



# 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: 84312447849**

**Thursday, May 4, 2023**

**7:00 p.m. - 8:47 p.m.**

#### **Present:**

Dana Allara

Francesca Connors

David Frenkel

Amy Kunberger

David Polito

#### **Also Present:**

Eric Tracy, HWRSD Superintendent

Vincent Leone, Assistant Superintendent of Finance and Administration

1. A School Committee Workshop regarding the Superintendent Evaluation was held from 6:00 p.m. to 7:00 p.m.

#### **2. Call to Order**

With a quorum present, Dana Allara called the meeting to order at 7:03 PM.

#### **3. Pledge of Allegiance**

All those in attendance rose for the Pledge of Allegiance.

#### **4. 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.*

Jack Simons of 245 Sagamore Street, Hamilton stated that he is a member of the Environmental Impact Committee of Hamilton, which was appointed by the Hamilton Select Board. He stated that his reason for attending this evening's meeting was to introduce himself and applaud the District's goals in the 2023-2028 Facilities Road Map. He stated that the Environmental Committee would offer assistance to the district, if needed, in reaching those goals.

There was no further citizen comment. Citizen comment was closed at 7:08 p.m.

#### 4. Review of School Committee Protocols [Exhibit](#)

Dana Allara read School Committee Protocol 3.

#### 6. Review School Committee Mission Statement [Exhibit](#)

David Pollito read the following from the Committee Mission Statement: *The Hamilton-Wenham Regional School Committee will lead and inspire a District that supports and guides the Superintendent to execute and achieve the Approved 2022-2023 District Goals*

#### 7. Student Representative Report; Whitney Fitzgibbons

Whitney Fitzgibbons updated the Committee on events and activities throughout the Hamilton-Wenham Regional School District.

#### 8. Consent Agenda

##### a. Warrants [Exhibit](#)

- Voucher No. 26
- Voucher No. 1041
- Voucher No. 1042
- Voucher No. 1043
- Voucher No 3248
- Voucher No. 3250
- Voucher No. 3251

##### b. Field Trips

- Columbia 2024 [Exhibit](#)
- College Park, MD - National History Day Competition [Exhibit](#)

##### c. Donations

- FOTA - Cutler Annual Multicultural Festival; \$1,250 [Exhibit](#)
- Class of 2022 Donation of 2 Trees to be installed by Iron Rail; \$1,500 [Exhibit](#)
- Hamilton Human Rights Commission Donation of 1 Tree [Exhibit](#)

Amy Kunberger requested to hold the Columbia field trip. Dana Allara requested to hold Voucher 3248 and the History Day Competition.

**I move that the Hamilton-Wenham Regional School Committee approve the consent agenda as written with exception of Voucher 3248, the Columbia field trip and the History Day Competition.**

**Motion by: Francesca Connors**

**Seconded by: Amy Kunberger**

**MOTION PASSED 5-0 (Members Allara, Connors, Frenkel, Kunberger, and Polito).**

In response to a question regarding Voucher 3248, Assistant Superintendent Leone stated that meal tax must be paid on adult school lunches only and that tax amount is on a separate voucher because it must be paid via direct wire.

**I move to approve the consent agenda item Voucher 3248.**

**Motion by: Francesca Connors                      Seconded by: Amy Kunberger**

**MOTION PASSED 5-0 (Members Allara, Connors, Frenkel, Kunberger, and Polito).**

Maija Scarpaci and Matt Jones gave a presentation on the proposed Columbia field trip. In response to questions, they discussed possible fundraising and scholarships for students interested in participating in the trip, refunds/ travel insurance and safety precautions.

**I move that the Hamilton-Wenham School Committee approve the field trip to Columbia in 2024.**

**Motion by: Francesca Connors                      Seconded by: David Polito**

**MOTION PASSED 5-0 (Members Allara, Connors, Frenkel, Kunberger, and Polito).**

In response to a question regarding the History Day Competition, Superintendent Tracy stated that there are always opportunities for students who need financial support to participate in a trip and that information is communicated to families..

