

KING PHILIP REGIONAL SCHOOL COMMITTEE
MONDAY, JANUARY 9, 2023 -AGENDA – 7:30PM
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 5, 2022
- 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

- District Update **I.O.**
- AP Exam data: Dr. Mobley **I.O.**

8. UNFINISHED BUSINESS:

9. NEW BUSINESS:

- Career Advisor Job Description **A.R.**
- KPHS Ski Club Overnight Field Trip Request **A.R.**
- KPHS Jazz Ensemble Overnight Field Trip Request **A.R.**
- KPHS Leadership Development and Networking Overnight Field Trip Request **A.R.**
- Athletic Department Donation **A.R.**
- Unit A Collective Bargaining Agreement **A.R.**
- Unit B Successor Collective Bargaining Agreement **A.R.**
- Substitute Pay Rates **A.R.**

10. REPORTS FROM SUBCOMMITTEES:

11. REPORTS FROM SCHOOL COMMITTEE MEMBERS:

- Norfolk School Committee Representative: Ms. Wynn I.O.
- Plainville School Committee Representative: Mr. Brenneis I.O.
- Wrentham School Committee Representative: Ms. Greaney 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 5, 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 7:00pm.

RECORDING OF MEETING:

This meeting was recorded by Wrentham Cable 8 and North Cable TV

ROLL CALL OF COMMITTEE MEMBERS:

Members Present:

Norfolk:	Mr. Jim Lchan, Mr. Eric Harmon
Plainville:	Mr. Greg Wehmeyer, Mr. Bruce Cates
Wrentham:	Mr. Trevor Knott, Ms. Erin Greaney, Mr. Marc Waxman

Members Absent:

Norfolk:	Ms. Jennifer Wynn
Plainville:	Mr. Christopher Brennis
Wrentham:	Present

DELEGATIONS AND VISITORS:

Mr. Zinni, Dr. Gilson, Mr. Azer, Ms. Sncad, Ms. Lewis, Ms. Petit, Mr. O'Connor, Mr. Encarnacion-Rivera, Mr. Woloff

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 November 21, 2022 Draft Minutes
- Payment of Bills/Warrants
- Communication - None

- **A Motion was made by Mr. Lchan, seconded by Mr. Harmon, to approve the Consent Agenda, as presented, including the draft Minutes of November 21, 2022. All in favor: Yes (7);No (0); Abstain (0). Motion carried: 7-0-0.**

STUDENT COUNCIL REPORT:

The HIS Student Council Report was read into the minutes by Ms. Addison Lewis.

REPORTS AND RECOMMENDATIONS OF THE SUPERINTENDENT:

Model UN Conference, Overnight Field Trip Request (taken out of order)

Mr. O'Connor, High School English Teacher, came before the committee for approval of the Model UN Conference, Overnight Field Trip to be held March 3, 2023-March 5, 2023 at Tufts University in Medford, MA. This is a simulation based program in which students are tasked with taking on actual roles in the United Nations representing countries, different positions on different committees. This club meets weekly to discuss ongoing international issues and also attend multiple conferences per year hosted by area high schools and universities. The anticipation is that between 10-20 students will be attending. Depending on the number of students attending, in the past the school van, parent drivers, and bus have been used for transportation. What transportation option that makes the most sense will be used. A hotel within a mile or so of the conference will be chosen once the number of students is completed. Chaperones will consist of Mr. O'Connor and he anticipates one female teacher. If numbers get too large he will ask for more chaperones. The estimated cost right now would be \$200-\$300 per student.

Mr. Zinni mentioned that Mr. O'Connor has been doing this event for a long time and thanked him for bringing it back to the district. Mr. Zinni reminded everyone that there is always support and assistance available for those that cannot afford a trip like this. Overnight trips do need the approval of the school committee.

- **A Motion was made by Mr. Harmon, seconded by Mr. Lehan, to approve the Overnight Field Trip Request to the Model UN Conference at Tufts University Medford, MA March 3, 2023-March 5, 2023. All in favor: Yes (7); No (0); Abstain (0). Motion carried: 7-0-0.**

FY 2023 Winter Music Fees (taken out of order)

Mr. Wolloff discussed the proposal of fees for the FY 2023 winter music programs with the committee. Mr. Wolloff said the color guard fees stayed the same. He does not anticipate inflation of gas prices and truck prices. Last year people suggested bringing the cost of this down.

