



HAMILTON-WENHAM
REGIONAL SCHOOL DISTRICT
5 SCHOOL STREET, WENHAM, MA 01984 · TEL. 978-468-5310

School Committee Meeting
Buker Elementary School Multi-Purpose Room
Wednesday, January 22, 2020
6:30 PM - 10:00 PM

Present:

Tai Pryjma
Michelle Horgan
David Polito, Chairperson
Stacey Metternick, Secretary
Peter Wolczik
Michelle Bailey, Vice Chairperson (remote participation via phone)
Gene Lee (arrival at 6:55pm)

Also Present:

Julie Kukenberger, Interim Superintendent
Vincent Leone, Assistant Superintendent to Finance & Administration
Thomas Kaine, Student Government Representative

1. Call to Order

6:30 PM

David Polito, Chairperson, calls the meeting to order at 6:37 pm.

2. Pledge of Allegiance

All in attendance rise for the Pledge of Allegiance.

3. Citizens' Comments

None.

4. Public Hearing on FY21 Budget

[Exhibit](#)

A phone call is made to School Committee member Michelle Bailey, in order for her remote participation. Ms. Bailey joins the meeting at 6:40PM via telephone.

Dr. Kukenberger and Mr. Leone review the FY21 Tentative Budget ([Exhibit](#)), approved by the School Committee on 01/08/2020. Moving through slides in the presentation, *FY21 Budget: Leadership Team Proposal* ([School Committee packet](#), pages 1-13), Dr. Kukenberger and Mr. Leone explain the budget process, prior FY budgets, budget increases, debt service, capital projects, comparative data for FY budgets/realities, next steps in Budget process, etc. The information presented this evening was detailed in many prior School Committee meetings.

Mr. Polito opens the floor to citizen comments. There are no citizen comments.

5. Public Hearing on School Choice

7:00PM

Mr. Polito opens the Public Hearing on School Choice at 7:00PM.

Dr. Kukenberger explains that the School Committee reviews School Choice options for students on an annual basis. District administration is currently recommending not pursuing School Choice for grade 6-8 for the 2020/2021 school year.

After some members state their confusion, Dr. Kukenberger clarifies: School Choice is still available, but the district would not be actively seeking grade 6-8 students. Discussion regarding policies, class sizes, history of action taken regarding School Choice, etc.

Mr. Polito opens the floor to citizen comments.

Craig Genualdo, Amesbury, MA: Mr. Genualdo's 9th grade son choiced in to the HWRSD this year. Mr. Genualdo believes that the district's dedicated staff and overall excellent learning environment provides an enormous benefit to his son. He would like his other son, currently a 5th grade student, to be able to choice-in to HWRSD as well. Mr. Genualdo appreciates the opportunity to have his children in the district.

Mr. Genualdo encourages the School Committee to look into laws surrounding students finishing their education in the school they have choiced into. He believes the law allows high school, school choice students to finish at their school, but Mr. Genualdo wonders if there are any laws determining outcomes for 6th/ 7th grade School Choice students should the program end.

Discussion on School Choice program, process, target class sizes, prior year enrollment data, deferment, special circumstances, etc.

Amy Greaves, Gloucester: Ms. Greaves' 6th grade son and 8th grade daughter are School Choice students in HWRSD, and both are thriving in their schools. Ms. Greaves appreciates the opportunity to have her children in the district.

6. Student Representative's Report

Thomas Kaine, Student Government President and Student Government Representative reports:

- This week has been *Mid-Term exam week* - Mr. Kaine speaks briefly about the benefits and challenges with this testing. Although it is a necessary skill for higher education, it is an antiquated practice.
- 02/06/20 *Winter Concert*
- 02/12/20 *Credit for Life Fair*: This fair is sponsored by the Institution for Savings and offers all Juniors financial education, including budgeting, investments, and general financial life skills.
- Upcoming *Portsmouth Naval Shipyard visit*: The Naval Shipyard is scheduled to visit HWRHS to arrange stations covering an array of interesting and engaging topics for an all-day in-school field trip for Sophomores.
- 02/27 - 02/29 *DECA States*: 94 students qualified for States in the district competition. Mr. Kaine attended States last year, and looks forward to attending this year as well.

