

**The Hamilton Wenham Regional School District
Retiree Reception
Buker Elementary School Multi-Purpose Room
Wednesday, June 6, 2018 6:30 PM**

Retirees recognized this year include: Prudy Pilkanis, Sally Clyse, Beth Blanchard, Helena Mercier, Sally Beote, and Ann-Marie Haskell. Retirees, School Committee members, and the community join at Buker for a reception in honor of dedicated Hamilton/Wenham teachers retiring this year.

**The Hamilton Wenham Regional School District
School Committee Meeting
Buker Elementary School Multi-Purpose Room
Wednesday, June 6, 2018 7:00 PM**

Present:

Peter Wolczik
Stacey Metternick
Michelle Bailey
David Polito, Chair
Jeanise Bertrand
Gene Lee (7:15pm arrival)

Also Present:

Michael Harvey, Superintendent
Jeff Sands, Assistant Superintendent
Brad Hill, Massachusetts State Representative

1. Call to Order

7:00pm

David Polito calls the meeting to order at 7:07 pm.

2. Pledge of Allegiance

All in attendance rise for the Pledge of Allegiance.

3. Citizens' Comments

None.

4. Chair's Report

None.

5. Superintendent's Report

- Thank you to the retiring staff members. Dr. Michael Harvey, Members of Leadership Team, and State Representative Brad Hill honor retiring staff:
 - Sally Beote, 12 year teaching assistant at Winthrop.
 - Helena Mercier, 16 years for district's Special Education program.
 - Prudy Pilkanis, 36.5 years as Health Educator in district.
 - Betsy Stowell, 31 years in district, most recently as Special Education Secretary.

- Ann Marie Haskell (not present), 13 years most recently as 7th and 8th grade Spanish Teacher.
- Beth Blanchard, has been with the District since 1988, teaching K,1,2,4.
- Sally Clyde, 12 years as District Occupational Therapist.

Thank you to Representative Brad Hill for his proclamations for retirees. Thank you to all the retirees and please leave some pension for the remaining staff! Teachers and community members leave meeting at 7:22 pm.

- Congratulations to the 132 members of the HWRHS Graduating Class of 2018 who graduated last Saturday!
 - Recognizes staff for their hard work in making such a successful event.
 - Speech by valedictorian was published in chronicle, and members commend the speech and delivery.
- Buker School Principal Search update: job posting closed last Friday with 50 applicants for position. Invited 7 applicants in for interviews next Monday and Tuesday. Search committee is led by Peggy McElhinney and comprised of parents, district leadership team, and others. After 7 interviews, 2 will be identified to carry on to tentative June 18th and 19th interviews. Interviews with parents and community will also occur on these dates, tentatively between 5:00 - 6:00pm.
 - Michelle Bailey asks how parents are selected. Dr. Harvey states that the Friends of the Schools select.
 - Dr. Harvey states more information will follow and confirmations will be given when known.

6. Consent Agenda

A. Warrants

- May 23, 2018 Exhibit A

B. Minutes

- April 25, 2018 Exhibit B
- May 9, 2018 Exhibit C
- May 23, 2018 Exhibit D

Michelle Bailey states May 23rd meeting minutes has typo on page 29: “application” is missing “l”. Michelle also asks if this application was submitted.

David Polito states that he was unable to get ahold of Kerry Gertz for update on the application for Ed Fund award from MASC. This nomination application was therefore not submitted. David Polito offers his apologies for not having this submitted as agreed upon by the School Committee.

I MOVE THAT THE HAMILTON-WENHAM REGIONAL SCHOOL COMMITTEE APPROVE THE CONSENT AGENDA AS POSTED WITH WARRANTS FROM 05/23/2018, AND THE MINUTES FROM APRIL 25 2018, MAY 9 2018, AND MAY 23, 2018 WITH THE REVISION OF THE TYPO ON PAGE 29.

MOTION by Stacey Metternick; SECONDED by Jeanise Bertrand. Unanimously approved by 6 members present.

7. New Business

A) Recognition of Retirees
(Occurred earlier in meeting).

Exhibit E

B) Update from Rep. Brad Hill
Thank you to Brad Hill for joining to School Committee this evening.

