

King Philip Regional School Committee
February 28, 2022 - Approved
King Philip Regional High School – Library
201 Franklin Street, Wrentham, MA 02093

Opening of Meeting:

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

Recording of Meeting:

This meeting was not recorded.

Roll Call of Members:

Members Present:

Norfolk:	Mr. Jim Lehan, Mr. Eric Harmon, Ms. Sarah Ward
Plainville:	Mr. Bruce Cates, Mr. Christopher Brenneis
Wrentham:	Ms. Grey Almeida, Mr. Trevor Knott, Mr. Marc Waxman

Members Absent:

Norfolk:	Present
Plainville:	Present
Wrentham:	Present

DELEGATIONS AND VISITORS

Mr. Zinni, Dr. Gilson, Mr. Azer

PUBLIC COMMENT:

None

CONSENT AGENDA:

All items listed in the Consent Agenda are considered to be routine and will be enacted by one motion if action is required.

- Approval of Minutes dated: January 10, 2022
- Approval of Minutes dated: January 24, 2022
- Approval of Minutes dated: February 7, 2022

- Payment of Bills/Warrants/ Budget Transfers
- Communication - None

- ✚ A Motion was made by Mr. Lehan, seconded by Mr. Harmon, to approve the Consent Agenda, as presented, as part of the Consent Agenda, including the Minutes of January 10, 2022, and January 24, 2022. All in favor: Yes (8); No (0); Abstain (0). Motion carried: 8-0-0
- ✚ A Motion was made by Mr. Lehan, seconded by Mr. Harmon, to approve the Minutes of February 7, 2022, as presented as part of the Consent Agenda. All in favor: Yes (6); No (0); Abstain (2-Brenneis, Knott). Motion carried: 6-0-0

STUDENT COUNCIL REPORT:

Ms. James presented the HS Student Council Report dated 2/28/22.

APPROVAL OF EXECUTIVE SESSION MINUTES

None

REPORTS AND RECOMMENDATIONS OF THE SUPERINTENDENT

- **District Update:**
- Mr. Zinni provided an update on the DESE mask mandate that has been lifted at the HS and the MS. Masks will still need to be worn on busses and in the health offices per the CDC guidelines.
- Dr. Mobley held a town hall this evening on HS schedule placements. A town hall will also be held for rising 9th graders on March 3, 2022.

- Dr. Kreuzer will be hosting a town hall for rising 6th graders at a date to be determined.
- Dr. Gilson reported on the new math program for the Middle School.
- Congratulations were extended to Mr. Gary Brown, Athletic Director for being awarded the Theodore “Ted” Damko Award.

UNFINISHED BUSINESS:

Policy Review (2ND Reading):

Policy File AC: Non-Discrimination and Harassment - 2nd Reading

Section D – Fiscal Management (2nd Reading):

File DA FISCAL MANAGEMENT GOALS

File DB ANNUAL BUDGET

File DB-1 REGIONAL SCHOOL DISTRICT ANNUAL BUDGET

File DB-1-R BUDGET - APPORTIONMENT OF EXPENSES

File DBD BUDGET PLANNING

File DBG-1 RSD BUDGET ADOPTION PROCEDURES

File DBJ-1 RSD BUDGET TRANSFER AUTHORITY

File DEC FEDERAL SUPPLEMENT NOT SUPPLANT

File DGA-1 RSD AUTHORIZED SIGNATURES

File DH-1 RSD BONDED EMPLOYEES AND OFFICERS

File DJE-1 - RSD AUDITS

File DJ PURCHASING

File DJE PROCUREMENT REQUIREMENTS

File DK-1 RSD PAYMENT PROCEDURES

File DKC EXPENSE REIMBURSEMENTS

Section I – Instruction (1st Reading)

File AND Access to Digital Resources

File IJNDB Empowered Digital Use Policy

File IJNDC Internet Publication

File IJNDD Policy on Social Media

Mr. Zinni explained that these policies are being presented as a 2nd reading, have been proposed by MASC and reviewed by the Policy Subcommittee. Mr. Waxman noted and thanked Mr. Brenneis and Mr. Harmon for their diligence in reviewing each of these policies as presented at the Subcommittee Meeting in January 2022.

✚ A Motion was made by Mr. Lehan, seconded by Mr. Harmon, to approve the policies, as presented. All in favor: Yes (8); No (0); Abstain (0). Motion carried: 8-0-0

NEW BUSINESS:

2022/2023 MS Program of Studies (1st Reading):

The proposed changes of the 22/23 MS Program of Studies were outlined in Ms. Kreuzer’s memo dated February 23, 2022. Per Mr. Zinni, if there are any questions, Ms. Kreuzer will be available to answer them at the next meeting if necessary. A 2nd reading will be presented on March 7, 2022.

Capeway Roofing Systems:

A letter was presented from Rowse Architects to Mr. Azer dated 2/22/22 indicating that they have reviewed the scope and bid from Capeway Roofing Systems, Inc. and recommend this company to perform the work on the HS roof replacement.

✚ A Motion was made by Mr. Cates, seconded by Mr. Lehan, to approve the bid submission from Capeway Roofing Systems for the HS roof replacement in the amount of \$252,000.00. All in favor: Yes (8); No (0); Abstain (0). Motion carried: 8-0-0

SUBCOMMITTEE MEETINGS:

None

REPORTS FROM SCHOOL COMMITTEE MEMBERS:

Ms. Ward, Norfolk School Committee:

- Voted on 22/23 school year calendar: Changed full day PD in October to 9/6 due to the state primaries; 12/23 will be a no school day; the last day of school will be 6/15
- Quarterly bullying report
- Pre-K fees for 22/23 school year approved
- preliminary budget proposal for level service budget proposed with a 5.44% increase, public hearing is on March 7th
- MSBA enrollment update: not approved for this year, but can reapply (application period just opened)

Mr. Brenneis, Plainville School Committee:

- Voted to follow DESE recommendation on masks being optional;
- FY23 budget discussion;
- Math Acceleration Academy had a successful run during February break and will run again during April vacation;
- Mr. Justin Alexander was appointed to Plainville School Committee.

Ms. Almeida, Wrentham School Committee:

ADJOURNMENT:

At 8:45pm, a Motion was made by Mr. Lehan, seconded by Ms. Almeida, to adjourn. All in favor: Yes (8); No (0); Abstain (0). Motion carried 8-0-0

Mr. Knott, Chair, adjourned the meeting.

Respectfully submitted,

Mrs. Elisa B. Witkus

Secretary to the School Committee

Documents presented on February 28, 2022:

Approval of Minutes dated: January 10, 2022

Approval of Minutes dated: January 24, 2022

Approval of Minutes dated: February 7, 2022

Student Council Report dated 2/28/22

Warrants

HS Roof Bid

Policy Review

**KING PHILIP REGIONAL SCHOOL COMMITTEE
AGENDA
MONDAY, FEBRUARY 28, 2022 - 7:00PM
KING PHILIP REGIONAL HIGH SCHOOL - LIBRARY**

1. ROLL CALL OF COMMITTEE MEMBERS

2. DELEGATIONS AND VISITORS

Mr. Zinni, Dr. Gilson, Mr. Azer

3. 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 and hand it to Mrs. Lisa Witkus, School Committee Secretary.

4. CONSENT ITEMS: *All items listed below 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:* A.R.

- Approval of Minutes dated January 10, 2022
- Approval of Minutes dated January 24, 2022
- Approval of Minutes dated February 7, 2022
- Payment of Bills/Warrants/ Budget Transfers
- Communication

5. APPROVAL OF EXECUTIVE SESSION MINUTES

None

6. STUDENT COUNCIL REPORT

Student Council Report: Miss James

I.O.

7. REPORTS AND RECOMMENDATIONS OF THE SUPERINTENDENT

- District Update

I.O.

8. UNFINISHED BUSINESS:

Policy Review (2nd Reading):	I.O.
Policy File AC: Non-Discrimination and Harassment (2 nd Reading)	I.O.
Section D – Fiscal Management (2 nd Reading):	I.O.
File DA FISCAL MANAGEMENT GOALS	I.O.
File DB ANNUAL BUDGET	I.O.
File DB-1 REGIONAL SCHOOL DISTRICT ANNUAL BUDGET	I.O.
File DB-1-R BUDGET - APPORTIONMENT OF EXPENSES	I.O.
File DBD BUDGET PLANNING	I.O.
File DBG-1 RSD BUDGET ADOPTION PROCEDURES	I.O.
File DBJ-1 RSD BUDGET TRANSFER AUTHORITY	I.O.
File DEC FEDERAL SUPPLEMENT NOT SUPPLANT	I.O.
File DGA-1 RSD AUTHORIZED SIGNATURES	I.O.
File DH-1 RSD BONDED EMPLOYEES AND OFFICERS	I.O.
File DIE-1 - RSD AUDITS	I.O.
File DJ PURCHASING	I.O.
File DJE PROCUREMENT REQUIREMENTS	I.O.
File DK-1 RSD PAYMENT PROCEDURES	I.O.
File DKC EXPENSE REIMBURSEMENTS	I.O.
Section I – Instruction (2 nd Reading)	I.O.
File IJND Access to Digital Resources	I.O.
File IJNDB Empowered Digital Use Policy	I.O.
File IJNDC Internet Publication	I.O.
File IJNDD Policy on Social Media	I.O.

9. NEW BUSINESS:

2022/2023 MS Program of Studies (1st Reading): Ms. Kreuzer
Recommendation to award to Capeway Roofing Systems

I.O.

for the Partial Roof Replacement at King Philip High School; Mr. Azer

A.R.

10. SUBCOMMITTEE REPORTS:

11. REPORTS FROM SCHOOL COMMITTEE MEMBERS:

- Norfolk School Committee Representative: Ms. Ward I.O.
- Plainville School Committee Representative: Mr. Brenneis I.O.
- Wrentham School Committee Representative: Ms. Almeida I.O.

12. LATE COMMUNICATIONS

13. REPORTS OF SPECIAL COMMITTEES

14. RECOMMENDATIONS OR QUESTIONS FROM INDIVIDUAL COMMITTEE MEMBERS

15. ADJOURNMENT

A.R.

The items listed on this agenda are those reasonably anticipated by the Chair to be discussed at the meeting. Not all items may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law.

**King Philip Regional School Committee
January 10, 2022- DRAFT
King Philip Regional High School – Library
201 Franklin Street, Wrentham, MA 02093**

Opening of Meeting:

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

Recording of Meeting:

This meeting was not recorded.

Roll Call of Members:

Members Present:

Norfolk:	Mr. Eric Harmon, Ms. Sarah Ward, Mr. Jim Lehan
Plainville:	Mr. Christopher Brenneis, Mr. Samad Khan
Wrentham:	Mr. Trevor Knott, Mr. Marc Waxman

Members Absent:

Norfolk:	Present
Plainville:	Mr. Bruce Cates (arrived at 7:07PM)
Wrentham:	Ms. Grey Almeida

HS Student Council Representative: Ms. James

Public Comment:

Mr. Khan read into the Minutes the Public Participation procedures.

The following community members spoke during the Public Participation period:

1. Brian Tufts, Wrentham: Mask Mandate
2. Chris Suttile, Plainville: Is the Finance Subcommittee Meeting on 1/31/22 open to public attendance? Yes.

Mask Status Update:

Discussion ensued on the Mask Mandate. The DESE Commission has extended the mask requirement through February 28, 2022. The Department will continue to work with medical experts and state health officials to evaluate the mask requirement beyond February 28.

Following discussion, Mr. Zinni indicated that the 80% threshold policy remains in effect. In alignment with statewide guidance, it is highly recommended that unvaccinated students and staff continue wearing masks. At the present time, according to a DESE statement, public school students and staff in all grades are required to wear a mask indoors and all visitors are expected to wear a mask in school buildings.

(Mr. Cates arrived at 7:07pm)

Discussion ensued on testing and the protocol on contact tracing.

Public Comment concluded at 7:12pm.

CONSENT AGENDA:

(All items listed in the Consent Agenda are considered routine and will be enacted by one motion if action is required.)

Minutes of December 20, 2021:

- A Motion was made by Mr. Harmon, seconded by Mr. Brenneis, to approve the Consent Agenda dated January 10, 2022, including the Minutes of December 20, 2021, as presented. All in favor: Yes (7); No (0); Abstain (1-Lehan). Motion carried 7-0-1

Communication:

HS Student Council Report – Miss James, HS Student Council Representative, presented her report dated January 10, 2022.

Delegations and Visitors:

Mr. Zinni, Superintendent, Dr. Gilson, Assistant Superintendent

APPROVAL OF EXECUTIVE SESSION MINUTES:

None

REPORTS AND RECOMMENDATIONS OF THE SUPERINTENDENT

District Update:

Mr. Zinni shared information on the following topics:

- Congratulations were extended to Mrs. Lisa Witkus on the announcement of her retirement on March 15, 2022, as the Executive Assistant to the Superintendent and School Committee for the past 15 years.
- Testing for Staff: Tests were received from the state and the administrators were able to reallocate the tests to over 300 staff members prior to the reopening of school following the Winter Break. KN95 Masks were also distributed. Mr. Zinni reviewed the guidelines to quarantine for five days and the Test & Stay program is still available, however, contact tracing is no longer being done by the district.
- Congratulations to the DECA and Mr. Dow, Advisor. All DECA Teams qualified from regional to states.

Early College Initiative:

Mr. Zinni gave an update on the Early College Initiative. Dr. Gilson is currently working on an EC grant due at the end of this week. This is a very competitive grant supporting 11 districts in the consortium which includes King Philip. Mr. Zinni is pleased to announce that the district is moving forward with the initiative with Middlesex Community College and courses will be offered in the 22/23 HS Program of Studies. Nine KP faculty members have been approved as adjunct professors beginning in September 2022. Students will be able to take college courses for college credit with our teachers teaching those courses at a significantly reduced rate for a college course. The criteria for staff members are that they have to hold a master's degree in the content area. This program and implementation would be offered in September and will be communicated to parents and students once the program of studies is approved by the Committee.

UNFINISHED BUSINESS:

Superintendent Goals for 2021-2022:

Mr. Zinni presented his goals for the 2021-2022.

