

**HAMILTON-WENHAM REGIONAL SCHOOL COMMITTEE**  
**PUBLIC HEARING FY18 BUDGET**  
**Buker Elementary School Thursday, February 2, 2017 7:00 PM**  
**Buker Multi-Purpose Room**

Present:

Michelle Bailey  
Jeanise Bertrand  
Deb Evans  
Gene Lee  
Josh Liebow  
Stacey Metternick, Chair  
David Polito  
Jack Gourdeau, Student Representative

Also present:

Michael Harvey, Superintendent  
Jeff Sands, Assistant Superintendent  
Jack Gourdeau, Student Representative  
Nancy Bergner, H-WRSC Clerk

I. **Call To Order:** Michelle Bailey called the meeting to order at 7:04 pm in the Buker School Multi-Purpose Room.

**II. Pledge of Allegiance**

**III. Citizens' Comments**

- Bill Shields of Bay Road in Hamilton: regarding Long Meadow and proposed article for Hamilton's Town Meeting. Mr. Shields is proposing a study on possible uses for Long Meadow, now that the issue of affordable housing is again in play.
- Lorraine Miller of Wilson St., Hamilton: concern about increasing STEM in the district when the budget is based upon leveled service funding.
  - Will a tech class be returned to the MS?
  - Could we prioritize having an after school STEM program for MS students; this would require a stipend position.
  - How could we best use the Maker Labs to support STEM?
  - Can we keep innovative learning in mind when hiring science teachers?
  - How can we grow STEM/STEAM priorities when we are limited by the pursuit of leveled service funding?

**IV. Chair's Report**

- There are openings on School Committee.
- 8-4 PM pick up papers, collect community signatures, submit them
- Hamilton Chronicle is writing an article on Regional Agreement

- MASC list serve included several topics about pertinent issues, including GIA insurance cost changes
- Thank Dr. Harvey for keeping the SC informed on the Winthrop School situation this week.
- Next Thursday, 2 members are unable to be there. The budget requires a minimum of 5 members in attendance in order to approve it. If the remaining SC members find they cannot attend, please inform us as soon as possible so that we can schedule a meeting to approve the budget.

## **V. Superintendent's Report**

### **Who Do I Call When . . . ?**

Social media has dramatically transformed the way we live. We get our news from Twitter. We share our every waking moment with the world on Facebook and Snapchat. Our hopes and dreams, as well as our likes and dislikes, have become material for public consumption. With as ubiquitous as social media has become in our lives, it seems natural for some parents to want to broadcast their child's experiences in school on their social media feeds.

Unfortunately, taking to social media when there's a concern is probably the least effective way to resolve concerns that may arise at school. School staff are dedicated to working with families to reach the best results for each individual child. Airing complaints in such a public way only serves as an impediment to reaching meaningful solutions through building relationships established on mutual trust and respect.

The most effective and productive way to address a concern is through directly contacting the HWRSD staff member who is closest to the issue. In most, but not all cases, this will be your child's classroom teacher. To assist with the question, "who do I call when . . . ?" We've added a page to our website that lists the primary and secondary points of contact in the school and the District Office contact for some of the most common issues that arise in our schools. We ask that parents follow this chain from teacher to building administrator to central office so that the staff member who most directly connected can address the issue.

### **Library Renovation Designer Selection Process Update**

The application deadline for receiving Request for Qualifications Proposals for designs for the school libraries was last Friday. We have created a rubric to score the proposals and our review team consisting of central office and building administrators will meet next Monday to identify finalists who will be invited to make a presentation and tour the schools in early March. We are on track to select a design firm by the middle of the March. The library renovation project is a first step towards implementing the HWRSD Master Plan.

### **Welcome Students from Shenzhen Mingde Experimental School**

This week, we welcomed 32 students and 3 teachers from the Mingde Experimental High School in Shenzhen, China to HWRHS. These students will be attending classes at HWRHS until February 17th. This is the first year we have hosted students from Shenzhen. We're looking forward to the exchange of culture and understanding that comes from these programs that are designed to help our students become "Future Ready."

