

**THE HAMILTON-WENHAM REGIONAL
SCHOOL COMMITTEE
MEETING**

Thursday, June 16, 2017 7:00 PM
Buker School Multi-Purpose Room

Present:

Michelle Bailey
Jeanise Bertrand
Kerry Gertz
Gene Lee,
Josh Liebow, Chair
Stacey Metternick
David Polito

Also present:

Michael Harvey, Superintendent
Nancy Bergner, H-WRSC Meeting Clerk

I. Call to Order

Josh Liebow called the meeting to order at 7:04

II. Pledge of Allegiance

III. Citizen's Comments

- Lisa Bial—Buker Playground Project update. Fundraising is going well, and the project will enter the next phase, probably in early Autumn.

IV. Chair's Report

- A. HW Friends of the Arts Annual Meeting is going on at the Library, concurrently with the SC meeting
- B. The Custodians' Grievance which was filed has been dismissed. Further information may be provided to SC members in Executive Session
 1. An Executive Session update was requested by Michelle Bailey.

V. Superintendent's Report

- A. Last day of school for 2016/2017 is June 20. First day of the 2017/2018 School Year is Wed. Aug. 30.
- B. Staff recognition ceremony was June 14, recognizing Staff lengths of service and retirees.

VI. Consent Agenda

Discussion: Stacy Metternick would like to remove the Minutes of June 8. There is a typographical error on p. 6 “Warrant Sub-Committee.” Also, “Two members voiced concerns over Wednesday dates” should be added.

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

**MOTION by Kerry Gertz; SECONDED by Jeanise Bertrand
Unanimously approved by 7 members present**

VII. New Business

- A. SEPAC Annual Report presented by Co-chairs of SEPAC.**
 - 1. Goals for next year
 - 2. SEPAC thanks retiring Kathy Harris
 - 3. SEPAC welcomes new Dir. of SPED 6-12 Lindsey McGovern.
 - 4. Pre-School Special Education Teacher Susan Daigley was recognized as Hamilton-Wenham’s Special Educator of the Year.
- B. Introduction of new Student Body President/Student Rep to the School Committee James Goudie**
- C. Appointment and Introduction of new Director of Student Services Stacy Bucyk**
 - 1. Stacy brings a combination of professional experience and educational training that make her the right person for this position. She is currently the Administrator of Special Education and Pupil Personnel Services for the Beverly Public Schools, a position she has held since 2012. Prior to this position, Stacy was the Principal of the Cove Elementary School in Beverly for four years. She also has experience as a Team Chairperson and as a Reading Specialist. Stacy also possesses Master’s Degrees in School Leadership (Salem St. University), Teaching Students with Special Needs (Lesley University) and Reading (Lesley University). Through her interviews with various constituencies in the HWRSD, it was clear that Stacey is a leader who sees ensuring all teachers are experts in the use of inclusive practices as essential to her role. It was also clear that she values collaboration with teachers and parents, and readily accesses the talents and ideas of these groups to maximize opportunities for students. I’m happy to welcome Stacey as the newest member of our leadership team. Stacy is currently completing her duties in Beverly and has an anticipated start date of August 1st.

I MOVE THAT THE HAMILTON-WENHAM REGIONAL SCHOOL COMMITTEE VOTE TO APPROVE THE APPOINTMENT OF STACY BUCYK AS DIRECTOR OF STUDENT SERVICES FOR THE DISTRICT.

MOTION by Kerry Gertz; SECONDED by Stacey Metternick

Inquiry: Stacy's Contract Item 3: Where are the rules of the SC committee which are referred to in this statement? The rules should be located and reviewed by the Committee.

Unanimously approved by 7 members present

D. Funding Proposal-Foundation for Alcohol Education

Exhibit A

I MOVE THAT THE HAMILTON-WENHAM REGIONAL SCHOOL COMMITTEE VOTE TO ACCEPT THE FOUNDATION FOR ALCOHOL EDUCATION GRANT OF \$1000 LISTED IN EXHIBIT A.