Discussion regarding nature of mid-term exams, format, level of memorization versus application of skills

Ms. Horgan notes that the *Credit for Life Fair* is very impactful for students, and is a wonderful example of putting theory into action.

Dr. Kukenberger points out that the Humanities department engaged in creative alternatives to mid-term exams. Mr. Kaine explains that students created a full size mural in the Humanities room complete with QR codes linking to students' reports. Other students developed a board game for their mid-term exam.

7. New Business

A. Vote on School Choice for FY21

[Exhibit](#)

I MOVE THAT THE HAMILTON WENHAM REGIONAL SCHOOL COMMITTEE VOTE TO APPROVE SCHOOL CHOICE FOR GRADES 6-12, AND NOT ACTIVELY SEEKING GRADE 6-8 CANDIDATES.

MOTION by Stacey Metternick; SECONDED by Michelle Horgan.

I MOVE TO AMEND THE MOTION ON THE FLOOR TO REMOVE THE LANGUAGE "AND NOT ACTIVELY SEEKING GRADE 6-8 CANDIDATES".

MOTION by Michelle Horgan; SECONDED by Gene Lee.

Tai Pryjma	YES
Michelle Horgan	YES
Gene Lee	YES
Peter Wolczik	YES
Stacey Metternick	YES
Michelle Bailey	YES
David Polito	YES

MOTION TO AMEND PASSES unanimously through roll call vote.

Original Motion:

Tai Pryjma	YES
Michelle Horgan	YES
Gene Lee	YES
Peter Wolczik	YES
Stacey Metternick	YES
Michelle Bailey	YES
David Polito	YES

MOTION PASSES unanimously through roll call vote.

B. Interim Superintendent Formative Evaluation

[Exhibit](#)

Dr. Kukenberger provides School Committee members with a packet including a copy of her presentation this evening, Superintendent goals approved in September, as well as other evidence in support of her presentation.

Dr. Kukenberger's objective this evening is to provide the School Committee with a progress update, provide evidence of effectiveness in 2019-2020 Superintendent goals, and communicate some emerging themes she has noticed.

- Review Entry Plan Phases: (1) Transition; (2) Entry; (3) Data Analysis; (4) Planning
- Review General Focus Areas: (1) Student achievement; (2) Engage community; (3) Governance Team Committee of Education - helping the School Committee work with the Leadership Team and develop trusting relationships; (4) Examine the budget development process; (5) Identify educational priorities and next steps

- Superintendent Entry and Search Survey
 - Initial plan changed, MASC stepped in to collect data
- General Patterns and Emerging Themes:
- HWRSD Strengths
 - Each town has unique identity with strong histories. Sometimes they are viewed as separate communities, and sometimes they are viewed as collective community;
 - HWRSD is viewed as an asset: staff are highly respected;
 - Teaching and support staff are highly respected;
 - Strong enacted curriculum- working on supporting the whole child through Social/Emotional, behavioral and mental health. The district has made significant progress in implementing this
 - Committed to continuous improvement - Although HWRSD is a high performing district, educators remain committed to enhancing and expanding authentic learning opportunities for all students.
- Opportunities
 - Focus on multi-tiered approach -many aspects are already in motion, but a strong systems in place for analysis and enacting improvements is necessary;
 - Addressing deficits in student programming: build student support models, behavioral intervention, etc.;
 - Enhance and document curriculum - ensure accessibility, work towards inclusive practices, ensure professional development opportunities and other support is offered for teachers to implement this effectively
 - Expand and align student non-academic supports (mental, social/emotional, behavioral health supports is shown in proposed budget, leadership team is right to think about mental health and support of the entire family unit
 - Build collaborative relationships with stakeholders to maximize shared problem solving in order to achieve financial stability and community support.
- Review Cycles of Continuous Improvement
 - Currently in the mid-cycle review -reviewing progress
- Review Superintendent Goals
 - Dr. Kukenberger explains her methods to organize evidence of effectiveness: she created a spreadsheet outlining the 4 goals as well as the 8 indicators in rubric evaluation. Dr. Kukeneberger moves through her 4 goals, explaining the evidence of effectiveness she used to demonstrate her progress in each:
 - Goal 1: Effective Entry and Direction Setting;
 - Goal 2: Maintain Momentum during Transition
 - Goal 3: Participate in the new superintendent induction program
 - Goal 4: Analyze and Assess the Effectiveness of the District's Multi-Tiered Support System

Dr. Kukenberger concludes that School Committee members have access to this information online, and she is also happy to add more detail upon request.

