

Pembroke Public Schools

72 Pilgrim Road, Pembroke, MA 02359

www.pembrokek12.org

pembroke@pembrokek12.org



(781) 829-1178
FAX (781) 829-6957

PEMBROKE SCHOOL COMMITTEE MEETING

Tuesday, July 16, 2024

North Pembroke Elementary School Library

Call to Order

Mr. Chilcott called the meeting to order at 6:36 p.m.

Present from Administration: Erin Obey, Superintendent; Jessica DeLorenzo, Director of Student Services

Present from Committee: Patrick Chilcott, Chair; Allison Glennon, Vice Chair, Katrina Delaney, Clerk; Susan Bollinger, and David Boyle

Pledge of Allegiance

Public Comment

None

Acknowledge & Schedule Visitors

Mr. Chilcott welcomed the audience members. Mr. Chilcott said the committee is celebrating successes

PHS Boys Track & Field 4x100 Relay Team

Mr. Phillips said that the team's success began with the Division 4 state championship, where they clinched first place. The following week, they participated in the Meet of Champions, an event that involves teams from every division in Massachusetts. During this meet, the team not only achieved a personal best but also set a state record with a time of 41.89 seconds, which is remarkable. He then introduced the State champions and record holders as Joseph D'Angelo, Riece Dunton, Jaden Leonard, and Luke Lamar.

PHS Girls' Tennis

Mr. Phillip mentioned that the team is comprised of twenty-two girls. They won the Patriot League Fisher Division Championship for the first time and concluded the regular season with an impressive 15-2 record. They carried their success into the postseason, participating in the four-round State tournament: the round of 32, the round of 16, and the round of 4. Despite facing some challenges at the State Championship, the girls handled them well as a team. They ended the season as State Champions after defeating Weston in the Division 3 girls' tennis state championship. He introduced the girls' tennis team as Madison Buckley, Maeve Carey, Rylee Chase, Quinn Collier, Zoe Colosimo, Amanda Considine, Ruth Dannison, Courtney DeRenne, Sydney Dooner, Eleonora Dous, Camila Fernandes, Lauren Flaherty, Emma Gerlach, Dacia Glennon, Ella Hanna, Larissa Lomba, Katherine Macdonald, Nicole Makarewicz, Holly Monroe, Lauren Pearson, Claire Richardson, and Jameson Simmons.

Mr. Phillips added that Coach Wall was named the Boston Globe Girls Tennis Coach of the Year.

Mr. Boyle stated that the committee acknowledges Mr. Phillips' outstanding work.

Adjustments to the Agenda

Two Eagle Scouts presentations.

Communications

None

Approval of Bill Schedule

Warrants will be sent out electronically.

Review of SY23-24 Athletics Survey Results

Mrs. Obey said this was the first Athletic survey and future surveys will happen after each sports season.

Mr. Phillips said 11 people responded to the fall survey out of 280 student-athletes registered for a fall sport. The fall average is 6.9 out of 10. Winter season had 13 respondents out of 286 athletes and the season average is 7.2 out of 10. Spring has 11 respondents out of 285 athletes with a season average of 8.8 of 10. He added that this is not a great sample size. Mr. Boyle asked if it was the same people responding for each season and Mrs. Obey replied that there were 22 unique responses. Mrs. Bollinger said people reached out about concerns that the responses are not anonymous. Mrs. Obey said the survey does not track the respondent's email, and it states that, but this can continue to be communicated. Mrs. Bollinger said she wonders if this is an accurate representation.

