

**KING PHILIP REGIONAL SCHOOL COMMITTEE  
MINUTES  
April 23, 2018  
King Philip Regional High School - Library  
201 Franklin Street, Wrentham, MA 02093**

**CALL TO ORDER:**

Mr. Gee, Chair called the meeting to order at 7:00PM.

**ROLL CALL OF COMMITTEE MEMBERS:**

Members Present:     Norfolk:     Michael Gee, Kenneth Dow  
                          Plainville:    Amy Abrams, Samad Khan,  
                          Wrentham:    Trevor Knott, Jim Killion

Members Absent:     Norfolk:     Jeff Chalmers  
                          Wrentham:    Erin DeStefano  
                          Plainville:   Bruce Cates

HS Student Council Representative:   Miss Linde

The meeting is being videotaped by Wrentham Cable Access. Mr. Gee 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) Mr. Gee also explained the procedure for public comment.

Mr. Gee welcomed Amy Abrams as the newly appointed representative from the Plainville School Committee, and also extended congratulations to Plainville's elected member Bruce Cates. Mr. Cates had a prior commitment this evening and was unable to attend this meeting.


**DELEGATIONS AND VISITORS**

Dr. Zielinski, Superintendent, Mrs. Dill, Mr. Keough

**Consent Agenda**

*All items listed with an asterisk (\*) are considered to be routine and will be enacted by one motion if action is required. There will be no separate discussion of these items unless a member of the committee so request, in which event the item will be considered in its normal sequence:*

**APPROVAL OF MINUTES**

 **A Motion was made by Mr. Killion, seconded by Mr. Knott, to approve the Minutes of April 2, 2018, as presented. All in favor. Yes (6); No (0); Abstain (2) - Mrs. Abrams and Mr. Dow abstaining. Motion carried.**

**New Business:**

**Mrs. Dill, HS French Teacher and HS Student Council Advisor**

Mrs. Dill announced that the HS Student Council has been awarded National Gold Honors.

Mrs. Dill presented an exchange trip to France which is a very different immersive experience than has been planned in the past in which students will be staying in a host-family situation. The proposal is that on October 28, 2018 students from France will be coming here to stay with host families in the district and attend school at KP. While visiting the area they will also visit Boston and historical landmarks. In February 2019, KP students would stay with host families in Yvelines, France. KP students will attend classes and travel throughout the country on various excursions.

According to Mrs. Dill, the cost will vary depending on the number of students attending, and the price will be lower because students will be staying with host families vs. hotel costs. Chaperones will need to pay if there are hotel costs involved and this is to be determined. If approved, fundraising events will be planned to assist families with their financial needs.

Mr. Dow shared his positive experiences when he ran a program as a teacher and his students visited France. Dr. Zielinski also shared her son's experiences while he was abroad in different countries along with an exchange experience in Australia.

Mr. Gee asked if there is an upper limit and how are host families found. Mrs. Dill explained that between 15-25 students will be coming here and Dr. Mobley has worked this out in the classroom to absorb these students. During a parents' informational meeting, it will be explained and understood that for any KP student participating, their family will be providing care and participating as a host family. Alternative arrangements will be made on an as-needed basis.

Discussion ensued on safety as there will not be a tour guide with the students all the time or while the students are at the school. Concern about having a satellite phone was raised and Mrs. Dill will make that request again so that the tour guide will have access to a satellite phone. Mr. Killion reiterated that as long as there is a strong protocol in place and the information is provided to the parents and students. Mrs. Dill explained that she will work out any procedures and protocols ahead of time with Prometour. All students must abide by the rules about the standard of behavior that is expected while on the trip and if the rules are broken they are subject to being sent home.

Discussion ensued on the number of chaperones in which the ratio will be 1:8. It is expected that approximately 16 students will be participating in this program. Along with Mrs. Dill, Mr. Glabicky, HS Science teacher will be a chaperone and if a third chaperone is needed, arrangements are in place. Students do need to be enrolled in French classes as this is a French exchange and the students will experience 24-hour French immersion with a family. The opportunity to have classes in a French high school as well as excursions is a cultural experience that will be unmatched, according to Mrs. Dill.

