PEMBROKE SCHOOL COMMITTEE MEETING
Tuesday, February 26, 2019
Pembroke High School Library

7:00PM

PLEASE NOTE TIME & LOCATION

Call to Order
Mr. Chilcott called the meeting to order at 7:00pm.

Present from Administration: Mrs. Erin Obey, Superintendent; Marybeth Brust, Assistant Superintendent; 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. CJ Agnew is observing for his boy scout troop.

The committee welcomed Kayla Tynan as the PHS student representative.

Adjustments to the Agenda
Clarification of PCMS surplus materials.

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

Communications
None

Superintendent’s Report
FY20 Budget Update
Mrs. Obey said the FY20 MOE budget is $34,831,669. There are retirements totaling $67k in savings, a transportation revolving offset of $125k and enrollment driven reductions of $330k. The reductions are five elementary teachers and one PHS teacher. She said class size conversations are happening now. She added that Chapter 70 funding is $20 per pupil which totals $58K. The Town contribution is $633,151. She said this results in a budget gap of $691,151. Mr. Agnew asked how the Town comes up with their contribution number and Mrs. Obey said they look at revenue, like property, excise tax and tax levies. Mr. Tropeano asked if the Town budget is balanced with the $633,151 contribution and Mrs. Obey said she believes so. Mr. Chilcott said the revenue number is likely not exact and the committee should have another joint budget meeting with the Selectmen. Mr. Tropeano said the committee has to have some confidence in the $633k.
Mr. Chilcott said the district must cover the $970k in collective bargaining contracts because it is outside of the school budget. Mr. Chilcott said it seems the school department has to make up a lot more than most other Town departments. Mr. Tropeano asked about $20 per pupil and asked if Mrs. Obey has heard anything more. Mrs. Obey said Senator deMacedo and Representative Cutler will be coming to the school committee meeting on March 19th. Mr. Chilcott said administration will come back to the committee with a recommended budget with adds and reductions and hopefully it is balanced. Mrs. Obey said $340k is made up of special education and vocational tuitions. She explained that the district does not know the special education increment cost for a vocational student until the child is placed. Mr. Tropeano asked Mrs. Obey to send a letter to MASS and MASC.

Secondary Budget Presentation
Mrs. McGarrigle said enrollment has been dropping. This year is 463 and last year was 496. She said class sizes have been better this year and accelerated has always been higher. Mrs. McGarrigle said three languages are offered at PCMS and Mr. Tropeano asked what the breaking number is for not running a section. Mrs. McGarrigle said she hasn’t been at that point but may have that conversation. EO said one teacher is teaching Latin and French. DM said talked to Saviz about selling languages to 6th graders and 8th graders. DM said 14.4% students with IEPs, 4% with 504 plans. Jess said IEPs are somewhat consistent, up about 1%. Mr. Chilcott asked if Titan Time is helping and Mrs. McGarrigle said very much so. Mrs. McGarrigle said they spend a lot of time on attendance. She said 51 students have 10% or more absences and explained the process of letters going home to parents. Mrs. Obey said attendance feeds into the accountability rating. Mrs. McGarrigle said social emotional needs are rising. She said guidance counselors teach 8 sections/week and have 200+ caseloads. They manage 504 plans and have two weekly meetings to track student functioning. She said the reduction of the counselor in FY18 resulted in an increased student caseload and an increase in 21st century class sizes. She added that the teaching load of 50% remained consistent with previous years.

Mrs. McGarrigle said the nurse is an important part of the social emotional support. She said the nurse is very much involved and reports 25% of all health office visits have some social/emotional/behavioral component. She added that she has two secretaries, front office and guidance, do a lot of work to keep the offices running. Mr. Agnew asked what educational background she is looking for in a social worker, clinical or master level and she said educational background not clinical.

MT asked how much in additional devices and EO said MT said leases purchase for 3 year beginning this year with $75 from Town and $75 from school budget.

Mr. Talbot said PHS is in a decline for overall enrollment, which is down to 843 from 916. He said 224 are graduating and he thinks the number will decline again next year. He said average classes are mostly down, with ELA at 17.1 and down 1.7, Math classes with business are at 17.8 and 17.3 without business, History has been even at 21, Science at 16.9 down 1.3., foreign languages 16 down 2, VPA at 21.8 down 3 and PE at 20.5 up 3. Mr. Chilcott said it looks like there may be some reduction options based on these numbers and Mrs. Obey said possibly. Mr. Talbot said a priority for FY20 would be to add a teacher to the Compass Program to grow the program. He said another priority would be an education technology integration specialist to work with teachers to create lessons that allow students to interact with educational technologies. Mr. Agnew asked if the position would interact with students and Mr. Talbot said he envisions the person working with staff around technology. Mr. Boyle asked if the person would be a teacher or have a technology degree. Mr. Talbot said it would be educational based and not necessarily a tech degree, more like google certifications etc. Mrs. Obey said Mr. Hall, the Technology Integration Specialist, splits his time between all five buildings. Mr. Tropeano asked what the structure would look like if each building got its own tech integration specialist and Mrs. Obey said if the district had five they would report to the Director of Instructional Technology. She said she doesn’t think the district would need five long term. Mr. Agnew said he thinks there’s going to be a greater demand going beyond the devices. He questioned whether this will become an outsourced idea in the long term and does not want to short change now. Mr. Talbot said the Compass Program is run with a paraprofessional. He said the program assists students returning from long term absences and is also used as a home base for virtual learning students. He said 27 students have
utilized the compass program as of February 6th. He said when a student leaves the program there is a flexibility for the student to have check ins and/or come back. He said 41% are there for mental health reasons and 59% for other medical needs. He added that 63% have been there for 10 or more days, 22% have been there for 30+ days and 19% will spend a portion of the day there for the rest of the year. He said it is getting to the point to have a certified teacher in the program in order to service the students the best we can. Mr. Tropeano asked if students placed out of district could be pulled back in and Mrs. Duncanson said not to this program as it is not a special education program. Mr. Tropeano asked if a hybrid model could be created to get out of district students back. Mrs. Obey said it would be better to build a program so students do not go out of district versus getting them back. Mrs. Duncanson explained some requirements of special education programs.