MOTION by Kerry Gertz; SECONDED by David Polito

Unanimously approved by 7 members present

E. Donations

Exhibit B

1. Friends of Cutler \$4,412.
2. The Patio Company Walkway Donation \$12,000 [in kind donation of labor and equipment]
3. Friends of HWRHS & MS \$626

I MOVE THAT THE HAMILTON-WENHAM REGIONAL SCHOOL COMMITTEE VOTE TO ACCEPT THE DONATIONS LISTED IN EXHIBIT B.

MOTION by Kerry Gertz; SECONDED by MICHELLE BAILEY

Unanimously approved by 7 members present

F. End of Year Financial Forecast

Exhibit C

Mike Harvey presented the End of Year Financial Forecast (see p. 14 of the packet).

Note: Concern was expressed about the report not being in the Drop Box on Friday. Two SC members expressed concern about reports such as this being late. Mike Harvey verified that the report was, in fact, in the Drop Box at 8:32 AM on Friday June 9, per general practice. The Chair affirmed that Jeff has done very well overall in ensuring that the SC has necessary information in the recommended timeframe for SC review.

G. Report of School Improvement Goal Progress for 2016-17

Exhibit D

Mike Harvey presented (see p. 17 of the packet).

Clarification is desired on expanding options for extracurricular activities (Goal 1 for the Middle School: packet p. 19).

High School Goal on Grade 9 Orientation was discussed. James Goudie shared about this year's orientation, in which he had served as a mentor. Satisfaction was expressed by a SC member who is also a parent of a freshman.

Overall, 15 Goals for the district were successfully accomplished in 2016/2017.

Self-assessment was worked into the Third Quarter, allowing teaching teams time to evaluate the effectiveness of specific units. Further work on these goals will be done over the summer.

H. School Lunch Price Increase

Exhibit E

Catherine Donovan has requested this increase, which she explained in her presentation at the June 8 School Committee Meeting. A School Committee member asked about the individual prices of items—are they being increased, or only the whole meal price? Mike Harvey will investigate and bring an answer back to the Committee. Note that this increase covers the cost of the food as opposed to the total cost of delivery.

I MOVE THAT THE HAMILTON-WENHAM REGIONAL SCHOOL COMMITTEE VOTE TO APPROVE THE SCHOOL LUNCH PRICE INCREASE FROM \$3.00 TO \$3.25 IN EXHIBIT E.

**MOTION by Kerry Gertz; SECONDED by David Polito
Unanimously approved by 7 members present**

I. SC Goals for 2017-2018

Exhibit F

Josh Liebow presented the 2016-2017 Goals, per last week's discussion (see packet p. 24). The Capital Plan Goal should be discussed in detail, keeping in mind that it is a starting block which needs to be put in good shape so that it can be continued smoothly in following years. The Master Plan item 4 (future of school buildings) is somewhat broad. Including previous Master Plan studies with reference to school buildings will be important to deliberations. All previous studies can be found on the website. Turf Field: Determining School Committee level of involvement should be included. Longmeadow should be incorporated into the Capital Plan. The Capital Plan working group needs to gain a better understanding and prioritize what the SC should look at in terms of ongoing projects. Proposed text could read, "Develop and prioritize an implementation and financing strategy for the Capital Plan." Add "Represent the SC interests in the study of the Longmeadow Property as voted at the 2017 Annual Town Meetings."

Regional Agreement: Establish dates for completing different components of the Agreement in light of the calendar priorities of the Towns. SC goals need to remain within the purveyance of the School Committee. The School Committee cannot be liable. The Regional Agreement Subcommittee will work with the Towns to develop a plan regarding the Regional Agreement.

Policy Review Process: Add feature for reviewing Administrator policies/contracts. Josh and Mike will make additions based upon discussion and present an updated Goals document for review

J. School Choice Update

Exhibit G

Mike Harvey presented Eric Tracy's memo on Choice Student Enrollment (see packet p. 25). Discussion of student to staff ratios for general ed as well as electives. Speculation on possible reasons some students may

elect to attend private schools/vocational schools, or other students elect to attend HWRHS.

