

Pembroke Public Schools

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PEMBROKE SCHOOL COMMITTEE MEETING

June 7, 2016

Pembroke High School Library

7:00PM

Call to Order

Mr. Tropeano called the meeting to order at 7:09 PM.

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

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

Absent: Patrick Chilcott

Acknowledge & Schedule Visitors

Mr. Tropeano welcomed the audience.

Adjustments to the Agenda

None

Communications

None

Approval of Bill Schedule

Bills were circulated for committee approval.

Consideration of Approval: School Committee School Committee Regular Meeting Minutes of May 3, 2016.

VOTE: On a motion made by Suzanne Scroggins and seconded by Ginny Wandell, it was unanimously voted to approve the school committee meeting minutes of May 3, 2016 as presented.

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

Voting No: none

Abstaining: none

Absent: Patrick Chilcott

PHS Principal Candidate:

Mr. Tropeano said the two finalist candidates for principal of PHS are Joshua Frank and Marc Talbot and a half hour will be given to each candidate.

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

Joshua Frank

Mr. Tropeano asked Mr. Frank to talk about himself. Mr. Frank said he has been an educator for 27 years, which includes 16 years as a classroom teacher, with 9 years at high school level with 4 years as a teacher and 5 years as an administrator. He said he has been a principal of a middle school and last five years has been the Assistant Headmaster at Randolph High School. He said he is married with two children ages 22 and 24. One reason he applied for the position is that Pembroke is a close nit community and values education and community. He said that Randolph has a lot of turnover making it hard to sustain gains. He said his work in Randolph included providing supervision and evaluation of teachers. He added that it also included increasing the level of rigor there. He said in Wellesley he was the middle school principal and he helped to decrease bullying. He said he makes improvements that sustain themselves because he makes them as a team. He said he would welcome working with staff to increase rigor for students going to college. Also, he believes it is important that students are exposed to a global perspective and he feels he can bring that to Pembroke.

Mrs. Wandell asked Mr. Frank to talk about his method and how he can help identify bullying behavior. Mr. Frank said in terms of data from a Metro West survey, which is administered every two years, results showed the reports of bullying in the middle school building went down dramatically. He said when he started the teachers told him there was a terrible bullying problem and the students have no consequences for their actions. He explained that he didn't want to go the punishment route because it doesn't teach the students. He said he would talk to students and explain how they hurt someone. He said students named bullying as "hurtful behavior" which sparked conversations and a club was started called "students for safe schools". He added that he ran workshops for parents and guest speakers were involved. Mrs. Wandell asked if there was follow through with this to the high school and elementary schools. Mr. Frank said not to the elementary level but it was followed through to the high school. He said that most of the outreach was work of a group of about 20 students and staff.

Mrs. Scroggins asked Mr. Frank how he would communicate and connect with parents as new person. Mr. Frank said he would ask the current principal if he can send of letter of introduction at end of this year and set up hours over the summer to meet and discuss concerns. He added he would ask the superintendent about community events to meet people face to face and also reach out to PTOs to get suggestions. He said he does monthly workshops with parents on varying topics because it is about getting to know each other and educating the students. He added that he encourages communication with parents via email. He said it is important to have real transparency and added that communication builds relationships.

Mr. Bosworth asked Mr. Frank to give a vision of the Guidance Department. Mr. Frank said his vision is that the same guidance counselor follows the student all four years. He expects the counselors to be well trained in social emotional issues in order to support students. He said he expects that every child by middle of junior year has registered for the SAT and/or ACT. He said he would want the Guidance Department to bring in a lot of resources including former students to talk about what college is like. He said he would like to do an analysis on graduates that are 1, 2 or 3 years out of PHS to find out what worked and what didn't work for them as far as Guidance.

Mr. Tropeano said the Town just approved a School Resource Officer to be in PCMS and PHS. He asked Mr. Frank what he envisions that role to be. Mr. Frank said he would work with the Resource Officer on understanding the importance of building relationships with students. He said that students that have a relationship with a SRO bring intelligence on what is going on in the school. He added that it is important for the SRO to have an educational role and work on drug and alcohol awareness and teen dating. He added that the SRO will have to bring their own vision and work with administration in order to build the structure.

