

**KING PHILIP REGIONAL SCHOOL COMMITTEE
MONDAY, JANUARY 23, 2023 -AGENDA – 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. Venessa Petit, 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.**

- Draft Minutes from December 19, 2022
- Draft Minutes from January 9, 2023
- Payment of Bills/Warrants
- Communications

5. APPROVAL OF EXECUTIVE SESSION MINUTES

None

6. STUDENT COUNCIL REPORT

Student Council Report: Miss Addison Lewis

I.O.

7. REPORTS AND RECOMMENDATIONS OF THE SUPERINTENDENT

Supintendent's Update

I.O.

Internship/Career Fair

I.O.

8. UNFINISHED BUSINESS:

9. NEW BUSINESS:

Career Advisor/Career Coordinator Job Description

A.R.

FY 2024 Budget Calendar

I.O.

10. REPORTS FROM SUBCOMMITTEES:

11. REPORTS FROM SCHOOL COMMITTEE MEMBERS:

- Norfolk School Committee Representative: Ms. Wynn
- Plainville School Committee Representative: Mr. Brenneis
- Wrentham School Committee Representative: Ms. Greaney

I.O.

I.O.

I.O.

12. LATE COMMUNICATIONS

13. REPORTS OF SPECIAL COMMITTEES:

Superintendent Search Committee Update

I.O.

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
December 19, 2022 Minutes-Draft
King Philip Regional High School-Library
201 Franklin Street, Wrentham MA 02093**

OPENING OF MEETING:

Mr. Knott, Chair, opened the meeting at 7:02 pm.

RECORDING OF MEETING:

This meeting was recorded by Wrentham Cable 8

ROLL CALL OF COMMITTEE MEMBERS:

Members Present:

Norfolk:	Mr. Jim Lehan, Mr. Eric Harmon, Ms. Jennifer Wynn
Plainville:	Mr. Greg Wehmeyer, Mr. Bruce Cates, Mr. Christopher Brenneis
Wrentham:	Mr. Trevor Knott, Mr. Marc Waxman

Members Absent:

Norfolk:	Present
Plainville:	Present
Wrentham:	Ms. Erin Greaney

DELEGATIONS AND VISITORS:

Mr. Zinni, Dr. Gilson, Mr. Azer, Ms. Lewis, Ms. Petit, Dr. Mobley, Mr. David Markle, Ms. Zahraa Mejd, Ms. Anna Balaschi, Ms. Molly Constantine, Ms. Tara Leblanc

PUBLIC COMMENT:

There was 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.

- Minutes-there were none to approve
- Payment of Bills/Warrants
- Communication - None

- **A Motion was made by Mr. Lehan, seconded by Mr. Cates, to approve the Consent Agenda, as presented. All in favor: Yes (7); No (0); Abstain (1-Mr. Brenneis). Motion carried: 7-0-1.**

STUDENT COUNCIL REPORT:

The December 19, 2022 IIS Student Council Report was read into the minutes by Ms. Addison Lewis.

NEW BUSINESS: (taken out of order)

2024 Europe Field Trips

Dr. Mobley introduced the two teams running the European Field Trips to the school committee. Ms. Constantine and Ms. Leblanc, both history teachers, gave a proposal for the WWII themed excursion which would include the London, England area and also various locations in France. This field trip would be offered to any juniors and seniors and students who already have gone through all of the courses where they would have learned about WWII in both US History and in World History.

Ms. Mejdí and Ms. Balaschi, both World Language teachers, gave a proposal for the Paris and Madrid field trip. This trip would bring life to their classrooms and would be a great opportunity for students to practice their language skills. This trip would be offered to the AP senior students and then open up to other seniors. The thought is that this trip would include about 30 students.

Mr. Waxman asked Dr. Mobley to clarify how equity is dealt with for a trip like this for families who cannot afford it and want to attend. Dr. Mobley said students can do some creative fundraising on their own. Also, this trip is in 2024 so this will give students the opportunity to work, save their own funds and do some fundraising. Passport Travel Company has worked with the King Philip staff in the past and also has worked out a payment plan for these trips and tailored this to make these trips quite unique.

Mr. Waxman requested to consider delaying this vote to further discuss issues of access and equity for all students. Dr. Mobley explained the sooner we get the approval for these trips, the better the opportunity to lock in the rate and allow the families enough time if they want to participate. This is a non-curriculum activity. After hearing input from other committee members, Mr. Knott moved the Motion forward.

- **A Motion was made by Mr. Lehan, seconded by Mr. Harmon, to approve the April 2024 History Department Field Trip Request to England and France. All in favor: Yes (8); No (0); Abstain (0). Motion carried: 8-0-0.**

- **A Motion was made by Mr. Harmon, seconded by Mr. Brenneis, to approve the February 2024 World Language Department Field Trip Request to France and Spain. All in favor: Yes (8); No (0); Abstain (0). Motion carried: 8-0-0.**

High School Program of Studies New Course Proposal

Dr. Mobley reviewed the program of studies for the new course proposal for King Philip High School. A copy of the presentation is attached to these minutes. Dr. Mobley said a lot of work has been done to get very creative with the new program of studies for our students to have a lot of opportunity because we are faced with implementing Physical Education for every grade. This will be rolled out for grades 9-11 where students will take PE every year. The rules around PE are that PE has to be offered during the same minutes that you count as time on learning and has to be required every year. King Philip was out of compliance with this. We took the approach that if we required students to take a full unit of PE, that would cover it. DESE said that is not good enough and that PE has to be taken every year. It has been decided PE will be given one quarter each year.

Mr. Knott asked why everyone that takes PE gets honors credit for taking it. Mr. Zinni clarified that everyone has to take it. This would not dramatically change anyone's class rank in any way. Dr. Mobley said King Philip students are competing against those schools that have not got caught yet by DESE.

Dr. Mobley said course selection will be starting in January. Two virtual town halls will be held. The first on January 16, 2023 and the other on February 6, 2023.

- **A Motion was made by Mr. Harmon, seconded by Mr. Lehan, to approve the Program of Studies New Course Proposals for the 2023-2024 school year. All in favor: Yes (8); No (0); Abstain (0). Motion carried: 8-0-0.**

REPORTS AND RECOMMENDATIONS OF THE SUPERINTENDENT:

District Update

Mr. Zinni asked Ms. Petit to schedule a meeting with the DEI Workgroup to go through the Metrowest disaggregated data from this past fall.