Ms. Metternick and Mr. Polito commend Dr. Kukenberger for her excellent work this school year, despite a number of obstacles faced upon her entry.

Ms. Horgan asks Dr. Kukenberger if she believes she has a good sense of what is going on in the classroom. Dr. Kukenberger answers yes, but not as much as she had hoped. Dr. Kukenberger believes that she could absolutely be more visible, as the risk of detaching from the classroom is

often experienced at the leadership level. She hopes that the district stabilizes and the next superintendent is able to focus more on the classroom level.

Mr. Wolczik notes that several staff members have spoken to him about her level of engagement, how much she is appreciated, and their desire to have Dr. Kukenberger remain on as the District's Permanent Superintendent.

Mr. Lee asks Dr. Kukenberger about challenges she anticipates for the rest of the year, and what the School Committee can do to support her and ensure her success. Dr. Kukenberger responds that the School Committee can continue to hold efficient meetings, as well as continue to engage with the Leadership Team in a positive and productive manner.

School Committee members explore whether a motion is needed in order to allow Dr. Kukenberger to apply for the Permanent Superintendent position. Ms. Bailey points out that the Screening Committee charge includes language that they will interview candidates, including the current interim superintendent.

Mr. Polito suggests an amendment to the agenda: move the Superintendent's Search (originally Item D) to the next item of business (Item C).

C. Superintendent's Search (originally Item D)

Ms. Bailey states that applicants Kristin Crockett and Catherine Harrison were not able to attend tonight's meeting.

Discussion regarding the decision making process to choose from the list of applicants to the Screening Committee. School Committee members discuss pros and cons of both a strategic choice involving debate, and a random choice: bias, negating qualifications, determining best interest of the district, representation of the categories chosen,

I MOVE THAT THE HAMILTON WENHAM REGIONAL SCHOOL COMMITTEE VOTE TO CHOOSE THE CANDIDATES FOR THE SCREENING COMMITTEE BY DEBATE.

MOTION by Stacey Metternick; SECONDED by Michelle Horgan.

Discussion: Mr. Polito states that his thought process is to try and pull the School Committee out of the initial process as much as possible. Further, Mr. Polito notes that he knows many of the applicants, and does not believe he could give those he does not know a fair shot. He believes any of the applicants in the pool would be qualified to serve, and argues that the committee adopt a random method to selecting Screening Committee members. Ms. Metternick, along with the majority of other members, note that making the decision through debate is necessary given that applicants provided letters of interest and resumes complete with their individual qualifications.

Gene Lee	YES
Michelle Horgan	YES
Tai Pryjma	YES
Stacey Metternick	YES
Peter Wolczik	NO
Michelle Bailey	YES
David Polito	NO

MOTION PASSES by majority roll call vote.

- Review Screening Committee letters of interest and select candidates [Exhibit](#)
- Discuss process of selecting community members for the Screening Committee [Exhibit](#)

The community member candidates for the superintendent Screening Committee include:

- Gary Cheeseman - Community (Resident)
- Catherine Harrison - Community (Resident)
- Tyson Goodridge - High School Parent Middle School
- Julian Meyer-Brown - Middle School
- Kristin Crockett - Middle School Elementary
- Julie Holbrook - Middle School Elementary
- Ann Krantz - Middle School Elementary
- Nicole Ireland - Middle School Elementary
- Patti McCullough - Middle School Elementary
- Bill Olson * received late - Middle School Elementary Community
- Leah Guenther-Sutermeister - Elementary
- Deirdre Pierotti - Elementary
- Ani Sarkisian - Elementary
- Jeremy Standring - Elementary

Ms Bailey argues that Bill Olson be the third member in the community member category to serve on the Superintendent Screening Committee.

