Approved by the HWRSD School Committee on May 2, 2024

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: 84263477457
Thursday, April 25, 2024
7:00 p.m. - 9:50 p.m.

Present:
Dana Allara
Jen Carr (arrived approximately 7:25)
David Frenkel
Trent Honda
Amy Kunberger
David Polito

Also Present:
Eric Tracy, HWRSD Superintendent
Vincent Leone, Assistant Superintendent

1. Call to Order
At 7:00 pm Dana Allara called the meeting to order.

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

3. School Committee Reorganization: Tabulation of Election Results
- Town of Hamilton Exhibit
- Town of Wenham Exhibit

Dana Allara read the official School Committee election results for the Towns of Hamilton and Wenham. She stated that Trent Honda has been elected to the two-year term and Julia Campbell and Jennifer Carr have been elected to three-year terms and all have been sworn-in.

4. Introduce Elected School Committee Members for Term 2024-2027

Dana Allara stated that without objection she would take the student representative report out of order.

5. Student Representative Report; *Jake Collins*

Jake Collins updated the Committee on events and activities throughout the Hamilton-Wenham Regional School District.

6. Citizens' Comments
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.

Nicholas White, 153 Woodland Mead, spoke against the proposed combined elementary schools project.

Eric Musser, Naples Rd., spoke against the proposed combined elementary schools project.

Gary Cheeseman, Wenham Select Board Member, 75 Pleasant Street, spoke in support of the combined elementary schools project.

Lou Terranova, 154 Woodland Mead, spoke against the proposed combined elementary schools project.

Francesca Connors, 343 Bay Road, spoke against the proposed combined elementary schools project.

Erica Tortorici, 85 Woodland Mead, spoke against the proposed combined elementary schools project.

Nancy McWhirter, 18 Cunningham Drive, spoke against the proposed combined elementary schools project.

Michael Madden, Highland Street, spoke against the proposed combined elementary schools project.

Rosemary Kennedy, Hamilton Select Board member, spoke against the proposed combined elementary schools project and expressed concern about the handling of school finances including moving forward with the field project while the high school needs a roof replacement.

Jeff Austin, Sharon Road, spoke against the proposed combined elementary schools project.

At 7:40 p.m. citizen comment closed.

7. Review of School Committee Protocols Exhibit
Julia Campbell read School Committee Protocol 11.

8. Review of School Committee Mission Statement Exhibit
David Frenkel read the following from the School Committee mission statement: *The Hamilton-Wenham Regional School Committee will lead and inspire a District that Empowers*

administrators to seek innovation, responsiveness, and creativity in all aspects of District operations.

9. Consent Agenda

a. Warrants Exhibit
- Voucher No. 23
- Voucher No. 1093
- Voucher No. 3378
- Voucher No. 3379
- Voucher No. 3380
- Voucher No. 3381
- Voucher No. 3382
- Voucher No. 3383

b. Minutes
- April 4, 2024 Exhibit

c. Field Trip
- Class of 2026 - York, Maine Exhibit

d. Donations
- FOTA Grant - Spring Concert Musicians MRMS/HWRHS; $1,200 Exhibit
- FOTA Grant - Support for MRMS METG Participation; $750 Exhibit
- Hamilton-Wenham Community House - Hydroponic Growing Stations; $2,800 Exhibit
- Arbor Day Event Donation - Tree; $100 Exhibit

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

Motion by: David Polito **Seconded by: Jen Carr**

MOTION PASSED 7-0 (Members Allara, Campbell, Carr, Frenkel, Honda, Kunberger and Polito)

10. New Business

Dana Allara stated that without objection the Committee would take item g out of order.

