

**HAMILTON-WENHAM REGIONAL SCHOOL COMMITTEE MEETING
MINUTES
September 8, 2016**

- A. **CALL TO ORDER:** Stacey Metternick called the meeting to order at 7:11 pm in the Buker School Multi-Purpose Room.
- Present: Michelle Bailey, Jeanise Bertrand, Deborah Evans
- Also present: Michael Harvey
Jeff Sands
Nancy Bergner
Phil Sterns, Hamilton FINCOM

II. PLEDGE OF ALLEGIANCE

III. CITIZENS' COMMENTS

No citizen comments

IV. CHAIR'S REPORT

- A. Dennis Hurley has resigned from his position. We appreciate his service on this Committee. The SC is seeking citizen's from Hamilton to submit application by 9/26 at 4 PM to fill his position until the end of Dennis' term in April. After gathering applicants, the committee will appoint
- B. Retreat in August, working on goals which will be finalized tonight
- C. HS Curriculum Night went smoothly on Sept. 7
- D. HW Library and Buker School Raising Resilient Children Oct. 6 at 7 pm
- E. Stacey Metternick met with the chairs of both Hamilton and Wenham FINCOMs to open discussion for the coming year.

V. SUPERINTENDENT'S REPORT

We're off to a great start to the 2016-2017 school year. It has been a busy opening few weeks of school. As always, our staff and students were able to get right back into the routine of the school day quickly and easily. Here's a review of the highlights of our opening activities:

8/22 and 8/23—New Teacher Orientation

We welcomed 18 new teachers to the HWRSD last week. All new staff are required by DESE to have a two year induction program, including the assignment of a 1:1 mentor. Director of Curriculum, Assessment and Instruction Peggy McElhinney coordinates our orientation program with assistance from Mentoring Coordinators Heidi Hebert and Prudy Pilkonis. Peggy and I opened the sessions with a review of the District's Mission, Vision and Core Beliefs Documents. We also led new staff through a review of our Transfer Goals and the principles of Understanding by Design. Other sessions in the program included an introduction to the Student Services Department by

Kathy Harris, and overview of the Technology Department by Alan Taupier, and a review of school safety procedures by members of the Hamilton and Wenham Public Safety Departments. The two-day training concluded with a tour of the HWRSD School Buildings and other points of interest in the community, such as the Wenham Museum and HW Public Library. The tour concluded with a photo at the tank in Patton Park.

New Staff List

Central Office

Peggy McElhinney, Director of Curriculum, Assessment and Instruction
Jen Sauriol, 6-12 Mathematics Curriculum Leader

Student Services

Kristen Lazzaro, Director of Guidance and Counseling
Leigh Perrault, School Psychologist
Lisa Cheney, PreK Coordinator

Buker School

Austin Hughes—TA
Anna Vitale—Special Education

Cutler School

Katherine Parker, School Secretary
Alysha Paulson, Speech-Language Therapist (Shared with Buker)
Andrea Poritzky, literacy TA
Adam Woods, special education TA

Winthrop School

Samantha Harris, TA-PreK
Jaclyn Karvelas, Speech-Language Therapist
Catherine Peterson, TA-ILP

MRMS

Alexis Dwyer, Guidance Long Term Substitute
Marybeth Dwyer, TA
Heather Maes, Learning Skills
Anne Matthews, Social Studies Teacher
Emily Neault, ELA Teacher
Dai Shi, Mandarin Teacher
Katie Simko, Chorus (Shared w/HS)
Marybeth Ting, School Nurse

HWRHS

Susan Archer, TA
Felicia DaRosa, Math
Sarah Eshelman, ELA
Matthew Fitzgibbons, Guidance
Anne Foresman, Art
Jeremy Fuller, Special Education
Kelly Rigby, Math
Teresa Stephens, ELA (Transfer from MRMS)

Monday, August 29th—All Staff Returned

All staff returned to work on Monday, August 29th. We began the year meeting in the High School Auditorium. This meeting kicked off with the tradition of our “Summer Memories Slide

Show.” In early August, I asked the staff to send me their favorite summer photos. I stitched the submissions together into an I-Movie file set to fun summer music. What started four years ago as a brief slide show has now grown to over ten minutes long with over 150 submissions! I then addressed the faculty with my report of “What I did on my summer vacation” and then reviewed the District Mission with them. This year, I also connected our Mission to our newly-completed Transfer Goal Documents.

