departamental budgets will be brought in over the course of budget deliberations in order to provide specific information to the School Committee members. Jeff and Mike will discuss the order in which issues will be discussed and let the School Committee know how they are scheduled. | |
| D. Warrant for School Committee Elections | Exhibit I |

I MOVE THAT THE HAMILTON-WENHAM REGIONAL SCHOOL COMMITTEE OPEN A WARRANT FOR OUR ANNUAL ELECTIONS WHICH WILL BE HELD ON THURSDAY APRIL 6, 2017 AT THE WENHAM TOWN HALL AND AT THE LIBRARY/REC CENTER ON UNION ST. IN HAMILTON.

MOTION by Michelle Bailey; SECONDED by JOSH LIEBOW

Unanimously approved by 6 members present; none opposed, no abstentions

E. Warrant Committee

Warrant Committee requires 3 members who can meet on Tuesdays, overseeing general warrants and payroll. Since 3 signatures are required, it is suggested that the entire School Committee be appointed to the Warrant Committee, in order to ensure that, over the course of the year, members can share the responsibility of attending Warrant Committee meetings.

I MOVE THAT THE HAMILTON-WENHAM REGIONAL SCHOOL COMMITTEE APPOINT DAVID POLITO, GENE LEE, JOSH LIEBOW, MICHELLE BAILEY, STACEY METTERNICK, DEB EVANS AND JEANISE BERTRAND TO THE WARRANT COMMITTEE

MOTION by Michelle Bailey; SECONDED by Jeanise Bertrand

Discussion: Is it necessary that the Warrant Committee meet separately, or can it be combined with the regular school committee meetings. Jeff Sands clarified that the meeting must be on Tuesday evenings; must involve a staff member; must coincide with payroll. The first meeting of this subcommittee would be Tuesday January 17. A schedule will be distributed at the next SC meeting

Unanimously approved by 6 members present; none opposed, no abstentions

F. Appoint Assistant Treasurer

Applicants so far have not yet been a good fit. This job will be posted, and applicants examined. It is hoped that someone will be chosen by January 19.

G. Vote in new Secretary and Assistant Secretary.

I MOVE THAT THE HAMILTON-WENHAM REGIONAL SCHOOL COMMITTEE APPOINT JOSH LIEBOW AS SECRETARY.

MOTION by Michelle Bailey; SECONDED by Jeanise Bertrand

Unanimously approved by 6 members present; none opposed, no abstentions

I MOVE THAT THE HAMILTON-WENHAM REGIONAL SCHOOL COMMITTEE APPOINT GENE LEE AS ASSISTANT SECRETARY.

MOTION by Michelle Bailey; SECONDED by Jeanise Bertrand

The Motion passed with 5 for, 0 against, 1 abstaining

H. Vote Treasurer's contract

I MOVE THAT THE HAMILTON-WENHAM REGIONAL SCHOOL COMMITTEE APPROVE A CONTRACT FOR DISTRICT TREASURER DON GALLANT JULY 1 2016- JUNE 30 2017 FOR A SALRY OF 46.59/HOUR, UP TO 20 HOURS PER WEEK.

MOTION by Michelle Bailey; SECONDED by Josh Liebow

Unanimously approved by 6 members present; none opposed, no abstentions

- I.** Vote new member of the Policy Working Group

**I MOVE THAT THE HAMILTON-WENHAM REGIONAL SCHOOL
COMMITTEE APPOINT DAVID POLITO AS A MEMBER OF THE POL-
ICY WORKING GROUP.**

MOTION by Michelle Bailey; SECONDED by Josh Liebow

Unanimously approved by 6 members present; none opposed, no abstentions

- J.** Vote Liaison to the SEPAC: *Tabled*

VIII. Committee Reports

- A.** Communications: Spotlight will be sent out tomorrow
- B.** Planning: has not met since June. Will resume in June to evaluate Masterplan, etc.
- C.** Policy: First reading on updated policies scheduled for next meeting. On track to meet goal for the year.
- D.** Warrant: did not meet last month
- E.** Regional Agreement: on schedule for looking at 3 different scenarios. Will meet with Mike and Jeff in January to discuss moving forward to bring the two towns in to discuss the final proposal.
- F.** Student Rep: updated the SC on class fundraisers and initiatives
- G.** Other-School Liaisons Updates:

IX. Other

- A.** Topics for next meeting: Winthrop and Buker Playground reports;

X. Vote to Adjourn

**I MOVE THAT THE HAMILTON-WENHAM REGIONAL SCHOOL
COMMITTEE VOTE TO ADJOURN AT 9:42 PM.**

MOTION by David Polito; SECONDED by Jeanise Bertrand

Unanimously approved by 6 members present; none opposed, no abstentions

Respectfully Submitted,

Nancy R. Bergner
Clerk, H-WRSC Meeting



HAMILTON WENHAM EDFUND PROJECT GRANT APPLICATION FORM

Project grants are for projects of \$1,000 or more, and should be designed to influence or advance the school system's interest in areas such as curriculum, technology, teaching methods, special school projects or specific innovative interdisciplinary projects.

Name(s) of Application Contact(s): Kirsten Losee and Bill Melville

Submission date: November 29, 2016 Date approval needed: December 31, 2016

Contact(s) phone number: (978) 468-0418 Email: k.losee@hwschools.net, w.melville@hwschools.net

Position or Title of Application Contact(s): Fine Arts Curriculum Coordinator and Media Arts Teacher

Grant Title: Frame by Frame: Connecting Art and Technology in the Classroom

School(s): Hamilton-Wenham Regional High School Grade(s): 9-12

Amount requested: \$24,806.88 Recurring costs: Will be paid for by the fine arts department

Please address the following topics:

1. Has this grant been funded in the past? If yes, from what source?
2. Description of project and purpose.
3. Describe how this grant meets the goals of the Edfund Grants Program (see Edfund Grant Guidelines and Criteria at <http://hwedfund.org/applications-criteria.htm>).
4. Number of students and/or teachers to benefit.
5. Budget Detail (Please list or attach itemized sheet of all costs for speaker, guest performer, training, consultant, equipment, materials, etc. and include when appropriate, photocopy of catalog page, price list or other documentation of cost). The estimated ratio of dollars spent per student is taken into consideration.
6. Possible future expenditures linked to this project (i.e. maintenance, parts replacement, professional development, etc.) including timeframes.
7. Method of evaluating success of project (i.e. student feedback).

Additional Comments: _____

Signature(s) of Applicant(s): *Kirsten Losee* Date: 11/29/16
Willie Melville

Approval

Please submit grant application to your Principal for approval before sending to Dana Allara at edfundgrants@ginet.com, Edfund Grants Committee Chair with a copy to Director of Curriculum, Assessment and Instruction, Peggy McElhinney at p.mcelhinney@hwschools.net.

Principal: *Michael J. Dwyer* Date: 11/29/16

Revised 5/10/2016

Frame by Frame

Connecting Art and Technology in the Classroom

Names of Application Contacts:

Kirsten Losee, Fine Arts Curriculum Coordinator, k.losee@hwschools.net, (617) 921-7899

Bill Melville, Visual Arts/New Media Teacher, w.melville@hwschools.net, (978) 335-2221

Fine Arts Office Phone: (978) 468-0418

Submission date: 11/29/16

Date approval needed: 12/31/16

Grant Title: Frame by Frame: Connecting Art and Technology in the Classroom

School: Hamilton-Wenham Regional High School

Grades: 9-12

Amount requested: \$24,806.88

Recurring costs: Will be paid for by the Fine Arts Department

Has this grant been funded in the past? If yes, from what source?

A grant for animation equipment and software has not been previously applied for by anyone in the district. We did receive one Nikon D610 camera kit from the Hamilton-Wenham Friends of the Arts to support the Digital Photography program last Spring. The Fine Arts Department was able to purchase one Nikon D610 camera kit last year so we have two DSLR cameras available for student use. A grant for the software has not been requested due to the newly established Animation program.

Description of project and purpose.

Project: This grant is a request for eight Nikon D610 Digital SLR camera kits, twenty-five licenses for DragonFrame 3.6 Animation software, and eight tripods to support a new Animation course at Hamilton-Wenham Regional High School and to enhance and support the successful Digital Photography and Digital Imaging Curriculum that has been in place for over 8 years. Since 2009, over 1,088 students have completed or are currently participating in the Digital

Photography Course(s). This year is the first year for the Animation course and 42 students are enrolled. We anticipate the Animation program will continue to grow due to student interest and the Digital Photography Program offerings will stay consistent with the historical data.

Purpose: We are requesting eight Nikon D610 Camera Kits, eight tripods and twenty-five licenses for Dragonframe 3.6 software. With this grant, students will be able to use industry standard equipment and software which will help to prepare them for a college level experience. Some examples of colleges using DSLRs and Dragonframe software are: Massachusetts College of Art and Columbus College of Art & Design. Currently, the department has two DSLR cameras which are used to capacity by the students during class time. Students enthusiastically want to master the advanced features such of the DSLRs which include manual controls and special camera features such as multiple exposures. The Animation students are using iPads to capture and create short animation movies. Our biggest challenge is that the iPad is limited by it's lack of professional quality resolution and its editing capabilities. The iPad is a solid tool for the planning stages but not optimal for professional grade productions. The new equipment we are requesting has significantly improved resolution and sophisticated effects to improve the production process and ultimately the final product. The Digital Photography students are currently using Canon Powershot Digital Cameras with some manual controls and their camera phones as needed. Students taking Digital Photography are encouraged to bring in their own digital camera if they own one but it is not required for the course due to the expense. This grant will provide all students taking these courses an equal opportunity to learn how to use the Nikon D610 DSLR cameras which utilize 21st century skills that will be needed for the future.

