

Pembroke Public Schools

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PEMBROKE SCHOOL COMMITTEE MEETING

Tuesday, March 1, 2016

North Pembroke Elementary School Library

6:30 PM

Call to Order

Mr. Tropeano called the meeting to order at 6:36 PM.

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

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

Absent: Ginny Wandell, Secretary and Suzanne Scroggins

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 February 23, 2016

VOTE: On a motion made by Patrick Chilcott and seconded by Paul Bosworth, it was unanimously voted to approve the School Committee Meeting Minutes of February 23, 2016 as presented.

Voting Yes: Michael Tropeano, Paul Bosworth and Patrick Chilcott

Voting No: none

Abstaining: none

Absent: Ginny Wandell and Suzanne Scroggins

Visual & Performing Arts Budget Presentation

Mrs. Chapman said the goals of the department include improving achievement for all students, supporting and developing excellent instruction and developing and revising curriculum. She said there are 16 total staff in the department, elementary through high school. Mr. Tropeano said participation across board is high and asked if there is a way to split a teacher between PCMS and PHS. She said it is not possible because of the schedules. Mr. Chilcott said he has heard students asking why there can't be

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more art classes and added that this should be thought about during the upcoming budget process. Mrs. Chapman said she has tweaked offerings based on student feedback and ceramics offerings have increased from three to six sections. Mr. Tropeano said he would like the committee to look at what could be swapped in order to provide a visual arts position. He added that he feels the success of this department will help drive the school identity. Mrs. Chapman said 5 and 6th instrumental have held steady as well as the PHS numbers. Mr. Tropeano asked about students going to the Council on Aging to play chamber and Mrs. Chapman she will contact them to set it up. She said one new budget request is to replace the K-6 outdated music textbooks with digital materials offered through Pearson. Mrs. Chapman said is it about \$6,000 per grade and could be purchased two grades at a time. She said an additional budget request is for an additional art teacher for the visual arts program in order to fulfill students' requests for art courses. Mr. Tropeano asked how many students go on to major in music in college and Mrs. Chapman said five to six students per year and about the same for art. Mrs. Obey said she spoke with Mrs. Wandell and Mrs. Scroggins and their desires are similar to what has been mentioned around an additional art position and more availability for some electives like ceramics.

Athletics Budget Presentation

Mrs. Obey said Mr. Fitzgibbons is standing in for Mr. Battista as he is at the boy's hockey playoff game. Mr. Fitzgibbons said the goals for the Athletic Department for FY17 include expanding student engagement, improving communication between the athletics department, coaches, players, parents and the community, devising and implementing an annual coaches' training package and organizing and tracking fundraising activities. Mr. Chilcott said the fundraising guidelines are not being followed and he believes the coaches' handbook is not being followed. He said the district has failed with the coach training on the handbook and what the philosophy is and there has to be more control and management of these issues. Mrs. Obey said the department has the most of the same coaches year after year and got in a position of not giving out and going over the handbook each year. Mr. Tropeano said that is concerning because the coaches should know the policies if they have been here year after year. He said the policy for fundraising has not changed in years and Mr. Bosworth pointed out that the fundraising policy states that the Athletic Director is supposed to meet with all coaches and the boosters at the beginning of the year to lay out the schedule for fundraisers. Mrs. Obey said part of the problem is that the communication is not always through the athletics department and it needs to be reigned back in. Mr. Tropeano said the biggest disconnect is the student engagement piece. He said he questions if the students are engaged because the department will cut kids on season and not get to the roster numbers and then another season the department maxes the roster and kids are not getting play time and therefore not engaged. He said this has to change before the fall because the community has reached a frustration level. Mr. Chilcott said there has to be a change and the coaching philosophy has to be more standardized. Mr. Tropeano said the committee doesn't believe its philosophy is being followed. Mr. Chilcott said the committee has been incredibly supportive of the athletic program and they need to see program management changes very soon. He said the user experience has to be consistent and right now it is wildly inconsistent. Mr. Bosworth said there hasn't been a consistent control over the uniform turn in procedure. Mr. Fitzgibbons broke down the contracted services budget piece. Mr. Bosworth asked for the amount of money the user fees generate and Mrs. Obey said in the past it has been between \$68,000 and \$72,000 and sometimes up to \$80,000 including gate tickets. Mr. Tropeano said the committee has to come up with a plan to replace the turf and track. He asked for an estimate by the end of the month. Mrs. Obey said the plan is for a summer 2018 replacement with a cost ranging from \$900,000-\$1.2 million and some of it will be funded from the user fees. She said she will get more information for the next meeting. Mr. Chilcott asked for the annual maintenance cost for the track and field and Mrs. Obey said the district custodian does most of that now. Mr. Tropeano suggested vendors that offer lease purchase agreements. Mr. Fitzgibbons said the department has a uniform purchasing agreement which allows for a 40% discount off MSRP on Adidas via Piesco Sporting Goods. He said as of 2020 all the teams will have consistent uniforms. Mr. Bosworth said the participation rate by season is trending down and Mrs. Obey said it is because of the lower football enrollments. Mr. Fitzgibbons said the budget requests include a scoreboard for the turf field, a large portable scoreboard at the Hobomock fields, cheerleading mats and a

