

**Hamilton-Wenham Regional School District Committee**

**Dec. 19, 2013**

**Minutes**

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

Roger Kuebel opened the meeting at 7:12 p.m. in the Buker Multipurpose Room. The Committee and others present rose for the Pledge of Allegiance.

**PRESENT:**

Jeanise Bertrand, Sean Condon, Bill Dery, Deb Evans, Roger Kuebel (chair), Barbara Lawrence, Sheila MacDonald, Larry Swartz, Bill Wilson (7:30)

**ALSO PRESENT:**

Dr. Michael Harvey, Superintendent; Dr. Celeste Bowler, Assistant Superintendent for Learning; Jeff Sands, Assistant Superintendent for Finance & Administration; Alan Taupier, Director of Instructional Technology; Eric Tracy, HWRHS Principal; Bryan Menegoni, HWRHS Associate Principal; John Hughes, Miles River Middle School Interim Principal; Christy Reynolds, Miles River Assistant Principal; Jennifer Clifford, Cutler Elementary School Principal; Christopher Heath, Winthrop Elementary School Principal; Brian O'Donoghue, Bessie Buker Elementary School Principal; Kathy Harris, Director of Student Services

**ABSENT:**

None.

**CITIZENS' CONCERNS:**

None.

**SUPERINTENDENT'S REPORT:**

Dr. Harvey noted that Dec. 20 is the last day of school prior to a two-week winter recess.

**CHAIR'S REPORT:**

R. Kuebel said the Committee would meet more frequently in January, during "budget season," and that the Master Plan Committee continues to meet, and desires community feedback.

**CONSENT AGENDA:**

Minutes of December 5, 2013  
Appointment of David W. Ketcham as School Committee member of the Essex North Shore Agricultural & Technical School District  
Acceptance of \$3,200 from HW Edfund for Social Responsibility Grant

**DEB EVANS MADE A MOTION THAT THE HW REGIONAL SCHOOL COMMITTEE VOTE TO APPROVE ALL OF THE REMAINING ITEMS ON THE CONSENT AGENDA. THERE CAN BE NO FURTHER DISCUSSION OR AMENDMENT OF THIS MOTION. SHEILA MACDONALD SECONDED THE MOTION. THE MOTION PASSED 8-0-0-1.**

**COMMITTEE REPORTS:**

Audit

None.

Facilities	Wenham and Hamilton voters approved a debt exclusion; capital projects are to proceed. Dr. Harvey said he reviewed project budgets with the Massachusetts School Building Administration (MSBA) and HWRSD's funding request is on the agenda for an MSBA board vote on Jan. 29. The percentage of project funding the MSBA offers has edged up about 1%, to 44.46%.
Negotiations	None.
Policy	Discussion deferred until later in meeting.
Warrant	None
Student Rep.	Chase Schaub said a toy drive at the high school met its goal.
Building	B. Dery said trench drainage and an ADA ramp would be installed in the spring; most other scheduled work has taken place.
Master Plan	Dr. Harvey said this group is meeting every other week, and is to meet next on Jan. 6. During January it will seek community feedback.

**OLD BUSINESS:**

2<sup>nd</sup> Reading of Policies  
*Staff/Student Fraternization*

S. MacDonald noted the original policy was longer; this proposed revision was uncontroversial during its first reading at a prior meeting.

**DEB EVANS MADE A MOTION THAT THE HW REGIONAL SCHOOL COMMITTEE VOTE TO APPROVE THE STAFF/STUDENT FRATERNIZATION POLICY AS PRESENTED. SEAN CONDON SECONDED THE MOTION. THE MOTION PASSED 8-0-0-1.**

**NEW BUSINESS:**

Budget Overlay Discussion

Dr. Harvey gave a PowerPoint presentation on his draft budget with level services. (The PowerPoint slides are appended to these minutes.)

Developing FY15 Budget Discussion

This presentation was integrated with discussion of "big ideas," proposed new initiatives the Committee invited the leadership team to detail early in the FY15 budget process, for discussion; none are in the draft FY15 budget. (Related documents appended to these minutes are HWRHS 1-1 Implementation Plan, and four handouts about full-day kindergarten.) Dr. Harvey said the leadership team agrees the highest priority "big ideas" are a "1 to 1" technology program at the high school, reinstatement of the team teaching model at Miles River, and transitioning to full-day kindergarten for all students.

