



**School Committee  
Meeting**

**September 25, 2013  
7:00 pm**

**Town Hall  
Selectmen's Meeting Room**





SHREWSBURY PUBLIC SCHOOLS  
SCHOOL COMMITTEE MEETING  
AGENDA  
September 25, 2013 7:00pm  
Town Hall—Selectmen's Meeting Room



<u>Items</u>	<u>Suggested time allotments</u>
I. Public Participation	7:00 – 7:10
II. Chairperson's Report & Members' Reports	
III. Superintendent's Report	
IV. Time Scheduled Appointments	
A. Student Recognition: SHS Service Learning	7:10 – 7:20
B. State of the District, Part II: Report & Discussion	7:20 – 7:45
C. FY 2014 Budget & Resource Allocation: Report	7:45 – 8:00
D. FY 2015 Budget Guidelines & Priorities: Discussion	8:00 – 8:20
E. Transportation Update: Report	8:20 – 8:30
V. Curriculum	
VI. Policy	
A. Bullying Statistics for 2012-1013: Report	8:30 – 8:40
B. Bullying Prevention and Intervention Update: First Reading	8:40 – 8:45
VII. Budget	
VIII. Old Business	
IX. New Business	
X. Approval of Minutes	8:45 – 8:50
XI. Executive Session	8:50 – 9:15
XII. Information Enclosures	
XIII. Adjournment	9:15

Next meeting: October 9, 2013



**SHREWSBURY PUBLIC SCHOOLS**  
School Committee



**ITEM NO: I. Public Participation**

**MEETING DATE: 9/25/13**

**SPECIFIC STATEMENT OR QUESTION:**

Will the School Committee hear thoughts and ideas from the public regarding the operations and the programs of the school system?

**BACKGROUND INFORMATION:**

Copies of the policy and procedure for Public Participation are available to the public at each School Committee meeting.

**ITEM NO: II. Chairperson's Report/Members' Reports**

**SPECIFIC STATEMENT OR QUESTION:**

Will the School Committee hear a report from Ms. Sandra Fryc, Chairperson of the School Committee and other members of the School Committee who may wish to comment on school affairs?

**BACKGROUND INFORMATION:**

This agenda item provides an opportunity for the Chairperson and members of the Shrewsbury School Committee to comment on school affairs that are of interest to the community.

**STAFF AVAILABLE FOR PRESENTATION:**

Ms. Sandra Fryc, Chairperson  
Mr. John Samia, Vice Chairperson  
Mr. Jason Palitsch, Secretary  
Ms. Erin Canzano, Committee Member  
Dr. B. Dale Magee, Committee Member

**ITEM NO: III. Superintendent's Report**

**SPECIFIC STATEMENT OR QUESTION:**

Will the School Committee hear a report from Dr. Joseph M. Sawyer, Superintendent of Schools?

**BACKGROUND INFORMATION:**

This agenda item allows the Superintendent of the Shrewsbury Public Schools to comment informally on the programs and activities of the school system.

**STAFF AVAILABLE FOR PRESENTATION:**

Dr. Joseph M. Sawyer, Superintendent of Schools

**ACTION RECOMMENDED FOR ITEMS I, II, & III:**

That the School Committee accept the report and take such action as it deems in the best interest of the school system.





**SHREWSBURY PUBLIC SCHOOLS**  
School Committee



**ITEM NO: IV. Time Scheduled Appointment**                      **MEETING DATE: 9/25/13**  
**B. State of the District, Part II: Report & Discussion**

**SPECIFIC STATEMENT OR QUESTION:**

Will the School Committee hear Part II of a report regarding the current state of the Shrewsbury Public Schools?

**BACKGROUND INFORMATION:**

1. On September 11, 2013, Dr. Sawyer presented Part I of this report regarding the current state of the district in order to provide context for the work the School Committee and the administration in the coming year.
2. Part II of Dr. Sawyer's report will focus on state assessment data that was not available for distribution until now. A memorandum and informational documents with state accountability data are enclosed.

**ACTION RECOMMENDED:**

That the School Committee accept the report and take such action as it deems in the best interest of the school system.

**STAFF AVAILABLE FOR PRESENTATION:**

Dr. Joseph M. Sawyer, Superintendent of Schools





# Shrewsbury Public Schools

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Joseph M. Sawyer, Ed.D.  
Superintendent

September 20, 2013

To: School Committee  
Re: State of the District, Part II

I will present the second part of my “state of the district” report at your meeting of September 25. This segment of the report will highlight my concerns regarding our district’s most recent performance results related to the Massachusetts Comprehensive Assessment System (MCAS) exams from last spring.

Enclosed are several documents highlighting comparisons of the 2013 results with past years with regard to Department of Elementary and Secondary Education (DESE) accountability ratings, the MCAS achievement results, and MCAS growth percentiles.

All Massachusetts districts and schools with MCAS data are assigned *accountability ratings* from Level 1 (highest) to Level 5 (lowest). In 2012, the district as a whole and all eligible schools were rated Level 1 (all schools are rated except Parker Road Preschool and Beal Early Childhood Center, which don’t have MCAS data). In 2013, the district’s rating has dropped from Level 1 to Level 2, while five of seven schools dropped from Level 1 to Level 2. The formula for ratings is complex; a summary and a technical explanation can be found at the following website: <http://www.doe.mass.edu/apa/accountability/default.html>. The reason for the drop in ratings is because Shrewsbury students’ performance did not show sufficient progress towards closing achievement gaps between overall performance and what the DESE terms “high needs” student subgroups, such as low income students, students with disabilities, English language learners, students of color, etc., on the DESE’s measure called the “Progress and Performance Index,” or PPI. To provide context, in 2013, 24% of districts and 31% of schools statewide were rated Level 1, while 57% of districts and 48% of schools were rated Level 2. The fact that we have gone from Level 1 to Level 2 as a district and in most of our schools is very concerning.

The enclosed data shows that there was minimal change in overall *MCAS achievement* in 2013. However, there is a clear trend of lower *MCAS student growth percentiles* over time, with 2013 representing the fewest students in the “very high growth” category and the most students in the “very low growth” category in both English language arts and mathematics since 2009, when all of our schools started receiving growth ratings (schools other than SHS started receiving ratings in 2008). Compared to 2009, the median student growth percentile has dropped 10 points in English language arts and 9 points in mathematics.

I will provide more details when I present my report on September 25. In general, it appears that while overall performance remains strong, student academic growth is weaker than in the past and the district is below the state’s targets for narrowing the achievement gap for our most at-risk students.



## Massachusetts School and District Profiles Shrewsbury

### 2012 Accountability Data - Shrewsbury

<b>District Information</b>	
District:	Shrewsbury (02710000)
Region:	Central
Title I Status:	Yes

<b>Accountability Information</b>		<a href="#">About the Data</a>
<b>Accountability and Assistance Level</b>		
<b>Level 1</b>	One or more schools in the district classified into Level 1	
This district's determination of need for special education technical assistance or intervention		
Meets Requirements (MR)		

<b>This district's progress toward narrowing proficiency gaps (Cumulative Progress and Performance Index: 1-100)</b>			
Student Group (Click group to view subgroup data)	On Target = 75 or higher - ■		View Detailed 2012 Data
	Less progress	More progress	
<a href="#">All students</a>		88	Met Target
<a href="#">High needs</a>		74	Did Not Meet Target
<a href="#">Low income</a>		79	Met Target
<a href="#">ELL and Former ELL</a>		94	Met Target
<a href="#">Students w/disabilities</a>		51	Did Not Meet Target
<a href="#">Amer. Ind. or Alaska Nat.</a>		-	-
<a href="#">Asian</a>		100	Met Target
<a href="#">Afr. Amer./Black</a>		74	Did Not Meet Target
<a href="#">Hispanic/Latino</a>		77	Met Target
<a href="#">Multi-race, Non-Hisp./Lat.</a>		95	Met Target
<a href="#">Nat. Haw. or Pacif. Isl.</a>		-	-
<a href="#">White</a>		94	Met Target

<b>School Accountability Information</b>				<a href="#">About the Data</a>
School	School Type	Title I Status	Accountability and Assistance Level	
<a href="#">Calvin Coolidge</a>	Elementary School	Title I School (TA)	Level 1	
<a href="#">Floral Street School</a>	Elementary School	Non-Title I School (NT)	Level 1	
<a href="#">Walter J Paton</a>	Elementary School	Non-Title I School (NT)	Level 1	
<a href="#">Spring Street</a>	Elementary School	Non-Title I School (NT)	Level 1	
<a href="#">Sherwood Middle School</a>	Elementary School	Non-Title I School (NT)	Level 1	
<a href="#">Oak Middle School</a>	Middle School	Non-Title I School (NT)	Level 1	
<a href="#">Shrewsbury Sr High</a>	High School	Non-Title I School (NT)	Level 1	
<a href="#">Beal School</a>	Early Elementary School	Title I School (TA)	Insufficient data	
<a href="#">Parker Road Preschool</a>	Early Elementary School	Non-Title I School (NT)	Insufficient data	

**About this Report**

**Accountability and Assistance Levels:** All Massachusetts schools and districts with sufficient data are classified into one of five accountability and assistance levels (1-5), with the highest performing in Level 1 and lowest performing in Level 5. In general, a district is classified into the level of its lowest performing school, unless the district was independently classified into Level 4 or 5 as a result of action by the Board of Elementary and Secondary Education.

**Determination of need for special education technical assistance or intervention:** The U.S. Department of Education requires Massachusetts to determine which districts (including single school districts) have specific needs for technical assistance or intervention in the area of special education. A district's determination is based on five categories: Meets Requirements (MR); Meets Requirements-At Risk (MRAR); Needs Technical Assistance (NTA); Needs Intervention (NI); and Needs Substantial Intervention (NSI). In most cases these categories correspond to the district's accountability and assistance level, except when the district has specific compliance needs. This designation helps signal whether outcomes for all students in the district indicate progress, including that of students with disabilities, or whether technical assistance and/or intervention is needed to improve outcomes for all children, especially students with disabilities. Upon classification of a district into Level 3, two additional focus areas for special education will be reviewed at the district level and may require action: (A) over-identification of low-income students as eligible for special education and (B) inordinate separation of students with disabilities across low income and/or racial groups.