Mrs. Bollinger asked if there is a way to privately gather feedback from players due to some negative comments in the survey. Mr. Phillips mentioned that he communicates with the captains of each sports team on a weekly or bi-weekly basis during the season, rather than waiting until the end. He also has daily conversations with the coaches and regular discussions with the student-athletes. He emphasizes the accessibility of his office to parents, guardians, and student-athletes during the fall, winter, and spring Sports Nights. He has also proactively addressed concerns by meeting with both parents and coaches. Each issue is addressed promptly and individually, with the understanding that a perfect 10.0 rating is not always attainable. Mrs. Bollinger asked how often the coaching jobs are posted and Mr. Phillips mentioned that they aren't posted unless the current coach has moved on to a different opportunity or if there's a reason to make a change because the coaching didn't meet the standards and expectations. Mrs. Bollinger suggested posting once every three years. Mr. Phillips said the best coaches would be concerned about having a job here if their job is being posted every year or even every few years. It can lead people to feel insecure because they're fighting for their jobs, and it says PPS is not a place that believes in them and trusts them. Mr. Chilcott added that coaches can keep their jobs as long as the teams are effective in moving forward and doing what they need to do, so he understands Mr. Phillip's point. He said that Mrs. Bollinger's intentions are also commendable in ensuring that the district hires the best coaches and approaches things with a fresh perspective. Ultimately, the committee relies on Mr. Phillips and Mrs. Obey to conduct thorough reviews to ensure that students have a positive experience. Mrs. Obey said the district has changed the approach to coaching staff when teams are not performing at the desired level. Mr. Phillips has been involved in making tough decisions in the past few years, and the district has parted ways with some institutional coaches for the betterment of the program. She went on to say that Mr. Phillips is a solid administrator who consistently provides honest and open feedback to foster development. Mrs. Bollinger agreed that Mr. Phillips is doing a fantastic job. However, she does have a concern that coaches are seasonal employees and cannot be evaluated in the same way that teachers are. She has received many letters from past and present athletes and is concerned that the district has not figured out a system to vet coaches. Mrs. Obey said this survey is a good step toward a data point that Mr. Phillips can use when working with the coaches. Mrs. Delaney said next year the district will have more information to compare. Mrs. Glennon mentioned that she hopes to have more respondents when the survey is offered after each season. She also added that it must be clear that students or parents can complete it and that it can be anonymous. Mrs. Obey said she hopes it gets to a point where people feel comfortable identifying themselves. Mrs. Bollinger said surveying exiting seniors is a good way to get honest feedback. Mr. Chilcott said the results of the program speak for themselves with all the massive successes. Mrs. Bollinger proposed that coaching jobs be posted every three years because of the absence of an evaluation process, and stated that she doesn't think it would cause a morale issue.

Eagle Scout Project Overview

Daniel Noguer said that he has been a Boy Scout since he was 12 years old and has had an amazing experience. He is now working on his Eagle Scout Project, and he would like to build an entrance arch at the PHS Cross Country course. The arch will consist of two large posts, and he plans to order the sign from the same company that made the sign on Learning Lane. The cost should be less than \$1500.00. He is seeking oral approval from the committee tonight.

VOTE: On a motion made by Susan Bollinger and seconded by Katrina Delaney, it was unanimously voted to tentatively approve Daniel Noguer's Eagle Scout Project as presented.

Voting Yes: Patrick Chilcott, Allison Glennon, Katrina Delaney, Susan Bollinger and David Boyle

Voting No: none

Abstaining: none

Absent: none

Camden Hawkes announced that his Eagle Scout Project is to construct a GAGA pit at Bryantville Elementary School. He described it as a game that kids can play and mentioned that the 6th-grade class raised funds to contribute to the project, which is estimated to cost around \$1500.

VOTE: On a motion made by Katrina Delaney and seconded by Susan Bollinger, it was unanimously voted to tentatively approve Camden Hawkes Eagle Scout Project as presented.

Voting Yes: Patrick Chilcott, Allison Glennon, Katrina Delaney, Susan Bollinger and David Boyle

Voting No: none

Abstaining: none

Absent: none

Mr. Boyle offered a monetary donation to both projects.

Consideration of Approval: School Committee Meeting Minutes of June 17, 2024

VOTE: On a motion made by Allison Glennon and seconded by Susan Bollinger, it was unanimously voted to approve the School Committee meeting minutes of June 17, 2024 as presented.

