

**School Committee
Meeting**

**June 10, 2015
7:00 pm**

**Town Hall
Selectmen's Meeting Room**



**SHREWSBURY PUBLIC SCHOOLS
SCHOOL COMMITTEE MEETING AGENDA
June 10, 2015
Potential Opening & Executive Session 6:00pm
Regular Meeting 7:00pm
Town Hall—Selectmen’s Meeting Room
REVISED June 8, 2015**



The meeting may open at 6pm in Conference Room A; if so, the Committee will immediately go into executive session for the purpose of negotiations with non-represented employees.

<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. Retiring Staff: Recognition	7:10 – 7:30
B. SHS School Improvement Plan: Report & Vote	7:30 – 8:00
V. Curriculum	
A. Feedback on state testing program to Board of Elementary & Secondary Education	8:00 – 8:10
VI. Policy	
A. Updated Policy on Employment Eligibility: Second Reading & Vote	8:10 – 8:20
VII. Budget	
A. Fiscal Year 2015 Budget Transfers: Vote	8:20 – 8:30
VIII. Old Business	
A. Meal Prices for 2015-2016: Vote	8:30 – 8:35
IX. New Business	
A. Special Education Parent Advisory Committee: Update	8:35 – 8:45
B. Shrewsbury Paraprofessionals Association Contract: Vote	8:45 – 8:50
C. Shrewsbury Food Service Association Contract: Vote	8:50 – 8:55
D. Assabet Valley Collaborative: Quarterly Update	8:55 – 9:00
X. Approval of Minutes	9:00 – 9:05
XI. Executive Session	9:05 – 9:30
A. Potential discussion of negotiations with non-represented employees	
XII. Adjournment	9:30

This was the last regularly scheduled meeting for the 2014-2015 school year.



SHREWSBURY PUBLIC SCHOOLS
School Committee



ITEM NO: I. Public Participation

MEETING DATE: 6/10/2015

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 Mr. John Samia, 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:

Mr. John Samia, Chairperson
Ms. Sandra Fryc, Vice Chairperson
Ms. Erin Canzano, Secretary
Dr. B. Dale Magee, Committee Member
Mr. Jon Wensky, 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
A. Retiring Staff: Recognition

MEETING DATE: 6/10/2015

SPECIFIC STATEMENT OR QUESTION:

Will the School Committee recognize the nine teachers and five paraprofessional / support personnel who are retiring this year from the Shrewsbury Public Schools?

BACKGROUND INFORMATION:

This year fourteen educators are completing their careers with the Shrewsbury Public Schools. Collectively these fourteen individuals have devoted 253 years of service to the education profession, an average of 18 years per person! We thank them for their dedication and commitment, and wish them each many happy and healthy years of retirement. Attached is a brief employment history of each individual.

ACTION RECOMMENDED:

That the School Committee hear the presentation and recognize the 15 staff members who are retiring this year from the Shrewsbury Public Schools.

STAFF AVAILABLE FOR PRESENTATION:

STAFF AND OTHERS AVAILABLE FOR PRESENTATION:

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

Retiring Staff Members Recognized
Barbara A. Malone
Director of Human Resources

Fourteen educators complete their education careers this June of 2015 after having served the children of Shrewsbury for a combined total of 253 years! This represents an average of 18 years of service in Shrewsbury for these retirees. Each of these talented educators is recognized for their commitment and dedication to the children of Shrewsbury. Listed below are the names, position, school and years of service to Shrewsbury. We wish them a happy, healthy and relaxing retirement!

Teachers:

Ms. Claire Donovan has served 28 years as an educator, with 22 of those years here in Shrewsbury. She is retiring as the Media Specialist for Shrewsbury High School.

Ms. Coreen Hawley has served 26 years as an educator, with 17 of those years served here in Shrewsbury. She is a retiring 1st Grade Teacher from the Walter J. Paton Elementary School.

Ms. Gail Johnson-Goodness has served 25 years as an educator, with 18 of those years serving the students of Shrewsbury. She is retiring as a Grade 5/6 Health Teacher from Sherwood Middle School.

Ms. Pamela Krause has served 40 years as an educator, with 29 of those years spent in Shrewsbury. She is retiring as a Physical Education Teacher serving at Shrewsbury High School.

Ms. Sally Lividini has served 16 years as an educator, with 10 of those years served here in Shrewsbury. She is retiring as an Art Teacher at Spring Street Elementary School.

