



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: 817 5525 2519
Thursday, June 16, 2022
6:30 PM - 10:15 PM

Present:

Dana Allara, Chair
Julia Campbell
Jen Carr
David Frenkel, Assistant Secretary
Amy Kunberger, Secretary
Anna Siedzik, Vice Chair
David Polito

Also Present:

Eric Tracy, HWRSD Superintendent
Vincent Leone, Assistant Superintendent to Finance and Administration
Thomas Geary, Director of Maintenance, Facilities, and Operations
Ben Schersten, Buker Elementary School Principal
Carolyn Shediak, Winthrop Elementary School Principal
Rebecca Butler, Interim Cutler Elementary School Principal
Bryan Menegoni, HWRHS Principal
Regis Anne Shields, Founder and Principal - Equity Journey Partners
Tim Fazio, Turf Committee Working Group member/ Little League President
Peter Gourdeau, Turf Committee Working Group member
Michelle Horgan, previous School Committee member (brief appearance)

6:30 - 7:00 PM Retirement Reception

[Exhibit](#)

1. Call to Order

With a quorum present, Ms. Allara, Chairperson, calls the meeting to order at 7:02 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. Land Acknowledgment

Ms. Siedzik reads the land acknowledgment, as written in the [exhibit](#) linked to the agenda.

[Exhibit](#)

4. Citizens' 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.

Ms. Allara states that this meeting is being recorded, live streamed, and broadcast by HWCAM, and is accessible through either HWCAM's [website](#) or [YouTube channel](#). Ms. Allara reviews the procedures surrounding Citizen's Comments.

There are no citizen comments at this time; the Citizen's Comments portion of the meeting closes at approximately 7:05 PM.

5. New Business

A. Recognize Retiring Staff

[Exhibit](#)

Superintendent Tracy congratulates all retiring staff and wishes them all the best in their retirement. Retiring staff were recognized yesterday, as well as earlier this evening before the official opening of the School Committee meeting.

Mr. Schersten, *Buker Elementary School Principal*, recognizes the service of retiring staff, Rebecca Olivera.

Ms. Shediak, *Winthrop Elementary Principal*, recognizes the service of retiring staff, Melissa Andrichak.

Ms. Butler, *Interim Cutler Elementary School Principal*, recognizes the service of retiring staff, Melissa Graham.

Mr. Menegoni, *HWRHS Principal*, recognizes the service of retiring staff, Kevan Sano.

6. Review of School Committee Protocols

[Exhibit](#)

Ms. Siedzic reads School Committee Protocol #13 as written in the [exhibit](#).

7. Consent Agenda

A. Warrants

[Exhibit](#)

- Voucher No. 30
- Voucher No. 1048
- Voucher No. 3121
- Voucher No. 3122
- Voucher No. 3123
- Voucher No. 3124
- Voucher No. 3125
- Voucher No. 3126
- Voucher No. 3127
- Voucher No. 3128

B. Minutes

- April 28, 2022
- May 19, 2022
- June 1, 2022

[Exhibit](#)

[Exhibit](#)

[Exhibit](#)

C. Summer Hiring

- Staff Ethics/Conflict of Interest Policy GBEA

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

I MOVE THAT THE HAMILTON - WENHAM REGIONAL SCHOOL COMMITTEE ACCEPT THE CONSENT AGENDA AS WRITTEN, WITH THE EXCEPTION OF THE MINUTES FROM 05/19/2022.

**MOTION by Amy Kunberger; SECONDED by Jen Carr.
MOTION PASSES unanimously by vote of seven (7) members present.**

Ms. Allara points out that the heading information in the 05/19/2022 minutes should be revised to accurately reflect the meeting time of 7:00pm - 10:15pm. Ms. Allara consulted with Ms. Lettvin, Recording Secretary, and confirmed that the heading information is copied from the posted agenda, and Ms. Lettvin made a typographical error in the 05/19/2022 minutes.

I MOVE THAT THE HAMILTON - WENHAM REGIONAL SCHOOL COMMITTEE ACCEPT THE 05/19/2022 MEETING MINUTES, WITH THE REVISION TO THE HEADING TO ACCURATELY REFLECT THE POSTED MEETING TIME OF 7:00 PM - 10:15 PM.

**MOTION by Amy Kunberger; SECONDED by Julia Campbell.
MOTION PASSES unanimously by vote of seven (7) members present.**

8. New Business

A. Draft High School Student Handbook

[Exhibit](#)

Mr. Menegoni reviews the changes to the student conduct referenced in the High School Student Handbook. There is some discussion about the vaping policies, dress code, cell phone usage/distraction, food orders, etc.