Mr. Zinni said he has been asked once again by the Department of Education to serve on their Title I Committee of Practitioners. The federal government requires states to have a committee of practitioners, people from the field who would advise the Department of Education regarding Title I and other title grants that are federal grants. Mr. Zinni has served for DESE for many years as he has a Title I background. Mr. Zinni is the only Superintendent serving on this committee and will serve for the remainder of this year.

Mr. Zinni said there were many great things happening at King Philip such as a Healthy KP sponsored pajama party showing the movie Elf. Middle school and high school music concerts and the play Pandemonium were held.

Mr. Zinni mentioned our students and families are supporting families that are struggling. The giving tree which is where people can take a tag and buy for a family in need. A record forty-nine families came forward and asked for assistance this year. This was an all time high for our district. Mr. Zinni thanked the families who can give, and for their generosity in remembering others that may be struggling a little bit. He also said it is important for us to recognize that we are seeing more and more of our community members struggling and to help out in any way we can.

Mr. Zinni said the December professional development day started with a holiday luncheon for all staff. The administration staff served lunch to staff members along with help from food services. This was a nice way for all staff to come together and enjoy each other's company before going into professional development.

The National Honor Society inducted its newest members last week and this was a wonderful ceremony. King Philip's mission is to educate all of our students to the highest level possible. This is a great thing to see and reminds us of the important work we do.

Mr. Zinni reminded the committee that the Principal's Newsletters are sent out to all committee members. He said the last newsletter has the Wellness Newsletter embedded in the Principal's Newsletter.

FY23 FC253 Teacher Diversification Pilot Program Grant Award

Mr. Zinni congratulated Dr. Gilson for receiving two grants. Both of these grants have already been received to continue the work we are already doing. The Diversification Pilot Program Grant was for \$15,000 submitted for \$17,000. This grant was designed to work with our students regarding encouraging students to move on to think about the teacher profession and also looking at trying to find ways to advertise in a more robust way to bring in a larger group of diverse candidates. Mr. Zinni thanked Dr. Gilson for writing this grant.

FC598 MyCap Grant Approval

Dr. Gilson explained the MyCap Grant is an opportunity to work with the guidance team on additional planning to support the career program for students who may not necessarily go onto college right away or to support college planning for those that are. Building the program up and working with the guidance team to make it more robust. Mr. Knott thanked Dr. Gilson for all of her hard work in getting these grants awarded.

Unfinished Business:

Superintendent Search Committee

Mr. Azer distributed a copy of the advertisement for the Superintendent of Schools Position and a list of members of the King Philip Superintendent Search Committee. Mr. Azer will have this information posted on the district's website (Superintendent Search Materials and Resources) so that the community can follow along. Mr. Lehan said the search committee that was formed, is consistent with what the members talked about at the last school committee meeting. The search committee is now full and will be having the first meeting scheduled for tomorrow evening via Zoom. This will be to get acquainted, meet each other, give a general overview of the process and how they intend to go forward and work out the scheduling for fulfilling the commitment. After the meeting tomorrow night, we will know more and fill in the blanks. Mr. Azer said at the last school committee meeting members approved working with the Massachusetts Association of School Committee's. They will be at the kickoff meeting tomorrow night as well. The position is officially advertised. Mr. Knott announced the members of the search committee. A copy of the list is attached to these minutes.

Mr. Waxman asked the co-chairs if the qualifications and selection criteria would be adjusted as the committee determines what the school committee is looking for in a candidate in the selection process? Mr. Azer said he used the qualifications and selection criteria from the last superintendent search and can be updated if the committee chooses to do so. Mr. Lehan added that this is a two stage process. This is to get the information out and it is currently a generic form. What the search committee will do is to narrow down and collectively come up with some of the criteria that the committee thinks is critical in looking for in the selection process. Mr. Zinni said the only mandated requirement to be a superintendent in the state is that you need to be licensed to be a superintendent. Also if you are eligible to be licensed within a year, if someone is coming from out of state or someone moving up to the position they give you a little bit of leeway. Mr. Knott reminded the search committee that if they decide to change the qualifications and selection criteria at the next meeting, to share them with the school committee but the search

committee has the support of the school committee. Mr. Azor said if any changes are made, updates would be made available the next day on the MASC website.

Mr. Lehan informed the committee that when he has been on prior committees in looking for senior management positions, there are generic standards that you establish to put out on the table. This is fairly customary and good practice. The subcommittee will fine tune this and will be discussed tomorrow night.

Mr. Knott said the representation on the search committee has a very good broad perspective of what we need now. Also, listening to student, teacher, parent, administration representation on this process, will get us to the set of objectives. The end goal of this is to find the very best superintendent that we can for this school district.

NEW BUSINESS:

Mr. Zinni informed members that on January 9, 2023 at 6:30p.m. Attorney Andy Waugh will be presenting a workshop on communication. This will be prior to the next school committee meeting.

School Committee Goals-Status Update

Mr. Knott said one of the school committees goals is to revisit them on a quarterly basis. This was an open forum to see where the committee has excelled or where the committee needs to take a closer look and make sure where the committee needs to get to.

Mr. Lehan commented on the school committee benchmark Goal 3a. Members will support and promote King Philip in the community, such as through attendance at community as well as school-sponsored events and meetings. He asked how can the committee be more aggressive in reaching out to the community and getting each building involved in the school? This is a goal worthy of exploring on an ongoing basis. Ms. Wynn commented it is great to get invitations to events such as DECA.

Mr. Knott noted that one of the goals of the committee was to have two to three professional development opportunities. The second one will be held in January. Mr. Zinni will bring the DEI Workgroup together after the first of the year. Ms. Petit will schedule this workgroup in January. Mr. Waxman said the DEI Workgroup will report back to the full committee at the next meeting to update the progress of this group.

Mr. Waman noted that on District Goal 1. Continue to work with the three elementary districts to maintain open communication to increase collaboration. He acknowledged the great work of the three school committee members that are doing double duty. He would like to see what the next layer of collaboration through that work would be.

