Approved by the Policy/Legislative Subcommittee on September 29, 2025

HAMILTON-WENHAM
Regional School District
5 School Street, Wenham MA 01984

Policy/Legislative Subcommittee Meeting Minutes
Monday, Sep 16, 2024 2:00 p.m.
Virtual via Zoom
Present: Julia Campbell, Jennifer Carr, Amy Kunberger

1. **Call to Order:** quorum present at 2:20 p.m. (Meeting started late due to technical difficulties.)

2. **Approval of Minutes** postponed until next meeting.

3. **Discuss 1-Page Reference of Existing Voting Rules**
   The subcommittee discussed the ask from the full committee to create a one-page reference for the full committee. The reference is around voting rules—to determine which topics require a ⅔ majority vote. The Subcommittee decided to split up the list into thirds and search through for the topics. The Subcommittee will bring them to the next meeting on 10/21/24. Julia will look through policies beginning with ABCD, Amy will take EFGH, Jen will take IJKL.

4. **Determine Subcommittee Roles.**
   Julia Campbell self nominated for chair. Amy Kunberger seconded. Motion passes by unanimous vote. Amy Kunberger self nominated for secretary. Jen Carr seconded. Motion passes by unanimous vote. Julia Campbell is now Chair and Amy Kunberger is now secretary of the Policy/Legislative Subcommittee.

5. **Other Items Not Anticipated by the Chair**
   Amy Kunberger asked about how often the Subcommittee is supposed to perform a policy review. The Subcommittee will bring the question to the full Committee next meeting.

   The Subcommittee also discussed a topic that had been under discussion before the most recent reformation of the Subcommittee, which is the creation of a homework policy. After some discussion, Amy Kunberger makes a motion to discontinue any work towards creating a homework policy. Jen Carr seconds, motion passes unanimously.

6. **Set Next Meeting Date**
   Next meeting will be 10/21/24 at 2pm on Zoom. The Subcommittee will review policies on emergencies, and concussions.

7. **Adjournment** Jen Carr moves to adjourn at 2:59 p.m. Motion passes unanimously.