

**School Committee Meeting
Monday, November 18, 2019 - Approved
King Philip Regional High School – Library
201 Franklin Street, Wrentham, MA 02093**

OPENING OF MEETING:

Mr. Gee, Chair, opened the meeting at 7:06pm.

ROLL CALL OF COMMITTEE MEMBERS

Members Present:

Norfolk:	Kenneth Dow, Michael Gee
Plainville:	Brice Cates, Samad Khan
Wrentham:	Jim Killion

Members Absent:

Norfolk:	Jeff Curry
Plainville:	Amy Abrams
Wrentham:	Erin DeStefano, Trevor Knott

HS Student Council Representative: Marion Linde


Mr. Gee reviewed the current Public Comment policy and procedure.

The Chair announced that this Meeting is being televised by Wrentham Cable and provided details about how to access school committee documents on the King Philip Website at: Kingphilip.org

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 Minutes of November 4, 2019, as presented. All in favor: Yes (5); No (0); Abstain (0). Motion carried.

PAYMENT OF BILLS, FINANCIAL REPORT:

Warrants/Budget Report/Budget Transfers

COMMUNICATION:

Appointments, Resignations, Retirements, etc. were presented in a Memorandum dated November 4, 2019 from Mr. Zinni.

AGENDA

APPROVAL OF MINUTES:

Executive Session - None

DELEGATIONS AND VISITORS:

Mr. Zinni, Dr. Gilson, Mr. Azer

COMMUNICATION:

- **HS & MS Student Council Report: Miss Linde**
Ms. Linde presented the MS and HS Student Council reports. She noted that the Holiday Party will be held at the KPRHS with the Norfolk first graders on December 6, 2019 and that the KP Cares will be accepting donations and has decorated the Holiday Gift Giving Tree.
Mrs. Linde gave a report on her attendance at the MASC Student Council Conference in which she represented KP on two student panels on policies and how students are received as a representative on their school committees. There was a student luncheon with a discussion on social issues and the effect of social media in schools.
- **John & Abigail Adams Scholarship Recipients: Mr. Zinni**
Mr. Zinni presented a list of 94 recipients from the Class of 2020 and extended congratulations to these KP seniors as being the top performing students in the district that is a tribute to their hard work over the past 4 years.
- **KPTA - Unit B (Custodians) Intent to Commence Negotiations for a Successor Agreement.** The Unit B Negotiations Subcommittee consists of Mr. Gee, Mr. Khan and Mr. Knott. Further discussion will take place at the next meeting to schedule meetings in January 2020 for this purpose.
- Ms. Linde noted that recycling is not in the custodial contract; students in environmental science currently take care of that task. She suggested adding this to their job descriptions during the next negotiations period.

REPORTS AND RECOMMENDATIONS OF THE SUPERINTENDENT

Sample Superintendent Goals for 2019/2020 Review:

Mr. Zinni presented his revised Superintendent goals based upon conversations at the last School Committee Meeting on November 4, 2019. Mr. Gee added a statement to clarify the FY20 Measure of Achievement for each goal.

1. By June 2020, Mr. Zinni will develop and defend a fiscally appropriate budget, designed to provide all students with a high-quality education.
FY2020 Measure of Achievement: Approval of fiscally appropriate budget that supports district's mission and strategic plan.
2. By June 2021, Mr. Zinni will review and update the district's policy manual to ensure that all policies are current and aligned with MASC recommendations and ensure that procedures and protocols are in place to implement these policies.
BY2020 Measure of Achievement: Revision and approval of policies per benchmark schedule.
3. By June 2021, Mr. Zinni will create and implement a professional development plan for all King Philip Regional School District staff and school committee that is aligned with the district's strategic plan.
FY2020 Measure of Achievement: Successful completion of milestones per benchmark schedule.
4. By June 2020, Mr. Zinni will continue to increase the quality and quantity of communication to parents, the community and school committee.
FY2020 Measure of Achievement: Demonstration of improved communication to parents, the community and school committee.
5. By June of 2024, Mr. Zinni will ensure the full implementation of the district's 2019-2024 strategic plan.
FY2020 Measure of Achievement: Successful completion of milestones per benchmark schedule.

Discussion was held on how to identify how Mr. Zinni will meet these milestones. Mr. Zinni indicated that he will present in the spring of 2020 his progress and provide evidence for each goal. And then evidence of completion will be provided in June 2021. He also indicated that completion would depend various factors such as conversations during school committee meetings and subcommittees.

A Motion was made by Mr. Killion, seconded by Mr. Cates, to approve the Superintendent's Goals for 2019/2020, as presented. All in favor: Yes (5); No (0); Abstain (0). Motion Carried.

