

Hamilton-Wenham Regional School District Committee

Meeting of January 5, 2012

Minutes

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

A. McCloughan called the meeting to order at 7:02 p.m. at the Buker Multipurpose Room. The Committee and audience rose for the Pledge of Allegiance.

PRESENT:

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

ALSO PRESENT:

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

ABSENT:

No one.

ADJUSTMENTS TO 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, SPECIFICALLY MATTERS RELEVANT TO THE SUPERINTENDENT SEARCH. DACIA RUBEL SECONDED THE MOTION. THE MOTION PASSED 8-0-1. (Kym Donnellan abstained.)

STATEMENTS OF GUESTS:

None.

APPROVAL OF MINUTES:

ROGER KUEBEL MADE A MOTION THAT THE HW REGIONAL SCHOOL COMMITTEE VOTE TO APPROVE THE MINUTES FOR THE DECEMBER 15, 2011 MEETING. SEAN CONDON SECONDED THE MOTION.

D. Rubel proposed that the minutes to be amended to make it clear that after discussing whether to submit a Statement of Intent for a state grant program, the Committee reached a consensus not to do so. R. Kuebel proposed that the minutes be amended to list the documents the Committee asked S. Hemman of the Massachusetts Association of Regional Schools to forward to the Committee. The Committee agreed to these amendments by general consent, and asked the recording secretary to record routinely in future minutes all decisions by consensus, and the specific tasks an individual agrees to do on the Committee's behalf.

THE AMENDED MOTION PASSED 8-0-1. (B. Dery abstained.)

PRESENTATION:

DPW

Steve Hemman of the Massachusetts Association of Regional Schools was present as a resource to answer legal questions and provide background information as the Committee discussed a proposal for a "Virtual Department of Public Works" involving the District and both member towns. P. Gray gave a PowerPoint presentation detailing the proposal, and his response to it. The PowerPoint slides are appended to

these minutes. He expressed principle support for a cooperative agreement but opposed consolidation of the district maintenance budget into a central budget, and the transfer of district maintenance staff to the employ of a joint public works agency. P. Gray, the Committee, and S. Hemman discussed various aspects of this issue, including other regional districts' maintenance arrangements with member towns; state law that directs school superintendents to set standards and procedures for building security and safety; types of joint maintenance agreements; distinctions between maintenance, cyclical maintenance, and capital projects; funding strategies; stabilization accounts; how jobs might be prioritized; and the option of submitting separate budgets for maintenance and other school spending, so that voters could vote on a separate assessment that could be used only for maintenance.

LARRY SWARTZ MADE A MOTION THAT THE HW REGIONAL SCHOOL COMMITTEE EXPRESS ITS INTENT TO SEEK A SEPARATE APPROPRIATION FOR MAINTENANCE OF SCHOOL DISTRICT BUILDINGS IN THE FY 2013 BUDGET. KYM DONNELLAN SECONDED THE MOTION. THE MOTION PASSED 8-0-1. (Bill Dery abstained.)

ROGER KUBEL MADE A MOTION THAT THE HW REGIONAL SCHOOL COMMITTEE VOTE TO DIRECT PETER GRAY TO ENTER INTO DISCUSSIONS TO DRAFT A MUNICIPAL AGREEMENT THAT WOULD HAVE DETAILS ABOUT FINANCING, ARRANGEMENTS OF SERVICES, QUANTITIES OF SERVICES, AND THE TERM OVER WHICH THE AGREEMENT WOULD BE COMMITTED. DACIA RUBEL SECONDED THE MOTION. THE MOTION PASSED 8-0-1. (Bill Dery abstained.)

RECOGNITIONS AND AWARDS: None.

OLD BUSINESS: None.

NEW BUSINESS: None.

COMMITTEE REPORTS:

Finance Working Group

D. Rubel said that during its meeting on the morning following this meeting, this working group would discuss the historical context of the funding and approved bonding for the Cutler HVAC project and identify gaps in the information. Another Finance Working Group meeting is scheduled for Jan. 12 that may generate a recommendation for consideration by the Committee at its Jan. 19 meeting.

Facilities Working Group

B. Dery reported that when roofers opened up several areas of the Winthrop School roof for inspection, they found significant rot below the roof and membrane in all those areas. A structural engineer is preparing a full report. The cost of repairs and reroofing may therefore be \$700,000 or more rather than the initial estimate of \$500,000 for reroofing alone. The Committee asked P. Gray to follow up with the engineer to find out when that report will be available, and if possible, to relay it to the Facilities and Finance Working Groups before their Jan. 12 meetings.