E. Tracy briefed the Committee about the proposed 1-1 technology program, in which all 9th and 10th graders would have iPad Airs (through leases arranged by the district and paid by families at a cost of \$20 to \$24 per month), and teachers would receive extensive training about how to revamp teaching to best utilize this technology. His

presentation and discussion that followed touched on topics including these: the educational rationale and expected impact; proposed training and implementation; other districts' programs; costs to families, and assistance for those for whom the cost would be prohibitive; the district's existing hardware, software, high school computer lab, and network, and the proposed changes and additions for FY15; whether existing staff participating this year in a pilot of this program could train of other faculty; and the line items of the proposed project budget. L. Swartz and B. Dery asked for a long-range technology plan and noted that the Committee has been requesting this for some time.

E. Tracy also proposed expanding the existing "virtual high school" to offer online courses in four languages. Discussion touched on appropriateness at the middle and high school levels; the quality of the courses, and differences between online and "live" instruction in languages; and the courses' emphasis on language learning, with less cultural study than district's existing Spanish-only language program.

The elementary school principals expressed strong support for full day kindergarten for all students. Their presentation and discussion that followed touched on topics including educational research that supports it; the high proportion of Massachusetts district that use this model; changes in state standards that call for higher level thinking, and their impact the kindergarten experience for students in part-day classes; budget projections; and the projected long-term impact of full-day kindergarten.

Discussion also touched on the school choice program; Dr. Harvey said he hears regularly from out-of-district families interested in applying, and said the Committee should decide whether or not to participate in 2014-15 (and if so, how many students to admit) in time for the district to post information on the website by Feb. 1.

The Committee reviewed a calendar of meetings dates on every Thursday in January, and the agenda topics for each one, and made several adjustments. Proposed "big ideas" are slated for discussion Jan. 2 and 9.

Appointment of Liaison for Turf Field  
Study Group

D. Evans said the Committee has been invited to appoint a member to serve on a community study committee exploring the idea of creating a new turf field for youth sports, perhaps on the high school campus. Dr. Harvey expressed discomfort with the joint Recreation Department running a project to build something on school property. D. Evans and J. Bertrand volunteered to serve on the study committee.

1<sup>st</sup> Reading of Policies  
*Facilities & Operations Support*  
*Services Goals*  
*Facilities Development*

B. Lawrence recapped the process by which the Policy Working Group decided what existing policies to propose revising, and what new policies to propose. Discussion of the policies on the agenda for a first reading at this meeting centered on whether some of them may be

*Renovation & Construction*  
*Enrollment Projections*  
*Public Information Program*  
*Investment in Sites*  
*Memorials for Deceased Students or Staff*  
*Property Insurance Program*  
*Maintenance & Control of Equipment*  
*Maintenance Records*

general statements that state the obvious; it also touched on the Committee's counsel's advice that these policies be moved forward, and their existence in some other districts the working group surveyed.

B. Dery said the district should have a policy re preventive maintenance; B. Lawrence said one would be recommended at the next meeting.

**ADJOURNMENT:**

**SHEILA MACDONALD MADE A MOTION THAT THE HW REGIONAL SCHOOL COMMITTEE VOTE TO ADJOURN. BILL WILSON SECONDED THE MOTION PASSED BY GENERAL CONSENT.**

The meeting adjourned at 10:12 p.m.

**DOCUMENTS AND EXHIBITS  
USED AT THIS MEETING:**

Hamilton Wenham Regional School District FY15 Budget Summary:  
Priorities & Big Ideas Overlays (4 pages)  
Letters from Bruce Ramsey to R. Kuebel, and to D. Ketcham, dated |  
Dec. 13, 2013, re reappointment of David W. Ketcham to Essex  
North Shore Agricultural & Technical School District School  
Committee (2 pages)  
FY15 Superintendent's Budget Recommendation School Committee  
Presentation (updated, dated December 19, 2013) (10 slides)  
HWRHS 1-1 Implementation Plan for 2014-15 school year (14 pages)  
Kindergarten Study, Clark County School District (Nevada) (16 pages)  
Massachusetts Standards for Kindergarten (English Language Arts,  
Mathematics) (10 pages)  
Tuition Rates for Full-Day Kindergarten by [MA] City/Town, 2012-  
2013 School Years (map graphic published by Strategies for  
Children) (1 page)  
Full-Day Kindergarten Fact Sheet, published by Strategies for Children  
(3 pages)  
Draft policies: Anti-Fraternization, Facilities & Operational  
Support Services Goals, Facilities Development Goals: Equity,  
Renovation and New Construction, Enrollment Projections, Public  
Information Program, Investment in Sites, Memorials for Deceased  
Students or Staff, Property Insurance Program, Maintenance and  
Control of Equipment, Maintenance Records (11 pages)  
Change is Simple environmental program information related to Social  
Responsibility Grant (3 pages)

Respectfully submitted,  
Ann Sierks Smith, School Committee recording secretary