

KING PHILIP REGIONAL SCHOOL COMMITTEE  
MINUTES - APPROVED  
October 5, 2015  
King Philip Regional High School - Library

**CALL TO ORDER:**

Mrs. Martin, Chair called the meeting to order at 7:00PM.

**ROLL CALL OF COMMITTEE MEMBERS:**

Members Present:	Norfolk:	Noelle Tonelli, Jeff Chalmers
	Plainville:	Patrick Francomano, Ann-marie Martin, Charlene McEntee
	Wrentham:	Danielle Schmitz, Lynn Desrochers, Jim Killion
HS Student Council Representative:		Eliza Sheehan
Members Absent:	Plainville:	Present
	Wrentham:	Present
	Norfolk	Michael Gee

The meeting is not being videotaped 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 AND VISITORS**

Dr. Gilson, Mr. Schaefer, Mrs. Dill

**CONSENT AGENDA**

**APPROVAL OF MINUTES**

- ✚ A Motion was made by Mr. Francomano, seconded by Mrs. Schmitz, to approve the Minutes of September 8, 2015 as presented. All in favor, with Mrs. McEntee, Mrs. Desrochers, and Mr. Chalmers abstaining.
- ✚ A Motion was made by Mr. Francomano, seconded by Mrs. McEntee to approve the Minutes of September 21, 2015 as presented. All in favor with Mr. Killion, Mr. Chalmers and Mrs. Tonelli abstaining.

**PAYMENT OF BILLS, FINANCIAL REPORT**

Warrants/Budget Report/Budget Transfers

**COMMUNICATION:**

Appointments, Retirements, Resignations, dated 10/5/15 was presented to the Committee.

**AGENDA**

**APPROVAL OF MINUTES**

- ✚ A Motion was made by Mr. Francomano, seconded by Mrs. Schmitz to approve and retain the Executive Session Minutes of September 8, 2015. All in favor, with Mrs. McEntee, Mrs. Desrochers and Mr. Chalmers abstaining.
- ✚ A Motion was made by Mr. Francomano, seconded by Mrs. McEntee to approve and retain the Executive Session Minutes of September 21, 2015. All in favor, with Mr. Killion, Mr. Chalmers and Mrs. Tonelli abstaining.

## **COMMUNICATION:**

### **Shared Services:**

A letter dated October 2, 2015 regarding shared services was sent by Dr. Zielinski, under the directive of the school committee, to the towns of Norfolk, Plainville and Wrentham town administrators, chairs of the school committees, board of selectmen, finance committees, and superintendents of each town. This letter is based upon the retirement of the director of finance and the reorganizing of the district office.

### **Finance Subcommittee Minutes:**

The approved Finance Subcommittee minutes of June 22, 2015 and September 14, 2015 were distributed to the School Committee. Mr. Francomano, Chair of the Finance Subcommittee, highlighted the discussion re the DECA Store, which is a two part discussion. The first being the finances of the DECA Store and the other on whether there is a need for a curriculum review of the DECA Store and its ties with the marketing and business programming.

Another topic of the Finance Subcommittee was to create a special account for capital stabilization fund. The purpose would be to fund those big ticket long term items rather than annual items

### **Special Education: Parent Workshop**

A flyer was distributed from the Special Education Department on the parent workshop entitled, "Is the iPad the only answer?" to be held on Tuesday, November 10, 2015 from 3-4:30pm in the MS Media Center.

### **New Business: (Taken of order)**

**Mrs. Dill, HS French Teacher, showed** a video presentation about the trip to France that was held earlier this year. The video was a collection of pictures from the trip entitled *La Ballade en France de KP 2015*. 68 King Philip students with 8 chaperones attended, without incident. Mrs. Dill received fantastic feedback from parents and students about the trip and looks forward to returning every 2 years.

### **Overnight field trip to Quebec – Mrs. Dill**

It was noted by Mrs. Dill that the dates of the trip need to be corrected to February 13-16, 2016. Also, a contingency plan for this trip would be April, assuming that insurance would cover hotel in the event of inclement weather.

- ✚ **A Motion was made by Mr. Francomano, seconded by Mrs. McEntee to approve the attendance of the HS French classes to travel to Quebec, Canada from February 13-16, 2016, according to Policy JJH and IJOA. All in favor.**

### **HS Science Equipment:**

Mrs. Lambert was in attendance to answer any questions that the School Committee may have. When asked why Medford to be the receiving school of the science equipment, Mrs. Lambert indicated that the HS science teacher from Medford indicated that they would like to receive it probably for parts.