Jazz ensemble has gone up. The hope is to bring the group to a Ellington Satellite festival in Connecticut. The fee for the Jazz ensemble went up a little bit. The hope is to turn this into an overnight trip. Possibly also see a show in New York as well. Percussion is going to be a tech group to work on skills to work on next year's marching program in the fall. There will be no competition this year. Mr. Wolloff clarified that the Jazz ensemble fee of \$340 includes the trip. The trip will be proposed at a later school committee meeting. Mr. Cates questioned the \$7,000 for transportation for the jazz ensemble. Mr. Wolloff clarified that this would be a charter bus to CT. For this distance and overnight this would be similar to what we do with the marching band. Mr. Zinni again reminded everyone that there is always support available who need the extra financial support. Mr. Lehan congratulated Mr. Wolloff on all the great work the Music Department has done. A copy of the FY 2023 Winter Music Fees are attached to these minutes.

- **A Motion was made by Mr. Harmon, seconded by Mr. Cates, to approve the FY 2023 Winter Music Fees. All in favor: Yes (7); No (0); Abstain (0). Motion carried: 7-0-0.**

Introduction to DEI Director Mr. Caleb Encarnacion-Rivera (taken out of order)

Mr. Zinni introduced Mr. Caleb Encarnacion-Rivera, the new DEI Director, to the committee. Mr. Encarnacion-Rivera started working in the district at the beginning of October and his salary is paid for through the social emotional grant that is shared with the three elementary districts. Mr. Encarnacion-Rivera presented the DEI Plan for 2022-2023 to the committee. A copy of his presentation is attached to these minutes.

Mr. Encarnacion-Rivera said all of the goals are centered around identity and identity work. He would also like to begin to build the culture of ownership here at King Philip and recognize that it is “us as a collective community, learning about who we are, our different identities and embracing those aspects of ourselves so we can become a more equitable and inclusive community.”

Mr. Zinni said with Mr. Encarnacion-Rivera’s expertise in working with the colleges, we will be able to offer an Ethnic Studies Course to King Philip students, after school, free of charge and they will be able to earn credits through Worcester State.

Mr. Harmon asked Mr. Encarnacion-Rivera how are we going to reach out to all the students? Mr. Encarnacion-Rivera said this work will not happen overnight. It will take approximately a six to ten year plan in regards to seeing the systemic results we want to see. Mr. Waxman asked Mr. Encarnacion-Rivera to think about helping the school committee to help him build out the vision of this work. Mr. Zinni and other members of the committee thanked Mr. Encarnacion-Rivera for his presentation.

District update:

Mr. Zinni shared that Ms. Libby Lewis, was voted by the Wrentham Select Board as their volunteer of the year. Congratulations to Ms. Lewis. Additionally, Mr. Matt Kelley, who is a senior, and his sister are responsible for the hotline information on the student identifications. Mr. Kelley was honored with the Hailley Cramer “Do Onto Others Peer Leadership Award” Congratulations to Mr. Kelley.

Mr. Zinni heard from the three select boards which sent out letters to two of our teams that made it to the finals: Volleyball team and the Football team. Mr. Zinni read both letters signed by the three select boards. Mr. Zinni thanked the select boards for their support. Copies of these letters are attached to these minutes.

Letter of Commendation

Mr. Zinni read a letter of commendation to Ms. Tara Fein for her quick thinking and in response to a bathroom trash can fire on November 17, 2022. A copy of this letter is attached to these minutes.

UNFINISHED BUSINESS:

There was none.

NEW BUSINESS:

Creation of a Superintendent Search Committee-

Mr. Knott gave an overview of the process of the superintendent search committee. 'This committee is composed of multiple members of the school committee, administration, parents, and students. This committee will also work in connection with a third party group which will help recruit candidates. This search committee will do the work around interviewing those candidates and finding potential new superintendents to take a closer look at. Once this is narrowed down to a few candidates the full King Philip School Committee will be involved in the final round of interviews and the selection process and make an offer to the top candidate.

Mr. Zinni said there are not only a huge number of candidates out there and the process takes time but that he will do his best to remind the committee of the timelines involved. Mr. Zinni said there are two prominent organizations. Mr. Zinni recommended to the committee to use one of these organizations because they have the capacity to advertise the position in a much more global way.

