

**PUBLIC HEARING**  
**Wednesday, January 17, 2018 7:00pm**  
**Buker School Multi-Purpose Room**

**Present:**

Jeanise Bertrand  
Kerry Gertz  
Joshua Liebow, Chair  
Gene Lee  
David Polito

**Also Present:**

Michael Harvey, Superintendent

**Public Hearing on the School District's FY19 Budget**

Joshua Liebow called the meeting to order at 7:03 pm.

Joshua Liebow provides overview of the public hearing agenda. First, Superintendent Michael Harvey will speak on the FY19 HWRSD Budget. Next, public comments will be welcomed.

Michael Harvey provides an overview of the Superintendent's Recommended FY19 Budget presented in detail at 01/03/2018 School Committee meeting. Presentation includes:

- Definition and practice of *level-service*;
- Increase in gross operating expenditures;
- Key assumptions;
- Summary of critical priorities and their implications on budget;
- Primary drivers in FY19 Budget;
- District totals;
- Hamilton and Wenham town expenses;
- Capital improvement plan, including FY19 capital projects and brief plan for future years;
- FY19 Budget calendar overview, including next steps, meetings addressing the budget, and vote & adoption of the Budget.

Joshua Liebow opens the floor to public comment.

No public comment.

Joshua Liebow moves to recess at 7:16 pm until 7:30 pm.

**The Hamilton Wenham Regional  
School Committee Meeting  
Wednesday, January 17, 2018 7:30pm  
Buker School Multi-Purpose Room**

**Regular School Committee Meeting**

**Present:**

Jeanise Bertrand  
Kerry Gertz  
Joshua Liebow, Chair  
Gene Lee  
David Polito

**Also Present:**

Michael Harvey, Superintendent

**1. Call to Order**

Joshua Liebow called the meeting to order at 7:30 pm.

**2. Pledge of Allegiance**

**3. Citizens' Comments**

None

**4. Chair's Report**

- Josh Liebow, Michael Harvey, and Jeff Sands participated in a call with Scott Maddern, Sean Timmons, and Phil Tocci about the Turf Field project. Specifically discussed strategies in how to get people involved, educating the public, and fundraising options. Recreation Committee will attend the HWRSD Committee meeting on 01/31/2018 to present fundraising, awareness, and communication strategies. Scott Maddern has been working with town of Wenham and advocating on behalf of the School Committee and this project.

**5. Superintendent's Report**

- Kindergarten registration activities are underway. Orientation for parents is scheduled for Tuesday, March 13th at 6:30pm at Winthrop School. Registration takes place:
  - 3/19/2018 - 3/23/2018: 9:00 am - 12:00 pm on each day
  - 3/21/2018: 2:00 pm - 6:00 pmAll registration will take place at District offices, 5 School St., Wenham. HWRSD website has registration packet, and list of required documents and forms.
- School Committee election/nominations have begun. There are 2 seats open, each for a 3-year term. Nomination papers can be picked up at Michael Harvey's office at the district

offices (5 School St.) and must be returned with at least 40 signatures before 5:00 pm on 2/26/2018. Before gathering signatures, candidate must have nomination papers certified by Town Clerk to ensure candidate's voter registration. Contact Donna Bunk, Executive Assistant to the Superintendent at 978-626-0821 for more information or questions about this process.

- Congratulations to the *James and the Giant Peach* cast and crew for a wonderful performance. Friday night's performance was particularly impressive as the power was lost, and audience pulled out their cell phone flashlights. The cast did not miss a beat!
- State auditor Suzanne Bump will be at Triton Regional School Committee Meeting on 1/25/2018 to discuss supporting regional school district structure and finances. State representatives will also be in attendance. Michael Harvey has forwarded event details to towns' Board of Selectmen. Link will be provided in Superintendent's Blog. Members of public are also encouraged and invited to attend.
- On behalf of district, we extend best wishes to retired Wenham Fire Chief Bob Blanchard. Bob has been a champion within the schools and community. He has organized fire safety trainings and education, CPR education, and many other events. Bob has been a consistently positive presence in the lives of our students.
- Congratulations to High School DECA team on their 1/11 competition at the District III Career Development Conference at Merrimack College, North Andover. 750 students from 11 schools participated in this event. 90 Hamilton-Wenham students competed, and 44 qualified for the state career conference to be held 03/08/2018 - 03/10/2018 in Boston. All names and trophies are listed on Superintendent's Blog. Great job!

## **6. Consent Agenda**

- a. Minutes
  - January 3, 2018 (EXHIBIT A)
- b. Warrants
  - January 3, 2018 (EXHIBIT B)
- c. Field Trip - Model UN to MIT (EXHIBIT C)

**I MOVE THAT THE HAMILTON-WENHAM REGIONAL SCHOOL COMMITTEE APPROVE THE CONSENT AGENDA: MINUTES FROM 01/03/2018, WARRANTS FROM 01/03/2018, AND THE FIELD TRIP REQUEST FOR MODEL UN TO MIT.**

**MOTION by Kerry Gertz; SECONDED by Jeanise Bertrand.  
Unanimously approved by 5 members present.**

## **7. New Business**

### **a. Student Government Presentation**

Student government presentation has been pushed to a later date due to midterms.