I MOVE THAT THE HAMILTON WENHAM REGIONAL SCHOOL COMMITTEE PUT FORWARD GARY CHEESEMAN, CATHERINE HARRISON, AND BILL OLSON AS COMMUNITY REPRESENTATIVES ON THE SCREENING COMMITTEE.

MOTION by Stacey Metternick; SECONDED by Michelle Horgan.

Discussion: Mr. Polito reiterates that he is uncomfortable with the idea of individuals filling multiple spots. He understands Ms. Bailey’s argument, but believes the community member representatives are without a vested interest (by way of having a child who is a student in the district). Discuss community member category intention and purpose. Mr. Lee opines that we all fill multiple identities and categories, and making distinctions such as these is not necessarily easy, nor is it always effective. Discussion surrounding the many complexities ensuring a balanced representation of the categories chosen.

Bill Olson: He states that he has been an elected official in the past, and he is a current parent and community member. He would like to serve on the committee, and is happy to fall into whichever category decided. Discussion regarding procedure, with Mr. Olson noting that the letter sent out by the School Committee was not clear that one could be excluded.

Gene Lee	YES
Michelle Horgan	YES
Tai Pryjma	YES
Stacey Metternick	YES
Peter Wolczik	YES
Michelle Bailey	YES
David Polito	NO

MOTION PASSES by majority roll call vote.

Discussion regarding the process of selecting parent representatives for the Screening Committee. Ms. Bailey notes that at the last School Committee meeting, they voted to select 4 parent representatives. Discussion regarding how to balance representation in the parent category, and how to choose members, including balance throughout grade levels, qualifications, etc.

I MOVE THE HAMILTON WENHAM REGIONAL SCHOOL COMMITTEE MOVE FORWARD TYSON GOODRIDGE AS A HIGH SCHOOL PARENT REPRESENTATIVE FOR THE SUPERINTENDENT SCREENING COMMITTEE.

Gene Lee	YES
Michelle Horgan	YES
Tai Pryjma	YES
Stacey Metternick	YES
Peter Wolczik	NO
Michelle Bailey	YES
David Polito	YES

MOTION PASSES through majority roll call vote.

Discussion regarding selecting 3 more parent representatives.

I MOVE THE HAMILTON WENHAM REGIONAL SCHOOL COMMITTEE MOVE FORWARD JULIAN MEYER-BROWN AS MIDDLE SCHOOL PARENT REPRESENTATIVE FOR THE SUPERINTENDENT SCREENING COMMITTEE.

MOTION by Michelle Bailey; SECONDED by Stacey Metternick.

I MOVE TO AMEND THE MOTION ON THE FLOOR TO RANK ORDER THE MIDDLE SCHOOL POPULATION REPRESENTATIVE.

MOTION by Gene Lee; SECONDED by Michelle Horgan.

Discussion: Rank order seems to be a process that works well for the School Committee. Discuss process going forward, clarification of the motion and amendment on the floor currently.

MICHELLE BAILEY WITHDRAWS HER ORIGINAL MOTION TO MOVE FORWARD JULIAN MEYER-BROWN.

I MOVE TO AMEND THE MOTION ON THE FLOOR TO VOTE THE TOP TWO MIDDLE SCHOOL CANDIDATES FROM EACH SCHOOL COMMITTEE MEMBER.

MOTION by Stacey Metternick; SECONDED by Michelle Horgan.

Michelle Horgan	YES
Tai Pryjma	YES
Stacey Metternick	YES
Peter Wolczik	NO
Michelle Bailey	YES
David Polito	YES
Gene Lee	ABSTAIN

MOTION PASSES by majority roll call vote.

School Committee members identify their choices for the middle school parent representatives:

Michelle Horgan	Julian Meyer-Brown & Kristin Crockett
Tai Pryjma	Julie Holbrook & Patti McCullough
Peter Wolczik	Kristin Crockett & Patti McCullough
Stacey Metternick	Julian Meyer-Brown & Kristin Crockett
Michelle Bailey	Julian Meyer-Brown & Kristin Crockett
Gene Lee	Julian Meyer-Brown & Ann Krantz
David Polito	Julie Holbrook & Kristin Crockett

RESULTS: Kristin Crockett: 5; Julian Meyer-Brown: 4; Julie Holbrook: 2; Patti McCullough: 2; Ann Krantz: 1.

