

**School Committee Meeting
Monday, January 6, 2020 - Approved
King Philip Regional High School – Library
201 Franklin Street, Wrentham, MA 02093**

OPENING OF MEETING:

Mr. Gee, Chair, opened the meeting at 7:00pm.

ROLL CALL OF COMMITTEE MEMBERS

Members Present:

Norfolk:	Michael Gee, Ken Dow
Plainville:	Amy Abrams
Wrentham:	Erin DeStefano. Trevor Knott

Members Absent:

Norfolk:	Jeff Curry
Plainville:	Samad Khan (arrived at 7:30pm)
Wrentham:	Jim Killion

HS Student Council Representative: Marion Linde

Mr. Gee reviewed the current Public Comment policy and procedure.

The Chair announced that this Meeting is being televised by North TV and will be broadcasted in Plainville. He also provided details about how to access school committee documents on the King Philip Website at: Kingphilip.org

PUBLIC COMMENT

Anyone interested in commenting on an agenda item during the meeting or making a statement during the public comment period is asked to complete an information card available on the librarian's desk and hand it to Mrs. Lisa Witkus, School Committee Secretary.

New Business:

2020/2021 HS Program of Studies (1st reading): Dr. Mobley

In a memorandum dated December 27, 2019, Dr. Mobley outlined the changes to the 2020/2021 HS Program of Studies. She addressed the new reorganization of English for Grades 11 and 12 which will introduce students to Project Based Learning in ELA. This option occurs through the AP Capstone Program for those students taking AP Seminar and AP Research. Dr. Mobley provided the descriptions for each of these programs for each grade level. She noted that these courses have been designed based upon college admission requirements with the intent to offer more options to Juniors and Seniors, with meet DESE standards. Educational studies have shown the significant positive impact this type of learning has on student success at the high school and post-secondary level. Mr. Skenyon and Ms. Nerlino will be overseeing these programs.

Dr. Mobley, along with Mrs. Lambert, Science Department Head and Curriculum Team Leader, reviewed the change of name for the Science Department which will now be Science and Engineering Department. Dr. Mobley introduced the new Grade 9 revision of Physical & Earth Science course and Core Foundations of Chemistry, Physics and Earth Science that is now a Lab science for grade 9 as it meets all the DESE requirements. AP Physics 1 will be Algebra based and is offered as an alternative to Physics Honors as an option for the serious science student who plans to pursue STEM in college.

Dr. Mobley indicated that these are the only changes being recommended at this time and she may present a global entrepreneurship pathway course in the business department later in the year.

✚ A Motion was made by Mrs. DeStefano, seconded by Mrs. Abrams, to waive the 2nd reading of the 2020/2021 HS Program of Studies. All in favor: Yes (5); No (0). Motion carried.

✚ A Motion was made by Mrs. DeStefano, seconded by Mrs. Abrams, to approve the 2020/2021 HS Program of Studies, as presented. All in favor: Yes (5); No (0). Motion carried.

REPORTS AND RECOMMENDATIONS OF THE SUPERINTENDENT

2017/2018 – 2018/2019 Advanced Placement Comparison Report

Mr. Zinni presented an Advanced Placement Comparison on Placement and Participation for the 2017/2018 and 2018/2019 school years. Mr. Zinni noted that in the Strategic Plan the 2017/2018 Advanced Placement testing statistics were included, and this comparison continues to include the data for the 2018/2019 school year. It is clear from the data and most notable when you look at the number of AP exams that were taken in 18/19 of 790 tests which is incredible; and, credit is due to staff to teach and encourage students to take these courses and exams.

Mr. Knott indicated that he would be looking for multi-year trends, including the numbers for the 3 to 5 trends on average scores. Dr. Mobley noted that she will be looking into this data closely and that the School Improvement Plan looks at all scores including MCAS, AP, SATs and PSATs. Discussion ensued on moving forward the data will be looked at to include trends over time and look for consistencies and problem areas for the benefit of our students.

(Samad Khan arrived at 7:40pm)

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 requests, in which event the item will be considered in its normal sequence:*

APPROVAL OF MINUTES

✚ A Motion was made by Mrs. Abrams, seconded by Mrs. DeStefano, to approve the Consent Agenda that includes the School Committee Minutes December 9, 2019. All in favor: Yes (4); No (0); Abstain (2 – Mr. Knott and Mr. Dow). Motion carried.

PAYMENT OF BILLS, FINANCIAL REPORT

Warrants/Budget Report/Budget Transfers

COMMUNICATION:

Appointments, Resignations, Retirements, etc.

AGENDA

APPROVAL OF MINUTES:

✚ A Motion was made by Mr. Cates, seconded by Mrs. DeStefano, to approve and retain the Executive Session Minutes December 9, 2019. All in favor: Yes (4); No (0); Abstain (2 – Mr. Knott and Mr. Dow). Motion carried.

DELEGATIONS AND VISITORS

Mr. Zinni, Dr. Gilson, Dr. Mobley, Mr. Azer, Mr. O'Connor, Auditor

COMMUNICATION:

– HS Student Council Report dated 1/6/2020: Miss Linde

- Acknowledgement of Positive Message Posters: Mr. Zinni thanked the Parent Group at the high school who purchased positive message posters. The HS custodians attached them to the doors of the bathrooms.

NEW BUSINESS (continued):

Independent Audit Report: Mr. Grady O'Connor

Mr. O'Connor of the accounting firm of Lynch, Marini & Associates, Inc., provided a summary dated January 6, 2020 on the FY19 audit of the district's financial statements in accordance with the generally accepted accounting principles (GAAP) as determined by the Government Auditing Standards. A review of management's responsibilities, auditor's responsibilities was given. Mr. O'Connor issued an independent auditor report and provided suggestions for improvement in accounting procedures and internal control as of June 30, 2019.