Why Nikon D610 Camera Kits?

The Visual Arts/New Media Department currently has two Nikon D610 camera kits and the students have been using them with significant success. The picture quality is truly superior to the cameras currently being used in the program and the students want to have an opportunity to use the DSLRs for class projects. The course would be improved if we had a set of cameras that ALL the students can use for a consistent class experience. The students are very enthusiastic about using the DSLRs and we have to keep track of who is using them so that every student has an opportunity to use them.

The Animation students would utilize the advanced features of the DSLR. To quote the Oscar nominated Director Adam Pesapane the Nikon DSLR “gives us unprecedented image quality and interfaces perfectly with the stop-motion software I use, Dragonframe. The camera is amazing, period. Images are razor sharp and allow me virtually unlimited flexibility resizing in the editing process without quality loss. On the back end, I can print high-quality fine art prints from the stills of my film.” He also likes having a Live View image on the LCD. “This camera has the ability to transform the student experience with pro-level specifications and a reasonable price point.” The Nikon D610 Camera Kit has the power of a pro-level Nikon FX-format camera, full-frame images, broadcast-quality 1080p video, superior low-light performance, fast frame rate , super sharp autofocus, wireless photo sharing in a compact, lightweight full-frame HD-SLR body. The value added camera kits includes extra batteries, NIKKOR 24-85mm f/3.5-4.5G ED VR lens, 32GB SDHC memory card, shoulder bag, battery grip, two Li-Ion batteries & dual charger, wireless remote shutter release, glass LCD screen protector, lens cleaning fluid & microfiber cloth, 72mm UV and circular polarizer filters and extended 2-Year warranty.

Why Dragonframe 3.6 software?

Dragonframe 3.6 is the next generation of image capture software for stop motion animation. The features include a visual timeline editor, integrated lip-sync, advanced DMX lighting, motion control and much more. The software also includes a USB controller. It was used in the production of award winning films produced by Disney and Aardman. From feature films, broadcast series, commercials and title design, Dragonframe has become the industry standard for stop motion production. Here is a collection of noteworthy projects shot with Dragonframe such as: Shaun and the Sheep, Boxtrolls, The Flying Machine, Le Petit Prince and Frankenweenie. Students are currently using Adobe Flash which is not the preferred software for animation productions. Each of the 25 workstations would require a license for DragonFrame 3.6.

Why Manfrotto PIXI EVO Mini Tripods?

This mini tripod has two leg angles to give you stability on uneven ground and is compatible with DSLRS and devices up to 2.5Kg. It is made of sturdy and lightweight aluminium with a structure students can rely on and has camera tilts to a full 90°.

Describe how this grant meets the goals of the Edfund Grants Program

- A. Does the project complement the curriculum goals of the Hamilton Wenham public schools?

This grant will provide a competitive advantage for students specifically with exposure and experience with college level to industry standard equipment and software. This grant allows students to demonstrate mastery of their knowledge and skills needed to be successful members of our global economy and engaged citizens of the 21st Century.

This grant also emphasizes one of the District's Core Beliefs: We believe successful members of our global economy and engaged citizens of the 21st century are effective communicators, critical thinkers, problem-solvers and the ability to collaborate effectively. For example, in Animation class, one of the projects the students were divided into groups for a reverse video where students critically analyze an animation video. Then they have to collaborate and recreate the video by emulating the movement with their classmates at the subject. The objectives are to accurately reproduce the motion of a character. Students come to appreciate the complexity of the body's mechanics. In each clip, the students are to reproduce the timing, mannerisms, antics staging, camera moves, etc. as accurately as possible. This project encompasses building skills including risk, problem solving, new techniques and self-assessment.

- B. Are the goals, outcomes, and activities of the project clearly stated, and completed with adequate detail?

GOALS:

Our goal is to acquire industry standard equipment for students to use in creating photographic imagery and sophisticated animation. Additionally, we want to encourage the creative process. One of the many technological benefits of animation is that it helps engineers to describe the complex and complicated information visually. Animation has the ability to attract and involve an understanding of complicated engineering problems. Animation helps as a problem solving method when no analytical methods are available in understanding certain complex topics. Through Animation the students will be able to take something mundane and transform it into the unexpected. The students that excel in the course could be used to teach their peers in

other course subjects to illustrate and or solve a complex problems. As Michael Astrachan a 3D animator and the co-founder of XVIVO Scientific Animation “scientific animations are a vibrant medium in which to show viewers a complex scientific story.”

ACTIVITIES: Creating digital images within project parameters. Creating animation experimenting with the movement of physics: In physics, motion is a change in position of an object with respect to time. Motion is typically described in terms of displacement, distance, velocity, acceleration, time and speed.

OUTCOMES:

Photography Skills: Photographic exposure, manually controls including aperture and shutter speed, artistic creative ability, technical ability, a keen eye for detail, good communication and people skills, time management, and risk taking. Knowledge and skills in the use of basic tools, techniques, technologies, and processes sufficient to work from concept to finished product. This involves a mastery of the materials, equipment, and processes of the discipline, including uses of cameras, lighting, digital processing. The ability to work and study independently as needed.

Multiliteracies

According to Maureen O'Rourke author of Engaging Students Through ICTs: A Multiliteracies Approach “young people need to be able to make sense of multiple communication modes, often simultaneously, and creatively communicate with a range of diverse audiences.”

The outcomes are listed below.

Functional: Techniques, principles, composition strategies, technical, editing and production skills etc.

Social and Cultural: Creating meaning, sense-making, drawing on contextual and experiential knowledge, making connections, understanding audience, ways of knowing and seeing, using own life experience and understanding of the world. Identifying what's worth pursuing in a human sense.

Critical: Reflecting on what worked, why, how it could be better. Identifying different interpretations and meaning and what influences are at work. Noticing the dominant. Noticing what's missing. Noticing power and effect. Identifying ways forward and how to improve. Audience reaction - was the intention communicated?

Creative and Innovative: Using new learning to transform existing practices, new combinations, new ways of seeing and doing. Making a difference. Creativity and innovation.

Skills: Animation Skills: Pre-production (planning, research, management skills) assigned roles (photographer, animator, set designer and editor) Process and inquiry, manufacturing, communication, design, data analysis

4. Number of students and/or teachers to benefit.

This year 42 students are enrolled in the Animation Class. There are 113 students taking Digital Photography One & Digital Imaging (Photo Two) who will benefit from this grant. A total of 155 students this year will benefit. Four teachers will benefit from this grant: Bill Melville, Kirsten Losee, Courtney Cooney and Anne Foresman.

5. Budget Detail

Qty	Model	Description	Notes	Cost	Ext
8	Nikon D610 DSLR Body & 25mm-85mm Lens	Deluxe Kit includes: NIKKOR 24-85mm f/3.5-4.5G ED VR Lens			
		32GB SDHC Memory Card			
		Shoulder Bag			
		Battery Grip			
		Two Li-Ion Batteries & Dual Charger			
		Wireless Remote Shutter Release			
		Glass LCD Screen Protector			
		Lens Cleaning Fluid & Microfiber Cloth			
		72mm UV and Circular Polarizer Filters			
		Extended 2-Year Warranty	B&H # NID6102485D	2,638.48	21,107.84
25	DragonFrame Animation Software with USB Keypad	Dragonframe 3.6 is the next generation of our image capture software for stop motion animation. Features include a visual timeline editor, integrated lip-sync, advanced DMX lighting, motion control and much more.	version 3.6	132.00	3,300.00
		PIXI EVO Mini	MFR # MTPXIEVO-BK	49.88	399.04
8	Manfrotto Tripod				
				Total	\$24,806.88

6. Possible future expenditures linked to this project (i.e. maintenance, parts replacement, professional development, etc.) including timeframes.

Replacement costs such as batteries are a lot more affordable than the initial investment. The Fine Arts department will pick up any repairs for the cameras. The life expectancy of a camera would be approximately 8- 10 years or 150,000 actuations. (100 frames a day x 180 school days). The department will also pick up the expense of DragonFrame software upgrades.

7. Method of evaluating success of project (i.e. student feedback).

We will share a successful collaborative animation and/or photography project completed by the students. We will collect evaluations from students at the end of the course. We want to compare previous student work with the new technology and before the technology. For example: the work completed Semester One versus Semester Two. We will identify which 21st Century Skills are used in these courses and connect them to real world applications. Lastly, we will check the class and program enrollment to see if there is an increase student interest in the Fine Arts and New Media course offerings.