- ✚ **A Motion was made by Mr. Killion, seconded by Mr. Knott, to approve the French exchange trip from February 13-24, 2019, as presented, per Policy IJOA and JJH. All in favor. Yes (6); No (0). Motion carried.**

#### **HS Overnight Field Trip – Band Camp and Contract: Mr. Keough**

Mr. Keough was available to answer any questions that members of the School Committee may have.

- ✚ **A Motion was made by Mr. Killion, seconded by Mr. Dow, to approve the attendance of the KP Marching Band student to attend Camp Mataponi in Naples, Maine from August 12-19, 2018 according to Policy JJH and IJOA, as presented. All in favor. Yes (6); No (0). Motion carried.**
- ✚ **A Motion was made by Mr. Knott, seconded by Mr. Killion, to approve the contract between King Philip Regional School District and Camp Mataponi (Band Camp) in Naples, Maine, from August 12-19, 2018, as presented, and to allow the superintendent or her designee to sign the contract on behalf of the District. All in favor. Yes (6); No (0). Motion carried.**

#### **HS Overnight Field Trip – Football Camp and Contract:**

Mr. Gee announced that neither Mr. Brown nor Mr. Lee were available to attend tonight's meeting to discuss the football team's overnight camp.

- ✚ **A Motion was made by Mr. Knott, seconded, by Mr. Killion, to approve the attendance of the KP Football Team to attend Camp Mataponi in Naples, Maine from August 22-26, 2018 according to Policy JJH and IJOA, as presented.**

Discussion ensued on the content of the contract and any arrangements made with Camp Mataponi as long as it is aligned with last year.

- ✚ **A Motion was made by Mr. Knott, seconded by Mr. Killion, to approve the contract between King Philip Regional School District and Camp Mataponi (Football Camp) in Naples, Maine, from August 22-26, 2018, as presented, and to allow the superintendent or her designee to sign the contract on behalf of the District. All in favor. Yes (6); No (0). Motion carried.**

Ms. Linde presented her report dated April 23, 2018.

**Consent Agenda: (continued)**

**PAYMENT OF BILLS, FINANCIAL REPORT**

Warrants/Budget Report/Budget Transfers

**COMMUNICATION:**

Appointments, Resignations, Retirements, etc., were presented in a memorandum from Dr. Zielinski dated April 23, 2018.

**AGENDA**

**APPROVAL OF EXECUTIVE SESSION MINUTES:**

None

**COMMUNICATION:**

- KP in the News
- *CNN: Vaping now an epidemic among high schools.* KP and a Connecticut school were featured on a *CNN* segment. Dr. Zielinski explained that KP was chosen for this segment as the producer has ties to KP. In a recent forum on vaping held at KP, over 100 parents attended due to the high concern over this issue.
- Budget & Finance Subcommittee Approved Minutes were presented dated March 9, 2018.

**REPORTS AND RECOMMENDATIONS OF THE SUPERINTENDENT**

**Special Education Walker Committee – Progress Report**

Dr. Zielinski presented a memorandum re special education planning committee that provided a progress report to date following a recommendation from the evaluation of special education programs of the four school districts by Walker Partnerships (referred to as the Walker Report). The Committee has met 3 times this year with the towns and has discussed a better collaboration and alignment of special education amongst the 4 districts (King Philip, Norfolk, Wrentham and Plainville). During this process, 3 basic subgroups have been formed: social/emotional learning supports; transition planning and SEL Programming.

The next meeting will be held in June in which the committee will meet as a whole to review the work of the subcommittees, develop short-term goals for the 2018/2019 school year and make recommendations for specific activities.

Discussion ensued that by not placing students out of district, saves money for the districts and students are in a less restrictive setting. There is a better understanding of students as they come up through the elementary districts to the middle school level and the intent is to have services and support in place. The superintendents, district administrators, teachers, and school committee members been meeting on a regular basis throughout this process.

**Community Working Groups – Update:**

This item will be tabled to the May 7, 2018 school committee meeting.

**UNFINISHED BUSINESS:**

**School Committee Self-Evaluation**

Mr. Gee indicated that the self-evaluation survey is still open and asked that current committee members please complete it. This item will be tabled to the May 7, 2018 school committee meeting.

