



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, [Zoomlink](#) is for Public Comment Only

Meeting ID: 85184289959

Thursday, November 16, 2023

7:00 p.m. - 9:35 p.m.

Present:

Dana Allara

Jennifer Carr

Julia Campbell

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 7:02 PM.

2. Vote to Adjourn to Executive Session

I move to adjourn to executive session for purpose #3 to discuss strategy with respect to collective bargaining with ESP 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, to return to Open Session.

Motion by: Dana Allara

Seconded by: David Polito

MOTION PASSED 6-0 ROLL CALL VOTE (Members Allara, Carr, Campbell, Frenkel, Kunberger and Polito)

Dana Allara called the meeting back to order at 7:10 p.m.

3. 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.

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 were no citizen comments and citizen comment was closed at 7:12 p.m.

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

David Frenkel read School Committee Protocol 1.

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

David Polito read the following from the 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 2023-2024 District Goals

7. Student Representative Report *Evie Bernard*

Evie Bernard updated the Committee on events and activities throughout the Hamilton-Wenham School district.

8. Consent Agenda

a. Warrants [Exhibit](#)

- Voucher No. 10
- Voucher No. 1070
- Voucher No. 1071
- Voucher No. 3327
- Voucher No. 3328
- Voucher No. 3329
- Voucher No. 3330
- Voucher No. 3331
- Voucher No. 3332
- Voucher No. 3333
- Voucher No. 3334

b. Minutes November 2, 2023 [Exhibit](#)

c. Other

- Additional 23-24 Winter 8th Grade Waivers [Exhibit](#)
- Winter Booster Funded Assistant Coaches [Exhibit](#)
- 23-24 Winter HW Ad Books & Game Day [Exhibit](#)

d. Donations

- Subsidize Field Trips for Cutler; Friends of Cutler - \$2191.28 [Exhibit](#)
- Edfund Mini-Grant - VEX Robotics Competition (VCR) at HWRHS; \$4,900 [Exhibit](#)
- School-Wide Assembly Learning the Ropes - Friends of Winthrop; \$800 [Exhibit](#)

e. Field Trips

- DECA State Career Development Conference [Exhibit](#)
- DECA International Career Development Conference [Exhibit](#)

Dana Allara requested to hold the minutes of November 2, 2023 from the consent agenda.

I move that the Hamilton-Wenham Regional School Committee approve the consent agenda as presented, holding the minutes of November 2, 2023.

Motion by: Julia Campbell Seconded by: Jen Carr

MOTION PASSED 6-0 (Members Allara, Campbell, Carr, Frenkel, Kunberger and Polito)

Dana Allara stated that she had reviewed the video and under the Finance and Operations section the question was regarding OPEB not pensions.

I move to approve the minutes of November 2, 2023 replacing the word “pension” with the word “OPEB” under Section 9 Finance and Operations.

Motion by: Julia Campbell Seconded by: Jen Carr

MOTION PASSED 6-0 (Members Allara, Campbell, Carr, Frenkel, Kunberger and Polito)

9. New Business

a. DECA Presentation [Exhibit](#)

Members of DECA leadership gave a presentation regarding the DECA program. They thanked the Committee for their support of the program.

b. Vote 2023-2026 ESP Contract [Exhibit](#)

I move that the Hamilton-Wenham Regional School Committee approve 2023-2026 ESP Contract as presented in the exhibit attached to the agenda

Motion by: Julia Campbell Seconded by: Jen Carr

The Committee noted a few minor formatting updates that need to be completed on the document.

MOTION PASSED 6-0 (Members Allara, Campbell, Carr, Frenkel, Kunberger and Polito)

c. MSBA - Cutler School Education Plan [Exhibit](#)

Superintendent Tracy stated that the Cutler School Education Plan was recently voted and accepted by the Cutler School Building Committee. He thanked all who worked to put the plan together. He stated that this document will be available on the district website and if any members have questions regarding the plan to reach out to him.

10. Finance and Operations

a. Superintendent’s Initial Recommended Budget Presentation [Exhibit](#), [Exhibit](#)

Assistant Superintendent Leone gave a presentation on the initial recommended budget for FY25. He noted that this is an initial presentation and he anticipates there will be changes over the next few months. He thanked Superintendent Tracy and the leadership team for their input in developing the budget.

11. Committee Reports

- a. Capital/Financial Planning Subcommittee - next meeting December 20
- b. Policy Subcommittee - meeting on December 4
- c. Negotiations Subcommittee - ESP negotiations complete
- d. Secretary Report - Capital/Financial Planning Subcommittee has 16 sets of outstanding minutes and the goal is to have drafts completed all by the end of the month. The Policy Subcommittee has 4 sets of outstanding minutes and the Negotiations Subcommittee is up to date.

12. Superintendent's Report

Superintendent Tracy discussed the student partnerships on the Patton Park clean up and Habitat for Humanity project on Asbury Street. He reminded the community that this weekend is the Cutler ski and skate sale and architects and staff will be available at the sale to answer questions and provide information on the proposed project. Superintendent Tracy discussed the number of school nurse visits in October and stated that the current retention rate for visits is 92%

13. Chair's Report

Dana Allara stated that Francesca Connors has resigned her position on the Committee. Dana reviewed the process used to replace a school committee member and noted that a new member will be appointed until the election in April, then the election will be open to all to run for the remaining two years of the term. Dana Allara discussed the recent MASC meeting she attended and reviewed the results of the votes taken on the resolutions. She stated that she is working on keeping the length of meetings on track and noted that the average meeting length to date this year is 1 hour and 56 minutes.

14. Topics for Future Meeting

David Frenkel requested a discussion on Robert's Rules. Assistant Superintendent Leone requested to add the approval of the sale for debit of the Athletic project and a request to enter into negotiations with the auditing firm for a new 3-year contract.

15. Vote to Adjourn

I move to adjourn the meeting of the Hamilton-Wenham Regional School Committee at 9:35 p.m.

Motion by: David Frenkel by: Jen Carr

MOTION PASSED 6-0 (Members Allara, Carr, Frenkel, Kunberger and Polito)