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

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

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

Acknowledge & Schedule Visitors
Mr. Tropeano welcomed the visitors.

Adjustments to the Agenda
Addition of possible waiver for girls’ softball.

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

Communications
None

Consideration of Approval: School Committee Meeting Minutes of January 8, 2020

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, 2020 as presented.

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

Superintendent’s Report

Consideration of Approval: PHS Overnight/Out of Country Trip
Mrs. Obey said the number of students is confirmed at five. She said she is asking to waive the policy regarding chaperones being based on gender. She said there will be two female chaperones only. She added that the parents and students are aware of the chaperone situation and the parents will sign a waiver.
VOTE: On a motion made by David Boyle and seconded by Suzanne Scroggins, it was unanimously voted to approve the PHS trip to Paris, Normandy and Brittany April 17-24, 2020 and suspend the policy on chaperones with the parents agreeing to the chaperone change.

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

Consideration of Approval: PCMS Homeschool Request
Mrs. Obey referred the members to the homeschooling information in the packet and said she approves of this request. The committee did not have any questions.

FY21 Maintenance of Effort Budget
Mrs. Obey explained that the Maintenance of Effort Budget (MOE) is rolling forward to next year everything the district is doing this year at next year’s prices. She said the FY20 budget is $34,108,229 and the FY21 MOE as of January 2020 is $36,146,969 so difference is 2,038,740. She said this does not take into account what the Town is offering. She said the deficit is made up of the collective bargaining COLA of approx. $1 million and a decrease in Title 1 funding of $107,846, which is used for to help pay some of the salaries for the reading and math specialists. She explained that the poverty level has to be 4% or more in order to receive Title 1 funding and Pembroke is 3.8% according to the 2016 census. Mrs. Obey went on to say that special education transportation will have a shortfall for FY20 of $240,215 and added that there is an increase of 3.5% in the transportation contract which equates to another $105,000. Mr. Agnew ask for clarification on the 24.85% increase in the special education transportation budget for FY20 and Mrs. Obey explained that there are students traveling far distances and when they can’t be grouped together on routes it results in higher costs. She this increase also includes a couple of new students that moved to Pembroke. Mrs. Obey went on to explain that special education tuition for FY20 is underfunded by $597,074 due to move ins and a couple of placements that had a significant price increase. She explained that there is a piece of Circuit Breaker entitled extraordinary relief and this applies when expenditures are 125% or more during the year above what they were projected to be the year before, the district can apply for extraordinary relief. She said the district is at the threshold so hopefully there will be some relief to offset it in the current budget.

Mrs. Scroggins questioned how special education institutions raise their rates and Mrs. Obey explained there is a process they go through with OSD and added that she has never seen a price increase denied. Mrs. Scroggins pointed out that the state representatives were invited to a meeting in the fall but had to cancel. She said the committee wanted to share these concerns with them prior to the budget planning.

Mrs. Obey said the focus areas for the FY21 budget will continue to be as social emotional supports, to include restorative justice, increase in access to therapy dogs and a focus on teacher self-care and wellness. She said the second focus will continue to be Achievement, which will include expanding Project Lead the Way, expanding the co-teaching model K-12, balancing class sizes 7-12, and continuing to build out career readiness pathways. She added that Mrs. Brust had informed the committee about the U Lowell program and the possibility of housing a course in the district or getting students access to it there. Mrs. Obey said the third focus area continues to be Technology. This will include continuing the capital replacement schedule, increasing reliable devices available K-12, continuing with infrastructure upgrades, and increasing staffing levels to the DESE recommended levels. She said the district is below staff and device recommendations.

Mrs. Obey said in working to balance the budget she looks at areas for revenue and possible reductions. She said there are very few places to look that are not personnel. She said will enrollment declining, there are three classes that have been identified as possible reductions across the elementary level and this will mean higher class sizes. She added that the freshmen class coming in will be smaller than the senior class this year. She said with smaller class sizes comes areas to make reductions and grade specific content areas will be looked at. She said another consideration is to restructure the Content Supervisors. She said every year the school committee has a fee discussion, and North River Collaborative would like to rent more space at Hobomock and that will be considered.
She went on to say that with the declining enrollment administration will be looking at paraprofessional and guidance staffing as well as program offerings around languages and arts. Mrs. Obey expressed that this budget document is very preliminary.

