

KING PHILIP REGIONAL SCHOOL COMMITTEE  
MINUTES  
February 24, 2014  
King Philip Regional High School Library

**BUDGET PUBLIC HEARING**

**CALL TO ORDER:** Mrs. Martin called the Budget Public Hearing to order at 7:10pm.

**ROLL CALL OF COMMITTEE MEMBERS:**

Members Present:	Norfolk:	Noelle Tonelli, Jeff Chalmers
	Plainville:	Patrick Francomano, Ann-marie Martin
	Wrentham:	Lynn Desrochers, Danielle Schmitz
Members Absent:		Michael Gee, Charlene McEntee, Jim Killion
Municipal Representative:		Charles Kennedy not in attendance.
HS Student Council Representative:		None

The meeting is being videotaped this evening by Wrentham Cable Access. Mrs. Martin explained that the public may visit the district's website at [www.kingphilip.org](http://www.kingphilip.org) to review informational documents pertaining to each school committee meeting. Videotaped meetings may be viewed in their entirety at [www.wrenthamcableaccess.com](http://www.wrenthamcableaccess.com). Mrs. Martin also explained the procedure for public comment.

**DELEGATIONS, VISITORS, PUBLIC PARTICIPATION, ETC.:**

Dr. Gilson, Dr. Oliveira, Ms. Lacher, Mr. Bouzan

**NEW BUSINESS:**

**FY16 King Philip Regional School District Budget Public Hearing**

Mrs. Martin introduced Dr. Zielinski, Superintendent of Schools to present the FY16 Proposed Budget for the King Philip Regional School District. The Superintendent's proposed budget is an above level service budget requiring an increase of 5.8% or \$1,608,859. A copy of the Superintendent's FY16 Proposed Budget is attached to the Minutes as part of the record.

Dr. Zielinski reviewed the FY16 Budget Drivers

- Step 1: Payroll and Benefits
- Step 2: Special Education Costs
- Step 3: Fixed Costs
- Step 4: All Other Costs
- FY2016 Town Assessments

Dr. Zielinski asked for consideration above the level service budget for the following personnel requests:

- 1.0 Guidance Counselor. Mr. Francomano noted that the Finance Subcommittee did not support this position.
- 1.0 FTE Instructional Technology Media Specialist based upon NEAS&C recommendation
- 0.4 FTE Mathematics to increase a 0.6 FTE to a 1.0 FTE to reduce class sizes in Mathematics
- 1.0 FTE Choral Music position to respond to district wide arts survey request of expanding the program.
- Human Resource Department – respond to the need cited in MASBO report to support staff. Reorganizing central office and add 1.4 positions. Consolidation of positions with the towns is being reviewed.

King Philip's FY2016 Operating Budget Request is \$29,097,346. The Finance Subcommittee has not yet voted upon designating \$150,000 from Excess and Deficiency.

Cuts and their effects for a 3.0% operating budget increase were presented. In addition to a loss of the previously recommended additional positions, reductions would need to be made, including a reduction in SPED tuitions and transportation in the amount of \$100,000. A question was raised that if this cut can be made, why wasn't it already

reflected – how would it impact services to students. This led to discussion of anticipated savings in Special Education that have not yet been realized.

The Chair asked for questions from Committee:

Mr. Francomano discussed questions and concerns from the budget and finance subcommittee regarding the additional requested positions.

- A job description was requested for the Instructional Technology Media Specialist – there was discussion of this position and the district’s response to the NEASC report which is due March 1<sup>st</sup>. It was reiterated that a job description would be required prior to approval of this position.
- Human Resource Department – the subcommittee’s consensus was to recommend these positions with reservation. The MASBO report and the recent auditor’s report mandate that we take action on these recommendations but a more comprehensive reorganization plan does need to be forthcoming from the administration.
- Guidance Position – the subcommittee is not supporting this position at this time. More information is needed on how this position will be used to improve overall services as well as how the department will work toward incorporating the model program that was adopted by the MA Association of School Guidance Counselors to better serve our students.

Discussion ensued on the decision making process for the Mathematics position. Dr. Zielinski explained that the current FTE 0.6 is a retired person and by making this position full time we will be able to serve more students and minimize our financial impact. It was noted that King Philip has many students interested in STEM careers and this position will help support them.

**Close Hearing:**

Mrs. Martin opened up the floor to the audience. Hearing no questions or comments from the audience, the hearing was closed at 8:10pm.