Representative Brad Hill provides updates on a few issues before the legislature:

- Conference Committee was just chosen a few days ago with their first meeting tomorrow;
- Chapter 70 increased to \$3.6 million dollars for FY19. Legislature put \$200 million additional dollars in to Chapter 70, by phasing in recommendations by the review committee. We will also start seeing funds from marijuana taxes as well as funds from the 3 new casinos. Both have money set aside for education, how that is distributed remains to be determined.
- Regional School Transportation: This has been a priority in the North Shore. Striving to provide 100% of funding for Regional School Transportation, as promised. The Senate put an additional \$5 million dollars towards this, which will bring reimbursement up to 80%. Representative Hill distributes a letter that he has already signed to ask for this higher number percentage (Copy of the letter and Attachment # needed?). A new commission will identify the amounts and how to implement more dollars to the needs of regional transportation.
- Special Ed Circuit Breaker: For FY18, the legislature funded this in error. Representative Hill states that they received a number (projection) and did not consider the DESE increasing costs with special education. FY19 we fully (75%) fund special education circuit breaker, so this error will not happen again. Thank you to Superintendent Harvey for voicing this as a priority.
- Conference Committee will meet tomorrow. We hope for a report 10 days before July 1 (end of fiscal year). If we adopt that document, the governor has 10 days to veto it. It absolutely needs to be complete by July 31. Explains the details of processes and vetos.
- School Committee Association is asking HW School Committee to sign on to the resolution for Foundation Resolution Recommendations. Representative Hill's advice is to sign it, but clarifies that the funding for this does not exist as of now. Representative Hill encourages signing the document to prioritize the issue.
- In the coming weeks, expect communications about 2525 Senate Bill re: modernizing Foundation Budget for the 21st Century. Representative Hill says this is a nice roadmap, but again the funds do not exist currently. Representative Hill has signed another letter for 2525 to come to debate because he wants to make sure schools have a voice on the Foundation Budget that the commission did not adopt.

Discussion regarding special education, budget, meetings with superintendents, etc.

Michelle Bailey inquires as to who sets the special education tuition.

Brad Hill answers that DESE determines this, and legislation does not have any say in this.

Discussion regarding Legislature working with DESE, School Committee Members attending hearings in the future, and plans for future strategies. Discussion continues regarding

statewide tuition rates being established; constraints placed on towns are impractical; importance of special education and transportation; healthcare costs increasing.

Stacey Metternick points out that Special Education and associated transportation costs are astronomical. Discussion about competing priorities and sustainability.

Michelle Bailey asks about timeline for determining the distribution of funds from marijuana sales and casino revenues, with Representative Brad Hill stating this will likely start coming in next year. Michelle Bailey asks about the % being locked in, with Representative Hill reiterating the percentage is written into law, but distribution to programs in K-12 remains unknown.

Discussion regarding difficulties in calendar for warrants, the burden held by regional school districts. Representative Brad Hill provides update on the Bill, suggests School Committee send a letter to move the (noncontroversial) bill out. Representative will provide the Bill # to the School Committee. Jeanise Bertrand provides warrant calendar illustrating difficulties to Representative Brad Hill.

Thank you Representative Brad Hill!

C) Food Service Presentation

Exhibit F

Catherine A. Donovan, Director of Nutrition Services, provides an overview of food services in Hamilton-Wenham schools, with a breakdown by school. Points to statistics in rising free/reduced cost meals.

Catherine provides an overview of the menus; description of School Nutrition Association; Status of USDA grant in the amount of \$6,611 for new ovens; possibility of Life Skills classes in the future; Lunch Lady switch Day (Dr. Harvey served deli sandwiches!).

Catherine provides details regarding USDA regulations, and the details of the program. Points out implications a measure considered by congress to provide school meal block grants. Please visit "Stop the Block," to ensure our schools continue to be reimbursed for school lunches.

Michelle Bailey asks about electricity loss and associated loss of food. Catherine states that losses were about \$600, due to the fact that schools do not keep a huge inventory.

Michelle Bailey asks about the management of unpaid meal charges. Catherine answers that as of July 1 last year, district has been operating on a standard practice. We allow children up to 5 meals without payment. After this, students are offered an alternative meal. If requests for funds go unanswered, we get principal involved, and Jeff Sands will become involved afterwards. Jeff Sands has never been involved.

Jeff Sands states there have been 32 alternative meals in 10 months.

Catherine Donovan points out that the communication strategy rectifies any issues.

Discussion regarding alternative meals. Discussion regarding meal equality.

Thank you!

D) BAS Upgrade Project at HS/MS Complex - General Contractor Recommendation Exhibit G

Jeff Sands reads Exhibit G, Proposal to Enter into an Agreement for the General Contract for the Building Automation System (BAS) Upgrade Project at the High School Middle School Complex.