Mrs. Wandell asked Mr. Frank for examples of best practices with teachers to encourage student engagement. Mr. Frank said number one is getting students interested and building strong relationships. Number two is a high level of rigor. If kids are happy in classroom but not learning the teacher is not doing the job. Number three is student voice and they should have the opportunity for students to articulate their thinking and teachers have an obligation to facilitate that. He added that this is where accountability is and said the flip side is that he provides a lot of support to teachers that struggle in these areas.

Mr. Bosworth asked Mr. Frank how he would engage students that are not involved in arts, athletics and music. Mr. Tropeano asked to add on and asked Mr. Frank how he would reach a student that is being bullying in order to engage them. Mr. Frank said that is why he builds relationship with students and the job of teachers is to make sure students feel comfortable coming to them. He said he would look at extra-curricular activities that Pembroke has and look at the students that don't have an interest and get students voice of what they are interested in. Mr. Frank said he is a very visible administrator and has a good radar for students in need. He said he had a student falling apart saying she can't concentrate in a particular class so she comes to his office during that class in order to concentrate. He added that he would expect Guidance to work with a care and response team to find out what students need and figure out how to get it.

Mr. Tropeano asked for one positive and one negative for the evaluation tool. Mr. Frank said in terms of the standards and indicators there is a lot of specificity around what exemplary and proficient performance like and having a common definition of exemplary across departments or districts is a positive. He said in terms of negatives, it makes teachers very anxious. He added that for administrators the volume of paperwork is overwhelming and that is a negative.

Mr. Frank asked about Education Subcommittee and if they review midterms and finals. Mr. Bosworth explained that the Education Subcommittee meets with content area coordinators to have in depth discussions in order to bring information back to the full school committee. Mrs. Wandell said the subcommittee was created to better understand the many proposals that come forth that can affect the budget. Mr. Tropeano added that the subcommittee helps with the understanding of where resources are needed.

Mr. Frank said he is looking to sink his teeth into this position for the long term of 8-10 years. He asked the school committee what they think the greatest challenge is for the high school. Mrs. Scroggins said she feels the high school has to keep up the academic rigor. Mrs. Wandell said she thinks her greatest interest is that the next principal will identify with every single student in one way or another and she said it resonated with her that Mr. Frank said every student should have at least one adult that they feel comfortable talking about life with.

Mr. Bosworth said his concern is the college process and having informed, individualized conversations regarding college or after high school opportunities. He wants to be sure students are being directed and informed about the opportunities.

Mr. Tropeano said his concern is the social emotional issues and finding how to reach students in need. He said finding out how to identify with each student and what is the best outcome for a student, not looking at just 2 and 4 year colleges. He said he wants to figure out how to tap into alumni to find out what worked for them. He added that he was happy there was a career orientated fair this year.

Mr. Tropeano thanked Mr. Frank for his time.

Marc Talbot

Mr. Tropeano asked Mr. Talbot to talk about himself. Mr. Talbot said he has been in high school education since 1991, with 18 years as an English teacher and said he was ready for the next challenge which was becoming an administrator. He said his is now the Assistant Principal at Duxbury High School and he is ready for the next step. He added that he is from Braintree born and raised and his friends in Pembroke have said the Pembroke has the salt of the earth people and he thinks it is a good fit for him. He added that Duxbury High has prepared him and he wants to apply what he has learned to Pembroke.

Mrs. Wandell asked Mr. Talbot to talk about the wellness of behavioral and emotional high school students and what he thinks the challenges are, including bullying. Mr. Talbot said the social emotional well-being of our students are in the fore front of issues. He said people across the school building who work with students need to be prepared to help students navigate the very difficult social environment that teenagers are confronted with today. He said that social media exacerbates situations and can cause harm. He said he is part of two standing committees that meet weekly. One committee meets to talk about students struggling with social emotional issues and the other committee is focused more on the academics that are impacted by social emotional struggles. He said his school has a substantial separate special education program which is in its third year and it was found that a program was needed for students that aren't on IEP. He said he piloted the Coast Program that runs out of the Guidance department. He said students have a home base check in with a Guidance Counselor and then go about their day. If students have difficulty they can remain with the counselor and the school work will be given to the student to do.