Elementary Budget Presentation
Mr. Murphy said elementary enrollment has been declining. He said the elementary principals are dealing with the same decreases as the secondary level. Dr. Glaude reviewed the class sizes in all three elementary schools. She said Bryantville has a high number of 504s due to medical issues. Mrs. Kay said the social workers across all three buildings are generally working with regular education students. Dr. Glaude said Hobomock and Bryantville share a social worker and the needs are different between the schools. She said students with social emotional needs were not being met before Mrs. Larson came aboard. She said Mrs. Larson is spending time connecting with outside resources to help families. Mr. Boyle asked about the high number of social emotional needs in kindergarten at North and Mr. Murphy said there is a high number of students with social emotional needs that moved in over the summer. Mr. Tropeano asked about summer staffing over summer to help students/families during July and August. Mrs. Obey said through PTAD and the Interface program there has been a lot of success. Mrs. Duncanson said the ability for some students to attend over the summer is an issue. Mrs. Obey said there are families that could benefit from having a point person for the twelve months. Mr. Chilcott said the data shows the impact these specific employees have on students is massive. Dr. Glaude said they also have an impact on teachers.

Dr. Glaude explained major initiatives of the social workers. Mr. Murphy said the psychologists are a member of the IEP team and they do testing and home visits. He said the social worker is a liaison between the district and families and the families feel comfortable with her and relay important information. He added that they also are interventionists in regular education. He said North has decided to have the psychologist spend most of her time in kindergarten. He said the social worker interventions include student check ins, in class supports, crisis de-escalation, lunch/recess group. Dr. Glaude said they could use a lot more resources, but Mrs. Larson is helping make a big difference.

Consideration of Approval: PHS Overnight/Out of State Trips
Mr. Talbot said Spain exchange program has been done in the past. He explained that Pembroke hosts students from Spain and Pembroke sends students to Spain.

VOTE: On a motion made by David Boyle and seconded by Michael Tropeano, it was unanimously voted to conceptually approve the PHS trip to Spain.

Voting Yes: Patrick Chilcott, James Agnew, Michael Tropeano and David Boyle
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 conceptually approve the PHS trip to Paris.

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

Consideration of Approval: PCMS and PHS Surplus Equipment

Mrs. Obey said the first is a wrestling mat that is not being used and a nonprofit youth wrestling program out of Hanover Mall may be interested in it. If so it will be donated.

She said the second item is a tractor at PCMS that has not been used in years and still works. If deemed surplus it may have some value.

VOTE: On a motion made by Michael Tropeano and seconded by David Boyle, it was unanimously voted to make the Kubota 245L 2WD tractor and the wrestling mat surplus property to donate as well.

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

Mrs. Obey said the third items are old PHS cafeteria tables no longer in working order.

VOTE: On a motion made by Michael Tropeano and seconded by David Boyle, it was unanimously voted to deem the four 8 seat cafeteria tables surplus as presented.

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

Future Meeting Dates and Topics
March 5th and March 19th

VOTE: At 8:53pm, on a motion made by David Boyle and seconded by Michael Tropeano, it was unanimously voted to adjourn.

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

APPROVED: March 19, 2019

MOTIONS

VOTE: On a motion made by David Boyle and seconded by Michael Tropeano, it was unanimously voted to conceptually approve the PHS trip to Spain.

Voting Yes: Patrick Chilcott, James Agnew, Michael Tropeano and David Boyle
Voting No: none
VOTE: On a motion made by David Boyle and seconded by Michael Tropeano, it was unanimously voted to conceptually approve the PHS trip to Paris.

Voting Yes: Patrick Chilcott, James Agnew, Michael Tropeano and David Boyle
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 make the Kubota 245L 2WD tractor and the wrestling mat surplus property to donate as well.

Voting Yes: Patrick Chilcott, James Agnew, Michael Tropeano and David Boyle
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 deem the four 8 seat cafeteria tables surplus as presented.

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

VOTE: At 8:53pm, on a motion made by David Boyle and seconded by Michael Tropeano, it was unanimously voted to adjourn.

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