- A Motion was made by Mr. Lehan, seconded by Mr. Cates, to approve the Superintendent's Goals for 2021-2022, as presented. All in favor: Yes (7); No (0); Abstain (1-Brenneis). Motion carried 7-0-1

Review of Superintendent's Evaluation Process:

Mr. Zinni provided the Committee with an overview of the superintendent's evaluation process. All members participate in the superintendent's evaluation, with the exception of Mr. Brenneis who will abstain from this process. DESE evaluation tools and personal goals are agreed upon with the evaluator. The End of Cycle Summative Evaluation Tool is provided in a Google document tied to the standards and indicators. Members respond via the Google document and their responses are calculated for a final evaluation.

Discussion was held on future goal setting so that members get a shared understanding of what it means for a Smart Goal as an intention of the committee. For the School Committee, every single goal should meet the definition of a Smart Goal and understand what that means and to hold the Committee accountable. Mr. Zinni suggested this would be an excellent project to work on collaboratively during the summer retreat and see how it ties together to the strategic plan and professional development.

Discussion ensued on accessibility of school committee documents posted on the KP website and having a quick link for these reference documents.

Mr. Cates suggested that if any members have any questions or comments about the evaluation process to have a conversation ahead of completing the evaluation tool.

Discussion ensued that successful completion of milestones per the benchmark schedule are pre-pandemic. The suggestion was made that we are in an unknown world with the pandemic and somehow it should be adjusted in the evaluation so that it is not lost in the narrative.

NEW BUSINESS:

Dress Code Policy:

Mr. Zinni presented a policy language change to the Student Dress Code policy relating to the wearing of hoods and hats at the MS which is a considerable problem. The policy was vetted by Attorney Joyce and the staff has asked that this policy be revisited. This would change the Dress Code in the Handbook and if approved communication would go out to parents on the change.

REORGANIZATION:

Mr. Khan announced that he is stepping down from the School Committee and as Chair. Mr. Zinni will invite Mr. Khan back to a meeting in March to say a proper goodbye and commend him for his service to the district. With Mr. Khan leaving the Committee, there will be a vacant Plainville elected seat. Mr. Zinni indicated that Mr. Knott will now become chair, if he accepts, which he does. A new vice chair will need to be elected by the Committee. Mr. Khan asked for nominations of vice chair. Mr. Lehan nominated Mr. Cates, seconded by Mr. Harmon. Mr. Cates accepted the nomination as vice chair. There was no further discussion or nomination.

- **A Motion was made by Mr. Lehan, seconded by Mr. Harmon, to nominate Mr. Cates as Vice Chair. All in favor: Yes (8); No (0); Abstain (0). Motion carried: 8-0-0**

REPORTS FROM SUBCOMMITTEES:

Mr. Zinni provided an update on upcoming meeting dates for subcommittees:

- Policy Subcommittee Meeting: Thursday, January 27, 2022, at 6:30pm (Remote Meeting)
- Finance Subcommittee Meeting, Monday, January 31, 2022, at 7pm
- Negotiations Subcommittee meeting dates to be determined for Units A, C and D
- Subcommittee Reorganization: Mr. Brenneis will replace Mr. Khan as the Plainville representative on the Policy Subcommittee. Mr. Cates will replace Mr. Khan as the Plainville representative on Unit A, Unit D Negotiations Subcommittee.

REPORTS FROM SCHOOL COMMITTEE MEMBERS:

- Norfolk School Committee Representative: Ms. Ward – No update at this time.
- Plainville School Committee Representative: Mr. Brenneis – Announcement of Mrs. Rieger, Executive Assistant’s retirement in December 2021; MCAS results; public comment from nurses seeking additional support.
- Wrentham School Committee Representative: Ms. Almeida – No update at this time.

LATE COMMUNICATIONS:

None

REPORTS OF SPECIAL COMMITTEES:

None

RECOMMENDATIONS OR QUESTIONS FROM INDIVIDUAL COMMITTEE MEMBERS:

Mr. Knott will not be available to attend to the February 7, 2022, Meeting (FY23 Budget Public Hearing)

ADJOURNMENT INTO EXECUTIVE SESSION:

- At 8:25pm, a Motion was made by Mr. Knott, seconded by Mr. Lehan, to adjourn into Executive Session for the following purposes:
 No. 1: To discuss the reputation, character, physical condition, or mental health, rather than professional competence of an individual, or to discuss the disciplinary or dismissal of, or complaints or charges brought against a public officer, employee, staff member or individual. (Correspondence to School Committee); and
 No. 3: To discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigation position of the public body and the chair so declares. (KPTA Units A, C, D); and, to return to open session solely for the purpose of Adjournment. All in favor: Yes (8); No (0); Abstain (0). Motion carried 8-0-0

ADJOURNMENT:

At 9:05pm, a Motion was made by Mr. Knott, seconded by Mr. Lehan, to adjourn.

Respectfully submitted,

*Mrs. Elisa B. Witkus
Secretary to the School Committee*

Documents presented on January 10, 2022:

Agenda, January 10, 2022

Draft Minutes of December 20, 2021

Payment of Bills/Warrants

HS Student Council Report

Dress Code Policy

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**King Philip Regional School Committee
January 24, 2022 - Draft
King Philip Regional High School – Library
201 Franklin Street, Wrentham, MA 02093**

Opening of Meeting:

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

Recording of Meeting:

This meeting was recorded by Wrentham Cable 8 and NorthTV.

Roll Call of Members:

Members Present:

Norfolk:	Mr. Jim Lehan, Mr. Eric Harmon
Plainville:	Mr. Christopher Brenneis, Mr. Samad Khan
Wrentham:	Mr. Trevor Knott, Ms. Grey Almeida, Mr. Marc Waxman

Members Absent:

Norfolk:	Ms. Sarah Ward
Plainville:	Present
Wrentham:	Present

Public Comment:

None

CONSENT AGENDA:

(All items listed in the Consent Agenda are considered routine and will be enacted by one motion if action is required.)

Mr. Knott noted that the draft Minutes of January 10, 2022, were not presented at this meeting.

- A Motion was made by Mr. Cates, seconded by Mr. Brenneis, to approve the Consent Agenda. All in favor: Yes (7); No (0); Abstain (0). Motion carried 7-0-0

Communication:

- HS Student Council Report – Ms. James, HS Student Council Representative, presented her report dated January 24, 2022
- Mr. Knott read into the Minutes a congratulatory letter from NAFEPa that Mr. Zinni has been chosen to receive the State Leadership Award.

Delegations and Visitors:

Mr. Zinni, Superintendent, Dr. Susan Gilson, Assistant Superintendent, Mr. Azer, Director of Finance, Dr. Mobley, HS Principal

APPROVAL OF EXECUTIVE SESSION MINUTES:

- A Motion was made by Mr. Lehan, seconded by Mr. Brenneis, to approve the Executive Session Minutes dated January 10, 2022, as presented. All in favor: Yes (6); No (0); Abstain (1-Almeida). Motion carried 6-0-1

REPORTS AND RECOMMENDATIONS OF THE SUPERINTENDENT

District Update:

Mr. Zinni shared information on the following topics:

- Acknowledgement of the Student Council and KP Cares student groups and their advisors who have brought back a sense of normalcy by providing so many amazing initiatives. They help to make KP a warm and welcoming environment.
- Mr. Zinni presented data on the HS AP courses that are offered. KP offers 24 AP courses with the next highest of 21 at Milton and Sharon. The number of opportunities that KP offers our students is amongst the highest in the State. Mr. Zinni talked about early college and transitioning some of the AP courses to college credit.
- Mr. Zinni provided a review of the ALE (Authentic Learning Experiences) and provided a review of the creative learning opportunities to our students, including the TEDTalk.
- Dr. Mobley noted that the district will be seeking parent feedback on qualities that should lead towards our Vision for the KP graduate as well. We have been working on the Vision of a Graduate all year and are involving stakeholders.

New Covid-19 Testing Program Option for K-12 Schools.

- During a Zoom Meeting with the DESE Commissioner on January 18 it was announced that tests would be made available to students and staff next week. Mrs. Pearl, Wellness Director has initiated a survey to families and staff if they want to opt in to obtain free test kits, regardless of vaccination status. Testing would be done at home.
- Test & Stay monitoring is still available within the District.
- Contact tracing will no longer be done at the District and KP is no longer obligated.

Discussion ensued on the wearing of masks. Mr. Zinni explained that it is strongly recommended but not required re the wearing of masks when the mask waiver is re-implemented. Mr. Zinni will check in with Board of Health nurses and based upon attendance trend, the mask waiver may be reimplemented at the HS and look into current data at the MS as we get closer to the 80%.

Discussion ensued on testing and the timing of reimplementing the mask waiver at the HS. It will be easier for us to transition back and forth to wearing masks rather than enforcement of wearing masks. DESE Mandate to wear masks expires on February 28 and could be extended based upon the positivity rate.

Digital Literacy Now Grant Award:

Dr. Gilson has been working diligently on the Early College Initiative that was impressive and we appreciate her work on that. The award has yet to be granted but we are awaiting a decision.

Dr. Gilson also has been working on the Digital Literacy Now Grant and we are excited to announce that the District has been awarded this grant expenditure through June 2022. Further notification will be provided re the FY23 funding for this grant once it becomes active.

FY22 SEL & Mental Health Grant Award

Congratulations to Ms. Pearl for her work for the District to be awarded over \$260,000 for the SEL & Mental Health Grant Award. This award will help to supplement salary positions to support behavioral and mental health and social emotional wellness within the district. This is a competitive grant.

UNFINISHED BUSINESS:

Dress Code Policy (2nd reading)

- A Motion was made by Mr. Brenneis, seconded by Mr. Harmon to approve the Dress Code Policy, as presented. All in favor: Yes (7); No (0); Abstain (0). Motion carried 7-0-0

NEW BUSINESS:

2022/2023 Program of Studies: Dr. Mobley (1st Reading)

In a memorandum dated January 4, 2022, Dr. Mobley outlined the changes to the 2022-2023 HS Program of Studies. This also includes a proposal of a MCC (Middlesex Community College) – KPRHS Partnership Pilot Program and the enrollment offerings. Grant related courses are also available due to the Digital Literacy Now Grant, previously discussed. Discussion ensued on the marketing aspect of these new programs. If approved, Dr. Mobley will plan to hold a number of town halls and information will be outlined on the District's website on the rolling out of the new programs.

Mr. Zinni noted that the Program of Studies is presented this evening with Dr. Mobley present so that she may answer any questions. A second reading could be waived if the committee moves to approve as presented.

- A Motion was made by Mr. Waxman, seconded by Mr. Lehan, to waive the 2nd reading of the 2022/2023 HS Program of Studies. All in favor. Yes (7); No (0); Abstain (0). Motion carried: 7-0-0.
- A Motion was made by Mr. Lehan, seconded by Mr. Brenneis, to approve the 2022/2023 HS Program of Studies, as presented. All in favor. Yes (7); No (0); Abstain (0). Motion carried: 7-0-0.

Acceptance of Donation:

- A Motion was made by Mr. Lehan, seconded by Mr. Cates, to accept the donation made by Leuders Environmental. All in favor. Yes (7); No (0); Abstain (0). Motion carried: 7-0-0.

A thank you note will be sent on behalf of the School Committee.

Unit A Memorandum of Agreement

An agreement has been made with the teachers unit of the KPTA to run a program relative to the college courses. The stipend is paid for by the college per Mr. Zinni as they are employees of the college. The Association has approved this memorandum of agreement.

Mr. Brenneis has abstained from any discussion.

- A Motion was made by Mr. Cates, to approve the MOA as written, seconded by Mr. Harmon. All in favor: Yes (6); No (0); Abstain (1-Brenneis). Motion carried 6-0-0

Job Description: Executive Assistant

Mr. Zinni explained that two job descriptions are being presented for the position of Executive Assistant with a separation of duties and proposing two separate positions. One position will handle the HR tasks, licensure, seniority as outlined. The second position will serve as assistant to the superintendent, assistant superintendent, and secretary to the school committee. The District has created two separate administrative assistant positions with an increase to the budget of \$20K for these two different positions. The Finance Subcommittee has approved these job descriptions with a separation of duties.

- A Motion was made by Mr. Waxman to waive second reading, seconded by Mr. Lehan. All in favor: Yes (6); No (0); Abstain (1-Brenneis). Motion carried 6-0-0
- A Motion was made by Mr. Lehan, seconded by Mr. Waxman to approve the job descriptions as written. All in favor: Yes (6); No (0); Abstain (1-Brenneis). Motion carried 6-0-0

SUBCOMMITTEES:

- Policy Subcommittee – A meeting is scheduled for January 27, 2022. The policies to be reviewed have been vetted by MASC or written by the attorney directly.
- Finance Subcommittee Meeting will be held on February 3, 2022, at 5pm
- Unit C Negotiations will be held on March 1, 2022, at 6pm.
- Unit D - TBD

REPORTS FROM SCHOOL COMMITTEE MEMBERS:

- Norfolk School Committee Representative: Ms. Ward – No update at this time.
- Plainville School Committee Representative: Mr. Brenneis – Cancelled last meeting.
- Wrentham School Committee Representative: Ms. Almeida – Review of Dr. Cameron’s goals; Test & Stay Program; At-home Testing; School Safety.

LATE COMMUNICATIONS:

None

REPORTS OF SPECIAL COMMITTEES:

None

RECOMMENDATIONS OR QUESTIONS FROM INDIVIDUAL COMMITTEE MEMBERS:

- Mr. Waxman has been attending the DEI community meetings, which are excellent and strongly recommends others to attend as well. He also commended Ms. Pepple for the work she has done in facilitating these meetings.
- Mr. Knott will not be attending the February 7, 2022, school committee meeting/budget public hearing

ADJOURNMENT:

At 8:50pm, a Motion was made by Mr. Cates, seconded by Ms. Almeida, to adjourn. All in favor: Yes (7); No (0); Abstain (0). Motion carried 7-0-0

Mr. Knott, Chair, adjourned the meeting.

