

**School Committee Meeting  
Monday, May 4, 2020 - Approved  
REMOTE MEETING- RECORDED**

**OPENING OF MEETING:**

Mr. Gee, Chair, opened the meeting at 6:05pm and read the following statement into the Minutes:

Good evening. This Open Meeting of the King Philip Regional School District is being conducted remotely consistent with Governor Baker’s Executive Order of March 12, 2020, due to the current State of Emergency in the Commonwealth due to the outbreak of the “COVID-19 Virus.” “Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, Section 20.”

In order to mitigate the transmission of the COVID-19 Virus, we have been advised and directed by the Commonwealth to suspend public gatherings, and as such, the Governor’s Order suspends the requirement of the Open Meeting Law to have all meetings in a publicly accessible *physical* location. Further, all members of public bodies are allowed and encouraged to participate remotely.

The Order, which you can find posted with agenda materials for this meeting allows public bodies to meet entirely remotely so long as reasonable public access is afforded so that the public can follow along with the deliberations of the meeting.

Ensuring public access does not ensure public participation unless such participation is required by law. This meeting will present public comment during that designated portion of the meeting. As directed in the posting, public comment should have been emailed to the superintendent of school prior to the start of the public comment section of the meeting and will be read by the superintendent on the commenter’s behalf.

For this meeting, the King Philip Regional School District is convening by *google hangout* as posted on the District’s Website identifying how the public may join. Please visit: [www.kingphilip.org](http://www.kingphilip.org)

Please note that this meeting is being recorded, and that some attendees are participating by video conference. All voted will be taken by roll call vote.

**ROLL CALL OF COMMITTEE MEMBERS**

**Members Present:**

Norfolk:	Michael Gee, Jeff Curry, Kenneth Dow
Plainville:	Bruce Cates, Samad Khan
Wrentham:	Trevor Knott, Erin DeStefano, Jim Killion

**Members Absent:**

Norfolk:	Present
Plainville:	Amy Abrams (participated at 6:30pm)
Wrentham:	Present

HS Student Council Representative: Marion Linde (participated at 6:30pm)

**CONSENT AGENDA**

**APPROVAL OF MINUTES:**

— April 27, 2020 Draft Minutes

- ✚ A Motion was made by Mrs. DeStefano, seconded by Mr. Knott, to approve the minutes of April 27, 2020, as presented. A roll call vote was taken: Yes (8): Mr. Gee, Mr. Curry, Mr. Killion, Mr. Cates, Mr. Khan, Mrs. DeStefano, Mr. Knott, Mr. Dow; No (0); Abstain: (0). All in favor. Motion carried.**

**COMMUNICATION:**

None

**AGENDA**

**APPROVAL OF MINUTES:**

None

**DELEGATIONS AND VISITORS**

Mr. Zinni, Superintendent, Dr. Gilson, Assistant Superintendent, Mr. Azer, Director of Finance & Operations, Dr. Mobley, HS Principal, Miss Linde, Mrs. Witkus

**COMMUNICATION:**

- Dr. Mobley provided the School Committee with an update on important senior class activities.
- As graduation is the most important date, the HS administration, senior class advisors and senior class government are working on the possibility of a virtual graduation in the event that an actual in-person graduation cannot be held on June 7, 2020. They are currently holding off on cancelling any graduation dates.
- Senior courses and senior assignments are currently in make-up week. Dr. Mobley discussed senior choice projects in which seniors are working directly with her to present their projects. These projects meet the needs for all students and are an individual choice. She noted that DECA students who were to present at the ICDC can present those projects as their Senior Choice Projects. Mr. Zinni indicated that Mrs. Lambert’s (HS Science Teacher) Graduation Distinction student Miss O. Barry will be presenting her project to the School Committee on May 18.
- Mr. Zinni that the HS has created a learning plan that keeps grades, GPA’s and class rank intact.
- Dr. Mobley continues to hold Town Halls on Monday nights.
- There will be a D3 college signing event for athletes on Wednesday, May 5 at 6pm.

(Mrs. Abrams and Miss Linde joined the meeting at 6:30pm)

- Miss Linde gave an update from the HS Student Council.