Mr. Waxman asked Mr. Zinni if the principal's school improvement plans had SEL embedded in them, should we assume that it is the school committee's opportunity to review the recommended SEL action plan for now? Mr. Zinni clarified the action plan was wording put in when someone wrote the goal. There is not a separate SEL plan. Mr. Harmon sits on the Wellness Committee. There was a meeting last week which at some point Mr. Harmon can give an update on the Wellness Committee. Also Ms. Pearl can come in once or twice a year to share all of the different areas as well. Mr. Zinni periodically shares updates as well with the committee. When there is a time when we need the school committee's support

then that will change from, here is something going on in this area to this is something we need your support on. Mr. Knott added that the SEL is one of the highest school committee goals and that we need to have a plan. Mr. Zinni added that there are many aspects of SEL. It is weaved into all aspects that we are doing. This has to be an integrated type of conversation. Mr. Lchan said SEL cannot be a static plan. It has to be either reactive or proactive such as what Covid has done to our students. His hope is that our plan is a reactive plan which is interchangeable. Mr. Knott asked if a report from the Wellness Committee to the school committee would be helpful since there is a constant urgency around this topic. Mr. Harmon agreed. Mr. Waxman recommended that with SEL being so complex and integrated that he would be very curious to see the CASTLE framework. He believes this is something we could see a plan around. Mr. Zinni said this is a work in progress and staff have begun to go to workshops. Key staff who have had some training on this and who are having key conversations are: Dr. Gilson, Ms. Moy, Ms. Pearl, Mr. Alves, Ms. Kreuzer, Dr. Mobley and himself.

Mr. Knott said when the committee gets to goal setting next year that they would need to revise some language on the SEL goals so that they are clearer.

Discussion of FY 2024 Budget

Mr. Azer and Mr. Zinni presented information about the FY 2024 Budget to the committee. A copy of the presentation is attached to these minutes. Mr. Azer reminded everyone that this is a projection and it is the first look at where things might be. There will not be an approved budget until March. Mr. Azer and Mr. Zinni will meet with each of the town managers after the first of the year. Mr. Zinni said the ESSER II and ESSER III Grants are out there to be spent. These can be spent on capital types of projects. There is a little over \$500,000. Mr. Zinni suggested that when the Bond is paid off for the renovations, that the committee goes to the three towns again to ask about more funding for new roofs, and cooling systems for the classrooms.

Mr. Zinni explained the space issues at the high school are currently problematic. The library at the high school is very old and is a 19th century library instead of a 21st century media center. Mr. Zinni and his staff have worked with an architect to get some ideas on what a renovation project would look like. They estimate it would cost about \$500,000. Mr. Zinni explained to the committee what the new media center would look like. Six office spaces, two and half classrooms and then frame in the rest of the area for a 21st century media center to be used by all students. A diagram of this plan is attached to these minutes. This plan has been vetted by the finance subcommittee. Mr. Zinni recommended to the committee to move forward after the first of the year, and to go out for bid and get a contractor in for the summer so the library would be revitalized for the start of the next school year. Mr. Knott asked for clarification on the ESSER Funds and the deadlines around them. Mr. Azer said ESSER II funds would need to be spent by September 30, 2023 and ESSER III funds would need to be spent by September 30, 2024. Both of these funds may be used for this project for next summer and would fall within the timing of these fund deadlines. Mr. Knott said since this is a large expenditure there should be support from the school committee on this issue. Committee members agreed that this would be a good meaningful use of space.

Mr. Waxman asked the committee that since things have changed quite a bit due to the pandemic and we will have a change in leadership he would like to clarify the priorities for budgeting, how we can get input and flexibility for a new superintendent to be able to be nimble and effective starting from the

beginning. Mr. Lehan said this committee votes on one number for the schools budget. There is always flexibility within the budgetary line items. Mr. Waxman asked the finance committee to consider a process to investigate the priorities of committee members throughout this budgeting process and bring that to the finance committee meetings and to also to consider adding a significant \$100,000-\$250,000 budget line item, in addition to any flexible line items, to make an even more attractive position for a new superintendent to walk into.

Mr. Knott thanked Mr. Zinni for bringing the media center renovation project to the committee. Mr. Cates said since this plan is already in motion and unless we had unfavorable comments on it no vote would be needed to go forward with this plan. The committee agreed to move forward. No vote was taken.

REPORTS FROM SUBCOMMITTEES:

Mr. Knott said the Finance Subcommittee reviewed the FY 2024 Budget and discussed plans for renovating the library at the high school.

REPORTS FROM SCHOOL COMMITTEE MEMBERS:

-Norfolk School Committee Representative: Ms. Wynn said the MCAS data was reviewed and overall compared to the state they were above the state average however when compared themselves to themselves from 2021 a small recovery in science and math a decline in ELA “in particular writing scores were lower than last year in grades 3-8 in addition grades 3-5 showed sharper declines than grades 6-8 indicating challenges in early literacy”. Younger students got hit the hardest. They are working on an action plan to address these issues. The committee reviewed the superintendent goals. The superintendent is working very hard on recruitment for diversity and hard to fill positions such as special educators, cafeteria workers, gathering data in the school community on equity and looking at policies for equity, setting the district high leverage learning goals and action plans, getting surveys from the community, teachers and students to set high achieving learning goals. The committee is still working on completing the feasibility study for school enrollment. The incoming Kindergarten could possibly be around 9-10 classes next year for various reasons.

-Plainville School Committee Representative: Mr. Brennis said the new band director has expanded band to every grade level. Ms. Kristen Skellington the new principal of the Jackson School will be starting on January 3rd. Ms. RP reviewed the school improvement plan. There was a new policy subcommittee created.

-Wrentham School Committee Representative: No report.

LATE COMMUNICATIONS

None

REPORTS OF SPECIAL COMMITTEES

None

RECOMMENDATIONS OR QUESTIONS FROM INDIVIDUAL COMMITTEE MEMBERS

None

ADJOURNMENT:

- At 9:30pm, a Motion was made by Mr. Brenneis, seconded by Mr. Lehan, to adjourn. All in favor: Yes (8); No (0); Abstain (0). Motion carried: 8 -0-0.