**School Percentiles:** A school percentile between 1 and 99 is reported for schools with at least four years of data. This number is an indication of the school's overall performance relative to other schools that serve the same or similar grades.

**Cumulative Progress and Performance Index (CPI):** The cumulative CPI combines information about narrowing proficiency gaps, growth, and graduation and dropout rates over four years into a single number between 0 and 100. For a group to be considered to be making progress toward narrowing proficiency gaps, its cumulative CPI must be 75 or higher.

<b>Resources</b>
<a href="#">Interpretive Materials</a>
<a href="#">Glossary of 2012 Accountability Terms</a>



## Massachusetts School and District Profiles Shrewsbury

### 2013 Accountability Data - Shrewsbury

<b>District Information</b>	
District:	Shrewsbury (02710000)
Region:	Central
Title I Status:	Yes

<b>Accountability Information</b>		<a href="#">About the Data</a>
<b>Accountability and Assistance Level</b>		
<b>Level 2</b>	One or more schools in the district classified into Level 2	
This district's determination of need for special education technical assistance or intervention		
Meets Requirements-At Risk (MRAR)		

This district's progress toward narrowing proficiency gaps (Cumulative Progress and Performance Index: 1-100)			
Student Group (Click group to view subgroup data)	On Target = 75 or higher - ■		View Detailed 2013 Data
	Less progress	More progress	
<a href="#">All students</a>		86	Met Target
<a href="#">High needs</a>		68	Did Not Meet Target
<a href="#">Low income</a>		69	Did Not Meet Target
<a href="#">ELL and Former ELL</a>		85	Met Target
<a href="#">Students w/disabilities</a>		56	Did Not Meet Target
<a href="#">Amer. Ind. or Alaska Nat.</a>		-	-
<a href="#">Asian</a>		98	Met Target
<a href="#">Afr. Amer./Black</a>		71	Did Not Meet Target
<a href="#">Hispanic/Latino</a>		72	Did Not Meet Target
<a href="#">Multi-race, Non-Hisp./Lat.</a>		100	Met Target
<a href="#">Nat. Haw. or Pacif. Isl.</a>		-	-
<a href="#">White</a>		86	Met Target

<b>School Accountability Information</b>				<a href="#">About the Data</a>
School	School Type	Title I Status	Accountability and Assistance Level	
<a href="#">Calvin Coolidge</a>	Elementary School	Title I School (TA)	Level 2	
<a href="#">Floral Street School</a>	Elementary School	Title I School (TA)	Level 2	
<a href="#">Walter J Paton</a>	Elementary School	Non-Title I School (NT)	Level 1	
<a href="#">Spring Street</a>	Elementary School	Non-Title I School (NT)	Level 2	
<a href="#">Sherwood Middle School</a>	Elementary School	Non-Title I School (NT)	Level 2	
<a href="#">Oak Middle School</a>	Middle School	Non-Title I School (NT)	Level 2	
<a href="#">Shrewsbury Sr High</a>	High School	Non-Title I School (NT)	Level 1	
<a href="#">Beal School</a>	Early Elementary School	Non-Title I School (NT)	Insufficient data	
<a href="#">Parker Road Preschool</a>	Early Elementary School	Non-Title I School (NT)	Insufficient data	

**About this Report**

**Accountability and Assistance Levels:** All Massachusetts schools and districts with sufficient data are classified into one of five accountability and assistance levels (1-5), with the highest performing in Level 1 and lowest performing in Level 5. In general, a district is classified into the level of its lowest performing school, unless the district was independently classified into Level 4 or 5 as a result of action by the Board of Elementary and Secondary Education.

**Determination of need for special education technical assistance or intervention:** The U.S. Department of Education requires Massachusetts to determine which districts (including single school districts) have specific needs for technical assistance or intervention in the area of special education. A district's determination is based on five categories: Meets Requirements (MR); Meets Requirements-At Risk (MRAR); Needs Technical Assistance (NTA); Needs Intervention (NI); and Needs Substantial Intervention (NSI). In most cases these categories correspond to the district's accountability and assistance level, except when the district has specific compliance needs. This designation helps signal whether outcomes for all students in the district indicate progress, including that of students with disabilities, or whether technical assistance and/or intervention is needed to improve outcomes for all children, especially students with disabilities. Upon classification of a district into Level 3, two additional focus areas for special education will be reviewed at the district level and may require action: (A) over-identification of low-income students as eligible for special education and (B) inordinate separation of students with disabilities across low income and/or racial groups.

**School Percentiles:** A school percentile between 1 and 99 is reported for schools with at least four years of data. This number is an indication of the school's overall performance relative to other schools that serve the same or similar grades.

**Cumulative Progress and Performance Index (PPI):** The cumulative PPI combines information about narrowing proficiency gaps, growth, and graduation and dropout rates over four years into a single number between 0 and 100. For a group to be considered to be making progress toward narrowing proficiency gaps, its cumulative PPI must be 75 or higher.

<b>Resources</b>
<a href="#">Interpretive Materials</a>
<a href="#">Glossary of 2013 Accountability Terms</a>

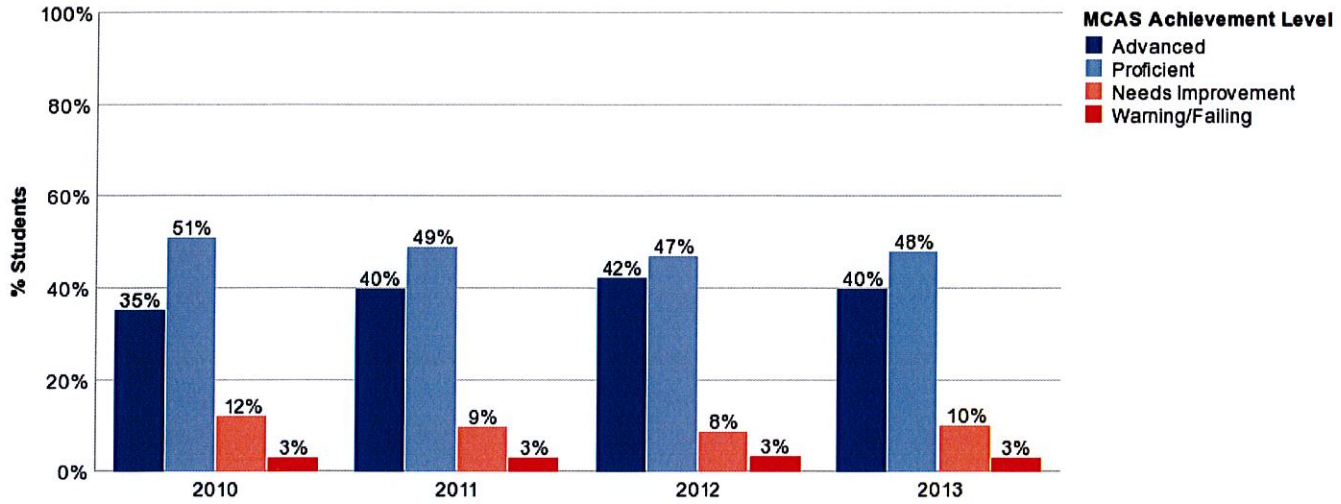
**Table 12: Required actions for districts and schools classified into Level 2**

Level 2			
Occurs when	Planning requirements	Parent/guardian notification requirements	Fiscal requirements
<p>A <i>school</i> is classified into Level 2 if the school’s aggregate <i>or</i> high needs cumulative PPIs are less than 75 or the MCAS participation rate for any group in the school is between 90 and 94.9 percent.</p> <p>A <i>district</i> is classified into Level 2 if the most serious level of any school in the district is Level 2, unless the district was independently classified into Level 4 or 5 as a result of Board action.</p> <p>Absent significant non-compliance issues, a Level 2 district’s determination of need for special education technical assistance or intervention is <i>Meets Requirements – At Risk (MRAR)</i>, indicating that the district is considered to be making progress, but is “at risk” for not meeting the needs of students with disabilities.</p>	<p>Analyze disaggregated data for all student groups to ensure interventions and supports are appropriately aligned to address needs; review the performance of students with disabilities and consider improvement or capacity building activities, as appropriate.</p> <p>Review and revise district and school improvement plans with respect to the level of implementation of Massachusetts’ <i>District Standards and Indicators</i> and the <i>Conditions for School Effectiveness</i>.</p> <p>Consider using online district analysis, review, and assistance tools or feedback from a district review if the district was reviewed by ESE in 2012-13.</p>	<p>Disseminate single report card to parents/guardians of all children in the fall and no later than October. The notification must include the accountability and assistance level of the child’s school and district; an explanation of what this designation means; an explanation of how parents can become involved in school and district improvement activities; and information about teacher quality and right-to-know requirements regarding teacher qualifications.</p>	<p>Prioritize schools based on need and spend a prescribed portion of the district’s Title I, Part A allocation (between 5 and 20 percent on a sliding scale determined by ESE) on interventions and supports that address the needs of the district’s lowest-achieving students in its lowest-performing schools, either through an additional allocation of funds directly to schools, through a district reservation, or both, or both, as determined by the district.</p>



\* 2013 \* English Language Arts \* Shrewsbury \* Submit  
\* Color Clustered Bar Chart \* All Grades \* All Students