Grant Acknowledgement and Acceptance of Terms

PLEASE COMPLETE AND RETURN BY EMAIL TO THE FOLLOWING:

- 1. Edfund-Amy DeSimone at amydesimone12@gmail.com and**
- 2. Hamilton Wenham Administration-Vincent Leone at v.leone@hwschools.net**

We accept this grant from the **Hamilton Wenham Education Foundation** and agree to abide by the following associated provisions and obligations:

- 1) The purpose of the grant is to be accomplished as proposed. The project's current budget, as previously submitted to the Edfund with the grant proposal, accurately reflects the grantee's intentions to expend the amount of this grant. Expenses not included in the project budget must be approved in advance by the Edfund.
- 2) Any photos and student feedback will be provided to the Edfund within 30 days of the grant's implementation. If applicable, student feedback can be a handwritten paragraph reviewing their experience.
- 3) Funds not used for the express purposes described in the grant proposal that are not used by the end of the 2016-2017 school year (or a mutually agreed upon date) are to be returned to the Edfund.
- 4) It is not necessary to issue a tax receipt for this donation as the Edfund is a 501 (c) (3) public charity. Also, please keep in mind that public schools do not have to pay a sales tax.

The Grantee's deposit or endorsement of the enclosed check will also constitute its agreement to the terms and conditions set forth above.

School Name: HWRHS

Name of Contact on the Edfund Grants Subcommittee: Dana Allara

Title of Grant Application: Lizzie Borden and the Forty Whacks

Grant Amount Approved: \$550.00 Date Requested: 12/16

Grant Requestor's Name: Deborah Clapp Title: Science Teacher-Forensics

Email Address and Phone Number: 978-468-0481

Please attach a detailed budget with payment instructions below for District payment

Check should be payable to:

Please remit check to (contact name):

Address of where check should be sent:

Date by which check should be sent:

Date District requested funds of Edfund for reimbursement:

PO Box 2433, South Hamilton, MA 01982



**HAMILTON WENHAM EDFUND MINI-GRANT
APPLICATION FORM**

Mini-grants are awards of less than
\$1,000

Name(s) of Application Contact(s): **Deborah Clapp**

Submission Date: **November 15, 2016** Date approval required: **December 2016**

Phone number(s): **978-468-0481** Email: ddclapp@hwschools.net

Position or Title of Application Contact(s): **Science Teacher – Forensics**

Grant Title: **Lizzie Borden, and the Forty Whacks – interactive theater presentation (mock trial)**

School(s): **HWRHS**

Grade(s): **11 and 12**

Number of students to benefit:

55 Forensics Students
20 Intro to Theater Students
60 Law and Society Students
25 Public Speaking Students
Approx. 15 Mock Trial Students

Amount request. **\$550** See Invoice

See invoice.

Briefly describe the proposal and how the grant will enrich the curriculum (add attachments as necessary):

I recently was made aware of a local theater company that performed “Lizzie Borden, and the Forty Whacks” for the HW Town Library this past October. I contacted the adult librarian, Rebecca Shea, to get her take on the performance and if, in her opinion, this would be good for a forensic class. Her email response is attached here:

“The Delvena Theatre Co. does an excellent job with this program and they have presented this particular program to schools. They are paid from a Cultural Council grant, we have them come every year. If we did not get the grant we’d have them come anyway and just open up the pockets. They are wonderful to work with. <http://www.delvenatheatre.org/> Fran Baron is the writer and will be your contact: frani02176@aol.com (that’s an “L” in with the #s.) The mock trial is more of a thought exercise than judicial examination; students are encouraged to ask questions of the actors and give their own version of what they think happened. Their program is quite long, as a result. The actors enjoy their roles and the interaction, highly recommended!”

I also reached out to the contact at the theater company and she stated this about the show:
<http://www.delvenatheatre.org/lizzie-borden-and-the-forty-whacks.html>

“The show is usually one hour and 15 minutes long, though it could go longer or shorter as it is interactive with the audience.... We have done this show very successfully for teenagers - some come in totally familiar with the case; others have no knowledge. By the interactive part of the show, they are all very knowledgeable. (they will hear about the case and the trial proceedings).”

They really get into it and ask thoughtful questions of the witnesses (mostly Lizzie). The show fee is \$550.

Lizzie Borden and the 40 Whacks is one of our most popular shows. We have been performing it for about nine years now and are asked back by some of the same venues to perform it again."

I love the fact we can combine science and the arts. My students have just completed our CSI unit and have heard from the Assistant District Attorney of Essex County who took us through a real trial case about a home invasion. We can link eyewitness testimony, evidence collection, circumstantial evidence and more. I think it would be neat to learn about an historic case that is still talked about today. And, one of the of the year junior project choices is to read the book "Lizzie Borden and the 40 Whacks."

This presentation will allow students to think critically into the evidence that was presented during Lizzie's trial, considerations for the time in history for the role of women, the impact of the wealthier sect of society, the influence of an all man jury, and more. I stress the fact that eventually they WILL be on a jury someday and you need to think critically, staying objective, keeping an open mind, and weighing all of the evidence presented before drawing a conclusion.

Describe how this grant meets the goals of the Edfund Grants Program (see Edfund Grant Guidelines and Criteria here)

Criteria Overview:

- To encourage and support innovative projects in teaching and learning that are consistent with Hamilton Wenham's district-wide goals and priorities beyond the scope of the regular school budget.

Since this is a theater presentation, that comes **HIGHLY** recommended by the town adult librarian (and many other schools review the theater company's website), for a science class, this is innovative and a change from the usual.

- To encourage leadership and creativity from teachers and administrators

Doing something different, outside the box, might motivate more teachers to think beyond just technology or beyond the book.

- To support grants that impact a significant number of students

Combining theater, history, and forensic classes, we can reach roughly 170 plus students for this grant. This is about \$3.25 per students for this experience – and less if more teachers hear about it and wish to join us.

- To support grants that have a lasting benefit to Hamilton Wenham regional school system
HWRHS is definitely known for theater!

- To encourage cross-school, cross-grade, and cross-curricular collaboration

This would allow for the combination of kids from all grades and three distinct disciplines to come together for one event. The discussions could be very interesting!

- To encourage collaboration among teachers, administrators, parents, and community groups to benefit the Hamilton Wenham Regional School District.

The advice of the town librarian (who was thrilled to be contacted and consulted – in fact she gave me another lead for a grant to follow!!) was key in me attempting this grant proposal. The other teachers who can be onboard also reaches out beyond just the science department. And this theater group offers a whole host of shows that can be brought into any of our district schools.

Is this a creative, innovative project in teaching and/or learning, (i.e, one that involves change, expansion, adaptation, enhancement, improvement, challenge, risk, or a new technique)?

I think bringing theater into a science class is innovative and it will touch upon students with a slightly different learning style. It is a "thinking outside the box" plan.

- Does the project complement the curriculum goals of the Hamilton Wenham public schools?

This presentation can support the Transfer Goals put forth by the Department of Education:

MA Transfer Goals:

ELA:

- *Understand the power of words and images to transform lives and provide insight into the experiences of others and understanding of cultures and historical periods.*
- *Generate open ended questions and seek answers through critical analysis of text, media, interviews, and/or observations.*

History:

- *Understand how recurring patterns in history-can inform judgments about current events and other issues.*
- *Apply knowledge of political and social systems to participate actively as an informed citizen of a democracy.*
- *Critically appraise historical and contemporary claims/decisions.*
- *Integrate and evaluate multiple sources of information presented in diverse formats and media in order to address a question, form an opinion, or to solve a problem*

Science:

- *Engage in public discourse of scientific and technical issues in the news or the community. (ie the evidence presented and what story may be concluded from that evidence)*
- *Analyze mechanisms of cause and effect in natural and designed systems based on physical and chemical principles. (blood pattern analysis and other evidence offered at trial)*

Method of evaluation of the success of project(i.e. student feedback): Student feedback for my forensic students

Additional Comments: I will be also engaging a Theater teacher and a History teacher – I think this collaboration will be amazing!

Signature(s) of
Applicants (s):



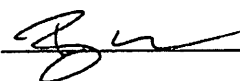
Date:

11/15/2016

Approval

Please submit grant application to your Principal for approval before sending to Dana Allara at edfundgrants@gmail.com, Edfund Grants Committee Chair with a copy to Director of Curriculum, Assessment and Instruction, Peggy McElhinney at p.mcelhinney@hwschools.net.

Principal:



Date:

11/15/16

Revised 5/10/16

[HOME \(/\)](#) [SHOWS TO GO \(/SHOWS-TO-GO.HTML\)](#) [QUOTES FROM VENUES \(/QUOTES-FROM-VENUES.HTML\)](#)
[OUR HISTORY \(/OUR-HISTORY.HTML\)](#) [RATES \(/RATES.HTML\)](#) [CONTACT US \(/CONTACT-US.HTML\)](#)

Lizzie Borden and the 40 Whacks



On a scorching hot day in Fall River, back in August of 1892, a heinous crime occurred. Spinster Lizzie Borden was accused, tried, and acquitted for the vicious axe murders of her father and stepmother. This true unsolved mystery has fascinated people for over 100 years.

Two people died on that day in 1892, but Lizzie continues to live on in American folklore.

The performance includes a mock trial that invites the audience to participate by questioning Lizzie, and voting on her guilt or innocence.

