

**HAMILTON-WENHAM REGIONAL SCHOOL COMMITTEE MEETING
MINUTES
October 20, 2016**

- A. **CALL TO ORDER:** Stacey Metternick called the meeting to order at 7:17 pm in the Buker School Multi-Purpose Room.
- Present: Michelle Bailey, Jeanise Bertrand, Deborah Evans, Hannah Fraley, David Polito
- Also present: Michael Harvey
Jack Gourdeau, Student Rep
Nancy Bergner

II. PLEDGE OF ALLEGIANCE

III. CITIZENS' COMMENTS

No citizen comments

MOTION:

I MOVE THAT THAT HAMILTON-WENHAM REGIONAL SCHOOL COMMITTEE VOTES TO END THE MEETING AT 9:30 REGARDLESS OF PLACE THE SCHOOL COMMITTEE IS AT ON THE AGENDA, IN RESPECT FOR THE TIME AND EFFORTS OF ADMINISTRATION.

MOTION by Deb Evans; SECONDED by Michelle Bailey

Approved by five members; one abstention.

IV. CHAIR'S REPORT

- A. Dorothy Presser of MASC presented training from 6-7:15 PM this evening on establishing goals for the superintendent in order to make the evaluation process more efficient for all stakeholders.
- B. Towns of Hamilton and Wenham postponed the budget forum meeting until further notice
- C. A Wenham resident has applied for the open position. We are seeking a date for Wenham Selectmen and School Committee to interview the applicant. The appointed person will fill the School Committee position through April 2017 elections.

V. SUPERINTENDENT'S REPORT

- A. Mr. Greg Hill (Buker School Class of 1957) presented the Spirit Baton made by Bessie Buker, which he carried at the 1956 graduation where he served as Grand Marshall. He visited Buker and took numerous questions from students about his time at Buker School.
- B. Josh Liebow of Wenham has applied for the open School Committee position.
- C. The School Committee will meet on Wed. November 2 to facilitate some members' attendance at the MASC conference later in the week.
- D. Please hold Nov. 17 at 6 PM for a School Committee meeting with the Fin-Coms of both towns.
- E. The District Audit Report (presented tonight) is available on the District website
- F. Dr. Harvey's mid-October blog will be posted on the Hamilton-Wenham School District website on 10/21.

VI. CONSENT AGENDA

- A. Minutes of October 6, 2016
Exhibit A

MOTION:

I MOVE THAT THE HAMILTON-WENHAM REGIONAL SCHOOL COMMITTEE APPROVE THE CONSENT AGENDA WHICH INCLUDES THE MINUTES FROM THE OPEN SESSION ON OCTOBER 6. THERE CAN BE NO FURTHER CHANGES OR DISCUSSION.

**MOTION by Michelle Bailey; SECONDED by David Polito.
Unanimously approved by six members present.**

VII. NEW BUSINESS

- A. Student Government: Stephanie Rogal, Faculty Advisor, presented the High School Student Government officers for 2016-2017
1. Kelly Walsh, Vice President, reported on Freshman Class activities.
 2. Abigail Mason, Secretary, presented on the Sophomore class' work for Spirit Week (Nov. 16-23).
 3. Mary Brao, Treasurer, reported on the activities of the Junior Class, including fundraising for their proms.
 4. Jack Gourdeau Student Body President, reported on Senior Class plans and fundraisers.
- B. Powers & Sullivan presented FY2016 and Student Activities Audit Exhibit B1-4
1. CPA Partner Frank Serreti and CPA Supervisor Elizabeth Devereaux presented and fielded Committee members' questions on policy and procedures. Advice was given on procedures for Treasurer and short term Assistant Treasurer. Procedures for Warrants in the context of Regional School Districts were also discussed; Frank Serreti will investigate further and make recommendations to the School Committee. Powers and Sullivan will continue the process of auditing activity fund accounts at each Hamilton-Wenham School over the following years. Once all the schools have been audited, a combined audit will be conducted.
- C. Vote to Approve 2016-2017 SC Goals Exhibit C
- Some discussion about the assignments of working groups vs. sub-committees with respect to efficiency of School Committee work, proper oversight and delegation, accountability.

Budget (School Committee with Dr. Harvey, Mr. Sands)

Capital and Master Plan (Planning Committee)

Update the Regional Agreement (Regional Agreement Committee)

Policy Review Process (Policy Committee)

MOTION:

I MOVE THAT THE HAMILTON-WENHAM REGIONAL SCHOOL COMMITTEE VOTE TO APPROVE THE 2016-2017 SCHOOL COMMITTEE GOALS IN EXHIBIT C, WITH AMENDMENTS TO INCLUDE THE NAMES OF THOSE RESPONSIBLE IN EACH SUB-COMMITTEE OR WORKING GROUP

**MOTION by Michelle Bailey; SECONDED by Jeanise Bertrand.
Unanimously approved by six members present.**

- D. Vote on MASC Resolutions

Exhibit D

MOTION:

I MOVE THAT THE HAMILTON-WENHAM REGIONAL SCHOOL COMMITTEE VOTE TO ASK OUR MASC DELEGATE TO SUPPORT MASC RESOLUTION NUMBER ONE ON THE FOUNDATION BUDGET.

