



HAMILTON-WENHAM

Regional School District

5 School Street, Wenham MA 01984

Hamilton-Wenham Regional School District School Committee Meeting Minutes

School Committee Meeting ([agenda](#))

Buker Elementary School Multipurpose Room

In-Person Meeting

[Zoomlink](#) is for Public Comment Only

Meeting ID: 95126389618

Thursday, February 26, 2026

7:00 p.m. - 9:10 p.m.

Present:

Dana Allara

Julia Campbell

Jen Carr

Amy Kunberger

Kristin Noon

Also Present:

Vincent Leone, Assistant Superintendent

1. Call to Order

At 7:02 p.m. Dana Allara called the meeting to order. She reminded the community that the meeting is being recorded and live-streamed via HWCAM.

2. Citizen's Comment [Exhibit](#)

There was no citizen comment.

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

Amy Kunberger read School Committee Protocol number 6.

4. 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.

5. Superintendent's Report

There was no superintendent's report.

6. Student Government Representative; *Colby McGovern*

Colby McGovern provided an update on events and activities throughout the Hamilton-Wenham School District.

7. Consent Agenda

- a. Warrants [Exhibit](#)
 - Voucher No. 18
 - Voucher No. 19
 - Voucher No. 20
 - Voucher No. 1088
 - Voucher No. 1089
 - Voucher No. 1090
 - Voucher No. 1091
 - Voucher No. 1092
 - Voucher No. 4200
 - Voucher No. 4201
 - Voucher No. 4202
 - Voucher No. 4204
 - Voucher No. 4205
 - Voucher No. 4206
- b. Minutes
 - February 12, 2026 January 22, 2026 [Exhibit](#)

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

Motion by: Julia Campbell

Seconded by: Amy Kunberger

MOTION PASSED 5-0 (Members Allara, Campbell, Carr, Kunberger and Noon voted yes)

8. New Business Committee Report

- a. Superintendent Evaluation Procedure/Dates

Dana Allara gave an overview of the superintendent evaluation process and the Committee discussed due dates for the evaluation process.

I move that the Hamilton-Wenham School Committee members submit their superintendent evaluation to the compiler by May 17 and that the compiler have a deadline to turn in the evaluation compilation by June 1 for posting.

Motion by: Julia Campbell

Seconded by: Amy Kunberger

MOTION PASSED 5-0 (Members Allara, Campbell, Carr, Kunberger and Noon voted yes)

I move that the Hamilton-Wenham Regional School Committee appoint Julia Campbell as the evaluation compiler and Amy Kunberger as a secondary compiler.

Motion by: Amy Kunberger

Seconded by: Kristin Noon

MOTION PASSED 5-0 (Members Allara, Campbell, Carr, Kunberger and Noon voted yes)

b. FY27 Budget Communications

Kristin Noon and Amy Kunberger reviewed their work on the budget communication plan. After discussion, it was agreed that Committee members would provide feedback on the draft letter, generate additional ideas for the frequently asked question section (FAQs), generate ideas on additional community events and volunteer to attend at least two community events. The Committee agreed that Amy would send out pdf documents to the Committee and that members would provide the agreed upon information to Amy Kunberger by Monday. Amy will compile the information and provide an update at the next meeting.

c. Appoint Stephanie Beilin to the Essex North Shore Agricultural & Technical School Committee [Exhibit](#)

Dana Allara discussed the need to appoint a School Committee member to the Essex North Shore Agricultural & Technical School Committee and noted that only members that are residents of Hamilton can vote on the appointment.

I move to accept the nomination of Stephanie Belin to serve as the Essex North Shore Agricultural & Technical School Committee member from Hamilton.

Motion by: Amy Kunberger

Seconded by: Kristin Noon

MOTION PASSED 2-0 (Members Allara and Kunberger voted yes)

d. School Facilities Discussion [Exhibit](#)

The Committee discussed Superintendent Tracy's memorandum regarding the next steps for school infrastructure and his recommendation that the district commission an independent architect/designer to provide an objective cost comparison between renovation and new build for all five schools. In response to a question, Dana Allara stated that the estimated total cost for a report would be between \$200,000 and \$500,000 depending on the full scope of services. The Committee held an initial discussion on how to present this information to the community, the status of the education plan, the timeline and the need to continue to pursue MSBA funds. The Committee agreed to continue this discussion at the next meeting.

9. Finance & Operations

a. FY26 Q2 Year-End Financial Forecast [Exhibit](#), [Exhibit](#), [Exhibit](#)

Assistant Superintendent Leone provided the forecast for FY26 Quarter 2.

I move that the Hamilton-Wenham Regional School Committee approve the FY26 Operating Expense Budget Transfers as recommended here in by the Assistant Superintendent of Finance & Administration and as presented on the previous slide entitled "FY26 Q2 Transfer Request".

Motion by: Julia Campbell

Seconded by: Jen Carr

MOTION PASSED 5-0 (Members Allara, Campbell, Carr, Kunberger and Noon voted yes)

10. Committee Reports

- a. Capital/Financial Planning Subcommittee - next meeting date tbd
- b. Policy Subcommittee
 - i. First Reading Policy JFABD Updated - Homeless Students Enrollment Rights and Services - [Exhibit](#)

The Committee did a first reading of Policy JFABD and provided feedback to the Policy Subcommittee for possible revisions prior to the 2nd reading.

- c. Negotiations Subcommittee - update to be provided in executive session
- d. Secretary Report - up to date with exception of executive session minutes
- e. In Our Inboxes - no update

11. Chair's Report

There was no Chair's Report.

12. Topics for Future Meetings

Next agenda to include school facilities discussion and budget communication discussion.

13. Adjourn

I move to Adjourn into Executive Session under G.L. c. 30A, section 21(a)(3) to discuss strategy with respect to collective bargaining or litigation (ESP Union) if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares, not return to Open Session.

Motion by: Dana Allara

Seconded by: Amy Kunberger

At 9:10 p.m. MOTION PASSED 5-0 (Members Allara, Campbell, Carr, Kunberger and Noon voted yes)