



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: 873 8853 4111

Thursday, March 16, 2023

7:00 p.m. - 8:32 p.m.

Present:

Dana Allara, Chair

Anna Siedzik, Vice Chair

Amy Kunberger, Secretary

Julia Campbell, Assistant Secretary

David Frenkel

Also Present:

Eric Tracy, HWRSD Superintendent

Vincent Leone, Assistant Superintendent of Finance and Administration

1. Call to Order

With a quorum present, Chair Allara called 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, rose for the Pledge of Allegiance.

Chair Allara stated that the meeting is being recorded and live streamed on [HWCAM](#).

3. Citizens' Comments [Exhibit](#)

Any citizen wishing to speak before the Committee shall identify themselves by name and address. Speakers will be allowed three (3) minutes to present their material.

There was no citizen comment. The zoom link was closed at approximately 7:02 p.m.

4. Recognition For Service

- Anna Siedzik

The Committee and District Administration recognized Anna Siedzik for her years of service on the School Committee. Anna Siedzik stated that it was her honor to serve.

5. Consent Agenda

a. Warrants [Exhibit](#)

- Voucher No. 20
- Voucher No. 1034
- Voucher No. 1035
- Voucher No. 3230
- Voucher No. 3231
- Voucher No. 3232

b. Minutes

- March 2, 2023 [Exhibit](#)
- February 9, 2023 [Exhibit](#)
- February 2, 2023 [Exhibit](#)
- January 19, 2023 [Exhibit](#)
- January 11, 2023 [Exhibit](#)
- November 30, 2022 [Exhibit](#)
- November 17, 2022 [Exhibit](#)

Chair Allara asked to hold the minutes of March 2, 2023 from the consent agenda. Anna Siedzik asked to hold the minutes of January 19, 2023 from the consent agenda.

I move that the Hamilton-Wenham Regional School Committee accept the consent agenda with the exception of the January 19 and March 2, 2023 minutes.

Motion by: Amy Kunberger

Seconded by: Anna Siedzik

MOTION PASSED 5-0 (Members Allara, Siedzik, Kunberger, Campbell and Frenkel).

Chair Allara stated that her recollection of the discussion on March 2 under section 8D Superintendent Evaluation was that new members would not submit a written evaluation. The members present agreed.

I move that the Hamilton-Wenham Regional School Committee amend the minutes from March 2, 2023 under section 8D change the sentence *New members will submit an evaluation of the superintendent for his work from election day forward to Newly elected members will not submit a written evaluation of the Superintendent for the FY23 school year.*

Motion by: Amy Kunberger

Seconded by: Julia Campbell

MOTION PASSED 5-0 (Members Allara, Siedzik, Kunberger, Campbell and Frenkel).

Anna Siedzik asked to correct the spelling of her name under Present on the January 19, 2023 minutes.

I move that the Hamilton-Wenham Regional School Committee correct the minutes from January 19, 2023 in which Anna Siedzik's last name is misspelled.

Motion by: Amy Kunberger

Seconded by: Julia Campbell

MOTION PASSED 5-0 (Members Allara, Siedzik, Kunberger, Campbell and Frenkel).

6. New Business

- a. Town Meeting Budget Flyer [Exhibit](#)

Superintendent Tracy and Amy Kunberger discussed the proposed annual town meeting budget flyer. Superintendent Tracy stated that "level services" will be coming off the flyer because the budget is not technically level services. The Committee provided the following feedback on potential edits.

- In the first section change hs/ms field project to *Athletic Facilities Improvement Project*.
- On both pages remind people to vote *at town election* as well as at town meeting.
- On the back side under possible offsets refer to the *School District Capital Stabilization Fund* rather than the School Department Stabilization Fund.
- On the back side add *Title IX Compliance* if that is verified by the attorney.
- First page 2nd paragraph 11.48 FTES should be *11.68 FTEs*.
- On page 2 add the word "*possible*" offsets to \$4.8 million.
- Change "we" to *with the approval of the town voters the district will move forward with...*
- On the plan on the second page remove the Gale information that appears sideways and give credit to Gale underneath the plan.

I move that the Hamilton-Wenham Regional School Committee approve the Town Meeting flyer as posted in tonight's agenda with the edits discussed and give Eric Tracy and Amy Kunberger permission to approve a final document.