**CONSENT AGENDA**

**PAYMENT OF BILLS, FINANCIAL REPORT:**

Warrants/Budget Report & Transfers  
KP-SEPAC: Transition to the Middle School Informational Meeting  
Finance Subcommittee Minutes dated January 5, 2015  
Murphy, Hesse: *Education Client Alert*, January 2015  
Murphy, Hesse: *Labor & Employment Alert*, January 2015  
*Board & Administrator*, January 2015, Vol. 28, No. 9

- ✚ **A Motion was made by Mrs. Tonelli, seconded by Mr. Francomano, to approve the Minutes of January 12, 2015 as presented. All in favor.**

**AGENDA ITEMS:**

**Approval of Minutes:**

- ✚ **A Motion was made by Mr. Francomano, seconded by Mrs. Tonelli, to approve and retain the Executive Session Minutes of January 12, 2015. All in favor.**

**NEW BUSINESS (Taken out of order):**

**MS Program of Studies (1<sup>st</sup> Reading):**

Dr. Gilson presented a memorandum dated January 22, 2015 outlining minor changes to the 2015/2016 MS Program of Studies.

**Communication:**

KP in the News: None

**Dept. of Public Health: Administration of Prescription Medication Decision:**

In a letter from the Department of Health dated January 22, 2015, the administration of prescription medication decision was denied by the Department of Health and this matter needs to be resolved. Dr. Zielinski will conduct a meeting of the school nurses to discuss options and will be presented to the School Committee at a future meeting.

**NEW BUSINESS (Taken out of order):**

**HS Program of Studies (1<sup>st</sup> Reading):**

Dr. Oliveira presented the changes to the HS Program of Studies in a memorandum dated February 3, 2015.

Discussion ensued on rubrics and syllabus for performance courses. Dr. Oliveira will review the music programs with her music teachers along with the scheduling issues and requirements for the music programs and will present her findings in a 2<sup>nd</sup> reading of the HS program of studies.

Discussion ensued on clarification for the French I ECP in which students selecting this course must have the language teacher's approval.

**REPORTS AND RECOMMENDATIONS OF THE SUPERINTENDENT**

Discussion ensued on the budget vote per the Regional Agreement. Mr. Schaefer has alerted the town administrators that the vote will occur on March 2, 2015. Mr. Francomano reviewed the Regional Agreement. In the spirit of the amendment and to abide by the regulations, Mrs. Martin noted that a vote was delayed due to inclement weather and cancellation of school and the budget hearings due to snow storms. Based upon her understanding of the Regional Agreement, a vote was due by February 15 but due to the inclement weather conditions experienced this winter, we were already out of compliance. We have been in communication with the member towns about the unforeseen delays. The Chair indicated she would accept a motion to vote on the budget if the committee so decided.

**REPORTS FROM SCHOOL COMMITTEE MEMBERS:**

Norfolk School Committee Representative - Mr. Chalmers: The next meeting of the Norfolk School Committee is in 2 weeks.

Plainville School Committee Representative - Mrs. McEntee: Mrs. McEntee was unavailable this evening, as she was attending the Plainville School Committee meeting.

Wrentham School Committee Representative - Ms. Schmitz: The Wrentham superintendent held a preliminary budget presentation; discussion on the snow days and calendar; Delaney principal search; and, preschool program enrollment.

HS Student Council Representative: Mr. Cullinane was not in attendance, but did submit a report.

KP Cares: KP Cares is hosting a Charity Volleyball Tournament for the Relay for Life on Wednesday, March 4<sup>th</sup> at 6pm.

DECA: DECA recently competed at their Regional Competition and 100% of DECA Members have advanced to the state competition in March in Boston.

Leo Club: Working with an organization to do a food packing drive on February 28<sup>th</sup>.

National Honor Society: Planning a Junior Charity Event for March; Coordinating Dr. Seuss Reading Day with the Elementary Schools in March.

Debate: Participating in a Field Trip on March 30<sup>th</sup> to Providence College to see a College Debate.

Student Council: Mr. KPHS was held on March 4<sup>th</sup>. The event was a great success! 20 Student Council Members will be attending the Massachusetts Association of Student Council's Annual Conference in Hyannis.

**UNFINISHED BUSINESS:**

**Bi-County Collaborative: Surplus Funds**

Mr. Francomano asked that the Committee defer questions on the Bi-County Collaborative Surplus Funds and discussion until the next meeting. The Chair tabled discussion to March 2, 2015. The Chair asked that the school committee members bring these documents with them to this meeting.

