



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

CUTLER SCHOOL BUILDING COMMITTEE

MEETING AGENDA

HWRSD Central
Administration Bld
2nd Floor Conference Room
5 School Street
Wenham, MA 01984

Monday, September 25, 2023

6:30 p.m - 8:00 p.m.

1. Call to Order 6:30 p.m.
2. Approve Minutes: August 28, 2023 [Exhibit](#)
3. Review and Approve the latest Project Invoices [Exhibit](#)
4. Schedule Update/Next Steps
 - a. PMA and JCJ to provide the latest project updates and review upcoming next steps for the Feasibility Study.
5. Educational Visioning Process [Exhibit](#)
 - a. JCJ and their Educational Designer, Mike Pirollo from MLP Integrated Design, will provide an update on what the education visioning process is and what the upcoming next steps are.
6. Community Outreach
 - a. Discuss general community outreach process and procedures.
 - b. First community outreach events are scheduled for the Hamilton-Wenham Farmer's Market on 9/29/2023 and 10/6/2023. Review draft of the flyer to be distributed at the Farmers Market. [Exhibit](#)
7. Reschedule December 25, 2023 SBC Meeting
 - a. The December 2023 SBC meeting currently falls on Christmas Day. This SBC meeting is critical as the project team will be seeking approvals for the MSBA PDP Submission around this time. The new proposed date for this meeting is December 18, 2023 at 6:30pm.
8. Items Unanticipated by the Chair
9. Vote to Adjourn