After my remarks, we introduced the new faculty members to the District (list above) and recognized the teachers who have achieved professional status, which signifies the completion of three years of service in the HWRSD.

2016 Professional Teacher Status Teachers

Lydia Austin MRMS
Christine DeLima MRMS
Lisa Geraghty Buker
Adria Ibarra Cutler
Marcie Muscatell MRMS
Ann Thornburg Cutler
Tammy Garron Winthrop

We also recognized two teachers who have completed twenty-five years of service to the HWRSD. Mark Williams is currently a fourth grade teacher at the Winthrop Elementary School. Kevan Sano is the 6-12 Curriculum Leader for Foreign Language. Both received standing ovations from their colleagues.

Teachers with 25 Years of Service to the HWRSD

Mark Williams Winthrop Elementary School Teacher
Kevan Sano 6-12 Foreign Language Curriculum Leader

Our Keynote Address this year was given by Dr. Stuart Albon, who is a member of the Department of Psychiatry at Massachusetts General Hospital. In this role, Dr. Albon is the Director of a program called Think:Kids, which works with students who have behavioral difficulties. Think:Kids questions the current paradigm that student misbehavior is caused by a lack of will on the part of the student to behave. Rather, Think:Kids explains that student misbehavior is the result of a lack of the development of basic behavioral skills in students. This approach means that the traditional discipline system based on rewards and punishments cannot be effective because it does not address the behavioral skill deficits in these children. Think:Kids has developed a collaborative problem solving approach that seeks to teach students the behavioral regulation skills they lack, so that they can better regulate themselves. Here is a link to a Tedx Talk given by Dr. Albon that summarizes this approach: <https://youtu.be/zuopZkFcLVs> The talk was very well received by faculty. Our plan is to have teams of teachers at each building trained in the Think:Kids intervention method over the course of this year.

After Dr. Albon’s address, the faculty heard welcoming remarks from HWREA Union President John Kotch. The program concluded with an address from HWRHS Class of 2017 President Bradley Caccivio. Having a senior from the high school serve as a concrete reminder of the good work that our faculty is doing is always an energizing way to end this meeting. The remainder of Monday’s activities took place on the individual building level.

Tuesday, August 30th—Orientation for Grades 6 and 9

Students in Grade 6 and Grade 9 reported respectively to the Middle and High Schools on Tuesday for Orientation. In both programs, students get to meet with the school administration, counseling staff and their new teachers to become comfortable with each school's routines before the official start of school. One of the aspects I like the best about both of these programs is that they are mainly facilitated by older students. At Miles River the H2O (Help to Others) group is selected from current 8th grade students. The High School Program is facilitated by student government and the National Honor Society. In both cases, the 6th and 9th grade students are entering a school where they already have an "expert" that they can consult on anything that might come up once school starts.

Tuesday, August 30th—Staff Development Courses

While the 6th and 9th Grade Students were getting themselves orientated to their new schools, we also had two large-scale trainings going on for teachers. The first was the first session of a course titled, "Studying Skillful Teaching." This course will meet for a total of 36 hours after school during the 2016-2017 school year. We are instituting it as the second year of the two-year teacher induction program for our new faculty. Additionally, it will be open to any other staff member who would like to participate. We currently have approximately 25 teachers enrolled in the course. The teachers enrolled are a nice blend of new and veteran staff. Going forward, we would like to have as many teachers in the district as possible trained in the "Skillful Teacher" method as it will create a common understanding across the District around the definition of high-quality teaching and learning. This definition will assist our evaluators when it come time to evaluate teaching performance, as the standards will be clear and mutually understood.

In addition to the Studying Skillful Teaching Course, we also held a training session on our "Foundations" early literacy development program for teachers in Grades K-2. This program will help our teachers "brush up" on their skills and techniques in teaching our youngest students how to read.