I MOVE THAT THE HAMILTON WENHAM REGIONAL SCHOOL COMMITTEE MOVE FORWARD KRISTIN CROCKETT AND JULIAN MEYER-BROWN AS THE MIDDLE SCHOOL PARENT REPRESENTATIVES TO SERVE ON THE SUPERINTENDENT SCREENING COMMITTEE.

MOTION by Stacey Metternick; SECONDED by Michelle Horgan.

Tai Pryjma	YES
Michelle Horgan	YES
Gene Lee	YES
Stacey Metternick	YES
Michelle Bailey	YES
Peter Wolczik	YES
David Polito	YES

MOTION PASSES unanimously through roll call vote.

School Committee members identify choices for elementary school parent representative:

Gene Lee	Patti McCullough & Deirdre Pierotti
Michelle Horgan	Nicole Ireland & Deirdre Pierotti
Tai Pryjma	Nicole Ireland & Deirdre Pierotti
Peter Wolczik	Deirdre Pierotti & Leah Guenther-Sutermeister
Michelle Bailey	Deirdre Pierotti & Julie Holbrook
Stacey Metternick	Deirdre Pierotti & Nicole Ireland
David Polito	Julie Holbrook & Nicole Ireland

RESULTS: Deirdre Pierotti, 6; Nicole Ireland, 4; Julie Holbrook, 2; Patti McCullough, 1

I MOVE THAT THE HAMILTON WENHAM REGIONAL SCHOOL COMMITTEE MOVE FORWARD DEIRDRE PIEROTTI AS THE ELEMENTARY SCHOOL PARENT REPRESENTATIVE TO SERVE ON THE SUPERINTENDENT SCREENING COMMITTEE.

MOTION by Stacey Metternick; SECONDED by Tai Pryjma.

Tai Pryjma	YES
Michelle Horgan	YES
Gene Lee	YES
Peter Wolczik	YES
Stacey Metternick	YES
Michelle Bailey	YES
David Polito	YES

MOTION PASSES unanimously through roll call vote.

I MOVE THAT THE HAMILTON WENHAM REGIONAL SCHOOL COMMITTEE MOVE FORWARD NICOLE IRELAND AS THE ALTERNATE ELEMENTARY SCHOOL PARENT REPRESENTATIVE TO SERVE ON THE SUPERINTENDENT SCREENING COMMITTEE.

MOTION by Stacey Metternick; SECONDED by Michelle Horgan.

Tai Pryjma	YES
Michelle Horgan	YES
Gene Lee	YES
Peter Wolczik	YES
Stacey Metternick	YES
Michelle Bailey	YES
David Polito	YES

MOTION PASSES unanimously through roll call vote.

Ms. Bailey will write letters to follow up with all applicants.

- Discuss process of selecting teachers/staff for the Screening Committee

[Exhibit](#)

The teachers/staff applicants for the Screening Committee include:

- Mary Adamik - Elementary
- Kathy O'Shea - Elementary
- Catherine Frost - Middle School
- Maija Scarpaci - High School
- Bill Melville - High School
- Kristen Borges - High School
- Ben Schersten - Buker Elementary
- Peggy McElhinney - Central Office

I MOVE THAT THE HAMILTON WENHAM REGIONAL SCHOOL COMMITTEE MOVE FORWARD CATHERINE FROST AS THE MIDDLE SCHOOL TEACHER/STAFF REPRESENTATIVE TO SERVE ON THE SUPERINTENDENT SCREENING COMMITTEE.

MOTION by Stacey Metternick; SECONDED by Michelle Horgan.

Tai Pryjma	YES
Michelle Horgan	YES
Gene Lee	YES
Stacey Metternick	YES
Peter Wolczik	YES
Michelle Bailey	YES
David Polito	YES

MOTION PASSES unanimously through roll call vote.

