

# Pembroke Public Schools

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72 Pilgrim Road, Pembroke, MA 02359

[www.pembrokek12.org](http://www.pembrokek12.org)

[pembroke@pembrokek12.org](mailto:pembroke@pembrokek12.org)



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

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## **PEMBROKE SCHOOL COMMITTEE MEETING** **Tuesday, August 5, 2025** **North Pembroke Elementary School Library**

### **Call to Order**

Mr. Boyle called the meeting to order at 6:00 P.M.

**Present from Administration:** Erin Obey, Superintendent; Marybeth Brust, Assistant Superintendent; Jessica DeLorenzo, Director of Student Services

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

### **Pledge of Allegiance**

### **Public Comment**

None

### **Acknowledge & Schedule Visitors**

Mr. Boyle welcomed the audience members.

### **Adjustments to the Agenda**

None

### **Communications**

Mrs. Delaney said the Pembroke Arts Festival and Community Day are this weekend.

### **Approval of Bill Schedule**

Warrants were circulated electronically.

### **Consideration for Approval: School Committee Meeting Minutes of July 8, 2025**

VOTE: On a motion made by Allison Glennon and seconded by Katrina Delaney, it was unanimously voted to approve the school committee meeting minutes of July 8, 2025, as presented.

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

Voting No: none

Abstaining: none

Absent: none

### **Strategic Plan: Teaching Learning Alliance – Ed Lee**

Mrs. Obey introduced Mr. Lee from the Teaching Learning Alliance. Mr. Lee outlined three phases of the strategic plan. Phase I focuses on building the foundation for the plan. It involves collecting data, surveying

people, and engaging in conversations. Phase II is about building the plan itself using information gathered during Phase I to inform the decisions. Phase III is the implementation of the plan, where the work of the school committee will determine the priorities outlined in the strategic plan.

During Phase I, the primary goal is to assess the needs of the district by collaborating with district leaders. In this phase, we establish timelines and discuss forums to determine who we will engage with. We conduct surveys to ensure that those who cannot meet face-to-face still have a chance to participate. We encourage participation not only from individuals within the school district but from all citizens, including seniors, whom we connect with through senior centers, to distribute the survey. We also welcome insights from graduates who may contribute valuable perspectives. Overall, Phase I adopts a broad approach to gather data and engage a diverse group of people. This helps understand the strengths, challenges, and opportunities for Pembroke over the next three to five years.

This plan helps in developing annual goals for the superintendent, who will then work with building leaders to ensure alignment with these goals. This approach simplifies the goal-setting process for building administrators. When it's time to determine goals for their teachers in October, they will have a clear focus on how their objectives align with the overall direction of the district, ensuring that all teachers' goals support the strategic plan.

In Phase II, the Strategic Planning Committee is formed with 20 to 30 members representing the community. The representatives selected by the district should represent the community, ensuring that everyone's voice is part of this process. The committee holds five meetings and a data session, dedicating about 20 hours of volunteer service to focus on the district's mission, vision, and core values. The aim is to create a unified mission grounded in this information, but the initiatives and objectives must be based on interpretable data. Members are encouraged to voice the interests of the entire community. A well-crafted strategic plan will guide the school committee in setting priorities, which will inform the school committee's decisions and the goals of the superintendent. This, in turn, supports goal-setting for administrators and teachers. After the strategic planning committee completes its work, the school committee must approve the plan. The goal is to have the plan ready for the next school year.

Mr. Lee added that the strategic plan is dynamic and evolves with changing circumstances. It requires flexibility, meaning you should review and adjust priorities at the end of the year. Ongoing evaluation is essential for its effectiveness, allowing for continual reassessment of identified priorities.

## **Superintendent's Report**

### FY25 Fiscal Close

Mrs. Obey explained the FY25 fiscal close:

FY25 Adopted Budget: \$38,580,000.00

FY25 Expenditures: \$34,308,846.21

Balance: \$4,271,153.79

Less Encumbered Funds made up of:

Payroll (summer): \$2,398,874.79

Open Purchase Orders: \$1,828,211.42

Remaining: \$44,067.58 will be transferred to the SPED Stabilization Fund.