This "edutainment" production features Lynne Moulton and Joseph Zamparelli in multiple roles depicting Lizzie's story and educating the audience members so that they may be informed "jurists".

Did she or didn't she? Let the audience be the judge. The cast opens up to the audience for discussion after the performance.

© 2016 Delvena Theatre Company. All rights reserved.

The Delvena Theatre Co. does an excellent job with this program and they have presented this particular program to schools. They are paid from a Cultural Council grant, we have them come every year. If we did not get the grant we'd have them come anyway and just open up the pockets. They are wonderful to work with. I think they are \$375? <http://www.delvenatheatre.org/Fran> Baron is the writer and will be your contact: frani02176@aol.com (that's an "L" in with the #s.) The mock trial is more of a thought exercise than judicial examination, students are encouraged to ask questions of the actors and give their own version of what they think happened. Their program is quite long, as a result. The actors enjoy their roles and the interaction, highly recommended.

You may be interested in a program we have coming up in March, Tuesday, 28 at 7:00 Paul Zambella was the director of the State Crime Lab, for a gazillion years, he's bringing his Forensics Road show here. He also presents at schools, where he doesn't show the more graphic photographs. paulzambella@gmail.com He is very inexpensive for a professional (\$150) and has been well-reviewed by other librarians. He can also fit to 45 minutes, too. I don't have a flyer drafted for that program yet, I'll send you one.

Thank you for your interest and I'd be happy to answer any additional questions.

Rebecca Shea
Adult Services Librarian
Hamilton-Wenham Public Library
14 Union St. S. Hamilton, MA 01982
978-468-5577 * hwlibrary.org

Please note my email address has changed to: rshea@hwlibrary.org



MASSACHUSETTS ASSOCIATION OF REGIONAL SCHOOLS

32 Evergreen Road Holliston, MA 01746

Perry Davis, Executive Director
774-217-9764 (Cell)

Stephen Hemman Asst. Executive Dir.
978-821-2890 (Cell) 978-874-0385 (Office)

MARS LEGAL FUND

As the primary statewide organization advancing the interests of regional school systems within the Commonwealth, MARS periodically embarks upon special initiatives. Addressing the FY15 mid-budget cycle 9C cuts to Chapter 71 Regional Transportation Reimbursement became a priority. MARS challenged the 9C reduction on the basis of the 2010 law that states reductions in regional school transportation reimbursement can only be made at the same percentage as cuts made to Chapter 70 aid. Unfortunately, the Patrick Administration chose to ignore that law.

Resultantly, the MARS Board voted to ask members to contribute \$500 to a legal fund to challenge the 9C reduction. Many regional school districts, but not all, made a contribution. Some contributed \$1,000. The Baker Administration reviewed the 9C reduction, made a smaller cut, and asked that MARS not take legal action.

Last year, MARS contacted the regional school districts that contributed to the legal fund and asked if they wanted the contribution returned. The consensus was that MARS should retain the legal fund. It is clear that regional school district transportation reimbursement may again be considered for a 9C reduction. The Baker Administration continues to review the need for further 9C budget reductions to close the gap between revenues and spending in the FY17 budget.

The MARS Board recognizes the need for transparency in any voted appropriation involving public funds. Thus, the Board is asking those regional school districts that contributed to the legal fund to affirm their position to support a MARS Legal Fund that can be used for a legal challenge to any funding reduction during the fiscal year. It is recommended that this item be placed on a school committee agenda for discussion and action.

Please notify MARS of your school committee's action by February 1, 2017 at my email mars.Davis@marsregionals.net . If you have any questions please give a call to Perry Davis at 774-217-9764. If we do not receive a response by that date, we will assume your district is agreeing to allow MARS to keep your contribution to the Legal Fund.

Thank you for your attention to this request.

DEC 12 AM 9:38



Town of Wenham

Town Hall
138 Main Street
P. O. Box 576
Wenham, MA 01984

Board of Selectmen and Town Administrator

TEL 978-468-5520 x2

FAX 978-468-8014

December 9, 2016

Dr. Michael Harvey, Superintendent of Schools
Hamilton-Wenham Regional School District
5 School Street
Wenham, MA 01984

Dear Dr. Harvey,

I'm writing on behalf of Trudy Reid, Wenham Town Moderator, to inform the School Committee of William O. Nichols' interest in reappointment as Wenham's Representative to the Essex North Shore Agricultural and Technical School Committee set to expire on December 31, 2016. The Essex North Shore Agricultural and Technical School Committee By-Laws require consent of members of the regional high school district who are residents of Wenham on the appointment.

Please forward formal consent from the Hamilton-Wenham Regional School Committee's Wenham residents of the reappointment of Williams Nichols to the attention of Trudy Reid, Town Moderator, Wenham Town Hall, 138 Main Street, Wenham, MA 01984 as soon as you are able.

Upon receipt of such consent, Mr. Nichols will be reappointed, and all required notification will be forwarded to the Essex North Shore Agricultural and Technical School Committee.

Please contact our office if you have any questions.

Sincerely,

Nicci Roebuck
Executive Assistant to the Town Administrator

Enclosure

cc: Trudy Reid, Town Moderator

From: bill@realmass.com
To: [Nicole Roebuck](#)
Subject: Re: Essex Tech School Committee
Date: Tuesday, November 29, 2016 3:11:15 PM

Hello Nicci,

Long time making up my mind but I have a lot going on and did not want to commit unless I was confident that I could do a good job for the town and students.

If it is not too late I would like to continue for another term on the Essex North Shore School Committee. If my delay has caused you to appoint another it is not a problem.

Thank you

Bill Nichols

From: Nicole Roebuck
Sent: Tuesday, November 15, 2016 4:09 PM
To: 'bill@realmass.com'
Subject: RE: Essex Tech School Committee

Good Afternoon Bill,

I'm writing to follow up on your interest in being reappointed to the Essex Tech School Committee for another term. Please let us know as soon as you are able.

Thank you,

Nicci

Nicci Roebuck

*Executive Assistant
Town Administrator's Office*

Town of Wenham

138 Main Street, Wenham, MA 01984
978-468-5520 x2

From: Nicole Roebuck
Sent: Tuesday, October 04, 2016 3:12 PM
To: 'bill@realmass.com'
Subject: Essex Tech School Committee

Hello there,

In our previous email exchange, I mentioned that we'd follow up with you to determine your interest in being reappointed to the Essex Tech School Committee for another term. Are you interested in reappointment?

Thank you Bill,

Nicci



HAMILTON-WENHAM REGIONAL SCHOOL DISTRICT

FY18 Superintendent's Budget Recommendation School Committee Presentation January 5, 2017

Prepared by:

Dr. Michael Harvey, Superintendent of Schools
Jeffrey D. Sands, Assistant Superintendent for Finance & Administration
Vincent Leone, Director of Accounting & Payroll
Kathy Harris, Managing Director of Student Services
Jason Waldron, Director of Facilities & Maintenance
Alan Taupier, Director of Information Technology



FY18 Budget

Superintendent's Recommendation

Level Service Budget

What Does “Level Service” Mean?

Level Service is a continuation of the current programs, services and staffing of the District.

For FY18, this represents (vs FY17B):

- An increase to our Gross Operating Expenses of \$1,051,297 or 3.48%

and

- An increase in the Total Assessment to the Towns of \$339,057 or 1.3%



FY18 Budget: Level Service

Key Assumptions

- Salary Costs
 - Incorporates a 2.5% COLA increase for all personnel.
 - Incorporates all other contractual salary obligations (e.g. STEPs).
 - Reduction of 4.0 FTE's and \$225K in salary costs.
 - Incorporates Retirement and Other Staff Replacement salary savings of \$187K.
 - Level funds all Grants as compared to FY17.
- Operating Costs
 - No new Services or Programs.
 - Level funds the majority of operating account categories.
 - Exceptions to level funding include, most notably:
 - Out-of-District Tuition Costs increasing by 25.0% or \$513K
 - Special Ed Transportation Costs increasing by 15.5% or \$65K
 - Essex Retirement Pension Fund increasing by 7.5% or \$63K
 - Healthcare Premiums increasing by 5.0% or \$137K
 - OPEB Trust Fund increasing by 100% or \$50K
 - Capital Projects reducing by 35.8% or <\$112K>



FY18 Budget – Primary Drivers

Level Service Gross Operating Expense Budget

Driver			Impact: FY18B vs FY17B	
			\$	Incr %
All Staff COLAs			\$ 480,000	1.6%
Teacher STEPS			\$ 216,000	0.7%
Teacher Degree Changes			\$ 40,000	0.1%
Essex Retirement Pension Fund Appropriation			\$ 63,000	0.2%
Out-of- District Tuitions			\$ 513,000	1.7%
Out-of- District Transportation			\$ 65,000	0.2%
Healthcare Premiums			\$ 137,000	0.5%
OPEB Trust Fund			\$ 50,000	0.2%
Net All Other Operating Expenses			\$ 14,000	0.0%
Subtotal Increases:			\$ 1,578,000	5.2%
Capital Projects			\$ (112,000)	-0.4%
Staff Replacement Cost Savings Carryover			\$ (61,000)	-0.2%
Staff Reductions (4.0 FTE)			\$ (225,000)	-0.7%
Anticipated Staff Retirement Replacement Savings			\$ (61,000)	-0.2%
Anticipated Staff Replacement Savings			\$ (65,000)	-0.2%
Subtotal Decreases:			\$ (524,000)	-1.7%
TOTALS:			\$ 1,054,000	3.5%

These fixed costs account for \$828K or 79% of our increase.



