



**PEMBROKE SCHOOL COMMITTEE MEETING**  
**September 6, 2016**  
**North Pembroke Elementary School Library**  
**7:30PM**

### **Call to Order**

Mr. Tropeano called the meeting to order at 7:32pm.

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

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

### **Acknowledge & Schedule Visitors**

Mr. Tropeano welcome the audience and asked if anyone wished to speak.

### **Adjustments to the Agenda**

A legal matter was added to the Executive Session.

### **Communications**

Mr. Tropeano said the school committee has received an application from a group looking to open a private school in Pembroke. Mr. Obey said the private school would be located near the BBC on Route 53 and they has requested a temporary approval tonight so that they can open on September 12<sup>th</sup>. She said she told them this timeline will not work as there needs to be enough time to review the documents. Mrs. Obey said they are looking to start as a kindergarten to 5<sup>th</sup> grade and eventually grow it. She said the school will have about 38 students this year and it consists of an outdoor classroom and hands on learning. Mrs. Scroggins said there is a lot of work to be done in order for the school committee to approve this. Mrs. Obey said she can do a walk through once class is in session. The committee agreed to give their questions to administration and bring the topic back to the next meeting. Mr. Chilcott suggested contacting the town planning board to see if they have any concerns. Mrs. Obey said she is worried about the financial solvency of the school so looking at the financial information is important and said Mrs. Duncanson would like information from a Student Services prospective. Mr. Bosworth said the school representatives should be given the opportunity at the next meeting to address any school committee questions. Mrs. Scroggins said what Mrs. Obey, Mrs. Brust and Mrs. Duncanson see is going to be very important to her.

Mr. Tropeano said a resolution is going around concerning ballot question #2. Mr. Bosworth suggested getting MASC's view on it. Mr. Tropeano said this will be on the next agenda.

Mr. Tropeano said Mrs. Szostak sent a thank you note to the school committee. He added that the school committee members need to complete the municipal employee form for this year which is to be returned to Town Hall.

Mrs. Duncanson said a DESE survey is going out at the end of the week to families of students on an IEP PreK-22 regarding how they view the district's efforts around family engagement of students with disabilities. She said this is known as the Indicator 8 data collection and the data will be shared back to Pembroke and it is expected that it will be used to monitor the program. Mr. Tropeano clarified that the committee doesn't have to approve this because it is a federal requirement.

Mrs. Wandell said a parent group would like to fundraise for a press box in the name of Patrick Lane. She said she will review the policy with Mrs. Lane knowing that there are timelines involved.

Mr. Chilcott said the governor signed the Municipal Reform Act that has provisions in it concerning warrant signatures and asked how it will affect the committee.

### **Approval of Bill Schedule**

Mr. Tropeano said the Municipal Reform Act allows for warrants to be signed by one member all twelve months. Mrs. Obey said she reached out to school counsel regarding doing an electronic signature which may be a better option. Mrs. Scroggins said she likes reviewing the warrants.

### **Consideration of Approval: School Committee Meeting Minutes of June 7, 2016**

VOTE: On a motion made by Paul Bosworth and seconded by Suzanne Scroggins, it was unanimously voted to approve the School Committee meeting minutes of June 7, 2016

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

Voting No: none

Abstaining: none

Absent: none

### **Eagle Scout Project Presentation**

Hunter Figurerio presented his Eagle Scout Project to the school committee. He said he would like to restore the fields at North Pembroke. He said fixing up field will give student something to do during recess. He said there will be a fundraiser and he will need about \$800 mainly for stone dust and new bases and the goal is to be completed in November. Mr. Tropeano suggested he contact Mrs. Carol Dodge saying she would be very interested in getting involved.

VOTE: On a motion made by Patrick Chilcott and seconded by Ginny Wandell, it was unanimously voted to accept the Eagle Scout Project to restore Carol Dodge Field as presented.