**MOTION by Michelle Bailey; SECONDED by Jeanise Bertrand.
Unanimously approved by six members present.**

MOTION:

I MOVE THAT THE HAMILTON-WENHAM REGIONAL SCHOOL COMMITTEE VOTE TO ASK OUR MASC DELEGATE TO SUPPORT MASC RESOLUTION NUMBER TWO ON TAX REFORM.

**MOTION by Michelle Bailey; SECONDED by David Polito
Unanimously approved by six members present.**

MOTION:

I MOVE THAT THE HAMILTON-WENHAM REGIONAL SCHOOL COMMITTEE VOTE TO ASK OUR DELEGATE TO SUPPORT MASC RESOLUTION NUMBER THREE ON CHARTER SCHOOL REFORM.

**MOTION by Michelle Bailey; SECONDED by Jenise Bertrand.
Unanimously approved by six members present.**

MOTION:

I MOVE THAT THE HAMILTON-WENHAM REGIONAL SCHOOL COMMITTEE VOTE TO ASK OUR DELEGATE TO SUPPORT MASC RESOLUTION NUMBER FOUR ON STUDENT SOCIAL AND EMOTIONAL WELL-BEING.

**MOTION by Michelle Bailey; SECONDED by Hannah Fraley.
Unanimously approved by six members present.**

E. Policy: Hannah Fraley presented.

1. Concussion Policy — 1st Reading

Exhibit E

This policy reflects MA Dept. of Health Guidelines. Dr. Harvey provided background on the development of the policy. This policy still needs to be reviewed by the District's legal counsel.

2. Pediculosis Policy

Exhibit F

Some interested parents met with the Policy Committee to highlight important features of education presented to parents. The procedure for treatment of nits versus the procedure for treatment of live lice, along with dismissal and notification policies should be noted. Feedback from parents highlighted the desire for further preventative education. Some parents suggest that the building principal be involved in notifications, that parents should be alerted to changes from the current policy, that teachers should be adequately educated about changes in the policy which will alter current classroom practices. Hannah suggests that the recommended involvement of building principals is unnecessary, since school nurses are professionally trained and licensed to make judgements on this issue, in keeping with public health and privacy concerns. Michelle Bailey pointed out that, should the SC vote on and approve a policy, Hamilton-Wenham would be among the few districts which have a policy. If we left the Pediculosis issue at the procedure/protocol level rather than the policy level, school nurses, in cooperation with Dr. Harvey and with reference to the school nurse protocol handbook, would handle pediculosis issues within the District. Deb Evans raised a question of whether or not procedures such as a pediculosis procedure may be included in student/parent handbooks which are not rooted in District policy.

MOTION:

I MOVE THAT THE HAMILTON-WENHAM REGIONAL SCHOOL COMMITTEE DECIDE THAT WE DO NOT WANT TO ADOPT A POLICY ON PEDICULOSIS.

MOTION by Michelle Bailey; SECONDED by Hannah Fraley.

Unanimously approved by four members, opposed by two.

The motion carries.

Dr. Harvey will remind school nurses to notify parents and update handbooks.

VIII. COMMITTEE REPORTS

A. Communications: Michelle Bailey presented. Newsletter was sent out last month. They will meet again on Monday.

B. Planning: has not met since the last School Committee meeting

C. Policy: issues were discussed and voted upon (see motions above).

D. Warrant: David Polito is in the process of collecting warrants and gave a synopsis of the work to date.

E. Student Rep: updated the School Committee during the presentation by Student Government representatives above.

F. Other-School Liaisons Updates

School updates: Michelle Bailey communicated with the Friends of Winthrop Chair regarding their concerns about the playground equipment project. Dr. Harvey had a meeting today to develop a plan to complete this project.. The FOW have given several gifts to the Winthrop School which should be accepted.

Jack Gourdeau was encourage to bring future fundraising information to the SC meetings to promote them to the community at large.

G. Regional Agreement: Stacey Metternick will provide recently received information to the School Committee so that all may review it in preparation for subsequent meetings.

IX. OTHER TOPICS FOR THE NEXT MEETING:

Agenda items for the November 2 are accumulating quickly

X. VOTE TO ADJOURN

MOTION: I MOVE THAT THE HAMILTON-WENHAM REGIONAL SCHOOL COMMITTEE VOTE TO ADJOURN AT 9:02.

MOTION by Michelle Bailey; SECONDED by DEB EVANS

Unanimously approved.

Respectfully Submitted,

Nancy R. Bergner
Secretary, H-WRSC Meeting