



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: 92406678711

Tuesday, August 21, 2025

7:00 p.m. - 9:15 p.m.

Present:

Dana Allara

Meghan Benson

Julia Campbell

Jen Carr

David Frenkel

Amy Kunberger

Also Present:

Eric Tracy, HWRSD Superintendent

Vincent Leone, Assistant Superintendent

1. Call to Order

At 7:00 p.m. 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 recorded and live streamed via HWCAM.

3. Citizen's Comments [Exhibit](#)

There was no citizen comment.

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

Jen Carr read School Committee protocol number 1.

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

Megan Benson 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 attracts and retains high-quality educators, by acknowledging and respecting their expertise and professionalism.*

6. Consent Agenda

a. Warrants [Exhibit](#)

- Voucher No. 31
- Voucher No. 33
- Voucher No. 1050
- Voucher No. 1051
- Voucher No. 1052
- Voucher No. 1053
- Voucher No. 4123
- Voucher No. 4124
- Voucher No. 4125
- Voucher No. 4126
- Voucher No. 4127
- Voucher No. 4128
- Voucher No. 4129
- Voucher No. 4130
- Voucher No. 4131
- Voucher No. 4132
- Voucher No. 4133
- Voucher No. 4134
- Voucher No. 4135
- Voucher No. 4136
- Voucher No. 4137
- Voucher No. 4138
- Voucher No. 4139
- Voucher No. 4140
- Voucher No. 4141
- Voucher No. 4142

b. Warrants FY26 [Exhibit](#)

- Voucher No. 1
- Voucher No. 2
- Voucher No. 3
- Voucher No. 1060
- Voucher No. 1061
- Voucher No. 1062
- Voucher No. 1063
- Voucher No. 1064
- Voucher No. 4150
- Voucher No. 4151
- Voucher No. 4152
- Voucher No. 4153 - Electric Bus
- Voucher No. 4154
- Voucher No. 4155
- Voucher No. 4156

- c. Minutes
 - June 24, 2025 [Exhibit](#)
- d. Other
 - 25-26 School Year Fall Middle Level Waivers [Exhibit](#)
 - 25-26 Fall Programs & Roster Ads [Exhibit](#)
 - 25-26 Fall Booster Funded Assistant Coach [Exhibit](#)
 - Athletic Field Opening Celebration Ads [Exhibit](#)

Dana Allara requested to hold voucher 4153 from the consent agenda.

I move that the Hamilton-Wenham Regional School Committee accept the consent agenda as presented except for voucher 4153.

Motion by: Julia Campbell

Seconded by: Amy Kunberger

MOTION PASSED 6-0 (Members Allara, Benson, Campbell, Carr, Frenkel and Kunberger voted yes)

I move that the Hamilton-Wenham Regional School Committee approved voucher 4153 as presented in the agenda.

Motion by: Julia Campbell

Seconded by: Amy Kunberger

In response to a question, Assistant Superintendent Leone stated that the description “electric bus” was included with voucher 4153 for informational purposes.

MOTION PASSED 6-0 (Members Allara, Benson, Campbell, Carr, Frenkel and Kunberger voted yes)

7. New Business

- a. Approve Election Warrant [Exhibit](#)

Dana Allara and Superintendent Tracy described the election warrant process.

I move that the Hamilton-Wenham Regional School Committee approve the election warrant as listed in the agenda.

Motion by: Julia Campbell

Seconded by: Jen Carr

In response to questions, Superintendent Tracy stated that counsel has advised that this information can be posted on the district’s website but the information cannot be included in the superintendent newsletter. He stated that the Wenham Museum has been used for voting in the past and the time of the election is per MGL.

MOTION PASSED 6-0 (Members Allara, Benson, Campbell, Carr, Frenkel and Kunberger voted yes)

School Committee members signed the election warrant.

b. Updated GPA Scale [Exhibit](#)

Principal Menegoni discussed the updated GPA scale which will go into effect immediately, and be applied to all courses taken at Hamilton-Wenham Regional High School by students from the classes of 2026, 2027, 2028, and 2029. The updated GPA scale will align the high school with the GPA scale utilized by the Massachusetts Board of Higher Education.

I move that the Hamilton-Wenham Regional School Committee approve the updated GPA scale as presented on the agenda.

Motion by: Julia Campbell

Seconded by: Amy Kunberger

MOTION PASSED 6-0 (Members Allara, Benson, Campbell, Carr, Frenkel and Kunberger voted yes)

c. Updated Grade Scale [Exhibit](#)

Principal Menegoni discussed the proposed update to the grade scale at Hamilton-Wenham Regional High School. The proposal is to change the bottom cutoff for a grade of A from a 94 to a 93. In addition, this change will be applied to all grades earned to date by students in the classes of 2026, 2027, and 2028. The shift to a bottom cutoff for an A at 93 provides more consistency within the grade scale and is aligned with grade scales in comparable high schools.

I move that the Hamilton-Wenham Regional School Committee approve the updated grade scale as presented on the agenda.