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

Voting No: none

Abstaining: none

Absent: none

### **Superintendent's Report**

Mrs. Obey introduced Justin Domingos and Mr. Marc Talbot. Mr. Domingos said he feels good about the coaching staff. He said he is short one football coach but doing well. He said the fall season kicked off today and girls' soccer lost which is tough. He said he wants to talk with

Pembroke Youth Soccer about recruiting girls to PHS soccer. Mr. Tropeano said he is concerned about the low enrollment and wants to make sure they are being proactive. Mr. Chilcott said he thinks this may be a transition year for athletics and with the right focus it can be turned around. Mr. Bosworth asked if another coach is needed for cross country considering the numbers and Mr. Domingos said he will check on that with coach Zopatti. Mrs. Obey said she feels the communication this season has been key. Mr. Domingos said the football numbers have been growing and he believes the varsity coaches have to have a hand in recruiting athletes.

#### Discussion of District Focus Areas for SY16-17

Mr. Obey said one district focus area for 2016-2017 is Achievement. She said this includes transparent and user friendly curriculum maps that support student growth, developing a consistent, clearly articulated RTI program PK-12 to identify and support students and promoting a growth mindset culture that is supported by best practices in teaching and learning.

She said a second district focus area is Social Emotional/Health and Wellness. She said this includes creating resources, and increase the ability, in the identification of students that are at risk socially and emotionally. Also, using resources for promoting social and emotional competencies through the exploration of programs and curriculum and identifying using Tier 1 and Tier 2 interventions for target support of students.

Mrs. Obey said the third focus is Technology. This includes consistent, reliable and equitable access to technology that supports student growth and achievement. Also, impacting student growth and achievement through the integration of technology programs and practices that will prepare student for citizenship in the digital world. She said a lot of time was spent this summer auditing the wireless connection and there was investment in elementary technology. In K-6 grades, every classroom has wireless access but the cafeteria and gym are not wireless yet. Mr. Bosworth said the firewall was a concern and Mrs. Obey said she and Mrs. Brust went through what the firewall restrictions are and after much conversation the content filters are the same on both the wired and wireless network which will better the experience at no cost. Mr. Tropeano said he doesn't see anything about data protection and Mrs. Obey said a lot of energy has been spent on security and there is still a process in place even with the firewall changes. She informed the committee that each month she will provide the committee with a presentation on one of these topics.

#### Opening of School Recap

Mrs. Obey said the school year was front loaded with three professional development days. She said there was a resounding response from Monday's PD day. She explained that the theme was appreciation but it had meat to it, including a presentation from Tim Clue which she received several emails complementing about the day. Mr. Bosworth said he heard feedback that teachers felt appreciated. Mrs. Obey said the second day was spent in district wide teams. Mrs. Brust said she attended the grade 1 curriculum meeting on that day and it was exciting. Mr. Tropeano said it seems the momentum from last year carried into this year. Mrs. Obey said she agrees with the momentum and said the communications piece still needs work. She said she went to Hobomock on the third PD day to sit in on Mrs. Kay's presentation of One Note.

#### Consideration of Approval: Handbooks

Mrs. Obey said there are minimal changes to the elementary handbook this year. She said the new Communications Specialist will ensure the documents are more cohesive.

VOTE: On a motion made by Patrick Chilcott and seconded by Ginny Wandell, it was unanimously voted to approve the Elementary Handbook as presented.

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

VOTE: On a motion made by Patrick Chilcott and seconded by Suzanne Scroggins, it was unanimously voted to approve the PCMS Handbook as presented.

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

Mrs. Obey said the PHS handbook regarding cheating/plagiarism allows for appeal at all three levels now. Mr. Bosworth said #2 on page 24 refers to cheating as a student talking about a test after taking it is not cheating. Mrs. Obey said this applies to discussing a test when another student may not have taken the test yet. The committee came up with different wording for the handbook. Mr. Chilcott said he is concerned with the discipline on tardiness due to the logistics of Learning Lane traffic. Mr. Talbot said he has some suggestions on improving the flow of traffic but before making them he wants to assess the situation longer. Mr. Talbot said he has suggested bumping the unexcused tardy from two to five to address this but still expects students to make the effort to get there on time. Mr. Tropeano suggested working with Hobomock on the timing of their chorus practice in order to alleviate some traffic. Mr. Talbot said he changed the procedure of giving tardy slips at the front door to having the student report to class and the class teacher issues the tardy. He said this will alleviate the line that forms at the front door.

