



**HAMILTON-WENHAM**  
**REGIONAL SCHOOL DISTRICT**  
5 SCHOOL STREET, WENHAM, MA 01984 · TEL. 978-468-5310

**School Committee Meeting ([agenda](#))**  
**Buker Elementary School Multipurpose Room**  
**In-Person Meeting, [Zoom Link](#) is for Public Comment Only**  
**Meeting ID: 838 5122 3608**  
**Passcode: 176797**  
**Thursday, April 28, 2022**  
**7:00 PM - 9:05 PM**

**Present:**

- Dana Allara
- Amy Kunberger
- Julia Campbell
- Jen Carr
- David Frenkel
- Anna Siedzik
- David Polito

**Also Present:**

- Eric Tracy, HWRSD Superintendent
- Vincent Leone, Assistant Superintendent to Finance and Administration
- Thomas Geary, Director of Maintenance, Facilities & Operations
- Ryan Luo, Student Government Representative

**1. Call to Order**

With a quorum present, Ms. Allara, Chairperson, calls the meeting to order at 7:00 PM.

**2. Pledge of Allegiance**

All those in attendance, with the exception of School Committee member Anna Siedzik, rise for the Pledge of Allegiance.

**3. School Committee Reorganization: Tabulation of Election Results**

- [Town of Hamilton](#)
- [Town of Wenham](#)

[Exhibit](#)  
[Exhibit](#)

Ms. Allara reviews the final election results, as detailed in the certified town results shown in the exhibits above.

Name	Hamilton	Wenham	Total
David Polito	879	507	1,386
Courtney Ashwood	611	338	949
David Frenkel	856	483	1,339

Amy Kunberger	878	440	1,318
Lauren Lambert	116	76	192
Brian Scudder	628	332	960
Andrea Vanboven	497	262	759
Blanks	193	168	361
Write-Ins	1	4	5

Welcome to the three (3) newly elected 2022-2025 School Committee members: Amy Kunberger, David Frenkel, and David Polito.

**4. Citizen Comments**

[Exhibit](#)

*Any citizen wishing to speak before the Committee shall identify himself or herself by name and address. Speakers will be allowed three (3) minutes to present their material. After Citizen’s Comments, the chat feature will be turned off. If members want to be recognized, they can use the raise hand feature.*

As there are no citizen comments at this time, Ms. Allara closes public comment at approximately 7:05 PM.

**5. Review of School Committee Protocols**

[Exhibit](#)

Ms. Allara reads protocol #9, as written in the *School Committee Protocols* detailed in the [exhibit](#).

~~**6. Introduce New Elected School Committee Members for Term 2022-2025**~~

*Addressed above in agenda item #3, School Committee Reorganization: Tabulation of Election Results.*

**7. Student Representative Report**

Ryan Luo, *Student Government Representative*, reviews his presentation to the School Committee, which includes updates from all the schools and reminders about upcoming events leading up to the end of the school year and graduation.

**8. Consent Agenda**

A. Warrants

[Exhibit](#)

- Voucher No. 23
- Voucher No. 24
- Voucher No. 1040
- Voucher No. 1041
- Voucher No. 3100
- Voucher No. 3101
- Voucher No. 3102
- Voucher No. 3103
- Voucher No. 3104
- Voucher No. 3105
- Voucher No. 3106

B. Minutes

- March 17, 2022

[Exhibit](#)

- April 7, 2022

[Exhibit](#)

C. Donations

- Hamilton-Wenham Youth Basketball Board, not to exceed \$25K

[Exhibit](#)

Ms. Allara reviews the School Committee's procedure surrounding the consent agenda, for the sake of the newly elected School Committee members attending their first official meeting this evening.

**I MOVE THAT THE HAMILTON - WENHAM REGIONAL SCHOOL COMMITTEE ACCEPT THE CONSENT AGENDA AS WRITTEN, WITH THE EXCEPTION OF THE 04/07/2022 MINUTES AND THE HW YOUTH BASKETBALL BOARD DONATION; THERE CAN BE NO FURTHER CHANGES.**

**MOTION by Jen Carr; SECONDED by Anna Siedzik.**

**MOTION PASSES unanimously through vote of seven (7) members present.**

Ms. Siedzik points out the error found on page 5 of the 04/07/2022 minutes: the reference to the Hamilton-Wenham Human Rights Coalition (HWHRC) should be struck and corrected to the Town of Hamilton Human Rights Commission and the Town of Wenham Human Rights Committee.