- ✚ **A Motion was made by Mr. Francomano, seconded by Mrs. McEntee that the School Committee declare the science equipment as listed (Perkin Elmer Systems) as obsolete and additionally authorizes that said equipment to be donated to the Medford HS Science Department. The Perkin Elmer Systems consist of:**
  - Two personal computers with Perkin Elmer propriety operating software already installed. These are required to run the various systems as well as to receive and analyze data
  - Perkin Elmer 900 series data interface
  - Perkin Elmer series 200 LC auto sample, serial number 293N6011505
  - Series 200 LC pump, and associated tubing and reverse phase column
  - Model RI- 71 refractive index detector, (Model Ri-71, serial number 132969) connected in series to a
  - UV detector (Model 75a/Corad, serial number 007N9113007
  - UV/Vis spectrophotometer

**All in favor.**

## **REPORTS AND RECOMMENDATIONS OF THE SUPERINTENDENT: Dr. Gilson**

Dr. Gilson reported that this has been an exciting year in the second tier of the new teacher evaluation system and differentiated instruction. She also addressed how the District was handling the ELL (English Language Learners) population. She indicated that over the last couple of years, the rate of ELL has tripled in the District. This year the District has taken on a collaborative approach at the HS and the MS. Discussion ensued on SEI endorsement and the coursework that needs to be taken as an additional instruction piece. All of the administrators will be taking the course, and all teachers with an ELL in their classroom are required to take the SEI endorsement course. The District will continue to focus on establishing the common assessments and DDMs (District Determined Measures).

## **REPORTS FROM SCHOOL COMMITTEE MEMBERS:**

### **Norfolk School Committee Representative: Mr. Chalmers**

- Norfolk had a phenomenal launch for the opening of the school year;
- There is a tremendous collaboration with special education amongst the three districts.

### **Plainville School Committee Representative: Mrs. McEntee**

- The Plainville School Committee met last week and discussed how to handle executive session minutes;
- Reviewed substitute rates;
- Approved budget guidelines and policies;
- Reviewed the annual town report.

### **Wrentham School Committee Representative: Ms. Schmitz**

- The Wrentham School Committee discussed the special education audit and everyone is on board and anxious to get that going;
- Roof project with MSBA should happen during the summer of 2016 at the Delaney School.
- 6<sup>th</sup> graders went to Bournedale.

## **HS Student Council Representative: Ms. Sheehan**

A Peer Leadership Conference, hosted by the Norfolk County District Attorney's Office and the Patriots, was held that included 10 KP students on the topic of substance abuse conference. They will be meeting with Dr. Oliveira to start a program at the HS.

## **Schoolwide**

Last week, students took a survey put out by the Student Council to determine what themes would be included in Spirit Week 2015. Students also voted on Homecoming Dance themes, and requested songs for the dance.

### **KING PHILIP SPIRIT WEEK 2015**

#### *This Week*

- Wednesday, October 7th: Decades Day
- Thursday, October 8th: Paint the School Pink (In honor of Breast Cancer Awareness)
- Friday, October 9th: America Day

#### *Next Week*

- Thursday, October 15th: Class Color Day
- Friday, October 16th (Day of Pep Rally / Homecoming Game): KP Colors

The Homecoming Game will occur this Friday, followed by the Homecoming Dance on Saturday the 17th.

### **KP Cares**

KP Cares hosted their annual "Chop to Stop, Shave to Save" on September 28th, in the cafeteria. The event was held last year to raise awareness of childhood cancer, and to raise funds for The Jimmy Fund and local families battling the disease. The event this year was just as successful! Many students donated their hair, and came together to do something amazing for our community yet again.

### **Student Council**

Student Council has been hard at work planning Pep Rally, Homecoming, and our annual Halloween Event: *Spooktacular*. We are currently in the process of introducing a new annual event that will occur next month- more to come! The Council will be attending the SEMASC Fall conference on Monday, October 26th at Duxbury High School.

Mrs. McEntee and Mr. Francomano noted that the MASC Joint Conference in November will be having a Saturday program that is geared toward student council members. Mr. Francomano will provide follow up information to Ms. Sheehan as the HS Student Council Representative to see if there is an interest a group from KP to attend this conference.

### **Solar Net Metering by Synergy Energy: Mr. Charles Jenkins**

Tabled to October 19, 2015. Pending legal review of the contract presented by Synergy Energy. Mr. Schaefer noted that Attorney LeBlanc still has some reservations about the contract.





### **MS immunizations: Dr. Gilson**

In a memorandum dated September 29, 2015, Dr. Gilson updated the School Committee on tracking the response rate for parent return of immunization records. She noted that this year's response rate of return for Grade 7 immunizations was unusually low. Dr. Gilson has spoken with MA Department of Public Health (DPH) which is more of an awareness conversation. What DPH said if there was a case, or 2 cases, it constitutes an exposure which would need to be reported to DPH and they would give guidelines to follow. The nurses are doing a lot of outreach and continue to make the community aware. A reasonable timeframe is given by the DPH and the district does not deny students; however, the school has the right to exclude students without proof of vaccination and would seek guidance from the MA DPH. The District is being proactive.

Discussion ensued on the schedule of immunizations and to start earlier in outreaching to parents in the electronic backpack sooner.

