



72 Pilgrim Road, Pembroke, MA 02359
www.pembrokek12.org
pembroke@pembrokek12.org

PEMBROKE SCHOOL COMMITTEE MEETING
Tuesday, February 6, 2018
North Pembroke Elementary School Library
7:00 PM

Call to Order

Mr. Chilcott called the meeting to order at 7:01pm.

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

Present from Committee: Patrick Chilcott, Chair; Ginny Wandell, Vice Chair; David Boyle, Secretary; Michael Tropeano and Suzanne Scroggins

Acknowledge & Schedule Visitors

Mr. Chilcott welcomed the visitors.

Adjustments to the Agenda

None

Approval of Bill Schedule

Bills were circulated for committee approval.

Communications

A communication from Representative Cutler about grants was passed around for committee review.

Consideration of Approval: School Committee Minutes of January 16, 2018

VOTE: On a motion made by Michael Tropeano and seconded by Ginny Wandell, it was unanimously voted to approve the School Committee Meeting Minutes of January 16, 2018.

Voting Yes: Patrick Chilcott, Ginny Wandell, David Boyle, Michael Tropeano and Suzanne Scroggins

Voting No: none

Abstaining: none

Absent: none

Acknowledgement of Project 351 Candidate

An Ambassador is an 8th grade student with an exemplary ethic of service and the values of kindness, compassion, humility and gratitude. Mrs. McGarrigle said each school district identifies one leader. She said she sent out a survey to staff to ask for recommendations and Kathleen Morris was chosen as the Project 351 Ambassador. She said Kathleen will work with Mrs. Goitia in Guidance. Kathleen told the committee her thoughts on the program and said a group of ambassadors went to Dorchester and painted murals. She said it was inspirational to see the impact made in just a few hours.

VOTE: On a motion made by Michael Tropeano and seconded by David Boyle, it was unanimously voted to acknowledge Kathleen Morris as the Project 351 Ambassador.

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

Superintendent's Report

Consideration of Second Read and Approval: Program of Studies

Mrs. Obey said the Program of Studies was originally reviewed at the last meeting and now it is brought forward for approval.

VOTE: On a motion made by David Boyle and seconded by Michael Tropeano, it was unanimously voted to approve the Program of Studies as a second read and approval as presented.

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

Consideration of Approval: PHS Overnight/Out of State Trips

Mrs. Obey said the DECA trip was conceptually approved in the fall and now has the details included.

VOTE: On a motion made by Suzanne Scroggins and seconded by Michael Tropeano, it was unanimously voted to approve the DECA trip to Boston on March 8-10, 2018 as presented.

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

Mrs. Obey said there were several top ten finishers in the recent DECA competition and she will invite them to an upcoming school committee meeting.

Mrs. Obey said Musical Festival trip to Boston was also previously conceptually approved.

VOTE: On a motion made by Ginny Wandell and seconded by Suzanne Scroggins, it was unanimously voted to approve the Music department travel request for March 1-3, 2018 as presented.

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

Mrs. Obey said she is asking for conceptual approval of the Disney World Music department trip.

Mrs. Scroggins asked for clarification on the fundraising for this trip. Mrs. Obey explained the PAPA mattress fundraiser and the other fundraisers. Mr. Chilcott suggested conceptual approval tonight and said the committee can get more information on the fundraising before it starts. Mrs. Wandell suggested addressing the heat issue and potential fainting spells ahead of time. Mr. Boyle asked about the chaperones getting CPR training and Mrs. Obey said she could open up CPR training to parents and staff the next time it is offered by the district.

VOTE: On a motion made by Michael Tropeano and seconded by Ginny Wandell, it was unanimously voted to conceptually approve the Music department trip to Disney World on April 10-14, 2019 as presented.

