PEMBROKE SCHOOL COMMITTEE MEETING
Tuesday, January 15, 2019
North Pembroke Elementary School Library
7:00PM

PLEASE NOTE TIME & LOCATION

Call to Order
Mr. Chilcott called the meeting to order at 7:07pm.

Present from Administration: Mrs. Erin Obey, Superintendent; Marybeth Brust, Assistant Superintendent of Curriculum and Learning; Jessica Duncanson, Director of Student Services.

Present from Committee: Patrick Chilcott, Chair; James Agnew, Secretary; Michael Tropeano and David Boyle
Absent: Suzanne Scroggins, Vice Chair

Acknowledge & Schedule Visitors
Mr. Chilcott welcomed the visitors.

Adjustments to the Agenda
None

Approval of Bill Schedule
Bills were circulated electronically for committee approval.

Communications
Town Manager Search Committee
Mr. Chilcott said the Board of Selectmen had discussions at their meeting on Tuesday night and opened applications for search committee members. He said the School Committee will submit an application. He added that the BOS is reluctant to have members that are currently sitting on a committee.

Consideration of Approval: School Committee Meeting Minutes of January 8, 2019

VOTE: On a motion made by David Boyle and seconded by James Agnew, it was unanimously voted to approve the school committee meeting minutes of January 8, 2019 as presented.

Voting Yes: Patrick Chilcott, James Agnew, David Boyle and Michael Tropeano
Voting No: none
Abstaining: none
Absent: Suzanne Scroggins
Superintendent's Report

Consideration of First Read: PHS Program of Studies

Mrs. Obey said the Education Subcommittee met about the proposed changes and they are included in the packet. Mr. Talbot said three PHS departments are proposing language changes to several courses. He said the first proposal from the Art Department is for CBAD I to be broken into two half year courses and renaming them to Digital Arts I, II, and CBAD II will become Digital Arts III. He said another proposal is for Multi-Media Design to use Adobe Animate instead of Adobe Flash and a third proposal is for Intro to 3D Animation to use Autodesk Maya instead of Maya Complete 7.

Mr. Talbot said another proposal is around Marching Band. He said Marching Band participation is a requirement for Freshman Band, Concert Band and Wind Ensemble. He said the proposal is to remove the language that makes it a requirement. He said he believes Marching Band is well engrained in the community and the students take the class out of genuine interest and it doesn’t have to be required if they are in a class. He said he thinks student interest should be considered and this is the only one that requires students to take a curricular class. Mr. Agnew asked what prompted the change, and Mr. Talbot said over the past three years he has heard from parents about the time commitment involved. He added that the Marching Band Director is flexible with other commitment student may have. He said it is a significant time committee which puts it into an extracurricular category and the change would allow students to pursue other opportunities offered. Mr. Chilcott said the reason for the Marching Band requirement was to help the program get going after the break from Silver Lake. Mr. Tropeano said this wasn’t the only reason. He added that the Education Subcommittee spent a lot of time discussing this. He said he is comfortable with removing the requirement for a year but would like to see the freshman participation rate next year and see if we lose any upperclassmen. He said he would like to have the option to reinstate the requirement in the future year. Mr. Boyle said the Education Subcommittee consensus is to remove the requirement, see if it can stand alone and if not revisit it. He said he is an amazing program and they believe it will stand alone. Mr. Chilcott said this is unique in that the district doesn’t have any other requirements of students. Mrs. Obey said she has had lengthy conversations with Mrs. Chapman and there is concern about the Marching Band falling apart. Mrs. Obey said it is a very strong program and she doesn’t see it falling apart. She said the larger conversation for Administration is around the fact that students are overscheduled by choice. She said even if it is for one or two students that the Marching Band piece is putting them over, that it is important to look at it. She added that Mrs. Chapman and Mr. Glass are not in favor of this change. She said Mrs. Chapman is concerned about the logistics of it, with students randomly participating. Mrs. Obey said she envisions it as the student is opting in to Marching Band or out. She said she has had the pleasure of visiting band camp every year and it is amazing what they can get done in a week and it is because the students are committed to it. She said she doesn’t envision students floating in and out of Marching Band.

Mrs. Obey said she did not have Mrs. Chapman attend tonight because it is a first read of the proposal and committee members may still need to review all the information. She said Mrs. Chapman’s time would be better served at the next meeting when there will be an informed debate.

