

**HAMILTON-WENHAM REGIONAL SCHOOL COMMITTEE MEETING
MINUTES
MARCH 3, 2016
7:15 PM**

CALL TO ORDER: Deborah Evans called the meeting to order at 7:20 pm in the Buker Elementary School Multi-Purpose Room.

Present: Jeanise Bertrand, Deborah Evans, Hannah Fraley, Larry Swartz, Stacey Metternick

Also present: Michael Harvey
Kerrienne Heppner, student representative
Nancy Bergner, (Secretary)

I. PLEDGE OF ALLEGIANCE

All rose for the pledge of allegiance.

II. CITIZENS COMMENTS

No citizen comments

III. CHAIR'S REPORT

1. League Women Voters are holding a Civics Bee. The HWSC has been invited to participate as a team.
2. Each town has their annual town meeting on April 2. Please plan to attend your Town Meeting.

IV. SUPERINTENDENT'S REPORT

Don't Miss "Most Likely to Succeed" at HWRHS on March 28th!

Over the past four years, we've spent a great deal of time exploring the question, "What is the future of education in Hamilton and Wenham?" On March 28th at 7:00 PM at Hamilton-Wenham Regional High School, we will host a screening of the film, "Most Likely to Succeed," which presents one vision of what schools could become in the future. After the film, we will hold a discussion session around the themes presented and what they mean for education in the HWRSD. To watch the trailer for this film, [click here](#). Tickets are free, but registration is required. To sign up for tickets, please [click the link below](#).

[//eventbrite.com/tickets-external?eid=20570591192&ref=etckt](http://eventbrite.com/tickets-external?eid=20570591192&ref=etckt)

Director of Curriculum, Assessment and Instruction Search Update

The Search Process for the Position of Director of Curriculum, Assessment and Instruction is well underway. The position was posted in on February 9th, with an initial screening date of March 4th. As of today, there are 21 applicants for the position. We are currently in the process of assembling an interview committee, which will be led by Kathy Harris and Jeff Sands. Beginning on Monday, we will be contacting candidates for interviews. Interviews will be scheduled

during the week of March 14th. The search committee will recommend finalists and second interviews will be held after March 21st. This round will include having each finalist spend a day in the HWRSD and a site visit to the finalists' current district. I plan on making an offer to the preferred candidate by April 4th.

PARCC Training Session

Last Thursday, the Elementary Principals, Middle School Assistant Principal and I participated in a conference call from the DESE on the administration procedures for the PARCC Test. According to DESE, approximately 72% of districts in the state have opted to administer the PARCC this spring. During the conference call, we learned that most of the procedures for administering the PARCC Test are very similar to the procedures we used for the MCAS Test. One of the major concerns we had in making the decision to go to the PARCC this year was the timed nature of the test versus the untimed MCAS and the impact this would have on students with special needs. During the conference call, DESE announced that we would not need to amend a student's Individualized Education Plan or Section 504 Plan in order to allow them the accommodation of extended time on the PARCC. DESE had heard from many districts that the burden imposed by amending every student accommodation plan to include extended time was too much to accomplish prior to the start of testing. This provision will be in effect for this year only. According to DESE, student accommodation plans will need to be amended to include extended time prior to testing in 2017.

FY17 Budget Update

The FY17 Budget assessment amounts have been certified by District Treasurer Don Gallant and sent to the leadership of Hamilton and Wenham. We are currently in the process of assembling the Annual HWRSD Budget Book and Annual Report, and are planning to distribute the Budget Book by March 18th. The last step in our FY17 Budget Process is the vote by Hamilton and Wenham Town Meeting on Saturday April 2nd. I have been invited to the Hamilton Board of Selectmen Meeting on Monday, March 7th to present and answer questions on the FY17 Budget. FY17 Budget Documents are now available on the HWRSD Website.