Voting Yes: Patrick Chilcott, Ginny Wandell, David Boyle, Michael Tropeano and Suzanne Scroggins
Voting No: none

Abstaining: none

Absent: none

Budget Update

Mrs. Obey said even though there is no extra money available for FY19 the district would like to do different things. She said the priorities for FY19 include offering full day kindergarten starting with the 2018-2019 school year. She said the district would have to front load the cost because Chapter 70 money takes a year to kick in. She said the district has been saving for this through the tuitions collected for preschool and full day kindergarten. She said a second priority is the restructuring of the Math Apps elective and Technology elective at PCMS to have a STEM focus with project based learning. She said Mrs. Brust has applied and received a grant to cover this cost. She said a third priority is the restructuring of the Technology Department staff in order to delineate between instructional and information technology. She said for 13 years the district has had an informational technology structure and the desire now is to move toward instructional technology. She stated the final priority is to investigate various schedule options at the secondary level that would allow for more opportunities for students.

Mrs. Obey gave the breakdown on the FY19 MOE budget:

She said the FY19 MOE budget is \$34,574,302. She said there is one retirement as of now which could result in a savings of \$23K. She suggested taking \$105k from the Transportation revolving account. She added that enrollment shifts would result in a savings of \$130k. After these adjustments, the FY MOE is down to \$34,316,302, which results in a budget gap of \$1,977,632.

Mrs. Obey reviewed the additional revenues that the district will see. These include Chapter 70 money of \$57,840 (based on an estimate of \$20/student). In addition, she said the Town contribution has increased to \$790,682, which is a result of the health insurance increase coming in at 5% instead of 10%. She said this translates to about \$150k for school. The final revenue piece is the Solar Farm utility offset, which is predicted to be \$180,844 in the first year for the district.

Mrs. Obey said the main gap drivers are the 3.5% increase in the transportation contract, the vocational and special education tuitions and the Collective Bargaining increases. She said after the additional revenues the gap is down to \$948,266. She said work has been done on the \$948k gap since the last meeting. She suggested using \$150k of Circuit Breaker money that the district will receive. She explained that the district has not had to do this in the past but due to the current fiscal climate, it makes sense. She added that the extended day revolving account has preschool and full day kindergarten tuition and suggested moving one teacher's salary to this revolving account to free up about \$65k. In addition, she said enrollment is down at the elementary level so there can be a reduction of three teachers while keeping class sizes comfortable and this would be a savings of about \$195k.

Mrs. Obey said there is a significant decline in secondary enrollment for next year and this could result in a reduction of 1.4 PHS teachers, resulting in a savings of \$110k. She said she would like to look at a restructure of the Guidance Department 7-12 and review the service delivery method. She added that this restructure and program change could result in a savings of \$145k. Mrs. Obey said the districtwide curriculum line has about \$150k and she suggested taking \$50k from there. With these savings, the budget gap would come down to \$233,266.

Mr. Tropeano said Chapter 70 and the solar farm could potentially yield another \$15-\$20K. He said the solar farm just started in December so February and March numbers may be more realistic. He added that the Budget Subcommittee said taking Circuit Breaker money has to be considered. Mr. Chilcott said the budget is at a good point right now and Mrs. Scroggins added that it has to be clear these decisions have not been easy.

Mr. Tropeano suggested letting the Town know sooner rather than later where the budget is at and explain the circumstances of what the committee is doing. Mr. Chilcott said March 5th is tentative meeting date with the Town officials and suggested getting the data out prior to the budget presentation to them. Mr. Tropeano suggested highlighting the one time money and the fact that the elementary level will have a class size affect. Mrs. Wandell said there is a lot of residential housing growth. Mrs. Obey said new growth was discussed at the Department Head meeting with the Town and the numbers seemed accurate.

Mrs. Obey said there are additional items for consideration in getting the budget gap of \$233,266 down. She said one option is to reinstate the bus fee for students living less than two miles and this would generate around \$40k. She added that this dollar amount is variable depending on if the families choose to pay or drive their child. Mr. Chilcott asked if implementing the fee could cost more money and Mrs. Obey said it is possible. Mr. Tropeano suggested having a fee discuss at the March meeting. Mrs. Wandell said with the reasoning around the cons of implementing the bus fee she would not want to spend time on it. Mrs. Scroggins said she would like to know the gain or cost before making a decision. Mr. Boyle said he agrees with Mrs. Scroggins. Mr. Tropeano suggested getting more facts from the superintendent in order to make a decision while not spending time on the number piece. Mrs. Scroggins said the committee makes informed decisions based on previous years. Mrs. Obey said the district has 23 buses and the ability to have a delay or early release due to inclement weather. She said that early release is different because it becomes a childcare issue for families.