Student Group: All Students

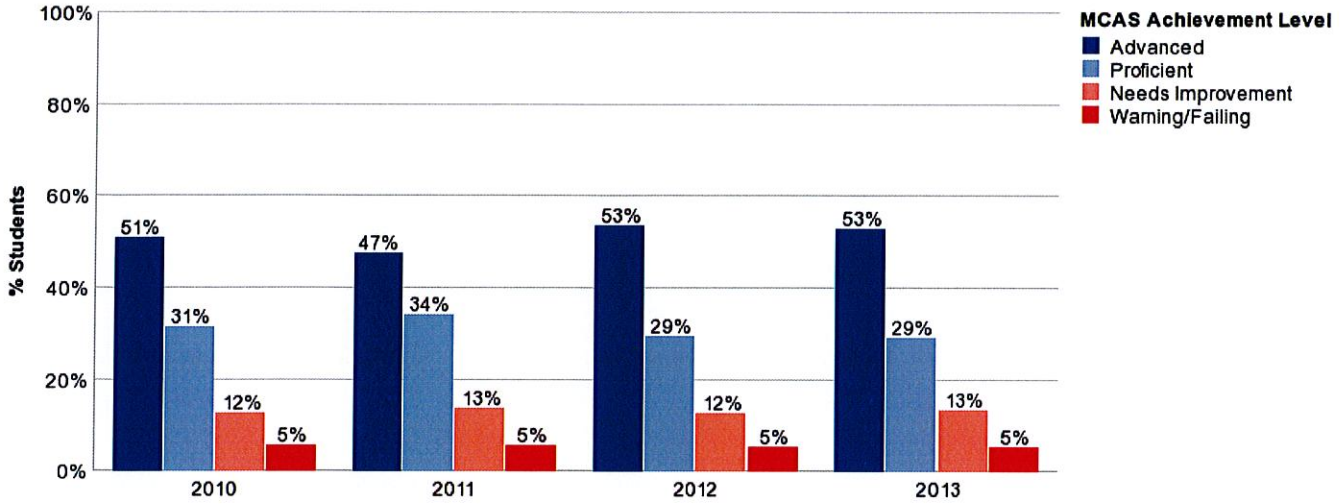


	2010		2011		2012		2013	
	District	State	District	State	District	State	District	State
Advanced	35%	16%	40%	17%	42%	19%	40%	19%
Proficient	51%	52%	49%	52%	47%	50%	48%	50%
Needs Improvement	12%	24%	9%	23%	8%	22%	10%	23%
Warning/Failing	3%	8%	3%	8%	3%	9%	3%	8%
N Students	3,156	498,668	3,270	497,258	3,260	497,549	3,304	496,175
CPI	95.1	86.9	95.7	87.2	95.7	86.7	95.2	86.8
Median SGP	59.0	50.0	61.0	50.0	59.0	50.0	54.0	51.0

NOTE: Achievement level percentages are not calculated for student groups of less than 10.

\* 2013 \* Mathematics \* Shrewsbury \* Submit  
\* Color Clustered Bar Chart \* All Grades \* All Students

Student Group: All Students

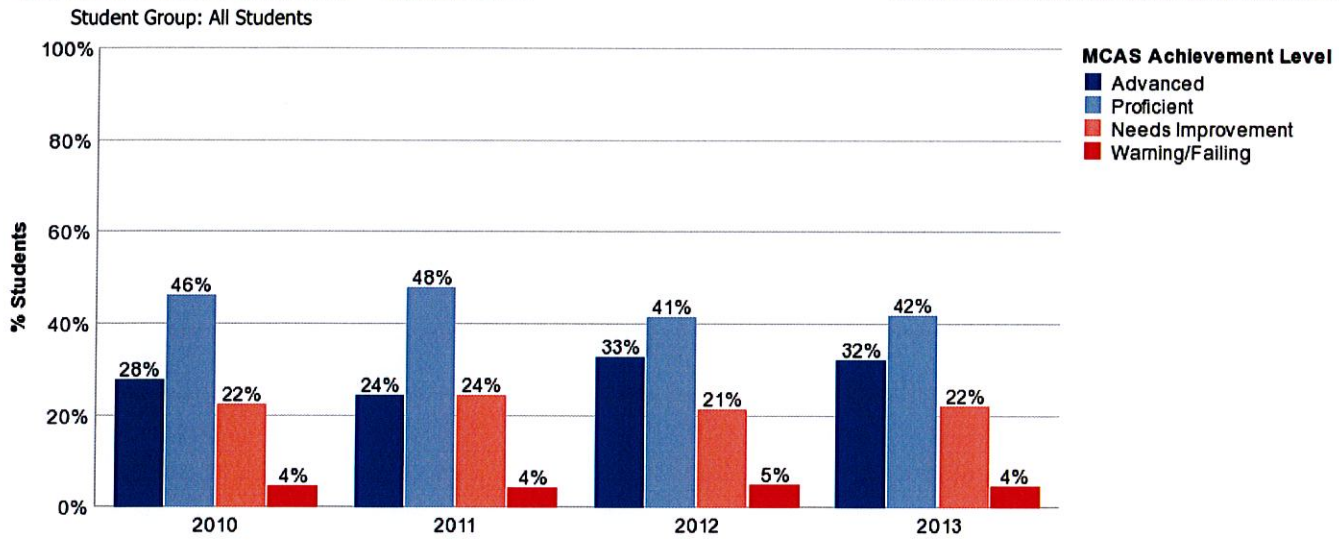


	2010		2011		2012		2013	
	District	State	District	State	District	State	District	State
Advanced	51%	26%	47%	24%	53%	27%	53%	28%
Proficient	31%	33%	34%	34%	29%	32%	29%	33%
Needs Improvement	12%	27%	13%	27%	12%	26%	13%	25%
Warning/Failing	5%	15%	5%	15%	5%	15%	5%	14%
N Students	3,161	498,632	3,280	497,712	3,265	497,984	3,308	497,090
CPI	92.4	79.9	92.1	79.9	92.7	79.9	92.2	80.8
Median SGP	60.0	50.0	55.5	50.0	59.0	50.0	51.0	51.0

NOTE: Achievement level percentages are not calculated for student groups of less than 10.



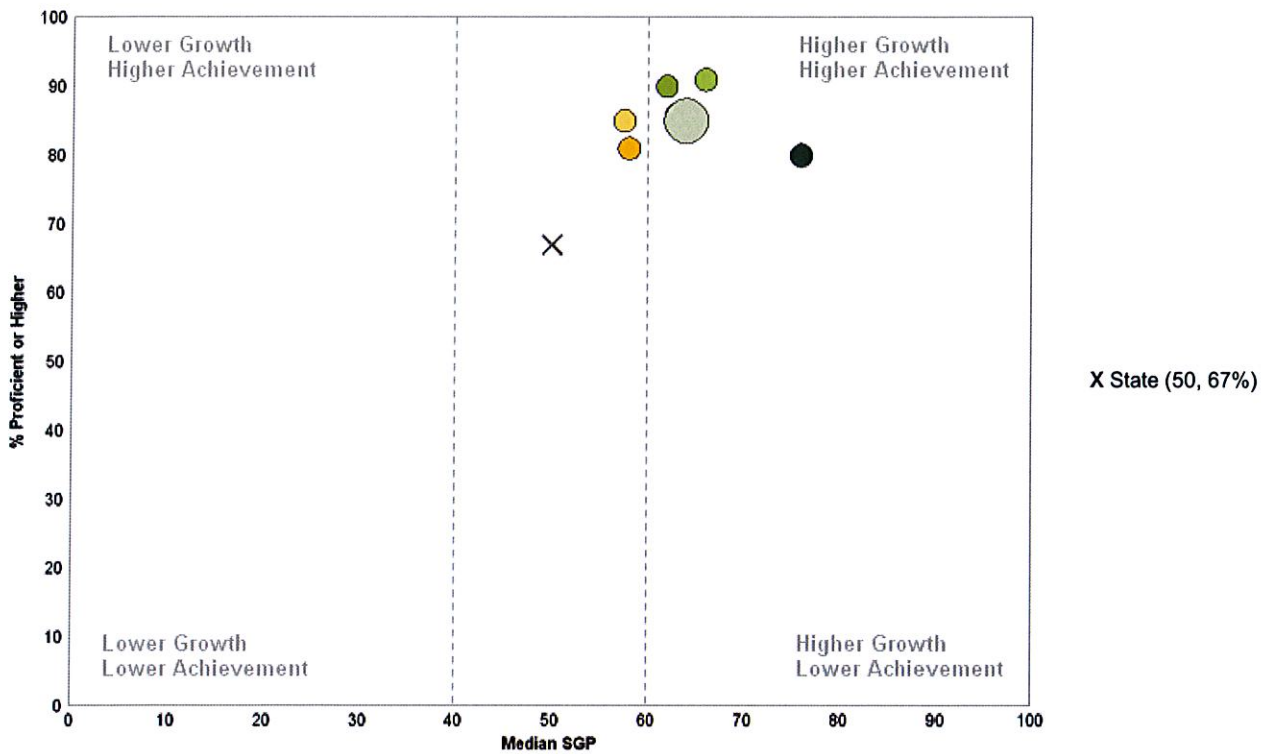
\* 2013 \* Science and Technology/Engineering (All Grades) \* Shrewsbury **Submit**  
 \* Color Clustered Bar Chart \* All Grades \* All Students



	2010		2011		2012		2013	
	District	State	District	State	District	State	District	State
Advanced	28%	12%	24%	13%	33%	17%	32%	16%
Proficient	46%	40%	48%	39%	41%	37%	42%	37%
Needs Improvement	22%	35%	24%	35%	21%	32%	22%	35%
Warning/Failing	4%	13%	4%	13%	5%	13%	4%	12%
N Students	1,297	211,197	1,351	211,422	1,316	211,464	1,411	209,573
CPI	90.2	78.3	89.1	77.6	90.0	78.6	89.6	79.0
Median SGP								

NOTE: Achievement level percentages are not calculated for student groups of less than 10.