Mr. Knott adjourned the meeting at 9:30 pm.

Respectfully submitted,

Mrs. Venessa Petit

Administrative Assistant to the School Committee

Documents presented on December 19, 2022:

Agenda

Bills/Warrants

December 19, 2022 Student Council Report

Overnight Field Trip Request-Paris France and Madrid Spain field trip February 2024

Overnight Field Trip Request-England and France field trip April 2024

High School Program of Studies New Course Proposals

Superintendent Search Committee Member Listing

Invitation to apply-Superintendent of School KPRSD

School Committee Goals

FY 2024 KP Budget

KP High School Media Center Renovation Map

**King Philip Regional School Committee
January 9, 2023 Minutes-Draft
King Philip Regional High School-Library
201 Franklin Street, Wrentham MA 02093**

OPENING OF MEETING:

Mr. Knott, Chair, opened the meeting at 7:34p.m.

RECORDING OF MEETING:

This meeting was recorded by Wrentham Cable 8

ROLL CALL OF COMMITTEE MEMBERS:

Members Present:

Norfolk:	Mr. Jim Lehan, Mr. Eric Harmon, Ms Jennifer Wynn
Plainville:	Mr. Greg Wehmeyer, Mr. Bruce Cates, Mr. Christopher Brenneis
Wrentham:	Mr. Trevor Knott, Mr. Marc Waxman

Members Absent:

Norfolk:	Present
Plainville:	Present
Wrentham:	Ms. Erin Greaney

DELEGATIONS AND VISITORS:

Mr. Zinni, Dr. Gilson, Mr. Azer, Ms. Snead, Ms. Lewis, Ms. Petit, Dr. Mobley, Mrs. DeLuca, Mr. Wolloff

PUBLIC COMMENT:

There was 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 December 5, 2022 Draft Minutes
- Payment of Bills/Warrants
- Communication - None

- **A Motion was made by Mr. Cates, seconded by Mr. Lehan, to approve the Consent Agenda, as presented, including the Minutes of December 5, 2022. All in favor: Yes (7); No (0); Abstain (1)-Mr Brenneis abstained from the bills and warrants. Motion carried 7-0-1.**

EXECUTIVE SESSION MINUTES:

None

NEW BUSINESS: (taken out of order)

Mr. Wolloff gave a brief overview of the overnight field trip for the King Philip Regional High School Jazz Ensemble to attend the Essentially Ellington Regional Festival in Greenwich, CT. March 24, 2023-March 25, 2023.

- **A Motion was made by Mr. Lehan, seconded by Mr. Harmon, to approve the King Philip Regional High School Jazz Ensemble overnight field trip request to the Essentially Ellington Regional Festival held in Greenwich, CT/New York March 24, 2023-March 25, 2023. All in favor: Yes (8); No (0); Abstain (0); Motion carried: 8-0-0.**

Ms. Sneed gave a brief overview of the overnight field trip for the Student Council to attend the Leadership Development and networking with other schools conference in Hyannis, MA March 8, 2023-March 10, 2023. There will also be a polar plunge at the beach in Craigville. These students will be helping to raise money for the Massachusetts Special Olympics which is one of the student councils fundraising causes. If any student has a financial concern they should see Ms. Sneed.

- **A Motion was made by Mr. Cates, seconded by Mr. Brenneis, to approve the Student Council overnight field trip request to the Leadership Development and Networking Conference in Hyannis, MA March 8, 2023-March 10, 2023. All in favor: Yes (8); No (0); Abstain (0); Motion carried: 8-0-0.**

Ms. DeLuca gave a brief overview of the overnight field trip for the King Philip Regional High School Ski Club to attend two days of skiing at Sunday River, Bethel, ME March 3, 2023-March 5, 2023.

- **A Motion was made by Mr. Lehan, seconded by Mr. Harmon, to approve the King Philip Regional High School Ski Club overnight field trip request to Sunday River, Bethel, ME March 3, 2023-March 5, 2023. All in favor: Yes (8); No (0); Abstain (0); Motion carried: 8-0-0.**

STUDENT COUNCIL REPORT:

The January 9, 2023 HS Student Council Report was read into the minutes by Ms. Addison Lewis.

REPORTS AND RECOMMENDATIONS OF THE SUPERINTENDENT:

District Update:

Mr. Zinni informed the committee that the mid-year learning opportunities projects will be coming up using ALE's (Applied Learning Environment). Mr. Zinni thanked Dr. Mobley and her team for putting the ALE's together.

Mr. Zinni reported that DECA had a great week at the regionals in Mansfield. Forty-eight projects qualified for states. King Philip had more students qualify to make states than any other community. Mr. Zinni wished Mr. Dow and the DECA team well.

AP Exam Data:

Mr. Zinni and Dr. Mobley gave a presentation on the KPHS Advanced Placement Report. This report is another piece of data on how students are doing academically. A copy of this presentation is attached to these minutes.

Mr. Knott asked for clarification of the 84% of students. Mr. Zinni said by the time they have completed four years, 84% of the class of 2022 have taken one advanced level course.

Mr. Zinni informed the committee that when we talk about "3" or better. When we challenge students who would not traditionally take an AP course, and encourage them to take that AP class anyway and to take the exam, it's not surprising that some of those students may score a "1" or "2" because these students in another district wouldn't have been encouraged to take the class, but we challenge them. We are more concerned about challenging all of our students to be the best thinkers possible and to push beyond what they know they may be able to do than worrying about our averages in comparison to others. Dr. Mobley has broken down each one of the four courses in great detail and shows how we did in the state, nationally and internationally.

Mr. Zinni noted that the number of different AP classes, exams our students can take in all disciplines is high. This is not the case throughout all school districts in Massachusetts.

Mr. Knott applauded Dr. Mobley for looking at this data across years and seeing trends. Dr. Mobley explained that once a teacher attends the AP Institute, they come back with new curriculum, material and approaches.

Dr. Mobley said there will be two town hall meetings to help educate our families about curriculum. January 16, 2023 and February 7, 2023.

Lastly, Mr. Zinni pointed out that there is an incredible commitment of our teachers in order to get specially credentialed to teach an AP class and for our students to take an AP exam.

