

**School Committee Meeting**  
**Monday, April 22, 2019**  
**King Philip Regional High School – Library**  
**201 Franklin Street, Wrentham, MA 02093**

Mr. Gee, Chair, opened the meeting at 7:00pm.

**Roll Call of Members:**

**Members Present:**

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

**Members Absent:**

Norfolk:	Present
Plainville:	Present
Wrentham:	Present

The meeting is being videotaped by Wrentham Cable Access. Mr. Gee explained that the public may visit the district's website at [www.kingphilip.org](http://www.kingphilip.org) to review informational documents pertaining to each school committee meeting. Videotaped meetings may be viewed in their entirety at [www.wrenthamcableaccess.com](http://www.wrenthamcableaccess.com)

**PUBLIC COMMENT:**

Mr. Gee reviewed 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. Killion, seconded by Mr. Khan, to approve the April 1, 2019 Minutes as presented. All in favor. Yes (8); No (0); Abstain (1) Mr. Knott. Motion carried.**

**COMMUNICATION:**

Appointments, Resignations, Retirements, etc. were presented dated April 22, 2019 by Mr. Zinni.

**AGENDA**

**APPROVAL OF MINUTES:**

- ✚ **A Motion was made by Mr. Cates, seconded by Mr. Khan, to approve and retain the Executive Session Minutes of April 1, 2019, as amended. All in favor. Yes (8); No (0); Abstain (1) Mr. Knott. Motion carried.**

**COMMUNICATION:**

Miss Linde provided the HS & MS Student Council Reports.

**KP in the News:**

On Monday, April 29 at 7pm the Middle School will be having an informational meeting for parents. The meeting is for any parent interested in learning more about the transition to Grade 8 for next year. Grade 7 students will be receiving course recommendation forms as well.

**Tri-Town Social Emotional Grant Announcement:**

A letter dated April 4, 2019, from the Office of the Governor, congratulated the districts of King Philip, Norfolk, Plainville and Wrentham for being awarded a grant for FY19 and FY20 (pending continued appropriation) for improving student access to behavioral and mental health services in the total amount of \$311,150. Mr. Zinni and the three elementary superintendents of the Tri-Town area worked together as a team and applied and received this award for a social emotional grant to support students with comprehensive services for all of our students from Pre-K through 12.

## **REPORTS AND RECOMMENDATIONS OF THE SUPERINTENDENT**

### **Healthy KP: Substance Abuse Reduction Coalition Update**

Mr. Lewis, HS Assistant Principal, working along with Mr. Zinni, created a substance (alcohol, tobacco, drugs) abuse prevention coalition called Healthy KP. Through this coalition they are building toward obtaining a grant through the Office of National Drug Policy, to empower the KP community to live a healthy, substance free life through youth leadership, education, training, policy and support. Mr. Lewis presented a PowerPoint presentation on the key highlights of the coalition and its work, outlined on a monthly basis. Mr. Zinni explained that there is a component of sustainability for the initiatives after a 10-year period; and, the district will not have to pay any additional money and there are no budget implications. Mr. Lewis explained that recognition should be given to Ms. Amanda Decker of Bright Solutions for offering her expertise and guidance to coordinating this initiative at no charge to the District. Mr. Zinni explained that the next phase of this project will be to work on upcoming events and promoting them to the community.

Mr. Dow asked what happens if KP does not receive the grant. Mr. Zinni explained that the district could apply for smaller funding if we do not receive the grant and encourage local business support and offer activities that don't necessarily cost money.

Discussion ensued that if the grant is awarded, a portion of the award will be used to hire a coalition coordinator who would be an expert in substance abuse prevention and to help bring in money to the school to be used toward whatever goals are established, and bring more brand awareness to the coalition. Mr. Zinni explained that the grant would go to the coalition and someone needs to absorb the money, then the coalition decides how to use those funds. He continued that most districts have hired a coordinator. From that point the coalition will decide what initiatives to work on in the communities of Norfolk, Plainville and Wrentham.

Discussion ensued on the launch of this program which will take place at the HS level first and then roll out into a district wide effort. Officer Palladini, MS SRO has been involved and is also a member of the SAFE Coalition as well.

### **Tri-Town Special Education Alignment Update**

Mr. Zinni presented a progress update on the Tri-town Regional Special Education Steering Committee in which the superintendents, special education directors, TEAM chairpersons and principals of the 4 districts of King Philip, Norfolk, Plainville and Wrentham have been very involved in developing a common vision for special education programming. Mr. Zinni read a memorandum on the Committee's progress dated March 6, 2019 into the Minutes in its entirety as follows:

*During the fall of 2018, the superintendents, special education directors and team chairpersons held a retreat to create a common vision for special education programming, ages 3 – 22. Additionally, the group developed a common definition of FAPE. These draft documents were brought back to the districts for input with various stakeholders, prior to being published.*

*The Regional Special Education Steering Committee then used these documents to develop action plans focused on two specific goals:*

*Goal 1: Align special education programs vertically and horizontally and develop a shared understanding of the profiles of the students served and the staffing patterns and roles in each program to ensure a successful transition from elementary school to middle school.*

