

KING PHILIP REGIONAL SCHOOL COMMITTEE  
MINUTES  
January 25, 2016  
King Philip Regional High School - Library

**CALL TO ORDER:**

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

**ROLL CALL OF COMMITTEE MEMBERS:**

Members Present:	Norfolk:	Noelle Tonelli, Jeff Chalmers
	Plainville:	Patrick Francomano, Ann-marie Martin, Charlene McEntee
	Wrentham:	Lynn Desrochers, Jim Killion
Members Absent:	Norfolk:	Michael Gee, (arrived at 7:06pm)
	Wrentham:	Danielle Schmitz,
	Plainville:	Present
HS Student Council Representative:		Eliza Sheehan

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](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. Martin also explained the procedure for public comment.

**CONSENT AGENDA**

*All items listed with an asterisk (\*) are considered to be routine and will be enacted by one motion if action is required. There will be no separate discussion of these items unless a member of the committee so request, in which event the item will be considered in its normal sequence:*

**APPROVAL OF MINUTES**

✚ A Motion was made by Mr. Francomano, seconded by Mrs. McEntee, to approve the Minutes of January 11, 2016. All in favor, with Mrs. Desrochers and Mr. Killion abstaining.

**PAYMENT OF BILLS, FINANCIAL REPORT**

Warrants/Budget Report/Budget Transfers

**COMMUNICATION:**

Appointments, Retirements, Resignations, etc.  
*Murphy, Hesse: Labor & Employment Alert, January 2016*

**AGENDA**

**APPROVAL OF MINUTES**

None

**DELEGATIONS AND VISITORS**

Administrative Team: Dr. Gilson, Mr. Schaefer, Dr. Oliveira, Ms. Lacher, Mr. Bouzan, Mr. Lewis, Mr. Chaplin, Ms. Gavin  
Mrs. Purdue, Parent

**Unfinished Business:**

**Graduation Information:**

In a memorandum dated January 22, 2016, Dr. Zielinski presented a timeline of events that occurred and information that was available regarding the Class of 2016 graduation concerning the change of date and venue. Given the size

of the class, the Administration knew that another venue needed to be chosen to accommodate the graduating classes of 2016 and 2017.

(Mr. Gee arrived at 7:06pm.)

Dr. Zielinski explained that the selection of the site to hold the 2016 graduation was Stonehill College as it is a brand new facility, with sound and lighting, air conditioning and would allow each graduate to invite up to 6 family members to fit into that facility.

Mrs. Martin introduced Mrs. Purdue, the parent of a graduating senior from Wrentham. Mrs. Purdue addressed several issues that she felt are concerning:

- The change in color of the cap and gowns for this year's graduating class to a single robe of green and white rather than the traditional green for boys and white for girls
- The senior photograph of Mrs. Purdue's daughter was taken by the school supplied photographer with a white robe as had been worn by graduates in the past. Following discussion, Dr. Oliveira will contact the photographer to do their photos over in a new robe color.
- Mrs. Purdue presented several correspondences from the school to the students and their families regarding the change in graduation gowns as well as the approaching deadlines. She felt that there are a number of students who may not support the change. Mrs. Purdue indicated that she had prepared an impromptu petition to this effect and had obtained 30 signatures in 1 hour.
- Discussion turned to the order of the procession for those students who choose not to wear the green cap & gown. The decision was made that students will be placed in alphabetical regardless of gown color.
- Mrs. Purdue felt that an apology should be given to those students who chose a white cap and gown as they were told that they would be walking in the back of the class.
- Mrs. Purdue brought up the issue of the new guidelines for athletic senior nights. Mrs. Rowe explained the guidelines and how they came about. After complaints of the expense of team gifts for the seniors – other schools in the Hockomock league were surveyed and written guidelines were established to celebrate the seniors without placing undue burdens on other team members. Every coach has received the guidelines.

Mrs. Martin acknowledged Mrs. Beth Lacroix, a parent who addressed the issue of effective communication and how it has affected graduation. She outlined a number of items that she feels there is a lack communication to parents from the HS.

Mrs. Tonelli asked if the committee could take a vote on the graduation procession. Mr. Francomano indicated that it is not in the School Committee's purview but did express satisfaction that a resolution had been reached.

Ms. Jean Nickerson questioned why the senior car parade could not occur this year. Dr. Oliveira explained that the Wrentham Police had made this decision based on safety concerns. The HS has been trying to work with the class advisors to come up with an alternative.

There was consensus that communication continues to be a major issue and there is a need to have some thoughtful discussion to improve communication in a comprehensive manner.

 **At 7:55, a Motion was made by Mr. Francomano, seconded by Mrs. McEntee, that the School Committee would take a five minute recess. All in favor.**

**The School Committee resumed at 8:00 pm.**

**COMMUNICATION:**

- Special Education: SEPAC Meeting Announcement

**REPORTS AND RECOMMENDATIONS OF THE SUPERINTENDENT**

None

**REPORTS FROM SCHOOL COMMITTEE MEMBERS:**

Norfolk School Committee Representative: Mr. Chalmers – None

Plainville School Committee Representative: Mrs. McEntee

The last meeting was held on January 12 and the next meeting will be meeting on January 26. Discussion was held on the start time of the school committee meetings; an update by the Jackson School principal on student support specialist; the regional special education review was approved.

Wrentham School Committee Representative: Ms. Schmitz – None

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

Mid-year Exams began on Thursday, January 21st. Final mid-year Exam's and any make-up exams will occur tomorrow, Tuesday January 26th.

