Approved by the HWRSD School Committee on October 5, 2023

School Committee Meeting (agenda)
Buker Elementary School Multipurpose Room
In-Person Meeting, Zoomlink is for Public Comment Only
Meeting ID: 81570423641
Thursday, September 21, 2023
7:00 p.m. - 8:35 p.m.

Present:
Dana Allara
Julia Campbell
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 7:02 PM.

2. Pledge of Allegiance
All those in attendance rose for the Pledge of Allegiance. Dana Allara stated that the meeting is being recorded and live streamed via HWCam.

3. Citizens' Comments Exhibit
Any citizen wishing to speak before the Committee shall identify themself 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 7:04 p.m.

4. Review of School Committee Protocols Exhibit
Dana Allara read School Committee protocol number nine.

5. Student Representative Report; *Julia Tsappis*
Student Representative Student Julia Tsappis updated the Committee on events and activities throughout the Hamilton-Wenham Regional School District.

6. Consent Agenda

a. Warrants Exhibit
- Voucher No. 6
- Voucher No. 1063
- Voucher No. 3312
- Voucher No. 3313

b. Minutes
   - September 7, 2023 Exhibit

c. Donations
   - Learning Through Play in Preschool - EdFund Mini-Grant; $3,400 Exhibit
   - HS Science Department Donation - Cell Signaling Technologies; $5,000 Exhibit

I move that the Hamilton-Wenham Regional School Committee approve the consent agenda as written.

Motion by: Julia Campbell Seconded by: Amy Kunberger

MOTION PASSED 4-0 (Members Allara, Campbell, Kunberger and Polito)

7. New Business

a. CFCE Early Childhood Partners Presentation; *Paige Menchini* Exhibit

Paige Menchini gave a presentation on the work of the Coordinated Family and Community Engagement (CFCE) Early Childhood Partners. The Coordinated Family and Community Engagement Grant is offered by the Massachusetts Department of Early Education and Care. It funds free, community-based educational opportunities, advocacy, connections, and supports that strengthen families and children aged 0-6.

b. Donations for Athletic Facilities Project Draft MOU Exhibit

Superintendent Tracy reviewed the sample MOU for naming rights for the Athletic Facilities Project and the proposed process to be followed for donations.

I move that the Hamilton-Wenham Regional School Committee accept the procedure for accepting MOUs from the Hamilton Wenham Facilities Improvement Committee as submitted tonight by the Superintendent.

Motion by: Julia Campbell Seconded by: Amy Kunberger

MOTION PASSED 4-0 (Members Allara, Campbell, Kunberger and Polito)

I move that the Hamilton-Wenham Regional School Committee accept the sample MOU for the Hamilton Wenham Regional School's Athletic Complex naming rights as presented tonight by the Superintendent.

Motion by: Julia Campbell Seconded by: Amy Kunberger

MOTION PASSED 4-0 (Members Allara, Campbell, Kunberger and Polito)

c. Discuss Visual Communications Exhibit

Amy Kunberger discussed the visual communication proposal for the Hamilton-Wenham Regional School District including the process and timeline. She noted that this is not meant to be a rebrand but an organization and expansion of existing assets.

I move that the Hamilton-Wenham Regional School Committee accept the visual communication proposal as presented.

Motion by: Julia Campbell Seconded by: David Polito

MOTION PASSED 4-0 (Members Allara, Campbell, Kunberger and Polito)

I move that the Hamilton-Wenham Regional School Committee authorize Amy Kunberger to work with the Superintendent on the creation of the visual communication plan.

Motion by: Julia Campbell Seconded by: David Polito

MOTION PASSED 4-0 (Members Allara, Campbell, Kunberger and Polito)

Superintendent Tracy stated that this is an important step to improve communication and promote who we are and what we stand for as a district. The Committee thanked Amy for using her talents and undertaking this project for the district.

d. Vote New School Committee Mission Statement Exhibit

The Committee reviewed the 2023-2024 mission statement.

I move that the Hamilton-Wenham Regional School Committee adopt the 2023-2024 mission statement as written.

Motion by: Julia Campbell Seconded by: Amy Kunberger

MOTION PASSED 4-0 (Members Allara, Campbell, Kunberger and Polito)

e. Vote Additional FTE for FY24 School Year Exhibit

Superintendent Tracy discussed the request to add a 1.0 FTE Library Teacher position to the current budget. He noted that funds to fill this position are available by taking advantage of monies that are available because of positions that are currently still open across the District.

I move that the Hamilton-Wenham Regional School Committee approve an additional 1.0 FTE teaching position for the FY24 budget.

Motion by: Julia Campbell Seconded by: Amy Kunberger

MOTION PASSED 4-0 (Members Allara, Campbell, Kunberger and Polito)

8. Finance and Operations

a. Draft Budget Calendar Exhibit

Assistant Superintendent Leone discussed the proposed FY25 budget calendar. He stated that he was not asking for approval of the calendar this evening but wanted members to have the opportunity to review dates and get back to him with any concerns. He noted that a ⅔ vote is

required for approval of the final budget.

9. Subcommittee Reports

a. Capital/Financial Planning Subcommittee - subcommittee met to schedule additional meetings for the year and to review the proposed budget calendar
b. Policy Subcommittee - subcommittee met and approved additional minutes
c. Negotiations Subcommittee - continuing to have productive conversations with union
d. Secretary Report - negotiations subcommittee have additional minutes ready for approval and policy and capital/finance subcommittees continue to work on past minutes

10. Superintendent's Report

Superintendent Tracy gave an update on the Cutler and Athletics project. He stated that administrative goal setting is underway. Principals will be presenting school improvement plans soon.

11. Chair's Report

Dana Allara reminded members that if they have questions or concerns ahead of a meeting to reach out to her or Superintendent Tracy to discuss.

12. Topics for Future Meetings

Assistant Superintendent Leone asked that approval of the FY25 budget calendar be added to the next meeting agenda. David Polito requested that a discussion regarding AI protocols be scheduled for a future meeting.

Dana Allara stated that there is not a need for an executive session this evening but anticipates having an update for the Committee on negotiations soon.

13. Adjourn

I move to adjourn.

Motion by: Julia Campbell **Seconded by: Amy Kunberger**

MOTION PASSED 4-0 (Members Allara, Campbell, Kunberger and Polito)