*Progress:*

- *Developed program descriptions identifying the continuum of supports for the 3 elementary*

- districts grades K-6*
- Reviewed and updated the transition process from grade 6 to 7*
- Special Education Directors met quarterly to discuss common issues, collaborate and align programming*
- Aligned service delivery grids across districts to ensure continuity of services*
- Shared common professional development with presenter Allan Blume resulting in increased consistency with IEP development*
- Instituted a comprehensive system for sharing programmatic and fiscal information between the elementary and King Philip districts for students in grades 4-6*

*Goal 2. Review and select compatible SEL curricula across the districts so that students develop shared vocabulary and understanding of basic SEL concepts.*

*Progress:*

- Began to review program models for elementary therapeutic services for alignment and consistency*
- Collaborated with King Philip to support the development of a new therapeutic program for the middle school*
- Began to conduct reviews of general and special education elementary social emotional learning curriculums to ensure alignment*
- Will collaboratively pursuing a state grant opportunity to increase access to mental health and behavioral supports for students and families.*

#### **UNFINISHED BUSINESS:**

##### **2019/2020 School Year Calendar (2nd Reading)**

Mrs. Abrams noted that the 2019/2020 Jewish Holidays dates were incorrectly listed on the draft of the 2019/2020 school year calendar. Mr. Zinni indicated that these will be amended accordingly on the final version.

Discussion ensued on the alignment of dates with the elementary districts. Dr. Gilson explained that professional development and other important dates have been aligned with the elementary districts as much as possible; and, if there are different dates, there is a reason for it.

**✚ A Motion was made by Mr. Dow, seconded by Mr. Killion, to approve the 2019/2020 King Philip School Year Calendar, with the amended dates of Rosh Hashanah as September 30-October 1, 2019 and Yom Kippur as October 9, 2019, accordingly. All in favor: Yes (9); No (0). Motion carried.**

Mrs. Abrams asked that the policy for Jewish holiday testing be discussed at an upcoming meeting.

#### **Budget Update:**

Mr. Zinni updated the Committee on the FY20 budget progress. He indicated that the Norfolk Advisory Committee and Plainville Finance Committee, along with their respective town administrators, invited KP to present the FY20 budget. There have also been several very positive meetings with the town administrators from all 3 towns. Mr. Zinni will be meeting with the new Norfolk town administrator tomorrow, April 23<sup>rd</sup>. To-date, KP has not been invited to present to Wrentham. Mr. Zinni indicated that at this point, Wrentham and Plainville would be supporting a 3% increase to the KP budget.

Discussion ensued whether the school committee would be presenting a 3% budget or what was originally presented at 3.58%. Mr. Azer recommended that the administration and school committee continue to advocate for the full 3.58% or \$200,000. A reduced budget of \$200,000 would be for the positions of assistant superintendent and facilities manager. Mr. Azer reviewed the funding levels as recently released by the House & Ways and Means FY20 budget. The Norfolk town meeting will be held on May 14 and both the Plainville and Wrentham town meetings will be held on June 3, after which the school committee will vote on the final KP budget.

Mr. Knott suggested that KP bring this information to the public and communicate this to the whole community as outlined by the work done by the Community Working Groups.

**NEW BUSINESS:**

- **2018 King Philip MetroWest Reports:**
- **King Philip Key Indicator Report-Grades 7-12**
- **King Philip HS Regional Highlights Report**
- **King Philip MS Regional Highlights Report**

Mr. Zinni gave an overview of the 2018 Key Indicator Report grades 7-12 which is informing data driven and community health policies and practices. The longitudinal survey provides data trends in key indicators for substance use, violence, bullying victimization, mental health and physical activity and body weight management. Mr. Zinni noted that KP is within a percentage or 2 either above or below the state average data which is good news.

Discussion ensued on the 2018 increase noted on the rise in mental health issues. Mr. Zinni explained that the KP Healthy coalition will address these issues and that they coincide with one another. You can also see the whole picture of data evidence on social emotional behavior and why the 4 superintendents applied for the Tri-town social emotional grant.

Mr. Knott noted that while there is good progress on behaviors that we all focus on and at the same time mental health increases for stress is going up. He asked if there is any way to trend over time by gender. Mr. Zinni indicated that further detailed information on this data will be provided in a binder. Mr. Knott would like to review this additional data when available.

Mr. Zinni explained that this data shows the need to bring in additional staff with the coalition to review this further along with the 4 districts. We don't know the cause, we have hypothesis, but not the cause and need to address the real problem.

Mr. Cates said that the community needs to understand that schools are not just about education anymore, it is about educating the towns on the services that KP provides on the social emotional issues in the community that we are asking the towns to support.

Miss Linde commented on the stress level that students are under, especially this time of year for juniors and seniors when choosing colleges, final exams, graduation, and other stressors and the high statistics for students regarding suicide. Dr. Gilson said that she understands the stressors involved with students and the District works with The Good Samaritans and we have brought in organizations to recognize suicidal tendencies, with parental permission, which have been effective and the district's guidance counselors provide services immediately and this correlates with the data provided.

