

**School Committee Meeting
Tuesday, September 4, 2018- Approved
King Philip Regional High School – Library
201 Franklin Street, Wrentham, MA 02093**

Mr. Gee, Chair, opened the meeting at 7:05pm.

Roll Call of Members:

Members Present:

Norfolk:	Michael Gee, Kenneth Dow, Paul Cochran
Plainville:	Bruce Cates, Amy Abrams, Samad Khan
Wrentham:	Jim Killion, Erin DeStefano, Trevor Knott

Members Absent:

Norfolk:	None
Plainville:	None
Wrentham:	None

HS Student Council Representative: Miss Linde

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 to review informational documents pertaining to each school committee meeting. Videotaped meetings may be viewed in their entirety at www.wrenthamcableaccess.com

Mr. Gee also explained the procedure for public comment. He mentioned that at the School Committee Retreat held in July 2018, members discussed having Public Comment at the beginning of the meeting. However, since this was not on the agenda, no change will be made at this particular meeting.

Delegations and Visitors:

Mr. Zinni, Superintendent, Mr. Azer, Director of Finance & Operations

Consent Agenda

APPROVAL OF MINUTES

June 18, 2018 Minutes:

- ✚ A Motion was made by Mr. Killion, seconded by Mr. Khan, to approve the Minutes of June 18, 2018 as presented. All in favor, with Mr. Knott and Mr. Dow abstaining. Yes (7); No (0); Abstain (2). Motion carried.

June 25, 2018 Minutes:

- ✚ A Motion was made by Mrs. DeStefano, seconded by Mr. Cates, to approve the Minutes of June 25, 2018 as presented. All in favor, with Mr. Knott abstaining. Yes (8); No (0); Abstain (1). Motion carried.

July 18, 2018 Minutes:

Mrs. Abrams asked that the Minutes of July 18, 2018 (Page 8 – School Start Times) be amended to: "Plainville is looking to form a Calendar Committee."

- ✚ A Motion was made by Mr. Killion, seconded by Mrs. Abrams, to approve the Minutes of July 18, 2018 as amended. All in favor, with Mr. Cochran, Mr. Khan and Mrs. DeStefano abstaining. Yes (6); No (0); Abstain (3). Motion carried.

August 6, 2018 Minutes:

Mrs. Abrams asked that the Minutes of August 6, 2018 (Page 4 – Reports from School Committee Members) be amended to: DECA gave a presentation as a way to reconnect HS students back to the elementary school.

- ✚ **A Motion was made by Mrs. Abrams, seconded by Mr. Killion, to approve the Minutes of August 6, 2018 as amended. All in favor, with Mr. Cochran, Mr. Knott and Mrs. DeStefano abstaining. Yes (6); No (0); Abstain (3). Motion carried.**

PAYMENT OF BILLS, FINANCIAL REPORT

Warrants/Budget Report/Budget Transfers

COMMUNICATION:

Appointments, Resignations, Retirements, etc.

In a memorandum dated September 4, 2018, Mr. Zinni presented a list of appointments, resignations and personnel changes along with corresponding stipend amounts, if any.

AGENDA

APPROVAL OF MINUTES:

A Motion was made by Mr. Knott, seconded by Mr. Killion, to approve and retain the Executive Session Minutes of July 18, 2018. All in favor, with Mr. Cochran, Mr. Khan, Mrs. DeStefano and Mrs. Abrams abstaining. Yes (5); No (0); Abstain (4). Motion carried.

COMMUNICATION:

HS Student Council Report:

Ms. Linde gave an update on Student Council events:

- Sports teams have held tryouts and scrimmages have been held.
- Student Council will host speaker Mike Smith on September 12. On September 23 a Color Run Fundraiser will be held.
- Freshman Orientation was held and Student Council members were available to assist.

Mr. Zinni met with Mrs. Dill, Student Council Advisor and members of the Student Council. He mentioned that Mike Smith is a wonderful speaker about his message of acceptance. He will forward a *U Tube* presentation to School Committee members.

REPORTS AND RECOMMENDATIONS OF THE SUPERINTENDENT

Superintendent's Update: Mr. Zinni

Mr. Zinni sent out a ConnectEd welcome back message to the KP community that included an invitation that he was available to meet with community members at designated times at the Middle School in the morning and High School in the evening on August 28.

Mr. Zinni gave an update on opening day for staff at the Middle School and the High School. The Cafeteria provided a delicious continental breakfast for all staff. In his opening remarks and welcome message, new staff members were introduced and staff milestone anniversaries on years of service were announced. Mr. Zinni indicated that KP has a tremendous amount to be proud of. An example used was MCAS results that KP is providing our students a world-class, quality education.

