

**The Hamilton Wenham Regional
School District
School Committee Meeting
Wednesday, March 28, 2018 7:00 pm
Buker School Multipurpose Room**

Present:

Stacey Metternick
David Polito
Kerry Gertz
Gene Lee
Michelle Bailey
Joshua Liebow, Chair

Also Present:

Michael Harvey, Superintendent
Jeff Sands, Assistant Superintendent
James Goudie, Student Government Representative

1. Call to Order

Joshua Liebow calls the meeting to order at 7:07 pm.

2. Pledge of Allegiance

3. Citizen's Comments

Alex Begin calls the Wenham Financial Advisory Committee (FinCom) to order. Wenham FinCom is not participating, but quorum is met by members in attendance.

Joshua Liebow opens the floor to citizen comments. Suggests comments regarding A.L.I.C.E. are held until this evening's presentation. Reminds citizens of 3 minute time limit per comment.

Joe Maher, 256 Linden St Hamilton: Hamilton/Wenham alumni, resident, and Boys' Tennis coach. Details the shortcomings of current tennis courts and the dangers they pose, as well as the benefits provided by a new tennis court within the planned athletic complex at the High School. Amongst other benefits, new tennis courts would add to the physical education curriculum and the community at large. Now is an appropriate time for the School Committee and Recreation Department to reallocate funds from Pingree Park to the school tennis courts.

Elysa Grecco (phonetic spelling), 189 Woodbury St., Hamilton: Offers support of the comments regarding the tennis courts. Provides overview of facts including findings from Gale Study, and believes having a Tennis Court at the High School would benefit players as well as the community at large.

4. Chair's Report

- Town meeting 04/07/2018 - encourages community to attend.

5. Superintendent's Report

- Budget communications update:
 - Gene Lee and Dr. Harvey attended Hamilton Warrant Hearing;
 - Wenham Warrant Hearing scheduled for Monday, 4/2/18. Dr. Harvey and David Polito will attend;
 - Dr. Harvey met with board of EdFund on 03/20 and the Friends of Cutler on 03/28 to provide overview of budget and debt authorizations;
 - Met with half of secondary faculty today and will be meeting with elementary teachers next week;
 - First electronic communication went out today to all families in district, with several more planned in coming weeks.
- Students at High School and Middle School staged walk-out at 10:00 am on Wednesday, March 21, 2018 honoring those lost in recent school shootings.

6. Consent Agenda

A. Warrants

- February 28, 2018 Exhibit A
- March 14, 2018 Exhibit B

I MOVE THAT THE HAMILTON-WENHAM REGIONAL SCHOOL COMMITTEE APPROVE THE CONSENT AGENDA INCLUDING WARRANTS FROM FEBRUARY 28 2018 AND WARRANTS FROM MARCH 14 2018.

MOTION by Kerry Gertz, SECONDED by Gene Lee.

Unanimously approved by 6 members present.

MOTION PASSES

7. New Business

A. Student Enrollment Report Presentation Exhibit C

Dr. McKibben provides overview of his presentation and study findings regarding town demographics and enrollment forecast.

Dr. McKibben clarifies difference between forecasts versus projections, and details methodology utilized in current report. Provides overview of the assumptions relied upon in the study, as well as acknowledgement that although 2010 census data is outdated, provides a foundation for understanding demographic forecast.

Provides overview of the age bracket dynamics to explain migration flow, deficit, and family composure of those migrating in. Explains fundamental trends in both Hamilton and Wenham, with Hamilton showing a slightly older population.

Josh Liebow inquires about the census data being outdated. Dr. McKibbens talks about strategy and methodology, where data is derived from, and the overall housing markets and comparative tax rates in the towns.

Dr. McKibbens explains that the number of children does not indicate exact enrollment in the district (e.g. homeschool, charter schools, migration, etc). Explains “fertility mortality migration” model and “cohort effect”.

Discussion regarding drivers of 5% decline alongside data suggesting higher population. Dr. McKibbens notes that study shows more people staying longer in their houses. Further discussion regarding district data. Dr. McKibbens mentions national shortage of elder housing, and suggests access to appropriate elder housing in the towns to allow younger families to move in.

Michelle Bailey asks when more recent census data can be used, with Dr. McKibbens answering that we can expect this in 2021. Further discussion regarding enrollments numbers and demographic forecast.

Elysa Grecco (phonetic spelling), 189 Woodbury St., Hamilton: Asks about Gordon Conwell families skewing enrollment data. Dr. McKibbens clarifies that study relied on 5-year average.

Wenham Financial Advisory Committee meeting ends.

