

Approved 2.22.2011

APPROVED BY
BOARD OF SELECTMEN
AT THEIR MEETING OF

HAMILTON WENHAM JOINT BOARD OF SELECTMEN MEETING 2-22-11
Meeting of Thursday, January 27, 2011 ~ 7 pm
Bessie Buker Multi Media Room, School Street

With a quorum present, Ms. Martins called the meeting to order at 7 pm.
Wenham Selectmen Present: Molly Martins, Chair; John Clemenzi; Harriet Davis; Jeff Chelgren,
Wenham Town Administrator; Roger Kuebel, Wenham Finance Committee Chair;
Catherine Tinsley, Minutes Secretary

The Wenham BOS acknowledged a one-day liquor license request from Wenham Tea House, 4 Monument Street,

Ms. Davis made a motion to approve the one –day liquor license for the Wenham Tea House on January 29, 2011 for a fundraiser for Agawam Youth Hockey. Mr. Clemenzi seconded and the motion carried by unanimous vote.

With a quorum present, Ms. Scuteri called the Hamilton BOS meeting to order at 7:04 pm and the Joint Meeting was opened.

Hamilton Selectmen Present: Jennifer Scuteri, Chair; Jeffrey Stinson; Marc Johnson
William Bowler; Michael Lombardo, Hamilton Town Manager; John McWane, Hamilton Finance
Not Present: David Carey

Also Present: Linda Recio, Evergreen Solutions, LLC

Abbreviations used:
BOS Board of Selectmen
H-W Hamilton Wenham
SC School Committee

Public Information;
Agenda

Document entitled **“A Presentation on the Operational Audit of Hamilton Wenham Regional School, January 27, 2011”** is a part of the minutes

On behalf of the Towns of Hamilton & Wenham, Ms. Scuteri recognized with gratitude those groups and individuals involved in the audit process: EIE (Enough is Enough), Blue Ribbon Committee, SOS (Save Our Schools), Audit Sub Committee, and the School Administration, School Committee & Teachers.

Ms. Scuteri identified that the format of the meeting was discussed previously between the BOS Chairs and Ms. Recio. Following the audit presentation, Senator Bruce Tarr and Representative Brad Hill will present the State of the State.

Ms. Martins went on say that the audit presentation will be made without interruption; the meeting will then be open for questions and clarifications with the purpose of providing people with a full understanding of the audit assumptions and analysis of how Evergreen reached the

recommendations; the intention is not to criticize or question the implementations being recommended.

Ms. Recio began her presentation at 7:10 pm. She gave a brief summary of findings and recommendations, publicly thanking the Audit Committee, School Committee, and Superintendent and his staff. Overall, she said that the Regional School system is an excellent school system with several commendable areas. She identified that the report includes 124 recommendations to improve operations of the schools; some immediate implementations and others that will take years to achieve.

The Presentation Outline included:

- Key work tasks
- HWRSD Commendations recommendations by Operational area
- Potential Fiscal Impact
- Questions / Answers

Ms. Recio noted that only 10-15% of the Commendations/ Major Recommendations (based on best practices) were identified in the presentation. The presentation included:

- Chapter 1: Introduction
- Chapter 2: District Administration
- Chapter 3: Human Resources
- Chapter 4: Financial Management
- Chapter 5: Educational Service Delivery and Management
- Chapter 6: Facilities (only costs not recommended by the Architect were included)
- Chapter 7: Food Services
- Chapter 8: Transportation (there were no commendations)
- Chapter 9: Technology
- Chapter 10: Athletics and Extracurricular Activities
- Chapter 11: Cost and Savings Summary

It was noted that out of the 124 recommendations, 96 of them could be implemented without fiscal impact; 28 will have impact on the budget:

Potential Financial Impact (exhibit 11:1):

- Total savings 5 years: \$19,838,053
- Total costs 5 years: \$3,441,456 – one time cost savings \$55,000
- Total Net Savings \$16, 396, 597
- Total 5 year net savings \$16, 341, 597

Ms. Recio fielded questions from the Selectmen and those in the audience. Questions were taken in order of the sub areas as presented.

The following list was composed of items Evergreen was asked to provide further explanation and/ or information:

1. Personnel Policies
2. Survey completion rate (teacher)
3. Comparison district clarification of peer districts, which were chosen either by the audit Committee or as in the Evergreen Data base: Evergreen to provide comparison charts of districts
4. Shared services study out of the human resources management
5. Dissect costs savings/expenses i.e. teacher reduction/ double dipping (exhibit 4:12 & 4:13) There may be duplication (double counted) in the total savings of certain

- areas; exhibit form clarified in 4.12 (and other categories where there are overlapping numbers)
6. Dissect costs/expenses and break out special Ed line and reconcile in district /out of district analysis
 7. Does school choice cost / save
 8. Hyperlink added into the report
 9. Guidance on staffing levels for school committee to use
 10. Eight-block schedule needs to be reviewed
 11. Planning time
 12. Pay scale i.e. step and other school districts
 13. Consolidation of buildings vs. cost savings
 14. ADA is urgent; there are many non-compliance areas
 15. Further justification for keeping Winthrop open
 16. Analysis of sports vs. extracurricular programs
 17. 16 million savings proven
 18. Survey of why children are not participating in school lunch program
 19. Financial Management
 20. Identify the peer group being compared in the report
 21. The BOS requested a timeline and resources to implement these recommendations

Dr. Buchanan requested that the Boards be more patient on class size citing many reasons for the importance of this consideration to meet the needs of the students; and this not be solely by the numbers and to further understand the student /teacher ratio is different than class size.

Brad Kippen, Elected Student Representative to the School Committee addressed the Boards saying teachers often use blocks they are not teaching to offer additional academic support to students. He also suggested that smaller class size stimulates more class discussion and allows more students to participate.

He added that by increasing school choice, the district is able to offer more options for students as it gives a larger population to fill such areas.

Mr. Lombardo interjected that Representative Brad Hill had contacted him, questioning if the State-of-State presentation should be rescheduled and it was agreed to reschedule Representative Hill and Senator Tarr.

Ms. Recio continued to take questions/ comments. There was public comment that "big ticket" expenses such as the high school auditorium renovation should be included.

Mr. Lombardo will accept emails from residents for further questions for Evergreen until February 3, 2011.

The Selectmen adjourned at 10:01 pm.

Respectfully submitted by

Catherine Tinsley