School Committee members identify top choice for the elementary school teacher/staff:

Gene Lee	Mary Adamik
Michelle Horgan	Mary Adamik
Tai Pryjma	Mary Adamik

Peter Wolczik	Kathy O'Shea
Stacey Metternick	Mary Adamik
Michelle Bailey	Mary Adamik
David Polito	Kathy O'Shea

I MOVE THAT THE HAMILTON WENHAM REGIONAL SCHOOL COMMITTEE MOVE FORWARD MARY ADAMIK AS THE ELEMENTARY SCHOOL TEACHER/STAFF REPRESENTATIVE TO SERVE ON THE SUPERINTENDENT SCREENING COMMITTEE.

MOTION by Stacey Metternick; SECONDED by Michelle Horgan.

Tai Pryjma	YES
Michelle Horgan	YES
Gene Lee	YES
Peter Wolczik	YES
Stacey Metternick	YES
Michelle Bailey	YES
David Polito	YES

MOTION PASSES unanimously through roll call vote.

School Committee members identify top choice for the high school teacher/staff:

Gene Lee	Kristen Borges
Michelle Horgan	Kristen Borges
Tai Pryjma	Kristen Borges
Peter Wolczik	Kristen Borges
Stacey Metternick	Bill Melville
Michelle Bailey	Bill Melville
David Polito	Kristen Borges

RESULTS: Kristen Borges, 5; Bill Melville, 2.

I MOVE THAT THE HAMILTON WENHAM REGIONAL SCHOOL COMMITTEE MOVE FORWARD KRISTEN BORGES AS THE HIGH SCHOOL TEACHER/STAFF REPRESENTATIVE TO SERVE ON THE SUPERINTENDENT SCREENING COMMITTEE.

MOTION by Stacey Metternick; SECONDED by Michelle Horgan.

Tai Pryjma	YES
Michelle Horgan	YES
Gene Lee	YES
Peter Wolczik	YES
Stacey Metternick	YES
Michelle Bailey	YES
David Polito	YES

MOTION PASSES unanimously through roll call vote.

D. Approve HWRSD Strategic Blueprint 2020-2025

[Exhibit](#)

Eric Tracy, High School Principal, Jennifer Clifford, Cutler School Principal, and Carolyn Shediak, Winthrop School Principal present the HWRSD Strategic Blueprint 2020-2025, as detailed in the [Exhibit](#).

Blueprint includes the four strategic objectives along with initiatives, theory of action, and the portrait of a graduate

Dr. Kukenberger notes that the recommendation is that the School Committee approve the HWRSD Strategic Blueprint 2020-2025.

Discussion regarding importance of the Strategic Blueprint, ongoing efforts in prioritizing the blueprint, development of core values and benefits of unity, ongoing revisions and iterations necessary in the Blueprint, etc.

I MOVE THAT THE HAMILTON WENHAM REGIONAL SCHOOL COMMITTEE APPROVE THE HWRSD STRATEGIC BLUEPRINT 2020-2025 AS SHOWN IN THE [EXHIBIT](#).

MOTION by Stacey Metternick; SECONDED by Michelle Horgan.

Tai Pryjma	YES
Michelle Horgan	YES
Gene Lee	YES
Peter Wolczik	YES
Stacey Metternick	YES
Michelle Bailey	YES
David Polito	YES

MOTION PASSES unanimously through roll call vote.

E. FY20 Budget Forecast Update [Exhibit](#)

Mr. Leone provides an updated FY20 Budget Forecast, as detailed in the [Exhibit](#). Mr. Leone reviews past forecasts, actions taken to reduce costs, curtailment efforts, main drivers between October and December forecasts, etc. The current budget forecasts a deficit of \$446,000 at the end of the year. However, Mr. Leone notes that due to the hours of work from the Leadership Team combing through each line item, they were able to identify a curtailment amount of \$200,000, resulting in a curtailment deficit of \$233,000. If this holds true through the end of the year, there is enough in the circuit breaker reserve to cover this, and the district could end the year at 0.

Mr. Leone asks the School Committee to review the budget transfers and be prepared to vote on the transfers during the next School Committee meeting.