**PAYMENT OF BILLS, FINANCIAL REPORT (Consent Agenda – Continued)**

Warrants/Budget Report/Budget Transfers: Mr. Azer

Mr. Azer noted that one primary agenda item is to approve the Warrants and address them. He asked for a verbal consent to pay the Warrants and for the Minutes will reflect this.

- ✚ **A Motion was made by Mr. Khan, seconded by Mr. Killion, to approve the Warrants as presented (58a, 58b, 58c, 58d, 59, 60, 57-Payroll). A roll call of members was taken: Yes (9): Mr. Khan, Mr. Killion, Mrs. Abrams, Mr. Cates, Mr. Knott, Mrs. DeStefano, Mr. Gee, Mr. Curry, Mr. Dow; No (0); Abstain (0). All in favor. Motion carried.**

**REPORTS AND RECOMMENDATIONS OF THE SUPERINTENDENT:**

**District response to state health and safety concerns: Mr. Zinni**

Mr. Zinni gave an update on the district’s responses to state health, safety concerns and budget updates.

- **DESE Commissioner Updates:** Mr. Zinni participated in the DESE Commissioner’s conference call regarding the Cares Act which supports school districts by following the formula of Title I to balance the allocation amounts throughout the state. For KP, this will be approximately \$30,000-\$35,000 coming into the district as reimbursement during these difficult times and will be treated as a grant, so the district will need to apply for this funding. Discussion ensued on funding from the state once the House has voted on their budget.

- Discussion ensued on the use of facilities and special education summer services. Districts are awaiting a report from the Commissioner on the use of school buildings. Discussion ensued on thoughts about what to expect in the Fall when schools are expected to reopen and whether they will open as usual or with restrictions and recommendations on how to proceed. Mr. Zinni indicated that the Administration has discussed many options. There are lots of questions and unfortunately no answers yet.
- Update on Students with Devices and Wi-Fi Access: In response to the School Committee’s request, Mr. Zinni provided a report on the status of devices and WIFI access of both the HS and the MS status. The MS also provided a report on Remote Learning Contact and Engagement Report.

**FY21 Budget Update (Taken out of order):**

- Mr. Zinni provided an update on the FY21 budget. He was asked to meet with the three town administrators last week and they requested assessment scenarios based upon different levels of funding provided from the towns and how that would impact the King Philip budget if the funding decreased. Mr. Azer provided this information and it has been shared with the School Committee.
- Mr. Zinni met with Wrentham re holding a town meeting in the HS Auditorium and how to practice social distancing if the government relaxes those regulations. Discussion ensued that if town meeting is held in June then we would know what the budget will be and be able to plan accordingly.

**Recess of Regular Business Meeting: 7pm**

**FY21 School Choice Public Hearing**

**Opening of Meeting:**

Mr. Gee opened the FY21 School Choice Public Hearing at 7pm. A roll call of members was taken:

Norfolk: Mr. Gee, Mr. Curry, Mr. Dow – All Present

Plainville: Mrs. Abrams, Mr. Cates, Mr. Khan – All Present

Wrentham: Mrs. DeStefano, Mr. Killion, Mr. Knott – All Present

**Comments of the Public:**

There were no public comment questions received per Mr. Zinni.

There were no questions from the School Committee.

The recommendation from Mr. Zinni is to opt out of school choice as the District cannot accommodate additional students at this time and based upon current enrollment and the on uncertainty of Covid-19 and social distancing and to remain as status quo.

- ✚ **A Motion was made by Mrs. Abrams, seconded by Mr. Cates, that the King Philip Regional School District does not participate in FY21 School Choice due to the current enrollment of the District. A roll call of members was taken: Yes (9): Mr. Khan, Mr. Killion, Mrs. Abrams, Mr. Cates, Mr. Knott, Mrs. DeStefano, Mr. Gee, Mr. Curry, Mr. Dow; No (0); Abstain (0). All in favor. Motion carried.**

**Close Hearing:**

- ✚ **A Motion was made by Mr. Knott, seconded by Mrs. DeStefano, to close the FY21 School Choice Public Hearing at 7:05pm. A roll call of members was taken: Yes (9): Mr. Khan, Mr. Killion, Mrs. Abrams, Mr. Cates, Mr. Knott, Mrs. DeStefano, Mr. Gee, Mr. Curry, Mr. Dow; No (0); Abstain (0). All in favor. Motion carried.**

Mr. Gee closed the hearing at 7:06pm.

