



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: 91756901108

Thursday, May 21, 2026

7:00 p.m. - 8:34 p.m.

Present:

Dana Allara

Julia Campbell

Amy Kunberger

Kristin Noon

David Polito

Thomas Reed

Also Present:

Eric Tracy, Superintendent

Vincent Leone, Assistant Superintendent

1. Call to Order

At 7:00 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](#)

Julia Campbell read School Committee Protocol number 11.

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

Kristin Noon 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 supports and guides the Superintendent to execute and achieve the approved 2025-2026 District Goals

5. Superintendent's Report

Superintendent Tracy discussed the upcoming senior activities.

6. Student Government Representative; *Anderson Kraft*

Anderson Kraft updated the Committee on events and activities throughout the Hamilton-Wenham School District.

7. Consent Agenda

a. Warrants [Exhibit](#)

- Voucher No. 26
- Voucher No. 27
- Voucher No. 1101
- Voucher No. 1102
- Voucher No. 1103
- Voucher No. 1104
- Voucher No. 4230
- Voucher No. 4231
- Voucher No. 4232
- Voucher No. 4233
- Voucher No. 4234
- Voucher No. 4235
- Voucher No. 4236
- Voucher No. 4237
- Voucher No. 4238

b. Minutes

- May 7, 2026 [Exhibit](#)

c. Minutes

- FOTA Grant - Chris Trapper Visit to Cutler School; \$1,200 [Exhibit](#)
- Friends of Winthrop - Curriculum Enrichment Fund; \$3,399.59 [Exhibit](#)
- GiveButter Donations - DECA ICDC Atlanta 2026; \$5,776.75 [Exhibit](#)

Dana Allara asked to hold the minutes of May 7 from the consent agenda..

I move that the Hamilton-Wenham School Committee accept the consent agenda as outlined minus the minutes of May 7, 2026.

Motion by: Thomas Reed

Seconded by: Amy Kunberger

MOTION PASSED 6-0 (Members Allara, Campbell, Kunberger, Noon, Polilto and Reed voted yes)

Dana Allara requested the minutes be corrected to state that Stacey Pawson gave the presentation on the proposed field trip.

I move that the Hamilton-Wenham School Committee amend the May 7, 2026 minutes to state that Stacey Pawson gave the presentation.

Motion by: Julia Campbell

Seconded by: Amy Kunberger

MOTION PASSED 6-0 (Members Allara, Campbell, Kunberger, Noon, Polilto and Reed voted yes)

8. New Business

- a. Doherty's End of Year Presentation [Exhibit](#)

Mike Callendar, General Manager of Doherty's Garage, gave a presentation regarding this year's bus service including electric bus performance. Superintendent Tracy thanked Mike for his work this year. Bus driver and Hamilton resident Anne Jackman thanked Doherty's for their professionalism.

- b. Vote 26-27 School Committee Meeting Schedule [Exhibit](#)

I move that the Hamilton-Wenham School Committee approve the School Committee meeting schedule for the 2026-2027 year.

Motion by: Thomas Reed

Seconded by: Kristin Noon

The Committee discussed the proposed calendar. Dana Allara called the members' attention to two dates: a meeting on Tuesday, January 5, required because of the timing of the budget vote and February 4, date for budget approval.

MOTION PASSED 6-0 (Members Allara, Campbell, Kunberger, Noon, Polilto and Reed voted yes)

- c. Discussion Districtwide Facilities Study [Exhibit](#)

Superintendent Tracy discussed the proposed draft for moving forward with the facilities Request for Proposal (RFP) to be used to request a study be completed for all six school department buildings. He asked the Committee to review the proposed RFP and get back to him with any feedback. He stated that he will also be reaching out to the community to ask for input. The Committee discussed the need for transparency for the community and possibly holding another community conversation for the public. It was suggested that the option of using the capital stabilization fund rather than going to town meetings for funds also be discussed at the community meeting. The Committee discussed the amount of data already collected on the state of buildings.

- d. District Goals 2025-2026 and 2026-2027 Discussion [Exhibit](#)

Superintendent Tracy discussed the timeline for the district's goals process. He stated that at the meeting on June 4 he would have the narrative on the status of the 25-26 goals for the Committee to review. He stated that he and the leadership team are working on drafting goals for 26-27 that align with the strategic plan and he will also be requesting input from the Committee on 26-27 goals. He anticipates having a draft of the 26-27 goals available at the meeting on June 18 and the Committee will discuss and finalize goals during the August retreat.

9. Finance & Operations

10. Committee Reports

- a. Capital/Financial Planning Subcommittee - next meeting tbd

- b. Policy Subcommittee - next meeting tbd
- c. Negotiations Subcommittee - continuing negotiations with ESP union, next meeting is 5/26/26
- d. Secretary Report - Julia Campbell will determine which executive session minutes still need to be approved and Thomas Reed will work with Janell to determine which subcommittee minutes are missing
- e. In Our Inboxes - Amy Kunberger requested that this topic be renamed Communications Working Group Update. Kristin Noon stated that she had received an email from the Rotary inviting members to attend the June 5 Rotary event where some middle school students will be honored.

Superintendent Tracy discussed the upcoming annual visit to schools by a group of local Veterans to talk to students about the meaning of Memorial Day.

11. Chair's Report

Dana Allara notified the Committee that MASC had emailed a position paper on the interim graduation framework. Superintendent Tracy stated that he will share with members the MASS position paper on this topic. The Committee discussed the superintendent evaluation timeline and agreed to move forward with presenting the draft summative on June 4 without Julia present and any feedback from that meeting can be given to Julia to incorporate into the final summative evaluation scheduled to be voted on June 18. Dana Allara stated that she would be inviting Megan Benson to attend the meeting on June 4 to discuss the summative evaluation.

12. Topics for Future Meetings

There were no topics for future meetings.

13. Vote to Adjourn

I move to adjourn at 8:34 p.m.

Motion by: Kristin Noon

Seconded by: Julia Campbell

MOTION PASSED 6-0 (Members Allara, Campbell, Kunberger, Noon, Polilto and Reed voted yes)