Ms. Martha Paine has served 34 years as an educator, 22 years in Shrewsbury. She is retiring as a Media Specialist serving at Beal, Coolidge, Floral Street, Paton, and Spring Street elementary schools.

Ms. Rosemary Shamey has served 32 years as an educator, with the last 22 of those year served here in Shrewsbury. She is retiring as a Grade 6 English Language Arts and Social Studies Teacher at Sherwood Middle School.

Ms. Paula Vargas has served 15 years as an educator, with 4 of those years served here in Shrewsbury. She is retiring as a Spanish Teacher from Sherwood Middle School.

Ms. Sharon Wester has served 21 years as an educator, with 20 of those years served in Shrewsbury. She is retiring as School Psychologist for Coolidge Elementary School.

Secretaries:

Ms. Terry Collier has served 48 years in education, with 24 of those years here in Shrewsbury. She is retiring as a secretary for Shrewsbury High School.

Ms. Laura Stacey has served 16 years in Shrewsbury. She is retiring as a secretary for Coolidge Elementary School.

Paraprofessionals:

Ms. Sharon Dowd has served in education for over 20 years and has spent almost her entire career in Shrewsbury. She is retiring as a Certified Occupational Therapy Assistant at Spring Street Elementary School.

Ms. Jo-Ann McCarthy has served Shrewsbury for 12 years. She is retiring as an Instructional Aide at the Walter J. Paton Elementary School.

Computer Technician:

Mr. Cliff Leoni served 19 years in education, with 17 of those years devoted to Shrewsbury Public Schools. He is retiring as a Computer Technician for the district.



SHREWSBURY PUBLIC SCHOOLS
School Committee



ITEM NO: **IV. Time Scheduled Appointment** MEETING DATE: **6/10/2015**
B. SHS School Improvement Plan: Report & Vote

SPECIFIC STATEMENT OR QUESTION:

Will the School Committee hear reports and vote on the 2013-2015 School Improvement Plan (SIP) for Shrewsbury High School?

BACKGROUND INFORMATION:

1. In 2013 the district shifted from a model of annual School Improvement Plans to School Improvement Plans that span a two-year time frame. These plans include common goals across elementary schools.
2. The high school administration will be providing an update on the progress made towards the goals outlined in the 2013-15 School Improvement Plans.
3. The School Council has developed proposed new School Improvement Plans with goals for the next two school years, which are enclosed.

ACTION RECOMMENDED:

That the School Committee review and vote to approve the 2015-2017 Shrewsbury High School Improvement Plan.

STAFF AVAILABLE FOR PRESENTATION:

Mr. Todd Bazydlo, Principal, Shrewsbury High School
Meghan Collins, Student, Class of 2016
Anthony Rotunno, Student, Class of 2016



SHREWSBURY HIGH SCHOOL

2015-2017 SCHOOL IMPROVEMENT PLAN

2014-2015 SCHOOL COUNCIL MEMBERS

PARENTS	STAFF
SUZANNE REMMINGTON	COLLEEN D'ERRICO
KATHY TAYLOR	NGA HUYNH
ELLEN MCGOVERN	CLAIRE DONOVAN
KATHLEEN BUCKLEY COMMUNITY REPRESENTATIVE	TODD BAZYDLO*
CAROLINE TRABUCCO* STUDENT	ANTHONY ROTUNNO STUDENT
	MEG COLLINS STUDENT

*Designates Co-Chair

Demographics

Enrollment and Class Size Information

	2009-2010	2014-2015
Grades Served	9-12	9-12
Total School Enrollment	1607	1677
ENROLLMENT BY GRADE LEVEL		
Ninth Grade	424	432
Tenth Grade	401	422
Eleventh Grade	403	407
Twelfth Grade	379	415

Student Information

	2008-2009		2013-2014	
SUBGROUPS	Number of Students	% of Population	Number of Students	% of Population
Native American	4	0%	3	0%
African American	35	2%	34	2%
Asian	175	11%	291	17%
Hispanic	51	3%	79	5%
White	1302	81%	1218	73%
Other/Mixed Race	40	2%	51	3%
Special Education	223	14%	191	11%
Low Income	194	12%	256	15%
English Language Learners	29	2%	25	1%

