Call to Order
Mr. Tropeano called the meeting to order at 7:09pm.

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

Present from Committee: Michael Tropeano, Chair; David Boyle, Vice Chair; Susie Scholl, Secretary; Suzanne Scroggins
Absent: James Agnew

Acknowledge & Schedule Visitors
Mr. Tropeano welcomed the visitors.

Adjustments to the Agenda
None

Approval of Bill Schedule
Bills were sent out for electronic signatures.

Communications
None

Superintendent’s Report
School Safety Discussion: Chief Wall and Officer Kirby
Mr. Tropeano said this information will get newer members up to speed. Chief Wall said Officer Kirby doubles as a school safety officer for PCMS and PHS. He said he has other officers assigned as liaisons to the elementary schools. Chief Wall said building relationships with the students is important both in and out of school. Officer Kirby explained the Four Ls: Locate, Lockdown, Leave and Live. He said a committee was put together at PHS with teachers and a practice lockdown was rolled out with staff. He said there are a lot of moving parts, so it takes time to get everybody up to speed. He said the students haven’t gone through it yet as training the teachers is key before rolling it out with students. He said PCMS still has the same lockdown procedure and the plan is to introduce the Four Ls. Mrs. Obey reminded the committee when Office Horkan presented, that there is no one way for it to work, whether shelter in place or A.L.I.C.E. She said the goal is to give teachers as many tools as possible to make the right decision in that moment with the students.
She said the idea is to build the skills that is why it was run without the students. She said the idea is to keep it simple at the elementary level. Office Kirby said his main focus when he started this position was to identify students having trouble. He said getting to know the parents and kids give him a leg up. He said he gets to know them by going to after school activities, parent teacher conferences and just being around when there is a group at the school. He said this builds a relationship with the police. Chief Wall said Officer Kirby has done a good job of relationship building. Mr. Tropeano said PPS has invested a lot personnel wise in social emotional health and asked what else can be done. Chief Wall said Plymouth County Outreach received a grant which will help address issues both in and outside of schools. He said meetings will start around November and the superintendent will be included. He added that teachers spend more time with students and anything they can acknowledge or bring to police is helpful. Mr. Tropeano said the committee talked about GO Bags for teachers and Mrs. Obey said she is not sure if this makes the most sense. Chief Wall said getting teachers and students prepared for an issue is the biggest bang for the buck. Mrs. Obey said if they are going to ask for funding at Town Meeting, she wants to be sure that it is for what makes the most sense. She said the district received a $60k grant for school safety and the focus is around entry and access. She said the district will use the money to have key fobs installed at each of the schools at the end of November. She said she would like to look into additional exterior cameras as the price point on those has come down. She said the committee also discussed the window film that can prevent shatter and said she can look into the price point on that. Mr. Tropeano suggested adding a building security update into the facilities department presentation at budget time and getting a cost estimate for expanding the camera technology of the school cameras so that it ties into the police department. Chief Wall said Officer Horkan can come to a meeting and talk about building security. He added that the more training taking place reinforces that it is taken seriously. Mrs. Scholl asked about lockdown frequency and Mrs. Obey said there are two per year, one with just staff and one at each building.

Food Services Update
Mrs. Obey said the Food Services Manager, Mrs. Lucas-Terra, has been working with Lisa Cullity of the Board of Health and Mrs. Cullity regarding the idea of donating uneaten food from the schools. She said Mrs. Cullity is onboard with any packaged food, whole fruit or unopened milk cartons being placed in a shared type refrigerator. She added that Mrs. Lucas-Terra has reached out to all then vendors and PTO to see if anyone would supply the refrigerators but there is no one willing to. Mrs. Obey said it makes sense to buy a small one for each elementary school to start, at a cost of about $400 total. Mr. Tropeano said this idea should be communicated to families and Mrs. Obey added that it must be stressed that the schools can't accept food from home. Mrs. Obey said the other option is the Share Table, in which students can take from the refrigerator and then what's left at the end of the day is donated.

Technology Score Card
Mrs. Obey said this document serves as a technology update. She said this tool worked well last year as a check in on progress and wants to know if the committee would like to continue with this format. Mrs. Scholl asked where the funding is coming from and Mrs. Obey said the Booster Thon Fun Run money has generally gone toward technology purchases. She explained the devices on the lease-purchase agreement and the commitment to replace those devices on a three-year cycle. Mr. Tropeano suggested segmenting Instructional Technologies and Professional Development by area of impact, elementary, PCMS, PHS, Secondary and District Wide as a way to know where the resources are going. In addition, he suggested going deeper and look at the next set of priorities or major gaps.
Mr. Tropeano said he would like to know if people are downloading this Tech Score Card from the website because it is important information for the community to know and Mrs. Obey said she can get that information. He added that the $150k device leasing and prek-2 iPad refresh are great, as well as the web control server upgrade to control the HVAC.

Personal Service Contract

Vote: On a motion made by David Boyle and seconded by Suzanne Scroggins, it was unanimously voted to authorize the Chair of the Pembroke School Committee to sign a salary agreement with the superintendent for a 4% increase for school year 19-20.

Voting Yes: Michael Tropeano, David Boyle, Susie Scholl, Suzanne Scroggins
Voting No: none
Abstaining: none
Absent: James Agnew

Future Meeting Dates and Topics
11/5 and 11/19

VOTE: At 7:51PM, on a motion made by David Boyle and seconded by Susie Scholl, it was unanimously voted to adjourn.

Voting Yes: Michael Tropeano, David Boyle, Susie Scholl, Suzanne Scroggins
Voting No: none
Abstaining: none
Absent: James Agnew

APPROVED: November 5, 2019

MOTIONS

Vote: On a motion made by David Boyle and seconded by Suzanne Scroggins, it was unanimously voted to authorize the Chair of the Pembroke School Committee to sign a salary agreement with the superintendent for a 4% increase for school year 19-20.

Voting Yes: Michael Tropeano, David Boyle, Susie Scholl, Suzanne Scroggins
Voting No: none
Abstaining: none
Absent: James Agnew

VOTE: At 7:51PM, on a motion made by David Boyle and seconded by Susie Scholl, it was unanimously voted to adjourn.

Voting Yes: Michael Tropeano, David Boyle, Susie Scholl, Suzanne Scroggins
Voting No: none
Abstaining: none
Absent: James Agnew