Respectfully submitted,

*Mrs. Elisa B. Witkus
Secretary to the School Committee*

Documents presented on January 24, 2022:

Agenda, January 24, 2022

Executive Session Draft Minutes: January 10, 2022

HS Student Council Report

Job Description: Executive Assistant (1st Reading)

✓

King Philip Regional School Committee
February 7, 2022 - Draft
King Philip Regional High School – Library
201 Franklin Street, Wrentham, MA 02093

Opening of Meeting:

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

Recording of Meeting:

This meeting was not recorded.

Roll Call of Members:

Members Present:

Norfolk:	Mr. Jim Lehan, Mr. Eric Harmon, Ms. Sarah Ward
Plainville:	Mr. Bruce Cates
Wrentham:	Ms. Grey Almeida, Mr. Marc Waxman

Members Absent:

Norfolk:	Present
Plainville:	Mr. Christopher Brenneis
Wrentham:	Mr. Trevor Knott

STUDENT COUNCIL REPORT (Taken out of Order)

Student Council Report: Miss James

FY23 BUDGET PUBLIC HEARING:

2. NEW BUSINESS:

FY23 King Philip Regional School District Budget Public Hearing

- a. Open Hearing: Mr. Cates, Vice Chair
- b. Presentation – Discussion – Request for Comments
 - Mr. Azer presented the FY23 budget for the District.
 - Discussion was held on the use of Excess & Deficiency (E&D) and the difference between the school district's use of E&D and the towns' municipal stabilization fund.
 - Discussion was held on Out of District Tuition and Circuit Breaker Funding from the State used to mitigate those costs.
 - Insurance & Benefits, increase of 8% to medical premiums for FY23.
 - Mr. Zinni explained assessment calculations.
 - Transportation reimbursement was reviewed.
- c. Close Hearing: Mr. Cates, Vice Chair, closed the Budget Hearing at 7:56pm.

Mr. Zinni explained that he shared this presentation with the three town administrators during a meeting held earlier today. A budget update will be presented in March to lock in what this budget looks like and see how the towns can support it and then have the budgets presented at the 3 town meetings.

REGULAR BUSINESS MEETING - AGENDA

2. DELEGATIONS AND VISITORS

Mr. Zinni, Dr. Gilson, Mr. Azer

3. PUBLIC COMMENT:

None

4. CONSENT AGENDA:

- Payment of Bills/Warrants/ Budget Transfers
- Communication

- A Motion was made by Mr. Lehan, seconded by Mr. Harmon, to approve the Consent Agenda, as presented. All in favor: Yes (6); No (0); Abstain (0). Motion carried: 6-0-0

5. APPROVAL OF EXECUTIVE SESSION MINUTES

None

7. REPORTS AND RECOMMENDATIONS OF THE SUPERINTENDENT

- District Update:

- Congratulations to KP DECA announced their 5 Chapter State Only Event Winners and their Gold Recertified SBE Store.
- KP Wrestlers may be invited to some of the state championships, and we wish them well.
- Mr. Zinni gave an update on the At-home Covid Testing procedure organized by Ms. Pearl for staff and student participation.
- Mr. Zinni gave an update on the mask mandate and the mask waiver status based upon current data at the HS and the MS. The HS has rescinded the mask mandate as it has met the 80% threshold. However, the MS has not met the 80% threshold.
- DESE announced on 1/28/22 that schools with a vaccination rate of greater than 80% of all students and staff may file for an exemption from the mask requirement. Due to a recent change in DESE's requirements, unvaccinated students will no longer be required to wear a mask under the waiver, however, the district strongly recommends that unvaccinated individuals continue to wear a mask while in schools. This is only for the school day.

Digital Literacy Grant: Thank you to Dr. Gilson for her work on the Digital Literacy Now Grant in which the District has been awarded the second grant for \$28,000 that will be used next year for professional development for materials and supplies and robotics.

Early College Initiative:

Dr. Gilson and Mr. Zinni spent the day at Assumption University along with 10 other districts in the consortium looking at innovative ways to promote this program.

Another program proposed to the consortium members was a photonics program in conjunction with MIT in high-tech manufacturing where students would earn a one-year certificate program or college credits at Stonehill College. This would be an evening program, 3 nights a week (Tuesday, Wednesday, and Thursday) to run in the fall. The cost would be \$12,000 or 12 credits. KP is trying to bring those costs down as it may be problematic for some of our students. We are looking to see if KP staff could teach a course in photonics at King Philip or creative ways to offer some other options for our students.

8. UNFINISHED BUSINESS:

None

9. NEW BUSINESS:

Policy Review (1st Reading):

Policy File AC: Non-Discrimination and Harassment

Section D – Fiscal Management (1st Reading):

- File DA FISCAL MANAGEMENT GOALS
 - File DB ANNUAL BUDGET
 - File DB-1 REGIONAL SCHOOL DISTRICT ANNUAL BUDGET
 - File DB-1-R BUDGET - APPORTIONMENT OF EXPENSES
 - File DBD BUDGET PLANNING
 - File DBG-1 RSD BUDGET ADOPTION PROCEDURES
 - File DBJ-1 RSD BUDGET TRANSFER AUTHORITY
 - File DEC FEDERAL SUPPLEMENT NOT SUPPLANT
 - File DGA-1 RSD AUTHORIZED SIGNATURES
 - File DH-1 RSD BONDED EMPLOYEES AND OFFICERS
 - File DJE-1 - RSD AUDITS
 - File DJ PURCHASING
 - File DJE PROCUREMENT REQUIREMENTS
 - File DK-1 RSD PAYMENT PROCEDURES
 - File DKC EXPENSE REIMBURSEMENTS
- Section I – Instruction (1st Reading)**
- File AND Access to Digital Resources
 - File IJNDB Empowered Digital Use Policy
 - File IJNDC Internet Publication
 - File IJNDD Policy on Social Media

Mr. Zinni explained these policies have been proposed by MASC and reviewed by the Policy Subcommittee.

- **A Motion was made by Mr. Lehan, seconded by Mr. Harmon, to not waive the 1st reading and to present these policies for a 2nd reading at the next meeting. All in favor: Yes (6); No (0); Abstain (0). Motion carried: 6-0-0**

SUBCOMMITTEE MEETINGS:

None

REPORTS FROM SCHOOL COMMITTEE MEMBERS:

None

ADJOURNMENT:

At 8:30pm, a Motion was made by Mr. Lehan, seconded by Ms. Almeida, to adjourn. All in favor: Yes (6); No (0); Abstain (0). Motion carried 6-0-0

Mr. Cates, Vice Chair, adjourned the meeting.

Respectfully submitted,

*Mrs. Elisa B. Witkus
Secretary to the School Committee*

Documents presented on February 7, 2022:

Student Council Report dated 2/7/22

Warrants
FY23 Budget Presentation
Policy Review

King Philip High School

School Committee Report

Submitted by Ahunna James

February 28th, 2021

School Wide

Last week there was a well needed break for the students as winter break lasted a week.

Sports

Many teams have started to conclude their winter season and spring sign ups for spring on Family ID have started.

Fine and Performing Arts

KP Drama & KP GAPS

KP Drama held their first audition for a musical in two years! Auditions were held by Musical Director Jesse Alling, Drama Director (and KP graduate) Missy Taddeo-DeCoste, and choreographer (also a KP graduate) Kristen Arsenault (nee' Quarterone) on Tuesday, February 8 through Thursday, February 10 in the Grady Theater. Nearly forty students auditioned for roles in the student-selected musical, Legally Blonde, and thirty-four students were cast. Additionally, twenty-one students have been selected for various positions on the technical staff for the show.

The student technicians of GAPS have been busy as usual providing audio technical support for the bi-weekly School Committee meetings and both audio, projection, and lighting technical support for the recent PD day at the high school led by district Director of Diversity Equity & Inclusion, Jessica Pepple. A GAPS work session is being scheduled for the February vacation week to engage in some much-needed lighting work and in preparation for the very active performance and events season in both the HS and MS theater spaces beginning in March. The latter will include a DECA state competition parent meeting, the KP StuCo Friday Night Live show on March 18th, three music concerts in preparation for the annual statewide MICCA competition, and several social media awareness meetings for both students and parents at both schools.

Clubs

DECA

Sophomore Trinjan Kaur successfully passed the MASS-DECA State Officer Candidate interview and testing process. She will be campaigning for the state DECA office next month at the State Conference! KP is proud of her efforts and supports her campaign!

Business Honor Society

Business Honor Society will be participating in Norfolk's Earth Day clean up again this year on Sat. April 23. 12 students and 1 teacher will be assisting with trash pick up in areas around Norfolk. Eight full trash bags were collected last year!

Business Honor Society will be hosting a stock competition after school on a date to be determined. The stock pick champion will be the student whose stock selections make the most money!! Hoping to make this a fun annual after school event hosted by the Business Honor Society.

Seniors Brooke Mullins & Jessica Haehnel are designing & coordinating this event. The event will be modeled after a math department authentic learning experience (ALE) mid year exam students felt was interesting, informative, useful and fun!

Debate Club

Recently, the Debate Club debated whether children should be able to make medical decisions for themselves.

The club has its big "abortion debate" coming in March. They are also excited about having a March Madness themed month where they have one vs. one debates and a chance at taking the crown. There has also been discussion of possibly moving the club from bi-weekly to weekly, but it is not yet confirmed.

Class of 2024

Tickets for the Freshman/Sophomore Semi-Formal Dance are \$10 this week. After February vacation the tickets are \$15 each. The Dance is March 4, 2022 from 7-10 pm at the KPHS cafeteria. There will be a DJ, and there will be food and beverages at the dance for students to purchase (so they should bring some cash with them). The "Behavior Expectations and Information Hand-Out" is attached for students attending and their parents to view before coming to the dance.

KP Leo Club

On February 10th, Leo Club held a night meeting where members made Valentine's Day cards for nursing homes and blankets for Project Remember Me. The club is now working to complete 25 blankets by the end of the month to celebrate its 25th anniversary at KPI

KP Cares

KP Cares is creating a new bulletin board on March 1st. they will be putting up appreciation cards for the faculty members.

Some of the KP Cares board and general members will take a field trip to New Life Furniture, a charitable organization that donates necessary household items to families in need, to volunteer in any way possible. They will also have a supply drive on March 19th, where people can drop off different household items. They will be collected, organized, and donated all on the same day.

Strike Out Day- on March 31st, we will sell bracelets and a suck for a buck game to raise money for individuals with cancer(probably to the Jimmy Fund). On this day, everyone will wear their baseball attire

As the expenses of prom are high, we want to lower the cost by allowing students to borrow dresses for the night. We are asking the community to donate dresses to this effort. One day after school hours, individuals looking for dresses will come into the school and shop for a dress.

KP Cares is continuing to tutor the students at the Roderick School in Wrentham every Thursday after school during the spring

KP Cares is having a spring scavenger hunt where students answer different spring-themed trivia to acquire clues to locations throughout the school. The winning team will receive a prize

From April 4th to April 8th, students will find eggs around the school. If they find one they will win a prize.

Student Council

Student Council just celebrated Valentine's Day with the school--

Fifteen students and a teacher participated in a Valentine's Day themed baking contest. First place went to Kaitlyn Priestly and second place went to Sarah Brown.

Students dressed in Valentine's Day colors and were able to pick up some pink lemonade in the bus lobby. And, all students and staff received a Valentine's Day heart with their name and candy attached.

After school on February 17, twelve student council members attended the Southeast MA Student Council conference at Rockland HS. Members from about 30 other schools attended as well. Students participated in workshops, networked with other students, and were treated to a

couple of speakers. The main theme of the conference was to show kindness. One quarter of students are lonely, especially with the effects of the pandemic, and small acts which specifically acknowledge students by name makes a difference in students feeling included.

The next conference is the state conference, MASC, at Worcester State on Saturday, March 12

StuCo's next big event is Friday Night Live on Friday, March 18 at 5:30pm in the auditorium. Any student can perform. The plan is to have a fun night with skits, musicians, singers and dancers. \$1000 in prizes will be awarded. Teachers are already planning on being the FNL band for the evening.

A Mario Kart competition is planned for March 23 in March Madness style.

Follow the following social media accounts--@kpcares, @kpstuco, @kphighschool, @kphsathletics

MEMORANDUM

TO: School Committee
FROM: Mr. Paul Zinni, C.A.G.S.
DATE: February 28, 2022
SUBJECT: Policy Review (2nd Reading)

The attached policies were reviewed by the Policy Subcommittee on January 27, 2022 and are being presented as a 2nd reading to the full School Committee.

POLICY FILE AC- NON-DISCRIMINATION AND HARASSMENT-

SECTION D -- FISCAL MANAGEMENT:

File DA FISCAL MANAGEMENT GOALS
File DB ANNUAL BUDGET
File DB-1 REGIONAL SCHOOL DISTRICT ANNUAL BUDGET
File DB-1-R BUDGET - APPORTIONMENT OF EXPENSES
File DBD BUDGET PLANNING
File DBG-1 RSD BUDGET ADOPTION PROCEDURES
File DBJ-1 RSD BUDGET TRANSFER AUTHORITY
File DEC FEDERAL SUPPLEMENT NOT SUPPLANT
File DGA-1 RSD AUTHORIZED SIGNATURES
File DH-1 RSD BONDED EMPLOYEES AND OFFICERS
File DIE-1 - RSD AUDITS
File DJ PURCHASING
File DJE PROCUREMENT REQUIREMENTS
File DK-1 RSD PAYMENT PROCEDURES
File DKC EXPENSE REIMBURSEMENTS

SECTION I - INSTRUCTION

FILE IJND ACCESS TO DIGITAL RESOURCES
FILE IJNDB EMPOWERED DIGITAL USE POLICY
FILE IJNDC INTERNET PUBLICATION
FILE IJNDD POLICY ON SOCIAL MEDIA

RESCIND:

File ACG: Civil Rights Grievance Procedure
Title IX: Sexual Harassment Grievance Procedure

SC 2/7/22

NON-DISCRIMINATION AND HARASSMENT

Policy Subcommittee Review: January 2022 – Attorney Joyce 2/3/22

The King Philip Regional School District does not tolerate discrimination against students, parents, employees or the general public on the basis of race, color, national origin, sex, sexual orientation, gender identity, disability, homelessness, religion, age or immigration status. The King Philip Regional School District is also committed to maintaining a school environment free of harassment based on race, color, religion, national origin, gender, sexual orientation, gender identity, pregnancy or pregnancy status, age or disability. In addition, the District provides equal access to all designated youth groups. Consistent with the requirements of the McKinney-Vento Act, the District also does not discriminate against students on the basis of homelessness.