Mrs. Scroggins asked how he would engage and communicate with the parents of Pembroke. Mr. Talbot said email blasts, website, twitter, being present and visible helps with the communication piece. He added that he is proactive with communication and lets parents know he is available to him.

Mr. Bosworth asked what he would want the Guidance Department to be known for. Mr. Talbot said he wants guidance counselors to be well versed in college in career readiness and the college application process. He added he wants parents to know the Guidance Department can be depended upon.

Mr. Tropeano said Pembroke wants its own identity and asked Mr. Talbot to explain what he has done in Duxbury and how he would expand on what he did in Duxbury here in Pembroke. Mr. Talbot said this is a difficult question as he is elbow deep in the Duxbury community but not in Pembroke so he would have to get a feel first. Mr. Tropeano clarified to explain what he would bring into Pembroke from Duxbury. Mr. Talbot said that based on questions, there seems to be a concern with social emotional issues and in addition to programs he's talked about he would like to take a hard look at what Pembroke is doing for that population and bring in some of what he has done in Duxbury. He said he would utilize speakers and presentations. He added that he would look at the schedule for opportunities to use directed studies for students and staff to have collaboration time. He said he would continue to work hard to make connections outside of classroom because it is important that the students get to know him outside of his role as administrator. He added that this is what he misses from when he was teaching and coaching.

Mrs. Wandell asked Mr. Talbot how he would be a cheerleader for teachers and how he would engage them. Mr. Talbot said he enjoys working with teachers on the evaluation model and thinks the new model is so good for both teachers and students. He said he enjoys giving feedback and finding time to make observations of classrooms happen. He said he has been working in Duxbury to get teachers collaboration time during the day. He added he loves being in classrooms and seeing what is happening and having hallway conversations about what's working.

Mrs. Scroggins asked Mr. Talbot how he would connect with staff outside of evaluations. Mr. Talbot said he believes being visible, being present, being around is important. He hopes his staff would say his door

is always open and he enjoys his staff just stopping in to chat. He said Duxbury started a faculty unit network (fun) for staff to have social events outside of the work day.

Mr. Bosworth asked Mr. Talbot how staff is engaging the students that may be falling through the cracks. Mr. Talbot said today there was an event where teachers nominate students for being kind and 50 students were recognized with their parents. He said there are activity fairs for freshmen and sophomores so that they are aware of clubs being offered and he runs a table for suggestions of club ideas. He added that there are still students that are looking for a place to fit in.

Mr. Tropeano asked Mr. Talbot how many students participate in some kind of activity in Duxbury and Mr. Talbot said about 85 percent. Mr. Tropeano said Pembroke got funding for a SRO for next school year and asked Mr. Talbot how he envisions their role and how he has worked with a SRO in the past. Mr. Talbot said he has great relationship with the Duxbury SRO and it may take time for a new SRO in Pembroke to build relationships. He said he would incorporate education around social media, bullying and cyberbullying and risking behavior outside of classroom. He said the Duxbury SRO visits PE classes and visits classes where it applies to curriculum. He added the SRO is present at athletic events and dances and students consider him a member of faculty. He added that his personal opinion is that information should be shared between the police and the school and he finds the SRO to be invaluable.

Mr. Tropeano asked Mr. Talbot what questions he has. Mr. Talbot asked does the School Committee have overarching plans to help the students develop 21st century skills, is there a technology plan. Mr. Tropeano said the superintendent is working on a technology plan and it will be available soon. Mr. Tropeano said Mrs. Brust has done a lot of great work to get the curriculum aligned.

Mrs. Wandell said our new principal needs to communicate a positive message and she would like him to know this. Mr. Bosworth said the school committee approved two new additional social workers so this shows investment in the social emotional needs concern. Mrs. Scroggins said the district strives for academic excellence at all levels. Mr. Tropeano said as a district Pembroke has made an investment in the performing arts program and plays into the student engagement topic. Mr. Talbot said the statistics show that the students that have a reason to come to school are the ones to succeed.

