

APPROVED 10/20/11

**HAMILTON-WENHAM REGIONAL SCHOOL DISTRICT COMMITTEE
REGULAR MEETING OF SEPTEMBER 22, 2011
MINUTES**

**CALL TO ORDER AND
PLEDGE OF ALLEGIANCE**

A. McCloughan called the meeting to order at 7:51 p.m. in the Multipurpose Room of Buker School. The Committee and audience rose for the Pledge of Allegiance.

PRESENT:

Sean Condon, William Dery, Kym Donnellan, Roger Kuebel, Alexa McCloughan, Ann Minois, Jack O'Keefe and Dacia Rubel

ALSO PRESENT:

Peter Gray, Superintendent; Dr. Celeste Bowler, Assistant Superintendent for Learning, and Larry Swartz

ABSENT:

No one.

ADJUSTMENT OF AGENDA:

ROGER KUEBEL MADE A MOTION THAT THE HW REGIONAL SCHOOL COMMITTEE VOTE TO AMEND THE AGENDA TO ACCOMMODATE TOPICS THAT THE CHAIR DID NOT REASONABLY ANTICIPATE 48 HOURS BEFORE THE MEETING. DACIA RUBEL SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY (8-0-0).

Two adjustments were made to the agenda: an action item was added (appointment of a new school physician), and the agenda was reordered to begin with recognition of retired Committee member Don Gallant.

RECOGNITIONS AND AWARDS:

A. McCloughan thanked Don Gallant for his 20 years of service as a Committee member, and spoke of his insight, balance, knowledge, and high standards. P. Gray announced that a sugar maple will be planted, and a plaque placed, to honor him. D. Gallant spoke of the dedicated district staff, mentioned benchmarks of his tenure, and said he thoroughly enjoyed his involvement in the district. Portions of notes from a former Committee chair and a former superintendent were read aloud. Several former Committee members expressed appreciation.

APPROVAL OF MINUTES:

ROGER KUEBEL MADE A MOTION THAT THE HW REGIONAL SCHOOL COMMITTEE VOTE TO APPROVE THE MINUTES FOR THE EXECUTIVE SESSION MEETING HELD ON MARCH 24, 2011. JACK O'KEEFE SECONDED THE MOTION. THE MOTION PASSED 5-0-3. (Sean Condon, William Dery and Roger Kuebel abstained because they did not serve on the Committee at that time.)

ROGER KUEBEL MADE A MOTION THAT THE HW REGIONAL SCHOOL COMMITTEE VOTE TO APPROVE THE MINUTES FOR THE EXECUTIVE SESSION MEETING HELD ON APRIL 7, 2011. JACK O'KEEFE SECONDED THE MOTION. THE MOTION PASSED 5-0-3. (Sean Condon, William Dery, and Roger Kuebel abstained because they did not serve on the Committee at that time.)

ROGER KUEBEL MADE A MOTION THAT THE HW REGIONAL SCHOOL COMMITTEE VOTE TO APPROVE THE MINUTES FOR THE EXECUTIVE SESSION MEETING HELD ON MAY 5, 2011. DACIA

RUBEL SECONDED THE MOTION. THE MOTION PASSED 5-0-3. (Sean Condon, William Dery, and Roger Kuebel abstained because they did not serve on the Committee at that time.)

ROGER KUEBEL MADE A MOTION THAT THE HW REGIONAL SCHOOL COMMITTEE VOTE TO APPROVE THE MINUTES FOR THE EXECUTIVE SESSION MEETING HELD ON MAY 25, 2011. DACIA RUBEL SECONDED THE MOTION. THE MOTION PASSED 5-0-3. (Sean Condon, William Dery, and Roger Kuebel abstained because they did not serve on the Committee at that time.)

ROGER KUEBEL MADE A MOTION THAT THE HW REGIONAL SCHOOL COMMITTEE VOTE TO APPROVE THE MINUTES FOR THE EXECUTIVE SESSION MEETING HELD ON JUNE 15, 2011. KYM DONNELLAN SECONDED THE MOTION. THE MOTION PASSED 8-0-0.