### **Winthrop Heating Pipe Break Update**

A heating pipe to one of the unit ventilators in the Art Room at the Winthrop School ruptured late Monday afternoon. The Art Room is in a "newer" section at the back of the main building. In order to stop the flow of water, we had to shut off heating service to the entire section, which includes the Music Room, Library and two kindergarten class-

rooms. The situation was further complicated by the fact that the pipe is run through the concrete floor of the building. We had a plumber and masonry contractor on site early Tuesday morning. They jackhammered the floor, found the source of the leak, and replaced the failed pipe. Heat was restored to the Library, Music Room and Kindergarten Classrooms on Tuesday afternoon.

While the heat was off to the affected areas on Tuesday, we relocated the classrooms to other parts of the building that did have heat. The Art Room will be closed through Monday as the floor needs to be repaired and the unit ventilator re-installed. The teachers at Winthrop School were great about pitching in to help move furniture and materials so the school day could go on. Our maintenance team was also invaluable in helping to get things ready for the start of school by 8:30 on Tuesday.

### **Hamilton-Wenham Regional School District Faculty and Staff Group Art Show**

The Visual Arts Department is pleased to announce the opening of the faculty and staff art show on Monday, January 30, 2017. The exhibition is located in the Visual Arts Wing of the HWRHS and comprises the work of 22 artists and craftsmen. There is a variety of work from handmade soaps to paintings. The show includes artwork from Mark Stoeck, Anne Foresman, Michael Harvey, Kirsten Losee, Martha Curran, Kristen Lazzaro, Wendy Kenny, Sheila Boss-Concannon, Betsy Stowell, Beth Blanchard, Barbara Mahoney, Eric Tracy, JoDelia Giampaolo, Gretchen Ahearn, Elaine Rogal, Marcie Siddowski, Katie Simko, Paula Lopes, Courtney Cooney, Nora Burnett, Jemma Pasmore and Bill Melville.

The gallery is open during the school hours of 7:30am-3:30pm. For more information on the HWRSD group show, please contact Kirsten Losee, Fine Arts Curriculum Coordinator, at (978) 468-0418 or [k.losee@hwschools.net](mailto:k.losee@hwschools.net)

### **Kindergarten Registration**

Kindergarten registration for the class of 2030 is getting underway. An Orientation Meeting for prospective kindergarten families will be held on March 7th at Cutler School at 7:00 PM. Registration for new kindergarten students will be held during the week of March 13th. Registration hours, packets and other information regarding this process are now available on the HWRSD Website at <http://www.hwschools.net/page.cfm?p=2328>

### **School Committee Nomination Papers**

Nomination papers for School Committee are available effective Monday, January 9, 2017 for (4) open positions, (2) three-year terms and (2) one-year terms as members of the Hamilton-Wenham Regional School District Committee.

The nomination papers are available at the Superintendent's Office, 5 School Street, Wenham. The papers must be returned with at least 40 registered voter signatures from the Towns of Hamilton and/or Wenham on or before 5:00 PM on Thursday, February 16, 2017. Signatures will be verified from the voters' list of the Towns of Hamilton & Wenham by Wednesday, February 22, 2017.

If you have any questions, please call Donna Bunk @ 978-626-0821.

### **Hamilton-Wenham Integrated Preschool at Winthrop School**

The Hamilton-Wenham Integrated Preschool at Winthrop School announces two open houses for parents that are interested in enrolling their children for the 2017-2018 school

year. An Open houses is scheduled for Wednesday, February 8, from 9:00am-10:00am, at Winthrop Elementary School, 325 Bay Road, Hamilton, MA.

Parents are invited to meet the teachers, visit the classrooms, and participate in a short parent-directed questionnaire about their child's development.

The Hamilton-Wenham Integrated Preschool is a safe and nurturing environment that promotes the physical, social, emotional, speech/language and pre-academic development of children 3 and 4-years-old.