UNFINISHED BUSINESS

None

NEW BUSINESS

Career Advisor Job Description

Mr. Knott informed the committee that the Career Advisor Job Description will be postponed to the next meeting.

Athletic Department Donation

Mr. Knott read a letter to the committee dated 12/21/22 on behalf of the Holmes Family Donor Advised Fund within the Raymond James Charitable Endowment Fund. This donation was in the amount of \$25,000. The purpose of this donation is to be used in the Athletic Department at King Philip Regional High School.

Mr. Knott said the committee is very thankful for this generous donation and the school committee will send a letter of thanks and appreciation to the Holmes Family.

Mr. Zinni said the Holmes family owned business is also our transportation provider who has consistently worked very collaboratively with the school district and has provided high quality service for our students. We are incredibly fortunate for their generous donation and thanked the Holmes Family. Mr Zinni reminded the committee that procedurally, a donation of this size will need approval by the school committee.

Mr. Cates additionally asked what fund exactly this donation would go to. Mr. Zinni said the conversations with the Holmes Family said that they would like it used in a way to see it benefit the most students and so there are a few projects that are currently being looked at and we are getting pricing on projects. This possibly could be a new scoreboard. Once we know which project makes the most sense we will let the committee and the Holmes Family know. Mr. Cates added he was so grateful for this generous donation. Mr. Knott also echoed his gratitude to the family for this donation.

- **A Motion was made by Mr. Harmon, seconded by Mr. Lehan, to approve the donation of \$25,000 on behalf of the Holmes Family Donor Advised Fund to be used in the Athletic Department at King Philip Regional High School. All in favor: Yes (8); No (0); Abstain (0); Motion carried: 8-0-0.**

Collective Bargaining Agreements

Mr. Zinni reminded the committee that all bargaining units are on a three year cycle. One to two contracts are done each year. This year the committee is scheduled to negotiate a collective bargaining agreement with Unit B, which is the custodians and facilities workers. There is a subcommittee that would negotiate with the custodians and the facilities workers and they would like to set up a negotiation session.

Additionally, Unit A, is the teacher unit. Currently, Unit A is in year two of a three year contract. They have also submitted a letter to the committee requesting that you considering sitting down with them to look at extending their contract two more years.

Mr. Zinni reminded the school committee that the members of the collecting bargaining committee are: Mr. Wehmeyer, Mr. Harmon, and Mr. Knott. This subcommittee would negotiate with both Unit A and Unit B.

Mr. Knott said in lieu of the fact that Mr. Zinni will be retiring in June, and recognizing the strength of the committee and Mr. Zinni's leadership in negotiating our collective bargaining agreements have been very successful in the past four years. These factors combined make it favorable for him to take up the offer from Unit A.

- **A Motion was made by Mr. Harmon, seconded by Mr. Wehmeyer, in favor of entering exploratory conversations with Unit A on pursuing now rather than a year from now further**

contract negotiations. All in favor: Yes (7); No (0); Abstain (1-Mr Brenneis); Motion carried: 7-0-1.

- A Motion was made by Mr. Harmon, seconded by Mr. Wehmeyer, to enter into negotiations with Unit B for a successor contract. All in favor: Yes (8); No (0); Abstain (0); Motion carried: 8-0-0.

Substitute Pay Rates

Mr. Zinni and Mr. Azer gave the committee a proposal for substitute teacher pay rates. A copy of the proposal is attached to these minutes.

- A Motion was made by Mr. Lchan, seconded by Mr. Waxman, to approve substitute pay rates as listed below: All in favor: Yes (8); No (0); Abstain (0); Motion carried: 8-0-0.

Based on the recent increase in state's minimum wage to \$15 per hour, and in response to a comparison with other school districts around the state, we recommended the following increases to the district's substitute pay rates, effective January 3, 2023.

<u>Description</u>	<u>Current</u>	<u>Proposed</u>
Day-to-Day Teacher Sub	\$95	\$105
Permanent Teacher Sub	\$120	\$130 (1 st year) \$135 (2 nd year) \$140 (3 rd year)
Nurse Sub	\$120	\$175

REPORTS FROM SUBCOMMITTEES

None

REPORTS FROM SCHOOL COMMITTEE MEMBERS

-Norfolk School Committee Representative: Ms. Wynn- nothing to report since her last report.

-Plainville School Committee Representative: Mr. Brenneis-reported four students attended the school committee meeting so members could learn all about "Student Spotlight. Ms. Skeffington, from the Jackson School was introduced to the committee. A presentation by a reading specialist was given. A few updates were made to the school calendar. Minimum wage updates were voted in. The Preliminary FY 2024 budget was reviewed.

-Wrentham School Committee Representative: Ms. Greaney-no report

LATE COMMUNICATIONS

None

REPORTS OF SPECIAL COMMITTEE

Superintendent Search Committee Update

Mr. Lehan, the co- chair of the superintendent search committee, reported the committee held its first working meeting on Thursday January 5, 2023. All but one member was present. The meeting focused on four objectives:

1. Define boundaries, public vs. private information, public meeting laws vs executive session, candidate confidentiality, conduct of committee members
2. Role of the search committee
3. Define the selection criteria
4. Define the qualification of the candidates

The next meeting is scheduled for January 19, 2023. This meeting will focus on the following:

1. Determine the first-round interview questions
2. Gain consensus on how interviews are to be conducted
3. Gain consensus on how to evaluate candidate resumes
4. Gain consensus on how to rank the candidates to bring forward for interviews

Resumes will be made available electronically for the committee on January 20, 2023 at 5:00pm. The search committee will meet again on January 26, 2023 to identify the candidates to be interviewed. Interviews will be conducted the week of January 30 2023. All candidates will remain confidential until the finalists are identified at which time they will be public. Initial interviews will be held in executive session because candidates at that time are confidential. Finalists will be held in front of the full school committee and will be made public.

This committee had a couple of open issues and wanted input from the full school committee..

1. How many finalists does the school committee want the search committee to bring forward?
2. Focus groups need to be identified for the finalists to visit with. We want to be sure to present a very professional atmosphere for the candidates.

Mr. Cates asked the school committee what their expectations are on the number of candidates to be brought to the full committee. Mr. Lehan said traditionally there have been three to five candidates in prior years. The consensus of the committee was to bring three to five candidates.

