

Approved 9.18.14

**Hamilton-Wenham Regional School District
September 4, 2014
Minutes**

**CALL TO ORDER
AND PLEDGE OF ALLEGIANCE:**

Bill Wilson opened the meeting at 7:03 PM in the Buker Multipurpose Room. The Committee and others present rose for the Pledge of Allegiance.

PRESENT:

Barbara Lawrence, Sheila MacDonald, Deborah Evans, Stacey Metternick, Jeanise Bertrand, Bill Wilson

ABSENT:

Larry Swartz, William Dery, Roger Kuebel

CITIZEN'S COMMENTS:

There were no citizen comments

CONSENT AGENDA:

CHAIR'S REPORT:

Bill Wilson, Chair, announced the names and offered congratulations to those individuals who were recognized for their Professional Teacher Status earlier in the evening.

SUPERINTENDENT'S REPORT:

Dr. Michael Harvey, Superintendent, stated that the changes to the teacher evaluations will include better access to information and will be focused down to 10 of 33 elements.

Mr. Harvey announced that Hamilton-Wenham Regional District was listed as #31 in the current publication of Best of Boston Magazine.

Mr. Harvey informed the committee that he made a visit to the elementary school for opening day and was impressed with the school and its updated furniture.

Mr. Harvey made several announcements of upcoming curriculum nights and ice cream socials to be held at schools within the district.

COMMITTEE REPORTS:

Dr. Harvey stated that the committee is trying to keep the reporting to once a month. The Audit Committee update will be part of summer work. The Facilities Committee has not met. The Negotiations Committee report will be addressed later in the meeting, as well as the Policy Committee report. The Warrant Committee is all buttoned up. The Student Committee had nothing to report.

Ms. Stacey Metternick stated that the Communications Committee met with Superintendent Harvey at the end of the school year and will be meeting with him next week to develop a plan. The Legislation Committee has not formally met yet. They are planning to meet with Senator Bruce Tarr for a legislative update.

NEW BUSINESS

Ms. Barbara Lawrence informed the committee that NASC has given the District language on the 4 required policies and that the committee should except them verbatim. She further stated that there is an additional policy regarding student transportation in private vehicles.

Ms. Deborah Evans, questioned whether the committee could change the recommended policy to reflect how the District actually enforces same day notice to parents of student absences.

Dr. Harvey stated that the District is well within its rights to tighten up the language.

Student Representative, Dana Valletti, informed the Committee that the school nurse is on top of calling the parents with regards to student absences.

Dr. Harvey stated that there was no new business for Student Complaints and Grievances.

Dr. Harvey stated that the current State Law regarding Student Discipline rules out any zero tolerance policy. Every incident is to be taken on a case by case basis and that the policy is reflected in the current Student Handbook.

Ms. Evans asked if the Committee could add the Superintendent in as an appeal sep in a short term suspension.

Dr. Harvey responded that it is possible but that he would advise against it.

Mr. Wilson stated that he agreed with Ms. Evans.

Ms. Sheila MacDonald stated that most suspensions are usually seen by several eyes before they reach the Principal's desk, including the teacher, the guidance councilor and Assistant Principal.

Ms. Lawrence suggested changing the language to include the Superintendent will hear an appeal for any suspension greater than 5 days.

Ms. Lawrence read the suggested policy regarding Student Transportation in Private Vehicles.

Ms. MacDonald opined that this policy would be difficult to facilitate and that the policy should be closer to the current policies in effect.

Ms. Lawrence stated that the policy is currently in use in a number of other districts.

Mr. Wilson suggested changing the policy to read that the student driver needs to be a licensed driver with a vehicle that is properly registered and insured.

Student Representative, Dana Valletti, informed the Committee that she has participated in the District's current program and had to show her registration and license on two separate occasions prior to receiving her parking permit.

Mr. Sean Timmons, Recreation Director, presented a slide show presentation to the Committee regarding the proposal from Gale Associates, Inc. on the Turf Study, during which he stated that the study currently indicates that the District has a shortage of 4 to 5 playing fields and that 11 of the 22 fields are being overused.

Mr. Timmons requested that the School District vote to authorize a contribution of \$2,000 in matching funds to complete this study.

Ms. MacDonald offered as motion to appropriate \$2,000 to Gale Associates for the Turf Study. Said motion was duly seconded by Ms. Bertrand and carried unanimously on a 6-0 vote.