Mrs. Obey said another option is to explore before/after school care as a revenue generator. She said the district previously had enrichment programs running before and after school. She said before and after school care could possibly generate \$25k in the first year. Mrs. Wandell said this is a logical idea and there has been a need for it. The committee agreed to ask the superintendent for preliminary data on this. Mrs. Obey said a final option is to consider additional elementary reductions but this will mean class sizes over 25. Mr. Chilcott said this has to be an absolutely last resort. He said class sizes are comfortable and said it would be bad for the district. He said he would rather go back to the Town and ask for additional money before resorting to this.

Mr. Tropeano said the district has no control over vocational and special education tuitions. He suggested pressing Representative Cutler and Senator deMacedo on funding options for vocational transportation or some type of Circuit Breaker. He suggested asking MASC if other towns want to be included. Mr. Tropeano said he would like to see how much special education tuition is within 10% of the Circuit Breaker threshold and have this data to show Representative Cutler and Senator deMacedo. Mr. Chilcott suggested documenting what the committee would like to talk to them about and sending it to them before they attend the school committee meeting. Mr. Tropeano asked the superintendent to figure out the percentage increases in the tuitions and transportation and draft up the costs.

Mrs. Obey said full day kindergarten would generate an additional \$550k in Chapter 70 in the second year. Mr. Tropeano suggested making it clear that it will be revenue neutral in year one.

VOTE: On a motion made by Michael Tropeano and seconded by David Boyle, it was unanimously voted to accept the change to free full day kindergarten beginning in the 2018-2019 school year.

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

Future Meeting Dates and Topics

February 27th

Mr. Chilcott thanked the committee members for their support in recent weeks.

VOTE: At 8:32pm, on a motion made by Michael Tropeano and seconded by Suzanne Scroggins, it was unanimously voted to adjourn.

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

APPROVED: February 27, 2018

MOTIONS

VOTE: On a motion made by Michael Tropeano and seconded by Ginny Wandell, it was unanimously voted to approve the School Committee Meeting Minutes of January 16, 2018.

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

VOTE: On a motion made by Michael Tropeano and seconded by David Boyle, it was unanimously voted to acknowledge Kathleen Morris as the Project 351 Ambassador.

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

VOTE: On a motion made by David Boyle and seconded by Michael Tropeano, it was unanimously voted to approve the Program of Studies as a second read and approval as presented.

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

VOTE: On a motion made by Suzanne Scroggins and seconded by Michael Tropeano, it was unanimously voted to approve the DECA trip to Boston on March 8-10, 2018 as presented.

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

VOTE: On a motion made by Ginny Wandell and seconded by Suzanne Scroggins, it was unanimously voted to approve the Music department travel request for March 1-3, 2018 as presented.

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

VOTE: On a motion made by Michael Tropeano and seconded by Ginny Wandell, it was unanimously voted to conceptually approve the Music department trip to Disney World on April 10-14, 2019 as presented.

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

VOTE: On a motion made by Michael Tropeano and seconded by David Boyle, it was unanimously voted to accept the change to free full day kindergarten beginning in with the 2018-2019 school year.

Voting Yes: Patrick Chilcott, Ginny Wandell, David Boyle, Michael Tropeano and Suzanne Scroggins
Voting No: none

Abstaining: none

Absent: none

VOTE: At 8:32pm, on a motion made by Michael Tropeano and seconded by Suzanne Scroggins, it was unanimously voted to adjourn.

Voting Yes: Patrick Chilcott, Ginny Wandell, David Boyle, Michael Tropeano and Suzanne Scroggins

Voting No: none

Abstaining: none

Absent: none