B. Review Administrative Priority List for 2017-2018 Exhibit D

Jeff Sands and Dr. Harvey have recommendations about priorities for the district. Jeff Sands highlights the small, but high performing, administrative team and the limitations on undertaking all identified items on a to-do list. Priorities presented this evening puts team at 100% capacity, and therefore no new projects can be added.

Current priorities include:

- FY19 Budget and Debt Authorizations;
- HS/MS BAS Construction Project - Green Communities Grant;
- Negotiate Districtwide Employee Healthcare Plans for FY19, including Plan Re-Design or RFP (must be done on a yearly basis);
- Collective bargaining with Teacher, Custodial, & Office Personnel unions;
- Buker Playground Construction Project (set to break ground day after school, and have functioning playground by first day of school);
- A.L.I.C.E. Implementation (upcoming detailed presentation to follow);
- FY18 Annual Audit;
- FY18 Year-end Financial Close & Annual School Staffing Reviews;
- Project Adventure Course Restoration Project (severe weather and wind storms caused a great deal of destruction on this course, which is an integral part of the school curriculum. Jeff has secured insurance claim, and the course will hopefully be up and running in April);
- Custodial Union Grievance and Arbitration Hearing;
- District Wide Grounds Maintenance Program (historically towns have provided this, but the town of Hamilton opted out. Jeff has been working with Peter Lombardi and Bill Tyack to determine what services can continue).

Dr. Harvey adds that these are special projects to support education, and are in addition to the day to day projects (e.g. IT, HR, accounts payable, etc.)

A.L.I.C.E Implementation:

Jeff Sands provides overview of the detailed implementation of A.L.I.C.E active shooter response program.

- District has engaged sergives of the A.L.I.C.E. Training Institute to provide training and Program Implementation.
- All HW District Staff (about 350) will be A.L.I.C.E trained on August 27-28 2018.
 - 50 selected staff will participate in 2 day ATI Instructor Led *Train the Trainer* Program.
- Monday April 2nd, 10:00 am: meeting scheduled with Hamilton and Wenham police departments to discuss current training and seek input on implementation, drills, as well as staff training.

Stacey Metternick asks if the training includes how program is implemented in each separate school. Discussion regarding training versus implementation, and further discussion regarding layout of schools.

Discussion regarding district priorities. Josh Liebow says committee has to give administration direction in priorities. Clarification: A.L.I.C.E. **is** moving forward, nothing from priority list will prevent that.

Discussion regarding the importance of Director of Guidance and School Counseling Kristen Lazzaro as well as the RISE Program, trauma informed care, etc.

Discussion regarding active shooter response training, enhancing program behind the scenes, two way radios, training for police, cost of another A.L.I.C.E instructor.

Dave Lee inquires about the cost.

Jeff Sands clarifies that the cost includes 3 year agreement for \$27,000, which includes 2 day *Train the Trainer* classes.

Community member: Inquires about the scheduled implementation compared to Andover.

Jeff Sands says this would be a faster model as we will train 50 of our own staff, dispersed across the district, and utilize the *Train the Trainers* program.

Stephanie Shepherd (phonetic) Hamilton: Asks about the necessary retraining.

Jeff Sands says the 3-year program includes refreshers and recertifications. Discussion regarding safety plan and details being discussed in executive session.

Chris Lee: Thank you!! [applause from community].

Discussion regarding professional days and how training will impact what is normally being provided on those days. No keynote speakers will be scheduled; further details to be determined.

Michelle Bailey asks about the other priorities, and a discussion follows regarding items including bus contracts, Longmeadow, etc.

Josh Liebow reiterates that committee would need to either add to the administrative team or add resources in order to complete all items on the list. School Committee members discuss items on the list including the wastewater treatment facility, as well as the management letter remediation project (items that auditor identified).

Stacey Metternick states that she has been asking for tech plan for 4 years because she continuously feels like district is “flying by the seat of their pants.” Stacey argues that a tech plan in place would allow the committee to make better decisions on technological/upgrade needs for the schools. A tech plan would also allow for better planning of the budget. Stacey points out that special education costs are uncontrollable and moves important items, like a tech plan, to the back of the priority list.

C. Vote to Submit SOI for Cutler School
E

Exhibit

Discussion regarding Massachusetts School Building Authority Statement Of Interest. Dr. Harvey explains Exhibit E2, recommending SOI for Cutler but not Winthrop.