School Assessment Data

See Appendix A

Outcomes of 2013-2015 School Improvement Goals

Engage and Challenge All Learners

SCHOOL GOALS	OUTCOMES
<p>PROFESSIONAL PRACTICE BY SPRING OF 2015, STUDENTS IN ALL CORE AND TECHNICAL SUBJECTS WILL WRITE A MINIMUM OF TWO PIECES OF WORK ALIGNED WITH THE COMMON CORE WRITING STANDARDS.</p>	<ul style="list-style-type: none"> ● SHSLT MET TO REVIEW EXPECTATIONS FOR MA CURRICULUM FRAMEWORKS INCORPORATING THE COMMON CORE AND CONDUCTED DEPARTMENT WORKSHOPS TO IDENTIFY AREAS OF STRENGTH AND AREAS IN NEED OF IMPROVEMENT ● DEPARTMENT DIRECTORS CONDUCTED A WRITING INVENTORY BY DEPARTMENT ● OVER 20% OF MEETING TIME IS DEVOTED TO WRITING ● FACULTY ADMINISTERED A MINIMUM OF TWO COMMON WRITING ASSESSMENTS PER DEPARTMENT
<p>STUDENT OUTCOME 100% OF STUDENTS WILL COMPLETE A MINIMUM OF 2 PIECES OF WRITING PER CORE AND TECHNICAL SUBJECT ALIGNED WITH THE COMMON CORE AND WILL SCORE A MINIMUM OF A 2 ON THE SCHOOL WIDE COMMUNICATION RUBRIC.</p>	<ul style="list-style-type: none"> ● STUDENTS COMPLETED COMMON WRITING ASSESSMENTS IN DEPARTMENTS ● THERE IS INSUFFICIENT DATA COLLECTION TO REPORT OUT ON THIS GOAL. DEPARTMENTS WILL CONTINUE TO EVALUATE AND RECORD ASSESSMENT DATA TO CHART STUDENT GROWTH AND EVALUATE THE EFFICACY OF WRITING ASSESSMENT(S) AND INSTRUCTIONAL PRACTICES
<p>PROFESSIONAL PRACTICE A COMMITTEE COMPRISED OF REPRESENTATIVES FROM ALL DEPARTMENTS WILL CONVENE DURING THE 13-14 SCHOOL YEAR TO DEVELOP RUBRICS TO MEASURE SOCIAL AND CIVIC EXPECTATIONS</p>	<ul style="list-style-type: none"> ● THE COMMITTEE SUSPENDED MEETINGS AS NEASC CONTINUED TO REFINE THE EXPECTATIONS ● MEMBERS OF SHSLT WILL MEET DURING THE SUMMER OF 2015 TO RESTART THIS WORK

ALIGNED WITH THE SCHOOL'S 21ST CENTURY EXPECTATIONS FOR STUDENT LEARNING.	
STUDENT OUTCOME BY SPRING OF 2015, 100% OF THE STUDENT WILL BE ASSESSED UTILIZING SOCIAL AND CIVIC RUBRICS AND PROVIDED FEEDBACK ON HOW TO TO IMPROVE THEIR SKILLS IN THIS AREA.	<ul style="list-style-type: none"> ● CONTINUE PLANS FOR IMPLEMENTATION AND REPORTING OF CIVIL AND SOCIAL EXPECTATIONS TO MEET THIS GOAL