Update on 2019 Joint MASC/MASS Conference:

Mr. Zinni attended the 2019 Joint MASC/MASS Conference and said that the conference is designed more in line of school committees and tends to accommodate them. The workshops for the audience are not equal. He attended a workshop with a keynote, then they broke out into smaller breakout sessions where there was discussion on a teacher strike in Dedham and there was school committee legal representation talking about the strike and what issues were involved and what takeaways were learned from that.

Mr. Killion also attended the conference and thought the workshops that he attended were fantastic. He learned a lot from them and wished that more school committee members could attend. He attended the business meeting, along with Mr. Khan and found it to be extremely beneficial and would recommend that anyone attend. Mr. Killion was the official voting delegate for the business meeting and represented King Philip in that capacity.

Mr. Khan attended the business meeting and part of the superintendent evaluation session. He indicated that there is so much information from so many different sources along with a wealth of knowledge. He found it very Interesting with all the different school committees and the problems that each district faces may not necessarily affect other districts in different locations throughout the state.

Ms. Linde noted that the student council needs to look into the voting policy and procedure for an elected student council representative to the school committee. Mr. Gee asked that this be placed on a future agenda for discussion.

Review of FY21 Budget Calendar and Timelines:

Mr. Zinni presented the FY21 Budget Calendar and timeline again as a reminder of the upcoming budget milestones, meetings and timelines. The next finance meetings to be held on November 25 and 26 will be geared toward building department budgets.

Discussion on ensued whether or not there is a need to have two meetings as scheduled in December and Mr. Gee will look at upcoming agenda items to make a determination based upon the needs of the committee and subcommittees (Finance and Policy). Mr. Cates noted that he will not attend the KP School Committee Meeting as there is a Plainville Finance Meeting.

UNFINISHED BUSINESS:

Fundraising Overview:

As a follow up to a meeting in June 2019 with Mrs. Abrams, Mr. Zinni and Dr. Mobley, Mrs. Abrams asked for an overview on fundraising policy and procedures. Mr. Zinni said that there are steps that occur in order for a standard fundraiser to be approved. First, a place holder is noted on the calendar, there is a 30-day window to obtain approval to alleviate conflicts and look at other options. Mr. Zinni looks at safety and security of students. There are several fundraising layers for groups such as Student Council and clubs to raise funds, with less at the MS. However, at the MS this could also consist of donations for blanket drive, sock drive, canned goods, so it is still coming back to families to contribute. KP Cares seeks donations/contributions for a cause. There are 61 sports teams who look to fundraise to raise money for their special uniforms, additional items warm-up suits, banquets, awards, equipment. The KP Sports Boosters is a separate group who raises funds for school activities. There is the KPMA and DECA, Drama, and all the clubs that fundraise separately. There are all different groups, causes, and activities that are going on throughout the year and they all need to be reviewed and it merits some additional conversation to make them more equitable.

Discussion ensued on the maintenance of the activities calendar that it should be maintained by an administrator instead of a staff member. Mr. Zinni said all the staff member does is to maintain the calendar and has no approval authority. The final decision is made by either by Dr. Mobley or Mr. Zinni.

Mr. Zinni is concerned that the same families are asked many times during the year to contribute and while also paying the user fees, and even though they were reduced by 25% this year, he does not want that extra burden for families. Mr.

Zinni suggests that students perform more services, service learning vs. fundraising to eliminate any internal pressure. As an example, go to the soup kitchen instead of bringing in canned goods. For any student or family who cannot afford to participate there is a confidentiality mechanism in place for students to discuss this with the administration at each building. There are still a lot of procedures that we would like to clear up and make them a little tighter.

Discussion ensued on having a large fundraiser once a year and split the money for all groups. Mr. Zinni indicated that we don't have control over larger groups such as the KP Boosters and then how will the ratio of the money be split and distributed based upon participation?

For next steps there is an ongoing conversation with the administration. We have a form and protocol in place and will check back in next year as there are no immediate plans for this topic.

NEW BUSINESS:

Policy Manual Review:

Mr. Zinni gave an overview of the current KP Policy Manual in which there are 12 sections and he is in the process of reviewing the policies in each section and comparing it to the MASC version. These revised policies will be presented to the Policy Subcommittee and then to the full committee for adoption. He noted that the MASC policies are fully vetted by an attorney and we will follow their recommendations.

File AC – Nondiscrimination:

- ✚ A Motion was made by Mr. Khan, seconded by Mr. Killion, to approve Policy File AC, as presented. All in favor.

File ACA – Nondiscrimination on the Basis of Sex:

- ✚ A Motion was made by Mr. Khan, seconded by Mr. Cates, to approve File ACA – Nondiscrimination on the Basis of Sex, as presented. All in favor.

File ACAB – Sexual Harassment:

- ✚ A Motion was made by Mr. Cates, to approve File ACAB – Sexual Harassment, without the “and” and include the comma, as written, seconded by Mr. Dow. All in favor.