School Committee Election

There are five declared candidates for the four school committee seats that are up for election on Thursday, April 7, 2016. There are three seats with three-year terms and one seat with a one-year term open. The following is a list of candidates and their town of residence:

Three-Year Term

Michelle Bailey, Wenham
Jeanise Bertrand (Incumbent), Wenham
Richard Boroff, Hamilton
David Polito, Wenham

One-Year Term

Deb Evans (Incumbent), Wenham

Upcoming Events

- Fall 2016 Kindergarten Information Session, Monday, March 7th, 7:00 PM @ Buker Elementary School
- Policy Working Group, Tuesday, March 8th, 7:15 PM @ District Offices

- League of Women Voters' Civics Bee, Thursday, March 10th, 7:00 PM @ HWRHS

V. CONSENT AGENDA

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| A. Minutes of Feb. 4, 2016 | Exhibit A |
| B. Minutes of Feb. 11, 2016 | Exhibit B |
| C. Minutes of Feb. 22, 2016 | Exhibit C |
| D. Executive Session Dec. 18, 2014 | Exhibit I |
| E. Executive Session Jan. 21, 2016 | Exhibit J |
| F. Field Trip - Peru 2017 | Exhibit D |

MOTION: I MOVE THAT THE HAMILTON-WENHAM REGIONAL SCHOOL COMMITTEE APPROVE THE ITEMS ON THE CONSENT AGENDA. THERE CAN BE NO FURTHER DISCUSSION NOR AMENDMENT OF THIS MOTION.

Motion by STACEY METTERNICK; seconded by JEANISE BERTRAND.

Unanimously approved by the five members present

VI. NEW BUSINESS

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| A. HW Friends of the Arts Presentation | Exhibit F |
| Emily Hayden presented an update on the Friends of the Arts, including fundraisers and grants which benefit students in Hamilton and Wenham. Also in attendance at tonight's meeting were | |
| <ul style="list-style-type: none"> • Tasha Molmar: Visual Arts liaison • Nicci Roebuck: Vice President • Pam Mulvihill: Music Liaison | |
| B. EdFund Grants | Exhibit E 1 & 2 |
| <ul style="list-style-type: none"> • HWRHS-21st Century Learning Spaces Pilot (Part II) \$25,613.00 • Buker Elementary-Deepening our Understanding of the Healthy Development of Boys \$2,500.00 | |

I MOVE THAT THE HAMILTON-WENHAM REGIONAL SCHOOL COMMITTEE VOTE TO ACCEPT THE DONATION LISTED IN EXHIBIT E1 FROM THE FROM THE EDFUND IN THE AMOUNT OF \$25,613.00 FOR PART 2 OF THE 21ST CENTURY LEARNING SPACES PILOT.

Motion by STACEY METTERNICK; seconded by HANNAH FRALEY

Unanimously approved by the five members present

I MOVE THAT THE HAMILTON-WENHAM REGIONAL SCHOOL COMMITTEE VOTE TO ACCEPT THE DONATION LISTED IN EXHIBIT E 2 FROM THE FROM THE EDFUND IN THE AMOUNT OF \$2,500.00 FOR THE BUKER ELEMENTARY PROGRAM, DEEPINING OUR UNDERSTANDING OF THE HEALTHY DEVELOPMENT OF BOYS.

Motion by STACEY METTERNICK; seconded by JEANISE BERTRAND

Unanimously approved by the five members present

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| C. Report on Superintendent Goal Progress for 2015-16 | Exhibit G |
| <ul style="list-style-type: none"> • How does Goal # 1 feed into the curriculum piece? This is a macro-curriculum which informs the grade by grade development of curriculum. • Development and timely publication of these goals has greatly improved the ongoing communi- | |

cation from the HWRSD to the community.

D. Review of School Committee Protocols

Exhibit H

- These *Protocols* were last presented in June, but were not signed at that time. They help to guide our process as we address the important issues which are before us. The sense of the meeting is that the *Protocols* should be signed by members attending tonight, Emily Madden's name added to it, and other signatures added at the next meeting. It is suggested that, when the new SC is comprised, explicit training surrounding the Protocols be presented and that they be signed as a first order of business.

VII. VOTE TO ADJOURN

**MOTION: I MOVE THAT THE HAMILTON-WENHAM REGIONAL SCHOOL
COMMITTEE VOTE TO ADJOURN.**

Motion by STACEY METTERNICK; seconded by HANNAH FRALEY

Unanimously approved by the five members present at 8:17 PM

Respectfully Submitted,

Nancy R. Bergner
Secretary, H-WRSC Meeting