Mr. Zinni shared children's literature and summarized the book entitled, "What to do with an idea" about nurturing an idea and ultimately you change the World; and how our staff are changing the World. He indicated that we will continue to celebrate that throughout the year.

Mr. Zinni plans to be at the MS greeting the students on Wednesday and later in the week will be visiting the HS students.

Mr. Zinni plans to present in the spring a comprehensive strategic plan. He has met members of the Community Working Groups over the past couple of the weeks and spent a good deal of time looking at the data collected to guide us into this school year. At the next meeting, Mr. Zinni plans to present a one-year strategic plan.

UNFINISHED BUSINESS:

2018/2019 School Committee Subcommittees:

- ✚ **A Motion was made by Mr. Killion, seconded by Mr. Cates, to approve the 2018/2019 School Committee Subcommittee list, as presented. All in favor. Yes (9); No (0); Abstain (0). Motion carried.**

NEW BUSINESS:

2018/2019 Approval of Home School Plans

- ✚ **A Motion was made by Mrs. DeStefano, seconded by Mr. Khan, to approve the following home schooling requests for the 2018/2019 school year according to School Committee Policy IHBG:**

1. **I.D. – Grade 9**
2. **G.D. – Grade 11**
3. **M.D. - Grade 12**
4. **Z.R. – Grade 12**
5. **D.R.- Grade 10**
6. **C.M. – Grade 7**
7. **I.G. – Grade 9**

All in favor. Yes (9); No (0); Abstain (0). Motion carried.

HS Overnight Field Trip: Student Council

Mr. Zinni reviewed the overnight field trip presented Ms. Dill, Student Council Advisor and gave an overview of the MASC Leadership Conference. Miss Linde noted that incredible speakers are at this conference. Ms. Dill will make sure that it is appropriately staffed.

- ✚ **A Motion was made by Mr. Killion, seconded by Mr. Cates. All in favor. Yes (9); No (0); Abstain (0). Motion carried.**

Substitute Pay Schedule 2018/2019 School Year:

Mr. Zinni spoke with administrative team about substitute rates in place and it was not clearly delineated. Teacher assistants were paid at Bachelor's, Step 1 or \$19.01 per hour or \$123 for a 6.5 hour day. This rate will now be \$75 per day. Custodians were also raised slightly to better align with the market. In a memorandum dated August 28, 2018, Mr. Azer provided an analysis and information on the average pay rates from surrounding towns on substitute pay rates.

- ✚ **A Motion was made by Mr. Knott, seconded by Mrs. DeStefano to approve the change of Teacher Assistant substitute pay rate to \$75 per day, effective for the 2018/2019 school year, and increasing the custodian substitute pay rate to \$15 per hour, effective immediately. All in favor. Yes (9); No (0); Abstain (0). Motion carried.**

REPORTS FROM SCHOOL COMMITTEE MEMBERS:

Norfolk School Committee Representative: Mr. Cochran

A post summer meeting was held on August 28. Topics included regular business and opening of school update. There was a small busing issue on new routes.

Mr. Zinni noted that he sent over fans to Norfolk last week to help out in the classrooms due to the excessive heat.

Plainville School Committee Representative: Mrs. Abrams

Plainville met on August 28. Topics discussed included the end of year reports, acceptance of gifts, handbook revisions, and started to think about goals for the coming year.

Wrentham School Committee Representative: Mrs. DeStefano

Topics included several changes in administration, complete overhaul of bus routes and new drivers, and a change in the SRO assignment (for Wrentham and KP, which continue to share an SRO). Also discussion of an idea to open an auxiliary police office within the Vogel School as a means to increase police presence. Dr. Cameron is proposing this to the selectmen this evening.

Mr. Zinni indicated that he met with Wrentham Police Chief and is in the process of reviewing a new SRO contract. Discussion ensued on the auxiliary police office, funding, and schedule for the police at the Vogel School. All of the details have not yet been set and Mr. Zinni intends to explore this and the budget implications, if any, further.

LATE COMMUNICATIONS: None

REPORTS OF SPECIAL COMMITTEES: None

RECOMMENDATIONS OR QUESTIONS FROM INDIVIDUAL MEMBERS:

- Mrs. Abrams thanked Mr. Azer and the building administrations for the building walkthroughs and noted that the buildings looked great.
- Mrs. Abrams questioned a fundraiser for the Cheerleaders and noted full disclosure as her child is a cheerleader and asked about the approval process. Mr. Zinni explained that there are 47 sports teams, clubs, music, etc., and all of the groups want to fundraise.
- We need to look at the equity and understand them. There are 4 policies waiting to go to the Policy Subcommittee, Mr. Zinni indicated that he did modify a fundraiser based on the locality.
- Mrs. Abrams asked about the requirement for MS students to have a uniform for gym class which is green shorts and yellow shirts. Discussion ensued that perhaps the school could provide an online store as these items are difficult to find and other parents may have a hard time finding them as well. Mr. Zinni and Mr. Azer will look into this. Discussion ensued that local stores may sell KP clothing.