F. Review Audit Firm Price Quotes and select firm [Exhibit](#)

Mr. Leone explains that on 12/06/2019, he sent out a request for quotes from auditing firms. As detailed in the [Exhibit](#), the quotes are from the firms Melansonheath, Clifford Larson Allen LLC, and Powers & Sullivan LLC. Discussion regarding past auditing firms used, needs of the district, pros and cons with each, etc. Mr. Leone recommends that the School Committee approve Powers & Sullivan for the auditing firm to continue to serve the needs of the district.

I MOVE THAT THE HAMILTON WENHAM REGIONAL SCHOOL COMMITTEE APPROVE VINCENT LEONE'S RECOMMENDATION FOR POWERS & SULLIVAN TO BE SELECTED FOR OUR AUDITING FIRM, TO CONTINUE FOR A THREE YEAR CONTRACT.

MOTION by Stacey Metternick; SECONDED by Michelle Horgan.

Tai Pryjma	YES
Michelle Horgan	YES
Gene Lee	YES
Stacey Metternick	YES
Peter Wolczik	YES
Michelle Bailey	YES
David Polito	YES

MOTION PASSES unanimously through roll call vote.

G. Vote on 2020-2021 School Committee Meeting Schedule [Exhibit](#)

Misunderstanding on when the 2020-2021 School Committee Meeting Schedule would be drafted and approved. Last year, the School Committee meeting schedule was voted on during this time of year in order to approve the remaining meetings of that school year. The schedule for next year will be approved at a later date, when the new School Committee members have been voted in.

This item is tabled until a date TBD.

H. Donations

Thurston Foods \$150 [Exhibit](#)

I MOVE THAT THE HAMILTON WENHAM REGIONAL SCHOOL COMMITTEE ACCEPT THE DONATION FROM THURSTON FOODS IN THE AMOUNT OF \$150.

MOTION by Stacey Metternick; SECONDED by Michelle Horgan.

Tai Pryjma	YES
Michelle Horgan	YES
Gene Lee	YES
Stacey Metternick	YES
Peter Wolczik	YES
Michelle Bailey	YES
David Polito	YES

MOTION PASSES unanimously through roll call vote.

Friends of Winthrop \$860 [Exhibit](#)

I MOVE THAT THE HAMILTON WENHAM REGIONAL SCHOOL COMMITTEE ACCEPT THE DONATION FROM THE FRIENDS OF WINTHROP IN THE AMOUNT OF \$860.

MOTION by Stacey Metternick; SECONDED by Michelle Horgan.

Tai Pryjma	YES
Michelle Horgan	YES
Gene Lee	YES
Stacey Metternick	YES
Peter Wolczik	YES
Michelle Bailey	YES
David Polito	YES

MOTION PASSES unanimously through roll call vote.

Thank you to Thurston Foods and the Friends of Winthrop for these generous donations!

8. Superintendent's Report

A. Greener, Cleaner HWRSD

Dr. Kukenberger reviews the efforts of Hamilton-Wenham students, district administration, and a partnership with the towns to reach the goal of becoming a zero-waste community. Students have stepped up to take the lead in this project.

B. Proactive Action During Flu Season

[Exhibit](#)

Dr. Kukenberger notes that proactive, preventative measures are in place to protect the safety and health of students and families. A letter was sent out last week to inform families of the warning signs, and encourage hand washing.

9. Chair's Report

None.

10. Committee Reports (continued)

A. Capital/Financial Planning Subcommittee

- Mr. Lee reports the Capital/Financial Planning Subcommittee met last night, 01/21/2020. Topics discussed include:
 - FY21 Budget; guidance to district administration and possible reductions
 - 01/29/20 Joint Committee meetings with Hamilton and Wenham BOS and FINCOMs - Proposed agenda for meeting, provide guidance to Dr. Kukenberger;
 - Continued discussion on collaboration with the TURF Committee to submit MOU
- Next Meeting date: 02/04/2020 meeting specifically for FY21 Budget discussion; 02/11/2020 meeting scheduled to move the TURF Field MOU forward. At the 02/12/2020 School Committee Meeting, The Subcommittee will make a recommendation to the School Committee regarding the FY21 Budget at the 02/12/2020 School Committee meeting.

