Approved by the HWRSD School Committee on October 1, 2026

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: 98754910222
Thursday, September 17, 2026
7:00 p.m. - 8:30 p.m.

Present:
Dana Allara
Julia Campbell (arrived at 7:30)
Jen Carr
Amy Kunberger
Thomas Reed

Also Present:
Superintendent Tracy
Assistant Superintendent Leone

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. Community Outreach
a. In Our Inboxes
Kristin Noon stated that she will be attending curriculum night at the Buker School. Dana Allara stated that Amy and Julia continue to add School Committee information to the FaceBook page. She noted that she received an email regarding the PA at the new field and that Superintendent Tracy is working on the issue.

4. Review of School Committee Protocol Exhibit
Jen Carr read School Committee Protocol number 3.

5. Review Portrait of a Learner Exhibit
Thomas Reed read the following from the Portrait of a Learner: *All graduates of the Hamilton-Wenham Regional School District will be able to independently use their learning to:*

THINK CRITICALLY
Students will employ a systematic approach to collect, evaluate, analyze, and interpret information to identify creative solutions to complex problems. They will apply unbiased, evidence-based thinking that demonstrates a global perspective and consideration for the impact on others.

6. Superintendent's Report
Superintendent Tracy thanked staff and students for a great school opening. He stated he was excited to welcome many new families to the district and that this is the 3rd consecutive year of increased enrollment.

7. Consent Agenda

a. Warrants Exhibit
   - Voucher No. 6
   - Voucher No. 7
   - Voucher No. 1307
   - Voucher No. 1308
   - Voucher No. 1309
   - Voucher No. 1310
   - Voucher No. 4288
   - Voucher No. 4289
   - Voucher No. 4290

b. Minutes
   - September 3, 2026 Exhibit

c. Other
   - 2026-2027 Class Dues Exhibit

Dana Allara requested to hold the 2026-2027 class dues from the consent agenda.

I move that the Hamilton-Wenham Regional School Committee accept the consent agenda warrants and minutes.

Motion by: Thomas Reed **Seconded by: Kristin Noon**

MOTION PASSED 4-0 (Members Allara, Carr, Noon and Reed voted yes)

Superintendent Tracy provided the Committee with an overview of Class Dues.

I move that the Hamilton-Wenham Regional School Committee approve the 2026-2027 class dues as presented.

Motion by: Thomas Reed **Seconded by: Jen Carr**

MOTION PASSED 4-0 (Members Allara, Carr, Noon and Reed voted yes)

8. New Business

Dana Allara stated that without objection she will hold the Facilities Summer Project update until later in the meeting.

a. Appoint the Superintendent as NEC Board Member

Superintendent Tracy stated that NEC requests that member districts ask their School Committee to appoint the superintendent to serve as the NEC Board Member for the district.

I move that the Hamilton-Wenham Regional School Committee approve the appointment of the Superintendent as the NEC Board Member.

Motion by: Thomas Reed **Seconded by: Jen Carr**

MOTION PASSED 4-0 (Members Allara, Carr, Noon and Reed voted yes)

b. Discussion MSBA Call - Cutler SOI Exhibit

Superintendent Tracy discussed the draft letter to the MSBA regarding the Cutler School Project. He noted that the letter was drafted in response to a request from MSBA for an update and he is presenting this draft to the Committee for review and feedback. In response to questions, Superintendent Tracy stated that the MSBA will not give advice on how to gain community support for a project and that he anticipates the district will continue to submit SOIs for the project.

I move that the Hamilton-Wenham Regional School Committee approve the MSBA letter from Superintendent Tracy.

Motion by: Thomas Reed Seconded by: Jen Carr

Superintendent Tracy stated that he found out today that the letter would have to include Chair Allara's signature.

I move that the Hamilton-Wenham Regional School Committee approve the MSBA letter from Superintendent Tracy and Chair Allara.

Motion by: Thomas Reed **Seconded by: Jen Carr**

MOTION PASSED 4-0 (Members Allara, Carr, Noon and Reed voted yes)

c. Superintendent's Goals 2026-2027 Exhibit

Superintendent Tracy reviewed his draft goals for 2026-2027. In response to a question, Superintendent Tracy reviewed the relationship of the goals to the DESE indicators and stated that the purpose of his mid-year report is to provide an update on the status of the goals.

I move that the Hamilton-Wenham Regional School Committee approve Superintendent Tracy's goals for 2026-2027.

Motion by: Thomas Reed **Seconded by: Jen Carr**

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

d. Facilities Summer Project Updates Exhibit

Curtis Wightman provided an update to the Committee on the district's facilities projects.

9. Finance & Operations

a. Approval of Prior Year Invoices Exhibit

Assistant Superintendent Leone reviewed prior year invoices.

I move that the Hamilton-Wenham School Committee approve the prior year invoices being paid out of this year's budget.

Motion by: Thomas Reed **Seconded by: Julia Campbell**

MOTION PASSED 4-0 (Members Allara, Campbell, Noon and Reed voted yes)

10. Committee Reports

a. Capital/Financial Planning Subcommittee - next meeting on Monday
b. Policy Subcommittee
   i. First Reading - ACL Protect Act Policy Exhibit
   ii. First Reading - JFBB School Choice Exhibit
   The Committee did a first reading of Policies ACL and JFBB. Superintendent Tracy stated that there will be a cross reference update to Policy ACL at the second reading.
c. Negotiations Subcommittee - no update at this time
d. Secretary Report - Julia Campbell stated that she has five of the missing executive session minutes and she will forward the drafts to Janell.

11. Chair's Report

Dana Allara reminded the Committee to review the information on the upcoming MASC conference and contact Janell if interested in attending.

12. Topics for Future Meetings

Budget calendar review at the next meeting

13. Vote to Adjourn

I move to adjourn at 8:30 p.m.

Motion by: Thomas Reed **Seconded by: Kristin Noon**

MOTION PASSED 4-0 (Members Allara, Campbell, Noon and Reed)