Voting Yes: Patrick Chilcott, Allison Glennon, Katrina Delaney, Susan Bollinger and David Boyle

Voting No: none

Abstaining: none

Absent: none

Consideration for Ratification of Units C, D and E Contracts

Mrs. Obey said Unit C consists of the Secretaries and Custodians, Unit D consists of the Paraprofessionals and Unit E consists of the Food Services staff. Each unit will have a one-year contract. Unit C will have an increase of \$1.25 per step. Unit D will have an increase of \$1.25 for those on Steps 1-4 and \$1.35 for those on Step 5, which makes up the bulk of staff in the unit. Unit E will have an increase of \$1.75 per step. Mrs. Obey said Unit E may need to make shifts in labor costs to remain solvent. Mrs. Obey said her philosophy for funding the contracts is to keep it within the Unit. To fund the Unit D contract there will be a reduction of the library paraprofessionals at the three elementary schools and PCMS. Contractually the district had to give them notice before June 15th. This funding issue occurred outside of the budget cycle. The budget was approved in mid-May, and that decision is final at the town level. There's no opportunity to return to the town two weeks later and request extra funds, so we have to figure out a way to finance it within the allocated funds approved at the town meeting. One strategy to achieve this is the reduction of the library paraprofessionals. She stated that she had heard the feedback about the importance of the STREAM curriculum in the elementary schools. As a result, the administration worked for the past five weeks and developed a schedule that would allow all elementary students to receive a trimester of STREAM by adding back one of the library paraprofessionals. The funding of the Unit D contract will come from the reduction of three Library paraprofessionals across the district. Mrs. Delaney asked if this had happened in the past and Mr. Chilcott said at least on two other occasions for budget reasons. He added that he was disappointed at the social media posts and considers them incendiary and unnecessary. He explained that the committee has been working extremely hard for years to keep administrative costs as low as possible. This is because the goal, dating back to when Pembroke became a unified district, is to do everything possible to protect the classroom. The teaching staff, paraprofessional staff, and support staff are highly valued, and reducing positions is the last resort for the district. The committee is committed to meeting its fiduciary obligations and responsibilities and is transparent with both bargaining partners and the community to the best of its ability. Mrs. Obey explained that the elementary students will continue to have a specialist each day, with the options being art, music, and physical education. They will still receive the same 50 minutes of specialist instruction as they do now. Additionally, library time will be available as an option for one trimester. Over the past four or five years, significant efforts have been made to refine the library curriculum. There have been discussions about having some coding sessions for 5th and 6th graders conducted by Digital Learning Specialists in the classroom. Creative minds are working to ensure that all necessary skills are still accessible to the students while also maintaining the library as a place for getting books and conducting research projects for classrooms. Mrs. Bollinger confirmed that students will still receive the programming but differently and there is still a licensed librarian at PHS overseeing everything. She also confirmed that the library paras were shifted into existing para openings and no jobs were lost. Mrs. Obey stated that the PHS librarian oversees the library component, while Mr. Tinker, the Digital Technology Specialist, has taken on the STREAM piece in conjunction with Mrs. Nugent. The STREAM program is in a great place so if an art teacher wanted to deliver a

STEAM lesson, they could do so using a variety of different mediums. She explained that the district needs to start having difficult conversations about the most efficient way to run schedules across the district. Every year during the budget cycle, there are discussions about declining enrollment, so resources need to be realigned to better match the enrollment across the district. Over the past nine budget cycles, the committee has considered sharing all specialists across three elementary schools or sharing them between the high school and middle school to be as efficient and cost-effective as possible. Mrs. Glennon asked why the units are getting one-year contracts and Mrs. Obey said this will get these units on the same bargaining timeline as the Teachers Unit A/B. Mrs. Glennon expressed frustration at learning about the para reductions through social media and emphasized the need for better preparation for next year's budget. Mrs. Obey said that ideally contract negotiations are completed before finalizing the budget and this is the goal but sometimes doesn't happen. She added that there are collective bargaining concessions built into the budget and Mr. Chilcott said this is a best estimate placeholder. He added that he doesn't think he would have done anything differently given what they had to work with. Mrs. Bollinger said she also doesn't think she would've made any different budget decisions. Mrs. Glennon asked why this reduction affects elementary paras and Mrs. Obey said there are only library and office paras at the elementary level and they are not tied to IEP services. Mrs. Glennon said this is the first time this is publicly presented and Mr. Chilcott said that is the requirement and the committee is restricted about what can be discussed in public sessions regarding collective bargaining. Mrs. Glennon confirmed that the increase presented by the Negotiations Committee to Unit D was not accepted during negotiations and led to this funding deficit. Mr. Chilcott said the administrative bargaining side was upfront that this increase could not be funded in the course of the regular budget cycle.

VOTE: On a motion made by Susan Bollinger and seconded by Katrina Delaney, it was unanimously voted to approve and ratify the Unit C contract as presented.

