

**KING PHILIP REGIONAL SCHOOL COMMITTEE
MINUTES
December 4, 2017
King Philip Regional High School - Library
201 Franklin Street, Wrentham, MA 02093**

CALL TO ORDER:

Mr. Francomano, Chair called the meeting to order at 7:02PM.

ROLL CALL OF COMMITTEE MEMBERS:

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

Members Absent:	Norfolk:	Jeff Chalmers (arrived at 7:04pm.)
	Wrentham:	Erin DeStefano
	Plainville:	Charlene McEntee

HS Student Council Representative: Miss Linde

Mr. Francomano announced that Dr. Zielinski will be present later in the meeting and that Dr. Gilson would be sitting in for her.

The meeting is being videotaped by Wrentham Cable. Mr. Francomano explained that the public may visit the district's website at 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 Mr. Francomano also explained the procedure for public comment.

DELEGATIONS AND VISITORS

Dr. Gilson, Assistant Superintendent/MS Principal, Dr. Mobley, HS Principal, Mr. Azer, Director of Finance Attorney Waugh

APPROVAL OF MINUTES

None

PAYMENT OF BILLS, FINANCIAL REPORT

Warrants/Budget Report/Budget Transfers

COMMUNICATION:

Appointments, Retirements, Resignations, etc. were presented in a memorandum from Dr. Zielinski dated December 4, 2017.

-  **A Motion was made by Mr. Gee, seconded by Mr. Killion, to accept the Consent Agenda. All in favor (7-0-0). Motion carried.**

(Jeff Chalmers arrived at 7:04 pm.)

AGENDA

UNFINISHED BUSINESS (taken out of order):

Superintendent Search: Mr. Hardy

Mr. Hardy indicated that 3 focus groups have been held to-date. The task at hand now is the determination of the makeup of the search committee so that participants can be solicited for different stakeholder groups and in place by January 8, 2018, so that the School Committee may formally appoint members and to start the interview process.

It was determined that the Search Committee will consist of a total of 13 members:

2 - School committee members
2 – Building administrators with one from each building
2 - Teachers (chosen by the KPTA with one from each building)
1 - Director of Special Education
1 - Director of Finance. Mr. Azer will notify the committee by 12/18/17 if he will be able to serve on this committee. He indicated that the Director of Technology may also be available.
2 - Parents (one from the MS and one from HS). Discussion ensued that the school council will provide names of parents and they solicit membership from members at large in particular the PTOs. They do not have to be a member of the school council.
2 - HS student representatives. (Mr. Francomano noted that it is important that students choose their own representatives to be chosen by Student Council and that they are fully aware of time commitment involved in this process.)
1 - Municipal town administrator or selectman representative or an elementary superintendent (Mr. Francomano will ask the superintendent's first to offer one seat to an education leader and if no one available then ask for a municipal representative.)
Mr. Hardy suggested having a superintendent from one community and 2 school committee members from the other 2 towns.
7 votes is a majority with 13 members.

✚ **A Motion was made by Mr. Chalmers, seconded by Mr. Knott, to approve the search committee as discussed. All in favor (7-0-0). Motion carried.**

Mr. Hardy reviewed the process for the formation of the Superintendent Search Committee which will be an agenda item for January 8 at which time the School Committee will formally appoint its members and give them their charge. Mr. Hardy will then train the members in a separate meeting. This will be a regularly posted school committee meeting along separately posted search committee for this purpose to begin at 7:30pm.

Mr. Hardy indicated that he will present the Focus Group Summary at the December 18, 2017.

Budget Meeting November 28th Update:

Mr. Francomano commented that Mr. Azer did a great job putting together financial data that the towns were looking for at the Joint Meeting on November 28, 2017. Mr. Chalmers indicated there were some questions from the audience about the methodology used by KP in analyzing the budget vs. what is being done at the elementary districts and are they consistent. Mr. Francomano said there are complexities, but the clarity, communication and collaboration has gotten better. A second meeting has been planned for Tuesday, February 13 at 7pm in the HS Library.

Discussion ensued on an analysis of special education budget and a new chart that the towns have requested. Comments were also made about the healthcare contribution rate. Mr. Francomano said that the town's benchmark for a budget is 3% on the assessment and 3% on overall operation and according to Mr. Azer's projections will be very challenging. Mr. Azer will provide preliminary projections of special education numbers on December 18 that will include three-year projections.

MASC Annual Meeting 2017 – Update:

This item will be tabled until December 18, 2017 as Mrs. McEntee would like to participate in this discussion.

New Business (Taken out of order):

Open Meeting Law Compliance Letter to Attorney General:

A notification will be sent from Mrs. Witkus, Secretary of the School Committee to the Attorney General, and clerks in each member town, that King Philip Regional School Committee posts its meeting on the new updated district website. Mr. Francomano noted that meeting postings do not appear at the individual towns.