Using Technology to Enhance Instruction

SCHOOL GOALS	OUTCOMES
PROFESSIONAL PRACTICE THE MEDIA LITERACY COMMITTEE WILL IDENTIFY A LIST OF TECHNOLOGY SKILLS AND COMPETENCIES BY GRADE LEVEL TO ENSURE STUDENTS ARE PREPARED TO UTILIZE TECHNOLOGY TO PRODUCE, PUBLISH, UPDATE WRITING ASSESSMENTS ALIGNED WITH THE COMMON CORE BY 2014-15 SCHOOL YEAR.	<ul style="list-style-type: none"> ● STUDENTS VISITED MEDIA CENTER TO PARTICIPATE IN LESSONS THAT FOCUSED ON TECHNOLOGY SKILLS AND COMPETENCIES ● STUDENTS UTILIZED SKILLS BY USING GOOGLE DOCS TO PRODUCE, PUBLISH, COLLABORATE AND UPDATE WRITING ASSIGNMENTS ● DEPARTMENT DIRECTORS AND STAFF DEVELOPED SMART GOALS AROUND THE SAMR MODEL AND/OR THE UTILIZATION OF TECHNOLOGY IN THE CLASSROOM ● ALL STUDENTS IN GRADES 9-10 HAVE DIGITAL WRITING PORTFOLIO FOR ENGLISH
STUDENT OUTCOME BY THE SPRING OF 2015, 90% OF STUDENTS IN GRADES 9-12 WILL BE PROFICIENT IN MEDIA LITERACY SKILLS AS IDENTIFIED BY GRADE LEVEL AND ALIGNED WITH COMMON CORE WRITING STANDARDS FOR CORE AND TECHNICAL SUBJECTS.	<ul style="list-style-type: none"> ● ALL STUDENTS HAVE PARTICIPATED IN LESSONS WITH THE MEDIA SPECIALISTS TO ADDRESS MEDIA LITERACY SKILLS ● DEPARTMENT DIRECTORS TRACK AND ENSURE STUDENTS USE APPROPRIATE MEDIA LITERACY SKILLS BY GRADE LEVEL
PROFESSIONAL PRACTICE 50% OF SCIENCE AND MATH TEACHER WILL BE TRAINED AND WILL UTILIZE ASSISTMENTS AS A FORM OF SUPPORT AND REMEDIATION FOR STRUGGLING STUDENTS	<ul style="list-style-type: none"> ● THE MATHEMATICS DEPARTMENT MET THE 50% BENCHMARK WHILE THE SCIENCE DEPARTMENT DID NOT MEET THE BENCHMARK AS A RESULT OF HIRING 6 NEW STAFF MEMBERS
STUDENT OUTCOME BY THE SPRING OF 2015 100% OF STUDENTS IDENTIFIED AS NEEDING ADDITIONAL REMEDIATION IN MATHEMATICS AND SCIENCE COURSES WILL	<ul style="list-style-type: none"> ● DID NOT MEET THE 100% TARGET ● STUDENTS WHO PARTICIPATED IN ASSISTMENTS SAW SIGNIFICANT GROWTH

DEMONSTRATE PROFICIENCY IN SKILLS THAT WERE IDENTIFIED AS NEEDING SUPPORT AFTER USING ASSISTMENTS

Promote Health and Wellness

SCHOOL GOALS	OUTCOMES
<p>PROFESSIONAL PRACTICE 10% OF FACULTY MEETING TIME WILL BE DEDICATED TO PRESENTATIONS FROM FACULTY MEMBERS FROM THE PE AND HEALTH DEPARTMENTS TO PRESENT RESEARCH BASED PROGRAMMING THAT HAS BEEN IDENTIFIED AS INFLUENCING AND ENHANCING STUDENT LEARNING.</p>	<ul style="list-style-type: none"> ● MEMBERS OF THE PE AND HEALTH DEPARTMENTS CONDUCTED TEACHER TRAINING DURING FACULTY MEETINGS TO SHARE RESEARCH BASED ACTIVITY BREAKS THAT HAVE BEEN IDENTIFIED AS ENHANCING STUDENT LEARNING ● PE/HEALTH DEPARTMENT DISTRIBUTED "ACTIVITY BREAK" BOOKLET TO ALL FACULTY MEMBERS
<p>STUDENT OUTCOME 100% OF STUDENTS IN GRADES 9-12 WILL HAVE THE OPPORTUNITY TO PARTICIPATE IN RESEARCH BASED PE AND HEALTH PROGRAMMING THAT CAN CONTRIBUTE TO THEIR LEARNING.</p>	<ul style="list-style-type: none"> ● STUDENTS PARTICIPATED IN ACTIVITY BREAKS IN ALL DEPARTMENTS DURING CLASS TIME
<p>PROFESSIONAL PRACTICE THE CONSULTING PSYCHIATRIST WILL CONDUCT A STRESS MANAGEMENT SEMINAR FOR MEMBERS OF THE CLASS OF 2014/15 AND DEVELOP MINI-WORKSHOP FOLLOW UP SESSIONS FOR STUDENTS WHO IDENTIFY THEMSELVES AS NEEDING MORE SUPPORT OR ARE IDENTIFIED BY THE STUDENT SUPPORT TEAM (SST)</p>	<ul style="list-style-type: none"> ● ADMINISTRATIVE TEAM MET WITH CONSULTING PSYCHIATRIST TO PLAN FOR STRESS MANAGEMENT SEMINARS ● SST MET WITH CONSULTING PSYCHIATRIST TO PLAN FOR STRESS MANAGEMENT SEMINARS ● SST MEMBERS REFERRED STUDENTS TO SEMINARS ● STUDENTS WHO NEEDED MORE FOLLOW UP WERE IDENTIFIED AND PROVIDED ADDITIONAL SUPPORTS
<p>STUDENT OUTCOME 100% OF MEMBERS OF THE CLASS OF 2014 AND 2015 WILL HAVE ACCESS TO STRESS MANAGEMENT STRATEGIES AND SMALL GROUP WORKSHOPS</p>	<ul style="list-style-type: none"> ● ALL MEMBERS OF THE CLASS OF 2014 AND 2015 HAD THE OPPORTUNITY TO ATTEND STRESS MANAGEMENT SEMINARS AND SMALL GROUP WORKSHOPS ● THE PSYCHIATRIC FELLOW AND SCHOOL COUNSELING DEPARTMENT DELIVERED SEMINARS AND SMALL GROUP WORKSHOPS IN SENIOR ENGLISH CLASSES ● THE SCHOOL COUNSELING DEPARTMENT CONDUCTED STRESS MANAGEMENT