**Job Description: Director of Student Support Services (2<sup>nd</sup> reading):**

Discussion ensued that the 2<sup>nd</sup> reading for this new job description which was expanded from the 1<sup>st</sup> reading to include items such as the Coordinated Program Review (CPR) and 504 issues and ELL to encompass more procedural responsibilities. These requirements were included to make the job description and position more certifiable. *McKinney-Vento* was also added to address any budget/transportation issues that may arise with Van Pool.

Dr. Zielinski explained that once the job description is approved, the position will be posted internally as well as on *School Spring* and the search process will begin. Dr. Zielinski noted that Mr. Zinni will be part of

the interview process. A search committee will be formed that will include members of the school committee and will be discussed at the next meeting. Dr. Zielinski noted that this this position is a school committee hire in which finalists will be interviewed by the school committee. She indicated that it is expected that final interviews will begin by the end of May, with a finalist being named in June with an anticipated start date of July 1, 2018. Discussion ensued that the school committee may also appoint an interim director if needed.

Ms. Abrams asked about the special education summer program responsibility and that it should be added to the job description. Following discussion, Mr. Gee indicated that the responsibility of supervision and coordination of the summer program should be added to the job description.

Ms. Abrams also asked about planning for the 2018 summer program and whether it is currently being planned and is part of general programming under the supervision of the current special education director. Mr. Gee indicated that the planning for the 2018 summer program is underway by the current director of special education.

**A Motion was made by Mr. Knott, seconded by Mr. Killion, to approve the Director of Student Support Services job description, as amended. All in favor. Yes (6); No (0). Motion carried.**

**NEW BUSINESS:**

**2018/2019 School Committee Meeting Dates Calendar (1<sup>st</sup> Reading)**

The School Committee reviewed the 2018/2019 school committee meeting dates calendar. Following discussion, the date of the Retreat may be held during the week of July 16 or July 23, 2018. Further discussion will be held on May 7, 2018 as part of a 2<sup>nd</sup> reading. It was decided that a school committee meeting will be held on Monday, August 6, 2018.

**2018/2019 School Committee Retreat Discussion:**

Discussion ensued on the date and location of the Retreat, with the possibility of it being held off-site in Nantasket.

**School Committee Meeting – May 29, 2018 in lieu of June 4, 2018:**

Discussion ensued on the changing of the June 4, 2018 school committee meeting to May 29, 2018 or June 5, 2018. The advantage of having the meeting on May 29<sup>th</sup> would be beneficial for planning purposes to have a meeting before the town meetings to be held on June 4.

**A Motion was made by Mr. Knott, seconded by Mr. Dow, to change the regular school committee meeting from June 4 to May 29, 2018. All in favor. Yes (6); No (0). Motion carried.**

**Facility Rental Rates: Dr. Zielinski:**

In a memorandum dated April 6, 2018, Mr. Azer provided an analysis and recommended changes for FY19 (effective July 1, 2018) for rental Group 6 (commercial for-profit organizations). Additionally, he proposed changes to the hourly labor rates for all rental groups. Discussion ensued about the reason for the alignment and if it was based on fairness based upon comparisons with other Hockomock League schools as there is not a large impact monetarily. Mr. Gee explained that the district is trying to get these aligned so that they are advantageous to the district and the towns. Mr. Killion will be attending the Wrentham Recreation Committee meeting who uses our facilities and wants these costs to be fair, equitable and cost effective.

**A Motion was made by Mr. Killion, seconded by Mr. Khan, to approve the proposed hourly rental rates for FY19, effective July 1, 2018, for rental Group 6 (commercial for-profit organizations) as presented. And, to approve the proposed hourly labor rates for all rental groups as presented.**

<i>Hourly Rental Rates</i>	<i>Current</i>	<i>Proposed</i>
<i>High School Auditorium</i>	<i>\$292.50</i>	<i>\$300.00</i>
<i>Middle School Auditorium</i>	<i>\$195.00</i>	<i>\$200.00</i>

<i>Cafeteria / Kitchen</i>	<i>\$130.00</i>	<i>\$150.00</i>
<i>Library</i>	<i>\$130.00</i>	<i>\$100.00</i>
<i>Computer Lab</i>	<i>\$195.00</i>	<i>\$150.00</i>
<i>Football Field</i>	<i>\$292.50</i>	<i>\$200.00</i>
<i>Football Field with Lights</i>	<i>\$357.50</i>	<i>\$250.00</i>

