

Pembroke Public Schools

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PEMBROKE SCHOOL COMMITTEE MEETING
Tuesday, February 23, 2016
North Pembroke Elementary School Library
7:00 PM

PLEASE NOTE TIME

Call to Order

Mr. Tropeano called the meeting to order at 7:03 PM.

Present from Administration: Mrs. Erin Obey, Interim Superintendent; Marybeth Brust, Director of Teaching & Learning

Present from Committee: Michael Tropeano, Chair; Paul Bosworth, Vice Chair; Patrick Chilcott and Suzanne Scroggins

Absent: Ginny Wandell, Secretary

Patrick Chilcott arrived at 7:12pm

Acknowledge & Schedule Visitors

Mr. Tropeano welcomed the audience and asked if anyone wished to speak. No one wished to speak.

Adjustments to the Agenda

None

Communications

None

Approval of Bill Schedule

Bills were circulated for committee approval.

Consideration of Approval: School Committee Meeting Minutes of January 26th, February 2nd and February 9, 2016

VOTE: On a motion made by Suzanne Scroggins and seconded by Paul Bosworth, it was unanimously voted to approve the School Committee Meeting Minutes of January 26, 2016, February 2, 2016 and February 9, 2016 as presented.

Voting Yes: Michael Tropeano, Paul Bosworth, Patrick Chilcott and Suzanne Scroggins

Voting No: none

Abstaining: none

Absent: Ginny Wandell and Patrick Chilcott

Consideration of Approval: PHS Latin Trip to Barnstable, MA

OUR MISSION: To ensure student achievement through excellence in teaching and learning.

VOTE: On a motion made by Paul Bosworth and seconded by Suzanne Scroggins, it was unanimously voted to approve the PHS Latin Trip to Barnstable, MA as presented.

Voting Yes: Michael Tropeano, Paul Bosworth, Patrick Chilcott and Suzanne Scroggins

Voting No: none

Abstaining: none

Absent: Ginny Wandell and Patrick Chilcott

Mrs. Scroggins asked about funding and Mrs. Obey said it will be paid out of the Student Activities account.

Consideration of Approval: PHS Key Club Trip to Springfield, MA

VOTE: On a motion made by Paul Bosworth and seconded by Suzanne Scroggins, it was unanimously voted to approve the PHS Key Club Trip to Springfield, MA as presented.

Voting Yes: Michael Tropeano, Paul Bosworth, Patrick Chilcott and Suzanne Scroggins

Voting No: none

Abstaining: none

Absent: Ginny Wandell and Patrick Chilcott

Superintendent's Report:

PSD Metrics Process and Timeline

Mr. Tropeano asked for feedback on the metrics. Mr. Bosworth said he would like to identify which metrics will come with an action plan. Mr. Tropeano said there has to be a trend in order to establish an action plan. Mrs. Obey said some metrics are only data points and will not come with an action plan. She suggested that if certain metrics change how administration would approach something she would report that as part of the metrics. Mrs. Scroggins said when the metrics are presented the committee has to be sure they discuss and determine if there will be an action. Mr. Chilcott said as the data and metrics are looked at and discussed it will drive a decision one way or another for an action plan. Mr. Tropeano agreed and said the committee has to have the data in order to decide if an action plan is needed. Mrs. Obey said administration can flag data if they see something and also if the committee sees something they can ask administration to look deeper. Mrs. Scroggins said her expectation is that there will be enough time at each meeting to go through the metrics.

Technology Plan Update and Budget

Mrs. Obey said original technology plan was developed in 2013 and goes through this year. She said the plan is behind where she hoped it would be due to budgetary constraints. She said the first goal of the technology department is to have consistent and reliable network access. She said there was a significant investment in fiber and build-out of the wireless network within the five school buildings but more than one classroom still can't share a hotspot. She added that PHS and PCMS are 90% wireless and elementary schools are 75% wireless. Mrs. Obey said the second goal is to use technology as a tool to increase student achievement through integration into instruction and the third goal is to focus on district wide and internal professional development relating to technology using current teachers to facilitate it.

Mrs. Obey listed the progress made from 2013 to present to include achieving standardized productivity platform to Office 365 for grades 6-12. She said build-out of the wireless network is continuing, with more hotspots needing to be installed. Mr. Chilcott asked if fiber has made a difference and Mrs. Obey said the speed is better and the network is not going down as often. He also asked if involving teachers in the technology plan on the front end makes sense and Mrs. Obey said teacher input is definitely needed. She said budget constraints have slowed the progress of the current technology plan.

Mrs. Obey said the recent investments in technology infrastructure include the installation of fiber, build-out of the wireless network, replacement of all core switches, server virtualization, and upgraded firewall and VMware. Mr. Bosworth asked why the district has servers and Mrs. Obey said there are a few servers left and one is the accounting software server. He said with all the cloud based software he believes it warrants taking a look at the servers. Mr. Chilcott said the committee may have to evolve its thinking as a good amount of time has passed since this plan was started and figure out what is not working. Mrs. Scroggins said the committee talks about budget items for months and by the time the money is spent to implement something things may have changed.