Wednesday, August 31st—All Students Returned

All students returned to school on Wednesday. Despite the heat, it seemed that everyone I spoke with enjoyed being back in school, even the students. Peggy McElhinney and I spent the morning visiting the elementary schools. One of the highlights of this day is kindergarten orientation. Our newest students and their parents are invited into the schools to meet with their teachers, engage in a few brief activities in the classroom and to take a quick bus ride around the neighborhood to learn about the bus rules. Kindergarten classes began their full-day schedules on Tuesday, September 6th.

Thursday, September 1st—Summer Reading Program at HWRHS

On Thursday, September 1st from 12:50 to 2:30, the HWRHS English Department kicked off a new summer reading program. All High School staff members and a few District-level employees, including me, were asked to sponsor a book to read over the summer and host a discussion group of students who had chosen to read the same title. The discussion session I hosted was on the book, Ready Player One by Ernest Cline. I had a great group of students ranging from sophomores to seniors who really seemed to enjoy the book and thought deeply about the themes this dystopian look at a future where virtual reality becomes more attractive than reality itself. At the end of the session, each group of students was asked to create a poster that explained the main theme of the book. The posters from all the different groups were hung in the High School Lobby

and Cafeteria for all students and faculty members to view. The feedback I heard on this event was overwhelmingly positive. Congratulations to English Curriculum Leader Bob Hickey and the HS English Department for their work in developing this event.

Google Certified Educators

Summer is not just “time off” for teachers. Every summer we have a significant number of staff members who complete professional development activities to improve their skills in the classroom. Thanks to all of our teachers who have engaged in training this summer.

A training that is new for us this summer is Google Educator Certification. The Google for Education Training Center describes the levels of proficiency of Google Certified Educators:

“Designed for educators and classroom teachers who wish to demonstrate proficiency in using Google for Education tools. The Level 1 status indicates that an educator is able to successfully implement Google Apps for Education into their teaching practice in order to enhance teaching and learning. The Level 2 status indicates that an educator is able to successfully integrate a wider range of Google for Education tools and other technologies in order to transform their teaching practice.”

The following faculty at the Middle and High School became Level 1 Google Certified Educators this summer:

Bill Melville
Jan Gauthier
Anne Page
Stefanie Rogal
Danielle Petrucci
Matt Jones
Savannah Lodge-Scharff
Bri Valenti

Additionally, Erinn Gilmore and Johanna Wilson completed both Level 1 and 2 Certifications this summer. Congratulations to all!

VI. CONSENT AGENDA

- A. Minutes of June 23, 2016 Exhibit A
- B. Minutes of August 4, 2016 Exhibit B
- C. Appointment Middle School Nurse, Marybeth Ting
- D. Field Trip Request (Cross Country to RI) Exhibit C

MOTION: I MOVE THAT THE HAMILTON WENHAM REGIONAL SCHOOL COMMITTEE VOTE TO APPROVE THE CONSENT AGENDA. THERE CAN BE NO FURTHER CHANGES OR DISCUSSION.

**MOTION by Michelle Bailey; SECONDED by Deb Evans
Unanimously approved by four members present.**

VII. NEW BUSINESS

- A. Operation Playground @ Winthrop (acceptance of money from the Friends of Winthrop \$11,934.09) Exhibit D

MOTION: I MOVE THAT THE HAMILTON WENHAM REGIONAL SCHOOL COMMITTEE VOTE TO APPROVE THE NEW BUSINESS.

TEE ACCEPT A GIFT FROM THE FRIENDS OF WINTHROP IN THE AMOUNT OF \$11,934.09 AS PRESENTED IN EXHIBIT D.

Nancy Littlehale and Jen Daniels, representing parents and donors raised questions with reference to timeline, design and implementation etc. in order to keep community donors apprised. Disappointment was expressed about the current timeline, under which some donors will not see the project completed in time for their children to use the equipment as students. Further discussion clarified concerns and work was done in reaching common understandings between donors and administrators. Appreciation of the work of the Friends of Winthrop as well as regret for the unanticipated length of time this project is taking. In light of these concerns, it was agreed that a significant community event should mark the eventual completion and opening of the Winthrop Playground. The Building Principal should keep the community updated on progress reports.

MOTION by Michelle Bailey; SECONDED by Jeanise Bertrand

Unanimously approved by all four members present.