The Superintendent shall designate at least one administrator to serve as the compliance officer for the District's non-discrimination policies in education-related activities, including but not limited to responding to inquiries related to Title VI of the Civil Rights Act of 1964; Title VII of the Civil Rights Act of 1964; Title IX of the Education Amendments of 1972; § 504 of the Rehabilitation Act of 1973; Title II of the Americans with Disabilities Act; the Age Act; M.G.L. c. 76, § 5; M.G.L. c. 151B and 151C; and 603 C.M.R. § 26.00. Inquiries about the application of Title IX to the District may be referred to the District's Title IX Coordinator, to the Assistant Secretary of the U.S. Department of Education, or both. **Once the school district is notified, an investigation will be conducted in accordance with the applicable procedures, laws and regulations. ~~coordinator has been notified, they will complete an investigation, following all current laws referenced above.~~**

The King Philip Regional School District's policy of nondiscrimination will extend to students, staff, the general public, and individuals with whom it does business; no person shall be excluded from or discriminated against in employment, admission to a public school of the King Philip Regional School District, or in obtaining the advantages, privileges, and courses of study of such public school on account of race, color, sex, gender identity, religion, national origin, sexual orientation, age, homelessness, disability or immigration status.

In addition to designating at least one administrator to handle inquiries regarding the District's non-discrimination policies, the Superintendent shall adopt and publish one or more grievance procedures for addressing reports of discrimination, harassment and retaliation under the protected classes identified in this policy. If an individual interested in filing a complaint that they have been discriminated against because of their race, color, sex, gender identity, religion, national origin, sexual orientation, homelessness, disability, or immigration status, their complaint should be filed in accordance with the District's grievance procedures for discrimination, harassment, and retaliation.

The student handbooks and grievance procedures shall identify the name, office address and telephone number for the compliance officer(s) for the above-referenced statutes and this policy and be posted on the District's website.

ADOPTED:

REVISED:

LEGAL REFS.:

Title VI: 42 U.S.C. 2000d; 34 CFR 100.3(a), (b); EEOA: 20 U.S.C. 1703(f); Title IX: 20 U.S.C. 1681; 34 CFR 106.31, 106.34, 106.35; Section 504: 29 U.S.C. 794; 34 CFR 104.4; Title II: 42

U.S.C. 12132; 28 CFR 35.130; IDEA 2004: 20 U.S.C. 1400; 34 CFR 300.110; NCLB; Title III, Part A, Sec. 3121(c)(1)(C); Title X, Part C, Secs. 721, 722(g)(4); Mass. Const. amend. art. 114; M.G.L. c. 71A, s. 7; c. 76, s. 5; 603 CMR 26.03 as amended by Chapter 199 of the Acts of 2011; MLG C. 71, s370; 42 USC s. 2000c et seq.; 42 USC s. 2000d et seq.; 20 USC s. 1701 et seq.; M.G.L c. 71, Sec. 84

File: DA - FISCAL MANAGEMENT GOALS

Policy Subcommittee Review: 1/27/22

As the trustee of local, state, and federal funds allocated for use in public education, the Committee will use these funds wisely in pursuit of the district's goals.

The quantity and quality of the district's educational programs are dependent on the effective, efficient management of allocated funds. Achievement of the district's purposes can best be achieved through excellent fiscal management.

It is imperative that the educational program be held of paramount importance. Decisions made due to resource limitations must center on the educational goals of the district.

This prioritization will be incorporated into all aspects of district management and Committee decision making.

Regarding the district's fiscal management, it is the Committee's intent:

1. To allocate public funding, centering on equity while achieving the greatest educational returns and the greatest contributions to the educational program in relation to dollars expended.
2. To engage in thorough advance planning, with staff and community involvement, in order to develop budgets
3. To advocate for levels of funding that will provide high quality education for all students.
4. To support the use of the best techniques for budget development and management.
5. To provide timely and appropriate information to the community.

SOURCE: MASC 2021

File: DB - ANNUAL BUDGET

Policy Subcommittee Review: 1/27/22

The annual budget is the financial expression of the goals of the School Committee in meeting the needs of all students.

The budget then requires an orderly and cooperative effort by the Committee, the staff, and the community to achieve the goals of the district.

Public school budgeting is regulated and controlled by legislation, state regulations, and local School Committee policy. The operating budget for the school district will be prepared and managed in line with the above.

In developing a budget, care shall be taken to make all presentations and documents associated with the budget clear and accessible to the members of the School Committee, to the municipal officials, and to the general public.

The budget shall be in compliance with the foundation budget. It is acknowledged that the foundation budget reflects the minimum recommended spending for a District, and excludes transportation costs, debt service costs, and costs associated with the acquisition of fixed assets. The aforementioned items must, therefore, be budgeted in addition to the foundation budget, and funds to support those expenditures must be raised from the community, after the use of any offsetting revenues received from the state.

The Superintendent, or their designee, will serve as budget officer but may delegate portions of this responsibility to members of their staff, as they deem appropriate. The three general areas of responsibility for the Superintendent, or their designee, as budget officer are budget preparation, budget presentation, and budget administration.

A budget is a spending plan, which is developed well in advance of the fiscal year.

Circumstances may occur which necessitate changing spending priorities and redirecting funds within the budget accordingly. Revisions to the budget may be made from time to time by the Committee, upon the recommendation of the Superintendent, or their designee.

Annual budgets for each school operated by the District shall be developed with input from the School Council and shall reflect the priorities established in the annual school improvement plan.

SOURCE: MASC 2021

LEGAL REFS.: M.G.L. 71:34; 71:37 and 71:38N

NOTE: References to portions of a town or city charter may be appropriate here. The charter should be reviewed.

File: DB-1 - ANNUAL BUDGET
Policy Subcommittee 1/27/22

The annual budget is the financial expression of the goals to the School Committee in meeting the needs of all students.

The budget then requires an orderly and cooperative effort by the Committee, the staff, and the regional community to achieve the goals of the district.

Public school budgeting is regulated and controlled by legislation, state regulation, regional agreement, and local Committee policy. The operating budget will be prepared and managed in line with the above.

In developing a budget, care shall be taken to make the documents associated with the budget clear and understandable to Finance Committees of member communities and to the general public.

At the discretion of the Finance Policy Subcommittee, an informal public information meeting may be held to solicit input from the general public. In accordance with the District Agreement, a public hearing shall be heard prior to the adoption of the Final Operating and Maintenance Budget by the District Committee. The Superintendent and members of the Finance Policy Subcommittee will make every effort to fully inform all member communities and their officials of the budget plans of the District.

The budget shall be in compliance with the foundation budget. It is acknowledged that the foundation budget reflects the minimum recommended spending for a District, and excludes transportation costs, debt service costs, and costs associated with the acquisition of fixed assets. The aforementioned items must, therefore, be budgeted in addition to the foundation budget, and funds to support those expenditures must be raised from the member communities, after the use of any offsetting revenues received from the state.

Assessments to member communities shall be made in compliance with the foundation budget, which may, in certain instances, differ from the apportionment under the District Agreement. When there is a conflict, state law shall prevail. In assessing for expenditures which are excluded from the foundation budget, the District Agreement shall determine the apportionment of assessments after the District Committee has applied all applicable state aid. The District Agreement notwithstanding, there shall be no requirement for the annual operation and maintenance budget for the District to be adopted prior to the receipt of funding estimates from the state.

The Superintendent, or their designee, will serve as budget officer but they may delegate portions of this responsibility to members of their staff, as they deem appropriate. The three general areas of responsibility for the Superintendent, or their designee, as budget officer are budget preparation, budget presentation, and budget administration.

A budget is a spending plan, which is developed well in advance of the fiscal year.

Circumstances may occur which necessitate changing spending priorities and redirecting funds within the budget accordingly. Revisions to the budget may be made from time to time by the Committee, upon the recommendation of the Superintendent, or their designee.

The annual budget for each school operated by the District shall be developed with input from the School Council, and shall reflect the priorities established in the Annual School Improvement Plan.

SOURCE: MASC 2021

LEGAL REFS.: M.G.L. 71:16B; 71:34; 71:37 and 71:38N

File: DB-1-R - BUDGET - APPORTIONMENT OF EXPENSES
Policy Subcommittee 1/27/22 – Code change

The Regional District School Committee shall annually determine the amounts necessary to be raised, after deducting the amount of aid such district is to receive pursuant to section sixteen D, to maintain and operate the District school or schools during the next fiscal year, and amounts required for payment of debt and interest incurred by the District which will be due in the said year, and shall apportion the amount so determined among the several municipalities in accordance with the terms of the agreement.

The amounts so apportioned for each municipality shall be certified by the Regional School District treasurer to the treasurers of the several municipalities within thirty days from the date on which the annual budget is adopted by a two-thirds vote of the School Committee, but no later than April thirtieth.

The Regional School District treasurer shall include in the certification to each municipality a statement setting forth the amount which the District is to receive under said section sixteen D for the ensuing fiscal year and the proportionate share of such aid for such municipality.

In addition to amounts appropriated for long-term debt service, school lunches, adult education, student transportation, and tuition revenue, each municipality that belongs in the Regional School District shall annually appropriate for the support of the Regional School District, an amount equal to but, not less than the sum of the minimum required local contribution.

Notwithstanding the provisions of the Regional School District agreement, each member municipality shall increase its contribution to the Regional District each year by the amount indicated in that district's share of the municipalities' minimum regional contribution in that fiscal year. The District shall appropriate the sum of the minimum regional contributions of its member districts as well as all state school aid received on behalf of member municipalities. The District may choose to spend additional amounts; such decision shall be made and such amounts charged to members according to the District's required agreement.

Except as required by General Law, each school district may determine how to allocate funds appropriated for the support of public schools without regard to the categories employed in calculating the foundation budget.

SOURCE: MASC 2021

LEGAL REF.: M.G.L. 71:16B

File: DBD - BUDGET PLANNING
PSC 1/27/22

A sound budget development process must be established to ensure that the annual operating budget accurately reflects the District's goals. The budget is a financial planning tool that grounds itself in careful analysis of student achievement, enrollment, mandated services, and community values to allocate resources towards the goals set by the Committee. The first priority in the development of an annual budget will be the educational welfare of the children in our schools. The Committee also holds in balance the valid interest of the taxpayers. The budget document shall reflect all sources of revenue. It shall clearly explain how those funds will be used.

In the budget planning process for the school district, the Superintendent, or their designee, will:

1. Engage in thorough advance planning, with staff and community involvement, in order to develop budgets and guide expenditures in a manner that will achieve the greatest educational returns and contributions to the educational program in relation to dollars expended.
1. Establish levels of funding that will provide high quality education for all students.
2. Use the best available techniques for budget development and management.

The Superintendent, or their designee, will have overall responsibility for budget preparation, including the construction of, and adherence to, a budget calendar which will be shared publicly with the community. Such calendar will take into consideration the requirement that School Councils are to be consulted in developing school budgets.

SOURCE: MASC 2021

NOTE: Include in this category statements on the general plan for budget development and on staff/student/public participation in the process (but not the official hearings). If advisory committees take part, this might be included in the policy, with details on their functioning presented as an accompanying regulation.

File: DBG - BUDGET ADOPTION PROCEDURES

The district budget is adopted by the School Committee at the cost center level. Cost centers should represent appropriate levels of transparency for the Committee to oversee goal implementation while allowing for administrative day-to-day work. Cost centers will be agreed upon by the Committee and administration.

All revenue sources are subject to adoption by the School Committee. The budget is adopted by a simple majority.

Authority for adoption of the final school budget bottom line lies with the citizens who comprise, and who are entitled to vote at, the town meeting. The school budget is presented as part of the total town budget for action at the annual town meeting.

Established by law and charter

SOURCE: MASC 2021

LEGAL REFS.: M.G.L. 71:34

Town Charter, (See local reference)

Cross Reference: DBJ

NOTE: Town and city charters should be checked for specific provisions relating to budget adoption procedures. Appropriate citations should be added as was done on the statement above. The above process is that of towns; changes will be necessary for cities.

DBG-1

BUDGET ADOPTION PROCEDURES

The regional district budget is adopted by the School Committee at the cost center level. Cost centers should represent appropriate levels of transparency for the Committee to oversee goal implementation while allowing for administrative day-to-day work. Cost centers will be agreed upon by the Committee and administration.

All revenue sources are subject to adoption by the School Committee.

The annual regional district budget as adopted by two-thirds vote of the Regional School District Committee shall require the approval of two-thirds of the local appropriating authorities of the member municipalities.

In the event the regional school budget is not approved by at least two-thirds of the member municipalities as required, the Regional School District Committee shall have thirty days to reconsider, amend, and resubmit a budget on the basis of the issues raised.

SOURCE: MASC 2021

LEGAL REF.: M.G.L. Ch. 71:16B

Cross reference: DBJ

File: DBJ - BUDGET TRANSFER AUTHORITY
PSC 1/27/22

In keeping with the need for periodic reconciliation of the school department's budget, the School Committee will consider requests for transfers of funds between cost centers as they are recommended by the Superintendent.

The Committee wishes to be kept abreast of the need for these adjustments so that it may act promptly and expedite financial record keeping for the school district.

All requests for transfers between cost centers as approved during the annual budget deliberation must be submitted to the School Committee for approval as part of the Director of Business and Finance's quarterly report at the business meetings of the School Committee.

All funds in the general account not expended by the close of the fiscal year will be returned to the municipality.

SOURCE: MASC 2021

Legal ref: DOR 94-660

Cross reference: DBG; DI

NOTE: Certain provisions in a policy in this category maybe established by town or city charter. If so, appropriate citations should be added as legal references.

