

**HAMILTON-WENHAM REGIONAL SCHOOL COMMITTEE MEETING  
MINUTES  
MARCH 17, 2016  
7:15 PM**

- I. **CALL TO ORDER:** Larry Swartz called the meeting to order at 7:20 pm in the Buker Elementary School Multi-Purpose Room.
- Present: **Jeanise Bertrand**, Deborah Evans, **Hannah Fraley**, **Dennis Hurley**, Emily Madden, Stacey Metternick, Larry Swartz.
- Also present: Michael Harvey  
Jeff Sands  
Kerrienne Heppner, student representative  
Nancy Bergner, (Secretary)

II. **PLEDGE OF ALLEGIANCE**

All rose for the pledge of allegiance.

III. **CITIZENS' COMMENTS**

No citizen comments

IV. **CHAIR'S REPORT**

- Appreciation expressed to the League of Women Voters' for organizing a compelling Civics Bee. The LWV is also hosting a Candidates' Night at the Buker School on Wednesday, March 23 to help citizens prepare for upcoming town elections.
- Election Season reminders:
  - Saturday April 2: Hamilton Town Annual Town Meeting at 9 AM; Wenham Town Meeting at 1 PM.
  - Annual Town Elections are on April 7.

V. **SUPERINTENDENT'S REPORT**

Showing of the film, *Most Likely To Succeed*:  
March 28, 7 PM at the High School

Dramafest at HWRHS This Weekend

“Break a Leg” (That’s “theater speak” for “good luck”) to the HWRHS Dramatics Society on hosting Dramafest at HWRHS this Saturday from 9-6. Five Massachusetts High Schools will send teams to perform one-act plays along with our own HWRHS Group. The HWRHS group will perform W.A.S.P. by Steve Martin at 1:00 PM. Admission is \$10 for the entire day.

Kids' Town Meeting

The HWRHS National Honor Society will again be offering childcare services for parents of young children who wish to attend Town Meeting on April 2nd. Care for parents attending Ham-

ilton Town Meeting will be from 8:45 to noon and Wenham Town Meeting from 12:45 to 4:00 PM at the Winthrop Elementary School. The cost is \$10 per child with a \$20 per family max. Capacity is limited to 60 students per session. Interested parents can reserve a space for their child at <http://www.signupgenius.com/go/30e0e4aaca623aaf94-kids> More information, including the required permission slip can be found at: <https://www.dropbox.com/s/nhnazwceyr8fo5h/kids%20town%20meeting%20flyer.pdf?dl=0>

#### Director of Curriculum, Assessment and Instruction Search Update

We received 26 applications for the position of Director of Curriculum, Assessment and Instruction, and chose eight candidates to invite to meet earlier this week with a Screening Committee of administrators and teachers. The Screening Committee selected four candidates to invite to a second round of interviews, which will be held next week. Two finalists will be recommended by the Screening Committee to spend a day in the District and meet with different constituent groups in early April. The current timeline is to have a person hired for the position by April 15th.

#### Mid-Cycle Review Findings

I am very pleased to announce that I have received notice from the Department of Elementary and Secondary Education that our Special Education Department passed their Mid-Cycle Review with flying colors. DESE regularly conducts evaluations of Special Education programming in districts across Massachusetts to ensure they are in compliance with the Laws and Regulations that apply to educating students with special needs. Our most recent Mid-Cycle Review was this past December. The DESE found that we were in compliance with all criteria monitored during this review. Our next full review is scheduled for the 2018-2019 school year. Congratulations to Director of Student Services Kathy Harris and the entire Special Education Team for their hard work.

#### Bus Bid Released

Jeff Sands has informed me that the bid District Transportation Services was released on March 14th. Bids must be received by Wednesday, April 13th at 1:00 PM. Bids will be opened on April 13th at 1:30.

#### No School on Friday, March 25 and Monday, March 28

All Schools and Offices will be closed on Friday, March 25 in observance of Good Friday. There will be no classes for students on Monday, March 28 for a Teacher Workshop Day. District Offices will be open on March 28.

### **VI. CONSENT AGENDA**

- A. Minutes of March 3rd meeting Exhibit A
- B. Minutes of Executive Session(s)
  - 1. April 9, 2015 Exhibit B
  - 2. April 28, 2015 Exhibit C
  - 3. December 3, 2015 Exhibit D
  - 4. December 17, 2015 Exhibit E
  - 5. March 19, 2015 Exhibit F
  - 6. June 3, 2015 Exhibit G

**MOTION: I MOVE THAT THE HAMILTON-WENHAM REGIONAL SCHOOL COMMITTEE APPROVE THE ITEMS ON THE CONSENT AGENDA. THERE CAN BE NO FURTHER DISCUSSION NOR AMENDMENT OF THIS MOTION.**