Legislative Working Group State Rep. Brad Hill may address this group about educational collaboratives at its next meeting.

Communications Working Group Information has been posted online and e-mailed to community members about opportunities to meet with the internal candidate for the job of superintendent. A survey will be conducted online starting Jan. 9; D. Rubel encouraged members of the community to respond.

Budget Process Committee A meeting is scheduled for Jan. 11.

Superintendent Search Committee A. McCloughan asked Committee members not to attend forums being held by the Superintendent Search Committee, because their presence could affect the tone of the meeting and what participants are willing to talk about. Two members who attended a recent forum expressed their reasons for doing so. Committee members agreed not to attend the remaining forums.

LEADERSHIP REPORT:

Superintendent P. Gray asked Committee members to review the budget planning materials they received this week, to prepare for a three-hour budget workshop on Jan. 9.

POLICY DEVELOPMENT & ADOPTION:

School Committee Self-Evaluation

ROGER KUEBEL MADE A MOTION THAT THE HW REGIONAL SCHOOL COMMITTEE VOTE TO ADOPT THE POLICY ENTITLED "SCHOOL COMMITTEE SELF-EVALUATION POLICY." JACK O'KEEFE SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY (9-0-0).

Home Schooling Policy

Members noted that this policy has been reformatted, and language is adjusted to update a job title, but no substantive changes are proposed.

ROGER KUEBEL MADE A MOTION THAT THE HW REGIONAL SCHOOL COMMITTEE VOTE TO ADOPT THE POLICY ENTITLED "HOME SCHOOLING POLICY." JACK O'KEEFE SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY (9-0-0).

No Child Left Behind Programs Policy

ROGER KUEBEL MADE A MOTION THAT THE HW REGIONAL SCHOOL COMMITTEE VOTE TO ADOPT THE POLICY ENTITLED "NO CHILD LEFT BEHIND (NCLB) PROGRAMS POLICY." JACK O'KEEFE SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY (9-0-0).

Private Tutoring of Students Policy

This update, proposed on advice of counsel, introduces a form to be completed by teachers who tutor students on a private basis.

ROGER KUEBEL MADE A MOTION THAT THE HW REGIONAL SCHOOL COMMITTEE VOTE TO ADOPT THE POLICY ENTITLED "PRIVATE TUTORING OF STUDENTS

POLICY." JACK O'KEEFE SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY (9-0-0).

Public Participation at School
Committee Meetings Policy

This update is based on a model provided by the Massachusetts Association of School Committees, and is consistent with rules for public participation in Town Meetings and selectmen's meetings.

ROGER KUEBEL MADE A MOTION THAT THE HW REGIONAL SCHOOL COMMITTEE VOTE TO ADOPT THE POLICY ENTITLED "PUBLIC PARTICIPATION AT SCHOOL COMMITTEE MEETINGS POLICY." JACK O'KEEFE SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY (9-0-0).

At its upcoming meeting, the Policy Working Group is to discuss the district's CORI policy, and a proposed policy for remote participation in School Committee meetings.

DISCUSSION:

Committee members and P. Gray discussed budget planning issues, the Cutler HVAC bonding, and the schedule for final FY12 audit figures, which were not expected in time for consideration at the Jan. 9 budget forum. A. McCloughan said without hard figures the Committee should discuss how to move forward under several possible financial scenarios. P. Gray said that at the budget workshop he would work through a level funded budget, and explore what changes might be possible at the individual schools to increase efficiencies.

ADJOURNMENT:

ROGER KUEBEL MADE A MOTION THAT THE HW REGIONAL SCHOOL COMMITTEE VOTE TO ADJOURN. JACK O'KEEFE SECONDED THE MOTION. THE MOTION PASSED UNANIMOUSLY (9-0-0).

The meeting adjourned at 8:58 p.m.

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

PowerPoint presentation, Virtual Department of Public Works proposal and P. Gray's response
School Committee Self- Evaluation Policy and survey (edited draft, and approved policy)
Home Schooling Policy (edited draft, and approved policy)
No Child Left Behind (NCLB) Programs Policy (edited draft, and approved policy)
Private Tutoring of Students Policy (edited draft, and approved policy)
Public Participation at School Committee Meetings Policy (edited draft, and approved policy)

Respectfully submitted,

Ann Sierks Smith, School Committee recording secretary