Dr. Celeste Bowler, Assistant Superintendent, presented the Committee with a slide show presentation of the District's Summer Programs offered this past summer and activities that were offered specifically for incoming fall kindergarten students. She informed the Committee that 71 families participated in the kindergarten program. The Elementary School Program was a teacher instructed 4 or 5 week reading program. The Club Invention was for incoming 1st through 6th grade students who collaborated, created and problem solved. Miles River was 8th grade mentors based program. The Regional was 9th graders.

Ms. MacDonald and Ms. Metternick commended Ms. Bowler on the Kindergarten Calendar Program.

Student Representative, Dana Valletti, stated that the Frost Program was a complete success.

Dr. Harvey offered the committee a slide show presentation on Technology, Facilities, Finance and Operations during which he commended his staff on all their hard work.

Student Representative, Dana Valletti, stated that there has been some controversy among the upper classmen regarding the implementation of IPADs for incoming freshmen. It is a wide held belief among the students that the IPADs are not effective learning tools, but game distractions.

Mr. Wilson asked Mr. Alan Taupier if the infrastructure can handle the new devices and questioned what is being done with old equipment.

Mr. Taupier responded that the District has not disposed of anything under 7 years old and that the network infrastructure is quite strong.

Dr. Harvey stated that the Boiler Replacement Programs for both the Buker and Winthrop schools are complete. He further informed the Committee that the District had received a Letter of Non-Compliance this summer from the DEP for the smoke stack and chemical storage at the high school. The District now has a Letter of Compliance for these issues.

Dr. Harvey informed the Committee that the year end budget finished favorably with just over a million dollars and presented several line item year end transfers for the Committee to formally vote on.

Ms. MacDonald offered a motion to accept the line item transfers as presented. Ms. Lawrence seconded and the motion carried unanimously on a 6-0 vote.

Mr. Wilson presented the committee with the 2nd draft of Committee Goals for 2014-2015. Ms. Evans pointed out several date errors for correction. The committee agreed to remove the 4/30/15 date from Page 1 #4 replacing the date with until a plan is in place.

Mr. Wilson stated that the Goals will be tabled and he will bring it back to the Committee with adaptations.

On a motion duly made and seconded it was voted unanimously on a vote of 6-0 to notify the Superintendent of the Committee's intent to negotiate his contract past its expiration date of July 31, 2015.

Mr. Wilson presented the Committee with a Peer Analysis on average merit raises for Superintendents from surrounding communities.

Ms. MacDonald expressed her belief that Mr. Harvey has done a fantastic job as well as saved the district a lot of money.

Ms. Lawrence agreed stating that the district had huge issues to address and she is deeply grateful for the work Mr. Harvey has done.

Ms. Bertrand stated that she was in favor of 2% and 2% merit raises for the Superintendent.

Mr. Wilson opined that Mr. Harvey has done an exceptional job and also agreed that the merit raises should be 2% and 2%.

Motion: I move that the HWRSC vote to approve a two (2) percent annual salary increase for Superintendent Michael Harvey for the 2013-2014 School Year, effective July 1, 2013. This annual increase of \$3,300 will bring the Superintendent's adjusted annual salary to \$168,300. This amount shall be paid retroactively I the next available payroll cycle. On motion of Ms. MacDonald, seconded by Ms. Bertrand, it was voted unanimously on a vote of 6-0 to

Motion: I move that the HWRSC vote to approve a two (2) percent annual salary increase for Superintendent Michael Harvey for the 2014-2015 School Year, effective July 1, 2014. This annual increase of \$3,366 will bring the Superintendent's adjusted annual salary to \$171,666. On motion of Ms. MacDonald, Seconded by Ms. Bertrand, it was voted unanimously on a vote of 6-0 to

Mr. Wilson stated that the ratification of tentative agreement with the Hamilton-Wenham Regional Education Association was reviewed back on August 14, 2014 in Executive Session and that the Committee is now prepared to vote on the matter.

On motion of Ms. MacDonald, seconded by Ms. Bertrand, it was voted unanimously on a 6-0 vote to accept the tentative agreement presented and identified as exhibit J between the Hamilton-Wenham Regional Education Association and the Hamilton-Wenham Regional School District.

On a motion duly made and seconded it was voted unanimously on a 6-0 vote to adjourn the meeting at 9:58.

Attest:

Jennifer E Smith