Mr. Lehan would like the full committee to give some thought on how to put focus groups together. Mr. Knott asked the search committee when the full school committee would see the list of criteria on what the search committee is looking for. Mr. Waxman said the next meeting will be the interview questions and this will frame what the committee feels is important. The list of characteristics and competencies are going to get translated into questions and this will show what we are prioritizing. This will be a consensus process. The group has a wide range of perspectives and a long list of what we are looking for. Mr. Lehan said the superintendent search is a very diverse group. Mr. Knott thanked the search committee for all the work this group has done and is about to do over the next four weeks.

RECOMMENDATIONS OR QUESTIONS FROM INDIVIDUAL COMMITTEE MEMBERS

Mr. Knott informed the committee that he will not be able to attend the January 23, 2023 meeting. Mr. Cates will chair this meeting.

ADJOURNMENT:

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

Mr. Knott adjourned the meeting at 8:45pm.

Respectfully submitted,

Mrs. Venessa Petit

Administrative Assistant to the School Committee

Documents presented on January 9, 2023:

Agenda

December 5, 2022 draft minutes

Bills/Warrants

Student Council Report 1/9/23

Overnight Field Trip Request- KPRHS Jazz Ensemble

Overnight Field Trip Request-Student Council Leadership Conference

Overnight Field Trip Request-KPHS Ski Club

KPHS Advanced Placement Report

Substitute Pay Rates

King Philip High School

School Committee Report

Submitted by Addison Lewis

January 23, 2023

School Wide

Mid Term Assessments in the form of Alternative Learning Experiences were held at the high school from January 17 through the 20th.

Sports

Check Arbitr Live for updates on our winter sports teams!

Fine and Performing Arts

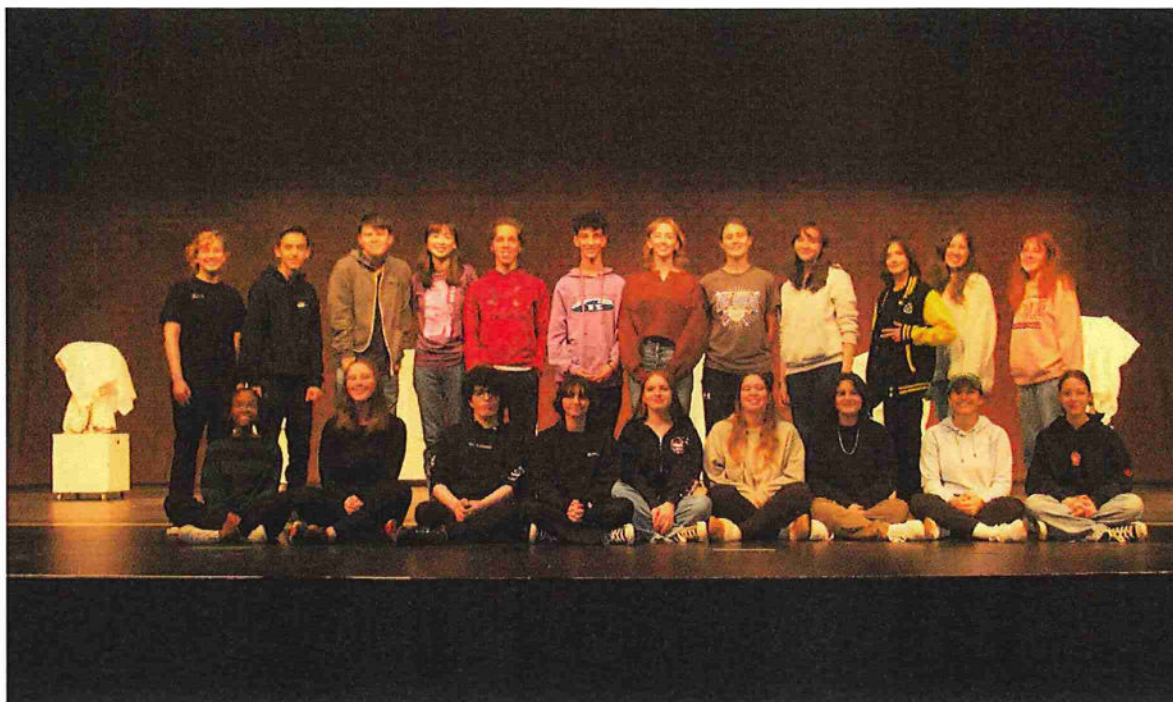
Drama

Auditions for Chicago took place prior to ALEs and cast members were selected and rehearsals began.

GAPS

GAPS and the Technical Theatre course students have been busy providing tech support to a variety of events since the beginning of the new calendar year. In addition to installing and bringing on-line new tech equipment in the Grady Theater and the MS Auditorium, GAPS students Charlotte Griffin and Brady Collins continue to provide audio tech support for the bi-weekly School Committee meetings in the High School library. Both Charlotte and Brady also worked on the special Norfolk Town Meeting on Jan. 11th along with GAPS technical trainees Kassia Beck, Thomas Laight, and Samantha Hughey. GAPS trainees Samantha Hughey, Bridget Nally, and Erika Cebrowski were also introduced to the set-ups and operations for the annual January chamber music concerts produced by the Music Department's Mr. Peter Tileston on January 18th & 19th in the Grady Theater.

Finally, twenty-six students, many of the GAPS members, signed up as technical crew members for the Drama Spring musical, Chicago, joining a cast of thirty cast members. While both Mrs. Taddeo-DeCoste and Mr. Alling will have posted the cast and crew list both on the Drama Google Classroom page, Mr. Ferriera has attached a copy for the benefit of the members of the School Committee.



Clubs

Peer Mentoring

On January 11th the Peer Mentor program participated in their first ever Escape Room, "Escape the School." Mentors and Mentees completed a number of challenges in order to get information they needed to unlock the code to escape. The good news: all students escaped the school in time!

GSA

The GSA held a successful holiday fundraiser before the winter break. They sold hand-crafted jewelry and buttons in the cafeteria. During their Wednesday meeting on January 11, they enjoyed a fun series of LGBTQ kahoot! Games. On February 7, they will attend the next Southeast Regional GSA meeting which will be held at Bridgewater-Raynham Regional High School.