DBJ-1

REGIONAL SCHOOL DISTRICT BUDGET TRANSFER AUTHORITY

In keeping with the need for periodic reconciliation of the school department's budget, the Regional School District Committee will consider requests for transfers of funds between cost centers as they are recommended by the Superintendent, or their designee. The Committee wishes to be kept abreast of the need for these adjustments so that it may act promptly and expedite financial record keeping for the school district.

All requests for transfers between cost centers as approved during the annual budget deliberation must be submitted to the full School Committee for approval as part of the Director of Business and Finance's quarterly report at the School Committee's finance subcommittee or at the business meetings of the School Committee. Approval of transfers must be done by the full Committee.

All funds in the general account not expended by the close of the fiscal year will be placed in an excess and deficiency fund that shall not exceed five percent of the operating budget and its budgeted capital costs for the succeeding fiscal year. Any added funds exceeding five percent shall be returned to the member communities to reduce their assessments in accordance with law.

SOURCE: MASC 2021

LEGAL REF.: MGL 71:16B1/2

DOR 94-660

Cross references: DBG; DI

File: DEC - FEDERAL FUNDS SUPPLEMENT NOT SUPPLANT POLICY
PSC 1/27/22

The King Philip Regional School District is committed to utilizing federal grant funds to supplement instructional programs funded by local, state and other sources as required by law and regulation. Federal funds will be used to complement and extend district-funded programs, not to take the place of (supplant) programs previously funded by the district, except as provided by the granting program.

The Superintendent or their designee will ensure that federal grant funds are disbursed appropriately and that associated record-keeping and reporting complies with required guidelines and mandates.

SOURCE: MASC 2021

LEGAL REF: Elementary and Secondary Education Act, as amended

a.

b.

c.

File: DGA - AUTHORIZED SIGNATURES

PSC 1/27/22

The Chair of the School Committee or designee and the Superintendent or designee will sign payrolls presented for approval.

The municipal treasurer, who also serves as the school department treasurer, signs all checks drawn against school department funds. No other signature is valid.

SOURCE: MASC 2021

LEGAL REF.: M.G.L. 41:41; 41:52

NOTE: Town and city charters often address this topic; alignment with charters is necessary. References to appropriate sections of a charter should be added as necessary. The content of policy in this area for a regional school district will be different than the above.

DGA-1

REGIONAL SCHOOL DISTRICT AUTHORIZED SIGNATURES

The treasurer and the assistant treasurer are authorized to sign check withdrawals and to sign the appropriate bank forms for the Regional School District.

SOURCE: MASC August 2016

LEGAL REF.: M.G.L. 41:41; 41:52; 71:16A

File: DH - BONDED EMPLOYEES AND OFFICERS

PSC 1/27/22

Each employee of the school district who is assigned the responsibility of receiving and dispensing school funds will be bonded individually or covered by a blanket bond. The municipality will pay the cost of the bond.

SOURCE: MASC 2021

LEGAL REF.: M.G.L. 40:5

DH-1

REGIONAL SCHOOL DISTRICT BONDED EMPLOYEES AND OFFICERS

Each employee of the school district or School Committee member who is assigned the responsibility of receiving and dispensing school funds will be bonded individually or covered by a blanket bond. The cost of the bond will be paid by the District.

SOURCE: MASC 2021

LEGAL REF.: M.G.L. 40:5 ;71:16A

File: DIE – AUDITS

PSC 1/27/22

As a department of ___(municipality)_____, an audit of the school department's accounts shall be conducted annually by external auditors. This review shall be conducted in accordance with the generally accepted accounting principles and the Government Auditing Standards issued by the U. S. Comptroller General.

Upon completion of the external audit, the superintendent will share the resulting documentation with the Committee. The Committee will consider the recommendations made by the auditor for maintaining an efficient system for recording and safeguarding the school department's assets.

Additionally, the district is also subject to the following:

- End of Year Financial Compliance Report: Every Massachusetts school district must submit the results of this report to the Department. This End of Year report must be submitted to the Department on or before September 30 each year.
- Government Accounting Standards Board 34: The District is covered in these government financial statements of revenue and expenditures of the municipality.
- Federal grant audits: As a district that spends about thresholds required, the district is subject to the Single Audit Act.
- Student Activity Account: As required by state law, student activity accounts are audited annually.

In addition, the Committee may request an additional audit of the school district's accounts at its discretion

SOURCE: MASC 2021

LEGAL REF: M.G.L. 44:38-40; 71:47; 72:3

Cross reference: DI

NOTE: References to a town or city charter may be appropriate here. The content of these references may require a change in the content of a policy adopted by a local school Committee in this area.

Not every district is subject to the single audit act; check thresholds.

DIE-1

REGIONAL SCHOOL DISTRICT AUDITS

An independent audit of the school department's accounts shall be conducted annually. This review shall be conducted in accordance with the generally accepted accounting principles and the Government Auditing Standards issued by the U. S. Comptroller General.

Upon the completion of each audit, a report thereon shall be made to the Chair of the School Committee, and a copy sent to the Chair of the Selectmen or City Council and the Chair of the School Committee in the member municipalities. The Committee will consider recommendations made by the auditor for maintaining an efficient system for recording and safeguarding the school department's assets.

Additionally, the district is also subject to the following:

End of Year Financial Compliance Report: Every Massachusetts school district must submit the results of this report to the Department. This End of Year report must be submitted to the Department on or before September 30 each year.

Government Accounting Standards Board 34: The District is covered in these government financial statements of revenue and expenditures of the municipality.

Federal grant audits: As a district that spends about thresholds required, the district is subject to the Single Audit Act.

Student Activity Account: As required by state law, student activity accounts are audited annually.

In addition, the Committee may request an additional audit of the school district's accounts at its discretion.

SOURCE: MASC 2021

LEGAL REF: MGL 44:38-40; 71:47; 71:16E; 72:3

Cross reference: DI

NOTE: Not every district is subject to the single audit act; check thresholds.

File: DJ – PURCHASING
PSC 1/27/22

It shall be the responsibility of the Superintendent, or their Designee:

To procure materials, supplies, equipment, and services at the lowest possible cost consistent with the quality necessary for the proper operation of the District, thereby attaining the maximum value for each public dollar spent;

To maintain the District's reputation for fairness and integrity and to promote impartial and equal treatment to all who wish to conduct business with the District;

To encourage a mutually cooperative relationship with requesting departments, recognizing that successful purchasing is a result of team planning and effort;

To promote social and economic goals such as encouraging local, small, minority, and women-owned businesses to participate in bidding for District purchases.

The acquisition of materials, equipment and services will be centralized in the Superintendent's office of the school district.

The Superintendent, or their designee, will designate the District's purchasing agent. They will develop and administer the purchasing program for the schools in keeping with legal requirements and within the adopted school budget.

School purchases will be made only on official purchase orders approved for issuance by the appropriate unit head and signed by the Superintendent, or their designee, with such exceptions as may be made by the latter for emergency purchases.

SOURCE: MASC 2021

LEGAL REF.: M.G.L.; 30B; 71:49A

File: DJE - PROCUREMENT REQUIREMENTS
PSC 1/27/22

All purchases of materials and equipment and all contracts for construction or maintenance will conform to the requirements of the General Law.

When bidding procedures are used, bids will be advertised appropriately. Suppliers will be invited to have their names placed on distribution lists to receive invitations to bid. When specifications are prepared, they will be distributed to all merchants and firms who have indicated an interest in bidding.

All bids will be submitted in sealed envelopes, addressed to the Superintendent, or their designee, and plainly marked with the name of the bid and the time of the bid opening. Bids will be opened in public at the time specified, and all bidders will be invited to be present.

The Committee reserves for the District the right to reject any or all bids and to accept the bid that appears to be in the best interest of the school district. The Committee reserves for the District the right to waive any informality in, or reject, any or all bids or any part of any bid. Any bid may be withdrawn prior to the scheduled time for the opening of the bids.

Any bid received after the time and date specified will not be considered. All bids will remain firm for a period of 30 days after opening.

The bidder to whom an award is made may be required to enter into a written contract with the school district.

SOURCE: MASC 2021

LEGAL REF.: M.G.L.; 30B

CROSS REF.: DJA, Purchasing Authority

NOTE: The cross reference is to a closely related policy in this manual.

NOTE: Town or city charters may contain related provisions. If so, appropriate citations should be added to the legal references.

File: DK - PAYMENT PROCEDURES

PSC 1/27/22

All claims for payment from school department funds will be processed in accordance with procedures developed by the Superintendent. Payment will be authorized against invoices properly supported by approved purchase orders, with properly submitted vouchers, or in accordance with salaries and salary schedules approved by the School Committee.

As an operating procedure, the Committee will receive monthly lists of bills (warrants) for payment from school department funds. The lists will be certified as correct and approved for payment by the School Committee and then forwarded to the municipal auditor for processing and subsequent payment by the municipal treasurer.

Actual invoices, statements, and vouchers will be available for inspection by the School Committee upon request.

SOURCE: MASC 2021

LEGAL REF.: M.G.L. 41:41; 41:52;41:56

NOTE: Specific details established by an individual town should be substituted for those required in the policy above, which were established by that city's code of ordinances. Appropriate citations should also be substituted..

DK-1

REGIONAL SCHOOL DISTRICT PAYMENT PROCEDURES

All claims for payment from the School District's funds will be processed in accordance with procedures developed by the Superintendent, or their designee. Payment will be authorized against invoices properly supported by approved purchase orders, with properly submitted vouchers, or in accordance with salaries and salary schedules approved by the School Committee.

As an operating procedure, the Committee will receive monthly lists of bills (warrants) for payment from school department funds. The lists will be certified as correct and approved for payment by the School Committee or by a subcommittee of no less than 3 members. Actual invoices, statements, and vouchers will be available for inspection by the School Committee upon request.

SOURCE: MASC 2021

LEGAL REFS.: M.G.L. 41:41; 41:52 41:56; 71:16A

File: DKC - EXPENSE REIMBURSEMENTS

PSC 1/27/22

Personnel and school department officials who incur authorized expenses in carrying out their duties will be reimbursed by the school department upon submission of a properly completed and approved voucher and any supporting receipts required by the Superintendent, or their designee. When official travel by a personally owned vehicle is authorized, mileage payment will generally be made at the rate currently approved by the Committee, aligned with the Internal Revenue Service standard mileage rate.

To the extent budgeted for such purposes in the school budget, approval of travel requests by School Committee members must have prior approval of the School Committee. Staff travel requests within budgetary limits may be approved by the Superintendent, or their designee. Staff travel requests that exceed budgetary limits will require the approval of the School Committee and the identification of funding sources by administration. Each request will be judged on the basis of its benefit to the school district.

SOURCE: MASC 2021

LEGAL REF.: M.G.L. 40:5; 44:58

MASC

File: IJND - ACCESS TO DIGITAL RESOURCES

The School Committee supports the right of students, employees, and community members to have reasonable access to various information formats and believes it is incumbent upon users to utilize this privilege in an appropriate manner.

Safety Procedures and Guidelines

The Superintendent, in conjunction with the Director of Technology, shall develop and implement appropriate procedures to provide guidance for access to digital resources. Guidelines shall address teacher supervision of student computer or tablet use, ethical use of digital resources and issues of privacy versus administrative review of electronic files and communications. In addition, guidelines shall prohibit utilization of digital resources for prohibited or illegal activities and for the use of other programs with the potential of damaging or destroying programs or data.

Internet safety measures shall be implemented that effectively address the following:

- Controlling access by minors to inappropriate matter on the Internet as defined by the Children's Internet Protection Act (CIPA) and the Children's Online Privacy Protection Act (COPPA);
- Safety and security of minors when they are using e-mail, instant messaging applications, and other forms of direct electronic communications;
- Preventing unauthorized access, including hacking, viruses, and other unlawful activities by minors online;
- Unauthorized disclosure, use and dissemination of personal information regarding minors.

The School District shall provide reasonable public notice to address and communicate its internet safety measures.

Empowered Digital Use

All students and faculty must agree to and sign an Empowered Digital Use form prior to the student or staff member being granted independent access to digital resources and district networks. The required form, which specifies guidelines for using digital resources and district networks, must be signed by the parent or legal guardian of minor students (those under 18 years of age) and also by the student. This document shall be kept on file as a legal, binding document. In order to modify or rescind the agreement, the student's parent/guardian (or the student who is at least 18 years old) must provide the Director of Technology with a written request.

Employee Use

Employees shall use district email, district devices, and district networks only for purposes directly related to educational and instructional purposes.

Community Use

On recommendation of the Superintendent in conjunction with the Director of Technology, the district shall determine when and which computer equipment, software, and information access systems will be available to the community. All guests will be prompted to, and must accept the district's Access to Digital Resources Policy before accessing the district network.

Disregard of Rules and Responsibility for Damages

Individuals who refuse to sign required Empowered Digital Use documents or who violate district rules governing the use of district technology or networks shall be subject to loss or restriction of the privilege of using equipment, software, information access systems, and network.

Individuals shall reimburse the district for repair or replacement of district property lost, stolen, damaged, or vandalized while under their care.

SOURCE: MASC

LEGAL REFS: 47 USC § 254

Adopted: August 2015

Note: FCC regulations that went into effect April 20, 2001, implementing The Children's Internet Protection Act (47 U.S.C. § 254) require each school/district to certify compliance with certain policy requirements in order to maintain eligibility for Internet access discounts and other services provided by the federal government.

MASC

File: IJNDB - EMPOWERED DIGITAL USE POLICY

Purpose

The School Committee recognizes the need for students to be prepared to contribute to and excel in a connected, global community. To that end, the district provides ongoing student instruction that develops digital citizenship skill sets for using technology as a tool. Information and communication technology are an integrated part of our curriculum across subjects and grades in developmentally appropriate ways and are aligned with the Massachusetts Curriculum Frameworks and standards, including seeking knowledge and understanding; thinking critically and solving problems; listening, communicating, and interacting effectively; and engaging and competing in a global environment.

Availability

The Superintendent or designee shall implement, monitor, and evaluate the district's system/network for instructional and administrative purposes.