ROGER KUEBEL MADE A MOTION THAT THE HW REGIONAL SCHOOL COMMITTEE VOTE TO APPROVE THE MINUTES FOR THE EXECUTIVE SESSION MEETING HELD ON JUNE 23, 2011. DACIA RUBEL SECONDED THE MOTION. R. Kuebel clarified that a sentence on page 2 of the minutes should be understood to state that the Committee would later announce the above actions during a public meeting. Jack O'Keefe said that while section 3 of the minutes state that he "questioned" a proposed change in the superintendent's position, he commented on it during the June 23 meeting but did not challenge the proposal, of which he was in favor. **THE MOTION PASSED 8-0-0.**

PRESENTATIONS:

HW Ed Fund

Gardner McCormick reported the EdFund has raised a \$1.7 million endowment since 1990 and granted \$850,000 to the district, \$120,000 of it in the past school year for projects including a wireless network at the middle/high school complex and the doubling of student capacity in the virtual high school program. He said the organization's board continues to discuss ideas including endowment of department chairs and funding of "nationally crafted" plans such as the Massachusetts Math and Science Initiative. He invited Committee members and the community to call him or e-mail via the EdFund website to share ideas.

OLD BUSINESS:

Operational Audit Update and
Tri-Board Meeting

The Hamilton and Wenham boards of selectmen have been invited to join the School Committee at its October 20 meeting for a presentation by district administrators about their investigations of issues raised by the 2010-11 operational audit, and to hear their recommendations. P. Gray said the leadership team is assessing the effectiveness of current systems and formulating ideas for efficiencies; action plans are due at the end of September.

NEW BUSINESS:

Field Trip Approval: Winter 2011-12
HS Ski Trips to Gunstock, NH and
Sunday River, ME

Noting that the Committee must routinely approve the yearly high school ski trips to Gunstock and Sunday River ski areas because they involve out-of-state travel, P. Gray asked the Committee to approve the trips.

ROGER KUBEL MADE A MOTION THAT THE HW REGIONAL SCHOOL COMMITTEE VOTE TO APPROVE THE ANNUAL FIELD TRIPS TO GUNSTOCK, NH AND SUNDAY RIVER. JACK O'KEEFE SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY (8-0-0).

MASC/MASS Conference Delegate &
Resolutions

ROGER KUBEL MADE A MOTION THAT THE HW REGIONAL SCHOOL COMMITTEE VOTE TO APPOINT ANN MINOIS AS ITS VOTING DELEGATE AT THE MASC/MASS CONFERENCE ON FRIDAY NOVEMBER 11, 2011. JACK O'KEEFE SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY (8-0-0).

A. Minois briefed the Committee about the 5 resolutions on which MASC delegates are to vote during that conference. The Committee discussed them briefly and decided to support all five.

Resolution 1: A. Minois explained that because of a recent change in state regulations, Massachusetts public schools are now required only to notify middle school students that particular vocational schools serve their area. The MASC resolution would recommend that the state require schools to inform interested students and their parents that they can visit vocational schools, encourage them to visit, and provide release time during the school day for such visits. Committee members noted that the resolution does not address whether schools would have to transport students on these visits, or make other arrangements.

ROGER KUBEL MADE A MOTION THAT THE HW REGIONAL SCHOOL COMMITTEE VOTE TO SUPPORT THE MASC RESOLUTION #1 ON PROVIDING GREATER ACCESS FOR STUDENTS TO EXPLORATORY VISITS TO CHAPTER 74 APPROVED VOCATIONAL EDUCATION PROGRAMS. JACK O'KEEFE SECONDED THE MOTION. The motion passed unanimously (8-0-0).

Resolution 2: Massachusetts now mandates that only principals, assistant principals, or "their equivalent" conduct teacher evaluations. This resolution recommends broadening the pool of evaluators by instituting state training and certification of department heads and instructional leaders to assist with this task. It also suggests updating the Ch. 70 formula to contribute state funds to what it terms "enhanced instructional leadership." A. Minois advised skepticism that there would be "ready money" for this proposed program. W. Dery said the proposal might be useful for large districts, but unneeded here; A. Minois agreed. D. Rubel said the resolution proposes the state offer this as an option, not a mandate.

ROGER KUBEL MADE A MOTION THAT THE HW REGIONAL SCHOOL COMMITTEE VOTE TO SUPPORT THE MASC RESOLUTION #2 TEACHER EVALUATION. KYM DONNELLAN SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY (8-0-0).

Resolution 3 would reaffirm the MASC's position that charter schools should be line item funded in the state budget. The current system pledges full state funding in the first year after establishment of a charter school, and 25 percent funding in each of the subsequent four years; local funding must cover the rest.

Committee members said charter schools can prove very costly to local taxpayers, and even the MASC-proposed funding system might divert funds from districts that do not have charter schools to districts that do.