sound system for the turf field. Mr. Tropeano suggested doing the scoreboard at the time of turf field and asked him to find out if the cheerleading mats are becoming a safety issue. Mr. Chilcott said he would like a programmatic readout for next year including the costs. Mr. Bosworth questioned whether the coaches are evaluated and Mrs. Obey said there is no formal evaluation process for the coaches because they are seasonal appointments. Mr. Bosworth suggested the Athletic Director be responsible for improving the overall coaching experience by observing and giving feedback. The committee agreed to have a follow up prior to the budget meeting in order to include Mrs. Scroggins and Mrs. Wandell in the conversation.

Maintenance Budget Presentation

Mr. Fitzgibbons said a goal is to complete a census of all major end items, building systems data and integrate the data with a work order tracking system for a July 1, 2016 roll out. A second goal is to be more proactive in providing support for town based youth sports and adult groups in order to drive the scheduling timeline to ensure an equal level of access. A third goal is to standardized processes building to building to increase accountability. Mr. Tropeano asked for the number of hours used by each community group. Mr. Fitzgibbons said a final goal is to provide professional development to all custodial staff around standards of cleaning, safety and emergency management. He added that repairs to HVAC makes up the largest percentage of repairs costs year to date. Mr. Tropeano questioned if the costs are largely repair or materials and Mrs. Obey said it is mainly materials. Mr. Chilcott asked if there is an overall maintenance plan for the buildings. Mr. Fitzgibbons said once the work order process is in place he will be able to tell how much is going toward HVAC repairs. Mr. Tropeano questioned whether the new roof at the high school is leaking and Mrs. Obey said the leaks pertain to the older HVAC units. Mr. Fitzgibbons said since July 1st over 1,000 events have taken place within the district's facilities, with 61% taking place in the gyms. Mr. Bosworth asked for the number that of sports related events versus other groups. Mrs. Obey pointed out that the fee structure is to pay only for the custodial time and not wear and tear on the buildings. Mr. Fitzgibbons said upcoming projects include installation of exterior security cameras at PCMS, Bryantville, Hobomock and North as well as the resurfacing of the tennis courts and tree work related to winter storms by the DPW.

Superintendent's Report:

Consideration of First Read: 2016-2017 School Year Calendar

Mrs. Obey said the value of the three days frontloaded of professional development is that it gets the staff on the same page. She said it will build momentum around technology and assist in the DDM work. The committee agreed to move the March half day from the 1st to the 15th.

VOTE: On a motion made by Patrick Chilcott and seconded by Paul Bosworth, it was unanimously voted to approve the 2016-2017 school year calendar as a first read.

Voting Yes: Michael Tropeano, Paul Bosworth and Patrick Chilcott

Voting No: none

Abstaining: none

Absent: Ginny Wandell and Suzanne Scroggins

VOTE: At 8:13PM, on a motion made by Patrick Chilcott and seconded by Paul Bosworth, it was unanimously voted, by roll call vote, to enter Executive Session Pursuant to Chapter 30A, Section 21(a)(3) to discuss strategy for negotiations 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, Paul Bosworth and Patrick Chilcott

Voting No: none

Abstaining: none

Absent: Ginny Wandell and Suzanne Scroggins

APPROVED: April 5, 2016

MOTIONS

VOTE: On a motion made by Patrick Chilcott and seconded by Paul Bosworth, it was unanimously voted to approve the School Committee Meeting Minutes of February 23, 2016 as presented.

Voting Yes: Michael Tropeano, Paul Bosworth and Patrick Chilcott

Voting No: none

Abstaining: none

Absent: Ginny Wandell and Suzanne Scroggins

VOTE: On a motion made by Patrick Chilcott and seconded by Paul Bosworth, it was unanimously voted to approve the 2016-2017 school year calendar as a first read.

Voting Yes: Michael Tropeano, Paul Bosworth and Patrick Chilcott

Voting No: none

Abstaining: none

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Voting No: none

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