FOR THE VOTE OF THE CUTLER SCHOOL SOI: RESOLVED: HAVING CONVENED IN AN OPEN MEETING ON MARCH 28, 2018, PRIOR TO THE SOI SUBMISSION CLOSING DATE, THE SCHOOL COMMITTEE OF THE HAMILTON-WENHAM REGIONAL SCHOOL DISTRICT, IN ACCORDANCE WITH ITS CHARTER, BY-LAWS, AND ORDINANCES, HAS VOTED TO AUTHORIZE THE SUPERINTENDENT TO SUBMIT TO THE MASSACHUSETTS SCHOOL BUILDING AUTHORITY THE STATEMENT OF INTEREST FORM DATED APRIL 6, 2018 FOR THE CUTLER SCHOOL LOCATED AT 237 ASBURY ST., SOUTH HAMILTON, MA 01982 WHICH DESCRIBES AND EXPLAINS THE FOLLOWING DEFICIENCIES AND THE PRIORITY CATEGORY(S) FOR WHICH AN APPLICATION MAY BE SUBMITTED TO THE MASSACHUSETTS SCHOOL BUILDING AUTHORITY IN THE FUTURE:

PRIORITY 7. REPLACEMENT OF OR ADDITION TO OBSOLETE BUILDINGS IN ORDER TO PROVIDE FOR A FULL RANGE OF PROGRAMS CONSISTENT WITH STATE AND APPROVED LOCAL REQUIREMENTS. THE PHYSICAL DEFICIENCIES OF THE CUTLER SCHOOL AS OUTLINED IN THE SOI DEMONSTRATE THAT THE BUILDING DOES NOT MEET THE HWRSD MINIMUM STANDARDS FOR ACCESSIBILITY, AND SECURITY. FURTHERMORE, THE PHYSICAL DESIGN OF THE CUTLER SCHOOL DOES NOT SUPPORT THE

DISTRICT'S MISSION OF PROVIDING AN EDUCATION THAT PREPARES ALL STUDENTS FOR FUTURE SUCCESS; AND HEREBY FURTHER SPECIFICALLY ACKNOWLEDGES THAT BY SUBMITTING THIS STATEMENT OF INTEREST FORM, THE MASSACHUSETTS SCHOOL BUILDING AUTHORITY IN NO WAY GUARANTEES THE ACCEPTANCE OR THE APPROVAL OF AN APPLICATION, THE AWARDED OF A GRANT OR ANY OTHER FUNDING COMMITMENT FROM THE MASSACHUSETTS SCHOOL BUILDING AUTHORITY, OR COMMITS THE HAMILTON WENHAM REGIONAL SCHOOL DISTRICT TO FILING AN APPLICATION FOR FUNDING WITH THE MASSACHUSETTS SCHOOL BUILDING AUTHORITY.

Discussion regarding bonds and reimbursement (bonds will remain: 12 or 13 years left for heating system and roofs).

Discussion regarding elementary school buildings, consolidation, bonds specific to Winthrop school, ownership and leasing of buildings, statement of interest process, Longmeadow Study group, and feasibility.

School Committee did vote to have administration submit SOI, the towns have been kept in the loop (Board of Selectmen, FinComs) as a courtesy, as well as obliging by all legal agreements outlined in lease.

APPROVED: 5 MEMBERS David Polito, Josh Liebow, Gene Lee, Kerry Gertz, Stacey Metternick.

ABSTAINING: 1 MEMBER Michelle Bailey.

MOTION PASSES.

D. Donations

Exhibit F

I MOVE THAT THE HAMILTON WENHAM SCHOOL COMMITTEE ACCEPT THE DONATIONS FROM THE FIREHOUSE CENTER FOR THE ARTS IN THE AMOUNT OF \$200 FOR TRANSPORTATION; THE DONATION FROM LACROSSE BOOSTERS IN THE AMOUNT OF \$2,703 FOR FUNDING FOR COACHING POSITIONS; AS WELL AS THE DONATION FROM EDFUND IN THE AMOUNT OF \$22,268.25 FOR CNC PLASMA CUTTING SYSTEM

MOTION BY Kerry Gertz, SECONDED by Michelle Bailey.

Unanimous by 6 members present.

MOTION PASSES

8. Other

- a) Topics for next meeting, Wednesday 04/28/18:
- Custodial arbitration hearing update

Topics for future meetings:

Policy subcommittee update
Negotiations update

9. Vote to Adjourn

**I MOVE THAT THE HAMILTON-WENHAM REGIONAL SCHOOL COMMITTEE
MEETING ADJOURN AT 9:45PM.**

MOTION by Kerry Gertz, SECONDED by Stacey Metternick.

Unanimously approved by 6 members present.

MOTION PASSES

Respectfully submitted, April 2, 2018, Mahala Lettvin/ Resubmitted with revisions April 18, 2018