✚ **A Motion was made by Mr. Gee, seconded by Mr. Killion, to accept the notification to the Attorney General, and the clerks in each member town (Norfolk, Plainville and Wrentham) as written. All in favor (7-0-0). Motion carried.**

✚

HS Program of Studies (1st reading): Dr. Mobley

In a memorandum presented on December 4, 2017, Dr. Mobley indicated that the HS is proposing the addition of the following course: Introduction to Marketing Honors and CP, Grade 10, with 5 credits, as an elective. Dr. Mobley may be presenting additional courses and/or a new guidance timeline at the December 18, 2017 meeting.

Dr. Mobley explained that the curriculum for this course would still involve creating a business plan, similar to retail marketing 2 and 3. If a student is not going to be competing in states or nationals, they are still graded on the final marketing plan and must be completed as if they were competing in states or nationals and there are mock nights held as well.

Late Communications:

2017/2018 Home school plan:

- ✦ **A Motion was made by Mr. Gee, seconded by Mr. Knott, to approve the 2017/2018 home school plan for C.G. (Grade 8) as presented. All in favor (7-0-0). Motion carried.**

Reports from School Committee Members:

- Norfolk School Committee Representative: Mr. Chalmers. The NSC discussed the FY18 budget, the Space Study Committee held a discussion on 40bs, and MCAS results.
- Plainville School Committee Representative: Mrs. McEntee (None)
- Wrentham School Committee Representative: Mrs. DeStefano (None)
- HS Student Council School Committee Representative: Ms. Linde provided her report to the committee.

COMMUNICATION (Taken out of order):

2017/2018 District Goals

Mr. Francomano asked the Committee to review the 2017/2018 District Goals, Key Actions and Benchmark Generation. Each of the goals were reviewed and members were charged with updating them as follows:

District Goal #1: Foster a greater sense of community with our three towns both socially and academically by engaging the students and families from the feeder districts and within our own district to encourage a long-term affiliation with King Philip.

Discussion ensued that Goal #1's focus is on the work of the community working groups. Mr. Khan will edit this for the next meeting.

District Goal #2: Continually review data and to evaluate programs that affect students, teachers and administrators to ensure continuous growth and learning.

Mr. Francomano and Dr. Gilson will coordinate and updated Goal #2 by reviewing the last 3 years of programming that has been put into place. The use of an SRO, MS and HS science and math programs and HS Art were identified.

Goal #3: Continually develop a professional and creative culture that is student centered, focuses on the whole child, and supports students' diverse talents and social, emotional and intellectual needs.

Mr. Gee will edit Goal #3 as the benchmarks and key actions are out of date.

Goal #4: Continually evaluate and develop policies, procedures and systems that exemplify transparency, demonstrate fiscal responsibility and foster public confidence in the District's business operations.

Mr. Dow will develop benchmarks for Goal #4.

New – Goal #5 - Mr. Knott will develop a goal for the superintendent search. Discussion ensued that the district is looking to hire an educational leader who will support the district goals and lead the district and promote cohesion with all stakeholders of the King Philip district.

New – Goal #6 – Mr. Chalmers will develop a goal for administrators. Discussion ensued what are the goals of the administrators and what the individual administrator does will feed into these goals. Mr. Chalmers will prepare this and benchmarks to ensure that the administrative team is taking action to place these goals into effect.

Mr. Francomano asked that these school committee members prepare the rewrites of these goal proposals and send them to Mrs. Witkus by Monday, December 11, 2017. This is will be an agenda item for December 18.

REPORTS OF SPECIAL COMMITTEES

None

RECOMMENDATIONS OR QUESTIONS FROM INDIVIDUAL COMMITTEE MEMBERS

None

PUBLIC COMMENT

None

ADJOURNMENT INTO EXECUTIVE SESSION:

- ✚ **At 8:07pm, a Motion was made by Mr. Gee, seconded by Mr. Chalmers, to enter into Executive Session for the following purposes:
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 or individual (Unit A Level III Grievance); and, 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 – Collective bargaining negotiations; Request for Information; Health Insurance ULP). All in favor by roll call vote: Yes (7); No (0); Abstain (0). Motion carried.**

At 8:09pm, Mr. Dow announced to the Chair that he will recuse himself from Executive Session due to Unit A issues to be discussed.

ADJOURNMENT

- ✚ **At 9:30pm, a Motion was made by Mr. Gee, seconded by Mr. Khan, to adjourn Executive Session and to return to open session solely for the purpose of adjournment. All in favor by roll call vote: Yes (6); No (0); Abstain (0). Motion carried.**

Respectfully submitted,

*Lisa Barrett Witkus
Secretary to the School Committee*

- List of documents presented to the School Committee on December 20, 2017:
 - Appointments, Retirements, Resignations, etc.
 - 2017/2018 District Goals
 - HS 2018/2019 Program of Studies (1st Reading): Dr. Mobley
 - Open Meeting Law Compliance letter to Attorney General
 - HS Student Council Report: Miss Linde
 - 2017/2018 Home School Plan approval