Mr. Azer gave committee members a timeline of the search process and a list of what the search committee should consist of. Mr. Azer suggested that the search committee be formed tonight. Mr. Azer would like to see the position advertised as soon as possible and start to develop selection criteria. Mr. Azer recommended that the school committee give the search committee a number of finalists they would like to see.

Mr. Zinni said that before the first of the year, you will get a search company that will get a packet together and put that out to the general population, advertising the position and asking for a series of documents that you want the applicants to put forth. (application, resume, letters of recommendation, transcripts, licensure). Simultaneously the search committee will be developed and will determine what characteristics, qualities, experiences you are looking for in a candidate. The agency will make sure the packets are sent to the initial committee and will go through them and set up a larger set of interviews. The search committee's responsibility will end at that point. From that committee they will make a recommendation of 3-5 candidates to move forward. When the candidates move forward, there is another level of screening that can be done. There can be a site visit, so representatives can meet the staff currently working with the candidate. Then also invite the candidates to come in and meet with focus groups at King Philip. Once that is completed, you bring the final candidates in front of the whole school committee. From there, the final decision is made and one candidate is offered the position. The timeline is very aggressive.

Mr. Waxman commented that the top candidates are going to pick where they are going next year by late winter. He asked what the available budget was for the two consultants. It is also important that the committee look at both consultants and others and look at what they have to offer for the whole search.

Mr. Azer distributed a recommended list of what the makeup of the search committee should consist of. Mr. Zinni recommended Mr. Larry Azer, Finance Director and Ms. Lisa Moy, Student Services Director for representatives from the district administration.

Mr. Azer informed the committee that MASC pricing is \$10,500 and can do everything from developing the job description, brochures and advertising. They also have a huge database of candidates that they push out the job posting to, initial reference checks, screen candidates, help schedule interviews, help organize site visits. This company will work with the needs of the search committee.

We also have our internal HR staff that can assist with this position. MASC is the same group the committee used five years ago.

The next company Mr. Azer gave pricing on was NESDC with price ranges from \$12,000-\$20,000 which does a lot of executive searches but they are not the school or superintendent organizations. This company would do a lot of itemize things and send additional bills for this.

Mr. Waxman informed the committee that investing in the superintendent search seems like a good idea and what is best aligned for our needs. Mr. Lehan reminded the committee that either search company would be pulling from the same pool of candidates either way. When Mr. Zinni receives solicitations, 85-90% come from either one of these two companies.

- **A Motion was made by Mr. Harmon, seconded by Mr. Wehmeyer, to approve Mr. Lehan, Mr. Cates, and Mr. Waxman as the school committee search committee members. All in favor: Yes (7); No (0); Abstain (0); Motion carried: 7-0-0.**

Mr. Knott suggested finalizing the framework of the names for the search committee. This would consist of the two principals from the middle and high school, Mr. Larry Azer, Ms. Lisa Moy from district office, two teachers (KPTA to recommend, one from each school), two parents and one student (which the principals will go back to their school improvement councils and active parents and see if anyone can make the time commitment).

- **A Motion was made by Mr. Knott, seconded by Mr. Cates, to approve Mr. Lehan and Mr. Azer to co-chair the superintendent search committee. All in favor: Yes (7); No (0); Abstain (0); Motion carried: 7-0-0.**
- **A Motion was made by Mr. Waxman, seconded by Mr. Harmon, to approve the search committee framework for the co-chairs to go forth and lead the formation of. All in favor: Yes (7); No (0); Abstain (0); Motion carried: 7-0-0.**
- **A Motion was made by Mr. Waxman, seconded by Mr. Harmon, to approve hiring MASC, as the consulting agency to work with in regards to the superintendent search. All in favor: Yes (7); No (0); Abstain (0); Motion carried: 7-0-0.**

FY2022 Financial Recap

Mr. Zinni said the budget process is a fifteen month process. Department head meetings are scheduled for this week to prepare the budget that will be voted on in March (FY 2024). This presentation tonight is the budget that ended on June 30, 2022. Mr. Azer's presentation is attached to these minutes.