I MOVE THAT THE HAMILTON WENHAM SCHOOL COMMITTEE APPROVE JEFF SAND'S RECOMMENDATION TO AWARD THE GENERAL CONTRACT FOR THE BAS UPGRADE PROJECT AT THE HIGH SCHOOL AND MIDDLE SCHOOL COMPLEX TO THOMAS E. SNOWDEN, INC. IN THE AMOUNT OF \$410,000 AS DETAILED IN THEIR PROPOSAL DATED APRIL 26, 2018. THE SCHOOL COMMITTEE CHAR, DAVID POLITO, SHALL SIGN THE CONTRACT ON BEHALF OF THE THE SCHOOL COMMITTEE.

MOTION by Stacey Metternick, SECONDED by Jeanise Bertrand.

Discussion: Peter Wolczik asks about the heat blasting in schools. Jeff Sands clarifies that this work will upgrade the system with the intention to fix that problem. David Polito asks about timeline, with Jeff Sands stating completion anticipated around August 17th.

Jeff Sands speaks about the details of the project and the flexibility to spend more if needed moving forward.

Unanimously approved by 6 members present.

Jeanise Bertrand leaves at 8:30 pm.

E) Set school committee calendar for 2018-2019

Discussion regarding potential conflicts on proposed calendar (exhibit H)

Stacey Metternick asks to consider the 1st and the 3rd weeks instead of every other week for warrant meetings. This would ease the difficulty she faces when trying to attend warrant meetings. Stacey Metternick advocates for keeping warrants and changing meetings to a different schedule. School Committee discusses potential difficulties in moving the calendars, as well as attendance issues.

David Polito feels that we should keep everything in line - Warrants meetings separated from school Committee Meetings would result in many more nights.

Discussion regarding moving the Warrants Meeting to 7:00pm and the whole committee can be a part.

Michelle Bailey points out that the Tuesday before Thanksgiving is not a good idea, and would suggest November 14th as an alternative.

Michelle Bailey is concerned with Superintendent's late budget. Michelle Bailey and Stacey Metternick are both concerned about this because they don't want to approve a budget the first time they see it. Jeff Sands and Michael Harvey point out that review of the budget was available, but the meeting did not have a quorum.

Discussion regarding budget and towns' assumptions. Michelle Bailey inquires as to whether School Committee has talked to towns about joint budget. Jeff Sands states they meet every August and September to determine dates with towns. Michelle Bailey wants to determine the dates with Fincoms earlier. Dr. Harvey points out that there is currently no Hamilton Town Manager, and Wenham Treasurer recently submitted letter of resignation.

Discussion regarding budget process, "tentative" nature of budget, school vacations, calendar meeting of new committee members (reading results -discussion whether need for separating the reading of the results and the actual meeting). Moving warrants to 7:00 pm would help the majority of committee members.

Changes Dr. Harvey has noted: Warrants on the 7th, 20th, School Committee Meeting on the 14th. Add meeting on Monday April, 22 and one agenda item to hear town elections. Add warrants as a standing item on the regular School Committee agenda (beginning August 29).

Stacey Metternick and Michelle Bailey advocate for an earlier meeting for timeline and process, as well as review process.

School Committee will vote on the changes to the calendar at next meeting.

F) Policy review B2019 Memorials for Deceased Students and Staff

Discussion regarding the policy outlined in Exhibit I. Michelle Bailey states that her research on this policy took her to various district websites, as well as the MASC, and modeled the policy language after many she found. Michelle Bailey provides overview of what the policy allows and disallows.

Lengthy discussion regarding the policy and associated difficulties in administering a vague policy. School Committee members point out the benefit of individualized consideration of a gift. Jeff Sands points out his concern allowing the Superintendent absolute power, and further expresses his hesitation with administering a messy and vague policy.

Discussion regarding past situations and strategy utilized specifically to the Robert P. Whittier memorial gifts designated for Hamilton Wenham STEM programming. Philosophical discussion about accepting gifts, monetary versus in-kind.

Stacey Metternick asks that this policy proceeds to a second reading as is.

8. Other

- Topics for Next Meeting
 - EOY Financial Forecast;
 - Treasurer's Report;
 - Treasurer and Assistant Treasurer Appointment;
 - Report on District and Superintendent Goal Progress;
 - Foundation Budget Review Recommendations;
 - Superintendent's Review Timeline and Process;
 - Vote on SC Calendar for 2018-2019;
 - Liaison and Working Group Updates;
 - Donations.

Discussion regarding full agenda, with some argument about Liaison and Working Group Updates as a priority.

Michelle Bailey asks for committee to be prepared for a possible visit from a community member interested in costs associated with waste removal and recycling services.

9. **Vote to Adjourn**

9:30pm

**I MOVE THAT THE HAMILTON-WENHAM REGIONAL SCHOOL COMMITTEE
ADJOURN AT 9:27 PM.**

**MOTION by Stacey Metternick; SECONDED by Gene Lee.
Unanimously approved by 5 members present.**