Mr. Tropeano said he, Mrs. Obey and Mrs. Scholl met with Mr. Buckley and Mr. Thorne and the Town has offered $600k toward the school budget. He said this is less than the committee hoped for, but the budget discussion will continue on. Mr. Tropeano said they talked about excise tax, which he said looks flat and restaurant revenue which is also flat. He added that there is $600k in new growth, which is good, and also the health insurance premiums seems to be leveling. Mr. Tropeano said the piece of land the district turned over to the Town will pay dividends this year and it will be capital money. He said he wonders if there are any other projects out there that would have a return on investment. Mrs. Obey said there are two years left on the lease payment for the ESCO project so it will end in 2022. That will result in $150k per year that will have an impact on the operating budget. Mr. Tropeano said the committee will mostly likely be looking for solve for a $1m-$1.5m budget deficit and the committee will have to bring ideas to the Town on solving for this. Mrs. Obey said the Governor’s numbers come out this month and Chapter 70 will probably be at $20-25 per student. She said there are changes to the Circuit Breaker formula going into FY 21 and there will be more information on that next month. She said the budget subcommittee will meet with the Selectmen on February 3rd. Mrs. Obey said the next couple of meetings will include budget presentations from the departments. She said the Town will deliver a balanced budget on February 4th.

**Review of School Committee Goals**

Mr. Tropeano reviewed the edits to the School Committee goals document for 19-20. Mr. Agnew questioned who makes up the roundtables. Mrs. Obey said when the committee first proposed this goal, the idea was to select parents in order to bring different voices to the table. She said she thinks there will be topics where the committee will engage students as well as community members. The committee agreed to edit it to say parents, guardian and caregivers. The committee went on to talk about the social emotional/health and wellness goal. Mrs. Obey said the number of hits on the website presentations can be tracked. She suggested including an infographic in the Titan Times about what people are accessing on the website. Mrs. Scholl asked if the district has data on students receiving services for social emotional needs and suggested comparing this subset of students/families to the hits on the website and/or survey results of the parents to see if these families are accessing the resources. Mrs. Obey said some of the social emotional curriculum is for the benefit of all students so it would be hard to make the correlation. She went on to explain that taping the presentations and having them on the website has been beneficial to families per feedback from the PTOs. The committee discussed the technology goal and Mr. Agnew offered to help with the goal of developing a public/private partnership with one MA based technology enterprise to augment the district’s current technology curriculum. He said the committee would need a document to present to organizations, stating what it wants to do and list of the topics the district wants to focus on. Mrs. Obey said there are people in the community that want help but.

The committee agreed to vote on the final version of this document at the next meeting on 2/4.

**Review of District Behavior Survey Results**

Mrs. Obey said staff completed the EAB national survey in order to get data on this topic. She said all teachers were asked to participate but the data is around K-6 and 87 teachers and 7 support specialists participated. She reviewed the data around behavioral disruptions. She said she is concerned at the number of teachers that said “no” or “not sure” around the answers to SEL curriculum and trauma informed care. She said the first day of school included professional development on trauma informed care. Mrs. Obey said the next steps include continuing to educate staff around district wide resources available. She said the district as a whole is doing things that are working and the fact that 94 elementary staff took the survey shows they are interested in being a part of the initiative.

**Future Meeting Dates and Topics**

2/4, 2/11

VOTE: At 8:35PM, on a motion made by James Agnew and seconded by David Boyle, it was unanimously voted to adjourn.
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, 2020 as presented.

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

VOTE: On a motion made by David Boyle and seconded by Suzanne Scroggins, it was unanimously voted to approve the PHS trip to Paris, Normandy and Brittany April 17-24, 2020 and suspend the policy on chaperones with the parents agreeing to the chaperone change.

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

VOTE: At 8:35PM, on a motion made by James Agnew and seconded by David Boyle, it was unanimously voted to adjourn.

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