B. Finalize SC Goals for 2016-17

Exhibit E

Discussion of SC Goals for 2016-17

- Action items on goals are still to be determined when the SC has received a fuller briefing on turf field and Five Year Capital plan. There is a priority on involving the major stakeholders.
- Initiatives of the School District should be led by the School Committee. Mike Harvey and Jeff Sands will prepare updates on the Master Plan to be presented at the October 6 meeting.
- The update of the Regional Agreement requires additional data from the working groups.
- Policy Review Process action items are essential ready for implementation

MOTION: I MOVE THAT THE HAMILTON WENHAM REGIONAL SCHOOL COMMITTEE ADOPT THE 2016/2017 GOALS AS PRESENTED IN EXHIBIT E WITH MORE DETAIL TO COME ON THE ACTION PLANS.

MOTION by Michelle Bailey; SECONDED by Jeanise Bertrand

Unanimously approved by all four members present.

C. Review SC Meeting Calendar for 2016-2017

Exhibit F

D. Superintendent's Review: postponed to Sept. 22

E. Re-Appoint Warrant Sub-Committee

- Two people are to be added. Discussion of Municipal Modernization Bill (taking effect in less than 60 days) and Open Meeting Law, which applies to the issue of appointing sub-committees. Jeff Sands will share the text of this law with the School Committee. In light of this, the SC will wait until the effect date of this bill before making additional appointments.

F. Appoint Negotiations Sub Committee

- Three people should be on this sub-committee to handle grievances which reach beyond the purview of the Superintendent's office. Stacey and Michelle volunteered to sit on this committee

MOTION: I MOVE THAT THE HAMILTON WENHAM REGIONAL SCHOOL COMMITTEE APPOINT A NEGOTIATIONS SUB COMMITTEE TO INCLUDE MICHELLE BAILEY AND STACEY METTERNICK.

MOTION by Michelle Bailey; SECONDED by Deb Evans

Unanimously approved by all four members present.

G. Policy Review

1. Pediculosis (Head Lice): second reading. Vote postponed to Sept. 22 meeting. Exhibit G
2. Tobacco, Drugs & Alcohol Policy H8023 (first reading) Exhibit H
Discussion of merits of combining the policies covering students, staff and visitors. The name of the policy in Exhibit H should be changed to reflect its applicability to *students*.

Unanimously approved by all four members present

3. Administering Medicines (first reading) Exhibit I
- H. Wellness Grant Acceptance Exhibit J

MOTION: I MOVE THAT THE HAMILTON WENHAM REGIONAL SCHOOL COMMITTEE ACCEPT THE FOUNDATION FOR ALCOHOL EDUCATION GRANT IN THE AMOUNT OF \$1600 AS PRESENTED IN EXHIBIT J.

MOTION by Michelle Bailey; SECONDED by Deb Evans

Unanimously approved by all four members present

I. Create School Committee Sub Committee on Regional Agreement

- Deb Evans is willing to serve; one person needs to be added to existing committee members.

MOTION: I MOVE THAT THE HAMILTON WENHAM REGIONAL SCHOOL COMMITTEE NOMINATES DEB EVANS TO SERVE, ALONG WITH STACEY METTERNICK AND HANNAH FRALEY ON THE SUB COMMITTEE ON REGIONAL AGREEMENT.

MOTION by Michelle Bailey; SECONDED by Jeanise Bertrand

Unanimously approved by all four members present.

J. Appointment of Don Gallant to Position of District Treasurer: postponed to Sept. 22.

- K. Resolution against lifting cap on Commonwealth Charter Schools Exhibit K

MOTION: I MOVE THAT THE HAMILTON WENHAM REGIONAL SCHOOL COMMITTEE VOTE TO APPROVE A RESOLUTION AGAINST LIFING THE CAP ON COMMONWEALTH CHARTER SCHOOLS AS PRESENTED IN EXHIBIT K.

MOTION by Michelle Bailey; SECONDED by Jeanise Bertrand

Unanimously approved by all four members present.

VIII. VOTE TO ADJOURN

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

MOTION by Michelle Bailey; SECONDED by Jeanise Bertrand

Unanimously approved at 8:47 PM.

Respectfully Submitted,

Nancy R. Bergner
Secretary, H-WRSC Meeting