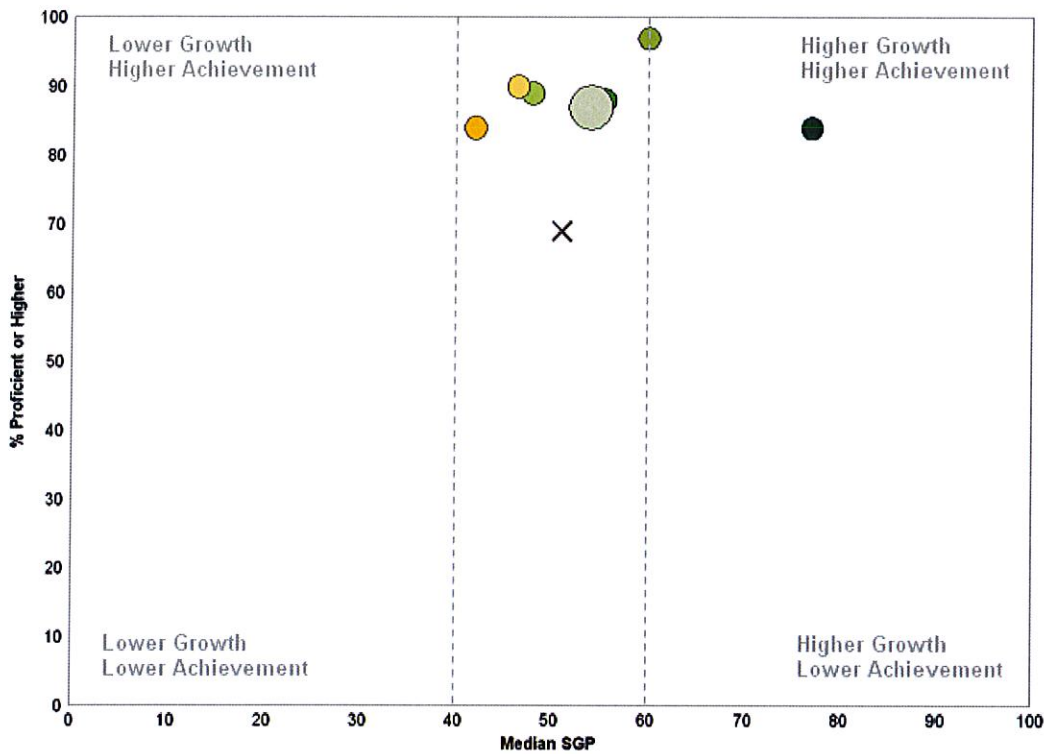
\* Spring 2009 \* Shrewsbury \* Grade \* Submit  
 \* English Language Arts \* All Grades



	Median SGP	N Students (SGP)	% Proficient or Higher	N Students (Ach. Level)
All Grades	64	2,616	85	3,240
Grade 04	76	467	80	486
Grade 05	58	431	81	454
Grade 06	63	443	86	466
Grade 07	57.5	426	85	454
Grade 08	66	465	91	491
Grade 10	62	384	90	428

Median student growth percentile (SGP) is not calculated if the number of students with SGP is less than 20.

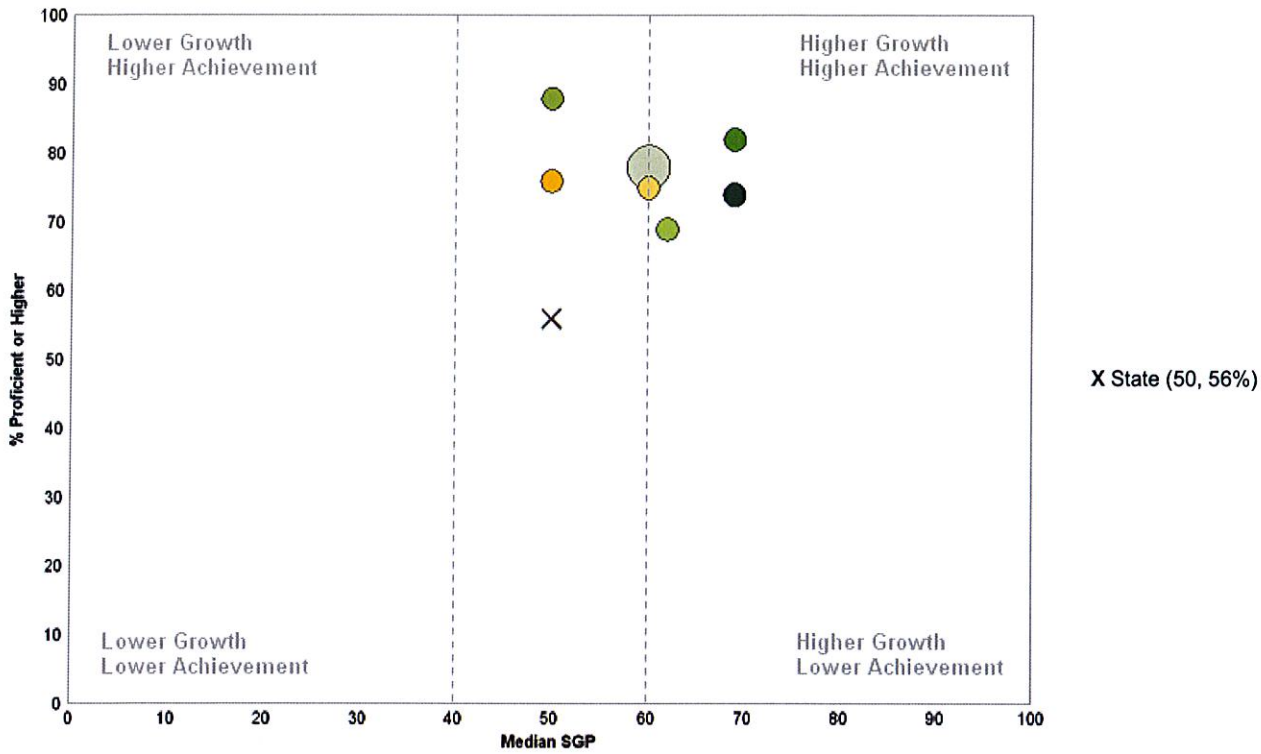
\* Spring 2013 \* Shrewsbury \* Grade \* Submit  
\* English Language Arts \* All Grades



	Median SGP	N Students (SGP)	% Proficient or Higher	N Students (Ach. Level)
All Grades	54	2,646	87	3,304
Grade 04	77	436	84	458
Grade 05	42	491	84	528
Grade 06	55.5	448	88	474
Grade 07	46.5	446	90	471
Grade 08	48	446	89	475
Grade 10	60	379	97	423

Median student growth percentile (SGP) is not calculated if the number of students with SGP is less than 20.

\* Spring 2009    \* Shrewsbury    \* Grade    **Submit**  
 \* Mathematics    \* All Grades

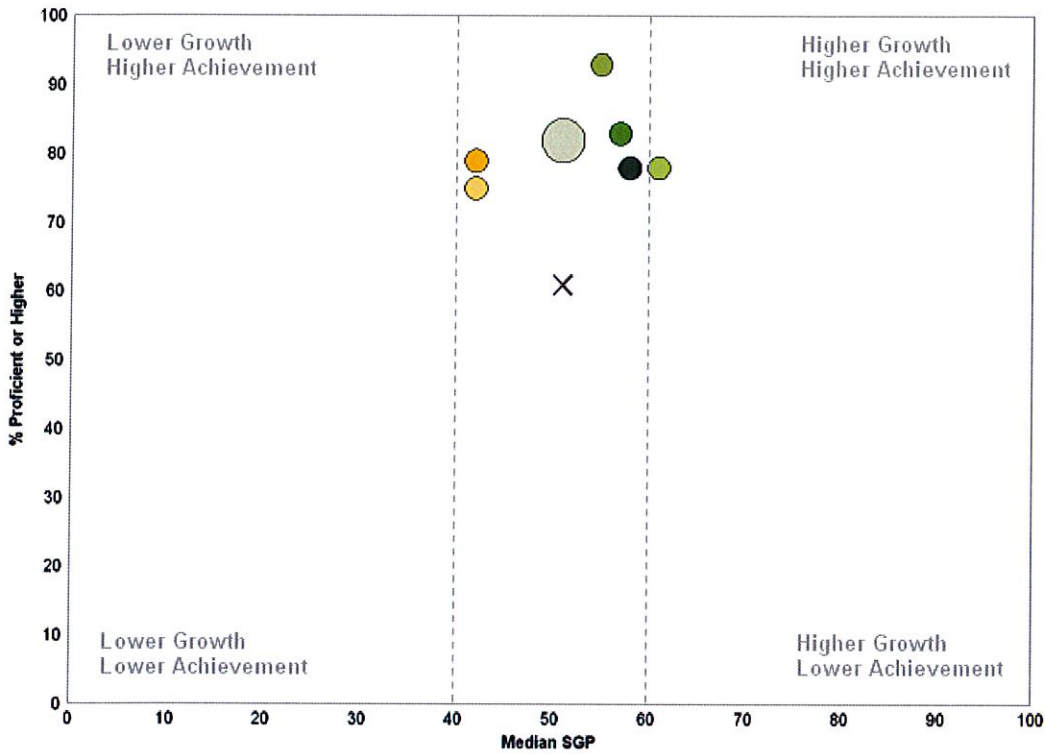


	Median SGP	N Students (SGP)	% Proficient or Higher	N Students (Ach. Level)
All Grades	60	2,619	78	3,244
Grade 04	69	468	74	486
Grade 05	50	432	76	454
Grade 06	69	444	82	467
Grade 07	60	428	75	456
Grade 08	62	464	69	492
Grade 10	50	383	88	428

Median student growth percentile (SGP) is not calculated if the number of students with SGP is less than 20.