Mr. Tropeano thanked Mrs. Obey for the bringing the two candidates to the School Committee. He added that it is hard to feel everything about an individual in a 30 minute interview. He asked the committee members to give Mrs. Obey feedback now. Mrs. Wandell said both were exceptional people and she saw confidence and enthusiasm with both candidates and Mr. Frank seems to be very much a conversationalist and has demonstrated he can pull up a chair. Mr. Talbot's way of communicating was more of a program and she said she would need more information so she will leave it to Mrs. Obey. Mrs. Scroggins said they are both great candidates and it comes down to the best fit for the time the district is in now and the world we live in today. She said she felt the enthusiasm for students from both so it made her feel comfortable with both of them. Mr. Bosworth said both candidates are very strong. He said when they talked about the SRO they gave similar answers and approaches. He said it is hard to differentiate the two candidates so it comes down to the best fit. He added that based on what he heard he doesn't think the district could go wrong with either. Mr. Tropeano said he liked that Mr. Frank talked about the SRO and teen violence because it is an important topic that hasn't been talked about. He said he liked that he talked about positives and negatives of the evaluation system and talked about engaging teachers and students. He added the drawback was that he didn't talk more about student examples. Mr. Tropeano said Mr. Talbot started out slow but he liked his act of random kindness, engagement of 85 percent of students, new clubs to engage students. He added that overall he like both of them.

Mr. Tropeano asked for audience comment:

Mrs. O'Connor said she thought Mr. Frank stood out far beyond Mr. Talbot. She said she loved what he said about staff and accountability. Mrs. Panacy said having sat on search committee that Mr. Frank stood out from the get go. She said she liked other candidates but he was very calming and you can tell he likes

children. She said she feels he can move the high school forward. Mrs. Spencer said she thought Mr. Frank was heartfelt and meant it. Another audience member said they felt Mr. Frank was proactive versus reactive. Christine Murphy said she liked Mr. Frank's answer on the evaluation process, admitting it is overwhelming was honest.

Mrs. Obey said she sat with the candidates for a solid hour and asked more resume type questions and got more information on the site visit and tonight was just a snapshot. She added that Mr. Frank has longer administrative experience but doesn't necessarily mean he would be a better fit and Mr. Talbot would be a green administrator in this district.

Mr. Tropeano asked Mrs. Obey what key attributes she is looking for. She said she is looking for somebody with the ability to build a structure of accountability, not only with staff but with students and parents as well by fostering relationships and drawing it back to accountability. She added that getting student voice back into the high school is really important and also someone with creativity around reaching out to students. Mrs. Obey said she hopes to make a decision by Friday.

Future of PSD Libraries

Mrs. Murphy said new this year are Libguide, our catalog, databases through the MLS, new collection of e-books. She said Libguide is free through the Massachusetts library system and it is high quality resources for online research. She said she realized when she got here the system was old and isolated. She pushed for the upgrade for all libraries and worked on setting up individual accounts for all students. She said E-books are shared through the Mass Library system and students can download them to multiple devices. She said in a perfect world a switch to Google would allow for blended learning, there would be more PD for library paras, and the addition of a library scope and sequence for Pembroke K-12. She said going forward there will be large group training on the Destiny catalog in the fall and instructions for all students to sign up for a library card through Boston Public library. She said she put together a Libguide for everything the students will need and it covers every subject. She added that as an administrator she can view how many times the students have accessed it.

Mrs. Scroggins asked if students can bring their devices and Mrs. Murphy said there are compatibility issues. Mr. Bosworth asked times of use of the library. Mr. Murphy said 7:20-3:00 and both labs are booked by teachers and their classes and also directed study students. Mr. Bosworth said he would like to talk about library usage space wise. He said he thinks a lot of room is taken by book shelves. Mrs. Murphy said she could remove the non-fiction section because the information can be found on line. She said the way libraries are heading are toward a book store model. Mr. Bosworth said a lot of places have to gone to make spaces and he added he wonders if after school hours would allow for more collaboration and tutoring. Mr. Tropeano said having something where students can come and hang out like a book store. He added that going to K-12 library makes sense because we want to make children lifelong readers and said integrating with Pembroke Public Library would be beneficial. Mrs. Murphy said she can figure out how to do inter-library loan. Mr. Tropeano said Deb Wall is a supporter of the schools and it is worth having a conversation with her about linking with the Pembroke Public Library. Mrs. Obey said this is a conversation that can be had but she would like to recognize Mrs. Murphy and all the work she has done this year. Mr. Tropeano suggested adding a library presentation to the budget presentations. Mrs. Obey added that summer gives time to make some changes to the library.