VOTE: On a motion made by Ginny Wandell and seconded by Patrick Chilcott, it was unanimously voted to approve the PHS Handbook as presented.

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

#### Consideration of Approval: Exchange Student

Mrs. Obey presented a request for a foreign exchange student to attend PHS for the 2016-2017 school year. She said the company is Cultural Homestay International and she did some research by speaking with two principals that had an exchange student through this company and both had positive results. Mrs. Obey said she confirmed the student from Spain and has all immunizations and the agency has been in contact with the Guidance Department. Mr. Chilcott confirmed that this does not violate school choice or anything else and Mrs. Obey said the committee is allowed to take up to four students per year.

VOTE: On a motion made by Patrick Chilcott and seconded by Paul Bosworth, it was unanimously voted to approve the foreign exchange application of Maria Rodrigues Pazos as presented.

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

Voting No: none  
Abstaining: none  
Absent: none

Mr. Bosworth suggested having the Policy Subcommittee review the student exchange policy and removed the two companies list and add that it is at the discretion of the Superintendent.

Consideration of Approval: Homeschooling Requests for 2016-2017 School Year

Mrs. Obey presented the homeschooling request.

VOTE: On a motion made by Patrick Chilcott and seconded by Suzanne Scroggins, it was unanimously voted to approve the homeschooling requests of Josiah Albee, Jack Albee, Natalie Albee, Alexa Alhadeff, Nicholas Alhadeff, Jacot Earle, Alexander Edmonston, Michael Edmonston, Sydney Paul and Joey Wolongevicz.

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

Acknowledge of VPA Co-Curricular Advisors for 2016-2017

Mrs. Obey said these positions were posted in May.

VOTE: On a motion made by Ginny Wandell and seconded by Suzanne Scroggins, it was unanimously voted to acknowledge the VPA Co-Curricular Advisors for 2016-2017 as presented.

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

Mr. Chilcott said he struggles to understand why a stipend is being paid for something that should be done by the department head. Mrs. Obey said the number of stipend positions filled by department heads have decreased. She said the Fine Arts Department head is also teaching and these positions are beyond what would be expected of a department head. Mr. Tropeano said the committee wants the best person for the job. He said the option is to change the job description and bring the stipend into the contracted salary.

Acknowledgement of Fall Coaches

Mrs. Obey presented the list of fall coaches.

VOTE: On a motion made by Patrick Chilcott and seconded by Paul Bosworth, it was unanimously voted to acknowledge the fall coaches as presented.

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

### Discussion of AP Scores

Mrs. Obey said this information is time sensitive in order to make any changes for this current year. Mrs. Brust said the number of AP students receiving a 3 is at the same level of the state. She said PHS encourages students to take AP courses. With AP Lang & Comp, she said 14 students were not AP identified but 10 received a qualify score. With AP Psychology, 39 students not identified and 22 received a qualify score of 3.

Mr. Bosworth said the question is how to make more students AP potential. Mrs. Brust said enriching the curriculum in grades 6, 7 and 8 will help. Mr. Bosworth asked about AP participation in comparison with other districts and Mrs. Brust said she will have to get more data on that. Mr. Tropeano said he would like a comparison against other schools with open AP enrollment. Mrs. Brust said next year there are 270 students enrolled to take AP tests and AP Computer Science has 53 students enrolled. Mr. Tropeano said he would like to see a plan for moving more K-8 students to AP potential. Mrs. Brust said some helpful things are already in place like the new interactive Science program from Pearson. She said another area she would like to focus on is writing once teachers are comfortable with the new tools they have now. Mr. Chilcott said he strongly believes that the open enrollment program benefits many students. Mrs. Brust said for 2016 she is looking into the College Board AP Insight program to see how this is packaged before making a commitment. She said they are also looking into adding a Latin II and French II honors in the program of studies. Lastly for 2016, create a committee to discuss how extra time negotiated into the teacher contract could be used to enhance AP instruction. Mr. Bosworth said there has been a significant improvement in AP scores, participation and recommendations and he is pleased. He added that this is exactly what he was expecting to see today in terms to what is needed to happen in the upcoming year. Mr. Tropeano suggested an update on this in December.

