

KING PHILIP REGIONAL SCHOOL COMMITTEE
MINUTES
January 11, 2016
King Philip Regional High School - Library

CALL TO ORDER:

Mrs. Martin, Chair called the meeting to order at 7:04PM.

ROLL CALL OF COMMITTEE MEMBERS:

Members Present:	Norfolk:	Michael Gee, Noelle Tonelli
	Plainville:	Patrick Francomano, Ann-marie Martin, Charlene McEntee
	Wrentham:	Danielle Schmitz

Members Absent:	Norfolk:	Jeff Chalmers
	Wrentham:	Lynn Desrochers, Jim Killion

HS Student Council Representative:		Eliza Sheehan
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The meeting is being videotaped by Wrentham Cable Access. Mrs. Martin explained that the public may visit the district's website at www.kingphilip.org to review informational documents pertaining to each school committee meeting. Videotaped meetings may be viewed in their entirety at www.wrenthamcableaccess.com Mrs. Martin also explained the procedure for public comment.

DELEGATIONS AND VISITORS:

HS Guidance Department: Ms. Nutter, Ms. Hickey, Dr. Sheble

CONSENT AGENDA

COMMUNICATION:

- Appointments, Retirements, Resignations, dated 1/11/16 was presented to the Committee.
Murphy, Hesse: Labor & Employment Alert, December 2015
Board & Administrator, January 2016, Vol. 29, No. 9

APPROVAL OF MINUTES

A Motion was made by Mr. Gee, seconded by Mrs. McEntee, to approve the Minutes of December 21, 2015, as presented. All in favor, with Mrs. Martin, Mrs. Schmitz and Mrs. Tonelli abstaining.

PAYMENT OF BILLS, FINANCIAL REPORT

Warrants/Budget Report/Budget Transfers

AGENDA

APPROVAL OF MINUTES

- ✚ **A Motion was made by Mr. Gee, seconded by Mr. Francomano, to approve and retain the Executive Session Minutes of December 21, 2015, as presented. All in favor, with Mrs. Martin, Mrs. Schmitz and Mrs. Tonelli abstaining.**

NEW BUSINESS (Taken out of Order):

HS Guidance Department: Mental Health Support Services

An informative presentation by Mrs. Jessica Nutter, Dr. Sheble and Ms. Hickey was given to inform the members of the School Committee and the community of the various mental health supports that are available at the KPRHS. Some of these services/programs are also offered by the guidance counselors, adjustment counselors and school psychologist at the MS level as well. Other support staff members have a presence in the HS culture and community through dual roles, such as internships, peer mentoring, coaches and faculty advisors.

Case load percentages were reviewed within the general education population and some are based on referrals. In 2014/2015 there were 1230 individual and group sessions held servicing a wide variety of mental health issues.

Dr. Sheble, School Psychologist, services 40 students in weekly group sessions. The Team has developed a safety protocol for suicide risk assessment and re-entry meetings (STEPS in attendance = short-term program services that assists students coming back from hospitalizations, concussions and other reasons). Special education programs at the HS provide specialized support to students on IEPs.

The Guidance Department is continuing to improve their support and outreach and has both proposed and upcoming faculty and staff trainings. Riverside Trauma Center will be providing a suicide assessment training on February 8 for all clinical staff. The Samaritans recently completed training sessions at both the HS and MS on suicide prevention faculty training. There are also end of year meetings held with the MS staff so that the HS is prepared when students move up into the high school.

Discussion ensued on how students are identified or if they ask for assistance on their own. Dr. Sheble indicated that there is a screening process, but students come from different sources throughout the school.

Mr. Francomano inquired if the Guidance Department offered a brochure on the mental health services that are offered. There are currently several Guidance Department brochures and information available, but the addition of a section on mental health available services will be looked at and the Team indicated that that was a good idea to incorporate this information in the brochures for the students and the community.

Discussion ensued on the interaction with the MS. Dr. Sheble indicated that these services are districtwide and that staff meet once a month. There is on-going training and professional development district wide throughout the year. Dr. Zielinski pointed out that the STEPS program is grant funded and the District has received a two-year grant from Metro-West Health.

Discussion ensued on the most recent Metro-West Health Survey in which the students participated. The results noted a level of concern in some aspects. A question was raised about how the team had reacted to the results of the survey. Mrs. Nutter and Dr. Oliveira indicated that the results were not discussed yet. Dr. Oliveira indicated that the focus is on professional groups that we are part of and the HS is working with a pharmacist on prescription drug abuse and some parents' nights are being planned. She continued that the focus is not on Metro-West data, because there are other affiliations in trying to be more preventative than reactive. *Learning in the Brain* based on current research (Sheble and Hickey), social emotional learning and curriculum are in the forefront. There are steps that we are taking as professionals to help students at risk and students in need.

Mr. Francomano asked that the Metro-West Survey results be placed on a future agenda so that the Committee has a chance to talk about the results and to have the team members attend.

COMMUNICATION:

- KP DECA: The Tradition of Excellence, dated 1/4/16 from www.deca.direct.org
- *BICO Quarterly Report, December 2015*
 - ❖ Dr. Zielinski noted that space needs are an issue and she is part of a subgroup looking at alternatives for additional space for the BICO program.
 - ❖ The SEI endorsement program course offerings were filled within 24 hours. A second and third course offering have already been offered because the state cannot meet demand.
 - ❖ Bi-County will be offering a Registered Behavior Technician (RBT) course leading to the certification from the Behavior Analyst Certification Board (BACB) which are certified behavior analyst courses are being offered for recertification but it needs to be an approved certification from DESE.

REPORTS FROM SCHOOL COMMITTEE MEMBERS:

Norfolk School Committee Representative:

None

Plainville School Committee Representative: Mrs. McEntee

The next meeting of the Plainville School Committee will be on Tuesday, January 12, 2016.

Wrentham School Committee Representative: Ms. Schmitz

The Wrentham School Committee discussed the following items at its last meeting:

- Physical restraint policy;

- Administration of MCAS;
- Feedback on the school calendar to be voted upon at the next meeting;
- Where student data is stored and how it is safe guarded;
- The Delaney School is now a Level 1 school; Roderick is a Level 2 school;
- Dr. Cameron has signed on as a dancer to fundraise for “Dancing with the Stars.”

HS Student Council Report:

Schoolwide

On January 6th, an informational seminar regarding the “Redesigned PSAT & SAT” was held. The new SAT will debut in March 2016.

Mid-year Exams will begin on Thursday, January 21st. Exams will continue on into the next week, and end on Thursday, January 26th.

The KPPN is hosting KP’s annual Father Daughter Dance at the Renaissance Hotel in Foxboro on Saturday, January 23rd 6:30-11PM. Tickets for girls in grades 9-12 are on sale now for the Father/Daughter/Special Person Dance during lunch, or can be purchased on FamilyID for \$50 a person, \$100 per couple.

Student Council

The Student Council hosted a semi-formal dance, called the “Winter SnowBall”. The dance took place on Saturday, January 9th. Tickets were sold during lunch block last week for \$10.00. Students were able to purchase tickets at the door for \$12.00.

“Star Day” will occur again this year! At some point during the week leading up to mid-year exams, every student at KP will be on the hunt to find a star with their name on it- hidden throughout the building!

The Student Council is in the early planning stages of a highly anticipated event: Mr. KPHS 2016! Mr. KPHS is essentially a pageant for the senior boys to participate in.

Student Government

The class of 2017 has just formed their junior prom committee! Junior Prom will occur at the Kirkbrae Country Club on April 8th 6PM-10.

Students within the DECA Program are working hard on their project speeches, visuals, and manuals to compete at the District Conference on January 28th at the Holiday Inn in Mansfield.

KPMA

The KPMA’s Solo and Ensemble Festival / Concert will occur at KPHS on January 30.

Reports and Recommendations of the Superintendent:

Superintendent’s Goals: Update/Discussion

In a memorandum dated January 8, 2016, Dr. Zielinski presented to the School Committee her established 2015/2016 Superintendent S.M.A.R.T. goals that were approved by the School Committee in September 2016. She has added a “progress to date” category under each goal’s benchmark area.

Goal #1: Professional Practice

Lead the administrative team in managing the new teacher evaluation system in its 2nd year of implementation and the additional mandates prescribed by DESE.

- Dr. Zielinski reviewed the progress to date and there were no questions raised from the School Committee.

Goal #2: Student Learning

By the end of FY16 a set of District Determined Measures (DDMs) will be accepted as part of the KP professional growth and evaluation system. Dr. Zielinski explained that the building based administrators will work with each department to decide on appropriate measures that will be used as part of the evaluation system.

Negotiations are ongoing with the KPTA and new contract language related to DDMs will be ratified and included as part of the Teacher Evaluation System.

- Discussion ensued on whether all teachers will receive training in DDMs no later than March 2016 and if this is still on track. Dr. Zielinski indicated that they will and that contract language changes were still in progress.

Goal #3: Student Learning – review the alignment of special education curriculum to the general education core curriculum.

Review of the core curriculum and see how it is aligned with the special education curriculum. There is a growing ELL population where we have to meet their needs and approximately 10 teachers and all district administrators are either taking or have completed the SEI endorsement course required by the state.

- Dr. Zielinski reviewed the progress to date and there were no questions raised from the School Committee.

Goal #4: Student learning (year 1 of a three year goal)

Implement a network of curriculum opportunities and instructional strategies that will allow for the differentiation of student needs allowing students access to different paths for academic and social success. Dr. Zielinski indicated that the Scheduling Committee has been meeting weekly at the HS.

Graduation with Distinction will be discussed during the Program of Studies discussion.