Mr. Chilcott asked Mr. Glass what the concern is for removing the requirement. Mr. Glass said it is a true co-curricular in the classroom. He said once it becomes voluntary there will not be the link between the two. The class will not work on Marching Band and it will have to become an after-school activity. He said seventy percent of the students are in sports, so you will lose them, and the program will fall apart. He said if you look at other schools that have done this you will see the programs have fallen apart. Mr. Chilcott asked how removing the requirement would make it different. Mr. Glass said the rehearsal is done during the school day. Mr. Tropeano asked that Mrs. Chapman come to the next meeting to have a discussion before the second read of the proposal. Mr. Agnew said he would like to get some sense of scale before making a decision. Mr. Tropeano said in his 18 years on the committee, there have been countless hours, the committee has held the Visual
and Performing Arts harmless when there have been significant budget cuts. He added that the committee has not taken one of those discussions lightly, and over the 18 years have made a significant investment in the Visual and Performing Arts. Mr. Chilcott said Mr. Tropeano is correct and added that the committee does not take this decision lightly.

Mr. Talbot said went on to explain the additional Program of Studies changes. He said there are language changes to Freshman and Sophomore History classes. He said World history I and II will have a timeline shift and US History I and II will also have a timeline shift. He said another proposal is to eliminate the Spanish and Hispanic Connections A and B. He said students can study Spanish for four or five years at the CP level therefore eliminating the need for the connections courses. He added that the language department would like to re-activate the French IV CP so students do not have to jump to honors. Mr. Chilcott confirmed there will not be a staffing implication.

VOTE: On a motion made by Michael Tropeano and seconded by David Boyle, it was unanimously voted to accept the course changes to 2019-2020 PHS Program of Studies as a first read.

Voting Yes: Patrick Chilcott, James Agnew, David Boyle and Michael Tropeano
Voting No: none
Abstaining: none
Absent: Suzanne Scroggins

Mrs. Brust reviewed the new proposed courses. She said they include Cyber Security, Leaving Your Mark: Shaping the 21st Century Leader and 3D Printing and Product Design.

VOTE: On a motion made by Michael Tropeano and seconded by James Agnew, it was unanimously voted to accept the new course proposals as a first read.

Voting Yes: Patrick Chilcott, James Agnew, David Boyle and Michael Tropeano
Voting No: none
Abstaining: none
Absent: Suzanne Scroggins

Maintenance of Effort Budget
Mrs. Obey said the funding picture is very unclear right now. She referred the committee to the Town Administrator’s budget worksheet from December and said she hasn’t received an update. She said the budget worksheet shows a $2.4m deficit. She said this presentation is Maintenance of Effort (MOE) which is doing everything we are doing now at next year’s prices. Mr. Chilcott suggested Mr. Boyle contact Representative Cutler and Senator deMacedo and ask them to come to a meeting in February or March. Mrs. Obey said the FY20 MOE budget as of now is $34,831,669 and FY19 was $33,259,352, difference is $1,572,317. She reminded the committee that last year $150k of Special Education Circuit Breaker funds was used to offset the budget and $120k of revolving fund money was used to pay kindergarten positions. She said this $1.5M includes repaying these funds. Mr. Chilcott asked if per pupil will increase for kindergarten and Mrs. Obey yes but the increase will make up for what is being lost in enrollment. She said based on the census, the kindergarten enrollment numbers look to be less than this year but over the next month or so the numbers will be more reliable. Mr. Tropeano said the Town Administrator has projected about $1M for the district so that would leave about a $572K deficit. He said seeing the $2.4M Town deficit means that the $1M projected could actually be lower.

Mrs. Obey said the drivers of operational increases includes collective bargaining agreements of $970,731, transportation of $111,324 and other expenses of $80,633, the total being $1,162,688.
She said the drivers of tuition increases includes the FY19 vocational tuition being underfunded by $102k and special education tuition being underfunded by $71,519 plus the $150k FY19 circuit breaker. She said when a student attends a vocational school and needs special education services, the district can not project what the cost will because it is billed at a per pupil rate. Mr. Tropeano when Representative Cutler and Senator deMacedo attended last year they asked for items that they could take back and the committee said transportation for special education, reimbursement for vocational transportation and something regarding movings of special education students. Mr. Chilcott said the committee also asked about a vocational tuition cap. Mr. Tropeano asked to send letter to MASC or MASS to see if they are interested in lobbying on behalf of Pembroke and other members. He also asked to send Representative Cutler and Senator deMacedo a letter before they visit.

Mrs. Obey said one focus area for FY20 is social emotional supports. She said this includes full implementation of the COMPASS program to include staffing it with a teacher and have more of a mental health focus. She said this year there was a change with the Guidance delivery model 7-12 and she will bring back information on that to see if it is working and sustainable.

Mrs. Obey said a second focus area for FY20 is achievement. She said this includes expanding the Project Lead the Way (PLTW) program through the grade levels, expanding the co-teaching model K-12, lowering class sizes at the secondary level and building out career readiness pathways by looking into a virtual school option.

