Approved by the HWRSD School Committee on June 6, 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: 87376758265
Thursday, May 16, 2024
7:00 p.m. - 9:25 p.m.

Present:
Dana Allara
Julia Campbell
Jen Carr
David Frenkel
Trent Honda
Amy Kunberger
David Polito

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

1. **Workshop (Buker - Room 8)**
   a. Superintendent Evaluation Process

2. **Call to Order**
At 7:01 pm Dana Allara called the meeting to order.

3. **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.

Dana Allara stated that with no objection from the Committee, she would take the student report out of order.

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

5. **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.

Jeff Austin, 50 Sharon Road, spoke against the consolidated elementary school project. Mr. Austin read a portion of a statement from Mr. Kevin Rich, 19 Cunningham Drive, regarding the importance of faculty and staff in education.

Robin Reyes continued reading Mr. Rich's statement started by Mr. Austin where he encouraged hiring and retaining top staff and completing comprehensive upgrades to facilities and ensuring long-term maintenance.

Ed McCarthy, 60 Cunningham Drive, thanked the Committee for their work and spoke against the consolidated elementary school project.

Eric Musser, Naples Road, spoke against the consolidated elementary school project.

Erica Tortorici, 85 Woodland Meade, spoke against the consolidated elementary school project. Ms. Tortorici's husband continued her statement against the consolidated elementary school project.

Francesca Connors, 343 Bay Road, spoke against the consolidated elementary school project.

Jessie Hurley, 17 Patton Drive, continued Francessca Connor's statement speaking against the consolidated elementary project and asked for research showing the consolidated project is best for students as well as the long-term financial impact of the project to the town.

Dana Allara stated that there is one person on zoom who wishes to make a comment and one person in the room and after those two comments, the Committee will then be closing the public comment section.

Kim Stovink, Boardman Lane, a member of the Environmental Impact Committee, encouraged the School Committee to make sure a sustainable building is at the top of their list. She thanked Superintendent Tracy for including information in his recent newsletter about no idling in the school drop off and pick up lines.

Deb Stafford, 46 Maple Street, discussed concerns about the transformation to the Town of developing the site of the current Winthrop School and encouraged the Committee to ensure the survey includes information on all options and goes to all community members.

At 7:41 Dana Allara temporarily adjourned the meeting. At 7:47 p.m. Dana Allara called the meeting back to order.

6. Review of School Committee Protocols Exhibit
Jen Carr read School Committee Protocol 13.

7. Review of School Committee Mission Statement Exhibit

Trent Honda read the following from the School Committee mission statement: *The Hamilton-Wenham Regional School Committee will lead and inspire a District that inspires all students to realize their fullest potential and feel a powerful sense of individual and collective belonging.*

Dana Allara stated it is important to have these conversations in public and in a way that is respectful and she appreciates hearing from the public.

8. Consent Agenda

a. Warrants Exhibit
- Voucher No. 25
- Voucher No. 1097
- Voucher No. 3390
- Voucher No. 3391
- Voucher No. 3392
- Voucher No. 3393
- Voucher No. 3394

b. Minutes
- May 2, 2024 Exhibit

c. Donations
- EdFund Mini Grant - Therapeutic Learning Environment; $3,515.27 Exhibit

Amy Kunberger requested to hold the Ed Fund Mini Grant from the consent agenda and Dana Allara requested to hold the minutes of May 2 from the consent agenda.

I move that the Hamilton-Wenham Regional School Committee accept the consent agenda as written, holding the minutes of May 2 and Ed Fund Mini Grant

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

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

Superintendent Tracy stated that due to availability issues some items could not be purchased through the original vendor so the mini grant was increased to $4,962.25 in order to purchase items from a different vendor.

I move that the Hamilton-Wenham Regional School Committee accept the donation from EdFund Mini Grant - Therapeutic Learning Environment of $4,962.25.

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

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

Dana Allara requested that the Chair Report and Committee Report be struck through on the minutes because discussions did not occur.

I move that the Hamilton-Wenham Regional School Committee approve the minutes of May 2, 2024 striking the Committee Report and Chair Report.

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

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

9. New Business

a. 2024-2025 School Committee Meeting Schedule Exhibit

Committee discussed the proposed calendar.

I move that the Hamilton Wenham School Committee approve the school year 2024-2025 School Committee meeting scheduled as presented in the agenda.

Motion by: David Polito **Seconded by: Amy Kunberger**

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

b. Superintendent's Composite Evaluation Discussion

Dana Allara reviewed the evaluation process discussed at the last meeting. Individual evaluations are due on May 23, evaluation to be discussed at the June 6 meeting and voted at June 6 or if further discussion needed could be voted at the June 20 meeting. David Polito offered to compile the evaluations.

I move to appoint David Polito to compile the Superintendent evaluations.