Voting Yes: Patrick Chilcott, Allison Glennon, Katrina Delaney, Susan Bollinger and David Boyle
Voting No: none
Abstaining: none
Absent: none

VOTE: On a motion made by Katrina Delaney and seconded by Susan Bollinger, it was unanimously voted to approve and ratify the Unit D contract as presented.

Voting Yes: Patrick Chilcott, Allison Glennon, Katrina Delaney, Susan Bollinger and David Boyle
Voting No: none
Abstaining: none
Absent: none

VOTE: On a motion made by Susan Bollinger and seconded by Allison Glennon, it was unanimously voted to approve and ratify the Unit E contract as presented.

Voting Yes: Patrick Chilcott, Allison Glennon, Katrina Delaney, Susan Bollinger and David Boyle
Voting No: none
Abstaining: none
Absent: none

Superintendent's Report

Consideration for Approval: FY24 Close Out

Mrs. Obey stated that the adopted budget for FY24 was \$36,670,000. The FY24 expenditures amounted to \$32,824,666.45, leaving a balance of \$3,845,333.55. This remaining balance comprises payroll costs of \$2,434,275.19 and outstanding purchase orders of \$1,295,512.47, resulting in a balance of \$115,545.89. This remaining amount will be allocated to the SPED stabilization fund in preparation for challenging budget seasons ahead. The SPED stabilization fund can be used for shortfalls related to special education. From fiscal year 2022-2023, there is \$12,256.99 in unspent POs that will revert to the Town as free cash. She noted that \$75,000 was approved by the Advisory Committee for needed repairs to the Waste Water Treatment plant. Mrs. Delaney asked if the district has accessed the SPED stabilization and Mrs. Obey said not in the four years since it was set up. Mrs. Obey added that the district is fiscally conservative, and the decisions made at year-end closing through pre-buy and the SPED stabilization fund allow the district to deal with the unknowns. The district is one of the few communities on the South Shore that uses the Circuit Breaker funding the year after it is received. In addition, the

SPED Stabilization funds, along with the ESSR money that was available, are making a difference as there are no sweeping layoffs. The decisions being made will provide benefits going into the more difficult fiscal years that are ahead.

VOTE: On a motion made by Katrina Delaney and seconded by Susan Bollinger, it was unanimously voted to encumber \$3,845,333.55 into fiscal year 2025.

Voting Yes: Patrick Chilcott, Allison Glennon, Katrina Delaney, Susan Bollinger and David Boyle

Voting No: none

Abstaining: none

Absent: none

Consideration for Second Read and Approval: Administrative Salary Grid

Mrs. Obey stated that there is a 2.5% increase across the board in the grid. She also noted that the district is currently below the 50th percentile of the market, so it may be necessary to revisit the grid in a couple of years to ensure alignment.

VOTE: On a motion made by Katrina Delaney and seconded by David Boyle, it was unanimously voted to approve the Administrative Salary Grid as presented.

Voting Yes: Patrick Chilcott, Allison Glennon, Katrina Delaney, Susan Bollinger and David Boyle

Voting No: none

Abstaining: none

Absent: none

Consideration for Approval: Overnight/Out of State Field Trip Request – Quebec May 2025

Mrs. Obey said that the trip would include both PCMS and PHS students, and students would remain with their respective grades during the trip. This is being presented to the committee for conceptual approval to gauge the level of interest.

VOTE: On a motion made by Susan Bollinger and seconded by Allison Glennon, it was unanimously voted to conceptually approve the Overnight/Out of State Field Trip to Quebec in May 2025.

Voting Yes: Patrick Chilcott, Allison Glennon, Katrina Delaney, Susan Bollinger and David Boyle

Voting No: none

Abstaining: none

Absent: none

Subcommittee Updates:

Policy Sub:

Consideration for Second Read and Approval: Policy Section K – School Community and Home Relations

Mrs. Obey said this policy section was originally presented at the June meeting. Three new policies KDB, KDD and KE will be added.

VOTE: On a motion made by Allison Glennon and seconded by Susan Bollinger, it was unanimously voted to approve Policy Section K: School Community and Home Relations as presented.