There is a brief discussion surrounding the list of protected classes, with Ms. Siedzik pointing out that the *Policy/Legislative Subcommittee* has yet to finalize this list. There is continued discussion about the disciplinary consequences involved with the actions noted above. There is discussion and clarification offered regarding the School Committee voting on the changes to the handbook versus the School Committee voting to approve the Student Handbook in its entirety.

There is discussion about sexual assault/harassment language, as well as potential changes surrounding Title IX language.

I MOVE THAT THE HAMILTON - WENHAM REGIONAL SCHOOL COMMITTEE ACCEPT THE LANGUAGE IN THE DRAFT HIGH SCHOOL STUDENT HANDBOOK AS WRITTEN BY THE HIGH SCHOOL COUNCIL, AND AS DETAILED IN THE [EXHIBIT](#) PRESENTED THIS EVENING.

**MOTION by Amy Kunberger; SECONDED by Jen Carr.
MOTION PASSES unanimously by vote of seven (7) members present.**

There are no objections to moving the order of agenda items: *Item C, Regis Equity Audit* will be the next order of business, replacing *Item B, Turf Committee Working Group Presentation*.

B. Regis - Equity Audit (originally Item C)

[Exhibit](#)

Regis Anne Shields, *Founder and Principal* of Equity Journey Partners appears before the Committee to offer the 06/16/2022 Equity Audit Initial Findings. She reviews the purposes and importance of an equity audit as well as an overview of the process involving the DEIB leadership team and advisory committee. Ms. Shields reviews the slides as shown in her presentation, as detailed in the [exhibit](#) linked on tonight's agenda.

There is discussion about the details included in Ms. Shields' presentation, including variables about definitions, report of findings, staff and student perceptions, variables in data collected, participants/respondents, data analysis, wording of the questions, beliefs/actions, defining and/or categorizing marginalized groups, further considerations in analysis, next steps moving forward, etc. Ms. Shields highlights the importance of including student voices going forward.

Superintendent Tracy thanks all those involved in this process, and notes the continued importance of this work and the impact in the District.

C. Turf Committee Working Group Presentation (*originally Item B*)

[Exhibit](#)

Tim Fazio and Peter Gourdeau, Turf Committee Working Group members appear before the School Committee to offer the Turf Committee Working Group's Presentation as detailed in the exhibit. They review the history of the project, project goals, project plan, project details, finances, the group's suggested approach moving forward, timeline, and support needed from the School Committee.

There is some discussion regarding the group's work and budget implications. Superintendent Tracy notes that the project is not funded at all by the state, and explains that there are a lot of considerations when determining how the project would be funded. Further discussion about fundraising for this project, including anticipated timeline and strategy for fundraising efforts.

I MOVE THAT THE HAMILTON - WENHAM REGIONAL SCHOOL COMMITTEE AUTHORIZE THE SUPERINTENDENT AND THE ATHLETIC FACILITY IMPROVEMENT PROJECT COMMITTEE TO PURSUE THE PLAN AS PRESENTED IN TONIGHT'S [EXHIBIT](#), WITH THE EXPECTATION THAT WE WILL BRING FORTH A COMPLETED PLAN PERMITTED AND A FUNDING PROPOSAL TO PUBLIC MEETING AS SOON AS REASONABLY POSSIBLE.

MOTION by Anna Siedzik; SECONDED by David Polito.

Discussion: There is some discussion regarding the next steps and authorization offered through this motion. Superintendent Tracy explains that he would bring this back before the School Committee for their approval before bringing it before the Towns.

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

Thank you to the athletic improvement committee and all who have been working on this project!

D. Draft District Goals 22-23

[Exhibit](#)

Superintendent Tracy provides a detailed explanation of the draft 2022-2023 district goals as written in the [exhibit](#). These goals are presented in their draft form and they are expected to change quite a bit over the next couple of months. The Committee plans to meet in early/mid August at the School Committee Retreat to address these goals in more detail. There is a brief discussion about the steps involved and some of the more detailed aspects of these Goals, including equity and strategic planning.

E. Superintendent Evaluation

[Exhibit](#)

Previous School Committee member, Michelle Horgan, joins the discussion.

Ms. Allara reviews the Superintendent Evaluation process and reads the methodology aloud. There is a brief discussion about whether to read the evaluation aloud in its entirety, with the committee ultimately deciding doing so is not necessary.