School Committee Goals-Status Update-

Mr. Knott said that he would like to stay committed to this and look at these goals. December, March and June would be good months to do this exercise. Mr. Zinni reminded members to go to the website and take a look at the goals that were voted on and to actively do something at the next meeting. Ms. Petit to recirculate the school committee goals to committee members.

Policy Review (1st Reading)

Mr. Zinni informed the committee that these were very small policy changes that referred to the new Massachusetts Laws. Mr. Harmon said everything is referring to the new Massachusetts law. Nothing really changes the policies themselves. Instead of Non Discrimination including Harassment, it now is Non Discrimination including Harassment and Retaliation. No one can discriminate regarding traits historically associated with race, including but not limited to hair texture, hair type, hair length and protected hairstyle. We cannot do anything about it because it is the law.

Policy File JIC: Student Discipline

Policy File JICA: Student Dress

Policy File AC: Non Discrimination including Harassment and Retaliation

Policy File GBA: Equal Employment Opportunity

Policy File GCF: Professional Staff Hiring

Policy File JB: Equal Educational Opportunities

Policy File JFBB: School Choice

Policy File DB: Regional School District Annual Budget

Policy File DB-R: Regional School District Budget-Appportionment of Expenses

Policy File DBC: Budget Deadlines and Schedules

Policy File DBD: Budget Planning

Policy File DBG: Budget Adoption Procedures

Policy File DBJ: Regional School District Budget Transfer Authority

Policy File DD: Funding Proposals and Applications

Policy File DGA: Regional School District Authorized Signatures

Policy File DH: Regional School District Bonded Employees and Officers

Policy File DI: Fiscal Management and Reporting

Policy File DIE: Regional School District Audits

Policy File DJ: Purchasing

Policy File DJE: Procurement Requirements

Policy File DK: Regional School District Payment Procedures

Policy File KCD: Public Gifts to the Schools

- A Motion was made by Mr. Harmon, seconded by Mr. Wehmyer, to approve the new policies and waive the second reading. All in favor: Yes (7); No (0); Abstain (0); Motion carried: 7-0-0.

REPORTS FROM SUBCOMMITTEES:

None

REPORTS FROM SCHOOL COMMITTEE MEMBERS:

- Norfolk School Committee Representative: None
- Plainville School Committee Representative: None

- Wrentham School Committee Representative: Ms. Greaney informed the committee that the PTO finished their fundrun and raised over \$50,000 for the elementary schools. A statement of interest was placed for the refurbishment of the Roderick School.

LATE COMMUNICATIONS:

None

REPORTS OF SPECIAL COMMITTEES:

None

RECOMMENDATIONS OR QUESTIONS FROM INDIVIDUAL COMMITTEE MEMBERS:

None

ADJOURNMENT:

- At 9:06pm, a Motion was made by Mr. Harmon, seconded by Mr. Waxman, to adjourn. All in favor: Yes (7); No (0); Abstain (0). Motion carried: 7 -0-0.

Mr. Knott adjourned the meeting at 9:06 pm.

Respectfully submitted,

Mrs. Venessa Petit

Administrative Assistant to the School Committee

Documents presented on December 5, 2022:

Agenda

November 21, 2022 minutes

Bills/Warrants

Student Council Report

Model UN Overnight Field Trip Request

Letter of Commendation

FY 2023 Winter Music Fees

FY 2022 Financial Recap

School Committee Goals

Policy Review (1st Reading)

Policy File JIC: Student Discipline

Policy File JICA: Student Dress

Policy File AC: Non Discrimination including Harassment and Retaliation

Policy File GBA: Equal Employment Opportunity

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Policy File DB: Regional School District Annual Budget

Policy File DB-R: Regional School District Budget-Appportionment of Expenses

Policy File DBC: Budget Deadlines and Schedules

Policy File DBD: Budget Planning

Policy File DBG: Budget Adoption Procedures

Policy File DBJ: Regional School District Budget Transfer Authority

Policy File DD: Funding Proposals and Applications

Policy File DGA: Regional School District Authorized Signatures

Policy File DH: Regional School District Bonded Employees and Officers

Policy File DI: Fiscal Management and Reporting

Policy File DIE: Regional School District Audits

Policy File DJ: Purchasing

Policy File DJE: Procurement Requirements

Policy File DK: Regional School District Payment Procedures

Policy File KCD: Public Gifts to the Schools

King Philip High School

School Committee Report

Submitted by Addison Lewis

January 9, 2023

School Wide

Everyone got back to school and ready to finish off the first semester. Mid Term Assessments in the form of Alternative Learning Experiences will be held at the high school from January 17 through the 20th. High school students will be dismissed at 11am each day. Semester courses will receive a traditional final exam.