Discussion ensued on the guidance department providing students with information on curriculum offerings and advanced curriculum courses. Guidance goes into English classes to explain the early college program. The HS will survey students mid-year for feedback on how this program went.

- The School Committee would like a report back on the results in June and this will be part of the general evaluation.

Goal #5: District Improvement

Restructure the Central Office to include a Human Resource Administrator and prepare for the transition of a new Director of Finance.

- Mrs. McEntee has requested a review of the Central Office and would like an organizational chart and job descriptions for each position and what is each employee's role. It was requested to make this information available prior to the February 8 School Committee meeting.

Discussion was held on the retirement of Mr. Schaefer, Director of Finance in June 2016 and search process for his replacement of this position.

- The School Committee has requested that this topic be on the agenda for the February 8, 2016 meeting, to discuss the process, the protocol for hiring for this key position, formation of a search committee and the current job description. It was requested that these materials be provided prior to the February 8th meeting.

UNFINISHED BUSINESS:

FY17 Budget Update:

In a memorandum dated January 6, 2016, Dr. Zielinski outlined the dates related to budget and finance meetings, including the budget public hearing that will be held on February 29 during a regularly scheduled school committee meeting, with a "snow/storm/rain date" of March 3, 2016.

Special Education Review:

In a memorandum dated January 8, 2016, Dr. Zielinski explained that the four superintendents (Norfolk, Plainville, Wrentham and King Philip) have agreed that Walkers Partnership would perform the Special Education Review and asked Walkers to present a proposal that was reviewed by all four School Committees. Questions were raised related to the number of hours the proposal had outlined in observing each district's programs. A revised proposal was received and shared with the KP School Committee. Each district will pay for the observed hours needed (1 hour per program) for each

of the programs in their respective district. Dr. Zielinski noted that KP has 13 programs to be observed. The remainder of the cost of the review will be split equally amongst the four districts as agreed to by the four superintendents.

- **A Motion was made by Mr. Francomano, seconded by Mrs. McEntee, to enter into an agreement with Walker Partnerships, as outlined in the December 17, 2015 proposal, with the exception that King Philip will pay independently for up to \$165.00 per hour, or \$2,145 for 13 hours of program observation; and, 25% of the remaining estimated cost or \$3,341.25 for a total of \$5,486.25. All in favor.**

NEW BUSINESS (continued):

NSBA Conference:

Mrs. Martin reminded the committee that any elected committee members who are interested in attending the NSBA Conference in Boston on April 9-11, 2016 to please inform her by January 15 so that they may be registered under early registration. To-date, the following members will plan to attend: Mr. Francomano, Mr. Killion, Mrs. McEntee, and Mrs. Tonelli.

Approval of \$100,000 Earmark – Authorization as a Signatory:

- **A Motion was made by Mr. Gee, seconded by Mr. Francomano, that the King Philip Regional School District authorize Paul O. Schaefer, Director of Finance and Operations, to execute and sign any and all documents form the Commonwealth of Massachusetts related to the earmark item in the FY2016 State Budget in order to receive such funds as were designated. All in favor.**

REPORTS OF SPECIAL COMMITTEES:

RECOMMENDATIONS OR QUESTIONS FROM INDIVIDUAL COMMITTEE MEMBERS

PUBLIC COMMENT:

Mrs. Nancy Purdue asked that the School Committee address the date of graduation, the time and place for graduation. She asked how this was arrived at on a Thursday night, off sight at 7pm. How do family members, grandparents attend from out of town?

Dr. Zielinski explained that the graduating class is extremely large and the HS could not fit all of the students and their guests. This need was discussed well in advance and we needed to find a venue that could accommodate graduation. There were several discussions during school committee meetings and the limited options available for venues. The date chosen was based on availability of different venues. Stonehill College was chosen based on this criteria.


Mrs. Purdue stated that parents had not received notification of this change and there is a lack of communication leaving families feeling blindsided. She continued that on the King Philip website there is a survey about the buses for graduation, but no one is aware of this survey.

Discussion ensued by School Committee members that this decision was made by the administration not the school committee. There was a presentation made by the HS administration that there was no good solution to handle this situation. There was not another facility available, and that the search was exhaustive. Senior class officers, working with the administration decided that this was the best solution. Contracts have been signed and the date has been set.

Mrs. Nickerson noted that communication between the office and the senior parents has been lacking this year. The date of graduation has changed to June 9 according to the Principal's newsletter. There is a transportation survey on the website, but this should be communicated that the survey is available online.

Mr. Francomano asked that the principal send out a letter to all parents with the complete graduation update by regular mail.

ADJOURNMENT:

 **At 8:35pm, A Motion was made by Mr. Francomano, seconded by Mrs. McEntee, to adjourn. All in favor by roll call vote. Yes (6); No (0).**

Respectfully submitted,

*Lisa Barrett Witkus
Secretary to the School Committee*