Mr. Khan inquired about the status of a \$100,000 school safety grant secured by Rep. Dooley to be split among KP and the three elementary districts. Mr Azer indicated that we have not yet received the funds. Discussion ensued on potential usage of the funds and assessing what needs to be done. Mr. Gee indicated in a study in a previous year had looked at building entryways, and several non-structural improvements were made to the entry process. Mr. Azer will need to look at any building changes as part of the capital plan.

Mr. Zinni plans to begin building a community coalition on safety. This would include police, fire, parents, schools and local government officials coming together to look at risky behaviors, such as drugs, alcohol and tobacco, along with opportunities to apply for funding on those areas of student safety. Mr. Zinni indicated that this is a personal goal for him.

Mr. Azer introduced *Raptor*, which is a new safety management system that has been installed both at the MS and the HS. *Raptor* scans a visitor's photo ID and conducts a quick nationwide check of sex

offender databases, it can also accept custom alerts such as custody issues or other banned people. Once the background is complete, *Raptor* prints a custom label that includes a photo of the visitor (from their ID), their name, destination in the building and a date and time stamp.

Discussion ensued on what steps would be taken if someone did not have an ID. Mr. Cates asked if there is a policy in place to articulate this new process. The Committee suggested that a ConnectEd message be sent to the KP community introducing *Raptor*.

Mr. Gee gave a review of topics discussed at the Retreat:

- Talked about protocols, moving public comment to the beginning of the meeting.
- List from Mr. Zinni at the next meeting on Group Norms.
- Having meetings held in Norfolk, Plainville and Wrentham as part of community outreach.
- Next steps with the budget and communicating with the town boards and consensus and budget and the meeting that were held last year set up by the towns and to continue that momentum.
- Devote every other meeting on topics of interest, such as, confidentiality, understanding special education and 504s and the laws around student discipline.
- Superintendent "Friday letter"
- Next stages of strategic plans, outcomes, superintendency union, regionalization, formulate the next steps on where these conversations go
- School start times – start to review this
- Community Working Groups. Mr. Zinni had 2 meetings recently, there were the governance group and they described the subcommittee groups. They will be attending the next meeting. Mr. Zinni will come back with a one year plan.
- By October 1 a news blog attached to Facebook and a Twitter account. This would make sure that important news-worthy stories are speaking with one voice, aligns with ConnectEd and people will know where to get their information from. The district is working with a company to get a news blog out. The town of Wrentham is working with the same company.
- Mr. Zinni will work with elementary and KP families and then to the broader community. Stories will go out to the news and newspapers as well.
- School Committee members attending events.
- Mr. Zinni's intent is to have by next fall a 3-to-5-year strategic plan. This could be formalized as one of his performance goals.

Public Comment: None

Adjournment Into Executive Session:

At 8:25 pm, a Motion was made by Mr. Killion, seconded by Mr. Khan to enter into Executive Session for the following purposes: #1: King Philip Regional School Committee will enter into executive session pursuant to MGL c. 30A, § 21(a)(1) 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 (Unit A Grievance); and, #3: To discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares. (Unit A – Collective Bargaining Negotiations). All in favor by roll call vote. Yes (9); No (0); Abstain (0). Motion carried.

Adjournment:

(Mr. Khan left Executive Session at 8:25pm.)

- ✚ **At 8:40pm, a Motion was made by Mrs. DeStefano, seconded by Mr. Killion, to adjourn Executive Session and to return to open session solely for the purpose of adjournment. All in favor by roll call vote: Yes (8); No (0). Motion carried.**

Respectfully submitted,

*Lisa Barrett Witkus
Secretary to the School Committee*

Documents presented on September 4, 2018:

- Draft Minutes of June 18, 2018
- Draft Minutes of June 25, 2018
- Draft Minutes of July 18, 2018
- Draft Minutes of August 6, 2018
- Memo on Appointments, Resignations, Retirements, etc.
- Executive Session Minutes of July 18, 2018
- 2018/2019 School Committee Subcommittees
- 2018/2019 Approval of Home School Plans
- HS Overnight Field Trip: Student Council
- Substitute Pay Schedule 2018/2019 School Year