Dr. Mobley will be meeting with students and parents about the curriculum change for the next school year. All students in grades 9 -11 in fall of 2023 must take a half year of physical education.

Sports

Check Arbiter Live for updates on our winter sports teams!

Fine and Performing Arts

Drama

Auditions for Chicago will take place on January 9, 10, 11, and 12th

Music

Students who were selected for the Southeast District Band attended rehearsals and performed on Friday and Saturday, January 6 and 7.

Students will take part in chamber recitals on Wednesday and Thursday, January 18 and 19. Come hear the small group performance.

Clubs

SADD

SADD handed out red ribbons and flyers about drunk driving statistics around the holidays.

Debate

The debate club has not met as they are switching to a biweekly schedule for the time being. Their first meeting is January 10th.

Newspaper-KP Times

KP Times is up and running. However, finding new items to write about has been somewhat tough, so they would appreciate feedback as to what people want to read. You can follow them on Instagram @thekingphiliptimes

Language Honors Society

At the Language Honors Society's last meeting on December 19, they had a French movie night and watched Ratatouille in French and ate popcorn and snacks. It was a great way to get everyone together and have fun learning French!

KP Cares

For MLK day, KP Cares will create birthday cards for friends of foster care and adoption and the local food pantries. On January 18th, Stuco will partner with KP Cares to transform the school into a winter wonderland. They will partner with People of Prosperity and History NHS to coordinate Black History month events. Additionally, they are planning their kindness month events in February.

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. Some future events Stuco is planning Friday Night Live, a March Madness school wide basketball bracket tournament, work on the winter wonderland with KP Cares, a MLK Food Drive, a Valentine's Day Bake-off, serving pink lemonade for Valentine's day, and creating a gift basket for cancer patients who are receiving chemo as part of their work with the Southeast MA student council district.

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

King Philip Regional School District

Title: Career Advisor

Qualifications:

- Valid Massachusetts Department of Elementary and Secondary Education Educator Licensure in English or School Counseling
- 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

Perform any other duties as assigned by the high school principal

**KING PHILIP REGIONAL SCHOOL DISTRICT
OVERNIGHT FIELD TRIP REQUEST FORM**

Date of Request	12/20/22
School Organization (class/club/grade)	KPHS SKI CLUB
Destination (City/State/Lodging)	Sunday River, Bethel, Maine
Purpose/Objective(s) of Trip	Two days of skiing in ME
Teacher(s) in charge	Mrs. DeLuca
Mode of Transportation/Company	Bloom Charter Bus Company
Departure: date/time/arrival time/place	Friday, March 3, 2023 4:00 PM King Philip High School
Return: date/time/arrival time/place	Sunday, March 5, 2023 7:00 PM King Philip High School
Lodging: (name and location)	Snow Cap Inn Sunday River, Newry, Maine
Number of students	40
Names of chaperones (Please note: All Chaperones need to have current CORI on file with KPRSD*).	Mrs. Kathy DeLuca KP Teacher Mrs. Tracey Mazur (Wrentham Teacher) Mrs. Susan Parker (KP Teacher) Mr. Mike Mazur (parent)
Student:chaperone ratio	10:1
Cost Per Student	\$420 bus/lodging/2 dinners//2 lift tickets By personal Check to the school
Funding Source(s)	Parent contributions and previous money raised by fundraising
Has trip occurred previously? If so, describe.	Yes from 2010 to 2016 and 2020

*All CORI forms need to be completed in person at the Superintendent's office with a photo I.D. (Chaperones may be required to be fingerprinted per policy ADDA.)

*All travel requests must be received in the Superintendent's Office at least ten (10) days prior to a regular school committee meeting. Meeting dates are posted on the website.

*One request per form, please.

*You may attach any additional information you think will be relevant.

*Even if there is no cost to the district or student, ALL costs of the trip (transportation, lodging, mileage, meals, etc.) should be listed under the cost section.

