



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: 83583879323

Thursday, April 3, 2025

7:00 p.m. - 7:51 p.m.

Present:

Dana Allara

Jen Carr

David Frenkel

Trent Honda

Amy Kunberger

David Polito

Also Present:

Eric Tracy, HWRSD Superintendent

Vincent Leone, Assistant Superintendent

1. Call to Order

At 7:01 p.m. Dana Allara called the meeting to order.

2. Pledge of Allegiance

All those in attendance rose for the Pledge of Allegiance.

3. Citizen's 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 during citizen comment. The Committee opened comments later in the meeting for a citizen who arrived late.

4. Review of School Committee Protocol [Exhibit](#)

Trent Honda read School Committee protocol number 12.

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

Jen Carr read the following from the mission statement: *The Hamilton-Wenham Regional School District School Committee's mission is to ensure our schools create graduates with a passion for lifelong learning together with the critical skills needed to maximize their potential. 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

6. Recognition of School Committee Members

The Committee recognized David Polito, David Frenkel and Amy Kunberger for their years of service to the School Committee.

Citizen Comment (continued)

Dana Allara stated that with no objection from the Committee, she would allow the citizen who arrived after citizen comment closed to speak. There was no objection.

Sandra Fisher, Greenbrook Road, asked when the brochure regarding the consolidated school would be available. The Committee stated that the flyer is available at town meeting. She also asked the Committee to provide information on their Plan B if the consolidated school does not pass.

7. Consent Agenda

- a. Warrants [Exhibit](#)
 - Voucher No. 22
 - Voucher No. 1036
 - Voucher No. 1037
 - Voucher No. 4088
 - Voucher No. 4090
 - Voucher No. 4091
- b. Minutes
 - March 20, 2025 [Exhibit](#)
- c. Donations
 - Booster Funded - 0.5 FTE Assistant Softball Coach; \$1,798 [Exhibit](#)
 - Friends of Winthrop - Field Trip Costs; \$5,044 [Exhibit](#)
 - Institution for Savings - Class of 2025 Senior Farewell Event; \$1,000 [Exhibit](#)
 - Micheal Smith - Piano Donation to Miles River Middle School; \$3,000 [Exhibit](#)
- d. Field Trips
 - High School Field Trip to Spain - April 2026 [Exhibit](#)

I move that the Hamilton-Wenham Regional School Committee approve the consent agenda as presented in the exhibit.

Motion by: David Polito

Seconded by: Jen Carr

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

8. New Business

a. Bus Contract Duration [Exhibit](#)

Assistant Superintendent Leone discussed the reasons behind the administration's request to extend the bus contract duration. He stated that the proposed motion does not lock the district into a contract it just allows the district to seek bids for the length of time discussed. The Committee will have the opportunity to review and approve any contract.

I move that the Hamilton-Wenham Regional School Committee authorize the Assistant Superintendent of Finance & Administration to issue an Invitation for Bids for Electric Bus Transportation Services and to secure a contract for such services for a length of eight years with two individual one-year options available to the Regional School District to extend for a total potential contract term of ten years.

Motion by: David Polito

Seconded by: Amy Kunberger

In response to questions; Assistant Superintendent Leone stated that the 16 buses would transport regular education and in-district special education students but would not transport out-of-district special education students; the grant money is currently held by the EPA, not the district; wording could be included in any contract that if grant funding is reduced or eliminated the district will have the right to amend; the district can put out requests for bids for both electric and diesel and he believes, but is not certain, that the district's current bus company would be hesitant to take this on.

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

b. Second Reading & Vote - Updated Policy DJEA - Purchasing Requirements [Exhibit](#)

I move that the Hamilton-Wenham Regional School Committee vote to approve the updated policy DJEA Purchasing Requirements as presented in tonight's exhibit.

Motion by: David Polito

Seconded by: Amy Kunberger

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

c. Second Reading & Vote - Updated Policy DJEB - Purchasing Requirements over \$50k [Exhibit](#)

I move that the Hamilton-Wenham Regional School Committee vote to approve the updated policy DJEB Purchasing Requirements over \$50k as presented in tonight's exhibit.

Motion by: David Polito

Seconded by: Jen Carr

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

9. Finance & Operations

10. Committee Report

- a. Capital/Financial Planning Subcommittee - next meeting date tbd
- b. Policy Subcommittee - next meeting April 9
- c. Negotiations Subcommittee - no update
- d. Secretary Report - David Polito will email updated list

11. Superintendent's Report

Superintendent Tracy discussed the recent one-night-only debut, "Being Alive," presented by our local Broadway star Jake Ryan Flynn, a senior at HWRHS.

12. Chair's Report

Dana Allara reminded the Committee of upcoming dates, town meeting this Saturday, town election on April 10, the superintendent will be presenting his summative evidence on April 17 and member's individual superintendent evaluations are due May 5.

13. Topics for Future Meetings

14. Adjourn

I move to adjourn at 7:51 p.m

Motion by: David Frenkel

Seconded by: David Polito

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