\* Spring 2013 \* Shrewsbury \* Grade \* Submit  
 \* Mathematics \* All Grades



X State (51, 61%)

	Median SGP	N Students (SGP)	% Proficient or Higher	N Students (Ach. Level)
All Grades	51	2,652	82	3,308
Grade 04	58	437	78	460
Grade 05	42	489	79	528
Grade 06	57	450	83	474
Grade 07	42	443	75	471
Grade 08	61	452	78	477
Grade 10	55	381	93	423

Median student growth percentile (SGP) is not calculated if the number of students with SGP is less than 20.

- Single Year / Single Grade
- Single Year / Multiple Grades
- Multiple Years / Single Grade
- Graduating Class

\* Spring 2013

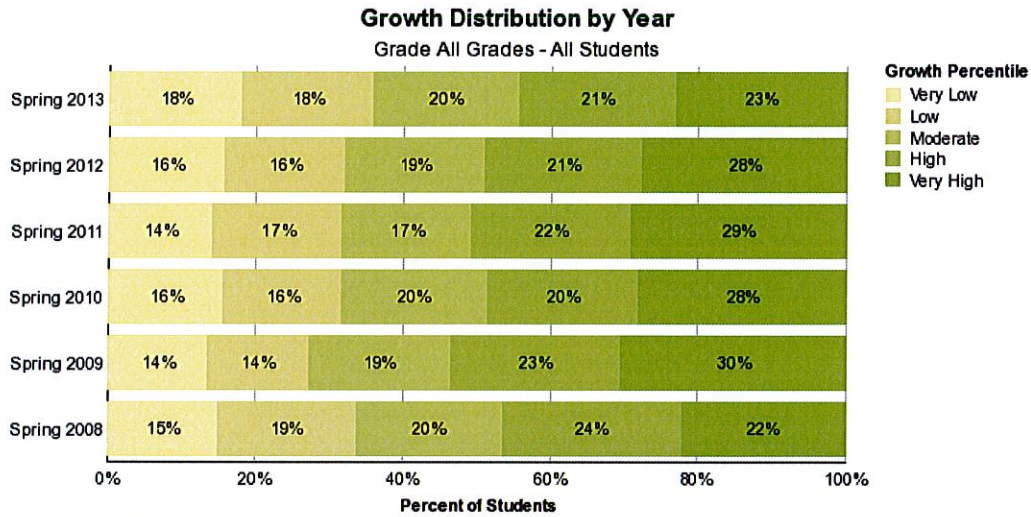
\* All Grades

\* All Students

Submit

\* English Language Arts

\* Shrewsbury



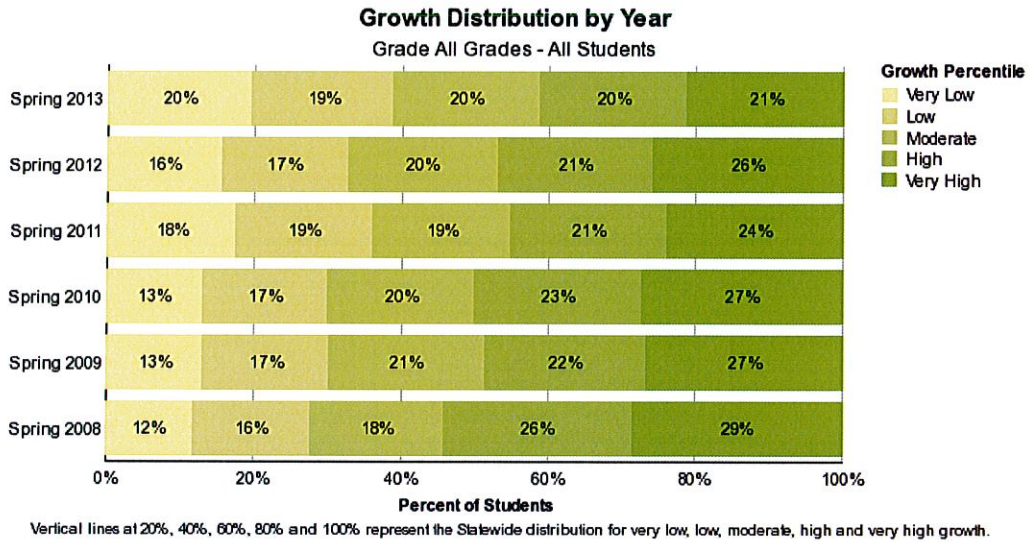
Test	Very Low	Low	Moderate	High	Very High	Median SGP	N Students (SGP)	% Proficient or Higher	N Students (Ach. Level)
Spring 2013	478	471	524	562	611	54.0	2,646	87	3,304
Spring 2012	413	424	494	554	720	59.0	2,605	89	3,260
Spring 2011	366	450	448	561	748	61.0	2,573	88	3,270
Spring 2010	395	404	502	516	708	59.0	2,525	85	3,156
Spring 2009	354	359	501	609	793	64.0	2,616	85	3,240
Spring 2008	330	412	438	535	488	58.0	2,203	83	3,221

\*  Single Year / Single Grade  
 Single Year / Multiple Grades  
 Multiple Years / Single Grade  
 Graduating Class

\* Spring 2013  
 \* Mathematics  
 \* Shrewsbury

\* All Grades  
 \* All Students

**Submit**



Test	Very Low	Low	Moderate	High	Very High	Median SGP	N Students (SGP)	% Proficient or Higher	N Students (Ach. Level)
Spring 2013	521	509	530	530	562	51.0	2,652	82	3,308
Spring 2012	407	446	531	549	675	59.0	2,608	83	3,265
Spring 2011	452	479	482	550	615	55.5	2,578	81	3,280
Spring 2010	330	429	510	572	692	60.0	2,533	82	3,161
Spring 2009	346	447	552	576	698	60.0	2,619	78	3,244
Spring 2008	260	349	401	563	630	64.0	2,203	77	3,220



**SHREWSBURY PUBLIC SCHOOLS**  
School Committee



**ITEM NO: IV. Time Scheduled Appointment**                      **MEETING DATE: 9/25/13**  
**C. FY 2014 Budget & Resource Allocation: Report**

**SPECIFIC STATEMENT OR QUESTION:**

Will the School Committee hear a report regarding current needs that require shifts in resource allocation in the Fiscal Year 2014 budget?

**BACKGROUND INFORMATION:**

1. A memorandum from Dr. Sawyer is enclosed.

**ACTION RECOMMENDED:**

That the School Committee accept the report and take whatever steps it deems necessary in the interests of the Shrewsbury Public Schools.

**STAFF AVAILABLE FOR PRESENTATION:**

Dr. Joseph M. Sawyer, Superintendent of Schools  
Mr. Liam Hurley, Director of Business Services





# Shrewsbury Public Schools

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Joseph M. Sawyer, Ed.D.  
Superintendent

September 20, 2013

To: School Committee  
Re: FY14 Budget and Resource Allocation

As in any year, the School Department's budget is a plan created based upon the best information available when it is presented and ultimately approved at Town Meeting in the spring prior to the next school year. Every year, relatively small adjustments must be made in order to adapt to changing or unanticipated circumstances. The School Department administration works within the approved budget framework in order to manage such circumstances, and this memorandum outlines some of the adjustments we are making to the appropriated budget spending plan during the early part of the 2013-2014 school year in order to address certain needs, so that the School Committee is informed of our situation.

Please note the following:

- Based on the geographical distribution of students attending the Assabet Valley Technical High School, it is necessary to add a third bus route in order to keep routes to a reasonable timeframe. Students were being picked up too early in the morning (prior to 6:00am in some cases) and the duration of the routes was too long (approaching 1 hour and 45 minutes). The cost of this adjustment will be approximately \$51,000 for the year, and will be absorbed by lower than expected vocational transportation and tuition costs.
- Due to students with special education needs who moved in to the Paton School district, it will be necessary to add additional special education teaching resources at that school. At this time, it appears that approximately an additional 0.5 FTE will be required to meet the overall mandated special education programming needs at Paton, which will cost approximately \$25,000 for the year. This cost should be able to be absorbed by the personnel budget, but depending on how things trend over the course of the year relative to long-term substitute costs for maternity and other long term leaves, etc., a transfer of funds from another category could be required. While out-of-district special education costs are typically harder to predict than in-district needs, the entire special education program is subject to budget volatility. Melissa Maguire, Director of Special Education and Pupil Personnel Services, is carefully reviewing all in-district and out-of-district programs to determine where additional needs may exist or where there are fewer needs than forecasted.
- Enrollment has been higher than forecasted in our second grade cohort, particularly at Floral Street School, and class sizes are much too high there and at some other early elementary grades in various schools. At the September 25 meeting, I would like to discuss the possibility of adding additional support to some classrooms in the form of additional instructional aide hours. The administration is working to identify how to fund this potential additional support, and will provide additional information at the meeting for discussion.

The administration will continue to make ongoing adjustments regarding how funds are allocated and spent as specific entitlement grant awards are finalized, actual costs for personnel and materials purchases are realized, etc. We will continue to provide ongoing updates regarding the status of the FY14 Budget in order to keep the School Committee well informed regarding its progression.



**SHREWSBURY PUBLIC SCHOOLS**  
School Committee



**ITEM NO: IV. Time Scheduled Appointment**                      **MEETING DATE: 9/25/13**  
**D. FY 2015 Budget Guidelines & Priorities: Discussion**

**SPECIFIC STATEMENT OR QUESTION:**

Will the School Committee discuss a second draft of guidelines and priorities for the development of the Fiscal Year 2015 Budget?

**BACKGROUND INFORMATION:**

1. The School Committee has expressed the desire to set guidelines for the administration to follow in the development of the initial budget proposal.
2. Mr. Samia and Mr. Palitsch, members of the Subcommittee on Fiscal Guidelines, met with Dr. Sawyer and Mr. Hurley to review an initial draft, and then again to review feedback from the School Committee that was provided at the September 11 meeting.
3. A revised draft is enclosed.

**ACTION RECOMMENDED:**

That the School Committee discuss the updated draft and determine whether it is ready to present to the public for feedback.