File ACE: Nondiscrimination on the Basis of Disability:

- ✚ A Motion was made by Mr. Killion, seconded by Mr. Cates, to approve File ACE: Nondiscrimination on the Basis of Disability, as presented. All in favor.

File AD – Mission Statement:

- ✚ A Motion was made by Mr. Killion, seconded by Mr. Cates, to approve File AD – Mission Statement, as presented. All in favor.

File ADDA – Background Checks: Mr. Gee deferred this policy for further editing. Discussion ensued on the requirements of chaperones being CORI'd and/or fingerprinted. Mr. Zinni explained the criteria that if anyone is potentially alone with students then they will be required to be fingerprinted, e.g., a student teacher will be CORI'd and fingerprinted. Mr. Azer, who is in charge of background reporting, indicated that all paid employees are CORI'd and fingerprinted. Anyone who holds a position that is certifiable pays a charge of \$55.00 to be fingerprinted and this is tied to DESE. Volunteers (music, sports) are only CORI'd as a general practice. The committee suggested a review of the overnight chaperones background checks to include CORI and fingerprinting. Mr. Zinni indicated that there could be a time when the practice becomes more stringent. Visitors to the building go through the Raptor System. Deferred to December 2, 2019.

File ADDA – R – DCJIS Model Cori Policy:

- ✚ A Motion was made by Mr. Killion, seconded by Mr. Khan, to approve File ADDA – R – DCJIS Model Cori Policy, as presented. All in favor.

File IJOA – Field Trips:

Mr. Gee deferred the revised version to December 2, 2019.

File JJH – Student Travel:

- ✚ A Motion was made by Mr. Killion, seconded by Mr. Khan, to approve File JJH – Student Travel, with the noted changes by Mr. Gee. All in favor.

File JJH-R – Student Travel Regulations:

- ✚ A Motion was made by Mr. Khan, seconded by Mr. Cates, to approve File JJH-R – Student Travel Regulations, as presented. All in favor.

File JJE – Student Fundraising Activities:

- ✚ A Motion was made by Mr. Killion, seconded by Mr. Cates, to approve File JJE – Student Fundraising Activities, as presented. All in favor.

File KHA – Solicitations in the Schools:

- ✚ A Motion was made by Mr. Killion, seconded by Mr. Khan, to approve File KHA – Solicitations in the Schools, as presented. All in favor.

Rescind Policies:

Mr. Zinni recommends that the following policies be rescinded as they have been vetted by MASC attorneys and may be embedded in a KP policy:

File ACAA – Harassment

File ADDA – E – CORI Requirements

File ADDA – E-1 – Information Concerning the Process in Correcting a Criminal Record

File JP – Student Gifts and Solicitations

- ✚ A Motion was made by Mr. Cates, seconded by Mr. Killion, to rescind the following policies as recommended:

File ACAA – Harassment

File ADDA – E – CORI Requirements

File ADDA – E-1 – Information Concerning the Process in Correcting a Criminal Record

File JP – Student Gifts and Solicitations

All in favor.

Reports from School Committee Members:

Norfolk School Committee Representative: Mr. Curry - None

Plainville School Committee Representative: Mrs. Abrams - None

Wrentham School Committee Representative: Mrs. DeStefano – None

REPORTS FROM SCHOOL COMMITTEE MEMBERS: None

ADJOURNMENT:

- ✚ **A Motion was made by Mr. Killion, seconded by Mr. Khan, to adjourn the School Committee meeting at 9:05pm. All in favor by roll call vote: Yes (5) - Mr. Killion, Mr. Khan, Mr. Gee, Mr. Cates, Mr. Dow; No (0). All in favor. Motion carried. Mr. Gee adjourned the meeting.**

Respectfully submitted,

*Elisa Barrett Witkus
Secretary to the School Committee*

Documents presented on November 18, 2019:

November 4, 2019 Draft Minutes
Appointments, Resignations, Retirements, etc.
HS & MS Student Council Report: Miss Linde
John & Abigail Adams Scholarship Recipients
KPTA - Unit B (Custodians) Intent to Commence Negotiations for a Successor Agreement
Superintendent's Goals and Review
Review of FY21 Budget Calendar and Timelines

Approve Policies:

File AC – Nondiscrimination
File ACA – Nondiscrimination on the Basis of Sex
File ACAB – Sexual Harassment
File ACE: Nondiscrimination on the Basis of Disability
File AD – Mission Statement
File ADDA – Background Checks – Defer to 12/2/19
File ADDA – R – DCJIS Model Cori Policy
File IJOA – Field Trips - Defer to 12/2/19
File JJH – Student Travel
File JJH-R – Student Travel Regulations
File JJE – Student Fundraising Activities
File KHA – Solicitations in the Schools

Rescind Policies:

- File ACAA – Harassment
- File ADDA – E – CORI Requirements
- File ADDA – E-1 – Information Concerning the Process in Correcting a Criminal Record
- File JP – Student Gifts and Solicitations