### **b. Presentation on School Libraries from Kent Kovachs, Flansburgh Associates (Exhibit D)**

Kent Kovachs: We have worked on many school projects, and we think this particular project is a great initiative to focus on libraries. Library is such an important role in developing youth. Presentation will provide evaluation overview of all existing schools, the workshops and education within the library, and strategy on merger of technology and contemporary library uses. Evaluated library conditions, school conditions and finances.

Bill Beatrice: Overview of existing conditions at each school. Evaluated the interior environment, finishes, fixtures, partitions, doors, hardware, etc. Consultants also reviewed and analyzed the plumbing, fire protection, and other considerations. Details provided on Buker, Cutler, Winthrop, and Miles River/High School, as outlined in Exhibit D.

Explanation of the costs of the design proposals which have taken into account the maximum permitting costs. Costs of renovations cannot go above  $\frac{1}{3}$  of the assessed building value without having to update the entire building to be code compliant. Because of this, Winthrop, has a \$0 threshold until Spring 2019 due to the other projects. Explanation of calculations of maximum costs for each school.

Betsy (of Flansburg Associates): Mid-June 2017 workshops focused on concepts of library. This included campfire, reading area, stacks, visual reading tables, formal presentation area, innovation lab, and reading nooks. Explains the proposed design to separate noise levels.

Ken Kovachs: Proposes moving to the library across the courtyard which will breathe life into the school. This will invigorate the program and become the focal point upon entrance.

Betsy (of Flansburg Associates) (Cutler): Proposal separating out work spaces based on noise, and separating out spaces by book stacks. Wood tones and nooks and crannies to create warmth and welcoming environment.

Betsy (of Flansburg Associates) (Winthrop): Proposal capitalizes on being adjacent to the courtyard. Design illustrates the doors opening up more and the rear opening further to courtyard with outdoor seating. Incorporates art and music programs to bring a diverse curriculum in the library environment.

Betsy (Flansburg Associates) (HWRSD/Miles River): Wants to introduce height and bring in technology classrooms to the life of the library, opposed to the isolated location currently.

Ken Kovachs: We want to preserve the essence of a traditional library, but incorporate the tech savviness of the students. There is a lot of area to do this, so the proposal includes cyber cafe, 200 audience capacity, and large, boxy space. This concludes our design presentation.

Ken Kovachs: Presents details on financial estimates and each school renovation costs.

Josh Liebow asks about costs of materials and flexibility on material choices to move away from high-end rendering.

Ken Kovachs states there is opportunity to negotiate those costs depending on school needs, but proposal includes consistent palette throughout the designs and costs. Proposals include the following costs\*:

Buker	\$947,838
Cutler	\$852,767
Winthrop	\$1.35 million
HS/Miles River	\$2.83 million

\* Based on independent cost assessor.

Josh Liebow asks about the high pricing, as compared to the cost of a similar sized house in the area.

Ken Kovachs explains that there are costs associated with code compliance necessary for public education environments, which is different from residential coding. Costs are also more because of the exterior renovations.

Josh Liebow: Thank you, the designs are great!

### **c. FY19 Budget Review**

(Exhibit E)

Peggy McElhinney, *Director of Curriculum Instruction*, presents School Committee Budget requests.

Funding priorities fall into 4 categories:

#### **1. K-5 math resources**

Current curriculum is not equipped to meet the Revised Common Core standards, which are very sophisticated and more complex. Because current in-house curricula are pulled from a variety of sources, resources and curriculum are inconsistent. New resources need to be designed specifically with consistency to meet the new Common Core standards and better align pedagogy to reinforce these standards. There are a few months left in the selection process for materials, where a special committee is working to choose the best resource. Estimated costs: \$100,000 for initial year (including professional development for teachers) with a recurring annual cost ranging between \$10,000 and \$25,000.

#### **2. 6-8 math resources**

Current textbook is *Big Ideas Math*. The rating from EdReports (unbiased rating agency, similar to consumer-reports) on this current resource shows that 6th and 7th grade does not meet expectations, and 8th grade partially meets expectations. Since teachers are relying on this textbook, it is difficult to emphasize the appropriate learning materials. Suggestion is to replace resources with ones better aligned with pedagogy and standards. Reviews the costs of options being considered.

Estimated cost: \$40,000 for initial year implementation (including professional development) with a recurring annual cost ranging between \$10,000 and \$25,000.

Jeanise Bertrand asks for clarification on whether district is building their own curriculum.

Peggy McElhinney: We have been making education decisions about building this curriculum, but we need the resources so we can create the appropriate curriculum. Resources do not equate to a curriculum.