In addition, Ms. Siedzik notes that as of today, the statement calling the district to action *does* appear on the Town of Wenham's website. The understanding at the 04/07/2022 meeting was that the statement did *not* appear on the website. Although the minutes accurately reflect that belief, Ms. Siedzik offers this information to prevent any misunderstanding.

**I MOVE THAT THE HAMILTON - WENHAM REGIONAL SCHOOL COMMITTEE ACCEPT THE 04/07/2022 MINUTES WITH THE REVISIONS AS NOTED THIS EVENING.**

**MOTION by Jen Carr; SECONDED by Anna Siedzik.**

**MOTION PASSES unanimously through vote of seven (7) members present.**

Ms. Siedzik thanks the Hamilton - Wenham Youth Basketball Board for their very generous donation.

**I MOVE THAT THE HAMILTON - WENHAM REGIONAL SCHOOL COMMITTEE ACCEPT THE DONATION FROM THE HAMILTON - WENHAM YOUTH BASKETBALL BOARD.**

**MOTION by Jen Carr; SECONDED by Julia Campbell.**

**MOTION PASSES unanimously through vote of seven (7) members present.**

**9. New Business**

A. MSBA Cutler Project Presentation

[Exhibit](#)

Thomas Geary, *Director of Maintenance, Facilities & Operations*, reviews the MSBA project, including the district's history in funding attempts, as well as the current status (acceptance), and next steps in the process. There is discussion regarding the School Building Committee, with Mr. Tracy clarifying that the board membership is dictated by the state, and will be comprised, at minimum: two (2) School Committee members, Mr. Tracy, Mr. Leone, Mr. Geary, Teachers, Town Manager, Town Administrator, liaisons or representatives from the town FINCOMs, and members of the community with knowledge of large scale building/construction. The School Building Committee will post meetings and be subject to open meeting

laws. There is further discussion regarding recruitment of School Building Committee members and the commitment involved.

Mr. Tracy reviews the next steps in this process and what the School Committee can anticipate for future meetings.

B. North Shore Education Consortium Assessment Increase

[Exhibit](#)

Mr. Tracy reviews the North Shore Consortium Assessment Increase, as a result of the reduced tuition during the pandemic and other challenges. This is a one-time increase, with the regular rate returning in future years. Hamilton - Wenham would pay \$5,000.00 this year.

C. SC Calendar Conflict

[Exhibit](#)

**I MOVE THAT THE HAMILTON - WENHAM REGIONAL SCHOOL COMMITTEE MOVE THE SCHOOL COMMITTEE MEETING CURRENTLY SCHEDULED FOR THURSDAY, 06/02/2022 TO WEDNESDAY, 06/01/2022 IN ORDER TO ACCOMMODATE THE HIGH SCHOOL CANDLELIGHT RITUAL SCHEDULED ON 06/02/2022.**

**MOTION by Jen Carr; SECONDED by Julia Campbell.**

**MOTION PASSES unanimously through vote of seven (7) members present.**

~~10. — Finance and Operations~~

~~11. — Policy~~

**12. Superintendent's Report**

- Kevan Sano remained in Peru, but will return home shortly (due to positive COVID test before the scheduled departure);
- DEIB:
  - Next meeting 05/11/2022 will review survey response data;
  - District Trainers are preparing workshops on unconscious bias;
  - Survey responses and survey status from various stakeholder groups;
  - Student focus groups are being scheduled (via Zoom).
- MTSS:
  - Grant funding increase to implement curriculum materials for K-5 (thank you to Jen Clifford for her work to secure an increased grant, and to the teachers who volunteered to pilot programs);
  - Literacy intervention and assessments;
  - MTSS status at each grade level;
- Learning Facilities and Athletic Field Improvement:
  - Multi-Tiered communication strategy;
  - Private fundraising will begin shortly;
  - Gale completed preliminary assessments;
  - Strategy to implement updated waste management approaches.
- Congratulations to all our newly inducted NHS students!
- Thank you to all Administrative Assistants;
- Next week is teacher appreciation - Mr. Tracy encourages students and families to send notes of appreciation to teachers.

There is a brief discussion regarding Essex Tech student enrollment. Mr. Tracy explains that Essex Tech dictates their own enrollment, and the district does not control any aspect of that. This year, 13 Hamilton - Wenham students were admitted, which is a significant increase from the 6 students admitted in prior years.

**13. Committee Reports**

A. Capital/Financial Planning Subcommittee

None.

B. Policy Subcommittee

None.

C. Negotiations Subcommittee

Ms. Allara reports that the *Negotiations Subcommittee* will meet on 05/16/2022 with the Custodial Union to continue working on the contract. She notes that the subcommittee also completed a lot of work on the Regional Agreement, which ultimately did not appear on the town meeting warrants.

Subcommittees will be organized at the next School Committee meeting, 05/05/2022.

**14. Chair's Report**

Anna Siedzik nominates Dana Allara as Chair; Julia Campbell seconds this nomination. Dana Allara accepts the nomination.

**DANA ALLARA TO SERVE AS CHAIR.**

**PASSES unanimously through vote of seven (7) members present.**

Jen Carr nominates Anna Siedzik as Vice-Chair; Julia Campbell seconds this nomination. Anna Siedzik accepts the nomination.

**ANNA SIEDZIK TO SERVE AS VICE-CHAIR.**

**PASSES unanimously through vote of seven (7) members present.**

There is some discussion regarding the role of the School Committee secretary, including the time commitment and responsibilities involved.

Jen Carr nominates Amy Kunberger as Secretary; Anna Siedzik seconds this nomination. Amy Kunberger accepts the nomination.

**AMY KUNBERGER TO SERVE AS SECRETARY.**

**PASSES unanimously through vote of seven (7) members present.**

Jen Carr nominates David Frenkel as Officer to sign warrants; Anna Siedzik seconds this nomination. David Frenkel accepts the nomination.

**DAVID FRENKEL TO SERVE AS PRIMARY WARRANT SIGNER.**

**PASSES unanimously through vote of seven (7) members present.**

There is a brief discussion regarding the need for an Assistant Secretary as well as the previous structure of School Committee members authorized to sign warrants.

Anna Siedzik nominates Julia Campbell as Vice- Secretary. Julia Campbell accepts the nomination.

**JULIA CAMPBELL TO SERVE AS VICE-SECRETARY.  
PASSES unanimously through vote of seven (7) members present.**

There is discussion regarding the backup warrant signer and members authorized.

Dana Allara nominates Amy Kunberger as backup warrant signer; Julia Campbell seconds this nomination. Amy Kunberger accepts the nomination.

**AMY KUNBERGER TO SERVE AS ALTERNATE WARRANT SIGNER.  
PASSES unanimously through vote of seven (7) members present.**

**I MOVE THAT THE HAMILTON - WENHAM REGIONAL SCHOOL COMMITTEE  
AUTHORIZE ALL HAMILTON - WENHAM REGIONAL SCHOOL COMMITTEE MEMBERS  
AS ACTIVE WARRANT SIGNERS SHOULD THE NEED ARISE.**

**MOTION by David Polito; SECONDED by Amy Kunberger.  
MOTION PASSES unanimously through vote of seven (7) members present.**

Ms. Allara notes that the subcommittees will be organized at the next School Committee meeting, 05/05/2022. She encourages members to think about their interests and qualifications for the three (3) existing subcommittees.

Mr. Polito believes it is important to break up the *Capital/Financial Subcommittee* into two separate subcommittees. This will be discussed in a future meeting. Mrs. Carr suggests a community communications subcommittee, which will also be included as a topic of discussion for a future meeting.

Mr. Frenkel suggests subcommittees around (1) health and safety issues in the district and (2) special education. Ms. Allara suggests that these topics be discussed in a future meeting, and that subcommittees develop should the School Committee agree that it is necessary.

**15. Topics for Future Meetings**

- Discussion regarding Pride Flag display;
- Communications strategy with possibility of subcommittee to address this issue;
- Health and safety discussion with possibility of subcommittee to address this issue;
- Special Education discussion with possibility of subcommittee to address this issue;
- Little League banner advertising for 2022/2023 school year;
- Subcommittee reorganization and members of subcommittees (Ms. Campbell will email her subcommittee preferences to Ms. Allara, as she will not be present at the 05/05/2022 meeting).

**16. Vote to Adjourn**

**I MOVE THAT THE HAMILTON - WENHAM REGIONAL SCHOOL COMMITTEE ADJOURN  
THE 04/07/2022 MEETING AT 8:22 PM.**

**MOTION by Anna Siedzik; SECONDED by Jen Carr.  
MOTION PASSES unanimously through vote of seven (7) members present.**

*Respectfully submitted May 17 2022 by Mahala Lettvin, Recording Secretary.  
Respectfully resubmitted June 2 2022 by Mahala Lettvin, Recording Secretary*