**UNFINISHED BUSINESS: (continued)**

**Fee Policies:**

As a follow-up to a discussion on fee policy and procedure during the April 27, 2020 school committee meeting, Mr. Gee shared information by providing copies of Policy CHD – Administration in Policy Absence and Policy JQ – Student Fees, Fines and Charges.

**NEW BUSINESS:**

Current King Philip Policies in Section C – General School Administration and Section D – Fiscal Management were compared with MASC, revised as recommended and reviewed by the Policy Subcommittee and presented in three different categories offered with multiple readings, if needed, to the School Committee for their review and approval. Discussion ensued on the approval process of these policies and as a matter of process, multiple readings may be waived and they be approved as presented if the School Committee agrees or the final approval may be made at the next meeting. Further discussion ensued that each policy is vetted by MASC attorneys and the Policy Subcommittee reviews each individual policy and they feel comfortable presenting them to the School Committee as they are both current with the law and fitting for the district.

- ✚ **A Motion was made by Mr. Killion, seconded by Mr. Knott, to waive the 2<sup>nd</sup> and 3<sup>rd</sup> readings, and any subsequent readings, and to approve the policies in Section C and Section D, as presented and listed below:**

**Section C: General School Administration**

- CA – Administration Goals
  - CB – School Superintendent
  - CBD – Superintendent’s Contract
  - CBI – Evaluation of the Superintendent
  - CCB – Line and staff relations
  - CE – Administrative Councils, Cabinets, and Comm.
  - CH – Policy Implementation
  - CHA – Development of Procedures
  - CHC – Procedures Dissemination
  - CHCA – Approval of handbooks and directives
  - CHCA-E – Approval of Handbooks and Directives
  - CL – Administrative Reports
  - CM – School District Annual Report
- (total of 13)

**Section D: Fiscal Management**

- DB Annual Budget
  - DB-1-R Budget – Apportionment of expenses
  - DBC Budget deadlines and schedules
  - DBD Budget Planning
  - DBJ Budget transfer authority
  - DD Funding proposals and applications
  - DEC Federal Supplement Not Supplant
  - DED Excess and Deficiency Funds
  - DFA Investment Policy
  - DGA Authorized signatures
  - DIE Regional School district Audits
  - DIF Fraud Prevention Policy
  - DJ Purchasing
  - DJA Purchasing authority
  - DJE Procurement requirements
  - DK Payment procedures
  - DKC Expense reimbursements
  - DNB Disposal of Surplus Vehicles and Equipment
- (Total of 18)

**A roll call of members was taken: Yes (9): Mr. Khan, Mr. Killion, Mrs. Abrams, Mr. Cates, Mr. Knott, Mrs. DeStefano, Mr. Gee, Mr. Curry, Mr. Dow; No (0); Abstain (0). All in favor. Motion carried.**

### **Concussion Policy:**

Mrs. Abrams asked about the status of the Concussion Policy review and to move that forward with the Policy Subcommittee. Mr. Zinni will check with the Athletic Director and the Trainer who are working on that and will provide a follow-up.

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

- Norfolk School Committee: Mr. Curry – No meeting update.
- Plainville School Committee Representative: Mrs. Abrams missed the last meeting as there was an executive session with the Plainville Board of Selectmen.
- Wrentham School Committee Representative: Mrs. DeStefano – Wrentham met with the new business manager Shannon Sheppard who replaced Beth Gilbert who will be retiring in June; discussed a plan to remove student belongings from the building; transition for graduation from grades 6 to 7; town elections have been moved to June 29 and the Wrentham School Committee members will remain the same; remote learning; food service and teacher appreciation week was celebrated virtually.

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

- Mr. Khan referred to the MASC notification that the Boston School Committee is in support of stimulus funding for students in Grades K-12 and asked that KP approve a similar resolution. Mr. Gee asked that Mr. Khan share this notification and place on the agenda for the May 18, 2020 meeting.
- Mr. Knott asked about the transition plans for students in Grade 8 to Grade 9. He also inquired about a tour of the HS and athletic information. Mr. Zinni indicated that definite plans have not been made, but this is an on-going discussion.