	<i>Monday – Friday</i>		<i>Saturdays</i>		<i>Sundays &amp; Holidays</i>	
	<i>(current)</i>	<i>(proposed)</i>	<i>(current)</i>	<i>(proposed)</i>	<i>(current)</i>	<i>(proposed)</i>
<i>Custodian / Grounds</i>	<i>\$35.00</i>	<i>\$40.00</i>	<i>\$50.00</i>	<i>\$55.00</i>	<i>\$65.00</i>	<i>\$70.00</i>
<i>Cafeteria / Kitchen</i>	<i>\$35.00</i>	<i>\$40.00</i>	<i>\$40.00</i>	<i>\$55.00</i>	<i>\$65.00</i>	<i>\$70.00</i>
<i>Sound / Light Tech</i>	<i>\$20.00</i>	<i>\$25.00</i>	<i>\$25.50</i>	<i>\$30.00</i>	<i>\$35.00</i>	<i>\$40.00</i>
<i>Sound / Light Supv.</i>	<i>\$35.00</i>	<i>\$40.00</i>	<i>\$45.00</i>	<i>\$55.00</i>	<i>\$65.00</i>	<i>\$70.00</i>

✚ All in favor. Yes (6); No (0). Motion carried.

**REPORTS FROM SCHOOL COMMITTEE MEMBERS:**

- Norfolk School Committee Representative: Mr. Chalmers – None
- Plainville School Committee Representative: Ms. Abrams – Plainville School Committee met on April 10, 2018. Topics included: a vote on policies updated with MASC models, school safety, special education regional planning committee, 2 new members on the committee, and reorganization.
- Wrentham School Committee Representative: Mrs. DeStefano – None
- HS Student Council Report: Miss Linde presented her report dated April 23, 2018.

**LATE COMMUNICATIONS**

**REPORTS OF SPECIAL COMMITTEES**

Mr. Gee noted there will be a Finance meeting at Plainville on April 24, 2018 at 7pm in which the KP budget will be discussed. There will also be a Finance Subcommittee meeting on Friday, April 27, 2018 at 7:30 am.

**RECOMMENDATIONS OR QUESTIONS FROM INDIVIDUAL COMMITTEE MEMBERS**

**PUBLIC COMMENT**

Mrs. Snead announced that the Spring Pops Concert will be held on May 12.

**ADJOURNMENT INTO EXECUTIVE SESSION**

✚ At 8:25pm, a Motion was made by Mr. Killion, seconded by Mr. Knott, to adjourn into Executive Session, for the purpose of Executive Session #1, to discuss the reputation, character, physical condition or mental health, rather than professional competence, of an individual, or to discuss the discipline or dismissal of, or complaints or charges brought against, a public officer, employee, staff member of individual; and, for the purpose of Executive Session #3, to discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares. (Unit A Negotiations), and not to return to open session except for the purpose of adjournment. All in favor by roll call vote. Yes (6); No (0). Motion carried.

**Adjournment:**

✚ A Motion was made by Mr. Killion, seconded by Mr. Khan, to adjourn at 9:30pm. All in favor by roll call vote. Yes (5); No (0). Motion carried.

*Respectfully submitted,*

*Lisa Barrett Witkus  
Secretary to the School Committee*

**List of documents presented at the April 23, 2018 meeting:**

April 2, 2018 draft minutes  
Appointments, Resignations, Retirements, etc.  
KP in the News  
Finance Subcommittee Minutes dated March 9, 2018  
Special Education Walker Committee - Progress Report  
Job Description: Director of Student Services (2<sup>nd</sup> reading)  
2018/2019 School Committee Meeting Dates Calendar (1<sup>st</sup> Reading)  
HS Overnight Field Trip: 2018 KP Marching Band  
2018 KP Marching Band – Camp Mataponi Contract  
HS Overnight Field Trip: 2018 KP Football Camp  
2018 KP Football – Camp Mataponi Contract  
HS Trip to France: Mrs. Dill  
Facility Rental Rates: Dr. Zielinski  
HS Student Council Report: Miss Linde