Mr. O'Connor indicated that for FY19, the district did pretty good overall. He indicated that the district has made a lot of strides according to both the management letter and financial statements and there were no findings in the *Yellow Book Report*.

Discussion ensued on the management letter referring to any items that should be addressed as suggestions for improvement in accounting and internal control. Discussion ensued on the development of a fraud policy in conjunction with formalized risk assessments.

Mr. Azer indicated that he will provide the Committee an update on financial policies later in the Spring of 2020.

Discussion ensued on OPEB liability in which the district can only keep 5% in reserve or it needs to give back to member towns to lower their assessment per DOR.

UNFINISHED BUSINESS:

Review of School Committee Goals

The School Committee reviewed the 2020 King Philip School Committee Goals that Mr. Gee presented for review. Minor grammatical changes were noted in the content. Mr. Knott suggested a revision to District Goal 3, as presented, and upon further discussion, he will provide a new draft Goal 3, benchmarks and action that will continue to support Mr. Zinni and the budget along with expectations from executive management and continue to build bridges upon.

Discussion ensued on adding markers as some benchmarks are time driven. It was suggested to make them periodically.

The 2020 School Committee Goals will be revised as noted and presented for a 2nd reading at the January 27, 2020 meeting.

HS Overnight Field Trips:

HS Music Winter Guard (Mr. Keough, Music Director)

- ✚ A Motion was made by Mrs. DeStefano, seconded by Mr. Knott, to approve the attendance of the HS Winter Guard to attend the Winter Guard International World Championships in New Stanton, PA from 2/28/20 to 3/1/20, according to Policy JJH and IJOA. All in favor.

HS Student Council (Mrs. Snead, Advisor)

- ✚ A Motion was made by Mr. Knott, seconded by Mrs. DeStefano, to approve the attendance of the HS Student Council students to attend the MASC student leadership conference, according to Policy JJH and IJOA, from March 4-6, 2020 in Hyannis, MA. All in favor.

Budget Review: Mr. Zinni and Mr. Azer

Mr. Zinni noted that the full budget presentation will be presented at the budget hearing on January 27, 2020. However, he wanted to update the committee that he had a discussion with the town administrator in Norfolk that the select board was proposing level funding budgets and have departments justify what they need. There is a meeting with Norfolk on Tuesday, January 7th that Mr. Azer and Mr. Zinni are planning to attend. Mr. Zinni indicated with what that would mean for KP for a level funded budget and met with Budget Subcommittee in order to plan for the budget hearing to do a comparison of a level service vs a level funded budget.

In a memo dated December 31, 2019, Mr. Azer provided preliminary numbers projection, in which for a level service there would be an increase of 1.6M or 4.8% of an increase. Drivers, aside from contractual salaries, heating and electricity, and a 12% increase in health insurance premiums. There would be a Special education reduction of nearly \$800K, of which \$500K will be repurposed to create and/or expand in-district programs, which will require additional resources.

For a level funded budget, the district would need to make reductions of \$1.6M to maintain level services. There would be an impact staff and there would be a reduction of 20 to 30 staff positions, or roughly 10% of the total employee base. Mr. Azer stressed that this is not going to be the case. The District is eagerly awaiting the governor's budget on about January 25. The presentation on the 27th will reflect this and will include the town assessments and total budget and preliminary impact for the towns. Transportation reimbursement for regional school districts will be disclosed when the governor's budget comes out.

Discussion ensued on Capital projects in which Mr. Azer will prepare a final product later this spring, putting in a dollar amount for capital improvements that will ultimately be shared with the towns for priorities and timelines.

Acceptance of Gift: Wrentham Cultural Council:

- ✚ A Motion was made by Mr. Knott, seconded by Mr. Cates, to approve the acceptance of a \$300 gift from the Wrentham Cultural Council for their donation to the HS Fine Arts program to purchase drawing tables. All in favor.**

REPORTS FROM SCHOOL COMMITTEE MEMBERS:

- Norfolk School Committee Representative: Mr. Curry - None
- Plainville School Committee Representative: Mrs. Abrams – A meeting was held on December 10, 2019 with discussions on the budget, meet and greets, and acceptance of gifts.
- Wrentham School Committee Representative: Mrs. DeStefano – The meeting in December was cancelled due to inclement weather conditions. There will be a Sheriff's meeting on January 13, 2020 that Mrs. DeStefano is planning to attend.

LATE COMMUNICATIONS

REPORTS OF SPECIAL COMMITTEES

RECOMMENDATIONS OR QUESTIONS FROM INDIVIDUAL COMMITTEE MEMBERS

Cable links will be placed on the KP website to provide viewing options for the community.

ADJOURNMENT

✚ **At 8:45pm, a Motion was made by Mrs. Abrams, seconded by Mrs. DeStefano, to adjourn. All in favor by roll call vote: Yes (7) Mr. Gee, Mr. Khan, Mr. Dow, Mrs. Abrams, Mr. Cates, Mrs. DeStefano; No (0). Motion carried.**

Mr. Gee adjourned the meeting.

Respectfully submitted,

*Elisa Barrett Witkus
Secretary to the School Committee*

Documents presented on January 6, 2020:

Draft Minutes dated December 9, 2019
Appointments, Resignations, Retirements, etc.
Executive Session Minutes dated December 9, 2019
HS & MS Student Council Report
Acknowledgement of Positive Message Posters
2017/2018 – 2018/2019 Advanced Placement Comparison Report
Review of School Committee Goals
2020/2021 HS Program of Studies (1st Reading)
HS Overnight Field Trips:
 1. HS Music Winter Guard
 2. HS Student Council
FY19 Independent Audit Report
Budget Review
Acceptance of Gift: Wrentham Cultural Council