### **ADJOURNMENT INTO EXECUTIVE SESSION:**

- ✚ **A Motion was made at 7:20pm by Mr. Knott, seconded by Mrs. DeStefano, to enter into Executive Session 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 chair so declares. (Unit A – Collective Bargaining Negotiations: Healthcare Memorandum of Agreement); and, to conduct strategy sessions in preparation for negotiations with nonunion personnel or to conduct collective bargaining sessions or contract negotiations with nonunion personnel (Individual Employment Contracted Employees - Vacation Time); and, to return to open session. All in favor by roll call vote: Yes (9): Mr. Gee, Mr. Killion, Mr. Khan, Mr. Curry, Mrs. Abrams, Mr. Cates, Mrs. DeStefano, Mr. Knott, Mr. Dow; No (0). All in favor. Motion carried.**

Mr. Zinni stopped recording the meeting and the live streaming was turned off.

### **RETURN TO OPEN SESSION:**

At 7:50PM, a roll call was made of members to return to open session.

### **ROLL CALL OF COMMITTEE MEMBERS**

#### **Members Present:**

Norfolk:	Michael Gee, Jeff Curry, Kenneth Dow
Plainville:	Bruce Cates, Samad Khan, Amy Abrams
Wrentham:	Trevor Knott, Erin DeStefano, Jim Killion

#### **Members Absent:**

Norfolk:	Present
Plainville:	Present
Wrentham:	Present

Mr. Zinni resumed recording and live streaming the meeting.

**NEW BUSINESS: (Continued)**

**Approval of Healthcare Memorandum of Agreement:**

- ✚ A Motion was made by Mr. Cates, seconded by Mrs. DeStefano, to approve the Healthcare Memorandum of Agreement, as presented. All in favor by roll call vote: Yes (9): Mr. Gee, Mr. Killion, Mr. Khan, Mr. Curry, Mrs. Abrams, Mr. Cates, Mrs. DeStefano, Mr. Knott, Mr. Dow; No (0). All in favor. Motion carried.

**ADJOURNMENT**

- ✚ A Motion was made by Mr. Khan, seconded by Mrs. Abrams, to adjourn the meeting at 8:01pm. A roll call of members was taken: Yes (9): Mr. Gee, Mr. Dow, Mr. Curry, Mrs. Abrams, Mr. Cates, Mr. Khan, Mrs. DeStefano, Mr. Killion, Mr. Knott. No (0). All in favor. Motion carried.

Mr. Gee adjourned the meeting. Mr. Zinni will post this recorded meeting on the KP Website at its conclusion.

*Respectfully submitted,*

*Elisa B. Witkus*

*Secretary to the School Committee*

**Documents presented on May 4, 2020:**

**Draft Minutes of April 27, 2020**

Warrants/Budget Report/Budget Transfers

HS Student Council Report:

District response and update to state health and safety concerns - COVID-19

Update on Students with Devices and Wi-Fi Access

FY21 Budget Update

Fee Policy (Reference Policy CHD – Administration in Policy Absence and Policy JQ – Student Fees, Fines and Charges)

**Section C: General School Administration**

CA – Administration Goals

CB – School Superintendent

CBD – Superintendent’s Contract

CBI – Evaluation of the Superintendent

CCB – Line and staff relations

CE – Administrative Councils, Cabinets, and Comm.

CH – Policy Implementation

CHA – Development of Procedures

CHC – Procedures Dissemination

CHCA – Approval of handbooks and directives

CHCA-E – Approval of Handbooks and Directives

CL – Administrative Reports

CM – School District Annual Report

**Section D: Fiscal Management**

DB Annual Budget

DB-1-R Budget – Apportionment of expenses

DBC Budget deadlines and schedules

DBD Budget Planning

DBJ Budget transfer authority

DD Funding proposals and applications

DEC Federal Supplement Not Supplant

DED Excess and Deficiency Funds

DFA Investment Policy

DGA Authorized signatures

DIE Regional School district Audits

DIF Fraud Prevention Policy

DJ Purchasing  
DJA Purchasing authority  
DJE Procurement requirements  
DK Payment procedures  
DKC Expense reimbursements  
DNB Disposal of Surplus Vehicles and Equipment  
Healthcare Memorandum of Agreement