

KING PHILIP REGIONAL SCHOOL COMMITTEE
MINUTES
November 21, 2016
King Philip Regional High School – Library

CALL TO ORDER:

Mrs. Martin, Chair called the meeting to order at 7:03PM.

ROLL CALL OF COMMITTEE MEMBERS:

Members Present:	Norfolk:	Jeff Chalmers, Michael Gee
	Plainville:	Ann-marie Martin, Patrick Francomano, Charlene McEntee
	Wrentham:	Jim Killion

Members Absent:	Norfolk:	Noelle Tonelli arrived at 7:30pm
	Wrentham:	Erin DeStefano, Lynn Desrochers
	Plainville:	Present

The meeting is not being videotaped by Wrentham Cable Access. Mrs. Martin explained that the public may visit the district's website at www.kingphilip.org to review informational documents pertaining to each school committee meeting. Videotaped meetings may be viewed in their entirety at www.wrenthamcableaccess.com Mrs. Martin also explained the procedure for public comment.

CONSENT AGENDA

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

APPROVAL OF MINUTES

- ✚ A Motion was made by Mr. Francomano, seconded by Mrs. McEntee, to approve the Minutes of November 7, 2016 as presented. All in favor with Mr. Killion abstaining.

PAYMENT OF BILLS, FINANCIAL REPORT

Warrants/Budget Report/Budget Transfers

COMMUNICATION:

A memorandum dated November 21, 2016 from Dr. Zielinski was presented to the School Committee on recent personnel changes within the District.

AGENDA

APPROVAL OF MINUTES

None

DELEGATIONS AND VISITORS

Dr. Mobley, HS Principal, Mr. Bois, Interim Technology Director
Coach Weir and Mr. Rice
Attorney Waugh

COMMUNICATION:

DECA Student, Jaron May asked to speak to the School Committee as he plans to run for the MA DECA Executive President position and was seeking \$2,000 in financial assistance from the Committee. Mr. May was not able to attend the meeting, but may revise his presentation for a later date according to Dr. Zielinski.

KP In the News:

- An article in The Sun Chronicle dated November 17, 2016 entitled, "More honors for KP Music." Congratulations were extended to the KP Music program on placing 1st at the US Bands National Championship in Rutherford, NJ.
- An article from KP DECA on the 1st annual Red Cross Blood Drive; and
- An article from KP DECA on "Think Pink and Bowl Fundraising Event."

Budget & Finance Subcommittee Approved Minutes

- September 23, 2016

- October 7, 2016

National Merit Commended Students:

Dr. Mobley introduced KPRHS students being commended by the National Merit Scholarship Corporation: Sonja Deodas, John Dewitt, Stephen Malacaria, Elizabeth McGinn, Kevin Sanderson.

It was announced by Dr. Mobley that an update will be provided to the KP community on a potential conflict of the KP Football Game and the Pops Concert as both are to be held on December 3, 2016.

(Mrs. Tonelli arrived at 7:30pm)

Unfinished Business (taken out of order)

Baseball Coach Weir and Mr. Rice presented the image for the field sign for the KPRHS Baseball Field. The sign will be centered above the back stop on the baseball field. The intent is to hold a dedication ceremony for the naming of the field after Mr. Lombard in the spring. There will be one more piece of artwork to be approved at a future meeting.

- **A Motion was made by Mr. Francomano, seconded by Mrs. McEntee, to approve the image for the field sign for the KPRHS Baseball Field, as presented. All in favor.**

Communication (continued)

A copy of a Summons (Wendy Ferris, Plaintiff vs. King Philip, et al) was distributed for informational purposes.

New Business (Taken out of Order):

Donations to HS Athletics:

- **A Motion was made by Mr. Francomano, seconded by Mr. Killion, to approve the following donations for the KPRHS Athletic Programs:
Stadium Field sound system and Gymnasium sound system donated by the KP Athletic Boosters; and Hockey gloves for the girls and boys program donated by the Holmes Family. All in favor.**

Thank you cards will be written on behalf of the school committee by Dr. Mobley.

Communication:

Screening, Brief Intervention, and Referral to Treatment (SBIRT):

Dr. Mobley attended a conference in Hadley, on Legislation Mandating SBIRT in Schools and gave an overview of the program:

In March, 2016, the Massachusetts Legislature passed bill House, No. 4056 An Act relative to substance use, treatment, education and prevention, commonly called the "STEP Act," which outlines the requirements for public schools in the Commonwealth to engage in substance use prevention and education.