FY18 Budget – Expense Category Analysis

Level Service Gross Operating Expense Budget

Expense Category	FY18 Gross Expenses		Compared to FY17		
	Tot \$	% of Tot	PY Bud \$	Chg \$	Chg %
Salaries	\$ 19,812,686	63.5%	\$ 19,502,090	\$ 310,596	1.6%
Out-of-District Tuition	\$ 2,563,506	8.2%	\$ 2,050,503	\$ 513,003	25.0%
Healthcare	\$ 2,430,625	7.8%	\$ 2,294,132	\$ 136,492	5.9%
In-District Transportation	\$ 738,700	2.4%	\$ 771,009	\$ (32,309)	-4.2%
Essex Retirement	\$ 897,496	2.9%	\$ 834,880	\$ 62,616	7.5%
Utilities	\$ 597,530	1.9%	\$ 599,609	\$ (2,078)	-0.3%
Facilities, Maintenance & Custodial (non-salary)	\$ 621,475	2.0%	\$ 666,750	\$ (45,275)	-6.8%
Technology (non-salary)	\$ 611,182	2.0%	\$ 625,860	\$ (14,678)	-2.3%
Out-of-District Transportation	\$ 486,000	1.6%	\$ 420,488	\$ 65,512	15.6%
Other Fringe (Medicare, Unemployment, 403B)	\$ 433,965	1.4%	\$ 455,601	\$ (21,636)	-4.7%
Substitute Teachers	\$ 229,625	0.7%	\$ 219,000	\$ 10,625	4.9%
School Materials, Supplies & Textbooks	\$ 303,904	1.0%	\$ 274,804	\$ 29,100	10.6%
Athletics (non-salary)	\$ 224,706	0.7%	\$ 224,920	\$ (214)	-0.1%
District Insurance (Property, Liability & WC)	\$ 173,031	0.6%	\$ 147,186	\$ 25,845	17.6%
OPEB Trust Fund	\$ 50,000	0.2%	\$ -	\$ 50,000	#DIV/0!
All Other	\$ 1,043,398	3.3%	\$ 1,079,699	\$ (36,300)	-3.4%
Totals:	\$ 31,217,828	100.0%	\$ 30,166,532	\$ 1,051,297	3.5%

18.5% (\$5.6M) of our costs are Budgeted to increase by 14.8% while 81.5% (\$24.5M) of our costs are budgeted to increase by 0.9%



FY18 Budget – District Totals

Level Service Net Assessment Budget

Total Expenses					
	FY16 BUD	FY17 BUD	FY18 BUD	Difference	
General Operating Expense (Before Offsets)	\$ 29,343,112	\$ 30,166,532	\$ 31,217,828	\$ 1,051,297	3.48%
Expense Offsets	\$ 1,013,510	\$ 1,016,500	\$ 1,016,548	\$ 48	0.00%
General Operating Expenses (After Offsets)	\$ 28,329,602	\$ 29,150,032	\$ 30,201,280	\$ 1,051,249	3.61%
Debt Service Expense	\$ 1,993,488	\$ 2,129,250	\$ 2,092,860	\$ (36,390)	-1.71%
TOTAL EXPENDITURES	\$ 30,323,089	\$ 31,279,282	\$ 32,294,140	\$ 1,014,859	3.24%
Total Funding Sources					
	FY16 BUD	FY17 BUD	FY18 BUD	Difference	
<i>Revenues</i>					
Chapter 70-Base Aid	\$ 3,413,341	\$ 3,457,966	\$ 3,554,656	\$ 96,690	2.8%
MSBA Debt Service Reimbursement	\$ 1,132,065	\$ 1,132,065	\$ 1,132,065	\$ -	0.0%
State Transportation Reimbursement	\$ 290,000	\$ 331,304	\$ 340,686	\$ 9,382	2.8%
Medicaid Reimbursement	\$ 85,000	\$ 85,000	\$ 85,000	\$ -	0.0%
Interest Income	\$ 4,000	\$ 4,000	\$ 4,000	\$ -	0.0%
Prior Year Unexpended Encumbrances	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Other Non-recurring Income (Including Transp)	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Total Revenues	\$ 4,924,406	\$ 5,010,335	\$ 5,116,407	\$ 106,072	2.1%
<i>Transfers In From Other Funds</i>					
Excess and Deficiency	\$ 395,781	\$ 555	\$ 570,285	\$ 569,730	102593.6%
Total Transfers	\$ 395,781	\$ 555	\$ 570,285	\$ 569,730	102593.6%
Total Funding Sources	\$ 5,320,187	\$ 5,010,890	\$ 5,686,692	\$ 675,802	13.5%
Total Expenditures	\$ 30,323,089	\$ 31,279,282	\$ 32,294,140	\$ 1,014,859	3.2%
Less Total Funding Sources	\$ 5,320,187	\$ 5,010,890	\$ 5,686,692	\$ 675,802	13.5%
NET ASSESSMENT including Debt Service	\$ 25,002,902	\$ 26,268,391	\$ 26,607,448	\$ 339,057	1.3%
Total Town Assessments					
	FY16 BUD	FY17 BUD	FY18 BUD	Difference	
Hamilton	\$ 16,991,972	\$ 17,494,749	\$ 17,401,271	\$ (93,477)	-0.5%
Wenham	\$ 8,010,930	\$ 8,773,643	\$ 9,206,177	\$ 432,534	4.9%
NET ASSESSMENT including Debt Service	\$ 25,002,902	\$ 26,268,391	\$ 26,607,448	\$ 339,057	1.3%



FY18 Budget

Special Education Recommendation

			FY16 Budget	FY17 Budget	FY18 Budget		Change \$	Change %
Salaries & Operating (All):								
	Buker Elementary School		\$ 397,414	\$ 379,191	\$ 291,270		(87,921)	-23.2%
	Cutler Elementary School		\$ 630,027	\$ 626,941	\$ 651,765		24,824	4.0%
	Winthrop Elementary School		\$ 1,140,544	\$ 1,114,320	\$ 1,270,936		156,616	14.1%
	Miles River Middle School		\$ 938,328	\$ 884,311	\$ 903,225		18,913	2.1%
	Regional High School		\$ 625,407	\$ 537,539	\$ 432,363		(105,176)	-19.6%
	District Special Education Office		\$ 3,147,437	\$ 3,561,314	\$ 4,146,358		585,045	16.4%
	Total Special Education:		\$ 6,879,158	\$ 7,103,615	\$ 7,695,917		\$ 592,302	8.3%
	Total Gross Operating Budget:		\$ 29,343,112	\$ 30,166,532	\$ 31,217,828			
	Special Education as % of Total:		23.4%	23.5%	24.7%			



FY18 Budget – Expense Category Analysis

Special Education Tuition and Transportation

Expense Category	FY18 Gross Expenses		Compared to FY17		
	Tot \$	% of Tot	PY Bud \$	Chg \$	Chg %
Out-of-District Tuition	\$ 2,563,506	8.2%	\$ 2,050,503	\$ 513,003	25.0%
Out-of-District Transportation	\$ 486,000	1.6%	\$ 420,488	\$ 65,512	15.6%
Totals:	\$ 3,049,506	9.8%	\$ 2,470,991	\$ 578,515	23.4%



Four Drivers of Out of District Increases

- Intensive Learning Program/Learning Skills Student Transfers from District programs
 - Increase in students' programming and safety needs
 - Lack of appropriate peers or program numbers
- Students "aging out" into post high school transition program
 - Two District students moving to 18-22 programming
 - One "tuition-in" student aging out
 - Elimination of 2.0 FTEs
- Significant increase in MS/HS severe mental health needs
 - Numerous hospitalizations
 - Severe depression and anxiety
- Litigation



ILP Cost Analysis (Winthrop)

In District vs Outside Placement

Current Program Model

1:1 staffing

Intensive Speech and Language, OT and PT services

Behavior Specialist Consultation and oversight

Includes ESY programming

Approximate cost of \$50,000 per student

Outside Placements

All services above

Full year programming

Tuition Ranges from \$90,000- \$118,000

Current ILP

9 Students at approximate total cost of \$450,000

Same 9 Students in private placement approximate cost of \$900,000



Proactive Measures and Planning

- Collaboration with local districts to provide programming for small populations
- Exploration of housing collaborative programs in HW Regional Schools (especially MS/HS)
 - Interest by area Directors
 - Would allow increased program population, services and supports
 - HW can provide positive and quality inclusive experiences
- Seeking grant opportunities to fund doctoral level Psychologist position for MS/HS to provide transition/bridge programming for students returning from hospitalizations or those identified as otherwise at risk



Other Realities and Considerations

- Students moving into/out of District
 - “move-in law”

- Early January projections
 - Assumption that all needs are known
 - Half of school year remains