	WORKSHOPS WITH ALL JUNIOR ENGLISH CLASSES
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School Specific Goals

SCHOOL GOALS	OUTCOMES
CREATE A CAREER EXPLORATION PROGRAM WHERE 25% OF THE ENTIRE SCHOOL ENROLLMENT WILL PARTICIPATE IN PRESENTATIONS WHERE PROFESSIONALS FROM THE COMMUNITY FACILITATE INFORMATION SESSIONS FOR STUDENTS WHO SELF IDENTIFY AS INTERESTED IN A PARTICULAR CAREER.	<ul style="list-style-type: none"> ● THE CAREER EXPLORATION PROGRAM EXPANDED THE NUMBER OF SPEAKERS FROM THE COMMUNITY ● DID NOT REACH THE TARGET OF 25% ● FEEDBACK FROM SESSIONS WILL RESULT IN RETOOLING OF REGISTRATION OF ATTENDEES AND OFFERING MORE SESSIONS THROUGHOUT THE SCHOOL YEAR
CONDUCT A SENIOR SURVEY TO ASSESS THE STUDENTS' ACADEMIC, SOCIAL, AND EMOTIONAL EXPERIENCES IN ORDER TO ADJUST PROGRAMMING AND SERVICES FOR FUTURE STUDENTS.	<ul style="list-style-type: none"> ● SENIOR SURVEY HAS BEEN COMPLETED BY THE CLASSES OF 2014 AND 2015 ● INFORMATION WAS COLLECTED AND WILL BE REVIEWED TO MAKE ADJUSTMENTS TO DELIVERY OF SERVICES
EACH YEAR 100% OF THE STUDENTS IN GRADES 9-12 WILL HAVE THE OPPORTUNITY TO PARTICIPATE IN COMMUNITY SERVICE PROJECTS THAT BENEFIT SHREWSBURY AND THE SURROUNDING COMMUNITIES.	<ul style="list-style-type: none"> ● SERVICE LEARNING ADVISORY BOARD SHARES OPPORTUNITIES WITH STUDENTS TO PARTICIPATE IN COMMUNITY SERVICE ACTIVITIES ● SHS STUDENTS HAVE COMPLETED THE 10,000 HOUR CHALLENGE