**I move that the Hamilton-Wenham Regional School Committee approve the field trip to College Park Maryland for the National History Day Competition.**

**Motion by: Francesca Connors                      Seconded by: Amy Kunberger**

**MOTION PASSED 5-0 (Members Allara, Connors, Frenkel, Kunberger, and Polito).**

Amy Kunberger thanked the Friends of the Arts, Class of 2022 and Hamilton Human Rights Commission for their donations.

## **9. New Business**

a. Class Dues Request Presentation [Exhibit](#), [Exhibit](#)  
Julia Tsappis gave a presentation on proposed class dues at the high school. In response to questions, Julia stated that this year the class raised approximately \$2,500 and she anticipates when class dues information is sent out to families it will include a statement for families to contact advisors if the dues create a financial hardship and there is no penalty to students if they are unable to pay dues.

**I move that the Hamilton-Wenham Regional School Committee allow the high school to charge dues of \$50 for each student at the beginning of the school year.**

**Motion by: Francesca Connors**

**Seconded by: Amy Kunberger**

**MOTION PASSED 5-0 (Members Allara, Connors, Frenkel, Kunberger, and Polito).**

The Committee discussed the possibility of creating a policy to address class dues.

b. MOU with Recreation Department [Exhibit](#)  
Superintendent Tracy discussed the proposed Memorandum of Understanding (MOU) with the Recreation Department. The purpose of this MOU is to establish the terms and conditions and agreed upon times for use of the high school/middle school athletic fields and facilities. He stated that the MOU has been reviewed by the school attorney.

**I move that the Hamilton-Wenham Regional School Committee authorize the Superintendent to sign the memorandum of understanding between Hamilton-Wenham Regional School District and the Town of Hamilton as presented in tonight's agenda.**

**Motion by: Francesca Connors**

**Seconded by: Amy Kunberger**

Discussion: In response to a question, Superintendent Tracy stated that a change was made to the original proposed MOU. Instead of being reviewed annually, the MOU continues in perpetuity and includes an opt out clause. Superintendent Tracy confirmed that both school and town attorneys have reviewed and approved the MOU.

**MOTION PASSED 5-0 (Members Allara, Connors, Frenkel, Kunberger, and Polito).**

## **10. Finance & Operations**

a. FY23 Q3 Year-End Forecast [Exhibit](#), [Exhibit](#)  
Assistant Superintendent Leone gave a presentation on the FY23 Quarter 3 Year-End Forecast. Superintendent Tracy discussed personnel turnover.

## **11. Committee Reports**

- a. Capital/Financial Planning Subcommittee - no update
- b. Policy Subcommittee - David Fenkel provided an update on the policy subcommittee. He stated that the next meeting of the subcommittee is May 22 at 7:00 p.m.
- c. Negotiations Subcommittee - David Polito stated that there was a meeting yesterday regarding the upcoming Teaching Assistants contract and ground rules for negotiations will be discussed at the next meeting on May 17.

## **12. Superintendent's Report**

Superintendent Tracy discussed past and upcoming appreciation days, upcoming MCAS dates, last day for seniors and senior seminars/activities.

## **13. Chair's Report**

Dana Allara stated that before the School Committee meeting this evening there was a workshop regarding logistics on how to complete the superintendent evaluation. She reminded the Committee that evaluations are due to David Polito by May 25, 2023. In response to a question, Dana Allara stated that the Hamilton Master Planning Committee is hosting a virtual community meeting on May 17.

#### **14. Topics for Future Meetings**

David Polito asked that the policy subcommittee discuss a possible policy to provide guidance on class dues and that the subcommittee's recommendation on whether to create a policy be brought to the full Committee for review and discussion at a future meeting. David Frenkel asked that a recurring update on the status of Master Planning be on future agendas. Amy Kunberger asked that the Committee discuss attendance at Candlelight and Graduation.

#### **15. Vote to Adjourn**

**I move to adjourn the meeting.**

**Motion by: David Frenkel**

**Seconded by: David Polito**

**MOTION PASSED 5-0 (Members Allara, Connors, Frenkel, Kunberger, and Polito).**

*Respectfully submitted by Bev Zagari, Recording Secretary 5/9/23*