SADD

Members of SADD club watched the impaired driving AAA video and filled out the survey at the January meeting. SADD encourages all students to watch the video and fill out the survey.

Newspaper-KP Times

Our newspaper link is now on the school's website, and we're planning on adding a suggestion link so that people can submit what they would like to read from the newspaper.

KP Cares

Kp Cares partnered with Stuco and transformed the school into a winter wonderland on January 18th. They will partner with People of Prosperity and History NHS to coordinate Black History month events. On January 23rd they created kindness cards to hang up around the school.

Student Council

The Student Council is currently working hard on their book of excellence to be submitted to the Massachusetts chapter of student councils. They have also started raising money for the Special Olympics polar plunge that is held in March at the annual MASC conference. Members of STuco will attend the SEMAC Winter conference on February 2nd. Additionally members are currently creating gift baskets for cancer patients who are receiving chemo and will bring them to SEMASC. Stuco is holding a MLK Food drive from January 23rd through the 31st.

Follow the following social media accounts--@kpcares, @kpstuco, @kphighschool, @kphsathletics and Arbiter Live for sports schedules.

King Philip Regional Drama Club Presents
CHICAGO
Cast List

The Directing Team would like to thank each of you for auditioning for this production. Each of you have made the process unique and exciting! If you find your name listed below, please know that the fun and hard work has just begun!

There are a few things you will be expected to do right away:

1. Please email Mrs. T-D taddeom@kingphilip.org by 6pm Saturday January 14th if you accept or decline your role(s) & why.
2. Please review the Weekly Call for the first week of rehearsal IT HAS BEEN UPDATED!
3. Please review the Welcome packet to be ready for first rehearsal: will include a list of items to have available.

Cast list is alphabetical by student last name

All cast members are included in the ENSEMBLE as well as the role(s) assigned below, meaning that you can be any scene!

Bekele, Helena	Off stage vocals
Brenneis, Lilianna.....	Master of Ceremonies, Martin Harrison
Curley, Anna.....	Katalin "Hunyak"
Chapin, Ash.....	Sgt Fogarty
Chisholm, Jack.....	Billy Flynn
Coffin, Mikayla.....	Calvin the Clerk
Derfler-Murphy, Aedan.....	Reporter, Windy City Songbird,
Dickinson, Kyle.....	Judge, Doctor, Aaron
Eykel, Hailey.....	Lulu Cell Girl
Evans, Camdyn.....	Roxie Hart
Gorman, Jaime.....	Mary Sunshine
Hamilton, Bastion.....	Velma
Hedberg, Sarah.....	Reporter, Windy City Songbird
Hollowell, Grace.....	Reporter, Windy City Songbird
Hoyt, Abby.....	Kitty Doyle
Isreb, Chad.....	Fred Casey/ Harry
Johnson, Kat.....	Mama
Lolos, Isabella.....	Dee, Harry's New Girl
Precobb, Kat.....	Kit Kat Cell Girl, Sally Stenographer
Quinn, Mary.....	Reporter, Windy City Songbird
Redlitz, Dani.....	Mable Cell Girl
Redlitz, Ember.....	Liz Cell Girl
Stanford, Mason.....	Amos Hart
Sawyer, Caroline.....	June Cell Girl
Shapiro, Maya.....	Reporter, Windy City Songbird
Shipala, Addison.....	Mikaela Cell Girl, Police Officer
Thoren, Abby.....	Annie Cell Girl
Tristao, Victoria.....	Tamia Cell Girl, Shackles
Zimmerman, Julia.....	Mona Cell Girl

Together, as a team, we will be sure to "razzle dazzle" the audience and tell this legendary story!

King Philip Regional Drama Club Presents
CHICAGO
Production Crew

The Directing Team would like to thank each of you for applying for this production. If you find your name listed below, please know that the fun and hard work has just begun!

There are a few things you will be expected to do right away:

1. Please email Mrs. T-D taddeom@kingphilip.org by 6pm Saturday January 14th if you accept or decline your role(s) & why.
2. Please note that our first session is not until 3/3/23 at 5:30pm in Stage Craft. Please watch the Weekly Calls posted in Google Classroom – Chicago to find out what we are working on each week as well as the workshops

Production Crew List is alphabetical by student last name

All crew members are included each Crew Call as well as Run Crew for the show. Department Leaders and Run Crew positions will be assigned March 15th.

Baker, Samantha
Butler, Ari
Cebrowskie, Erika
Collins, Brady
Comeau, Gillian
Derfler-Murphy, Teaghan
Dubovsky, Lilly
Eykel, Hailey
Griffin, Charlotte
Haltom, Jack
Hessler, Meghan
Hughey, Sammy
Iantosca, Nyx
Keefe, Brenny
LaPlante, Caitlin
Malagrifa, Parker
Mandel, Nick
Marchette, Olivia
Mick, Celia
Mohamed, Sophia
Moten, Serenity
Nally, Bridgett
Perchard, Jacson
Simone, Liam
Tharrett, Molly
Zimmerman, Julia

Together, as a team, we will be sure to "razzle dazzle" the audience and tell this legendary story!

King Philip Regional School District

Title: Career Coordinator

Qualifications:

- Valid Massachusetts Department of Elementary and Secondary Education Educator Licensure
- Master's Degree
- Evidence of successful career in school counseling or career advisement
- Strong knowledge base of current research about career exploration
- Effective computer skills
- Ability to form strong community partnerships
- Strong organizational skills and strong written and verbal communication skills
- Excellent presentations and facilitation skills
- Experience collaborating with post-secondary institutions, training programs, and local businesses

Reports to: Director of Guidance and Building Principal

Job Goal: The career advisor will provide direct support and instruction to students specific to post-secondary career planning, community or technical college opportunities, and collaborate with school counseling staff, classroom teachers, and administration to deliver curriculum, oversee internships and facilitate activities, including but not limited to career fairs, job shadow days. The career advisor will serve as a liaison between King Philip Regional High School and local community colleges, employment unions, and local businesses. The career advisor will also work closely with underrepresented populations and students needing credit recovery.

Performance Responsibilities:

Work with school counselors, administrators, and teaching staff to develop and implement a career readiness and career exploration curriculum.