For more information or to register for an open house, contact Lisa Cheney, Preschool Coordinator, at 978-468-5489, email at [preschool@hwschools.net](mailto:preschool@hwschools.net), or visit us online at our new website at [www.HamiltonWenhamPreschool.weebly.com](http://www.HamiltonWenhamPreschool.weebly.com).

**VI. Consent Agenda:**

- |                                      |           |
|--------------------------------------|-----------|
| A. Minutes of January 19, 2017       | Exhibit A |
| B. Minutes of January 26, 2017       | Exhibit B |
| C. Field Trip – Spanish Class to NYC | Exhibit E |

**I MOVE THAT THE HAMILTON-WENHAM REGIONAL SCHOOL COMMITTEE ACCEPT THE CONSENT AGENDA. THERE CAN BE NO FURTHER CHANGES TO THE AGENDA.**

**MOTION by Josh Liebow; SECONDED by Jeanise Bertrand**

**Unanimously approved by 6 members present; none opposed, no abstentions**

**VII. New Business**

- A. Student Government Presentation, including representatives from the NERSEC, a regional body supporting local Student Councils.
1. Student Body President Jack Gourdeau reported on Freshman Class fundraiser: 10% of all proceeds at 15 Walnut on February 27 will benefit the Freshman Class. The public is welcome!
  2. Student Body Secretary Abby Mason reported on Sophomore Class. On the evening of Feb. 15, a percentage of all proceeds from sales at Panera Break Co. will go to support the Sophomore Class. Sophomores are also working on a Bruins tickets raffle, and a restaurant raffle.
  3. Student Body Treasurer Mary Brao reported on the Junior Class. Their semi-formal dance is Friday Feb. 3 at the Essex Room.
  4. Jack Gourdeau presented on behalf of the Senior Class, who are looking to put together Men of HWRHS. It will be open to the public, but no date is now in place.
  5. For the HS community at large, DECA will put on a Talent Show on April 7 to help fund their state conference expenses. The Care Club will conduct an Operation Troop Support. Student Government is working with Administration for revisions on the Handbook
  6. Student district and state delegates reported on the North East Student Advisory Council. NERSAC is encouraging the promotion of Civics via mock elections, education on local ballot initiatives. College and Career readiness is also a priority; NERSAC prepared a sample curriculum for college application and general civic skills. An overview of this year's comprehensive Mock Elections was given. These programs can be implemented by Student Government, Staff or a combination of the two.
- B. Donations
1. From Friends of Winthrop Exhibit C
  2. From EdFund for Makerspace Materials Exhibit D

We are extremely grateful to the community and to those who raise funds to support the schools in our community.

**I MOVE THAT THE HAMILTON-WENHAM REGIONAL SCHOOL COMMITTEE VOTE TO ACCEPT THE GENEROUS DONATION OF THE FRIENDS OF WINTHROP IN THE AMOUNT OF \$510.00 TO HELP DEFRAY COSTS FOR THE DECEMBER GRADE 5 FIELD TRIP.**

**MOTION by Jeff Liebow; SECONDED by Gene Lee**

**Unanimously approved by 7 members present; none opposed, no abstentions**

**I MOVE THAT THE HAMILTON-WENHAM REGIONAL SCHOOL COMMITTEE VOTE ACCEPT THE GENEROUS GRANT OF THE ED-FUND IN THE AMOUNT OF \$988.97 FOR THE MAKER SPACE AT WINTHROP SCHOOL**

**MOTION by Jeff Liebow; SECONDED by Deb Evans**

**Unanimously approved by 7 members present; none opposed, no abstentions**

*Discussion: We currently have a Private Funding Policy which should be re-evaluated in order to provide guidance to Administration on the use of funds for school activities. Thresholds need to be established.*

**C. Policy Review**

*Discussion on what should happen during public hearings. All requests for data should go through the superintendent's office. SC members in need of information should contact Dr. Harvey, who will coordinate with pertinent staff to provide timely and relevant data.*