**MEMBERS/STAFF AVAILABLE FOR PRESENTATION:**

Mr. John Samia, Vice Chair  
Mr. Jason Palitsch, Secretary  
Dr. Joseph M. Sawyer, Superintendent of Schools  
Mr. Liam Hurley, Director of Business Services





## Shrewsbury School Committee

### Fiscal Priorities & Guidelines for FY 2015 Budget Development

#### DRAFT for September 25, 2013 School Committee Meeting

#### **Overview**

The School Committee wishes to provide the community with information about its priorities for the Fiscal Year 2015 School Department Budget. The School Committee also wants to provide specific guidance to the Superintendent of Schools and the School Department administration regarding the development of the initial Fiscal Year 2015 School Department Budget proposal.

#### **Priorities**

The School Committee's fiscal priorities for Fiscal Year 2015 are, in order of priority:

1. To bring as many sections as possible within School Committee guidelines for class size. These guidelines are: Preschool: 15; Kindergarten: 17-19; Grades 1 & 2: 20-22; Grades 3-8: 22-24; Grades 9-12: 18-20.
2. To provide sufficient resources to update curriculum so that it is in alignment with state expectations, including instructional materials and staff professional development.
3. To implement the School Committee's adopted Strategic Priorities and Goals to the greatest extent possible.

#### **Assumptions**

It is assumed that the initial FY15 School Department Budget proposal will:

1. Meet all legal mandates required of the school district.
2. Reflect the terms of collective bargaining agreements and other contractual obligations.
3. Maintain the current educational program.
4. Utilize the best available information to project changes in costs (such as tuitions) and revenues (such as grants and state reimbursements), while assuming similar levels of funding from existing fees.
5. Consider ways to reduce or shift costs in order to achieve district priorities without additional funding allocations wherever possible.

#### **Guidance**

The School Committee recommends that the administration's initial FY15 Budget proposal should reflect the School Committee's fiscal and strategic priorities so that there are sufficient allocations for the following (categorized by strategic priority in no particular order):

##### **Strategic Priority: Engaging & Challenging All Students**

1. Additional teachers to bring all classes within class size guidelines, while presenting alternate scenarios that consider the potential need for phasing over multiple budget cycles.
2. Curriculum materials necessary to align the district's curriculum with the updated Massachusetts Curriculum Frameworks.
3. Professional development for educators to successfully adapt to new curriculum and assessment requirements and initiatives, technology initiatives, and state mandates.
4. Administrative capacity to implement mandated changes in curriculum, assessment, and educator evaluation.

##### **Strategic Priority: Promoting Health & Wellbeing**

1. Equipment and training necessary to further enhance safety and security.
2. Increased support for students with mental and behavioral health issues.

##### **Strategic Priority: Enhancing Learning Through Technology**

1. Expansion of the personal iPad program to Grade 8 in FY15 and preparation for expansion to SHS in FY16.
2. Completion of installation of interactive whiteboards in all core classrooms in Preschool – Grade 4.
3. Increased capacity to implement technology to provide cost-effective, in-district supports special education.
4. Investments to increase opportunities for online learning and to improve operational efficiencies.

##### **Strategic Priority: Increasing Value to the Community**

1. Restructuring of the special education administrative model to build capacity to provide cost-effective, in-district support and programs.
2. Adjustments to administrator compensation that reflect both market and performance factors, in order to retain and attract high performing leaders.



**SHREWSBURY PUBLIC SCHOOLS**  
School Committee



**ITEM NO: IV. Time Scheduled Appointment**  
**E. Transportation Update: Report**

**MEETING DATE: 9/25/13**

**SPECIFIC STATEMENT OR QUESTION:**

Will the School Committee hear a report regarding the transportation program?

**BACKGROUND INFORMATION:**

1. Mr. Hurley will provide an update regarding registrations, late registrations, fees collected, and issues relative to transportation during the start up phase of the school year.
2. A memorandum from Mr. Hurley is enclosed

**ACTION RECOMMENDED:**

That the School Committee accept the report and take such action as it deems in the best interest of the school system.

**STAFF AVAILABLE FOR PRESENTATION:**

Mr. Liam Hurley, Director of Business Services





**Shrewsbury Public Schools  
Massachusetts 01545**

**Liam T. Hurley  
Director of Business Services**

25 September 2013

To: School Committee

Re: Transportation Program Update

**Overview**

We entered into a new five year contract with AA Transportation whose contract expired in August 2013. Although AA Transportation was the only bidder, we were successful in negotiating a contract lower than their bid price and held the FY13 rate for FY14. The daily rate of \$311.28 translates into \$56,030 annually for one bus and is at our budgeted rate. Additionally, as budgeted, a new special education bus was added to the fleet for FY14 to help with capacity issues bringing our fleet to 47 vehicles. (38 regular education, 3 Assabet Valley Regional Technical High School (added one more bus -see below), 6 special education). Prior to FY09 the district deployed 49 vehicles. (42 regular education, 2 Assabet Valley, 5 special education) The reductions in our fleet have resulted in routing changes throughout the district, resulting in more "group stops" and more students per bus and in some cases longer routes.

The bid results for FY14 are as follows:

Regular Education, Special Education, and Vocation Bus:	\$311.28 per day
Bus Monitor:	\$20.41/Hour
Field Trip, Athletic, Extra Curricular (50 Miles and 4 hours):	\$280.66/Trip
Price Per Mile beyond 50 miles:	\$2.54/Mile
Hourly Rate beyond 4 hours:	\$51.02/Hour

**Assabet Valley Regional Technical High School**

As we have discussed previously, an area of continued concern is the duration and capacity of the bus routes for the students attending Assabet Valley Regional Technical High School (AVRTHS). Currently, two buses are assigned to AVRTHS, and are the larger 83 passenger bus (holds 55 sitting two in a seat). However, the routes are taking one hour and forty five minute to two hours to and from school with some students getting on the bus at 5:45 AM. The administration has decided to add an additional bus to help alleviate the long duration that students are currently facing. The bus duration should come down to approximately one hour and fifteen minutes. We hope to have the new bus in place on or around September 30, 2013. This will cost approximately \$51,000 for the remainder of the year. However, we had budgeted approximately \$50,000 for one student (tuition and transportation) to attend Norfolk Agricultural School who ultimately did not end up attending. We believe the additional bus is justified for the

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*The Shrewsbury Public Schools in partnership with the community, will provide students with the skills and knowledge for the 21<sup>st</sup> century, an appreciation of our democratic tradition, and the desire to continue to learn throughout life.*

students attending AVRTHS and the money budgeted for Norfolk can cover this new cost.

### Fee

The transportation fee for FY14 remained at \$250 per student with a \$500 family cap. Registrations received after June 3 were assessed a late fee of \$50/student with a \$100 family cap. The transportation fees generate additional revenues to aid in reducing amounts expensed to the appropriated budget for these services. We project to offset the budget by \$600,000 from the transportation fee revenue. The late fee was increased in FY10 from \$25 to \$50 in an effort to decrease the number of late registrations, which are disruptive to the routing process.

### Changes

We have continued with the changes that we made two year ago particularly around the registration process to help us be more efficient. These changes included a new online registration process through PowerSchool, elimination of bus passes, and bus stop/route information posted to PowerSchool. To date, the PowerSchool sign-up has been smoother as parents are getting used to the process and we are not seeing as many sign-up and password issues.

We would still like to be more efficient in our routing and bus stops and creating more group bus stops. However, it is not an exact science and changing behaviors and expectations is challenging process while still trying to provide great customer service.

One continuing concern that we would like to address is the late registrants in June, July and August. This year we had 269 late bus registrations after June 3. These late registrants are particularly challenging for the central office staff as well as AA Transportation as the routing process is already taking place. We are exploring the idea that any late bus registrations received after August 1 (with the exception of new families) would not be entered into the bus routing system until mid-September. The late fee will still apply, however, we hope this will encourage families to sign up on time and alleviate the numerous issues that the late registrants cause. As we do not have a Transportation Coordinator we believe the late registrants cause an excessive burden on our staff and contractor and that this approach would help mitigate our work and routing issues.

### Ridership and Revenue

We currently have 4,586 registered riders and revenue generated through 9/20/13 is \$590,785. We budgeted to offset the FY14 budget with \$600,000 of revenue and expect we will come close to this mark during the year with new registrants and late fees. Further detailed information is below but **please note that these are still preliminary numbers for FY14 and will change over the year.**

As of this writing we continue to review requests for routing changes and bus stop complaints. To date, we have received 74 written bus request/change forms and have approved 68 of these requests and denied 8. Many of the complaints were due incorrect bus stop locations due to late registrations, safety concerns, and day care changes. Additionally, numerous phone calls to AA and the Central Office have been received and responded to in a timely manner.

The feedback to the changes has been very positive and we believe we are off to a great start and look forward to a successful school year. As noted previously, we will be closely watching the Out of District Transportation and Bus Monitor line items as they are highly volatile and challenging to forecast.