School Districts Must:

- Develop and publish policies around substance use prevention and education of its students about the dangers of substance use.
- Utilize the verbal screening tool approved by MDPH and DESE to screen pupils for substance use disorders.
- Conduct the verbal screening annually in two different grade levels based on MDPH/DESE recommendation. This must be implemented by the 2017-2018 school year.
- Notify parents about the verbal screening prior to start of school year.
- Allow an option for pupils and/or parents to opt out of the screening in writing.
- Report de-identified data to MDPH within 90 days of screening completion.
- Provide Bureau of Substance Abuse Services educational materials on the dangers of opiate use and misuse to all students participating in extracurricular athletic activity prior to the commencement of each athletic season.

ROLES:

SBIRT Coordinator:

The SBIRT coordinator is commonly the district nurse leader or a school nurse who has been given the time, resources, and authority to manage the program. (A school nurse is a licensed registered nurse with a baccalaureate degree who has met the licensing requirements of DESE).

School Nurse:

Dr. Mobley has named Mrs. Puzas the supervisor in implementing school health screenings which is the mandate of the school nurse. Similarly, the district's verbal substance use health screening program should be managed by a school nurse.

- Conducting risk assessments by using the approved verbal screening tool;
- Providing prevention education (for both individuals and groups);
- Providing brief interventions using motivational interviewing techniques;
- Referring students to in-school or outside resources for further assessment, follow-up, and treatment as needed;
- Conducting health assessments for any individual student co-morbidities, such as chronic illnesses (e.g., diabetes, asthma, seizure disorders, etc.) and mental health concerns (e.g., depression, anxiety disorders, stress, etc.) as increased risk factors in substance use.
- Counseling (e.g., motivational interviewing);
- Consulting and collaborating with school behavioral health service professionals to provide ongoing support services to students, including follow-up as needed
- Collaborating with parents/guardians.

School Counselor/Psychologist – Angela Sheble

The role of school counselors (i.e., adjustment, guidance, transition, substance use counselors, etc.) and other behavioral and psychological service professionals in the substance use screening program may vary in each district

- Providing brief interventions using motivational interviewing techniques;
- Providing assessment, referral, and follow-up to outside resources as needed;
- Consulting and collaborating with school nurses and other behavioral and mental health service professionals to provide ongoing support services to students;
- Providing follow-up for students identified as moderate to high risk as a result of the universal screening program;
- Delivering a substance use prevention curriculum;
- Providing consultation to teachers and other appropriate school personnel;
- Providing crisis intervention and referral, as needed; and
- Providing educational workshops relevant to adolescent substance use and misuse for parents and school personnel.

Selection of grades was discussed and should be based on data. The CRAFFT screening tool has been used in primary care settings since the 1990s. It is a behavioral health screening tool that has been validated for use in youth ages 12 and up (CeASAR, n.d.). It is the most thoroughly studied and widely used adolescent substance use screen in the nation and globally (Dhalla, et al, 2011; Harris, et al, 2014). CRAFFT is recommended by the American Academy of Pediatrics' Committee on Substance Abuse (AAP, 2011) and by the National Institute of Alcohol Abuse and Alcoholism in its 2011 practitioner's guide "Alcohol Screening and Brief Intervention Guide for Youth. (NIAAA, 2011). The CRAFFT II, which is the MDPH approved tool for use in the school verbal substance use screening program, is the most recent version of this well researched screening tool.

Under M.G.L. Chapter 71, Section 97, information disclosed by students during verbal substance use screening is confidential and may not be disclosed without prior written consent of the pupil and his/her parent or guardian unless there is an immediate medical emergency. In addition, no record in any form shall be made that includes information identifying the student.

Discussion ensued about students who are 18 or older and are treated as adults. Mr. Francomano suggested that a legal opinion be determined on this matter.

Next steps are to be determined and provided to the school committee at a future meeting by Dr. Mobley.

Next Steps to be taken by the district include:

- Train school nurse, adjustment counselor and athletic trainer;
- Educate the community about SBIRT and KP's requirements 1/26/17—Community Conversations/ Grade level meetings;
- Develop policy for school handbook which informs parents;
- Set up protocols for screening, brief intervention, referral and treatment;
- Send parent info letter with opt out;
- Screen students/collect data;
- File appropriate reports;

Business administrator should look into potential reimbursement and there is a \$2500 grant that the district has applied for.

