



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: 92900463883

Thursday, June 4, 2026

7:00 p.m. - 8:18 p.m.

Present:

Dana Allara

Jen Carr

Amy Kunberger

David Polito

Also Present:

Eric Tracy, Superintendent

Vincent Leone, Assistant Superintendent

1. Call to Order

At 7:05 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. Recognize Student Government Representatives

The Committee recognized the student government representatives Anderson Kraft, Colby McGovern, Emily Pitkin and Evie Bernard.

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

There was no citizen comment.

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

Jen Carr 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 is a

source of civic pride and municipal engagement to serve the community for generations to come.

6. Superintendent's Report

Superintendent Tracy discussed the Candlelight Ceremony, Graduation Ceremony, Underclass Awards Ceremony and the Junior National Honor Society Ceremony. He gave an update on the status of high school sports tournaments.

7. Consent Agenda

- a. Warrants [Exhibit](#)
 - Voucher No. 28
 - Voucher No. 1105
 - Voucher No. 1106
 - Voucher No. 4239
 - Voucher No. 4240
 - Voucher No. 4241
 - Voucher No. 4242
 - Voucher No. 4243
- b. Minutes
 - May 21, 2026 [Exhibit](#)
- c. Donations
 - HW Edfund Grant - Ferrini Dramatics Center Lighting Project; \$450,000 [Exhibit](#)
 - HW Edfund Grant - HWRHS Amphitheater; \$361,936.35 [Exhibit](#)

Dana Allara asked to hold both donations from the consent agenda.

I move that the Hamilton-Wenham School Committee accept the consent agenda as written with the exception of the two donations.

Motion by: Jen Carr

Seconded by: Amy Kunberger

MOTION PASSED 4-0 (Members Allara, Carr, Kunberger and Polito voted yes)

In response to a request, Superintendent Tracy provided additional information on the two donations.

I move that the Hamilton-Wenham School Committee accept the two donations as presented.

Motion by: Jen Carr

Seconded by: Amy Kunberger

MOTION PASSED 4-0 (Members Allara, Carr, Kunberger and Polito voted yes)

8. New Business

- a. Strategic Plan Draft [Exhibit](#), [Exhibit](#)

Superintendent Tracy and Jennifer Clifford gave a presentation on the strategic planning process and draft plan. Approval of the plan is anticipated to be discussed at the last meeting in

August with the goal of having the final plan available at the start of the school year. In response to questions from the Committee, Superintendent Tracy and Ms. Clifford provided additional information on digital literacy for younger students and how the district will police AI.

b. Superintendent's Evaluation & Vote [Exhibit](#)

Dana Allara reviewed what the Committee had discussed at the last meeting regarding this item. With the compiler, Julia Campbell, not present this evening the Committee had agreed to review the draft document and for members to provide their feedback but wait to approve until the next meeting. The Committee discussed the draft and no feedback was provided. Superintendent Tracy stated that he believes that growth in the area of stakeholder engagement will be addressed with the strategic plan but asked if members have anything specific regarding engagement to reach out to him.

c. Communication Working Group Discussion

Amy Kunberger gave an update of the work to date that she and Julia Campbell have completed regarding the communication working group. She stated that they anticipate working on this throughout the summer and having a protocol document ready in the fall. Superintendent Tracy offered to send information to Amy and Julia regarding outside groups that have worked with other school committees.

d. School Start Times: Additional Information [Exhibit](#), [Exhibit](#), [Exhibit](#), [Exhibit](#), [Exhibit](#), [Exhibit](#)

Superintendent Tracy stated that this information is being put out for the public and he anticipates additional discussions on this topic at a future meeting. In response to a question, Superintendent Tracy provided additional information on the impact to high school athletics and the estimated number of early dismissals. A request was made to provide to the Committee any comments that were hidden but with teacher/coaches names redacted.

e. MSBA Project Funding Agreement Authorization [Exhibit](#), [Exhibit](#)

Superintendent Tracy discussed the MSBA projecting funding agreement authorization for the high school roof.

I move that the Hamilton-Wenham Regional School Committee approve and accept the attached MSBA Project Funding Agreement (project number 202406750505) for the MSBA Accelerated Repair High School Roof Project and in doing so authorize the Superintendent of Schools to execute the document on behalf of the district and to bind the district to its terms.

Motion by: Jen Carr

Seconded by: Amy Kunberger

MOTION PASSED 4-0 (Members Allara, Carr, Kunberger and Polito voted yes)

9. Finance & Operations

- a. Re-appoint Treasurer
- b. Re-appoint Assistant Treasurer

Assistant Superintendent Leone discussed the requirement that regional districts each year appoint a treasurer and assistant treasurer.

I move that the Hamilton-Wenham Regional School Committee reappoint Kevin Merz as District Treasurer and Corinna Warner as Assistant District Treasurer for fiscal year 2027.

Motion by: Jen Carr

Seconded by: Amy Kunberger

MOTION PASSED 4-0 (Members Allara, Carr, Kunberger and Polito voted yes)

10. Committee Reports

- a. Capital/Financial Planning Subcommittee - next meeting 6/15
- b. Policy Subcommittee - next meeting tbd
- c. Negotiations Subcommittee - next meeting 6/9
- d. Secretary Report - no report

11. Chair's Report

Dana Allara discussed the speakers at graduation all focusing on their feeling of connectedness.

12. Topics for Future Meetings

None

13. Vote to Adjourn

Dana Allara stated that there would not be an executive session this evening.

I move to adjourn at 8:18 pm.

Motion by: Jen Carr

Seconded by: Amy Kunberger

MOTION PASSED 4-0 (Members Allara, Carr, Kunberger and Polito voted yes)