### **NEW BUSINESS (continued):**

#### **Home School Requests**

-  **A Motion was made by Mr. Francomano, seconded by Mrs. McEntee, to approve the following home school requests for the 2015/2016 school year according to School Committee Policy IHBG:**
-  **L.P.**
-  **I.D.**
-  **A.D.**
- All in favor.**

### **Job Description: Head Groundskeeper (1<sup>st</sup> Reading):**

After a 1<sup>st</sup> reading of this job description by the School Committee, it will be presented to the KPTA. Mr. Francomano indicated that this was presented to the Finance Subcommittee and there appears to be an operations need for this position to make it clear that there is someone in charge of grounds and the power equipment.

### **Unfinished Business:**

An overview of the correspondence relating to the special education review was given by Mrs. Martin and explained in her memorandum dated October 1, 2015. The next meeting of the chairs of the school committees from the towns of Norfolk, Plainville and Wrentham will be held on October 21, 2015 at 7pm at the KPRHS.

The superintendents, including Dr. Gilson, will be meeting on October 27, 2015 in Plainville, to put together a series of focus questions that will look at how each school defines the least restrictive environments, programming, potential shared services and opportunities for cost savings across the districts. At this meeting, the superintendents will also be looking at the role of the teacher assistant support personnel to see if the districts are using them in the same way and is there consistency in the the K-12 programs.

Discussion ensued on the special education review the hiring and fees of a consultant. KP has an interest in this issue and has offered to pay for this service. It was expressed that each district felt the importance of this study. Discussed continued on how long will the review take and the actual cost if it is a long-term process.

Dr. Gilson said it depends on how you define the parameters and what is important on moving forward. 3 different towns, K-12 continuum, needs to talk to the consultant to see how they would handle the process and their individual skill set to provide a meaningful report within a time period.

Mr. Francomano suggested that for planning purposes, from a budgetary standpoint, this probably would not be ready for the FY16. This is identified in the budget for consultant purposes, there is sufficient funds available for FY16 and we are in a financial position.

### **School Committee Goals:**

The School Committee developed draft goals at the meeting held on September 21, 2015. Mrs. Desrochers placed the draft goals into the categories of the strategic objectives:

Mrs. McEntee would like to see that the following draft goal regarding special education be kept in the forefront of all columns:

- Assure that the SPED program is offered as a collaborative effort of the four member school districts to maximize student achievement.

Discussion was held on the following two draft goals under management and operations be looked at to see if they should be expanded upon as internal and external method of keeping track of inventory:

- Implement a formal fixed asset inventory control system (bar code system)
- Develop an internal control system to ensure the security of high cost assets

Mr. Francomano will revamp the curriculum, instruction and assessment draft goals to make it more specific to accelerated opportunities, such as partnerships with local colleges, community colleges. Mr. Francomano will work on expanding on these draft goals for the next meeting and revamp them to reflect a philosophy rather than a particular action.

- Expand the programs offered and increase the rigor of same to allow students to achieve and excel as they progress through their learning career

Discussion ensued on community based colleges, such as AIC, who are looking to partner with schools and for the district to engage in discussions with various colleges. Discussion was held on the change in the statute re dual enrollment, or was this a funding issue?

Mr. Kip Lewis addressed the question about Virtual High Schools (VHS) and indicated that a VHS offers courses that we cannot offer at KP. Students can apply and be considered VHS Collaborative, an accredited institution.

Ms. Pauline Lotito, a parent from Wrentham asked where does the discussion of the goals start, Mr. Francomano explained that they are addressed in the School Committee retreat. This year's discussion will be used as a springboard for the next retreat which will occur earlier in the process as the committee has determined our current process does not have us setting our goals in a timely fashion.

She asked if the School Committee solicits input from the community and parents. It was explained that the Mission and Vision Statement was created by the superintendent reaching out to the community by sending out surveys; the most recent of which was last fall. The School Council also has input into the Mission and Vision Statement and the District Goals.

### **LATE COMMUNICATIONS**

### **REPORTS OF SPECIAL COMMITTEES**


### **RECOMMENDATIONS OR QUESTIONS FROM INDIVIDUAL COMMITTEE MEMBERS**

- Mrs. Martin noted that the MASC resolutions will be on the agenda for the next meeting.

- Mrs. McEntee announced that an MASC Division III meeting will be held on October 14 and the resolutions will be discussed at this meeting. Mrs. Martin will be looking to the Committee as to how the committee wants to vote on the resolutions at the MASC Delegate Assembly in November.
- Dr. Zielinski, Mr. Gee, Mrs. McEntee, Mrs. Martin, Mr. Killion and Mr. Francomano will be attending the MASC Joint Conference.
- Mrs. Martin reminded members that the MS Open House will be held on Thursday, October 8 for Grade 7 and Thursday, October 15 for Grade 8. Anyone who would like to attend is welcome.
- Mrs. Desrochers selling books at the book fair in the MS Library during the open houses.

**PUBLIC COMMENT**

**ADJOURNMENT:**

-  **At 8:27pm, A Motion was made by Mr. Francomano, seconded by Mrs. McEntee, to adjourn. All in favor by roll call vote. Yes (8); No (0).**

*Respectfully submitted,*

*Lisa Barrett Witkus  
Secretary to the School Committee*