g. Preferred HW Elementary School Option Discussion Exhibit

Superintendent Tracy gave a presentation on the MSBA process to date. He stated that the full presentation will be linked to the agenda after the meeting. The Committee discussed a member's concerns regarding the make-up of the School Building Committee, concerns regarding communication with the community and the need to gather the support of the community to move forward with a building project. In response to a question, Superintendent Tracy discussed the impact of the scheduled School Committee vote for the next meeting. He

stated that a yes vote at the next meeting means the Committee is approving the grade reconfiguration and moves forward the project as voted by the School Building Committee. A no vote informs the School Building Committee that the School Committee does not support moving forward with the recommended project and gives the Committee an opportunity to outline the reasons why you do not support the project so the School Building Committee can come to another decision on the remaining 5 options. A no vote will push the timeline out one to two months and may delay presenting at the April Town Meeting. He stated that he had spoken to MSBA and he does not believe that such a delay would jeopardize MSBA funding.

I move that the Hamilton-Wenham Regional School Committee contract with a polling company to determine the will of the voters on the school building project.

Motion by: Trent Honda Seconded by: Amy Kunberger

Amy Kunberger offered the following friendly amendment to the motion: *and to allow the School Building Committee to work with the outside vendor*. Trent Honda accepted the friendly amendment.

I move that the Hamilton-Wenham Regional School Committee contract with a polling company to determine the will of the voters on the school building project and to allow the School Building Committee to work with the outside vendor.

Motion by: Trent Honda Seconded by: Amy Kunberger

Superintendent Tracy stated that with a concern regarding the make-up of the School Building Committee, it may be best not to have the polling company work with the School Building Committee on creating the community poll. In response to a question Assistant Superintendent Leone stated that this would need to go out to bid if over $50,000.

I move to amend the motion and replace *and to allow the School Building Committee* with *and that the School Committee assemble an ad hoc committee of School Committee members to work with the outside vendor*.

Motion by: Trent Honda Seconded by: Amy Kunberger

Amendment Passed 6-1 (Members Allara, Campbell, Frenkel, Honda, Kunberger and Polito voted yes and Member Carr voted no)

The vote on the motion as amended passed 7-0 (Members Allara, Campbell, Carr, Frenkel, Honda, Kunberger and Polito)

Final motion as amended: I move that the Hamilton-Wenham School Committee contract with a polling company to determine the will of the voters on the school building project and that the School Committee assemble an ad hoc committee of School Committee members to work with the outside vendor.

The Committee discussed the creation of an ad hoc committee.

David Polito nominated Trent Honda to serve on the ad hoc committee, Jen Carr seconded the nomination. Amy Kunberger nominated David Polito to serve on the ad hoc committee, Jen Carr seconded the nomination. David Frenkel nominated himself to serve on the ad hoc committee, Amy Kunberger seconded the nomination.

The vote on the nominations was 7-0 (Members Allara, Campbell, Carr, Frenkel, Honda, Kunberger and Polito)

a. Vote Updated 24-25 Calendar Exhibit

Superintendent Tracy reviewed two small proposed changes to the 2024-2025 school calendar.

I move the Hamilton-Wenham Regional School Committee approve the updated 2024-2025 calendar as presented.

Motion by: David Polito Seconded by: Jen Carr

MOTION PASSED 7-0 (Members Allara, Campbell, Carr, Frenkel, Honda, Kunberger and Polito)

b. Vote Office Personnel Agreement 2024-2027 Exhibit

David Polito stated that the Office Personnel Union has ratified the agreement.

I move that the Hamilton-Wenham Regional School Committee approve the Office Personnel Agreement for 2024-2027 as presented.

Motion by: David Polito Seconded by: Amy Kunberger

MOTION PASSED 7-0 (Members Allara, Campbell, Carr, Frenkel, Honda, Kunberger and Polito)

c. Superintendent Summative Evidence Exhibit

Superintendent Tracy stated that the summative evaluation evidence has been updated and will continue to be updated throughout the year. Dana Allara stated that the timeline for the Superintendent's evaluation process will be discussed at the next meeting.

d. Northshore Education Consortium FY2025 Budget Exhibit

Superintendent Tracy stated that each year the Consortium asks member districts to share their budget with the member communities.

e. IAQ Policy Discussion Exhibit

I move to table this item until the next meeting.