VOTE: On a motion made by Allison Glennon and seconded by Susan Bollinger, it was unanimously voted to carry over encumbrances of \$4,271,153.79 into FY26.

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

Voting No: none

Abstaining: none

Absent: none

### Consideration for Approval – North Pembroke Surplus Materials

Mrs. Obey said the NPES staff has identified materials that are no longer working and would like to deem the materials surplus.

VOTE: On a motion made by Katrina Delaney and seconded by Allison Glennon, it was unanimously voted to approve the North Pembroke surplus materials as presented.

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

Voting No: none

Abstaining: none

Absent: none

### **Subcommittee Updates**

#### Negotiations Subcommittee: Bargaining Update

Mrs. Obey stated that the negotiations meeting took place on August 31, focusing on Unit A/B Article 8 regarding working conditions. While an agreement has not yet been reached, the meeting was productive, and there were numerous proposals discussed. She remains optimistic about reaching an agreement in the fall. In the upcoming meeting, the group will review which proposals might be dropped. Mrs. Obey will provide an update on the hiring freeze during the meeting on August 19.

#### Education Subcommittee: Consideration for Approval – Updated 2025-2026 PHS Program of Studies

Mrs. Obey stated that the PHS Program of Studies was approved in February, including AP Physics C. However, there is currently no teacher available for this course, only for AP Physics 1. The two courses have a few differences. There are 13 students enrolled in AP Physics C, and they need to be informed that only AP Physics 1 will be offered this year. The position for the AP Physics C teacher was posted before the hiring freeze, but there were no candidates in the pool with AP experience. This decision is not intended to remove AP Physics C permanently, only for this upcoming school year.

Ms. Brust mentioned that the surrounding towns have an even split between offering AP Physics 1 and AP Physics C. Mrs. Glennon inquired about the possibility of an online option, and Ms. Brust responded that while they would try to provide one, it would be challenging due to the laboratory component of the course.

VOTE: On a motion made by Katrina Delaney and seconded by Susan Bollinger, it was unanimously voted to approve the updated 2025-2026 PHS Program of Studies as presented.

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

Voting No: none

Abstaining: none

Absent: none

### Vocational Planning Committee

Mrs. Obey reported that the committee met today and has been in communication with Mr. Hickey at SST. There will be an informational session next Tuesday at 5:30 PM at the Community Center. Additional options will be offered in the future, along with a Frequently Asked Questions (FAQ) section on the PPS website under the vocational tab. She will also be meeting with Mr. Hickey to discuss the regional agreement.

Mrs. Bollinger said the Pembroke Chamber of Commerce did a podcast on vocational education, which is available for viewing on their Facebook page.

### **Future Meeting Dates and Topics**

8/19, 9/2, 9/16

VOTE: At 6:58 PM, on a motion made by Susan Bollinger and seconded by Allison Glennon, it was unanimously voted to enter Executive Session Pursuant to Chapter 30A, Section 21 (a) (3) to discuss strategy related to collective bargaining, as an open meeting may have a detrimental effect on the legal position of the School Committee, as declared by the Chair.

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

**APPROVED: August 19, 2025**

### **MOTIONS**

VOTE: On a motion made by Allison Glennon and seconded by Katrina Delaney, it was unanimously voted to approve the school committee meeting minutes of July 8, 2025, as presented.

Voting Yes: David Boyle, Allison Glennon, Katrina Delaney, Susan Bollinger and Katrina Scarsciotti  
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 carry over encumbrances of \$4,271,153.79 into FY26.

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

VOTE: On a motion made by Katrina Delaney and seconded by Allison Glennon, it was unanimously voted to approve the North Pembroke surplus materials as presented.

Voting Yes: David Boyle, Allison Glennon, Katrina Delaney, Susan Bollinger and Katrina Scarsciotti  
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 the updated 2025-2026 PHS Program of Studies as presented.

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

VOTE: At 6:58 PM, on a motion made by Susan Bollinger and seconded by Allison Glennon, it was unanimously voted to enter Executive Session Pursuant to Chapter 30A, Section 21 (a) (3) to discuss

strategy related to collective bargaining, as an open meeting may have a detrimental effect on the legal position of the School Committee, as declared by the Chair.

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

Voting No: none

Abstaining: none

Absent: none