**D. Superintendent's Recommended FY18 Budget Review**

**Exhibit G**

**1. Master Plan Review: Jeff Sands, facilitator.**

*Discussion: Out-of-district tuition numbers continue to be a concern for the SC. The difference between in-district delivery and out of district delivery is significant. Would the discussions of building in-house district services be valuable? there seems to have been a shift in our Special Education culture in terms of where and how services are provided. [There has been a change in Special Education Director and in Administration.] Out of district placements (35% increase this year) become a fixed cost. Can we be preparing to serve our students well internally, keeping kids in their school community, and possibly meeting our fiscal responsibility more effectively. A response is not expected tonight.*

- a) Buker Playground, Lisa Bial facilitated, Principal Brian O'Donoghue assisting**  
*Discussion and display of schematic drawing constructed with input from the Buker 4th grade class. A number of fundraisers are underway. Proposals are being presented to local funding sources. There is a current offer which is conditional on fundraising being shared by the SC. There is currently \$76,000 raised. The goal is \$170,000. Some funds connected with CPC organizations may be time sensitive. Timeline for the project was revisited.*

*Wenham CPC meeting was discussed. Stacey is on the agenda for Feb. 8 for the meeting. We should discuss who from the SC will attend.*

*The SC can give guidance to Jeff regarding whether or not to incorporate the requested amount for Wenham CPC matching grant into FY2018 budget. Discussion of precedent on SC appropriation of money for playground projects in the past. Contrast with practices of other communities was discussed.*

*In future, perhaps Policy Committee could stipulate that investment of staff time and skill in a given project should comprise an in-kind donation toward given projects.*

*Clarification of SC involvement in similar projects at other schools. There has been no such involvement during Jeff Sands time in the District.*

*Straw poll—yes/no on encouraging Jeff to put \$10,000 [cash, not in-kind donations] into the FY2018 budget for matching the Wenham CPC grant for the Buker playground project.*

*The SC does not have enough affirmative votes for a budget decision. What impact does this have on Wednesday's CPC meeting? Jeff needs guidance from the SC tonight in order to adjust budget for review next Thursday. A yes/no decision needs to be reached tonight. Is there information which would assist undecided members in reaching a decision this evening? The SC should deliberate in order to vote that this invest is or is not in the budget.*

*The SC, after revisiting their straw poll, finds that 6 members support the project, and therefore recommends that Jeff Sands work a SC investment of \$10,000 for the Buker playground into the FY2018 budget. Stacey Metternick will plan to attend.*

- (1) Mike Harvey returns to Master Plan overview; Reference Exhibit G  
Video presentation: "What is 21st Century Education?"

Library Renovations

*Goal is to connect people with ideas—internet must be included; team teaching space, theater space, access to information, facilitating connections between learners. presentation equipment. Present library is one large space. Designers needed to break the space into different use zones.*

2. LT Educational Improvement Items not Funded in FY18 Request
3. LT Capital Requests Added to Updated Capital Plan (Jeff Sands)

*Timeline review*

- E. Warrant Committee Report and Record (David Polito)  
F. IMA with Town of Wenham for Assistant Treasurer (Mike Harvey) Exhibit H  
*Wenham has approved this. The SC may put it on the agenda for the next meeting, allowing the Wenham Town Treasurer to also be our Assistant Treasurer. This will provide for long term consistency.*

**I MOVE THAT THE HAMILTON-WENHAM REGIONAL SCHOOL COMMITTEE APPROVE THE CONTRACT FOR ASSISTANT TREASURER [EXHIBIT H]**

**MOTION by Josh Liebow; SECONDED by Deb Evans**

**Unanimously approved by the 7 members present; none opposed, no abstentions**

- G. Proposed Regional Agreement Amendment—Next Steps (Stacey Metternick)  
*Discussion: would we be interested in trying to meet our goal for this year and bring an amendment forward for the Town Meeting, or wait until after the Town Meeting in order to gain greater collaboration from the Towns? What needs to be discussed in addition to*

*the Apportionment? Cleanup related to changes in Regional Agreement laws. Note that being on the Agenda for the Town Meetings allow us to educate the community. We should ask for an opportunity to make a presentation at both Town Meetings, attending to the issue of Joint Agreement. The SC needs to be its own voice, and not simply let the Chronicle report on it. We should try to schedule a meeting for April.*

**H. Reports on Chronology of Treasurer's Contract**

1. See Jeff Sands chronology, sent out earlier this week. The contract will be reviewed in April/May. The Treasurer reports to the SC. Jeff supervises the work the SC instructs him to perform. Under previous practices, the Treasurer reported to Jeff. This new contract initiates a significant change to practice. Mike Harvey may provide evaluation of the Treasurer's work in order to inform/advise the SC. Dissatisfaction on the part of some SC members was expressed concerning the process of changing the reporting, making adjustments to vacation, evaluation.

**I. Proposed Amendments to Treasurer's Contract (Mike Harvey) Exhibit I**

**I MOVE THAT THE HAMILTON-WENHAM REGIONAL SCHOOL COMMITTEE APPROVE THE AMENDMENTS TO THE TERMS OF EMPLOYMENT FOR THE DISTRICT TREASURER.**

**MOTION by Josh Liebow; SECONDED by Jeanise Bertrand**

*Discussion: This process has been very difficult for the current treasurer, who has met with Jeff daily throughout this process. A representative of the SC should make a formal apology for our part in the lack of clarity and pace of the process. Someone needs to meet with the Treasurer, clearly letting him know what he is expected to do. There is a major concern that the Assistant Superintendent will no longer be directing the Treasurer. Should this issue be re-litigated tonight? Next week? In June?*

*The law requires the SC to appoint the Treasurer. The law is silent on who the Treasurer reports to. If the CFO provides supervision of the direction the School Committee provides, the SC must step up its involvement, communication and focused energy. When the SC has difficulty ensuring that enough members can be involved in Warrant Committee meetings to meet our obligations, there is concern that it may be difficult to meet our obligation to the Treasurer*

*The motion was called:*

**MOTION PASSED by 6 members; none opposed, 1 abstention**

- J. Add a member to the Negotiations Committee (Stacy Metternick, Michelle Bailey are current members)

**I MOVE THAT THE HAMILTON-WENHAM REGIONAL SCHOOL COMMITTEE APPROVE THE NOMINATION OF GENE LEE TO THE NEGOTIATIONS COMMITTEE.**

**MOTION by Michelle Bailey; SECONDED by Jeanise Bertrand**

**MOTION PASSED by 6 members; none opposed, 1 abstention**

- K. OPEB—Requested by M. Bailey on 1.30.17

*tabled until next meeting*

- L. Discussion of SD 1905—Requested by M. Bailey on 1.30.17

*If the SC is going to ask Brad Hill to support this, we need to contact him by tomorrow.*

**I MOVE THAT THE HAMILTON-WENHAM REGIONAL SCHOOL COMMITTEE CONTACT THE REPRESENTATIVE REQUESTING**

**THAT HE SUPPORT SD 1905, CHAIR TO MAKE CONTACT WITH REP. HILL.**

**MOTION by Michelle Bailey; SECONDED by Jeanise Bertrand  
MOTION PASSED by 6 members; none opposed, 1 abstention**

**VIII. Other**

**A. Topics for next meetings**

- 1. Long Meadow**
- 2. Turf Field—will need more than one meeting, with community partners invited to the second meeting.**

**IX. Vote to Adjourn**

**I MOVE THAT THE HAMILTON-WENHAM REGIONAL SCHOOL  
COMMITTEE VOTE TO ADJOURN AT 10:49 PM.**

**MOTION by Josh Liebow; SECONDED by David Polito  
Unanimously approved by 7 members present; none opposed, no abstentions**

Respectfully Submitted,

Nancy R. Bergner  
Clerk, H-WRSC Meeting