**Motion by STACEY METTERNICK; seconded by JEANISE BERTRAND.**

***Unanimously approved 5-0, 2 absent***

### COMMITTEE REPORTS

- C. Communications: Deb Evans
- D. Planning; Deb Evans — planning committee met several weeks ago and has another meeting scheduled for 3/18 at 1 PM. Committee is examining census data in relation to DESE projections based upon live birth patterns in the community. Solid projection using this data helps to drive program planning. After both Town Meeting the Planning Committee will appoint an Apportionment working group.
- E. Policy: Emily Madden—The Policy Committee is engaging in a systematic review of policies approved 3 or more years ago, checking for outdated information and forming pertinent recommendations to be presented to the School Committee for a first reading, second reading. Two such policies are on the agenda tonight.
- F. Student Rep: Kerrienne had nothing to report at this time.
- G. Other-School Liaisons Updates: Stacey Metternick responded to a question about SC involvement in these meetings, bringing the SC up to date on scheduled meetings. A suggestion was made regarding the possibility of arranging for email reporting between school liaisons, rather than requiring attendance at all meetings. The new School Committee should be tasked with developing an efficient approach to handling liaison related information sharing.

### **VII. NEW BUSINESS**

- A. Year to Date Financial Report: *Jeff Sands* Exhibit H
- B. Review School Committee Goals : *Larry Swartz* Exhibit I
  - Goal 1: Develop fiscally responsible budget that recognizes school improvement plans to have all schools at Level 1 Status.
  - Goal 2: Develop a School Committee proposal to update the District Agreement in areas of apportionment formula & capital planning.
  - Goal 3: Update all District policies and review existing policies with an adoption date of three or more years ago.
  - Goal 4: Oversee the development of a Master Plan
- C. Approve Northshore Education Consortium Articles (NEC): *Mike Harvey* Exhibit J  
*Discussion*

**MOTION: I MOVE THAT THE HAMILTON-WENHAM REGIONAL SCHOOL COMMITTEE VOTE TO APPROVE THE AMENDMENT TO THE COLLABORATIVE AGREEMENT AS RECOMMENDED, SECTION VII, ITEM 5.A.VIII BY ELIMINATING THE SENTENCE “NON-MEMBER TUITION AND FEE DIFFERENTIALS SHOULD NOT EXCEED 10%”**

**Motion by STACEY METTERNICK; seconded by JEANISE BERTRAND.**

***Unanimously approved. 5-0, 2 absent***

- D. First Reading of Policies:
  - 1. Relations with Nonpublic Schools : *Mike Harvey* Exhibit K  
Discussion: The Policy Committee should look to adopting language which “fills in the gaps” left by the DESE verbiage. Concerns expressed about the fi-

nancial area and the curriculum statement. HW School Committee policy should recognize statutory requirements and DESE advisory . Some discussion ensued regarding possible alternatives to the existing language. Legal advice will be sought before any changes are finalized. SC is cautious about embracing language which could inappropriately increase the SC and Administrations responsibilities. Gratitude was expressed to the Policy Committee for their part in moving this policy forward.

Richard Boroff OF 40 Moynihan Rd. South Hamilton expressed a conviction that some of the tasks given the schools are more properly the responsibility of the state.

Michelle Bailey of Remington Rd. inquired whether or not fingerprinting regulations such as those required of preschools and public schools apply here

2. Pediculosis Policy

Exhibit L

Discussion: This is a new policy offered by the school nurses. [Note the need for correction in line three, which should read “not considered a sign of *unclean* . . .” This policy, in accordance with the CDC, recommends return to school sooner than was previously practiced. Suggestions for editing this draft policy were noted by Policy Committee member. Notification policies should be consistent across the district.

Michelle Bailey of Remington Rd., expressed concern about the lack of class-wide checks for infestations.

Further thoughts on these policies from School Committee members should be forwarded to Michael Harvey for presentation to the Policy Committee.

**VIII. OLD BUSINESS**

A. Field Trip to NYC Marquis Theater

1. This is a change in date for a Junior & Senior Spanish Class field trip from March 30th to April 6th, trip was previously approved at the February 4, 2016 School Committee Meeting.

**MOTION: I MOVE THAT THE HAMILTON-WENHAM REGIONAL SCHOOL COMMITTEE VOTE TO AMEND THE OUT OF STATE TRIP APPROVAL GRANTED ON FEBRUARY 4 2016 FOR TRAVEL ON MARCH 30TH TO THE AMENDED DATE OF APRIL 6, 2016.**

**Motion by DEB EVANS; seconded by STACEY METTERNICK.**

***Unanimously approved, 5-0, 2 absent***

**IX. VOTE TO ADJOURN**

**MOTION: I MOVE THAT THE HAMILTON-WENHAM REGIONAL SCHOOL COMMITTEE VOTE TO ADJOURN.**

**Motion by STACEY METTERNICK; seconded by JEANISE BERTRAND**

***Unanimously approved, 5-0, 2 absent***

Respectfully Submitted,

Nancy R. Bergner  
Secretary, H-WRSC Meeting