All users shall acknowledge that they understand that using digital devices, whether personal or school owned, and the school district network is a privilege and when using them in accordance with School District guidelines they will retain that privilege.

The Superintendent or designee shall develop and implement administrative guidelines, regulations, procedures, and user agreements, consistent with law and policy, which shall include but not be limited to the following:

- Digital devices, software, and networks shall be used in school for educational purposes and activities.
- An individual's personal information (including home/mobile phone numbers, mailing addresses, and passwords) and that of others shall be kept private.
- Individuals will show respect for themselves and others when using technology including social media.
- Users shall give acknowledgement to others for their ideas and work.
- Users shall report inappropriate use of technology immediately.

These procedures shall be reviewed annually by district administration together with students and teachers and shall provide a springboard for teaching and learning around topics such as internet safety, digital citizenship, and ethical use of technology.

SOURCE: MASC

Adopted: August 2015

MASC

File: IJNDC - INTERNET PUBLICATION

I. PURPOSE

The School District has established a district-wide web page that links users to web pages for the district's individual schools. The School District maintains these web pages for educational purposes only, in furtherance of the educational mission of the School District. All published pages and corresponding links to other sites must relate to the district's educational mission.

II. SUPERVISION AND APPROVAL OF WEB PAGES

The Superintendent (or their designee) may select the person or persons ("the Webmaster") responsible for overseeing the school district's web pages and maintaining the web pages in a manner consistent with this policy and the school district's Access to Digital Resources Policy. The Webmaster must approve all links from the district web pages to other sites on the Internet. The Webmaster will review the links to ensure that the links are related to the district's educational mission.

Staff members may publish web pages related to their class projects or courses on their school's web site. Staff members must submit their material to the Webmaster for approval before the material can be published. Staff members may not publish or link to personal web pages as part of the school district web site.

Student or staff work (e.g. voice, likeness, quotes, written material, musical pieces and graphic or other artwork) may be published on the district's web pages, as detailed below. All work that is published will be accompanied by a copyright notice written by the Webmaster that prohibits copying the work without the written consent of the copyright holder.

III. CONTENT STANDARDS

All web page materials are expected to be accurate, grammatically correct and free of spelling errors. Student work may deviate from this standard depending upon the age and grade level of the student. Web pages should be well-organized and professional in appearance. Web pages must not contain copyrighted or trademarked material belonging to others unless written permission to display such material has been obtained from the owner and the owner is credited on the school's web page.

IV. SAFETY PRECAUTIONS

A. In general

Identifying information about students, such as first and last names, personal phone numbers or home addresses, will not be published. First names or first names and the first letter of the student's last name may be used where appropriate.

B. Student photographs

- Student photographs may be published only with the written consent of the student's parent or guardian.
- Student photographs will not be accompanied by identifying information about the student(s).

C. Student work

Student work, e.g. voice, likeness, quotes, written material, musical pieces, and graphic or other artwork, may be published only with the written consent of the student's parent or guardian.

D. Staff photographs, identifying information and work

- Photographs of staff members, accompanied by the staff member's full name, may be published only with the staff member's written consent.
- Staff work, e.g. voice, likeness, quotes, written material, musical pieces and graphic or other artwork, may be published only with the staff member's written consent.

SOURCE: MASC

Adopted: August 2015

File: IJNDD - POLICY ON SOCIAL MEDIA

The Superintendent and the School Principals will annually remind staff members and orient new staff members concerning the importance of maintaining proper decorum in the on-line, digital world as well as in person. Employees must conduct themselves in ways that do not distract from or disrupt the educational process. The orientation and reminders will give special emphasis to:

- 1) Improper fraternization with students using social media or other electronic means.
 - a. Teachers may not friend or follow current students on social media.
 - b. All electronic contacts with students should be through the district's computer and telephone system, except emergency situations.
 - c. Team, class, or student organization pages, accounts, or groups will be created only in conjunction with the coach or faculty advisor. All groups must include the appropriate administrator as a member. Access to the page will remain with the coach or faculty advisor.
 - d. All contact and messages by coaches and faculty advisors with team members shall be sent to all team members, except for messages concerning medical or academic privacy matters, in which case the messages will be copied to the appropriate administrator.
 - e. Teachers will not give out their private cell phone or home phone numbers without prior approval of the district.
 - f. Inappropriate contact via phone or electronic device is prohibited.
- 2) Inappropriateness of posting items with sexual content
- 3) Inappropriateness of posting items exhibiting or advocating use of drugs and alcohol
- 4) Examples of inappropriate behavior from other districts, as behavior to avoid
- 5) Monitoring and penalties for improper use of district computers and technology
- 6) The possibility of penalties, including dismissal from employment, for failure to exercise good judgment in on-line conduct.

The Superintendent or designees will periodically conduct internet searches to see if teachers have posted inappropriate materials on-line. When inappropriate use of computers and websites is discovered, the School Principals and Superintendent will promptly bring that inappropriate use to the attention of the staff member and may consider and apply disciplinary action up to and including termination.

SOURCE: MASC October 2016

Memo

To: Mr. Paul Zinni
From: Michelle Kreuzer, KPMS Principal
Date: February 23, 2022
Re: Proposed changes to the KPMS Program of Studies, 2022-23

Enclosed are the proposed changes to the King Philip Middle School Program of Studies for 2022-23. Each change is accompanied by a rationale.

UPDATED COURSE NAMES/DESCRIPTIONS

Unified Arts (UA) and Special Courses

Wellness (Grade 7 UA Rotation II; Trimester)

- This is a name change for the course formerly known as "Foundations". The course description was not changed.

General Music (Grade 7 UA Rotation II; Trimester)

- Added "*During the course, students may engage in a variety of experiences, such as bucket drumming, creating music using technology and exploring popular music genres.*"

Literature 7 (Grade 7 UA Rotation II; Trimester)

- The literature course was moved to rotation I to rotation II. The class will now meet every other day rather than every day.

Literature 8 (Grade 8 UA Rotation; Trimester)

- Updated description: "*This course is designed to enhance the literacy experience for all eighth graders and to foster a love of both reading and writing. Its purpose is to introduce and reinforce literacy skills and to immerse students in authentic reading and writing experiences. Comprehension strategies will be taught through teacher read-aloud activities, group reading, plays, nonfiction, and poetry. Participants of this course will learn to discuss literature in a meaningful way with their peers and complete a variety of activities to enhance their comprehension. This class meets every other day.*"

RATIONALE: We are updating course names and descriptions to better reflect classroom activities. New curriculum opportunities are being added to general music to better align the course with the creative process required by the MA curriculum standards. Literature 7 has been moved to Rotation II to make room in the schedule for the exploratory world language class.

NEW COURSES

Exploring World Language (Grade 7 UA Rotation I; Trimester)

- Description: *"This course is designed to introduce students to both the French and Spanish languages. The course emphasizes basic listening, speaking, reading and writing skills. Completion of Introduction to French and Spanish will allow students to make an informed choice for further study of either French or Spanish in eighth grade. Assessment of student work is based on quizzes, translations, written and oral assignments, and class work. This class meets every day."*

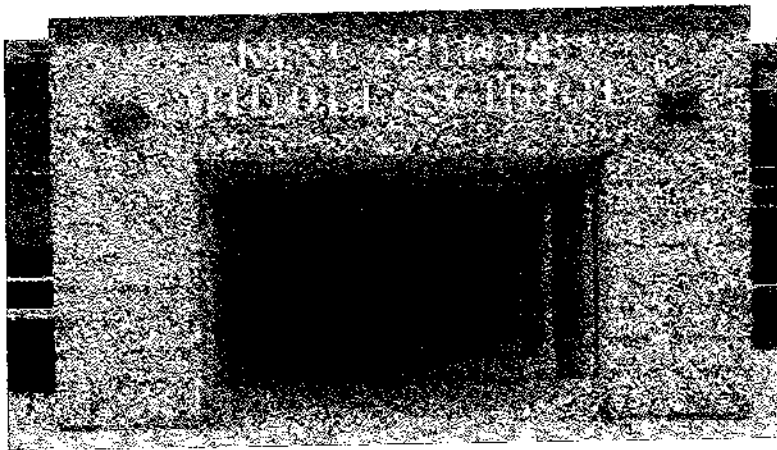
RATIONALE: This course description was originally approved for the 2021-2022 Program of Studies but did not make the final document due to projected staffing. Due to some changes prior to the start of the school year, we were able to run this course. We would like to add this course description to the 2022-2023 program of studies as part of the grade 7 unified arts rotation.

Speech & Writing (Grade 8 UA Rotation; Trimester)

- Description: *"In this course, students will be introduced to the art of persuasive writing and speech. Students will explore and analyze how speakers and writers can persuade an audience to adopt their point of view. They will learn how to adapt a speech for different occasions and audiences and how to effectively support their ideas. Further, students will have the opportunity to become a better public speaker through practice. This class meets every other day."*

RATIONALE: This course originally was included as a 7th grade special course option during the 2020-2021 school year. We would like to formally include the course description in the program of studies and move the course to the 8th grade unified arts rotation. Speech and Writing teaches useful skills that students will need to present their ideas effectively in public.

King Philip Middle School
Program of Studies
Grades 7-8



2022-2023

SCHOOL COMMITTEE

Trevor Knott, Chair, Wrentham
Bruce Cates, Vice Chair, Plainville
Grey Almeida, Wrentham Representative
Christopher Brenneis, Plainville Representative

Eric Harmon, Norfolk Representative
Jim Lehan, Norfolk Representative
Sarah Ward, Norfolk Representative
Mark Waxman, Wrentham Representative

DISTRICT ADMINISTRATION

Mr. Paul Zinni, Superintendent
Dr. Susan Gilson, Assistant Superintendent
Ms. Lisa M. Moy, Director of Student Services
Mr. Larry Azer, Director of Finance & Operations
Mr. Michael Bois, Director of Technology

MIDDLE SCHOOL ADMINISTRATION

Michelle J. Kreuzer, Principal
Kyle J. Alves, Assistant Principal
Joseph Donovan, Dean of Students

GUIDANCE/STUDENT SERVICES

Leah Barry, Guidance Counselor
Jennilee Spinelli, Guidance Counselor
Morayo Sayles, School Psychologist
Jen Roman, School Adjustment Counselor
Grace Morrison, School Adjustment Counselor
Linda Chichester, School Adjustment Counselor
Connie Eckart, District Team Chair/Middle School 504 Coordinator
TBD, Middle School Team Chair
Donna Lipiner, School Nurse
Dena Bourque, School Nurse
Michele Caulfield, School Nurse

ADMINISTRATIVE ASSISTANTS

Deborah Morry, Main Office
Joan Solomon, Main Office
Tori Hurvitz, Special Education
Nicole Murphy, Guidance

Educational Opportunities/Notice of Non-Discrimination

The King Philip Regional School District does not discriminate against students, parents/guardians, employees or the general public on the basis of race, color, national origin, sex, sexual orientation, gender identity, disability, religion, or age. Accordingly, no person shall be excluded from or discriminated against in admission to a public school of any town or in obtaining the advantages, privileges, and courses of study of such public school or in employment in its services in accordance with Title VI of the Civil Rights Act of 1964 (Title VI); on the basis of sex, in accordance with Title IX of the Education Amendments of 1972; on the basis of disability, in accordance with Section 504 of the Rehabilitation Act of 1973 (Section 504) and Title II of the Americans with Disabilities Act of 1990 (Title II); or on the basis of age, in accordance with the Age Discrimination Act of 1975 (Age Discrimination Act) and the Age Discrimination in Employment Act of 1967. Nor does it discriminate on the basis of race, color, sex, religion, national origin, gender identity or sexual orientation, in accordance with Chapter 622 of the Acts of 1971 (M.G.L. c. 76 s. 5) and M.G.L. Chapter 151B. The District also does not discriminate against students on the basis of homelessness in a manner consistent with the requirements of the McKinney-Vento Act. Similarly, consistent with the requirements of federal and state law, the District does not discrimination against students on the basis of pregnancy.

To file a complaint alleging discrimination or harassment by the King Philip Regional School District on the basis of race, color, national origin, sex, disability, age, sexual orientation, gender identity, homelessness, religion, or pregnancy/parenting status or to make inquiry concerning the application of Title II, Title VI, Title IX, Section 504, the ADA, the Age Discrimination Act, Age Discrimination in Employment Act or applicable state laws and their respective implementing regulations, please contact the Civil Rights Coordinators or the Director of Student Services for 504, Foster, Homeless, or ELL.

Dr. Susan Gilson Assistant Superintendent of Schools	Civil Rights, Title IX, Title I, Title II
Mr. Larry Azer Director of Finance and Operations	Civil Rights, Title IX
Ms. Lisa Moy Director of Student Services	504, Foster, Homeless, ELL
18 King Street, Norfolk, MA 02056 508-520-7991	

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Dear KPMS Families,

The 2022-2023 King Philip Middle School Program of Studies is your guide for your child's academic experience for grades seven and eight. At King Philip Middle School, you will find that the program offers a range of learning experiences in the major disciplines and elective areas. In addition to courses, KPMS offers a wide variety of extra-curricular activities for students, such as sports, performing arts, student government, and special interest groups. I sincerely hope that your child will take advantage of these opportunities to tailor their middle school experience.

KPMS uses an interdisciplinary team teaching system, which is an integral part of the middle school model. Each grade has three teams, which are made up of four teachers: English Language Arts, Mathematics, Science, and Social Studies. The three teams in each grade level work together to ensure that students engage in a common curriculum and core learning experience. The interdisciplinary team model enables students to smoothly transition from elementary school to KPMS and from KPMS into high school. The team structure also gives our teachers the opportunity to work together to address the academic, social, and emotional needs of our middle school students.

In the Program of Studies, classes are presented in order, by grade, with on-team, full-year courses listed first, followed by off-team, trimester-long courses. Core academic courses include English Language Arts, Social Studies, Science, Mathematics and World Language (eighth grade). In addition to core academic courses, students will have the chance to take enrichment courses, such as Physical Education, Fine Arts, Health, STEM, Media Arts, and General Music. Students may also elect to take band and chorus. All courses are heterogeneously grouped (unleveled) except for Mathematics.

The King Philip Middle School teachers and I are proud of our middle school program and course offerings. I hope that you find KPMS to be a safe and engaging learning environment where our children can develop their passions and reach their potential.

Sincerely,

Michelle Kreuzer
Principal

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MIDDLE SCHOOL TEAM STRUCTURE

The program at King Philip Middle School (KPMS) utilizes the interdisciplinary team approach at both the seventh and eighth grade levels. Each grade level has three teams. Students on a specific team work with the same teachers in English Language Arts, Mathematics, Science, and Social Studies. The three teams in each grade work together and across the content areas to assure a common curriculum and core learning experience for all of our students. Students at KPMS also participate in a variety of additional offerings which allow them to explore various areas of interest. As eighth graders, students take either Spanish or French. All students also participate in Fine Arts, STEM, physical education and health. Additionally, students may participate in media arts, general music, chorus, or band.

ACADEMIC PROGRESS

KPMS uses a live grading system, Infinite Campus, through which students and parents/guardians can access course grades at any time. Regular academic progress is captured online at the midpoint and end of each trimester. Mid-trimester student progress updates are available in October, February, and May. Report card grades are available in December and March, with final course grades reported in June.

King Philip Middle School uses a letter system for grading students in academic areas. D- is considered the minimum passing grade. The following chart outlines the numeral equivalents of the letter grades.

A+ 100-97 A 96-94 A- 93-90	Excellent Achievement	Outstanding accomplishment that shows mastery of subjects and the ability to apply principles.
B+ 89-87 B 86-84 B- 83-80	Very Good	Honor work, above average but not showing mastery or originality, characteristic of superior achievement.
C+ 79-77 C 76-74 C- 73-70	Average Accomplishment	An average working knowledge of the subject showing ability to apply the material learned.
D+ 69-67 D 66-64 D- 63-60	Poor	A low passing mark showing some accomplishment should be considered unsatisfactory.
F 59- 0	Failure	Very poor accomplishment or failure to do work required.

SEVENTH GRADE COURSE DESCRIPTIONS

English Language Arts 7

Grade 7

Full Year

The objective of this course is to develop engaged, purposeful readers and confident writers that can demonstrate mastery of the Massachusetts English Language Arts and Literacy Framework for Grade 7. Students will have the opportunity to challenge themselves through independent, partner, and group activities. Students will learn to write clearly and coherently and to incorporate strong, relevant text evidence to support their ideas. Reading opportunities such as independent, partner, and read-alouds will be performed.

Students will study a culturally diverse and historically relevant collection of fictional short stories including: "Thank You M'am," "Seventh Grade," "Charles," "Harrison Bergeron" and others. The novels, *The Giver* by Lois Lowry, and *The Outsiders* by S.E. Hinton will be explored for style, theme, conflict, characterization and symbolism. Figurative language, theme, tone and mood will be explored using a variety of lyrical and narrative poetry as well as Greek myths. Finally, a variety of nonfiction texts including memoirs, articles, essays, and biographies will be used to teach text structure, opinions vs. facts, author's bias, and persuasive techniques. This course is aligned with the current Massachusetts English Language Arts and Literacy Framework.

Mathematics 7

Mathematics: Grade 7

Grade 7

Full Year

Grade 7 mathematics emphasizes high level skills with a focus on in-depth applications involving problem solving strategies, probability, computation, expressions, equations, geometry, number theory, fractions, measurement, ratios, proportions, percents, statistics, integers, rational numbers, expressions, and equations with rational numbers. There will be emphasis on linear equations and the algebraic process throughout the year. Students will develop the ability to think abstractly. Students will use materials to reinforce daily coursework lessons and will be expected to work both independently as well as cooperatively in group situations. Assessments will include tests, quizzes, nightly homework, projects, and writing answers to open-ended questions. This course is aligned with the 2017 Massachusetts Curriculum Framework for Mathematics.

Mathematics: Grade 7 Extended

Grade 7

Full Year

This accelerated course moves at a fast pace and is for students who can accept a challenge as well as exhibit mathematical curiosity and insightful thinking. In addition to the seventh grade Massachusetts Curriculum Framework standards, students will be working towards the completion of the eighth grade standards and the Algebra I standards. Additionally, students will begin to make connections from arithmetic to algebra and apply algebra to real-life problems.

Students will complete an in-depth study of linear equations and inequalities. Using linear and absolute value models students will solve problems, graph and interpret data. Students will use scientific calculators, graphing calculators and computers to aid in higher level thinking problems. They will be assessed through tests, quizzes, nightly homework, projects and classroom observations. This course is aligned with the 2017 Massachusetts Curriculum Framework for Mathematics. *Prerequisite: Students must enter Grade 7 with mastery of fractions, decimals, percents and integers. In addition, they should have a teacher recommendation, a Math MCAS score of Exceeding Expectations for two consecutive years, and a strong performance on the district standard placement test, if given*

Science 7

Grade 7

Full Year

The grade 7 science course is designed to use more robust abstract thinking skills to explain causes of complex phenomena and systems. Many causes are not immediately or physically visible to students. An understanding of cause and effect of key natural phenomena and designed processes allows students to explain patterns and make predictions about future events. In grade 7 these include, for example, causes of seasons and tides; causes of plate tectonics and weather or climate; the role of genetics in reproduction, heredity, and artificial selection; and how atoms and molecules interact to explain the substances that make up the world and how materials change. Being able to analyze phenomena for evidence of causes and processes that often cannot be seen, and being able to conceptualize and describe those, is a significant outcome for grade 7 students.

Students will be exposed to a variety of approaches including teacher lecture and discussion, required reading, lab investigations, creation of models and various projects. Students will continue to develop and refine their scientific problem-solving skills and integrate more complex

math skills into their work. Assessments will include tests, quizzes, homework, lab claims, and projects. This course is aligned with the 2016 Massachusetts Curriculum Framework for Science and Technology/Engineering.

Social Studies 7 - World Geography and Ancient Civilizations II

Grade 7

Full Year

Students will examine the physical and political geography of ancient societies, as well as the religions, and cultures in Central and South and East Asia, Oceania, and classical Greece and Rome. Throughout the year, instructional strategies will allow students to enhance their reading, writing, speaking, and critical thinking skills. Students will analyze primary source documents, pictures and other historical artifacts to draw conclusions about the creators of the source. Within each unit, students will participate in interactive hands-on activities, and a variety of common assessments. This course is aligned to the 2018 Massachusetts Curriculum Framework for History/Social Sciences.

Physical Education 7

Grade 7

Full Year

In a co-educational setting, students will be given a variety of problem-solving activities, structured practice and game play where they can achieve the necessary skills and knowledge to become an educated participant and spectator. Students will develop competency in several movement forms and proficiency in one or two selected forms. In addition, students will explore the knowledge, attitudes and habits of physical and emotional wellness. The elements of physical fitness will be presented as a common theme throughout most units of study and will be investigated independently. Students will participate in activities specifically designed to develop competency in both upper and lower body manipulation, balance and coordination. Student achievement will be assessed as motor-skills are applied during game play and through skill tests. Through the use of technology students will record fitness data for the purpose of assessing their (current) personal fitness level and will compose a short and long term plan to address their needs. This class meets every other day.

Seventh Grade Unified Arts (UA) and Special Course Descriptions

Fine Arts (UA Rotation I)

Grade 7

Trimester

Fine Arts is centered around visual arts media exploration and finding artistic identity. In this curriculum, students will become acquainted with productive studio habits and practices, artists who have worked or are currently working in the art world, and how to be a part of an artistic community. Fine Arts will be broken-up into three phases: Explore, Investigate, and Create. Each phase will be structured around a series of guided, explorative exercises that will prepare students to find their own artistic identity. Students will practice technical skills with 2D and 3D art media, as well as studio habits that will prepare students for life-long artistic growth. This class meets every day.

STEM I (UA Rotation I)

Grade 7

Trimester

The Unified Arts STEM I program is a trimester long, project-based learning course consisting of units that incorporate STEM topics. This program prepares students for advanced and rigorous coursework in Science, Technology, Engineering and Math. The inquiry-based, student-centered units allow students to model what real scientists and engineers do. The units encompass subject areas such as bioengineering technologies, alternative energy, structures, geology, computer science and electricity. Upon completion of this comprehensive and unique course, students will formulate ideas to create an interdisciplinary portfolio which builds on student curiosity and existing conceptions. The coursework is based on the Next Generation Science Standards and the Common Core and the Massachusetts Science and Technology Curriculum Frameworks. This class meets every day.

Exploring World Language (UA Rotation I)

Grade 7

Trimester

This course is designed to introduce students to both the French and Spanish languages. The course emphasizes basic listening, speaking, reading and writing skills. Completion of Introduction to French and Spanish will allow students to make an informed choice for further study of either French or Spanish in eighth grade. Assessment of student work is based on quizzes, translations, written and oral assignments, and class work. This class meets every day.

Wellness (UA Rotation II)

Grade 7

Trimester

This Grade 7 course provides students with techniques and strategies needed to ensure confidence and success that will provide a strong foundation for middle school and beyond. As a result of this course, students will be able to apply knowledge to help them with goal setting, career options, and participating in our community as a responsible, informed citizen. Students will learn concepts and develop skills necessary to form safe habits and choose healthful actions that are safe, legal and that respect themselves and others while following parental guidelines. Reading, writing, and computing are an essential part of this course. Materials critical in this learning process are various contemporary pamphlets, booklets, and videos. In addition, guest speakers will be integrated into the learning process. Key assessments include tests, projects, cooperative learning skills, and class activities. This class meets every other day.

General Music (UA Rotation II)

Grade 7

Trimester

A music course is required in Grade 7 as part of the Unified Arts experience. In general music, students will increase their music knowledge by studying major trends in music history, important composers, world music, and basic elements of music theory. Students will learn to read, write, and compose music, and develop their musical skills through various lessons and activities. Students will be assessed through unit tests, class participation performance, and collaborative music projects. Lastly, students will become better musicians by applying their understanding of music in actual music making through the use of healthy singing techniques and the playing of instruments. During the course, students may engage in a variety of experiences, such as bucket drumming, creating music using technology and exploring popular music genres. This class meets every other day.

Literature 7 (UA Rotation II)

Grade 7

Trimester

This course is designed to enhance the literacy experience for all seventh graders and to foster a love of both reading and writing. Its purpose is to introduce and reinforce literacy skills and to immerse students in authentic reading and writing experiences. Comprehension strategies will be taught through teacher read-aloud activities, novels, plays, and nonfiction. Participants of this course will learn to discuss literature in a meaningful way with their peers and complete a variety of activities to enhance their comprehension. Students will also learn to “write like pros,” by writing descriptively and creatively. This class meets every other day.

STEM II (UA Rotation II)

Grade 7

Trimester

STEM II is an introductory computer science course that requires students to apply mathematical concepts and rigorous programming principles to create a simple video game. Mathematical concepts used in this course include coordinate planes, order of operations, ratio and proportion, domain and range, function composition, and the distance formula. Technology, teamwork, competition, and kinesthetic learning in this course create a learning environment that is fun and educational for all the students. Coursework is aligned with the 2016 Massachusetts Digital Literacy and Computer Science Framework. This class meets every other day.

Math Exploration

Grade 7

This mathematics course is designed with personalized learning and flexibility in mind. The course is tailored to the needs, interests, backgrounds, and goals of the students enrolled. Instruction can be designed for either remediation or for enrichment. The intention of the course is to deepen students' understanding of mathematics and to support students in developing a positive personal relationship with mathematics. One-to-one and small group work will be used, along with online mathematics programs which are aligned with the 2017 Massachusetts Mathematics Curriculum Framework. *Students are enrolled in this course through a referral process.* This class meets every day or every other day.

Reading Intervention

Grade 7

The Reading Intervention course targets word recognition, vocabulary, comprehension skills, and strategies for students with needs in these areas. Through reading appropriate texts, students will have the opportunity to build fluency and to strengthen their reading comprehension. Students will also develop close reading and critical analysis skills through consistent practice and targeted instruction. *Students are enrolled in this course through a referral process.* This class meets every day or every other day.

Library Media Studies

In this course students will understand the basic rules and procedures of the media center and the importance of ethics when using information resources. Students will learn how to access the library's print and electronic resources in order to satisfy classroom assignments, group projects, and personal inquiry. Further, students will evaluate information and ideas presented in written,

oral, or visual formats for relevancy and currency, and verify information in more than one source.

Seventh Grade Music Electives

Band 7

Grade 7

Full Year

The primary goals of this class are to further develop ensemble skills and individual technique on a woodwind, brass, or percussion instrument. Through the study of technical exercises, chamber music, and diverse band literature students will build musical independence and further develop a love and appreciation for music making. Students will be evaluated on their preparation for each class, classroom conduct, concert attendance, home practice, and proficiency on their instrument. There are three major performances given each year. *Band is open to students with two or more years of experience on a band instrument or with the permission of the director.* This class meets every day (full band & instrumental sections).

Note: Students who participate in the 7th grade school band program have the opportunity to participate in the extracurricular Jazz Ensemble.

Chorus 7

Grade 7

Full Year

The primary goals of this class will be learning about the basics of music theory and preparing for performances during winter and spring terms. Students will be assessed based mostly on class participation and performance attendance. Students will develop skills for working within group situations, improve responsibility and individual music technique, and develop a personal appreciation for music making. The class will explore both classical and contemporary choral music representing many cultures and languages in various vocal part formats. This course has no prerequisites - all students are welcome to join the KPMS Chorus. This class meets every other day.

Note: Students who participate in the 7th grade chorus have the opportunity to audition for the extracurricular Vocal Ensemble. Students in Vocal Ensemble meet after school and will be singing and studying advanced music and vocal techniques.

Seventh Grade Course Selections

There are 35 instructional periods in a week. All seventh graders will be scheduled for the following required courses, which make up 27.5 out of 35 total instructional periods.

7th Grade Required Courses

English Language Arts	5
Mathematics	5
Science	5
Social Studies	5
Physical Education	2.5
Unified Arts Rotation I (Three Trimester Classes)	5
	27.5 periods

7th Grade Elective & Special Courses

Seventh graders may choose band or chorus as additional music electives. Students who do not participate in the band or chorus program will be scheduled for special courses, starting with Unified Arts Rotation II, to complete their schedule of 35 instructional periods per week.

Music Electives

Band 7	5 periods
Chorus 7	2.5 periods
Both Band & Chorus (per instructor approval)	7.5 periods

Special Courses

Unified Arts Rotation II (Three Trimester Classes)	2.5 periods
Reading Intervention	2.5 or 5 periods
Math Exploration	2.5 or 5 periods
S.A.T.	2.5 or 5 periods

Note: Course of studies may be subject to change.

EIGHTH GRADE COURSE DESCRIPTIONS

English Language Arts 8

Grade 8

Full Year

Through this course, students will work towards becoming more thoughtful, analytical readers; more articulate speakers; and more skillful and organized writers in preparation for the rigors of high school by developing student independence and personal initiative. This is a writing-intensive course that requires students to advocate for themselves, apply effective effort, and actively participate both individually and in small or large group settings.

Throughout the year, students will actively read, discuss, write about, and complete projects based upon a collection of novels, short stories, plays, and poems while paying homage to classic authors such as Edgar Allan Poe, O Henry, Robert Louis Stevenson, and William Shakespeare. Additionally, students will explore writing descriptive, narrative, expository, analytical, personal, and argumentative essays based on the fiction and nonfiction topics they explore. This course is aligned with the Massachusetts 2017 English Language Arts and Literacy Framework.

Mathematics 8

Mathematics: Grade 8 Math with Algebra

Grade 8

Full Year

This course completes the eighth grade Massachusetts Curriculum Framework standards and provides opportunities for students to develop their algebra skills in preparation for high school. Students will solve, graph and interpret linear functions and pairs of simultaneous linear equations. During this course, students will apply algebra to real-life problems and will interpret data from tables, charts, and graphs. In addition to studying algebra concepts, students will learn and apply the Pythagorean Theorem and will work with expressions that include radicals and integer exponents. Students will use scientific calculators and computers to aid in higher level thinking problems. They will be assessed through tests, quizzes, nightly homework, projects, and classroom observations. This course is aligned with the 2017 Massachusetts Curriculum Framework for Mathematics.

Mathematics: Grade 8 Extended Algebra

Grade 8

Full Year

This accelerated course is a continuation of the Grade 7 Extended Math Course. In addition to the eighth grade Massachusetts Curriculum Framework standards, students will be completing the Algebra I standards. Students will solve, graph, and interpret data using exponential and quadratic models. In addition, factoring polynomials, solving systems of equations, rational and radical equations will be studied. Students will continue to use scientific calculators, graphing calculators and computers to aid in higher level thinking problems. They will be assessed through tests, quizzes, nightly homework, projects and classroom observation. This course is aligned with the 2017 Massachusetts Curriculum Framework for Mathematics.

Prerequisite: Completion of Grade 7 Extended Math with an average of a B- or better on the algebra-related content.

Science 8

Grade 8

Full Year

The grade 8 science course is designed to focus on systems and cycles using students' understanding of structures and functions, connections and relationship in systems, and flow of matter and energy developed in earlier grades. A focus on systems requires students to apply concepts and skills across disciplines, since most natural and designed systems and cycles are complex and interactive. They gain experience with plate tectonics, interactions of humans and Earth processes, organism systems to support and propagate life, ecosystem dynamics, motion and energy systems, and key technological systems used by society.

Students will develop and refine their scientific problem solving skills, and integrate mathematics into work they produce. Students will be assessed by examinations, quizzes, homework, creation of models and various projects. This course is aligned with the 2016 Massachusetts Curriculum Framework for Science and Technology/Engineering.

Social Studies 8 - Civics

Grade 8

Full Year

Students will study the roots and foundations of U.S. democracy through primary source documents such as the United States Constitution, the Massachusetts Constitution, and Supreme Court decisions. Students also will examine how our democracy developed over time and the

role of individuals in maintaining a healthy democracy at national, state, and local levels. Throughout the year, students can expect to enhance their reading, writing, speaking, and critical thinking skills through completing projects, investigating primary sources, and analyzing historical situations. A variety of common assessments will be used in this course. This course is aligned to the 2018 Massachusetts Curriculum Framework for History and Social Science.

World Languages (French or Spanish) 8

French

Grade 8

Full Year

This year-long introductory French course uses the D'accord textbook and other related instructional tools. Students will generally enter this course with no background knowledge of French. Students will develop their language skills in all four areas of language learning: speaking, listening, reading, and writing. Students will develop French vocabulary, grammar and communication skills. Students will be required to communicate orally and in writing using developed skills of expanded vocabulary and grammar. They will speak in complete sentences with a varied vocabulary, using the present tense and begin to study one form of the past tense. The many different aspects of francophone culture will be explored through readings, short films, cultural videos and songs. Assessment of student work is based on quizzes, written and oral assignments and performance assessments, as well as class work that includes skits, games and written and oral participation. The French curriculum is aligned to the Massachusetts Foreign Language Framework and the ACTFL Global Benchmarks (American Council of Teachers of a Foreign Language) for Novice levels: low and mid.

Spanish

Grade 8

Full Year

This year long introductory Spanish course uses the Descubre textbook and other related educational and study aides. Students will generally enter this course with this being their first exposure to Spanish in a classroom setting. Students will develop their language skills in all four areas of language learning: speaking, listening, reading, and writing. Students will expand their Spanish vocabulary and develop grammar and communication skills. Students will be required to communicate orally and in writing using developed skills of expanded vocabulary and grammar. They will speak in complete sentences with a varied vocabulary, using the present tense and possibly begin to study one form of the past tense. The many different aspects of Spanish and Latin American cultures will be explored through readings, discussions, food tasting, movies and

relevant activities. Assessment of student work is based on quizzes, written and oral assignments and performance assessments, as well as class work that includes skits, games and written and oral participation. The Spanish curriculum is aligned to the Massachusetts Foreign Language Framework and the ACTFL Global Benchmarks (American Council of Teachers of a Foreign Language) for Novice levels: low and mid.

Physical Education 8

Grade 8

Full Year

In a co-educational setting, students will be given a variety of problem-solving activities, structured practice and game play where they can achieve the necessary skills and knowledge to become an educated participant and spectator. Students will develop competency in several movement forms and proficiency in one or two selected forms. In addition, students will explore the knowledge, attitudes and habits of physical and emotional wellness. The elements of physical fitness will be presented as a common theme throughout most units of study and will be investigated independently. Students will participate in activities specifically designed to develop competency in both upper and lower body manipulation, balance and coordination. Student achievement will be assessed as motor-skills are applied during game play and through skill tests. Through the use of technology students will record fitness data for the purpose of assessing their (current) personal fitness level and will compose a short and long term plan to address their needs. This class meets every other day.

Eighth Grade Unified Arts (UA) and Special Course Descriptions

Health (UA Rotation)

Grade 8

Trimester

This course is designed to enable students to learn health concepts and to develop the skills necessary to form healthy habits and choose healthful actions that are: safe, legal and that respect themselves and others while following parent guidelines. As a result of this course, students will be able to consistently exhibit knowledge of health concepts, life management skills and habits that can facilitate lifelong health for themselves and others. They will be able to clearly explain fundamental health concepts and skills by using appropriate examples. Students will be able to dismiss and disregard myths and health misconceptions. Topics covered may include: nutrition, reproduction/sexuality, mental health, substance use/abuse prevention, and

interpersonal relationships. Materials critical in this learning process are various contemporary pamphlets, booklets, and videos provided by reputable health resources for disseminating information to the students. In addition, guest speakers will provide useful health and wellness information. Key assessments that provide information about student learning and evaluation criteria will be tests, projects, cooperative learning skills, and class activities. *Note: Health is a mandatory course for all 8th graders.* This class meets every other day.

Literature 8 (UA Rotation)

Grade 8

Trimester

This course is designed to enhance the literacy experience for all eighth graders and to foster a love of both reading and writing. Its purpose is to introduce and reinforce literacy skills and to immerse students in authentic reading and writing experiences. Comprehension strategies will be taught through teacher read-aloud activities, group reading, plays, nonfiction, and poetry. Participants of this course will learn to discuss literature in a meaningful way with their peers and complete a variety of activities to enhance their comprehension. This class meets every other day.

Speech & Writing (UA Rotation)

Grade 8

Trimester

In this course, students will be introduced to the art of persuasive writing and speech. Students will explore and analyze how speakers and writers can persuade an audience to adopt their point of view. They will learn how to adapt a speech for different occasions and audiences and how to effectively support their ideas. Further, students will have the opportunity to become a better public speaker through practice. This class meets every other day.

Media Arts 8 (UA Rotation)

Grade 8

Trimester

Media Arts is a project-based class which provides students instruction in the following areas: digital filmmaking, computer coding, STEM, digital literacy, keyboarding. The Media Arts curriculum is geared for students who wish to learn the skills used in professional digital media and STEM industries. These skills are important to careers in all kinds of technology-related fields. Reflected in our daily news, there is a high demand for graduates that possess the hands-on, technical skills this curriculum offers. Coursework is aligned with the Massachusetts Digital Literacy and Computer Science Framework and the Science and Technology/Engineering Framework. This class meets every other day.

Math Exploration

Grade 8

This mathematics course is designed with personalized learning and flexibility in mind. The course is tailored to the needs, interests, backgrounds, and goals of the students enrolled. Instruction can be designed for either remediation or for enrichment. The intention of the course is to deepen students' understanding of mathematics and to support students in developing a positive personal relationship with mathematics. One-to-one and small group work will be used, along with online mathematics programs which are aligned with the 2017 Massachusetts Mathematics Curriculum Framework. *Students are enrolled in this course through a referral process.* This class meets every day or every other day.

Reading Intervention

Grade 8

The Reading Intervention course targets word recognition, vocabulary, comprehension skills, and strategies for students with needs in these areas. Through reading appropriate texts, students will have the opportunity to build fluency and to strengthen their reading comprehension. Students will also develop close reading and critical analysis skills through consistent practice and targeted instruction. *Students are enrolled in this course through a referral process.* This class meets every day or every other day.

Library Media Studies

In this course students will understand the basic rules and procedures of the media center and the importance of ethics when using information resources. Students will learn how to access the library's print and electronic resources in order to satisfy classroom assignments, group projects, and personal inquiry. Further, students will evaluate information and ideas presented in written, oral, or visual formats for relevancy and currency, and verify information in more than one source.

Eighth Grade Music Electives

Band 8

Grade 8

Full Year

The primary goals of this class are to further develop ensemble skills and individual technique on a woodwind, brass, or percussion instrument. Through the study of technical exercises, chamber music, and diverse band literature students will build musical independence and further develop a love and appreciation for music making. Students will be evaluated on their preparation for each class, classroom conduct, concert attendance, home practice, and proficiency on their instrument. There are three major performances given each year. *Band is open to students with two or more years of experience on a band instrument or with the permission of the director.* This class meets every day (full band & instrumental sections).

Note: Students who participate in the 8th grade school band program have the opportunity to participate in a variety of extracurricular music ensembles, including jazz ensemble, marching band, and winter percussion.

Chorus 8

Grade 8

Full Year

The primary goals of this class will be learning about the basics of music theory and preparing for performances during winter and spring terms. Students will be assessed based mostly on class participation and performance attendance. Students will develop skills for working within group situations, improve responsibility and individual music technique, and develop a personal appreciation for music making. The class will explore both classical and contemporary choral music representing many cultures and languages in various vocal part formats. This course has no prerequisites - all students are welcome to join the KPMS Chorus. This class meets every other day.

Note: Students who participate in the 8th grade chorus have the opportunity to audition for the extracurricular Vocal Ensemble. Students in Vocal Ensemble meet after school and will be singing and studying advanced music and vocal techniques.

Eighth Grade Course Selections

There are 35 instructional periods in a week. All eighth graders will be scheduled for the following required courses, which make up 30 out of 35 total instructional periods.

8th Grade Required Courses

English Language Arts	5
Mathematics	5
Science	5
Social Studies	5
World Language (French or Spanish)	5
Physical Education	2.5
Grade 8 Unified Arts Rotation (Three Trimester Courses)	2.5
	30 periods

8th Grade Elective & Special Courses

Eighth graders may choose band or chorus as additional music electives. Students who do not participate in the band or chorus program will be scheduled for special courses to complete their schedule of 35 instructional periods per week.

Music Electives

Band 8	5 periods
Chorus 8	2.5

Special Courses

Reading Intervention	2.5 or 5 periods
Math Exploration	2.5 or 5 periods
S.A.T.	2.5 or 5 periods

Note: Course of studies may be subject to change.



February 22, 2022

Mr. Larry Azer, MPA - Director of Finance and Operations
King Philip Regional School District
18 King Street
Norfolk, MA 02056

RE: Partial Roof Replacement
King Philip High School

Dear Mr. Azer,

We have reviewed the scope of work and the bid amount for the lowest responsible bidder, Capeway Roofing Systems, Inc. The bid submission from Capeway Roofing Systems, Inc., of Westport, MA is considered complete and qualified.

We have also contacted some of their past clients from their references included in the DCAMM Update Statement. Our reference check procedures included multiple telephone calls into the various references listed by General Contractor that was included as part of their bid submission documentation. These references provided positive feedback, further qualifying Capeway Roofing Systems, Inc.'s abilities to perform the work. Based on the information we obtained from the above referenced activities, we did not discover or obtain any negative information or documentation that would impact or prevent us from making our recommendation of award.

Therefore, based on our evaluation, Rowse Architects recommends that the King Philip Regional School District award the construction contract to Capeway Roofing Systems, Inc., 664 Sanford Road, Westport, MA 02790 as the lowest responsible and eligible General Contractor for their base bid amount of two hundred fifty two thousand dollars (\$252,000.00).

If there are any questions or concerns on our recommendation, please do not hesitate to contact me to discuss this further.

Sincerely,

A handwritten signature in black ink, appearing to read 'Edward A. Rowse', is written over a light blue horizontal line.

Edward A. Rowse, NCARB
President