**KP Policy Updates:**

✚ **A Motion was made by Mr. Francomano, seconded by Mrs. Desrochers, to accept the 2nd reading of the following policies as presented:**

- **Policy File ADDA, Background Checks;**
- **Policy File EBC, School Safety and Security Procedures;**
- **Policy File JIC, Student Conduct**
- **Policy File JK, Student Discipline.**

**All in favor.**

#### **Meeting of the Chairs:**

Mrs. Martin indicated that a new date will be scheduled for a meeting of the chairs.

#### **NEW BUSINESS:**

##### **Snow Day Discussion:**

Dr. Zielinski provided the committee with survey results that were calculated on snow cancellation make up days. The survey results for both staff and community indicate that April 3, 2015, Good Friday, is a viable option as a one-half day of school.

The contract indicates that Good Friday is an observed holiday and would need to be impact bargained with the KPTA. The superintendent recommends a ½ day on Good Friday, April 3, 2015.

✚ **A Motion was made by Mrs. Desrochers, seconded by Mr. Francomano, that April 3, 2015, Good Friday, would be used as a one-half day of school, if the KPTA agrees to do so whether or not there are more snow days. If any staff member needs to take this day for religious purposes, they may do so. All in favor.**

#### **HS Student Council Overnight Field Trip:**

✚ **A Motion was made by Mr. Francomano, seconded by Mrs. Desrochers, to approve the HS Student Council overnight field trip to attend the MASC Statewide Student Council Conference in Hyannis, MA from March 11-13, 2015, according to Policy JJH and IJOA. All in favor.**

#### **2015/2016 School Year Calendar (1<sup>st</sup> Reading):**

Dr. Zielinski presented the proposed 2015/2016 school year with a start date for staff on Tuesday, September 1, 2015. Students would begin school on Wednesday, September 2, 2015. Pending no school cancellation days, the anticipated last day of the 2015/2016 school year would be Friday, June 17, 2015. The superintendents of the three towns have had dialog over coordinating their calendars if any significant changes are made to the school year calendar. consider the 2015/2016 school calendar and to potentially add Good Friday as a ½ day.

Discussion ensued on rescheduling the February and April vacation weeks into a March vacation. Sporting events would need to be taken into consideration as well as other holidays during that time period. Another consideration would be to potentially add Good Friday as a one-half day of school. Mr. Francomano suggested taking a comprehensive look at the school schedule and look at different models while taking into consideration the three elementary school districts. Discussion ensued on also reviewing the start time of the school day to optimize learning time based on research that would need to be impact bargained if it was to occur.

#### **Job Descriptions (1<sup>st</sup> Reading):**

Dr. Zielinski presented the following job descriptions. Approval of these job descriptions does not indicate that the position will be filled.

- Instructional Technology (1<sup>st</sup> reading)
- Head Coach Job (1<sup>st</sup> Reading)
- Assistant Coaches (1<sup>st</sup> Reading)
- Copier Services Specialist (1<sup>st</sup> Reading)
- School Adjustment Counselor (1<sup>st</sup> Reading)
- Chamber Coach (1<sup>st</sup> Reading). Several questions were raised on the job description of the Chamber Coach, such as how often they are going to meet; what is the purpose of the position? Is it to fulfill a curriculum requirement and the students are not required to participate? Change it to chamber ensemble not a team. What are the number of hours being put in it. Are there supervisory duties?

**Recommendations or Questions from Individual Committee Members:**

**Late Communications:**

1. An article from the State House News Service, dated 2/18/15: "State Ed Chief urging schools to consider major calendar changes."
2. Mr. Schaefer presented a memorandum dated February 24, 2015 indicating that the Cafeteria Association voted and did not ratify the proposed Memorandum of Agreement. The Negotiations Subcommittee will need to reconvene to continue bargaining on a successor agreement.
3. Mr. Schaefer distributed copies of the Independent Auditors report that will be discussed at either March 2 or March 16 depending on scheduling issues.

**Public Comment:**

**Adjournment:**

- ✚ At 9:25pm, a Motion was made by Mr. Francomano, seconded by Mrs. Schmitz to adjourn. All in favor by roll call vote: Yes (6); No (0).

*Respectfully submitted,*

*Lisa Barrett Witkus  
Executive Assistant &  
Secretary to the School Committee*