Mrs. Obey said the investments in hardware include replacement of teacher workstations, replacement of all library computer labs and the creation of a math lab at PCMS. She added that prior investments made may have not matched the technology plan. Mr. Tropeano said the committee has to decide what the objectives are and consider the three pillars to be infrastructure, hardware and software with the understanding that things can change every six months. Mr. Bosworth said he views it differently with the pillars being administrative systems, teaching and learning systems and teaching technology. Mrs. Obey said work needs to be done to have consistency district wide surrounding technology purchasing. Mr. Chilcott said he believes the more the teachers are involved with updating the technology plan the more they will embrace it.

Mrs. Obey said the FY17 technology recommendations include adding five technology integrators. Mr. Tropeano asked if an integrator could teach a class one day per week and Mrs. Brust said the position could include a class. Mr. Chilcott said the committee may need to take a step back and decide what the technology organization model should look like before deciding on how many integrators are needed. Mrs. Obey said having someone within IT with a teaching background would be helpful. She said other technology recommendations include going back to the Pioneer Model that was started in 2013, adding two technology support positions in order to lower the response time for School Dude requests, and transitioning to a help desk model utilizing students. The final recommendation is to establish a replacement schedule for teacher laptops and the PHS labs. Mr. Chilcott said the district won't be able to do all this and the committee will have to in-depth conversations at budget time.

Mrs. Obey said there is a lot of frustration around technology in the district so she suggests having a technology audit done in the next 60 days which can be funded from the FY16 budget. She also suggested establishing a technology capital line item and centralizing the purchasing process. She said in the short term the district should identify teachers in each building that can act as a resource for the technology integration process. She said the plan for the next school year is to frontload professional development days with an Edcamp structure focusing on technology. She also suggested exploring Pearson's EasyBridge which can tie into PowerSchool.

Policy Subcommittee Update

Consideration of First Read: EBC: Emergency Plans

Mrs. Scroggins said policy subcommittee reviewed the existing M.G.L. 69:8A as there are new laws. She said in addition to the changes to the EBC policy there will be procedures created by the safety committee and they will be a part of the second read. Mr. Tropeano asked if the AEDs are checked each year and Mrs. McAuliffe said they are checked twice per year. Mrs. Scroggins confirmed that there are staff in each building trained to use the AEDs.

VOTE: On a motion made by Suzanne Scroggins and seconded by Paul Bosworth, it was unanimously voted to approve the policy EBC: Emergency Plans as a first read as presented.

Voting Yes: Michael Tropeano, Paul Bosworth, Patrick Chilcott and Suzanne Scroggins

Voting No: none

Abstaining: none

Absent: Ginny Wandell and Patrick Chilcott

Mr. Tropeano said Mrs. Obey supplied the committee with an FY16 budget detail and asked the committee to supply feedback. Mr. Bosworth asked for an update upon completion of the technology audit.

Future Meeting Dates

March 1 and 29

April 5 and 26

May 10

VOTE: At 8:38 PM, on a motion made by Paul Bosworth and seconded by Patrick Chilcott, it was unanimously voted to adjourn.

Voting Yes: Michael Tropeano, Paul Bosworth, Patrick Chilcott and Suzanne Scroggins

Voting No: none

Abstaining: none

Absent: Ginny Wandell

APPROVED: March 1, 2016

MOTIONS

VOTE: On a motion made by Suzanne Scroggins and seconded by Paul Bosworth, it was unanimously voted to approve the School Committee Meeting Minutes of January 26, 2016, February 2, 2016 and February 9, 2016 as presented.

Voting Yes: Michael Tropeano, Paul Bosworth, Patrick Chilcott and Suzanne Scroggins

Voting No: none

Abstaining: none

Absent: Ginny Wandell and Patrick Chilcott

VOTE: On a motion made by Paul Bosworth and seconded by Suzanne Scroggins, it was unanimously voted to approve the PHS Latin Trip to Barnstable, MA as presented.

Voting Yes: Michael Tropeano, Paul Bosworth, Patrick Chilcott and Suzanne Scroggins

Voting No: none

Abstaining: none

Absent: Ginny Wandell and Patrick Chilcott

VOTE: On a motion made by Paul Bosworth and seconded by Suzanne Scroggins, it was unanimously voted to approve the PHS Key Club Trip to Springfield, MA as presented.

Voting Yes: Michael Tropeano, Paul Bosworth, Patrick Chilcott and Suzanne Scroggins

Voting No: none

Abstaining: none

Absent: Ginny Wandell and Patrick Chilcott

VOTE: On a motion made by Suzanne Scroggins and seconded by Paul Bosworth, it was unanimously voted to approve the policy EBC: Emergency Plans as a first reading as presented.

Voting Yes: Michael Tropeano, Paul Bosworth, Patrick Chilcott and Suzanne Scroggins

Voting No: none

Abstaining: none

Absent: Ginny Wandell and Patrick Chilcott

VOTE: At 8:38 PM, on a motion made by Paul Bosworth and seconded by Patrick Chilcott, it was unanimously voted to adjourn.

Voting Yes: Michael Tropeano, Paul Bosworth, Patrick Chilcott and Suzanne Scroggins

Voting No: none

Abstaining: none

Absent: Ginny Wandell