- K.** Treasurer's Appointment Process: Mike Harvey presented Jeff Sands' report. Jeff recommends that Don Gallant be re-appointed, using the same contract language for the contract (which needs to be renewed by June 30). The Chair expressed confidence in the process as it currently exists.

Discussion: what does the law require regarding the appointment of the Assistant Treasurer by School Committees? Timing of appointment of officers are tied to School Committee terms, not fiscal year. Research/discussion at this point should be referred to the Policy Committee. Concerns expressed over whether or not this issue could be added to tonight's agenda, or if this should be added to the agenda for the next meeting.

I MOVE THAT THE HAMILTON-WENHAM REGIONAL SCHOOL COMMITTEE VOTE TO REAPPOINT DON GALLANT AS FISCAL YEAR 2018 AS TREASURER.

**MOTION by Kerry Gertz; SECONDED by David Polito
Unanimously approved by 7 members present**

I MOVE THAT THE HAMILTON-WENHAM REGIONAL SCHOOL COMMITTEE CONTINUE THE CONTRACT IN FULL FORCE AND UNDER THE SAME TERMS UNTIL SUCH A TIME THAT THE SCHOOL COMMITTEE DECIDES ON WHETHER TO RE-APPOINT DON AS RECOMMENDED AND A NEW CONTRACT HAS BEEN FINALIZED.

**MOTION by Kerry Gertz; SECONDED by Stacey Metternick
Unanimously approved by 7 members present**

L.

I MOVE THAT THE HAMILTON-WENHAM REGIONAL SCHOOL COMMITTEE EMPOWER JEFF SANDS TO MAKE A RECOMMENDATION TO THE SCHOOL COMMITTEE ABOUT THE TERMS OF DON GALLANT'S CONTRACT.

**MOTION by Kerry Gertz; SECONDED by Jeanise Bertrand
Unanimously approved by 7 members present**

- M.** Discuss Superintendent's Review Process: Stacy Metternick reported on last year's process. The Chair is to work with the SC to collect reviews from all members. The Chair will distribute the collected review information to all SC members, and consolidate them to finalize the Review. A meeting of the School Committee is not required as part of this process. The Chair will work with the DESE rubric. Discussion of timing of the Review; first year SC members may abstain if they feel they lack sufficient time to provide adequate feedback. SC members may expect an email on this by July 14. Deadline for the review will be announced by the Chair at the August 3 meeting, if not before.

- N. Longmeadow Study Group Appointment: this study group's focus is feasibility. Eventually, the implications of the study group's deliberations will need to be addressed by the Master Plan. At this point, there is no financial commitment attached to this. Selectmen are responsible for convening the group.

I MOVE THAT THE HAMILTON-WENHAM REGIONAL SCHOOL COMMITTEE VOTE TO APPOINT KERRY GERTZ AS A SCHOOL COMMITTEE REPRESENTATIVE TO THE LONGMEADOW STUDY GROUP.

**MOTION by Gene Lee; SECONDED by Jeanise Bertrand
Approved by 6 members, 1 abstention**

I MOVE THAT THE HAMILTON-WENHAM REGIONAL SCHOOL COMMITTEE VOTE TO APPOINT JEANISE BERTRAND AS A SCHOOL COMMITTEE REPRESENTATIVE TO THE LONGMEADOW STUDY GROUP.

**MOTION by Gene Lee; SECONDED by David Polito
Approved by 6 members, 1 abstention**

- O. SC Workshop Date for Summer 2017:

Discussion: Clarification on Regional School Districts vs. Town Districts would be desired. Dates in 3rd week in August were entertained. Josh will poll members online to finalize date.

- P. Regional Agreement Committee

- Q. Warrant Subcommittee Dates/members in attendance: July 5 (David, Kerry, Stacy), July 19 (Michelle, Gene, Jeanise) and Aug. 2 (David, Gene, Michelle).

VIII. Committee Reports

- A. Communications: no report at this time.

- B. Policy-Legislative: A SC member suggested that the Policy Committee should vote in a chair and a charge as soon as possible. Clarification was given stating that, after a first reading, a Policy Committee meeting is not necessary in order to move a policy to a second reading unless discussion after the first reading indicates that further work on said policy is required.