Motion by: Amy Kunberger

Seconded by: Julia Campbell

MOTION PASSED 5-0 (Members Allara, Siedzik, Kunberger, Campbell and Frenkel).

- b. School Committee Retreat Discussion

The Committee discussed a possible retreat date of Saturday, August 5, 2023. Chair Allara will follow up with an email.

- c. Update: Athletic Facilities Improvement Project Update

Superintendent Tracy provided the following update on funding. The Hamilton Patton Homestead offset has been removed from the project. He stated that the history behind this is that many years ago there was \$500,000 set aside by Hamilton specifically for fields. The requirement to release the money was that Wenham had to match the amount specific to the $\frac{1}{3}$ - $\frac{2}{3}$ assessment. Wenham does not currently have the free cash available to make the match. With Wenham unable to match, Hamilton is not releasing the funds but they intend to use the monies incrementally over time to offset their share of the costs of the fields project. In each town, the Select Board and Finance Committee vote on each of the warrant articles individually. The Hamilton Select Board has chosen to wait and vote on the floor of Town Meeting. The Hamilton FinCom voted 5-0 unfavorable action. The Wenham Select Board voted 3-0 favorable action. The Wenham FinCom voted 4-1 favorable action.

In response to questions, Superintendent Tracy stated that the Hamilton FinCom understands the need for the project but has concerns about expending monies involved all at once rather than a phased-in approach. If Wenham should have the funds available between now and the special town meeting in the Fall, Superintendent Tracy believes we could bring this back to the special town meeting but that would need to be a conversation between the Towns.

It was noted that there is now environmentally friendly green lighting in the Buker multipurpose room.

7. Finance & Operations

- a. E & D Certification Announcement [Exhibit](#)
[Exhibit](#)

Assistant Superintendent Leone gave a presentation on the district's Excess and Deficiency and reviewed how E&D is calculated as well as a general timeline on how E&D works. Per DOR: "Excess and Deficiency is the amount by which cash, accounts receivable, and other assets exceed a regional school district's liabilities and reserves."

8. Committee Reports

- a. Capital/Financial Planning Subcommittee

No update.

- b. Policy Subcommittee
 - i. Second Reading and Vote Policy Section F [Exhibit](#)
[Exhibit](#)
[Exhibit](#)
[Exhibit](#)
[Exhibit](#)

Anna Siedzic discussed the proposed policies.

I move that the Hamilton-Wenham Regional School Committee approve policy section FF,

the version with redlined and suggested language, as linked in tonight's agenda.

Motion by: Amy Kunberger

Seconded by: Anna Siedzik

MOTION PASSED 5-0 (Members Allara, Siedzik, Kunberger, Campbell and Frenkel).

I move that the Hamilton-Wenham Regional School Committee adopt policy sections FA, FCB, FFA as linked in tonight's agenda.

Motion by: Amy Kunberger

Seconded by: Anna Siedzik

MOTION PASSED 5-0 (Members Allara, Siedzik, Kunberger, Campbell and Frenkel).

Anna Siedzik noted that the Hamilton-Wenham Regional School Committee has now completed a systematic policy review of the policies that govern the district.

c. Negotiations Subcommittee

Chair Allara stated that members received an email regarding a possible new union for teaching assistants. The group is still working through the state approval process and no action is required of the Committee at this time.

9. Superintendent's Report

Superintendent Tracy discussed some amazing accomplishments, activities and events throughout the district. In response to questions, Superintendent Tracy stated that a search has started for an assistant principal at the middle school. The current interim assistant principal has decided to return to her position as curriculum leader at the end of the year. Superintendent Tracy stated that the district is working with the Town to address the exit driveway pothole/water issue at the Buker School.

10. Chair's Report

Chair Allara stated that the March 30 meeting has been canceled. The next meeting will be April 13 and the Committee will reconstitute at that meeting.

11. Topics for Future Meetings

Assistant Superintendent Leone requested that the student activities account update be included on one of the next two agendas.

12. Vote to Adjourn

I move that the Hamilton-Wenham Regional School Committee adjourn.

Motion by: Anna Siedzik

Seconded by: David Frenkel

MOTION PASSED 5-0 (Members Allara, Siedzik, Kunberger, Campbell and Frenkel).

Respectfully submitted by Bev Zagari, Recording Secretary 3/20/23