### Discussion of Annual Town Meeting Articles

Mrs. Obey said Town meeting is not in sync with school committee schedule. She said the committee put a placeholder in the warrant in order to continue the conversation on replacing the turf and track. She added that with Mr. Domingos onboard and his turf knowledge, the timeline has sped up a bit. Mr. Tropeano suggested looking into both turf and grass. Mrs. Scroggins said she thinks this topic should go to the Long Range Planning Subcommittee. The committee discussed the options of fall and spring town meeting and agreed to go forward with this for fall town meeting.

### **Policy Subcommittee:**

#### Consideration for First Read/Recode of Series 2 and Series 6 Policies

Mrs. Scroggins presented the recoded school committee policies.

VOTE: On a motion made by Paul Bosworth and seconded by Patrick Chilcott, it was unanimously voted to recode the policies as presented.

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

Voting No: none

Abstaining: none

Absent: none

### **Future Meeting Dates**

September 20<sup>th</sup> at 7:15pm

VOTE: At 9:50pm, on a motion made by Patrick Chilcott and seconded by Suzanne Scroggins, it was unanimously vote to enter Executive Session Pursuant to Chapter 30A, Section 21(a)(3) to discuss strategy for negotiations and a personal service contract and a legal matter as an open meeting may have a detrimental effect on the legal position of the School Committee, as declared by the Chair.

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

Voting No: none

Abstaining: none

Absent: none

**APPROVED: October 4, 2016**

### **MOTIONS**

VOTE: On a motion made by Paul Bosworth and seconded by Suzanne Scroggins, it was unanimously voted to approve the School Committee meeting minutes of June 7, 2016

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

Voting No: none

Abstaining: none

Absent: none

VOTE: On a motion made by Patrick Chilcott and seconded by Ginny Wandell, it was unanimously voted to accept the Eagle Scout Project to restore Carol Dodge Field as presented.

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

Voting No: none

Abstaining: none

Absent: none

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

Voting No: none

Abstaining: none

Absent: none

VOTE: On a motion made by Patrick Chilcott and seconded by Ginny Wandell, it was unanimously voted to approve the Elementary Handbook as presented.

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

Voting No: none

Abstaining: none

Absent: none

VOTE: On a motion made by Patrick Chilcott and seconded by Suzanne Scroggins, it was unanimously voted to approve the PCMS Handbook as presented.

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

VOTE: On a motion made by Ginny Wandell and seconded by Patrick Chilcott, it was unanimously voted to approve the PHS Handbook as presented.

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

VOTE: On a motion made by Patrick Chilcott and seconded by Paul Bosworth, it was unanimously voted to approve the exchange application of Maria Rodrigues Pazos as presented.

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

VOTE: On a motion made by Patrick Chilcott and seconded by Suzanne Scroggins, it was unanimously voted to homeschooling requests of Josiah Albee, Jack Albee, Natalie Albee, Alexa Alhadeff, Nicholas Alhadeff, Jacot Earle, Alexander Edmonston, Michael Edmonston, Sydney Paul and Joey Wolongevicz.

Voting Yes: Michael Tropeano, Suzanne Scroggins, Patrick Chilcott, Paul Bosworth and Ginny Wandell  
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 acknowledge the VPA Co-Curricular Advisors for 2016-2017 as presented.

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

VOTE: On a motion made by Patrick Chilcott and seconded by Paul Bosworth, it was unanimously voted to acknowledge the fall coaches as presented.

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

Voting No: none  
Abstaining: none  
Absent: none

VOTE: On a motion made by Paul Bosworth and seconded by Patrick Chilcott, it was unanimously voted to recode the policies as presented.

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

Voting No: none  
Abstaining: none  
Absent: none

VOTE: At 9:50pm, on a motion made by Patrick Chilcott and seconded by Suzanne Scroggins, it was unanimously vote to enter Executive Session Pursuant to Chapter 30A, Section 21(a)(3) to discuss strategy for negotiations and a personal service contract and a legal matter as an open meeting may have a detrimental effect on the legal position of the School Committee, as declared by the Chair.

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

Voting No: none  
Abstaining: none  
Absent: none