Motion by: Amy Kunberger **Seconded by: Jen Carr**

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

Dana Allara asked members to email their evaluations to David Polito by May 23rd.

c. School Building Polling Subcommittee Update

Trent Honda, David Frenkel and David Polito discussed their meeting with Cygnal Polling. They shared that Cyngal Polling had worked with Governor Baker in the past and is a top rated polling company. The poll would not be a poll of the entire community but a representative sample based on the demographic breakdown of the district. The price quoted was between $8,900 and $11,600 depending on the information to be included in the poll. Cygnal stated they would survey participants, broken down by identified demographic groups. The poll would be

multi-mode polling to ensure returns and they will continue polling until the numbers for each demographic group is filled, total number of respondents will be 300. Their experts will assist the ad hoc committee with the polling questions to ensure that the demographics numbers are met and the ad hoc committee will provide information on the recommended project with a bulleted list of pros and cons and possibly include questions on additional SBC options with the pollster helping to guide the questions to ensure transparency and to ensure the survey results in statistically significant data. Cygnal stated that they would be able to have a report back to the Committee within 72 hours. The ad hoc committee stated that they had talked to another polling vendor and they estimated 7 weeks to do a mail poll and it would be approximately double the cost of the Cygnal estimate. In response to a question, all three members of the ad hoc committee agreed that they believe the Cygnal proposal is the best option. Cygnal will produce a report and is willing to present the report to the Committee.

In response to questions from the community the Committee reviewed the estimated time to survey the entire community of six to seven weeks, the projected cost increases that the Towns would incur with additional delays to the project and explained that a demographic sample is just a poll and the community still must vote to approve the project.

I move to authorize the ad hoc committee to contract with the polling company for an amount not to exceed $12,500.

Motion by: Amy Kunberger **Seconded by: Jen Carr**

In response to a question, Superintendent Tracy stated that the district would have to ask for an additional quote in order to meet state purchasing law.

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

I move to authorize the ad hoc committee to work with the polling company to create the content of the poll and to deploy the poll.

Motion by: Amy Kunberger **Seconded by: David Frenkel**

In response to a question, Dana Allara stated that the ad hoc committee could not create and share a google document but could share information directly with the ad hoc committee chair. In response to a question Dana Allara stated that the ad hoc subcommittee is made up of 3 members voted on by the full committee.

MOTION PASSED 6-0-1 (Members Allara, Carr, Frenkel, Honda, Kunberger and Polito voted yes Member Campbell abstained)

d. MSBA Grade Configuration Discussion Exhibit

Superintendent Tracy discussed, for information purposes, the need for School Committee approval of any change to grade configurations and notification of that approval to MSBA.

e. Committee and Liaison Assignments

The Committee discussed the subcommittee and liaison assignments.

I move that the Hamilton-Wenham Regional School Committee select the following members to the following subcommittees: Policy Subcommittee: Amy Kunberger, Julia Campbell, Jen Carr; Negotiations Subcommittee: David Polito, David Frenkel, Dana Allara; Capital Finance: Julia Campbell, Trent Honda, Jen Carr

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

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

The Committee discussed liaison positions. Superintendent Tracy stated that he would check to ensure Julia Campbell is still on the email distribution list for the Wellness Committee.

I move to appoint the following members to liaison positions: Buker Elementary - Julia Campbell, Cutler Elementary - Amy Kunberger, Winthrop Elementary - Amy Kunberger, MRMS Trent Honda, RHS - Jennifer Carr, Hamilton Select Board - Trent Honda, Hamilton Finance Committee - Dana Allara, Wenham Select Board - David Frenkel, Wenham Finance Committee - David Polito, Wellness Committee - Julia Campbell, SEPAC - David Frenkel, Athletic Facilities Improvement Building Committee - Jennifer Carr

Motion by: Amy Kunberger **Seconded by: David Polito**

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

10. Finance Operations

a. Vote to Appoint Assistant Treasurer Exhibit

Assistant Superintendent Leone requested the Committee's approval to appoint Corinna J. Warner as the assistant treasurer.

I move that the Hamilton-Wenham Regional School Committee appoint the assistant treasurer as recommended by Assistant Superintendent Leone and as presented in tonight's agenda.

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

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

11. Committee Reports

a. Capital/Financial Planning Subcommittee - will schedule meeting and vote on roles within subcommittee
b. Policy Subcommittee - will schedule meeting and vote on roles within subcommittee
c. Negotiations Subcommittee - met last week with the Teachers Union, meeting tonight to discuss the PEC agreement and next Thursday another meeting with the Teachers

Union. Superintendent Tracy and Assistant Superintendent Leone met with both AFSCME groups.

d. Secretary Report - a document with link to the outstanding meeting minutes has been shared with members. Capital Finance 7 outstanding minutes (some from 2017, 2019 and 2022); Policy 10 outstanding minutes (some from 2019, 2020, 2023); Negotiations up to date.

12. Superintendent's Report

Superintendent Tracy stated that tomorrow is the final day of classes for seniors and then senior events begin. Graduation is June 1. He discussed the senior symposium, the upcoming 8th grade DC trip and provided an update on the field project.

13. Chair's Report

Dana Allara discussed the senior symposium. She reminded members that their superintendent evaluations are due to David Polito by May 23rd.

14. Topics for Future Meetings

Trent Honda stated that he will see if the polling company will be available to present at the June 6 meeting. If the report is available earlier, it will be shared with members. David Polito stated that he will be late to the meeting due to a work commitment. Superintendent Tracy requested to recognize at the June 6 meeting the students who presented to the Committee throughout the year.

15. Adjourn

I move to adjourn into Executive Session for purpose #3 (To discuss strategy with respect to collective bargaining the PEC Agreement) 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 not return to Open Session.

Motion by: Dana Allara **Seconded by: Amy Kunberger**

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