1. Second Reading of Policies

- a) Administering Medicines

Exhibit H

I MOVE THAT THE HAMILTON-WENHAM REGIONAL SCHOOL COMMITTEE VOTE TO APPROVE THE ADMINISTERING MEDICINES TO STUDENTS POLICY AS WRITTEN IN EXHIBIT H.

**MOTION by Kerry Gertz; SECONDED by David Polito
Unanimously approved by 7 members present**

- b) AIDS-HIV Policy A1007

Exhibit I

I MOVE THAT THE HAMILTON-WENHAM REGIONAL SCHOOL

COMMITTEE VOTE TO STRIKE THE AIDS-HIV POLICY A1007 CURRENTLY ON OUR BOOKS.

**MOTION by Kerry Gertz; SECONDED by David Polito
Unanimously approved by 7 members present**

c) Cori Policy A1017 for Challenge Course

Exhibit J

I MOVE THAT THE HAMILTON-WENHAM REGIONAL SCHOOL COMMITTEE VOTE TO APPROVE THE CORI POLICY FOR CONDUCTING CRIMINAL HISTORY INQUIRES FOR OWNERS OF PROJECT ADVENTURE CHALLENGE COURSES AS WRITTEN IN EXHIBIT J.

**MOTION by Kerry Gerz; SECONDED by David Polito
Unanimously approved by 7 members present**

d) Graduation Requirements Policy H8041

Exhibit K

I MOVE THAT THE HAMILTON-WENHAM REGIONAL SCHOOL COMMITTEE VOTE TO APPROVE THE GRADUATION REQUIREMENTS AS AMENDED IN EXHIBIT K.

**MOTION by Kerry Gertz; SECONDED by David Polito
Unanimously approved by 7 members present**

e) Harassment Prevention A1005

Exhibit L

I MOVE THAT THE HAMILTON-WENHAM REGIONAL SCHOOL COMMITTEE VOTE TO APPROVE THE HARASSMENT PREVENTION POLICY AS WRITTEN IN EXHIBIT L.

**MOTION by Kerry Gertz; SECONDED by David Polito
Unanimously approved by 7 members present**

f) New SC Orientation Policy

Exhibit M

I MOVE THAT THE HAMILTON-WENHAM REGIONAL SCHOOL COMMITTEE VOTE TO APPROVE THE NEW SCHOOL COMMITTEE MEMBER ORIENTATION POLICY # B2100 AS AMENDED.

MOTION by Kerry Gertz; SECONDED by David Polito

Discussion on citing "Charting the Course" name revived, but was decided against per last meeting's discussion. Discussion of appointees involvement and the phrase "in accordance of the law" concluded that the "in accordance with the law" phrase would guide decisions about appointees involvement and the specific program adopted to facilitate new member orientation.

Approved by 6 members, 1 opposed

C. Warrant: did not meet

D. Capital-Finance & Regional Agreement

Stacy reported on administrative issues, financial apportionment factors for the Regional Agreement. A meeting with The committee needs to meet with Mike Harvey or an appointee in order to thoughtfully explore Capital Plan priorities is needed so that a recommendation may be brought back to the SC. Mike is available to meet on July 18 at 6 PM (Michelle, Gene, Stacy and Mike).

E. New Student Rep: James Goudie

F. Other-School Liaisons Updates: Friends of the MS/HS had a raffle for Red Sox Tickets.

IX. Other

A. Topics for next meeting:

- 1.** ALICE proposal timeline and next steps
- 2.** Private fund raising policy is due for a 2nd reading with memorandum of understanding added.
- 3.** Information about the Custodians' Grievance.

X. Vote to Adjourn

**I MOVE THAT THE HAMILTON-WENHAM REGIONAL SCHOOL
COMMITTEE VOTE TO ADJOURN AT 9:46 PM.**

MOTION by David Polito SECONDED by Stacey Metternick

Unanimously approved by 7 members present

Respectfully submitted,

Nancy R. Bergner
Clerk, H-WRSC Meeting