Superintendent's Report

Consideration of Acknowledgement: Gift from Harvard Pilgrim to PHS Band

Mrs. Obey said two band parents, who work for Harvard Pilgrim, submitted applications for two \$500.00 grants for the PHS band. They were awarded both grants and dropped off a check for \$1000.00 from Harvard Pilgrim to the PHS Band.

VOTE: On a motion made by Ginny Wandell and seconded by Paul Bosworth, it was unanimously voted to acknowledge the gift from Harvard Pilgrim to PHS band.

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

Voting No: none

Abstaining: none

Absent: Patrick Chilcott

Mr. Bosworth asked for a review of the policy on gifts.

Subcommittee Reorganization

Tabled until next meeting. Mr. Tropeano asked the committee members to let him know if they want to be removed from a subcommittee.

Policy Subcommittee

Consideration of a First Read: LBCA: Policy and Procedures for Approval of a Private School

Mrs. Obey said we don't have a policy on private schools. She said she was approached by a parent group that is part of a homeschooling group that would like to open a private school for K-8 and private schools require approval from the School Committee in the town. Mrs. Wandell said there are suggested guidelines but the concern is why the state makes the School Committee responsible for approving this. Mrs. Scroggins added that being responsible for this utilizes time and money. Mrs. Wandell said this proposed policy is simplified and clarified. Mr. Tropeano suggested asking Murphy, Hesse, Toomey and Lehane what they think and what they have seen from other districts and draft something for Patrick to take to Representative Cutler and Senator deMacedo to petition the state to change this.

VOTE: On a motion made by Ginny Wandell and seconded by Suzanne Scroggins, it was voted 3-1-0 to approve policy LBCA: Policy and Procedures for Approval of a Private School as a first reading.

Mr. Bosworth said he thinks there is not enough information to take this as a first read. Mrs. Wandell said the policy subcommittee believes this could go on so they want to bring this forward tonight as a first read. Mrs. Scroggins said this is a very involved policy which will require policy subcommittee conversations as well as school committee conversations.

Voting Yes: Michael Tropeano, Ginny Wandell and Suzanne Scroggins

Voting No: Paul Bosworth

Abstaining: none

Absent: Patrick Chilcott

VOTE: At 9:54 PM, on a motion made by Suzanne Scroggins 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 a Personal Service Contract 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, Ginny Wandell and Suzanne Scroggins

Voting No: none

Abstaining: none

Absent: Patrick Chilcott

APPROVED: September 6, 2016

MOTIONS

VOTE: On a motion made by Suzanne Scroggins and seconded by Ginny Wandell, it was unanimously voted to approve the school committee meeting minutes of May 3, 2016 as presented.

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

Voting No: none

Abstaining: none

Absent: Patrick Chilcott

VOTE: On a motion made by Ginny Wandell and seconded by Paul Bosworth, it was unanimously voted to acknowledge the gift from Harvard Pilgrim to PHS band.

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

Voting No: none

Abstaining: none

Absent: Patrick Chilcott

VOTE: On a motion made by Ginny Wandell and seconded by Suzanne Scroggins, it was unanimously voted to approve policy LBCA: Policy and Procedures for Approval of a Private School as a first reading.

Voting Yes: Michael Tropeano, Ginny Wandell and Suzanne Scroggins

Voting No: Paul Bosworth

Abstaining: none

Absent: Patrick Chilcott

VOTE: At 9:54 PM, on a motion made by Suzanne Scroggins 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 a Personal Service Contract 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, Ginny Wandell and Suzanne Scroggins

Voting No: none

Abstaining: none

Absent: Patrick Chilcott