- Increase in tuitions=Increase in Circuit Breaker reimbursements



FY18 Budget

Maintenance, Custodial & Facilities Recommendation

			FY16 Budget	FY17 Budget	FY18 Budget	Change \$	Change %
Salaries:							
	Maintenance Director		\$ 80,000	\$ 84,050	\$ 86,152	\$ 2,102	2.5%
	Maintenance Staff		\$ 161,032	\$ 160,461	\$ 163,504	\$ 3,043	1.9%
	Custodial Staff		\$ 583,243	\$ 616,325	\$ 627,747	\$ 11,422	1.9%
	Overtime (Maintenance & Custodial)		\$ 60,000	\$ 80,000	\$ 82,000	\$ 2,000	2.5%
	Secretarial/Clerical		\$ 30,183	\$ 31,736	\$ 32,713	\$ 977	3.1%
	Total Salaries:		\$ 914,458	\$ 972,572	\$ 992,117	\$ 19,544	2.0%
Operating:							
	School Maintenance, Repairs & Projects		\$ 252,800	\$ 324,450	\$ 281,150	\$ (43,300)	-13.3%
	Districtwide Maintenance, Repairs & Projects		\$ 252,050	\$ 263,100	\$ 262,100	\$ (1,000)	-0.4%
	Custodial Supplies & Materials		\$ 74,161	\$ 73,000	\$ 73,000	\$ -	0.0%
	Clothing Allowances		\$ 6,200	\$ 6,200	\$ 5,225	\$ (975)	-15.7%
	Utilities		\$ 584,341	\$ 599,609	\$ 597,530	\$ (2,078)	-0.3%
	Total Operating:		\$ 1,169,552	\$ 1,266,359	\$ 1,219,005	\$ (47,353)	-3.7%
	Total Maintenance & Custodial:		\$ 2,084,011	\$ 2,238,931	\$ 2,211,122	\$ (27,809)	-1.2%
	Total Gross Operating Budget:		\$ 29,343,112	\$ 30,166,532	\$ 31,217,828		
	Maintenance & Custodial as % of Total:		457.1%	7.4%	7.1%		



FY18 Budget

Maintenance, Custodial & Facilities Recommendation

FY18 SPECIAL PROJECTS				
Cutler	Replace Classroom Carpets with Tile (3)		\$	15,000
Winthrop	Install ADA Accessible Exterior Ramp		\$	10,000
Buker	Replace Rear Roof (Phase 1)		\$	20,000
RHS	Kiln		\$	11,500
RHS	Classroom Furniture (1 Class)		\$	15,000
District	Waste Water Treatment Plant Repairs		\$	20,000
	Total Estimated Cost:		\$	91,500
FY17 SPECIAL PROJECTS				
Cutler	Rekey Doors Interior/Exterior		\$	2,500
Buker	Rekey Doors Interior/Exterior		\$	2,500
MRMS	Water Heater Replacement (50%)		\$	50,000
MRMS	Floor Burnisher		\$	10,000
MRMS	Rekey Doors Interior/Exterior		\$	4,000
RHS	Water Heater Replacement (50%)		\$	50,000
RHS	Rekey Doors Interior/Exterior		\$	6,000
District	IT Server Room Ductless Mini Split AC System		\$	12,500
	Total Estimated Cost:		\$	137,500



Maintenance, Custodial & Facilities

What we do

Oversee the maintenance and custodial operations for the 6 buildings in the District which total over 370,000 square feet and 100 acres.

- Provide general security of the buildings
- Repair plumbing fixtures and pipes, such as toilets, sinks, drains, valves and controls (over 400 plumbing fixtures)
- Carry out electrical repairs such as replacement of switches, outlets and lighting fixtures
- Regulate heat, ventilation and air conditioning systems to all HVAC equipment (150 unit ventilators, 250 exhaust fans, 40 AHU)
- Provide extensive Preventative Maintenance services throughout the District
- Maintain cleanliness of interior and exterior of school buildings
- Manage all snow removal responsibilities
- Oversee all grounds maintenance (mowing, tree pruning, athletic fields upkeep, playground equipment, spring and fall clean up)
- Establish and maintain an extensive list of vendors who provide various goods & services
- Manage Facilities, Custodial and Maintenance operating budget

Who we service

- All 300 faculty members and over 1,800 students of the Hamilton-Wenham Regional School District



Preventative Maintenance Program

What does Preventative Maintenance mean?

- The care and service of equipment to prevent mechanic failures either before they occur or before they develop into major defects.

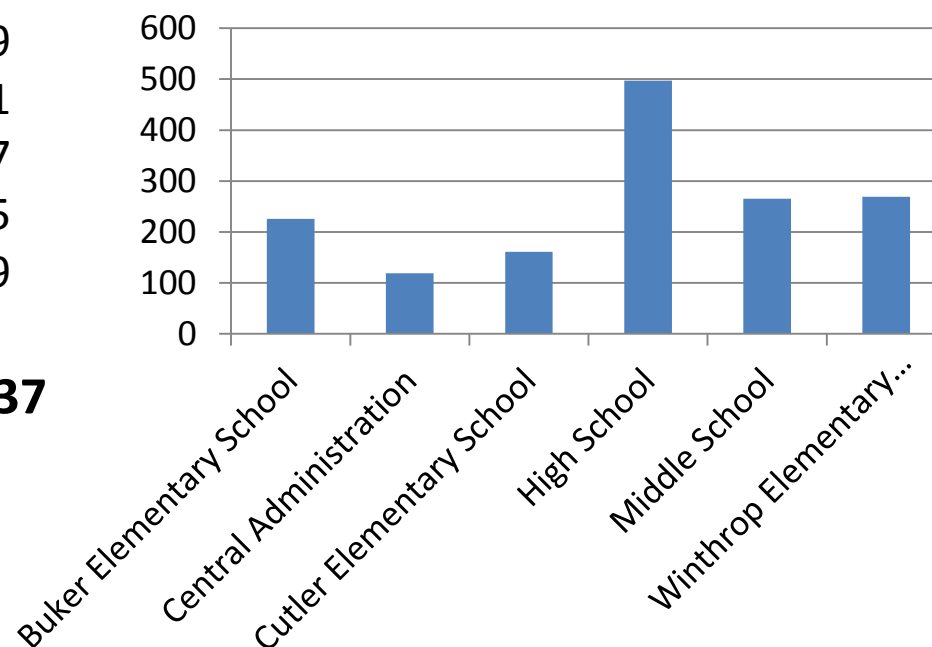
• Pest Control Inspection	Quarterly
• Roof Inspections	Monthly
• Boiler Maintenance	Annual
• AC Unit Maintenance	Annual
• Belt and Filter Changes	Bi-annual
• HVAC Inspections	Quarterly
• Booster and Ejector pump Maintenance	Bi-annual
• Air Compressor Maintenance	Bi-annual
• Emergency Eye Wash Stations	Bi-annual
• Sprinkler Inspections	Annual
• Kitchen Hood and Duct Cleaning	Annual
• Pump Flow Test	Annual
• Fire Extinguisher Testing	Annual
• Emergency Generator Testing	Quarterly
• Fire Suppression System Inspection	Bi-Annual
• Playground Inspection	Annual
• Fire Alarm Testing	Annual
• Project Adventure Inspections	Bi-Annual
• Backflow Testing	Bi-Annual
• Elevator Maintenance	Quarterly
• Water Treatment Service	Quarterly



Maintenance Work Orders Completed in 2016 by Location

Buker Elementary School	226
Central Administration	119
Cutler Elementary School	161
High School	497
Middle School	265
Winthrop Elementary School	269

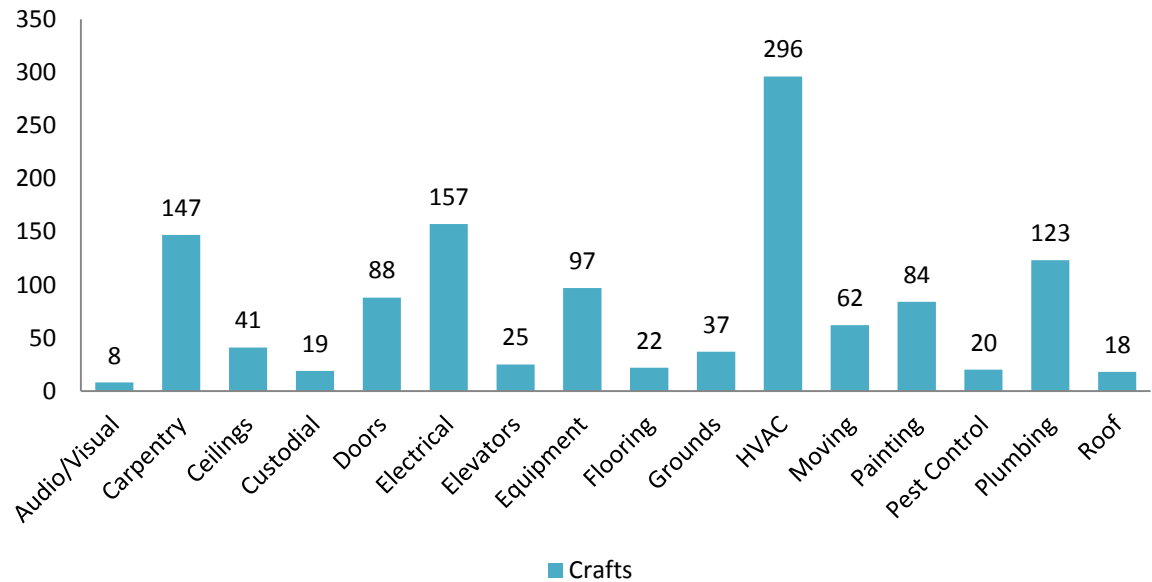
Grand Total 1537





Maintenance Work Orders Completed in 2016 by Crafts

Audio/Visual	8
Carpentry	147
Ceilings	41
Custodial	19
Doors	88
Electrical	157
Elevators	25
Equipment	97
Flooring	22
Grounds	37
HVAC	296
Moving	62
Painting	84
Pest Control	20
Plumbing	123
Roof	18