ROGER KUEBEL MADE A MOTION THAT THE HW REGIONAL SCHOOL COMMITTEE VOTE TO SUPPORT THE MASC RESOLUTION #3 CHARTER SCHOOL FUNDING. JACK O'KEEFE SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY (8-0-0).

Resolution 4 proposes freezing federal regulations related to the "No Child Left Behind" program pending reauthorization and funding of that program.

ROGER KUEBEL MADE A MOTION THAT THE HW REGIONAL SCHOOL COMMITTEE VOTE TO SUPPORT THE MASC RESOLUTION #4 ENACTMENT OF A FREEZE ON FEDERAL REGULATIONS PENDING THE REAUTHORIZATION OF NO CHILD LEFT BEHIND. JACK O'KEEFE SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY (8-0-0).

Resolution 5: Dr. Celeste Bowler explained that in recognition of the trend toward states adopting teacher evaluation tools that may call for more frequent and in-depth evaluations, this resolution recommends that the state provide training that would equip district staff or outside consultants to implement whatever evaluation instrument is adopted.

ROGER KUEBEL MADE A MOTION THAT THE HW REGIONAL SCHOOL COMMITTEE VOTE TO SUPPORT THE MASC RESOLUTION #5 STATE EDUCATOR EVALUATION PROCESS. DACIA RUBEL SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY (8-0-0).

Appointment of School Physician

The district's former school physician has resigned. Dr. Andrew Ting has agreed to serve in this state-mandated position in which he will be available to consult with the athletic department and school nurses. The school physician provides no direct care in the schools. The stipend is \$2,500 a year.

ROGER KUEBEL MADE A MOTION THAT THE H-W REGIONAL SCHOOL COMMITTEE VOTE TO APPROVE THE APPOINTMENT OF DR. ANDREW TING OF FAMILY MEDICINE ASSOCIATES AS THE SCHOOL PHYSICIAN FOR THE HAMILTON-WENHAM SCHOOL DISTRICT. JACK O'KEEFE SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY (8-0-0).

COMMITTEE REPORTS:

Working Group Minutes

A. McCloughan noted that minutes of several August and September meetings of working groups are available.

Town Meeting Dates

P. Gray said if voters at the fall Town Meetings approve Hamilton and Wenham warrant articles that would reschedule the spring Annual Town Meetings, the district would have to revise its budget proposal schedule to accelerate the process. Currently, the two Towns have their Town Meetings on separate days in May; the warrant articles propose to instead hold both on the same Saturday in April, one to take place in the morning and one in the afternoon. If approved, this would require the district to submit a budget to the Towns in the first week of February, P. Gray said. Committee discussion touched on perceived advantages of same-day April meetings (anticipated better and more

representative attendance) and disadvantages (preparation of a budget even further ahead of when the district receives word of its state funding for the upcoming school year, which typically occurs in June or July). A. McCloughan noted that once a school budget is approved it can be decreased by the Committee, but can only be increased by Special Town Meetings in both towns, and said that the Committee therefore might make its "first pass at a budget" higher because of uncertainty about state funding. P. Gray agreed the district would be inclined to submit in February a "worst case scenario" budget that could be decreased later if state funding allows.

LEADERSHIP REPORT:

Superintendent's Report

P. Gray announced that Technology Coordinator Jeff McCormack will retire at the end of 2011. He thanked him for his service. A search for his replacement will begin soon. P. Gray said the leadership team is examining data that is now gathered, what it does and does not tell, and developing benchmarks to evaluate the systems now in place to determine what is efficient, and what data-gathering could take place more efficiently with different software.

Assistant Superintendent's Update

C. Bowler updated the Committee about two existing grants. The Technology Enhancement Continuation Grant for online teacher training, in partnership with the Salem School District, is in its second year; in the first year, the grant funded professional development for 5 HW middle school math teachers to enhance their use of technology in math education, and this year high school teachers will participate. Also, a \$25,675 Race to the Top grant for the district to participate in state training of teacher mentors is in the second of its three years; some of this year's \$8,558 will be used to send one or two district teachers to the state training.

ADJOURNMENT:

ROGER KUBEL MADE A MOTION THAT THE HW REGIONAL SCHOOL COMMITTEE VOTE TO ADJOURN. KYM DONNELLAN SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY (8-0-0).

The meeting adjourned at 9:13 p.m.

Respectfully submitted,

Ann Smith, School Committee Recording Secretary