**DESE End of Year Financial Audit Report:**

The independent accountants report for FY18, from Lynch, Marini & Associates, Inc., on applying agreed-upon procedures over compliance with MDESE compliance supplement for end of year reports dated April 1, 2019 was distributed.

**Fundraiser Policy/Procedural Update: Mr. Zinni**

Mr. Zinni updated the Committee that the administration has been looking into fundraising and he has found that the issue is very broad. There is a substantial amount of fundraising around the district and on multiple different levels, which the

administration is currently discussing how to address. Fundraisers are held for a wide variety of reasons, including fundraising for other organizations such as charities as well as fundraiser that support students and their families themselves to lower the costs for participating in activities, for example. There are 57 sports teams throughout the school year, all kinds of clubs, DECA, music organization, parent organizations. Mr. Zinni suggested we need to try to find a way to be respectful to families who are contributing to all of these fundraisers.

Discussion ensued on the merits of having a single large fundraiser for all sports teams, for example. Mr. Zinni noted that unfortunately some groups would not benefit by this; it may work for some groups and not others.

The District has reached out to other schools to see what they do.

Mrs. Abrams raised concern that this issue has not yet been resolved since the fall. She would like to know what the process is and the approval process as to who approves every single fundraiser. Mr. Zinni reviewed the approval process and indicated that it is very complex.

Mr. Cates wants to know how much we are asking the community to fund in addition to the budget process and on top of exorbitant fees that athletes or music members have to pay. As a committee, we need to understand what it is we are fundraising for: is it to support things through the budget or extra swag types of things.

Mr. Azer and Mr. Zinni indicated that said that they are currently reviewing sports and activities for considerations such as uniforms and gear to take a deliberate approach as to what would be included in the budget or what might be extra that could be supplied by fundraising. The goal would be take a consistent approach while also recognizing that different activities have different needs, such as for uniforms, for example. Mr. Zinni indicated that a review of policy and procedures is currently under review with the intent of them being adopted in the spring and implemented in the Fall.

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

- Norfolk School Committee Representative: Mr. Curry – Topics included a budget update facilities department report; a grant from the state, and bond approval by the town for a new roof; technology projection budget for 5 years.
- Plainville School Committee Representative: Mrs. Abrams – Topics included the 19/20 KP representative reorganization; meeting with the Plainville Board of Selectmen regarding the budget; SEL Summary; moved into the new town hall, staff presentation on the budget.
- Wrentham School Committee Representative: Mrs. DeStefano – The next meeting will be held on 4/23/19.

#### **LATE COMMUNICATIONS:**

None

#### **REPORTS OF SPECIAL COMMITTEES:**

None

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

Mrs. Abrams asked about an email from a community member about how and why press releases are being used so frequently and the purposes for them. Mr. Zinni explained that press releases are used to push out good news stories, keep the community informed and to be completely transparent and send out a feeling of trust. He continued that with social media and news sources, issues are travelling quickly, and that he makes the decision to put out accurate information first instead of responding to an inaccurate news story. A press release is sent because we already know that it will be on social media and a news cycle at a larger level. The District is very careful to make sure we follow all laws are followed re confidentiality and all press releases are reviewed and approved by the superintendent, and sometimes by the district's school counsel, prior to being released.

Mr. Knott requested that the co-teaching model be placed on this year's retreat agenda. And commented that before it is fully rolled out to be more on the front end of it not like this time.

**ENTER INTO EXECUTIVE SESSION:**

- ✚ **At 9:15pm, a Motion was made by Mr. Cates, seconded by Mrs. Abrams, and, to return to open session solely for the purpose of adjournment. All in favor by roll call vote: Yes (9) - Mr. Gee, Mrs. Abrams, Mr. Khan, Mr. Knott, DeStefano; Mr. Dow, Mr. Curry, Mr. Killion; No (0). Motion carried.**

**ADJOURNMENT:**

- ✚ **A Motion was made by Mrs. Abrams, seconded by Mr. Khan, to adjourn at 9:20pm. All in favor by roll call vote: Yes (9) - Mr. Gee, Mrs. Abrams, Mr. Khan, Mr. Knott, DeStefano; Mr. Dow, Mr. Curry, Mr. Killion; No (0). Motion carried.**

*Respectfully submitted,*

*Lisa Barrett Witkus  
Secretary to the School Committee*

**Documents presented to School Committee on April 22, 2019:**

- April 1, 2019
- Warrants/Budget Report/Budget Transfers
- Appointments, Resignations, Retirements, etc.
- Executive Session Draft Minutes of April 1, 2019
- KP in the News
- Tri-Town Social Emotional Grant Announcement
- HS & MS Student Council Report
- Healthy KP: Substance Abuse Reduction Coalition Update
- Tri-Town Special Education Alignment Update
- 2019/2020 School Year Calendar (2nd Reading)
- 2018 King Philip MetroWest Reports:
  - King Philip Key Indicator Report-Grades 7-12
  - King Philip HS Regional Highlights Report
  - King Philip MS Regional Highlights Report
- DESE End of Year Financial Audit Report