FY18 Budget

Technology Recommendation

			FY16 Budget	FY17 Budget	FY18 Budget	Change \$	Change %
Salaries:							
	IT Director		\$ 118,131	\$ 121,679	\$ 124,813	\$ 3,134	2.6%
	IT Staff		\$ 308,956	\$ 311,632	\$ 320,563	\$ 8,931	2.9%
	Secretarial/Clerical		\$ -	\$ -	\$ -	\$ -	#DIV/0!
	Total Salaries:		\$ 427,087	\$ 433,311	\$ 445,376	\$ 12,065	2.8%
Operating:							
	District Expendable Materials		\$ 950	\$ 950	\$ 950	\$ -	0.0%
	District Network		\$ 30,450	\$ 46,998	\$ -	\$ (46,998)	-100.0%
	District Hardware		\$ 190,540	\$ 122,710	\$ 153,930	\$ 31,220	25.4%
	District IT Staff PD & Training		\$ 10,900	\$ 13,600	\$ 13,600	\$ -	0.0%
	District Contracted Services		\$ 97,380	\$ 81,040	\$ 81,040	\$ -	0.0%
	District Software		\$ 196,605	\$ 202,365	\$ 203,865	\$ 1,500	0.7%
	Copier Leases		\$ 109,641	\$ 109,641	\$ 109,641	\$ -	0.0%
	School-based Sup & Mats		\$ 48,556	\$ 48,556	\$ 48,156	\$ (400)	-0.8%
	Total Operating:		\$ 685,022	\$ 625,860	\$ 611,182	\$ (14,678)	-2.3%
	Total Technology:		\$ 1,112,109	\$ 1,059,171	\$ 1,056,558	\$ (2,613)	-0.2%
	Total Gross Operating Budget:		\$ 29,343,112	\$ 30,166,532	\$ 31,217,828		
	Technology as % of Total:		3.8% ⁵¹	3.5%	3.4%		



FY18 Budget

Technology Recommendation

	FY18 SPECIAL PROJECTS			
Hardware	Replace Classroom Technology (Refresh Cycle)			\$ 54,480
Hardware	Replace SmartBoards and Projectors (8 units)			\$ 37,216
Hardware	iPads for Students on Scholarship and F&RL (25 units)			\$ 17,500
	Total Estimated Cost:			\$ 109,196
	FY17 SPECIAL PROJECTS			
Network	Install new Wireless Access Points incl wiring (42 units)			\$ 46,998
Hardware	Replace SmartBoards and Projectors (13 units)			\$ 60,476
Hardware	iPads for Students on Scholarship and F&RL (25 units)			\$ 17,500
	Total Estimated Cost:			\$ 124,974



What IT Does

The District's Technology Department provides maintenance, technical assistance and business continuity services in support of the District's integration of technology in teaching, learning and business operations.

The Hamilton - Wenham Regional School District is currently enjoying and benefits from:

- A Modern Network infrastructure
- Redundant network storage
- Adequate Internet speed
- Apple laptop for every classroom teacher
- Audio Visual System in every regular educational classroom
- 111 Interactive Whiteboards
- All 1,815 students have access to an Apple Computer, iPad or Chromebook while in school
- An Active 1-1 iPad program at the High School
- Access to a rich, authentic world of resources and collaboration tools

The District continues to consolidate and invest in network security, reliability, and operational continuity.



What Are These Services

- **Maintain Computer Network:**
 - Internet Connectivity via Verizon FiOS 500Mbps synchronous connection
 - District Wide 150 node wireless network, supporting on average 1,800 devices at any one time
 - Phone systems communications and call management
 - Network services: File Storage, Print Services, Access to Educational and Business Applications
 - 24/7/365 remote access
- **Application Support**
 - Security Management: Firewall, Bit9 Security Suite, WSUS patch management, ACL
 - Device Management: JAMF Device Manager, HP Web Jetadmin, MS Active Directory, Google Device Management
 - Point of Sales system: Nutrikids POS
 - Information System: Follett Aspen SIS and Destiny Library management
 - Financial & Personnel Management: Tyler Technologies Infinite Visions
 - Electronic Testing Environments
 - Communications Systems: Office 365 Productivity Suite, Google G-Suite, Avaya Integrated Phone systems
 - Blackboard Connect, Mass Notification System
- **Devices Supported**
 - 178 Windows 7 Desktop and laptop computers
 - 243 Chromebooks and Digital Devices
 - 1,060 iPads
 - 510 Apple iMac's and Laptops
 - 18 Copiers and 114 Printing devices
 - 115 Projector/Digital Displays and Classroom Audio Visual systems
 - 336 Phones



5 Year Capital Improvement Plan

Covering FY18 – FY22

Capital Projects currently being recommended for funding as part of the Operating Budget:

Department	Project	Location	FY18
Fac & Grds	Waste Water Treatment Plant	District	20,000
Fac & Grds	Replace Classroom Carpets with Tile (3)	Cut	15,000
Fac & Grds	Replace Rear Roof at Buker	Buk	20,000
Fac & Grds	Install ADA Accessible Concrete Exterior Wheelchair Ramp	Winthrop	10,000
Fac & Grds	Kiln	HS	11,500
Fac & Grds	Classroom Furniture (1 Class)	HS	15,000
Tech	iPads for Students on Scholarship and F&RL	District	17,500
Tech	Classroom Hardware Refresh 4 year cycle (iPads)	District	21,000
Tech	Classroom Hardware Refresh 7 year cycle (Laptops & Labs)	District	33,480
Tech	Replace Classroom SMARTBoards, Projectors, etc	District	37,216
Total Recommended:			200,696

In FY17, the District's Operating Budget included \$312,474 in funding for Capital Projects. In FY18, we are recommending that \$200,696 in funding be approved for Capital Projects. This represents a decrease of \$111,778 or 35.8% where Facilities/Maintenance is being reduced by \$46,000, IT is being reduced by \$15,778, and the Master Plan is being reduced by \$50,000.



FY18 Budget

Timeline & Next Steps

- October 24, 2016: October 2016 Resident Enrollment Data Distributed to Towns
- November 17, 2016: FY18 Budget Meeting #1 with Finance Committees
- December 15, 2016: Superintendent's FY18 Budget Recommendation to SC
- December 19, 2016: Superintendent's FY18 Budget Recommendation Book to SC
- January 5, 2017: FY17 Budget Discussion Continued
 - Maintenance, Custodial & Facilities
 - Technology
 - Special Education
- January 5, 2017: School Committee Adopts Tentative FY18 Budget
- January 6, 2017: Mail Tentative FY18 Budget to Towns
- January 6, 2017: Advertise for FY18 Budget Public Hearing
- January 19, 2017: Conduct Public Hearing on FY18 Budget
- January 19, 2017: FY18 Budget Discussion Continued
 - Athletics
 - High School
 - Curriculum, Instruction, & PD
- January 26, 2017: FY18 Budget Meeting #2 with Finance Committees (TBD)
- February 2, 2017: FY18 Budget Discussion Continued
- February 9, 2017: FY18 Budget Discussion Concluded
- February 9, 2017: School Committee votes to Adopt FY18 Budget
- April 1, 2017: Hamilton and Wenham Annual Town Meetings



FY18 Budget

Motion for School Committee Tentative Budget Vote

Motion for Tentative FY18 Operating Budget Vote:

Motion: The Hamilton-Wenham Regional School Committee approves a Tentative FY18 Total General Fund Expenditures Budget of \$32,294,140. This amount includes General Fund Operating Expenses (after Offsets) in the amount of \$30,201,280 and General Fund Debt Service Expenses in the amount of \$2,092,860.

General Operating Assessment Calculation

The Net Total Assessment is divided between the Towns of Hamilton and Wenham on the “basis of each such Member Town’s average enrollment in the District determined as of October 1 of each of the last three years immediately preceding the fiscal year for which such allocation is to be determined” (HWRSD Regional Agreement, Section IV, (D) (1)). The percentages used for the FY17 calculations are Hamilton: 66.60% and Wenham: 33.40%.