The KPPN King Philip Father Daughter Dance has changed its date due to the weekend's storm. The date of the dance has moved out a week to Sat Jan 30 at the Renaissance Hotel at Patriots Place in Foxboro from 6:30 - 11 PM. Tickets are on sale thru Jan 25th. \$100 per couple!

KP's French Program will be traveling to Quebec City in Canada over February Vacation- February 13th-16th.

**Leo Club**

Leo Club is holding a new event to benefit those in need. They are conducting a "Soup-or-Bowl". This is a canned soup drive. All cans will benefit Rosie's Place in the city of Boston.

**Student Council**

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.

**DECA**

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.

All DECA Students completed their mid-year exams by delivering their Project Presentation to their DECA classes.

**KPMA**

Honors students from KP's Symphony & Concert bands will be performing in Chamber Concerts on Wednesday and Thursday of this week.

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

KP's first ever "A Capella Night" will be occurring on Thursday, April 14th. This is a new event that will feature performances by outside groups from various High Schools.

**UNFINISHED BUSINESS:**

**FY17 Budget Update: Administration Presentation**

Dr. Zielinski presented the preliminary administrative budget for FY17. The FY17 preliminary budget total requested change for a level service budget request is \$2,290,366 which is a 7.9% increase over FY16.

An Executive Summary dated January 7, 2016 was prepared by Dr. Gilson and Dr. Oliveira. Dr. Gilson addressed enrollment trends and class sizes of the Middle School and the High School. MS and HS department requests comparison summary was reviewed for FY15-FY17 revised request.

Ms. Lacher provided an Executive Summary dated January 20, 2016 on the Special Education budgetary items. She explained the costs for each program and indicated that each year the cost of out of district placement increases and varies for the tuition and the transportation. She explained that collaboratives, other than BICO, tend to be more expensive not necessarily because of the program costs, but the transportation costs. A private setting, plus transportation would be more. A residential placement the cost could be anywhere from \$100k to \$400K and there may be additional services necessary.

Mr. Schaefer indicated that the line item detail is posted online and that anyone may contact him with questions or to review any part of the budget.

Mr. Bouzan presented the Technology Department budget indicating that most of the 4.1% change is on licensing, Above the level service requests

Mrs. Lotito asked what the plan is 5 to 10 years out. Dr. Zielinski explained that she has created capital projections pushed out 5, 10 and 15 years and plans to request funds from the towns. Long range planning and capital improvements have been resented to the Finance Subcommittee.

Mr. Schaefer noted that the FY17 Budget hearing will be held February 29, 2016, with a snow date March 3, 2016 and will be held in the HS Library at 7pm.

#### **FY2017 School Year Calendar (1<sup>st</sup> Reading).**

Dr. Zielinski explained that a 1<sup>st</sup> reading is not available as a calendar has not been provided. She is still in discussion with the KPTA regarding the start date for the 2016/2017 school year.

#### **Retirement of Director of Finance: Process for search/timeline**

In a memorandum dated January 21, 2016, Dr. Zielinski presented to the School Committee a timeline for the search process to find a replacement for Mr. Schaefer, Director of Business & Finance as this position is a School Committee hire. Discussion ensued on the composition of the Interview Committee and the formation of a subcommittee to review the current job description. Mrs. Martin and Mrs. Desrochers agreed to be members of the subcommittee and to review the job description and to make a recommendation as to the final composition of the Interview Committee for the next meeting to be held on February 8, 2016.

- ✚ **A Motion was made by Mr. Francomano, seconded by Mr. Gee, to review the job description of the Director of Finance & Operations and make a recommendation as to the final composition of the Interview Committee for this position. All in favor.**

#### **Superintendent's Goals with reference to Goal #5:**

- **District Office: Hiring Protocol, Organizational Chart, Job Descriptions**

In a memorandum dated January 19, 2016, Dr. Zielinski provided the School Committee with the following information based upon Mrs. McEntee's request:

1. Hiring protocol for non-union employees;
2. A list of district office employees and their job descriptions;
3. An organizational chart of the King Philip Regional School District.

It was noted that all of these job descriptions should be reviewed and updated.

#### **Home School Plans:**

- ✚ **A Motion was made by Mr. Francomano, seconded by Mrs. McEntee to approve the home school requests for the 2015/2016 school year according to School Committee Policy IHBG:**
  1. M.L. – Grade 9
  2. A.T. – Grade 11.**All in favor.**

#### **Late Communications:**

##### **Overnight Field Trip: HS Wrestling Tournament:**

- ✚ **A Motion was made by Mr. Francomano, seconded by Mr. Killion, to approve the overnight field trip for the HS Wrestling Tournament contingent upon the superintendent's receipt of the final information. Further, to give the superintendent authority to approve this overnight field trip once the information is received from Mr. Schairer, Athletic Director. All in favor.**

9. **REPORTS OF SPECIAL COMMITTEES**
10. **RECOMMENDATIONS OR QUESTIONS FROM INDIVIDUAL COMMITTEE MEMBERS**
11. **PUBLIC COMMENT**
12. **ADJOURNMENT INTO EXECUTIVE SESSION**

- ✦ At 8:55pm, a Motion was made by Mr. Francomano, seconded by Mrs. Tonelli, to adjourn into Executive Session for the following purpose, 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 or individual. All in favor by roll call vote: Yes (8); No (0).

13. **Adjournment:**

- ✦ At 10:20pm, A Motion was made by Mr. Francomano, seconded by Mr. Chalmers, to adjourn. All in favor by roll call vote. Yes (8); No (0).

Respectfully submitted,

Lisa Barrett Witkus  
Secretary to the School Committee