B. Policy Subcommittee

- *School Committee Operating Protocol*
 - Ms. Bailey reports that Dr. Kukenberger has been collecting data and the Policy Subcommittee will review this in more detail at their next meeting.
- *Second Reading of School Committee Policy C* [Exhibit](#)
 - Ms. Bailey heard there was a question specifically about transportation issues that may come up. Ms. Bailey reports that this policy is only related to when the staff can transport students in cars, and that the District's Athletic Department implements strict procedures surrounding other aspects.

I MOVE THAT THE HAMILTON WENHAM REGIONAL SCHOOL COMMITTEE APPROVE THE SECOND READING OF THE SCHOOL COMMITTEE POLICY SECTION C IN FORM, AS SHOWN IN THE [EXHIBIT](#).

MOTION by Stacey Metternick; SECONDED by Michelle Horgan

Tai Pryjma	YES
Michelle Horgan	YES
Gene Lee	YES
Stacey Metternick	YES
Peter Wolczik	YES
Michelle Bailey	YES
David Polito	YES

Unanimously approved by roll call vote.

- *Second Reading of School Committee Policy E*

[Exhibit](#)

I MOVE THAT THE HAMILTON WENHAM REGIONAL SCHOOL COMMITTEE APPROVE THE SECOND READING OF THE SCHOOL COMMITTEE POLICY SECTION E IN FORM, AS SHOWN IN THE [EXHIBIT](#).

MOTION by Stacey Metternick; SECONDED by Michelle Horgan

Tai Pryjma	YES
Michelle Horgan	YES
Gene Lee	YES
Stacey Metternick	YES
Peter Wolczik	YES
Michelle Bailey	YES
David Polito	YES

Unanimously approved by roll call vote.

- Next Meeting Date: TBD

C. Negotiations Subcommittee

- Ms. Horgan reports that the next meeting will review upcoming contract renewals, and Ms. Horgan will report her observations during the Gloucester Open Bargaining session.
- Next Meeting Date: 02/04/2020 at 4:30PM.

11. Consent Agenda

A. Warrants

[Exhibit](#)

- Voucher No. 16
- Voucher No. 1033
- Voucher No. 2858
- Voucher No. 2859
- Voucher No. 2860

B. Vote to approve prior meeting minutes:

- November 6, 2019
- November 20, 2019

[Exhibit](#)

[Exhibit](#)

Ms. Metternick asks to remove the 11/06/2019 meeting minutes, as they were approved at the 11/20/2020 School Committee meeting.

I MOVE THAT THE HAMILTON WENHAM REGIONAL SCHOOL COMMITTEE ACCEPT THE CONSENT AGENDA AS STATED, EXCEPT FOR THE 11/06/2019 MEETING MINUTES, AS THEY WERE APPROVED AT THE 11/20/2020 SCHOOL COMMITTEE MEETING; THERE CAN BE NO FURTHER CHANGES TO THESE DOCUMENTS.

MOTION by Stacey Metternick; SECONDED by Michelle Horgan.

Tai Pryjma	YES
Michelle Horgan	YES
Gene Lee	YES
Stacey Metternick	YES
Peter Wolczik	YES
Michelle Bailey	YES
David Polito	YES

MOTION PASSES unanimously through roll call vote.

12. Other

A. Topics for Future Meetings

- Eliminate paper packets for School Committee and move to a digital only platform
 - Discussion regarding applications and software to best suit needs, training available, timeline implementation, etc.
- Next Wednesday, 01/29/2020, 7:00PM: Joint Committee Meeting with Hamilton and Wenham BOS and FINCOM committees;
- Discussion regarding potential to combine 02/05/2020 and 02/12/2020 School Committee meetings.

13. Vote to Adjourn

**I MOVE THAT THE HAMILTON WENHAM REGIONAL SCHOOL COMMITTEE
ADJOURN AT 10:04 PM.**

**MOTION by Stacey Metternick; SECONDED by Michelle Horgan.
Unanimously approved by 6 members present, and 1 member by phone.**

Respectfully submitted March 23, 2020 by Mahala Lettvin, Recording Secretary.