Operating Assessment Summary					
	FY15 BUD	FY16 BUD	FY17 BUD	Difference	
General Operating Expenses (After Offsets)	\$ 27,432,861	\$ 28,329,602	\$ 29,150,032	\$ 820,430	2.90%
Operating Funding Sources	\$ 3,792,341	\$ 4,188,122	\$ 3,878,825	\$ (309,297)	-7.39%
Operating Fund Amount Assessed to Towns	\$ 23,640,520	\$ 24,141,479	\$ 25,271,206	\$ 1,129,727	4.68%

Detail Total Operating Funding Sources					
	FY15 BUD	FY16 BUD	FY17 BUD	Difference	
<i>Revenues</i>					
Chapter 70-Base Aid	\$ 3,413,341	\$ 3,413,341	\$ 3,457,966	\$ 44,625	1.31%
State Transportation	\$ 290,000	\$ 290,000	\$ 331,304	\$ 41,304	14.24%
Medicaid Reimbursement	\$ 85,000	\$ 85,000	\$ 85,000	\$ -	0.00%
Interest Income	\$ 4,000	\$ 4,000	\$ 4,000	\$ -	0.00%
Total Revenues	\$ 3,792,341	\$ 3,792,341	\$ 3,878,270	\$ 85,929	2.27%
<i>Transfers In From Other Funds</i>					
Excess and Deficiency	\$ -	\$ 395,781	\$ 555	\$ (395,226)	-99.86%
Total Funding Sources	\$ 3,792,341	\$ 4,188,122	\$ 3,878,825	\$ (309,297)	-7.39%

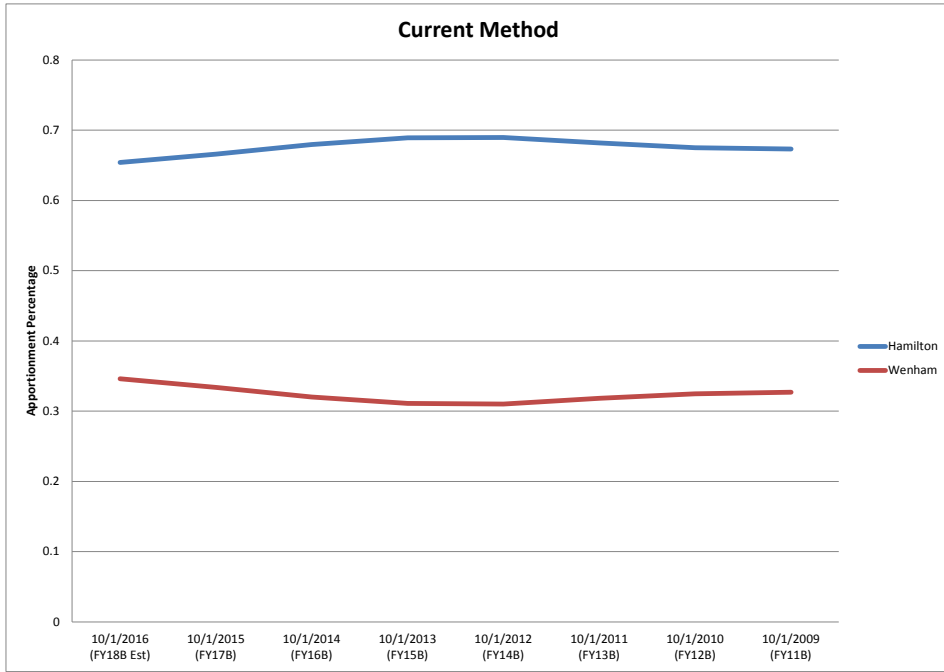
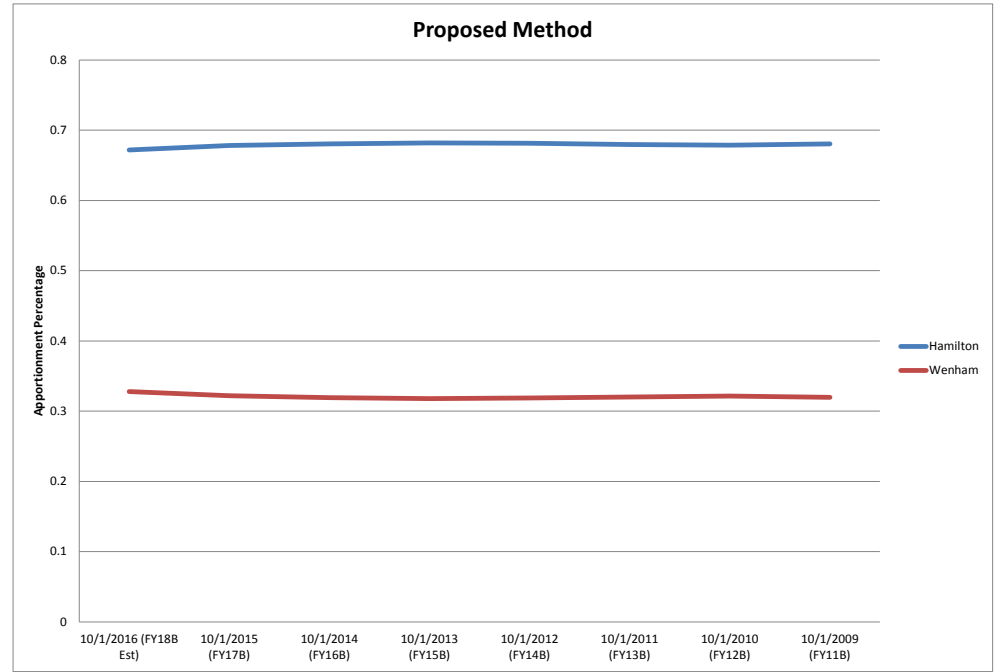
Operating Assessment Calculation					
Calculation of Individual Town Assessments					
	Total			Hamilton Share	Wenham Share
<i>HWRSD Operating Assessment</i>					
100% Apportioned by Enrollment	\$ 25,271,206			\$ 16,830,624	\$ 8,440,583
Capital Debt Assessment "Shift"	\$ -			\$ 7,350	\$ (7,350)
Final Town Operating Assessments	\$ 25,271,206			\$ 16,837,974	\$ 8,433,233
<i>Enrollment</i>					
10/1/2013	1,795			1,224	571
10/1/2014	1,765			1,168	597
10/1/2015	1,754			1,147	607
	5,314			3,539	1,775
				66.60%	33.40%

From the Regional Agreement:

(D) APPORTIONMENT OF OPERATING COSTS

Operating Costs apportioned to each of the Member Towns for fiscal years commencing on and after July 1, 2000 shall be determined as follows:

(1) The District shall determine its net allocation of Operating Costs, which shall be the District's total operating budget, net of any estimated state assistance for Operating Costs of the District and any other funds applied thereto. Operating Costs shall then be allocated to each of the Member Towns on the basis of each such Member Town's average enrollment in the District determined as of October 1 of each of the last three years immediately preceding the fiscal year for which such allocation is to be determined.



Hamilton Wenham Regional School District
Multiple Year Apportionment Scenario Analysis
*Based Entirely on Resident Student Enrollment Figures**

FY	Assessment \$	Scenario 1 - 3 Yr Avg		Scenario 2 - 6 Yr Avg		Scenario 3 - 1 Yr		Variance: Scenario 2 vs 1		Variance: Scenario 3 vs 1	
		Hamilton	Wenham	Hamilton	Wenham	Hamilton	Wenham	Hamilton	Wenham	Hamilton	Wenham
FY18 Est	\$26,607,448	\$17,401,667	\$9,205,781	\$17,878,159	\$8,729,289	\$17,192,980	\$9,414,468	\$476,492	(\$476,492)	(\$208,687)	\$208,687
FY17	\$26,268,391	\$17,494,135	\$8,774,256	\$17,814,252	\$8,454,139	\$17,177,790	\$9,090,601	\$320,116	(\$320,116)	(\$316,345)	\$316,345
FY16	\$25,002,902	\$16,993,074	\$8,009,828	\$17,020,979	\$7,981,923	\$16,545,830	\$8,457,072	\$27,905	(\$27,905)	(\$447,244)	\$447,244
FY15	\$24,478,847	\$16,867,777	\$7,611,070	\$16,695,099	\$7,783,748	\$16,691,983	\$7,786,864	(\$172,678)	\$172,678	(\$175,794)	\$175,794
FY14	\$22,005,920	\$15,181,299	\$6,824,621	\$14,993,194	\$7,012,726	\$15,286,555	\$6,719,365	(\$188,106)	\$188,106	\$105,256	(\$105,256)
FY13	\$22,914,355	\$15,623,796	\$7,290,559	\$15,573,963	\$7,340,392	\$15,625,165	\$7,289,190	(\$49,832)	\$49,832	\$1,369	(\$1,369)
FY12	\$23,379,940	\$15,787,401	\$7,592,539	\$15,866,172	\$7,513,768	\$15,471,824	\$7,908,116	\$78,771	(\$78,771)	(\$315,576)	\$315,576
FY11	\$23,981,803	\$16,144,532	\$7,837,271	\$16,316,854	\$7,664,949	\$15,682,513	\$8,299,290	\$172,322	(\$172,322)	(\$462,019)	\$462,019

*-Scenarios are based strictly on Resident Student Enrollment. Scenarios do not factor in the impact of the unique apportionment calculation of Capital Costs for the HS/MS Project