

School Committee Meeting ([agenda](#))
Buker Elementary School Multipurpose Room
In-Person Meeting, [Zoomlink](#) is for Public Comment Only
Meeting ID: 87586645664
Thursday, August 17, 2023
7:00 p.m. - 9:00 p.m.

Present:

Dana Allara
Francesca Connors
David Frenkel
Amy Kunberger
David Polito

Also Present:

Eric Tracy, HWRSD Superintendent
Assistant Superintendent Leone

1. Call to Order

With a quorum present, Dana Allara called the meeting to order at 7:00 PM.

2. Pledge of Allegiance

All those in attendance rose for the Pledge of Allegiance.

3. Land Acknowledgement

Dana Allara read the HWRSD land acknowledgement. [Exhibit](#)

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.

There was no citizen comment.

5. Review of School Committee Protocols

Amy Kunberger read school committee protocol number 7.

6. Consent Agenda

a. Warrants [Exhibit](#)

- Voucher No. 1
- Voucher No. 2
- Voucher No. 3
- Voucher No. 31

- Voucher No. 1051
- Voucher No. 1052
- Voucher No. 1053
- Voucher No. 1054
- Voucher No. 1055
- Voucher No. 1056
- Voucher No. 1057
- Voucher No. 1058
- Voucher No. 3264
- Voucher No. 3268
- Voucher No. 3269
- Voucher No. 3270
- Voucher No. 3271
- Voucher No. 3272
- Voucher No. 3273
- Voucher No. 3274
- Voucher No. 3275
- Voucher No. 3276
- Voucher No. 3277
- Voucher No. 3278
- Voucher No. 3279
- Voucher No. 3280
- Voucher No. 3281
- Voucher No. 3282
- Voucher No. 3300
- Voucher No. 3301
- Voucher No. 3302
- Voucher No. 3303
- Voucher No. 3304
- Voucher No. 3305

b. Minutes

- June 22, 2023 [Exhibit](#)

c. Other

- 8th Grade Waiver for Field Hockey [Exhibit](#)
- Booster Funded Assistant Coaches [Exhibit](#)
- 2023 Football Boosters Advertising Book [Exhibit](#)
- 2023 Football Boosters Advertising Banners [Exhibit](#)

Francesca Connors requested to hold the Boosters Advertising Banners memorandum and Dana Allara requested to hold the Booster Funded Assistant Coaches memorandum from the consent agenda.

I move that the Hamilton-Wenham Regional School Committee approve the consent agenda as written with the exception of the Booster Advertising Banners memorandum and the Booster Funded Assistant Coaches memorandum.

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 the Booster Banner memo, Superintendent Tracy stated that there was a typo in the memo that should read banner rather than book.

I move to approve Item C bullet 4, Booster Advertising Banners.

Motion by: Francesca Connors

Seconded by: Amy Kunberger

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

In response to a question, Superintendent Tracy stated that there was no dollar figure included on the Booster Funded Assistant Coaches memo so that the coach can be placed on the correct scale of the teachers' contract.

I move to approve Item C bullet 2, Booster Funded Assistant Coaches.

Motion by: Francesca Connors

Seconded by: Amy Kunberger

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

7. New Business

a. Vote District Goals 2023-2024 [Exhibit](#)

Superintendent Tracy reviewed the 2023-2024 district goals. In response to a question, Superintendent Tracy provided additional information on a number of the deliverables listed. He also discussed a concern raised by a member regarding ensuring assessments for data tracking does not constrict teachers teaching.

I move to approve the school district goals for 2023-2024 as presented under new business and as discussed by Superintendent Tracy.

Motion by: Francesca Connors

Seconded by: Amy Kunberger

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

b. Appoint School Physician/Medical Consultant [Exhibit](#)

Dana Allara stated that because her husband is in medical practice with Dr. Yoon she would be recusing herself and turning the gavel over to Amy Kunberger.

Superintendent Tracy discussed the requirement for the district to appoint a school physician/medical consultant annually.

I move to appoint Dr. Yoon as the school physician/medical consultant.

Motion by: Francesca Connors

Seconded by: Amy Kunberger

In response to questions, Superintendent Tracy stated that the position is paid a stipend of \$3,500 per year and this would be Dr. Yoon's second year in this position.

MOTION PASSED 4-0 (Members Connors, Frenkel, Kunberger and Polito)

Amy Kunberger returned the gavel to Dana Allara.

c. Appoint SC Member to attend Opening Day 2023 - August 28, 2023

Dana Allara stated that she was unable to attend opening day and asked other members if they would be available to attend in her place. David Frenkel stated that he could attend.

I move to appoint School Committee member David Frenkel to attend opening day August 28.

Motion by: Francesca Connors

Seconded by: Amy Kunberger

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

d. Discussion: Subcommittees - Scope of Work

The Committee had a discussion regarding the scope of the work of subcommittees and the need for both efficiency and transparency. Subcommittees having a discussion on a topic not tasked to the subcommittee by the full committee should, for transparency and efficiency, bring that topic to the full committee to determine if the full committee is interested in the subcommittee pursuing that topic further.

8. Finance and Operations

- a. Vote to Appoint Treasurer, Kevin Merz
- b. Vote to Appoint Assistant Treasurer, Katie Lavoie

I move to reappoint Treasurer, Kevin Merz and Assistant Treasurer Katie Lavoie.

Motion by: Francesca Connors

Seconded by: Amy Kunberger

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

c. FY23 Year End Budget Overview [Exhibit](#), [Exhibit](#), [Exhibit](#)

Assistant Superintendent Leone gave an overview of the FY23 year end budget.

I move that the Hamilton-Wenham Regional School Committee approve the FY23 Operating & Debt Expense Budget Transfers as recommended here in by the Assistant Superintendent of Finance & Administration and as presented on the previous slide entitled "Year-End Transfer Requests".

Motion by: Francesca Connors

Seconded by: Amy Kunberger

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

9. Subcommittee Reports

- a. Capital/Financial Planning - at the last meeting the Committee discussed athletic fees.
- b. Policy Subcommittee - the next meeting is scheduled for August 22.
- c. Negotiations - there will be an update provided during executive session.
- d. Wenham Master Planning - the committee is preparing to publish and is planning a final outreach.
- e. Hamilton Master Planning - the committee is finalizing goals and will hold another public input session in the fall.

10. Superintendent's Report

Superintendent Tracy discussed preparations for the opening of school. Building work is being finalized. Currently there are 21 unfilled positions that the district is working to fill. New teacher orientation is scheduled for next week, 2nd year teachers will take the Skillful Teaching course. Superintendent Tracy discussed the 4 days of professional development for staff and noted that this year there will be an evening parent teacher conference scheduled at the elementary level.

11. Chair's Report

Francesca Connors provided an update on the status of minutes for subcommittees meetings, including which sets of minutes are available to the public through the district website. Dana Allara stated that the School Committee's summer retreat was very productive.

12. Topics for Future Meetings

There were no topics for future meetings requested.

13. Vote to Adjourn to

I move to enter Executive Session for purpose #3 (To discuss strategy with respect to collective bargaining with TA Union if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares), not to return to Open Session.

Motion by: Dana Allara

Seconded by: Amy Kunberger

MOTION PASSED Roll Call Vote 5-0 (Members Allara, Connors, Frenkel, Kunberger and Polito)