Motion by: David Frenkel **Seconded by: Jen Carr**

MOTION PASSED 7-0 (Members Allara, Campbell, Carr, Frenkel, Honda, Kunberger and Polito)

f. School Committee Reorganization: Appoint School Committee Members to the Following Positions: Chair, Vice Chair, Secretary, and Warrant Signer

Dana Allara turned the gavel over to Superintendent Tracy for the reorganization.

Amy Kunberger nominated Dana Allara for Chair. Trent Honda seconded the nomination. The vote was 7-0 (Members Allara, Campbell, Carr, Frenkel, Honda, Kunberger and Polito)

Superintendent Tracy returned the gavel to Dana Allara.

Julia Campbell nominated Amy Kunberger for Vice Chair. Jen Carr seconded the nomination. The vote was 7-0 (Members Allara, Campbell, Carr, Frenkel, Honda, Kunberger and Polito)

Julia Campbell nominated David Polito for Secretary. Jen Carr seconded the nomination. The vote was 7-0 (Members Allara, Campbell, Carr, Frenkel, Honda, Kunberger and Polito)

Jen Carr nominated Julia Campbell for Warrant Signer. Amy Kunberger seconded the nomination. The vote was 7-0 (Members Allara, Campbell, Carr, Frenkel, Honda, Kunberger and Polito)

Jen Carr nominated Trent Honda as backup warrant signer. Amy Kunberger seconded the nomination. The vote was 7-0 (Members Allara, Campbell, Carr, Frenkel, Honda, Kunberger and Polito)

I move that Hamilton-Wenham Regional School Committee allow all committee members to sign warrants on an as needed basis.

Motion by: David Polito **Seconded by: Jen Carr**

The motion passed 7-0 (Members Allara, Campbell, Carr, Frenkel, Honda, Kunberger and Polito)

Julia Campbell nominated Jen Carr as Assistant Secretary. Amy Kunberger seconded the nomination. The vote was 7-0 (Members Allara, Campbell, Carr, Frenkel, Honda, Kunberger and Polito)

i. Sub-Committees for 2024-2025

I move to table the sub-committee discussion until next week.

Motion by: David Polito **Seconded by: Jen Carr**

The motion passed 7-0 (Members Allara, Campbell, Carr, Frenkel, Honda, Kunberger and Polito)

11. Finance Operations

a. Assistant Treasurer Update

Assistant Superintendent Leone stated that Assistant Treasurer Lavoie has resigned. He and the District Treasurer have advertised the position and have 3 applicants to interview. He asked if the Committee wanted to be involved in the process or if they prefer to continue with past practice of having their recommended candidate come to the Committee for final approval. No member requested to be involved in the initial interview process. Assistant Superintendent Leone will bring the recommended candidate to the Committee for final approval.

12. Committee Reports

a. Capital/Financial Planning Subcommittee - meeting postponed
b. Policy Subcommittee - no meeting scheduled at this time
c. Negotiations Subcommittee - next meeting with the Teachers Union is Tuesday
d. Secretary Report - report will be available at next meeting

13. Superintendent's Report

Superintendent Tracy discussed the National Honor Society Ceremony held last evening. In response to a request, Superintendent Tracy stated that in the future he would email reminders to Committee members regarding these types of events.

14. Chair's Report

Dana Allara also discussed the National Honor Society Ceremony. She stated that Janell Powers would be reaching out on her behalf to the Select Board members to schedule a meeting to discuss the regional agreement. She confirmed August 9th as the School Committee retreat date. She stated that the average School Committee meeting length this year has been 1 hour and 46 minutes.

15. Topics for Future Meeting

Requested topics included a discussion regarding the MSBA submission on next week's agenda and a follow up discussion before the end of the year regarding possible change in school start time.

16. Adjourn

I move to adjourn the meeting.

Motion by: David Frenkel **Seconded by: Julia Campbell**

The motion passed 7-0 (Members Allara, Campbell, Carr, Frenkel, Honda, Kunberger and Polito)