Mrs. Obey said the third focus area for FY20 is technology. She said this includes instituting a capital replacement schedule and keeping with the 3-year schedule, increasing the number of devices available district wide, restructuring the service delivery model by shifting from informational technology to instructional technology and increasing staffing levels to DESE recommended levels.

Mr. Obey said the areas to develop for possible reductions include looking at elementary class size/sections and looking at restructuring the content supervisors in order to stay away from classroom teacher reductions. She said areas to look for revenue include potential advertising revenue and parking fees. She said another option is to look at program offerings in languages and arts at both the middle and high school.

Mrs. Obey said the budget timeline will include presentations from departments including facilities. Mr. Tropeano said the committee will not have a good target where the Town and Commonwealth are until late February, so he recommends having the presentations in late March and go through a power session of departmental presentations. Mr. Chilcott suggested having presentations begin at the second meeting in February with the elementary and secondary levels and have Special Education wait until later in the timeline. Mr. Agnew said he is sensitive to the timeline but giving everyone the opportunity to present is important. He said rolling Guidance into the general conversation of the schools would work. Mr. Boyle said he would rather more information than less. Mr. Chilcott suggested the elementary schools present at the second meeting in February and then plan a Saturday meeting in March.

**Consideration of First Read – Policy KHB: Advertising in Schools**

Mr. Agnew said the Policy Subcommittee looked at other school district's policies to use as a template. He said the committee thinks there is an opportunity for some revenue. He said you see advertising around Towns that serve as a revenue source. He said if the policy has strict guidelines and the community can understand it is the recommendation of the Policy Subcommittee to move forward. Mr. Chilcott asked about the types of advertising and Mrs. Obey said it is usually banners and scoreboards. Mrs. Obey said having a detailed policy helps. Mr. Chilcott asked who makes the final decision and how would the district advertise. Mrs. Obey said the school committee would have
the final say on the advertisers. Mr. Agnew suggested the Chamber of Commerce and said word of mouth would help also. Mrs. Obey said the Communication Specialist can handle some of it. She said that community has a lot of interest in helping the schools and this would be an avenue for them to do it. Mr. Chilcott asked for an estimate of revenue and Mrs. Obey said around $25-$35K. Mr. Tropeano suggested making the banner part of the cost of the sponsorship. He suggested looking at the Hobomock soccer lease for language specific to this. He also suggested combining 2L and 2C of the policy. The committee agreed to look into what other districts are charging for the advertising.

VOTE: On a motion made by David Boyle and seconded by Michael Tropeano, it was unanimously voted to accept policy KHB: Advertising in Schools as a first read as amended.

Voting Yes: Patrick Chilcott, James Agnew, David Boyle and Michael Tropeano
Voting No: none
Abstaining: none
Absent: Suzanne Scroggins

Consideration of Approval – IHAI – Vocational Education

Mr. Chilcott said the committee wants to be clear that the policy is not changing. He said a sentence is being added for clarification. Mrs. Obey said the policy now spells out that all accepted 9th grade students must attend Silver Lake Regional High School for their 9th grade exploratory year. She added that the agricultural schools are not included in this policy. Mr. Tropeano clarified that if a student transfers after 9th grade, it will not affect their chance to graduate with a certificate. Mr. Chilcott said it was raised by a parent at the last meeting that it is difficult in the more competitive vocations for a student to transfer in 10th grade.

Mrs. Obey said the Silver Lake tuition this year is $9,939 for regular education, transportation to Silver Lake for the district is $48K and if a student needs special education services there is an additional SPED increment. She said, the total tuition comes to $11,680. She went on to explain that will all the same conditions, the cost for South Shore Voc Tech is $20,179. The cost for Norfolk Agricultural is $25k. Mrs. Obey said Pembroke’s foundation budget is $10,372 per student, and Pembroke spends $12,825 per student. The committee reviewed the offerings for both Silver Lake and South Shore Vocational Tech. Mr. Chilcott clarified that a student could attend South Shore Voc Tech and Pembroke would pay the $9,939 toward the tuition.

VOTE: On a motion made by Michael Tropeano and seconded by David Boyle, it was unanimously voted to accept policy IHAI: Vocational Education with the added language of “All accepted 9th grade students must attend Silver Lake Regional High School for their 9th grade exploratory year”.