REPORTS AND RECOMMENDATIONS OF THE SUPERINTENDENT

Future Ready Schools Update

In a memorandum dated November 18, 2016, .Dr. Zielinski updated the Committee on the status of the Technology Committee and their attendance at the Future Ready Summit. Highlights of the summit was the keynote speaker, Eric Sheninger who is the author of *Digital leadership and Uncommon Learning*.

A Survey for *Refresh* has gone out to teaching staff and where they were given 3 options: upgrade on the tower; or a laptop or bring your own device. Feedback has begun to be received and the technology department and committee will review this data and look at options in each department.

Upcoming technology discussion include the professional development day on December 15, 2016 in which Mr. Bois will be bringing in some vendors to show staff what is available under the Refresh options. And during the March professional development day there will be a mini MASCUE in building the capacity from the experts within.

Mr. Francomano asked of Mr. Bois, as was his first opportunity, if he came away with anything that was surprising? Mr. Bois responded that Future Ready has little to do with technology, and is about how we look at the classroom and reevaluating our culture and use of technology. The keynote speaker, presentation and summit, dealt with professional development and how teachers best learn referring to a training and their understanding of the software vs peer teaching. And how everyone learns differently.

Job Descriptions for Technology Director: Mr. Bois

Technology – Job Descriptions:

The following technology job descriptions were submitted for review based upon previous discussions

:

1. Technology Director – Version 1 (2nd Reading) not having a Coordinator of Technology Integration.
2. Technology Director – Version 1 (1st Reading) having a coordinator of integration within the department
3. Job Description: Coordinator of Technology Integration (2nd Reading)

Mr. Chalmers recommended that future edits of all documents be presented a red-lined document.

The correct title is Director of Technology.

Mr. Francomano stated that assuming these job descriptions are approved, the integration person was going to be interim as well. How are we going to measure how successful they are, money, capture information who is going to capture it and how are we going to do it?

Dr. Zielinski explained that this individual will be working with the director of technology and looking at where we want to go and look at data as to where teachers are going. There will be established goals and key actions and have this done before we approve this position. An entry plan will be drawn that will include goals and benchmarks. Mr. Francomano suggested that an update will be provided back to the committee in January as to how we are going to measure.

A Motion was made by Mr. Francomano, seconded by Mrs. McEntee, to approve the job description for the Director of Technology #2, with corrections, and to waive the 1st reading as presented. And, to approve the job description for the Coordinator of Technology Integration as presented.

Mrs. McEntee asked if we have the money in the budget and if so where is the money coming from?

Mr. Francomano indicated that there was savings from the salary remaining on Mr. Bouzan's contract. This was presented to the Budget & Finance Subcommittee and that Mr. Bois is still holding on to a lot of the work that he was doing already, while taking this position.

Mrs. McEntee confirmed that this person will receive benefits.

Mr. Bois asked if this position is interim after June because that is not enough time to evaluate?

Mr. Francomano said that as long as it is in the budget and it comes forth as a recommendation.

Mrs. McEntee wants to ensure that person is performing as discussed previously.

- **A Motion was made by Mr. Francomano, seconded by Mrs. McEntee, to approve the job description for the Director of Technology #2, with corrections, and to waive the 1st reading as presented. And, to approve the job description for the Coordinator of Technology Integration as presented. All in favor.**

REPORTS AND RECOMMENDATIONS OF THE SUPERINTENDENT

KP's Implementation of Evaluation Update:

Dr. Zielinski presented a PowerPoint presentation on King Philip's implementation of the teacher evaluation process.

Mr. Francomano asked if all individual employment contracts call for a written evaluation. Dr. Zielinski explained that there is a difference between a certified vs. a non-certified IEC positions.

Part 2 of Dr. Zielinski's presentation will be held at the school committee meeting to be held on December 5, 2016.

REPORTS FROM SCHOOL COMMITTEE MEMBERS:

Norfolk School Committee Representative: Mr. Chalmers stated that the NSC met on November 15, 2016 and discussed the Walkers Partnership Special Education Review, 1st quarter budget update, MCAS, naming of the Freeman-Kennedy gymnasium as the Thomas Washburn Gym, and superintendent's goals.

Plainville School Committee Representative: Mrs. McEntee indicated that the PSC voted on Special Olympics, Internet network and "bring your own devices" for staff, revised budget line items, and debriefed on MASC conference.