Voting Yes: Patrick Chilcott, Allison Glennon, Katrina Delaney, Susan Bollinger and David Boyle

Voting No: none

Abstaining: none

Absent: none

Future Meeting Dates and Topics

8/20 at 6:00 PM, 9/3 and 9/17

VOTE: At 7:58 PM on a motion made by Susan Bollinger and seconded by Allison Glennon, it was unanimously voted to adjourn.

Voting Yes: Patrick Chilcott, Allison Glennon, Katrina Delaney, Susan Bollinger and David Boyle
Voting No: none
Abstaining: none
Absent: none

APPROVED: August 20, 2024

MOTIONS

VOTE: On a motion made by Susan Bollinger and seconded by Katrina Delaney, it was unanimously voted to tentatively approve Daniel Noguer's Eagle Scout Project as presented.

Voting Yes: Patrick Chilcott, Allison Glennon, Katrina Delaney, Susan Bollinger and David Boyle
Voting No: none
Abstaining: none
Absent: none

VOTE: On a motion made by Katrina Delaney and seconded by Susan Bollinger, it was unanimously voted to tentatively approve Camden Hawkes Eagle Scout Project as presented.

Voting Yes: Patrick Chilcott, Allison Glennon, Katrina Delaney, Susan Bollinger and David Boyle
Voting No: none
Abstaining: none
Absent: none

VOTE: On a motion made by Allison Glennon and seconded by Susan Bollinger, it was unanimously voted to approve the School Committee meeting minutes of June 17, 2024 as presented.

Voting Yes: Patrick Chilcott, Allison Glennon, Katrina Delaney, Susan Bollinger and David Boyle
Voting No: none
Abstaining: none
Absent: none

VOTE: On a motion made by Susan Bollinger and seconded by Katrina Delaney, it was unanimously voted to approve and ratify the Unit C contract as presented.

Voting Yes: Patrick Chilcott, Allison Glennon, Katrina Delaney, Susan Bollinger and David Boyle
Voting No: none
Abstaining: none
Absent: none

VOTE: On a motion made by Katrina Delaney and seconded by Susan Bollinger, it was unanimously voted to approve and ratify the Unit D contract as presented.

Voting Yes: Patrick Chilcott, Allison Glennon, Katrina Delaney, Susan Bollinger and David Boyle
Voting No: none
Abstaining: none
Absent: none

VOTE: On a motion made by Susan Bollinger and seconded by Allison Glennon, it was unanimously voted to approve and ratify the Unit E contract as presented.

Voting Yes: Patrick Chilcott, Allison Glennon, Katrina Delaney, Susan Bollinger and David Boyle
Voting No: none
Abstaining: none

Absent: none

VOTE: On a motion made by Katrina Delaney and seconded by Susan Bollinger, it was unanimously voted to encumber \$3,845,333.55 into fiscal year 2025.

Voting Yes: Patrick Chilcott, Allison Glennon, Katrina Delaney, Susan Bollinger and David Boyle

Voting No: none

Abstaining: none

Absent: none

VOTE: On a motion made by Katrina Delaney and seconded by David Boyle, it was unanimously voted to approve the Administrative Salary Grid as presented.

Voting Yes: Patrick Chilcott, Allison Glennon, Katrina Delaney, Susan Bollinger and David Boyle

Voting No: none

Abstaining: none

Absent: none

VOTE: On a motion made by Susan Bollinger and seconded by Allison Glennon, it was unanimously voted to conceptually approve the Overnight/Out of State Field Trip to Quebec in May 2025.

Voting Yes: Patrick Chilcott, Allison Glennon, Katrina Delaney, Susan Bollinger and David Boyle

Voting No: none

Abstaining: none

Absent: none

VOTE: On a motion made by Allison Glennon and seconded by Susan Bollinger, it was unanimously voted to approve Policy Section K: School Community and Home Relations as presented.

Voting Yes: Patrick Chilcott, Allison Glennon, Katrina Delaney, Susan Bollinger and David Boyle

Voting No: none

Abstaining: none

Absent: none

VOTE: At 7:58 PM on a motion made by Susan Bollinger and seconded by Allison Glennon, it was unanimously voted to adjourn.

Voting Yes: Patrick Chilcott, Allison Glennon, Katrina Delaney, Susan Bollinger and David Boyle

Voting No: none

Abstaining: none

Absent: none