Principal's signature: Eric Pbley Date: 12.21.22

Approval: Yes X No

Superintendent's signature: Paula Zirin Date: 12-23-22

Approval: Yes ✓ No

School Committee Approval: Yes: No: Date:

KING PHILIP REGIONAL SCHOOL DISTRICT OVERNIGHT FIELD TRIP CHECKLIST

Date Submitted:	12/12/22
School Organization	King Philip Regional High School Jazz Ensemble
Teacher/Advisor:	Micheal Keough
Destination (City/State/Lodging)	Greenwich, CT/New York
Purpose of Field Trip	Essentially Ellington Regional Festival
Mode of Transportation/Company	Boston Coach
Departure: date/time/arrival time/place	Friday, March 24 @ 11:30 AM
Return: date/time/arrival time/place	Saturday, March 25 @ 9:00 PM
Lodging: (name and location)	Hampton Inn Yonkers Westchester
Number of students	20
Names of chaperones <i>(Please note: All Chaperones need to have current CORI on file with KPRSD*)</i>	Michael Keough/Joshua Wolloff
Cost per student and indicate how the costs involved will be paid	Activity fee paid by the students Hotel Transportation Show
Has the trip occurred previously? If so, describe.	Trip has happened in the past for the Essentially Ellington Festival at Lincoln Center

*All CORI forms need to be completed in person at the Superintendent's office with a phot I.D. (Chaperones may be required to be fingerprinted per policy ADDA.)

* All travel requests must be received in the Superintendent's Office at least ten (10) days prior to a regular school committee meeting. Meeting dates are posted on the website.

*One request per form, please.

*You may attach any additional information you think will be relevant

*Even if there is no cost to the district or student, ALL costs of the trip (transportation, lodging, mileage, meals, etc.) should be listed under the const section.

Principal's Signature:

Date:

12.13.22

Approval:

Yes

X

No

Superintendent's Signature:

Date:

12.16.22

Approval:

Yes

✓

No

School Committee Approval: yes:

yes:

No:

X:

DATE:

**KING PHILIP REGIONAL SCHOOL DISTRICT
OVERNIGHT FIELD TRIP REQUEST FORM**

Date of Request	January 3, 2023
School Organization (class/club/grade)	Student Council
Destination (City/State/Lodging)	Hyannis, MA at either the Cape Cod Conference Center or Cape Codder
Purpose/Objective(s) of Trip	Leadership Development and networking with other schools
Teacher(s) in charge	Mrs Barbara Snead
Mode of Transportation/Company	Holmes Bus Co
Departure: date/time/arrival time/place	Wednesday, 8am, March 8
Return: date/time/arrival time/place	Friday, 2:30pm, March 10
Lodging: (name and location)	Cape Cod Conference Center or Cape Codder
Number of students	16
Names of chaperones (Please note: All Chaperones need to have current CORI on file with KPRSD*).	Barbara Snead and a male chaperone
Student:chaperone ratio	8:1
Cost Per Student	\$350 which includes housing and meals and entertainment
Funding Source(s)	The bus will be paid for from StuCo funds and it's hoped the StuCo account can defray some of the student costs

Has trip occurred previously? If so, describe.

The trip occurred annually, ending with March 2020. This will be a restart.

*All CORI forms need to be completed in person at the Superintendent's office with a photo I.D. (Chaperones may be required to be fingerprinted per policy ADDA.)

*All travel requests must be received in the Superintendent's Office at least ten (10) days prior to a regular school committee meeting. Meeting dates are posted on the website.

*One request per form, please.

*You may attach any additional information you think will be relevant.

*Even if there is no cost to the district or student, ALL costs of the trip (transportation, lodging, mileage, meals, etc.) should be listed under the cost section.

Principal's signature: _____

Date: 1-4-23

Approval: Yes ☒ No ☐

Superintendent's signature: _____

Date: 1-5-23

Approval: Yes ☒ No ☐



KING PHILIP REGIONAL SCHOOL DISTRICT

18 KING STREET, NORFOLK, MA 02056

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

DATE: JANUARY 4, 2023

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

FROM: LARRY AZER, DIRECTOR OF FINANCE & OPERATIONS

RE: SUBSTITUTE PAY RATES

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

Please let us know if you have any questions. Thank you for your consideration of this matter.