Voting Yes: Patrick Chilcott, James Agnew, David Boyle and Michael Tropeano
Voting No: none
Abstaining: none
Absent: Suzanne Scroggins

Athletics Update – Justin Domingos

Mr. Domingos reviewed the participation number for 2018-2019. He said 369 students are participating in athletics, which is up a bit from the past three years. He said winter participation is down to 281 from 312 last year and he said they saw this coming. He said Pembroke may need a co-op for girls hockey next year due to the low numbers. Mr. Tropeano asked where Mr. Domingos think gymnastics is going with only 10 participating this year. Mr. Domingos said not all 10 girls on the team want to compete at every meet. Mr. Tropeano said he is wondering if Pembroke needs a third added to the cooperative. Mr. Chilcott asked about football numbers and Mr. Domingos said the youth football program is healthy, so he is thinking the high school numbers will increase. He said there is outreach to the youth program by PHS coaches and he is
hopeful that the numbers will get back up to the 80s over the next two to three years. Mr. Domingos went on to explain that 72 of the 87 NHS members are athletes. He said 54 of the 59 students in DECA are athletes and 31 students are multi-sport.

Mr. Domingos updated the committee on the athletic facilities. He said the new track installation is complete and it will host the MSTCA Meet in April. He added that the basketball court was refinished by Gymnasium floors and that the landscaping around turf/track and fence complete this winter/spring. Mr. Chilcott asked Mr. Domingos to communicate the hours the track is open to the public. Mr. Tropeano asked about the well and Mr. Domingos said he has been turned down by three drillers. Mr. Tropeano suggested he have the driller look at the Hobomock well to see how it runs.

Mr. Domingos said 86% of PHS athletic teams are actively working with youth sports programs via camps/clinics/active partnerships. He said the winter project “Tokens for Troops” was successful. He added that the student ambassadors are coming up with a spring project. He said the completed projects for 2017-2018 were a stand-alone coaches handbook, creation of coach’s education, creation of an equipment replacement cycle, and a fall leadership summit with a guest speaker from Harvard University.

Mr. Domingos said the upcoming projects for 2019-2020 include contamination of coaches’ education, rebuilding a uniform replacement cycle, repairs/buildup to softball field at PHS, a summer leadership summit for juniors/seniors, building Capitan education requirements and a strength and conditioning program/room (via Boosters). Mrs. Obey added that the Boosters have made some updates to the weight room already.

**Future Meeting Dates and Topics**
February 5th and February 26th

VOTE: At 8:49pm, on a motion made by Michael Tropeano and seconded by David Boyle, it was unanimously voted to adjourn.

Voting Yes: Patrick Chilcott, James Agnew, David Boyle and Michael Tropeano
Voting No: none
Abstaining: none
Absent: Suzanne Scroggins

**APPROVED: February 12, 2019**

**MOTIONS**

VOTE: On a motion made by David Boyle and seconded by James Agnew, it was unanimously voted to approve the school committee meeting minutes of January 8, 2019 as presented.

Voting Yes: Patrick Chilcott, James Agnew, David Boyle and Michael Tropeano
Voting No: none
Abstaining: none
Absent: Suzanne Scroggins

VOTE: On a motion made by Michael Tropeano and seconded by David Boyle, it was unanimously voted to accept the course changes to 2019-2020 PHS Program of Studies as a first read.

Voting Yes: Patrick Chilcott, James Agnew, David Boyle and Michael Tropeano
Voting No: none  
Abstaining: none  
Absent: Suzanne Scroggins

VOTE: On a motion made by Michael Tropeano and seconded by James Agnew, it was unanimously voted to accept the new course proposals as a first read.

Voting Yes: Patrick Chilcott, James Agnew, David Boyle and Michael Tropeano  
Voting No: none  
Abstaining: none  
Absent: Suzanne Scroggins

VOTE: On a motion made by David Boyle and seconded by Michael Tropeano, it was unanimously voted to accept policy KHB: Advertising in Schools as a first read as amended.

Voting Yes: Patrick Chilcott, James Agnew, David Boyle and Michael Tropeano  
Voting No: none  
Abstaining: none  
Absent: Suzanne Scroggins

VOTE: On a motion made by Michael Tropeano and seconded by David Boyle, it was unanimously voted to accept policy IHAI: Vocational Education with the added language of “All accepted 9th grade students must attend Silver Lake Regional High School for their 9th grade exploratory year”.

Voting Yes: Patrick Chilcott, James Agnew, David Boyle and Michael Tropeano  
Voting No: none  
Abstaining: none  
Absent: Suzanne Scroggins

VOTE: At 8:49pm, on a motion made by Michael Tropeano and seconded by David Boyle, it was unanimously voted to adjourn.

Voting Yes: Patrick Chilcott, James Agnew, David Boyle and Michael Tropeano  
Voting No: none  
Abstaining: none  
Absent: Suzanne Scroggins