Wrentham School Committee Representative: Mrs. DeStefano - None

HS Student Council Representative: Miss Sheehan was not present for the meeting but did submit her report:

KP Cares

"Putting for Patients" was held on Friday, November 18th 4:00-7:00PM in the field house. \$15.00 per adult / \$10.00 per youth student. All proceeds benefit the Jimmy Fund. In addition to mini golf, there will be a photo booth, and a caricaturist!

Leo Club

The Leo Club induction ceremony was held on November 7th- approximately 85 new members were inducted into King Philip's Leo Club Chapter.

Members can volunteer at either one of the two Wrentham Lions Christmas Trees events: These Christmas Tree volunteering opportunities will be ongoing events throughout the end of November and through December. These events will take place during the weekends of these two months. The sign up genius link will be coming out soon and will be discussed at our next Monday night meeting on November 21st.

Members can also bring in three non-perishable food items for the food drive that will be taking place for the entire month of November.

Student Council

Student council's annual Bonfire will be held on November 22nd from 7-9PM. Following the day of bonfire, on November 23rd Student Council will be debuting a new event: Car Rally! Students are encouraged to decorate their cars to show their spirit at Thursday's Thanksgiving Game (@ Franklin High School)

Several Executive Board & Auxiliary Board members attended the annual Fall SEMASC conference at Taunton High School on November 8th.

KPMA

King Philip marching band won first place at Nationals (held at the Met Life Stadium). 97.438 with best percussion, best guard, best music, best visual and general effect.

UNFINISHED BUSINESS (continued):

Walker Partnerships Report Review - Meeting of the Chairs Update:

Mrs. Martin provided the Committee with the "Summary of Debriefing Meeting with Walker Partnerships" prepared by Dr. Allardi as part of the special education review. The meeting was held on November 10, 2016 and included the chairs of the 4 districts (King Philip, Norfolk, Plainville and Wrentham). Mrs. McEntee also attended with Mrs. Martin. Mrs. Martin noted that collaboration has improved and everyone was looking forward to working collaboratively.

Community Engagement Subcommittee Update:

Dr. Zielinski noted that meeting dates need to be set to discuss and determine which direction the community engagement subcommittee wishes to go as part of the School Committee's goals. The Subcommittee also needs to determine who the membership is going to be. It is anticipated that a meeting date will be set in December. The survey is ready to go. The Subcommittee will need to review the goal as the committee is more than just school committee members.

Policy File GDCCC: Independent Employees Sick Leave Bank (2nd reading)

A Motion was made by Mrs. McEntee, seconded by Mrs. Francomano, to approve Policy File GDCCC, Independent Employees Sick Leave Bank, as presented. All in favor.

NEW BUSINESS (continued):

Annual Budget Calendar & Guidelines was presented for information only from the Budget and Finance Subcommittee.

Synergy Energy Net Metering - Approval of Contract: Mr. Caliento

In a memorandum dated November 15, 2016, Mr. Caliento explained the electrical energy credits contract and status in which KP has an existing contract with Synergy Energy (signed on November 2, 2015) to eventually deliver electrical energy credits to KP from aggregate solar array projects. Synergy would like to now partner with "Solten E Bridgewater 6000" and to sign a new contract, a copy of which was provided to the school Committee and will be reviewed by KP's legal counsel. Solten will give KP \$2000 for legal fees.

The Finance Subcommittee has been provided this information. Mr. Francomano wanted to make sure that the committee was aware what was going on and present this at the first meeting in December but presented it this evening for purposes of information.

LATE COMMUNICATIONS

REPORTS OF SPECIAL COMMITTEES

RECOMMENDATIONS OR QUESTIONS FROM INDIVIDUAL COMMITTEE MEMBERS

PUBLIC COMMENT

ADJOURNMENT INTO EXECUTIVE SESSION:

- A Motion was made at 9:05pm by Mr. Francomano, seconded by Mrs. McEntee, to adjourn into Executive Session to discuss the reputation, character, physical condition or mental health, rather than professional competence, of an individual, or to discuss the discipline or dismissal of, or complaints or charges brought against, a public officer, employee, staff member or individual, and to return to open session solely for the purpose of adjournment. All in favor by roll call vote: Yes (7); No (0).

Respectfully submitted,

*Lisa B. Witkus
Secretary to the School Committee*