	<b>FY09</b>	<b>FY10</b>	<b>FY 11</b>	<b>FY12</b>	<b>FY13</b>	<b>FY14 (Preliminary)</b>
<b>Total bus riders</b>	4,623 -3%	4,519 -2%	4,622 +2.2%	4,578 -0.9%	4,539 -0.8%	4,586 +1.0%
<b>Total regular fees collected</b>	\$546,298 +1%	\$573,250 +5%*	\$594,715 +3.7%	\$592,290 -.4%	\$585,742 -1.1%	\$577,335 -1.5%
<b>Processing fee for free riders (\$10)</b>	\$6,250 +3%	\$5,250 -2%	\$0 N/A	\$0 N/A	\$0 N/A	\$0 N/A
<b>Late fees</b>	\$16,450 +100%	\$26,250 +60%**	\$15,500 -40%	\$12,835 -17.2%	\$16,350 +27.4%	\$13,450 -17%
<b>Students paying late fee: Late fees collected ÷ \$25 (FY08-09) or \$50 (FY10-13)</b>	658 +100%	525 -20%**	310 -40%	256 -17.4%	327 +27.7%	269 -17.7%
<b>Total fee collection</b>	\$568,998 +3%	\$604,750 +6%	\$610,215 +1%	\$605,125 -0.8%	\$602,092 -0.5%	\$590,785 -1.8%
<b>Paying riders: regular fees collected ÷ \$210 fee (FY08 &amp; 09) or \$250 fee (FY10,11,12)</b>	2,601 +1%	2,293 -12%*	2,337 +1.9%	2,354 +0.7%	2,343 -0.4%	2,309 -2.3%
*Regular fee revenue increased by 5% despite 12% decrease in paid ridership due to fee increase from \$210 to \$250						
**Late fee increased from \$25 to \$50 in FY10; late fee revenue increased by 60% but actual students paying late decreased by 20%						



**SHREWSBURY PUBLIC SCHOOLS**  
School Committee



ITEM NO: **V. Curriculum**

MEETING DATE: **9/25/13**

SPECIFIC STATEMENT OR QUESTION:

BACKGROUND INFORMATION:

ACTION RECOMMENDED:

STAFF AVAILABLE FOR PRESENTATION:





**SHREWSBURY PUBLIC SCHOOLS**  
School Committee



ITEM NO: VI. Policy  
A. Bullying Statistics for 2012-2013: Report

MEETING DATE: 9/25/13

**SPECIFIC STATEMENT OR QUESTION:**

Will the School Committee hear an annual report on Bullying Prevention and Intervention?

**BACKGROUND INFORMATION:**

1. School Committee Policy 712 requires the Superintendent of Schools to report to the School Committee annually regarding the frequency of bullying incidents during the previous school year and to provide an update relative to what schools are doing to maintain positive school environments.
2. The enclosed memo from Dr. Sawyer provides more specific information.

**ACTION RECOMMENDED:**

That the School Committee accept the report and take whatever steps action as it deems necessary in the best interest of the Shrewsbury Public Schools.

**STAFF AVAILABLE FOR PRESENTATION:**

Dr. Joseph M. Sawyer, Superintendent of Schools



# Shrewsbury Public Schools

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Joseph M. Sawyer, Ed.D.  
Superintendent

September 20, 2013

To: School Committee  
Re: Bullying Prevention and Intervention – Annual Report

The Bullying Prevention and Intervention Policy adopted in December 2010 indicates that *the superintendent or a designee shall report annually to the School Committee regarding the frequency of bullying behaviors during the prior school year and to update the Committee regarding steps being taken in the schools to minimize such behaviors while promoting the continuous improvement of learning environments.* This report satisfies this policy requirement.

### Frequency of bullying behaviors

It is important to note that, in order for behavior to be deemed “bullying,” it must involve *repeated* behaviors that cause physical and/or emotional harm. Therefore, only situations that meet this standard are reported as “bullying.” There are, of course, many times where students do not treat each other according to our school communities’ expectations, but these are usually not scenarios where the same aggressor acts inappropriately towards the same target, thereby creating a *repeated* situation.

There were no allegations of bullying at the preschool level. The following table provides statistics for grades K-12 for the 2012-2013 school year:

2012-2013	Allegations of Bullying	Qualifying as Bullying	Aggressors	Targets
Elementary Level	7	4	23*	5
Middle Level	27	9	15	23
High School Level	8	0	0	0
Total	42	13	38*	28

\* One atypical situation at the elementary level involved a classroom dynamic where most students in the class joined in teasing one student on multiple occasions.

Statistics from the previous year were:

2011-2012	Allegations of Bullying	Qualifying as Bullying	Aggressors	Targets
Elementary Level	12	6	6	10
Middle Level	22	6	4	7
High School Level	12	2	2	4
Total	46	14	12	21

One can see that the number of allegations was lower than the previous year, with essentially the same number of confirmed cases of bullying.

The following table shows the type of incidents that were documented (some incidents were included in more than one category).

	Verbal	Physical	Emotional/Social	Cyber
Elementary Level	1	2	3	0
Middle Level	14	7	2	4
High School Level	0	0	0	0

Actions that were taken by school administrators to resolve situations included conferences with the children involved and their parents; loss of privileges; assigned seating in class or on the bus; and other typical disciplinary actions. For the most serious cases, changes of the aggressor's class schedule, in-school or out-of-school suspensions were given to the aggressors and "safety plans" created to ensure the actions were not repeated towards the target.

#### Ongoing work to minimize bullying

The schools at all levels continue to take steps to prevent bullying from occurring. This work includes continued focus on developing social competencies, including explicit anti-bullying instruction in health classes, as well as school-wide approaches utilizing all school meetings or assemblies. Work still needs to be done to raise the consciousness of families regarding students' online behavior, which can spill over into the school setting (even when it doesn't technically qualify as bullying). Bullying intervention and prevention training for new staff has been provided during new teacher orientation, while yearly maintenance training is in process. The district continues to seek ways to strengthen the quality of our school cultures in order to minimize the number of situations where students treat each other inappropriately. Further, ensuring that students are engaged in productive academic and co-curricular pursuits also counters the potential for inappropriate behavior.



SHREWSBURY PUBLIC SCHOOLS  
School Committee



ITEM NO: VI. Policy

MEETING DATE: 9/25/13

**B. Bullying Prevention and Intervention Update: First Reading**

SPECIFIC STATEMENT OR QUESTION:

Will the School Committee conduct a first reading of updates to the language of the School Committee's policy and district plan on bullying prevention and intervention?

BACKGROUND INFORMATION:

1. The Massachusetts Legislature recently passed an amendment to the anti-bullying law that requires school district anti-bullying policies and plans to specifically indicate that they apply to staff members as well.
2. As of the time this packet went to print, the district is still awaiting legal guidance on what language to change; specific information will be provided under separate cover when available.

ACTION RECOMMENDED:

That the School Committee conduct the first reading of this language change to the School Committee's policy and district plan on bullying prevention and intervention.

STAFF AVAILABLE FOR PRESENTATION:

Dr. Joseph M. Sawyer, Superintendent of Schools





MURPHY HESSE  
TOOMEY & LEHANE LLP

Attorneys at Law

**Education and Special Education Client Alert**  
**September 2013**

MASSACHUSETTS ANTI-BULLYING LAW AMENDED TO  
EXTEND PROTECTIONS TO STUDENTS BULLIED BY  
SCHOOL STAFF

*For a discussion of these and other Legal issues, please visit our website at [www.mhtl.com](http://www.mhtl.com). To receive legal updates via e-mail, contact [information@mhtl.com](mailto:information@mhtl.com).*

Governor Patrick has signed into law an amendment to the state's anti-bullying law, M.G.L. c. 71, § 37O, which effectively extends the protections of the law to students bullied by school staff. Prior to these amendments, the law's protections were limited to student-on-student bullying.

The following line has been added to two sections of the statute after the word "student" to expand upon the definition of bullying: "-or by a member of a school staff including, but not limited to, an educator, administrator, school nurse, cafeteria worker, custodian, bus driver, athletic coach, advisor to an extracurricular activity or paraprofessional."

Subsection (d), addressing the requirement that school districts develop an anti-bullying prevention plan is further amended by inserting the following sentence: "- The plan shall apply to students and members of a school staff including, but not limited to, educators, administrators, school nurses, cafeteria workers, custodians, bus drivers, athletic coaches, advisors to an extracurricular activity and paraprofessionals."

School districts will be required to update their bullying prevention and intervention plans and district policies as they are related to conduct of school staff in light of this amendment. Schools will also be required to notify students and parents of these changes.

DESE has advised that it will issue a revised model policy reflecting these changes, although there is, as yet, no information as to when.

It remains to be seen what the impact of this change will mean for school districts. The first order of business will be to revise existing policies, provide staff training, and provide notice to the school community.

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Attorneys at Law

*This Alert was prepared by Alisia St. Florian, a Partner in the law firm of Murphy, Hesse, Toomey & Lehane, LLP. If you have any questions or concerns with regard to this alert, please contact Attorney St. Florian, the attorney assigned to your account, or your own special education counsel.*

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**SHREWSBURY PUBLIC SCHOOLS**  
School Committee



**ITEM NO: VII. Budget**

**MEETING DATE: 9/25/13**

**SPECIFIC STATEMENT OR QUESTION:**

**BACKGROUND INFORMATION:**

**ACTION RECOMMENDED:**

**MEMBERS/STAFF AVAILABLE FOR PRESENTATION:**





**SHREWSBURY PUBLIC SCHOOLS**  
School Committee



ITEM NO: **VIII. Old Business**

MEETING DATE: **9/25/13**

SPECIFIC STATEMENT OR QUESTION:

BACKGROUND INFORMATION:

ACTION RECOMMENDED:

STAFF AVAILABLE FOR PRESENTATION:



**SHREWSBURY PUBLIC SCHOOLS**  
School Committee



**ITEM NO: IX. New Business**

**MEETING DATE: 9/25/13**

**SPECIFIC STATEMENT OR QUESTION:**

**BACKGROUND INFORMATION:**

**ACTION RECOMMENDED:**

**STAFF AVAILABLE FOR PRESENTATION:**



**SHREWSBURY PUBLIC SCHOOLS**  
School Committee



ITEM NO: X. **Approval of Minutes**

MEETING DATE: 9/25/13

**SPECIFIC STATEMENT OR QUESTION:**

Will the School Committee approve the minutes of the School Committee meeting on September 11, 2013?

**BACKGROUND INFORMATION:**

1. The minutes have been reviewed by Mr. Palitsch.

**ACTION RECOMMENDED:**

That the School Committee vote to approve the minutes of the School Committee meeting on September 11, 2013.