Ms. Allara reviews the performance ratings and summary of the narrative evaluations. Many members offer their gratitude for Superintendent Tracy's incredible leadership and remarkable progress in meeting goals in the 8 months he has served in this position. Specifically, members voice Superintendent Tracy's excellent communication and storytelling skills, his willingness to let others shine, his drive and motivation to ensure the district's continued excellence, etc. Ms. Horgan encourages the School Committee to keep Superintendent Tracy in his current role.

I MOVE THAT THE HAMILTON - WENHAM REGIONAL SCHOOL COMMITTEE ACCEPT THE DRAFT OF THE SUPERINTENDENT EVALUATION AS PRESENTED IN THE [EXHIBIT](#) THIS EVENING.

**MOTION by Amy Kunberger; SECONDED by Jen Carr.
MOTION PASSES unanimously by vote of seven (7) members present.**

Thank you Superintendent Tracy!

(10:00 PM) I MOVE THAT THE HAMILTON - WENHAM REGIONAL SCHOOL COMMITTEE EXTEND THE MEETING FOR UP TO ½ HOUR.

**MOTION by Dana Allara; SECONDED by Anna Seidzik
MOTION PASSES unanimously by vote of seven (7) members present.**

F. Vote 2021-2024 Custodial Contract

[Exhibit](#)

Superintendent Tracy explains the changes, as redlined in the document provided on the [exhibit](#). Some changes include work attire, clothing and goods supplied, work schedule/holidays, etc. There is a brief discussion regarding Columbus Day/Indigenous Peoples' Day.

I MOVE THAT THE HAMILTON - WENHAM REGIONAL SCHOOL COMMITTEE APPROVE THE 2021-2024 CUSTODIAL CONTRACT AS WRITTEN IN THE [EXHIBIT](#) ATTACHED TO THE AGENDA.

**MOTION by Amy Kunberger; SECONDED by Anna Siedzik.
MOTION PASSES unanimously by vote of seven (7) members present.**

G. Facilities End of Year Report

[Exhibit](#)

Mr. Geary presents the Facilities End of Year Report as detailed in the [exhibit](#), including details about the school building project status. Ms. Campbell appreciates the 4 categories as organized in the presentation. There is some brief discussion regarding decision making and categorizing other potential expenses/district needs.

Thank you, Tom!

9. Superintendent's Report

A. School Building Committee

[Exhibit](#)

Superintendent Tracy reviews the details of his 06/16/2022 memorandum to the School Committee regarding the MSBA Cutler project's School Building Committee members. He has learned that cities and towns typically have bylaws that dictate who serves on the committee, however Hamilton/Wenham do not have these bylaws, which offers a bit more freedom. Committee membership does not require the School Committee's approval, however, Mr. Tracy has provided this information as part of his ongoing efforts to keep open communication with both the Committee and the general public. The first meeting will likely be in the beginning of the school year, August/September. There is a brief discussion about voting members, authority of members, etc.

The members listed in the memorandum include Eric Tracy, Vincent Leone, Joseph Domelowicz, Dr. Jennifer Carr, David Polito, Thomas Geary, Tom Myers, Juliana Schneider, Carolyn Shediak, Rebecca Butler, Alison Goodchild, Ted Acworth, Sarah Bilello, Kelly Schmidt, and members from both the Hamilton and Wenham Finance Committees (TBD).

Superintendent Tracy provides other updates:

- Thank you to the Friends group for hosting the year-end ice cream social event;
- National History Day participants/contestants: award ceremony on 06/18/2022 which will stream live (link to be provided in a future communication)
- 5th-6th transition - counselors will attend middle schools, there will be a move-up day, parent's night, orientation days, peer leaders, etc. (Superintendent Tracy previously erroneously reported there was no transition, he will correct the final report to reflect the transition efforts that do in fact take place).

~~10. Committee Reports~~

- ~~A. Capital/Financial Planning Subcommittee (Julia Campbell, Jen Carr, Dana Allara)~~
- ~~B. Policy Subcommittee (Anna Siedzik, Amy Kunberger, David Frenkel)~~
- ~~C. Negotiations Subcommittee (Dana Allara, David Polito, Amy Kunberger)~~

~~11. Chair's Report~~

~~12. Topics for Future Meetings~~

13. Vote to Adjourn

I MOVE THAT THE HAMILTON - WENHAM REGIONAL SCHOOL COMMITTEE ADJOURN THE 06/16/2022 MEETING AT 10:30 PM.

MOTION by Julia Campbell; SECONDED by Jen Carr.

Discussion: Ms. Siedzik points out that the agenda could be completed in the next ten minutes. Ms. Allara asks that any topics for future meetings be emailed to her.

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

Respectfully submitted August 14 2022 by Mahala Lettvin, Recording Secretary.