### **3. Fountas and Pinnell upgrade**

Approach to address elementary literacy on an individualized “just right” curriculum. This takes a tremendous amount of assessment, training, and resources. Fountas and Pinnell has upgraded their assessment system to address the reading comprehension section, which was not ideal in prior editions. A companion resource, the *Literacy Continuum*, will allow interpretation of assessments. Funding is being requested for replacement of the Fountas and Pinnell assessment with the upgraded edition, as well as the addition of the *Literacy Continuum*, bringing the resources up to date so we can enhance what we are already doing.

### **4. Response to intervention (RTI) screeners and interventions**

RTI is a philosophy of how district meets students’ needs. This ensures an accurate reflection of how all students are meeting benchmarks. Predicated on the fact that there are three tiers of instruction interventions:

1. Core instruction interventions (80% of students require)
2. Targeted group interventions (15% of students require)
3. Intensive interventions (5% of students require)

Response to Intervention has been shown to be the 6th most important thing districts can do to increase student achievement.

Funding would support recommended changes from this year’s study (TBD). May need additional tools to make assessments, depending on needs.

Josh Liebow: Thank you!

### **Student Services Budget Priorities**

Stacy Bucyk, M.Ed., *Director of Student Services*

Requests:

- 1. 1.0 FTE Special Education Team Chairperson for OOD**
  - Overview of the need for this position
  - Overview of the responsibilities for this position (75% OOD and 25% in district)
- 2. Elementary and Secondary Special Education Coordinators**

- Currently we have elementary coordinator and secondary coordinator with large caseloads.
  - Overview of the responsibilities. Right now, we are only meeting about the first 5.
- 3. 2.0 FTE HE Special Education Program Based Teachers**
- 4. 1.0 FTE Language-Based Program Teacher**
- a. Cost analysis explained. Over 4 years, with assumptions of tuition numbers for OOD placement for 4 students, we'd see a net savings of 1.3 million

Discussion regarding details of OOD and the programs needed to meet the needs of all students.

Jeanise Bertrand asks if there are more special needs students or if district is better equipped to address the needs (what accounts for lack of program last year).

Michael Harvey clarifies that this is a sustainable position with the incoming students (4 next year, 3 the following, and 3 the following year). Spending the OOD tuition is much higher than hiring staff to offer program in district.

Stacey Bucyk explains annual costs.

**5. 1.0 FTE Life Skills Program Teacher**

- Four year cost analysis
- We have 4 students that would need this for next year, then 4, then 3.

In district costs would include addition of teacher, as well as 2 TAs

Discussion regarding costs, IEP needs, the two very different sets of needs per population. Language program is for higher cognitive skills, life-skills is for lower functioning cognitive, many of whom are diagnosed on the autism spectrum and require 1 on 1 support.

Discussion regarding the history of HW District offering these types of programs. Michael Harvey explains that last year, with 1 student requiring these services, the program was put on hold because it was more cost effective to send that 1 student OOD instead of paying staff. It is now more cost effective to hire staff and offer the program due to the increase in students requiring such services.

Discussion regarding the number of students to make program sustainable as well as the tuition costs associated with OOD students coming to HW district's programs.

**6. .5 FTE MS Special Education Reading Teacher**

Currently, the reading teacher has a caseload of 33 students, including language based students. Overview of IEP goals, evaluations, etc. Hiring in district rather than contracting (ranges \$60-\$120 per hour for contract position) will save us money. A .5 FTE will better meet the needs of students and be more cost effective.

Committee members commend Stacy Bucyk on a great presentation. Many agree with the need for a program in the district to target these specific needs.

**d. Donations**

(Exhibit F)

- **General Electric Institute of International Education**

*\$1,000.00*

International Education to be used for the district

- **Friends of Winthrop**

*\$450.00*

To be used in helping pay for students attending the North Shore Music Theatre

**I MOVE THAT THE HAMILTON-WENHAM REGIONAL SCHOOL COMMITTEE ACCEPT THE DONATIONS FROM GENERAL ELECTRIC INSTITUTE OF INTERNATIONAL EDUCATION IN THE AMOUNT OF \$1,000.00 AND THE FRIENDS OF BUKER FOR \$450.00.**

**MOTION by Kerry Gertz; SECONDED by Josh Liebow.**

**Unanimously approved by 5 members present.**

Thank you for each generous donation!

**8. Other**

Next meeting 01/24/2018 will take place at Dr. Michael Harvey's office and will focus on a workshop-style approach to the FY19 Budget. The meeting will be off camera, however, the public is more than welcome to attend.

Topics for next meeting:

1. Athletics;
2. Maintenance;
3. Custodial;
4. Facilities;
5. Technology;
6. Review administration's list of critical priorities, and the reasoning for including certain items from that list and not others.

Jeanise Bertrand asks to include an item to discuss order in asking for debt exclusions.

**9. Vote to Adjourn**

**I MOVE THAT THE HAMILTON-WENHAM REGIONAL SCHOOL COMMITTEE MEETING ADJOURN AT 9:10 PM.**

**MOTION by Kerry Gertz; SECONDED by Jeanise Bertrand.**

**Unanimously approved by 5 members present.**

*Respectfully submitted Mahala Lettvin*