Develop, plan and coordinate career initiatives such as a Career Fair, Job Shadow Day, Career Speakers, and other Career Readiness initiatives.

Work with the school counselors to implement MyCAP

Maintain relationships with community businesses, employment unions, community colleges, and technical programs.

Plan and coordinate college and career field trips

Attend school counselor department meetings

Facilitate the internship program

Coordinate the peer tutoring program

Provide community service opportunities

Support counselors with dual enrollment opportunities

Assist students with job placement & application assistance

Assist students with resume writing

Assist students with interview skills

Coordinate the Work-Study Program

Perform any other duties as assigned by the high school principal



KING PHILIP REGIONAL SCHOOL DISTRICT

18 KING STREET, NORFOLK, MA 02056

PHONE: (508) 520-7991 FAX: (508) 520-2044

DATE: JANUARY 18, 2023

TO: PAUL ZINNI, SUPERINTENDENT OF SCHOOLS
KING PHILIP REGIONAL SCHOOL COMMITTEE

FROM: LARRY AZER, DIRECTOR OF FINANCE & OPERATIONS

RE: FY 2024 BUDGET CALENDAR

The District was recently notified that the Town of Norfolk has rescheduled its annual Town Meeting from May 9th to May 17th. This change now allows the District to reschedule its FY 2024 budget adoption from March 6th to March 20th while still complying with the 45-day requirement for adopting a regional school budget.

Attached is a revised FY 2024 budget calendar reflecting these two changes, as well as a rescheduling of a Finance Subcommittee meeting from March 1st to March 13th that better aligns with the new schedule.

Please let us know if you have any questions on this matter. Thank you for your time.

King Philip Budget Calendar FY 2024 rev 1-18-23

Day / Date	Description	Comments	Type
Mon 8/1/2022	School Committee Meeting		SC
Mon 9/5/2022	Labor Day		HOL
Tue 9/6/2022	School Committee Meeting		SC
Mon 9/19/2022	School Committee Meeting		SC
Mon 10/3/2022	School Committee Meeting		SC
Mon 10/10/2022	Columbus Day		HOL
Oct 2022	Review current staffing levels		BUD
Mon 10/17/2022	School Committee Meeting		SC
Oct - Nov 2022	Department budgets prepared		BUD
Mon 11/7/2022	School Committee Meeting		SC
Nov 2022	Enrollment & Revenue projections		BUD
Fri 11/11/2022	Veterans Day		HOL
Mon 11/14/2022	Finance Subcommittee Meeting	Review final FY 2022 financials	FSC
Mon 11/21/2022	School Committee Meeting	Review final FY 2022 financials	SC
Thu 11/24/2022	Thanksgiving		HOL
Mon 11/28/2022	Department budget requests due		BUD
Dec 2022	Review of department budget requests		BUD
Mon 12/5/2022	School Committee Meeting		SC
Mon 12/12/2022	Finance Subcommittee Meeting	Review enrollment & revenue projections	FSC
Mon 12/19/2022	School Committee Meeting	Review enrollment & revenue projections	SC
12/23/22 - 1/2/23	Winter Vacation		HOL
Mon 1/9/2023	School Committee Meeting		SC
Mon 1/16/2023	Martin Luther King, Jr. Day		HOL
Mon 1/23/2023	School Committee Meeting		SC
Mon 1/30/2023	Finance Subcommittee Meeting	Review draft of public budget hearing	FSC
Mon 2/6/2023	School Committee Meeting - Public Budget Hearing	First regular SC meeting in February	SC
Feb 2023	Follow-up meetings with departments		BUD
2/20/23 - 2/24/23	February Vacation		HOL
Mon 2/27/2023	School Committee Meeting		SC
Thu 3/2/2023	Governor's budget released	New governor gets an extra 4 weeks	BUD
Mon 3/6/2023	School Committee Meeting		SC
*** Mon 3/13/2023	Finance Subcommittee Meeting	Review draft of final budget adoption	FSC
*** Mon 3/20/2023	School Committee Meeting - Adopt Final Budget	No later than April 1st	SC
Mon 3/27/2023	Final date for budget certification by Treasurer	Up to 7 days after budget adoption by SC	BUD
Mon 3/27/2023	Finance Subcommittee Meeting	(if necessary)	FSC
Apr 2023	House budget released		BUD
Mon 4/3/2023	School Committee Meeting		SC
Fri 4/7/2023	Good Friday		HOL
Mon 4/10/2023	Finance Subcommittee Meeting	(if necessary)	FSC
4/17/23 - 4/21/23	April Vacation		HOL

King Philip Budget Calendar FY 2024 rev 1-18-23

Day / Date	Description	Comments	Type
Mon 4/24/2023	School Committee Meeting		SC
Mon 5/1/2023	Finance Subcommittee Meeting	(if necessary)	FSC
May 2023	Senate budget released		BUD
Mon 5/8/2023	School Committee Meeting		SC
*** Wed 5/17/2023	Norfolk Town Meeting	Second Tuesday in May (rescheduled)	ATM
Mon 5/22/2023	School Committee Meeting		SC
Mon 5/29/2023	Memorial Day		HOL
Wed 5/31/2023	Finance Subcommittee Meeting (WEDNESDAY)	(if necessary)	FSC
Jun 2023	Conference Committee resolves budget variances		BUD
Mon 6/5/2023	School Committee Meeting		SC
Mon 6/5/2023	Plainville Town Meeting	First Monday in June	ATM
Mon 6/5/2023	Wrentham Town Meeting	First Monday in June	ATM
Mon 6/12/2023	Finance Subcommittee Meeting	(if necessary)	FSC
Jun 2023	Distribute adopted budgets to departments	After completion of town meetings	BUD
Mon 6/19/2023	Juneteenth		HOL
Mon 6/26/2023	School Committee Meeting		SC
by 7/1/2023	State budget adopted		BUD

SCHOOL COMMITTEE MEETING
 KP High School Library - 7:00 PM

FINANCE SUBCOMMITTEE MEETING
 Superintendent's Office (KPMS 302) - 7:00 PM

ANNUAL TOWN MEETING

HOLIDAYS / VACATIONS

BUDGET PROCESS