**STAFF AVAILABLE FOR PRESENTATION:**

Ms Sandra Fryc, Chairperson  
Mr. Jason Palitsch, Secretary

**SHREWSBURY PUBLIC SCHOOLS  
100 MAPLE AVENUE  
SHREWSBURY, MASSACHUSETTS**

**MINUTES OF SCHOOL COMMITTEE MEETING**

**WEDNESDAY, SEPTEMBER 11, 2013**

Present: Ms. Sandra Fryc, Chairperson; Mr. John Samia, Vice Chairperson, Mr. Jason Palitsch, Secretary; Ms. Erin Canzano; Dr. B. Dale Magee; Dr. Joseph Sawyer, Superintendent of Schools, Ms. Mary Beth Banios, Assistant Superintendent of Schools; Mr. Liam Hurley, Director of Business Services; and Ms. Barbara Malone, Director of Human Resources.

The meeting was convened at 7:00 PM by Ms. Sandra Fryc.

Members of the Shrewsbury High School A Capella Choir sang *The National Anthem* and *From a Distance* to begin the 2013-2014 School Committee Meetings. Dr. Sawyer thanked Ms. Bonnie Narcisi and students for joining them this evening. Dr. Sawyer congratulated Nathan Kessel as the first Shrewsbury music student ever accepted to perform with the All National Honors Choir and shared that Nathan will be traveling to Nashville, TN in October to perform.

**I. Public Participation**

None

**II. Chairperson's Report and Members' Reports**

None

**III. Superintendent's Report**

**A.** Dr. Sawyer recognized and congratulated teachers and staff members who received awards for professional excellence and service.

**B.** Dr. Sawyer discussed the District's initiatives to utilize social media as one of the communication tools to help people stay connected and informed. There is information on the district's website page for Facebook pages and Twitter accounts (including the district's and Dr. Sawyer's Facebook pages and Twitter accounts).

**IV. Time Scheduled Appointments**

**A. Celebration in the Garden Funding: Vote**

Members of the Celebration in the Garden Host Committee (Hannah Kane, Kathleen Keohane, Melissa Pride-Fahs, Karen O'Brien and Mary Casey) provided highlights of the event that was held for the 5<sup>th</sup> consecutive year and asked the School Committee to accept their donation of \$50,000. Proceeds from the event are divided equally between all the Shrewsbury Public Schools so each student in the district benefits. Some of the funds will be used for technology initiatives to bring items such as projectors, interactive whiteboard projectors, document cameras and iPads into additional classrooms. Dr. Sawyer and the School Committee Members acknowledged the importance of the donation and recognized the tremendous contributions and hard work of the volunteers present at the School Committee Meeting, the event hosts and all the volunteers and sponsors who contributed to the success of the fundraising event. The School Committee voted to accept the \$50,000 donation.



### **B. Summer Programming: Report**

Ms. Mary Beth Banios presented highlights and short videos for the 2013 Shrewsbury School Summer Programs. During summer 2013, there were 1,492 registrations for the Programs that serviced students in the pre-K through high school levels. The different programs provided students with opportunities in the areas of Special Education, Academic Support and Enrichment. Ms. Banios shared that the high quality, reasonable priced programs provide a large benefit to the community with many students being served and the costs of programs are covered by tuition fees. Student-teacher ratios are low for the Summer Programs and some Shrewsbury High School Students fulfill community service requirements by serving as Professional Role Models and working with participating students.

### **C. Personnel Update: Report**

Ms. Barbara Malone presented an update on new staff hiring for the 2013-2014 school year and shared that the majority of the hiring process to fill key positions in the district has been completed. To date 36 full and part-time professionals and 21 paraprofessionals and support staff members have been appointed throughout the district. These positions were open due to retirements and resignations, extended leaves of absence, the expansion of the kindergarten program at the Beal Early Childhood Center, the mandated need for Special Education personnel, and a very small number of non-renewals. This year the district launched a new recruiting tool called schoolspring.com that enabled the district to attract candidates from a wide variety of backgrounds, including top recent graduates from Bachelor's and Master's Degree teaching programs, as well as talented experienced educators. Ms. Malone shared that at an upcoming School Committee Meeting she will present a complete staffing chart to show the actual staffing levels throughout the district versus the staffing levels that were projected when the budget was approved at the Town Meeting in May. At this School Committee Meeting she will report on the hire of door monitors/greeters, whose roles were created as part of the district's security protocols.

### **D. State of the District: Report**

Dr. Sawyer presented Part 1 of the "State of the District" report and shared that while the district has many strengths, the current situation is very challenging and does not place the district in a strong situation. The three key messages from the "State of the District" report: 1.) We have insufficient resources to meet student needs 2.) We are innovating and collaborating to try and cope with increased demands 3.) We are concerned that the quality of the education provided to Shrewsbury students is declining. Dr. Sawyer discussed the issues of class sizes that are too high and shared an example of a classroom he observed at the Floral School. This class has twenty-eight students and as a result students receive less individual attention and there is physical crowding in the classroom. In addition, Dr. Sawyer shared that the resources the district has are insufficient to meet students' needs and the quality of the education being provided to students is deteriorating. Some of the specific problems Dr. Sawyer has observed include test results demonstrating that students are not on par in certain areas as well as out-of-date curriculum, instructional materials and technologies. Dr. Sawyer stated there are insufficient resources for mental and behavioral health needs. Mr. Jason Palitsch asked Dr. Sawyer if it was correct to assume that it will take a few years before student test scores begin to decline as a result of current educational challenges and insufficient resources. Dr. Sawyer confirmed this assumption and shared that he will be submitting data at the next School Committee Meeting. A link for the Part 1 "State of the District" presentation slides that includes specific information is located on the district website and Dr. Sawyer will be presenting Part II of the report at the September 25 School Committee Meeting, which will include state accountability data for the Shrewsbury Schools.

## **V. Curriculum**

None

## **VI. Policy**

None

## **VII. Budget**

### **A. Fiscal Year 2015 Budget Guidelines: Discussion**

Mr. John Samia and Mr. Jason Palitsch presented information and led the discussion for the School Committee Members to provide specific guidance to the Superintendent and the School Department administration regarding the development of the Fiscal Year 2015 School Department Budget Proposal. They shared that the School Committee recommends that the 2015 budget proposal should reflect district needs and strategic priorities so that there are specific allocations for all of the following: Engaging and Challenging All Students, Enhancing Learning Through Technology, Promoting Health and Wellbeing and Increasing Value to the Community. Mr. John Samia stated that this is the first step in the process for creating the 2015 budget and that he and the School Committee Members want to make sure Dr. Sawyer and Mr. Hurley have enough information to proceed. Dr. Sawyer suggested that the School Committee Members allow him and Mr. Hurley to take this feedback, reshape the draft budget, reschedule another meeting with the Subcommittee, and then put together a version for public review. Dr. Sawyer said they will begin to work on this.

### **B. Daily Substitute Rates: Discussion & Vote**

Ms. Barbara Malone shared that the rate of pay for daily substitutes has not been adjusted in over five years, the district is having difficulty hiring substitutes because they are working at other schools, and the administration predicts that if the rate of pay for substitute teachers is not increased there will be an ongoing shortage that will impact the educational programs. Ms. Malone proposed a recommendation that would raise the rate from \$65 to \$75 a day to better match the market and shared that this can be accomplished with minimum impact on the appropriated budget due to other factors. School Committee Members discussed this recommendation and the conclusion was that this was the cost of doing business. A vote was taken and passed to raise the daily rate for substitute teaching pay from \$65 to \$75.

## **VIII. Old Business**

None

## **IX. New Business**

None

## **X. Approval of Minutes**

On a motion by Ms. Fryc, seconded by Mr. Samia, the School Committee voted unanimously to collectively approve the minutes for the School Committee Meetings for May 8, May 29 and June 5 2013

## **XI. Executive Session**

On a motion by Ms. Canzano, seconded by Mr. Samia, the Committee voted to adjourn to Executive Session for the purpose of negotiations and student residency status. On a roll call vote: Dr. Magee, yes; Ms. Canzano, yes; Mr. Palitsch, yes; Mr. Samia, yes; Ms. Fryc, yes.

### **XIII. Adjournment**

On a motion by Ms. Canzano, seconded by Dr. Magee, the meeting was adjourned at 9:14 PM. On a roll call vote: Dr. Magee, yes; Ms. Canzano, yes; Mr. Palitsch, yes; Mr. Samia, yes; Ms. Fryc, yes.

Respectfully submitted  
Christine Taylor, Clerk

#### **Documents referenced:**

- 1) 2013 Summer Programs report, slide presentation and short videos
- 2) Annual Report on Personnel Hiring and slide presentation
- 3) State of the District Report and slide presentation
- 4) Fiscal Year 2015 Budget Guidelines Report
- 5) Daily Substitute Rate Report



**SHREWSBURY PUBLIC SCHOOLS**  
School Committee



**ITEM NO: XI. Executive Session**

**MEETING DATE: 9/25/13**

**SPECIFIC STATEMENT OR QUESTION:**

Will the School Committee enter into executive session for the purpose of discussing negotiations where discussion in open session may have a detrimental effect on the bargaining position of the public body?

**BACKGROUND INFORMATION:**

That the School Committee discuss the information presented and take such action as it deems to be in best interests of Shrewsbury Public Schools.

**ACTION RECOMMENDED:**

That the School Committee enter into executive session.

**STAFF AVAILABLE FOR PRESENTATION:**

Ms. Barbara A. Malone, Director of Human Resources  
Dr. Joseph M. Sawyer, Superintendent of Schools





**SHREWSBURY PUBLIC SCHOOLS**  
School Committee



ITEM NO: **XII. Information Enclosures**  
ITEM NO: **XIII. Adjournment**

MEETING DATE: **9/25/13**

SPECIFIC STATEMENT OR QUESTION:

BACKGROUND INFORMATION:

ACTION RECOMMENDED:

STAFF AVAILABLE FOR PRESENTATION: