

KING PHILIP REGIONAL SCHOOL COMMITTEE  
MINUTES - APPROVED  
December 7, 2015  
King Philip Regional High School - Library

**CALL TO ORDER:**

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

**ROLL CALL OF COMMITTEE MEMBERS:**

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

The meeting is being videotaped by Wrentham Cable Access. Mr. Gee explained that the public may visit the district's website at [www.kingphilip.org](http://www.kingphilip.org) to review informational documents pertaining to each school committee meeting. Videotaped meetings may be viewed in their entirety at [www.wrenthamcableaccess.com](http://www.wrenthamcableaccess.com) Mr. Gee also explained the procedure for public comment.

**DELEGATIONS AND VISITORS**

Dr. Gilson, Dr. Oliveira

**CONSENT AGENDA**

**COMMUNICATION:**

- Appointments, Retirements, Resignations, dated 12/7/15 was presented to the Committee.
- Murphy, Hesse: Education Client Alert, November 2015 on Physical Restraint Data
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**APPROVAL OF MINUTES**

- ✚ A Motion was made by Mr. Francomano, seconded by Mr. Killion, to approve the Minutes of November 16, 2015, as presented. All in favor, with Mrs. Schmitz abstaining.

**PAYMENT OF BILLS, FINANCIAL REPORT**

Warrants/Budget Report/Budget Transfers

**AGENDA**

**APPROVAL OF MINUTES**

None

**COMMUNICATION:**

- KP in the News:
  - An article dated 11/17/15 in *The Sun Chronicle*, "KP tackling various busing woes."
- DESE: *Recommendation on Student Assessment for Spring 2016 and Beyond*
- HS Graduation Robe Update: Dr. Oliveira shared interesting dialogue she had with seniors regarding their decision based upon a survey on the selection of the color of the HS graduation robe for the Class of 2016. This year's selection is a single colored green robe with a white stripe on the wristband. Another vote will be taken next year.
- Copies of the 2014 MetroWest Adolescent Health Survey for the MS and the HS were distributed.

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

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

- The next meeting of the Norfolk School Committee will be held on December 8, 2015.

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

- None

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

- The WSC met on November 17 and discussed the following topics:
- 1<sup>st</sup> reading on the Wrentham school calendar for 2016/2017;
- Presentation by the Technology Director on the enhancement of social media;
- Successful food drive for the pantry
- Negotiations Subcommittee on teacher contract will be meeting on Thursday, Dec. 10.

Dr. Zielinski has been in contact with the 3 elementary superintendents regarding the KP 2016/2017 school calendar. Three separate scenarios have been prepared and presented to the KPTA due to the late date of Labor Day. Wrentham is planning to have the Friday/Monday off for Labor Day Weekend. A survey will be sent asking the KP teachers their preference of when to start the 2016/2017 school year. It is anticipated that the calendar will be set by January 2016 by the school committee.

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

KP Giving Tree sponsored by KP Cares.

#### Schoolwide

Last week on December 2nd, KPHS hosted Curriculum Night for 8th grade Parents and Students. Information on programming for incoming freshmen was presented, followed by a Q and A. This curriculum night was an opportunity to see what KPHS has to offer students. Students from various extracurricular clubs, & sports attended the event to speak of their involvement at school. There was a large presence of students from the DECA Program who familiarized parents with the DECA program and its history.

#### Leo Club

Leo Club will be volunteering at the following events over the next few weeks:

The Senior Christmas Party took place on December 6th from 11:30-3PM in the KPHS Cafeteria. Volunteers served food to the seniors and entertained them during the party.

The Norfolk Lions Christmas Parade took place on December 6th from 3-5:30PM. Volunteers assisted the Norfolk Lions with running the parade.

#### Student Council

The Student Council will be hosting their annual holiday event: Holiday Party 2015! The seniors' class participation has represented 85% of the grade in years previous. This is an event the seniors look forward to each and every year! This year the council has invited Stoughton Elementary to spend the day with KP. Stoughton elementary consists of 5 different elementary schools within the district. We are expecting over 250 1st graders. Holiday party will occur this Friday, on December 11th.

Student Council hosted their annual bonfire on Tuesday, November 24th. The following day, the Pep Rally occurred leading up to the Thanksgiving Football Game @ Home VS Franklin High School. Students participated in games such as "Tug of War", limbo, and team relays.

#### KPMA

The KPMA hosted its annual Winter Pops concert on December 6th. The KP Concert, and Symphony Bands played holiday pieces following a "Celtic" theme.

KP's first ever established A Capella Group, "The Tri-Tones" made their debut singing "The Longest Time" by Billy Joel.

Ms. Sheehan noted that the "Tri-Tones," of which she is a member, established their name based upon the tri-towns. Mr. Gee congratulated the "Tri-Tones" and all the groups on their wonderful performances.

## **REPORTS AND RECOMMENDATIONS OF THE SUPERINTENDENT:**

Dr. Zielinski presented the 2015 MA Association of School Superintendents Award for Academic Excellence to Nicole Zewalski, who was selected for her dedication to her studies and extra-curricular activities. Jason Fitch (not in attendance) was given this award for academic excellence and dedication to his studies.

### **Adjourn into Executive Session:**

- ✦ A Motion was made at 7:24pm by Mr. Francomano, seconded by Mrs. Tonelli, to adjourn into Executive Session for the following purpose: to discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the vice chair so declares, and to return to open session. All in favor by roll call vote, Yes (6); No (0).

### **Reconvene into Open Session:**

At 7:26pm, the School Committee reconvened into Open Session.

### **Unit A Negotiations:**

- ✦ A Motion was made by Mr. Francomano, seconded by Mrs. Tonelli, to ratify the Unit A Memorandum of Agreement for a successor Collective Bargaining Agreement that will be in effect for the three-year period from September 1, 2015 through August 31, 2018. The salary increase for this three-year period is: 2015/2016 – 2%; 2016/2017 – 2%; and, 2017/2018 – 1.5% . All in favor.

### **Approval of Social Media Policy (2<sup>nd</sup> Reading):**

- ✦ A Motion was made by Mr. Francomano, seconded by Mr. Killion, to approve the Social Media Policy as presented by the Policy Subcommittee, pending any other bargaining obligations. All in favor.

### **Approval of Domestic Violence Policy (2<sup>nd</sup> Reading):**

- ✦ A Motion was made by Mr. Francomano, seconded by Mrs. Schmitz, to approve the Domestic Violence Policy as presented by the Policy Subcommittee, pending any other bargaining obligations. All in favor.

## **UNFINISHED BUSINESS:**

### **School Committee Goals:**

In a memorandum dated, November 2, 2015, Mr. Francomano re-drafted School Committee goals and elaborated on goals that were prepared and presented previously. The format and/or substance of the goals were discussed. Mr. Francomano felt that the goals needed to be broader and with strategies to follow. These are district goals as opposed to school committee goals, which would be the superintendent's foundation for her goals.

Mr. Gee suggested to Mr. Francomano that he finish out this process. Mr. Francomano agreed to this task and will have them prepared for 2<sup>nd</sup> meeting in January 2016 (January 25, 2015).

Discussion was held with an audience member, Mrs. Latito from Wrentham, on whether or not there are goals that the MS and the HS are working on. Dr. Zielinski explained that the school improvement plans and the Strategy in Action have been prepared and presented to the School Committee for their approval. Dr. Zielinski noted that she will check to see if they are up to date on the KP website. The School Improvement Plans for both the MS and the HS were presented on 11/16/15 and will be placed on the website. Mr. Francomano explained the difference between school committee goals, district goals and the superintendent's goals.

The question was asked about how the School Committee Goals are being implemented and measured and who will execute these goals? Mr. Francomano explained that that is part of the strategy that has been developed and assigned on a case by case basis and will be decided who will do what and when. Mr. Gee explained that over the past several years, the School Committee goals are reviewed and are in the process of being reevaluated at this time. Dr. Zielinski's goals will align with these goals and are reviewed on an ongoing basis.

## **Budget & Finance Committee Meeting with the Towns:**

Dr. Zielinski explained that the Budget & Finance Subcommittee sent invitations to the 3 towns of Norfolk, Plainville and Wrentham (town administrators, selectmen and financial boards) to attend a meeting so that KP could unveil their capital plan and have a general dialog about the yearly budget process. KP was complimented from several of the attendees who indicated that they liked the format of the presentation which made the goals and priorities of the district more transparent. There was dialog about the capital plan and creating a stabilization fund to pay for larger capital expenses. Dr. Zielinski noted that a suggestion was made by Mr. Rose, Chairman of the Plainville Board of Selectmen, that combines the five year plan with a timeline for long-range capital needs. He had drafted an example of how that document might look, which was shown to the committee along with other documents relating to the capital plan.

A follow up meeting will be held in February to obtain a general overview before the district presents its FY17 budget to individual towns.

## **NEW BUSINESS:**

### **Restraint Policy (1<sup>st</sup> Reading):**

Mr. Gee asked for comments regarding the 1<sup>st</sup> reading of the Restraint Policy and noted that Mrs. McEntee (who is on the Policy subcommittee) had recommended that the language reference that every effort be made to notify parents as soon as possible on the same day if their child was restrained. Dr. Zielinski explained that a current restraint policy is in effect, but has legally changed. The staff is currently meeting on this based topic based upon procedures and new laws that need to be in place. A log does need to be kept. The new law is to be implemented on January 1, and the District is working on other procedural pieces and has offered training on physical restraints. This has been reviewed by legal counsel.

Dr. Zielinski explained that the turnaround on the new procedures will be in place by January 1. Discussion ensued on the BICO programs where they may have to restrain students due to various instances. In that case, the principal of the housing school is the one who needs to be reported to and if it is longer than 15 minutes, then permission needs to be given by the building principal.

A second reading will be held on December 21, 2015.

## **Transitions in Statewide Assessment/District PARCC and MCAS Results: Dr. Gilson**

The Statewide Board of Education has made the decision to move the standardized testing program for all students in the state of Massachusetts towards a next generation MCAS 2.0. The first part of the report describes the anticipated path for students as released from the MA Department of Elementary and Secondary Education on November 23<sup>rd</sup>. This includes labeling 2016 as a year in transition where school districts will default to the test that was administered in the spring of 2015 unless the superintendent registers a change by December 18<sup>th</sup>. A flowchart describing potential pathways was included in the presentation. The differences in how accommodations occur within PARCC and MCAS as well as technology considerations were described.

District and School results are reason to celebrate the continued work that is being done to support student learning at 7-12 grade levels. ELA performance at Grade 10 shows that 95% of our students are proficient or better, with Math performance at 86% or better. Districtwide Science performance trends show that our performance remains stable after a rise occurred in 2011 where we moved up from 63% proficient or better to 73% proficient or better. For middle school students who were a part of the first year of PARCC testing, scores were strong showing approximately 75% proficient or better in ELA when compared to the state results which showed 63% proficient or better. State MCAS reflected 53% proficient or better while KP middle school math scores were 61% (Grade 7) and 64% (Grade 8) respectively.

Dr. Gilson explained that the District continues to:

- 1) assess the percentage of our students that have achieved a proficient or better rating on MCAS and PARCC within the aggregate and subgroups;
- 2) review how our performance compares with state scores;
- 3) determine the level of student growth; and

- 4) use data analysis to determine implications for teaching and learning across the KPRSD district. Longitudinal trends indicate all King Philip students have been able to meet or exceed the proficiency level required to earn their HS Diploma. This has been accomplished with students taking the standard MCAS, MCAS retest, or through an Educational Proficiency plan.

MA DESE goals included moving forward with developing a next generation test for the spring of 2017 that would include the administration and implementing computer based testing across all districts in 2019.

Dr. Gilson explained the District, Analysis, Review, Assistance (DART) data. The district data that is reviewed by the state comes from the required state assessments. Dr. Gilson reviewed the districts options and deadlines for selecting the MCAS or PARCC assessment while the state transitions to MCAS 2.0. It was also noted that in 2016 the SAT system will be changing and will be operating in parallel with the PARCC system allowing students the choice of taking an online SAT assessment. By 2019 the State will be looking to have student assessments (MCAS 2.0) in an online format.

Mr. Francomano asked how up to date is the EDWIN analytics data base? Dr. Gilson explained that EDWIN is not up to date as the DART database, which is a public database. Teachers focus and analyze by different strands in Math and ELA and look at curriculum. A focus of professional development is looking at differentiated instruction and enrichments to help students grow even further.

Discussion ensued on the District's performance vs state average. Dr. Gilson is proud of the students' scores. Major findings were reviewed and she noted that performance was very strong in ELA. The District will need to continue to focus on high needs and related subgroups.

For 2015/2016, Grade 10 is taking MCAS and Grade 7 will be taking PARCC. Dr. Zielinski indicated that a decision to change from the testing that is in place this year for next year would need to be communicated to DESE by 12/18. Dr. Zielinski indicated that she would recommend continuing with PARCC for the middle school for next year, so that students obtain the skill and experience with online assessments.

Special education accommodations are embedded in the online testing and many students found that helpful. We continue to dialog with the technology department because you learn things as you go through the process of large scale on line testing. The state does recognize that all districts are in different places. We will continue to keep everyone informed.

#### **REPORTS OF SPECIAL COMMITTEES:**

Mr. Gee, who is also a member of the Budget & Finance Subcommittee, prefaced this agenda item by stating that there have been meetings in which the Budget & Finance Subcommittee has looked at curricular and extracurricular activities, such as sports, music, etc., as sometimes the fee base and policy are unclear. Mr. Francomano agreed and noted that presentations to the towns are made to be transparent and we need to be able to account for all of the money.

In a memorandum dated October 27, 2015, Mr. Francomano, Chair of the Finance Subcommittee, provided a report on the facilities revolving account and the fees for use of the HS baseball field. Mr. Francomano gave an overview of the fee categories for facilities use, which are based on the type of organization making the request (school, town, non-profit, for profit, etc.). The report noted that in a prior year, it was called to the Administration's attention that "Crush" had been miscategorized based on the criteria, and the use fees it was charged were erroneous. Although the fee for Crush was increased the following year, it was noted that it still appears that it is was charged significantly less than it should have been, based on the current fee structure. This error was brought to the Administration's attention again, and it was stated that it would not occur again. The Finance Subcommittee brought this information to the full committee so they know what is going on. The Finance Subcommittee is currently looking at all the fees charged and how groups are categorized.

Mr. Gee indicated that the Finance Subcommittee is looking at the fee structure from a variety of surrounding districts. Mr. Francomano noted that an important take away is to make sure our fees make sense and if we have rules that we follow them. There was no further comment.

#### **Finance Committee Benchmark Calendar:**

Mr. Schaefer distributed a revised Finance Subcommittee benchmark calendar.

**Upcoming Meeting – Finance Subcommittee:**

There will be an all-day session on December 14 where HS and MS Curriculum Team Leaders for individual departments, Technology and Special Education departments will present their FY17 budgets.

**RECOMMENDATIONS OR QUESTIONS FROM INDIVIDUAL COMMITTEE MEMBERS**

**PUBLIC COMMENT**

**ADJOURNMENT:**

- ✚ A Motion was made at 8:25pm by Mr. Francomano, seconded by Mr. Killion to enter into Executive Session to discuss the reputation, character, physical condition or mental health, rather than professional competence, of an individual, or to discuss the discipline or dismissal of, or complaints or charges brought against, a public officer, employee, staff member of individual, and the chair so declares, only to return for purposes of adjournment. All in favor, by roll call vote: Yes (6); No (0).
  
- ✚ At 9:45pm, A Motion was made by Mr. Francomano, seconded by Mrs. Tonelli, to adjourn. All in favor by roll call vote. Yes (6); No (0).

*Respectfully submitted,*

*Lisa Barrett Witkus  
Secretary to the School Committee*