Motion by: Julia Campbell

Seconded by: Meghan Benson

MOTION PASSED 6-0 (Members Allara, Benson, Campbell, Carr, Frenkel and Kunberger voted yes)

d. Updated Competency Determination [Exhibit](#)

Principal Menegoni reviewed the proposal to have an interim CD for the Class of 2026 in order to ensure students who have not earned the CD as of January 3, 2025 (via MCAS) meet the recent update from the Department of Education CD requirement. Superintendent Tracy stated that the administration is recommending the Committee adopt as presented knowing that it will more than likely change after an anticipated additional DESE update. He stated that adopting as presented will give the high school time to get to the impacted students while the administration works on the policy and waits for the additional DESE update.

I move that the Hamilton-Wenham Regional School Committee approve the interim updated Competency Determination policy for the Class of 2026 as presented in the agenda.

Motion by: Julia Campbell

Seconded by: Jen Carr

In response to a question, Principal Menegoni discussed the ways students can demonstrate mastery.

MOTION PASSED 5-0 (Members Allara, Benson, Carr, Frenkel and Kunberger voted yes)

At 7:41 p.m. Dana Allara called for a brief recess. Dana Allara called the meeting back to order at 7:43 p.m.

e. Board of Health Communication [Exhibit](#)

The Committee discussed the communication from the Towns of Hamilton and Wenham Boards of Health which included a recommendation for the use of Corsi-Rosenthal Boxes for indoor air quality in the schools. After discussion it was the consensus of the Committee that specific products and methods are in purview of facilities/operations, not the School Committee.

f. Appoint School Physician/Medical Consultant [Exhibit](#)

Dana Allara stated that she was recusing herself, turned the gavel over to Amy Kunberger and Dana Allara then left the room.

Superintendent Tracy discussed the state's requirement to appoint a school physician/medical consultant each year.

I move that the Hamilton-Wenham Regional School Committee approve the school physician/medical consultant, Michael Yoon, as presented in the agenda.

Motion by: Julia Campbell

Seconded by: Jen Carr

In response to a question, the Superintendent stated that Dr. Yoon has been in this position for two years.

MOTION PASSED 5-0 (Members Benson, Campbell, Carr, Frenkel and Kunberger voted yes)

Dana Allara returned to the meeting.

g. Discussion Open Subcommittee Seat

Dana Allara stated that there is an opening on the Capital Finance Subcommittee.

Amy Kunberger nominated Meghan Benson to serve on the Capital Finance Subcommittee. Jen Carr seconded the nomination. Meghan Benson accepted the nomination.

There were no additional nominations.

MOTION PASSED 6-0 (Members Allara, Benson, Campbell, Carr, Frenkel and Kunberger voted yes)

Dana Allara stated that at a future meeting she would like to have a discussion regarding Megan Benson possibly taking over as secretary for David Polito.

8. Finance & Operations

a. FY25 Year-End Financials [Exhibit](#), [Exhibit](#), [Exhibit](#), [Exhibit](#)
Assistant Superintendent Leone reviewed the FY25 year-end financials.

I move that the Hamilton-Wenham Regional School Committee approve the FY25 Operating Expense Budget Transfers as recommended herein by the Assistant Superintendent of Finance & Administration and as presented on the previous slide entitled “FY25 Year-End Transfer Request”.

Motion by: Julia Campbell

Seconded by: Jen Carr

MOTION PASSED 6-0 (Members Allara, Benson, Campbell, Carr, Frenkel and Kunberger voted yes)

9. Committee Report

- a. Capital/Financial Planning Subcommittee - next meeting date TBD
- b. Policy Subcommittee
 - Second Reading & Vote - Policy ADF Updated - Wellness [Exhibit](#)

Superintendent Tracy stated that there have been no changes to the updated POLICY ADF since the first reading.

I move that the Hamilton-Wenham Regional School Committee approve Policy ADF - Wellness as updated on the agenda.

Motion by: Julia Campbell

Seconded by: Amy Kunberger

MOTION PASSED 6-0 (Members Allara, Benson, Campbell, Carr, Frenkel and Kunberger voted yes)

The voting threshold “cheat sheet” will be finalized at the next policy meeting.

- c. Negotiations Subcommittee - no update
- d. Secretary Report - at the next meeting a conversation will be held regarding the secretary position

10. Superintendent’s Report

Superintendent Tracy thanked the custodial staff for their work this summer. He discussed the upcoming professional development days for teachers. He stated that September 2-6 games will be held on the new fields and on Saturday from 6:00 to 8:00 an open house event is being held at the new fields. In response to a question, Superintendent Tracy stated that later start time for the middle/ high schools is included in the proposed goals for this year and the deliverables of the goal will outline the process. Superintendent Tracy discussed the KnowBe4 training emails.

11. Chair’s Report

Dana Allara discussed the upcoming MASC conference. She encouraged the community to vote at the upcoming election. She stated that the average school committee meeting time last year was 99 minutes.

12. Topics for Future Meetings

Amy Kunberger stated that she would like to hold a discussion on introducing a segment at Committee meetings called “what’s in our inbox” intended to create more channels of communication.

13. Adjourn

I move to adjourn at 9:15 p.m.

Motion by: David Frenkel

Seconded by: Amy Kunberger

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