School Improvement Goals

2015-2017

Engage and Challenge All Learners/Enhance Learning Through Technology

SCHOOL GOALS	ACTION PLAN
<p>PROFESSIONAL PRACTICE BY THE END OF THE 2016-17 SCHOOL YEAR, ALL GRADE LEVEL AND DEPARTMENT TEAMS WILL HAVE RE-DESIGNED AND IMPLEMENTED AN EXISTING LEARNING EXPERIENCE FOR STUDENTS THAT INCLUDES:</p> <ul style="list-style-type: none"> ● AN OPEN-ENDED QUESTION THAT REQUIRES STUDENTS TO THINK CRITICALLY ABOUT AN ENGAGING TOPIC ● A SPECIAL INTRODUCTORY EVENT TO THE LEARNING EXPERIENCE THAT GENERATES CURIOSITY AND MOTIVATES STUDENTS TO LEARN MORE ABOUT THE TOPIC ● MULTIPLE PATHWAYS TO DEMONSTRATE LEARNING ● OPPORTUNITIES FOR STUDENTS TO SHARE THEIR THINKING AND COLLABORATE WITH OTHERS ● WORK SHARED WITH AN AUDIENCE BEYOND TEACHER AND CLASSROOM ● TECHNOLOGY INTEGRATION THAT ENHANCES LEARNING AT THE MODIFICATION AND/OR REDEFINITION LEVEL (SAMR MODEL) <p>THE RESOURCES FOR THIS LEARNING EXPERIENCE WILL BE ORGANIZED DIGITALLY TO SUPPORT TEAM AND DEPARTMENT COLLABORATION AND INNOVATION.</p>	<ul style="list-style-type: none"> ● SHSLT CONDUCTS AN INVENTORY WITH STAFF ON CURRENT UNITS/LESSON THAT ALREADY UTILIZE THE CORE ELEMENTS OF PBL (SUMMER/FALL 2015) ● DEPARTMENT DIRECTORS UTILIZE DEPARTMENT MEETING TIME AND EARLY RELEASE TIME TO PROVIDE STAFF OPPORTUNITIES TO FURTHER DEVELOP AND ENHANCE PBL UNITS/LESSONS (FALL 2015) ● STAFF WILL IDENTIFY, REFINE, AND CREATE A UNIT/CHAPTER/LESSON THAT MEETS THE PBL FRAMEWORK (FALL 2015) ● STAFF WILL DEVELOP MATERIALS AND INSTRUCTIONAL STRATEGIES AND ASSESSMENTS; IDENTIFY OPTIONS FOR PUBLIC AUDIENCES, TECHNOLOGICAL TOOLS AND RESOURCES FOR TEACHERS (WINTER/SPRING 2016) ● STAFF WILL PILOT LESSONS AND ELECTRONICALLY GATHER FEEDBACK FROM STUDENTS TO DETERMINE THE EFFICACY OF THE LESSONS (WINTER/SPRING 2016) ● AFTER IMPLEMENTATION, STAFF WILL SHARE STUDENT WORK AT DEPARTMENT MEETINGS (SPRING/FALL 2016) ● FACULTY WILL COLLABORATE ON NEEDED REVISIONS (2016-17)
<p>PROFESSIONAL PRACTICE BEGINNING IN 2015-2016, ALL STUDENTS IN GRADES 9 THROUGH 12 WILL RECEIVE EXPLICIT INSTRUCTION IN DIGITAL CITIZENSHIP EACH YEAR, AND SHS WILL COLLECT FEEDBACK AND DATA TO BEST TARGET THIS INSTRUCTION.</p>	<ul style="list-style-type: none"> ● THE INNOVATION TEAM AND SHSLT WILL REVIEW AND REFINE EXISTING DIGITAL CITIZENSHIP CURRICULUM RESOURCES WITH THE DIRECTOR OF INSTRUCTIONAL TECHNOLOGY AND THE MEDIA SPECIALIST TO INVESTIGATE NEW RESOURCES FOR CURRICULUM MATERIALS (SUMMER/FALL 2015)

	<ul style="list-style-type: none"> ● CONDUCT QUARTERLY DIGITAL CITIZENSHIP LESSONS USING A WIDE RANGE OF MEDIA (2015-2016) ● HOLD ALL SCHOOL MEETING REGARDING DIGITAL CITIZENSHIP (2015-2016) ● DEVELOP AN INSTRUMENT TO COLLECT FEEDBACK FROM STUDENTS AND STAFF AND ANALYZE RESULTS TO ADJUST CONTENT AND INFORM FUTURE CURRICULAR AND INSTRUCTIONAL PRACTICES (SPRING 2016) ● REVISE AND REFINE PRACTICES BASED ON FEEDBACK (SUMMER 2016) ● CONDUCT ADDITIONAL DIGITAL CITIZENSHIP LESSONS (2016-2017)
<p>STUDENT LEARNING IN SPRING 2017, THE NUMBER OF STUDENTS MEETING THE PROFICIENCY BENCHMARK ON 9-12 COMMON WRITING ASSESSMENTS WILL INCREASE BY AT LEAST 5% IN EACH GRADE LEVEL COMPARED WITH THE BASELINE ESTABLISHED IN 2016.</p>	<ul style="list-style-type: none"> ● DEPARTMENT DIRECTORS WILL IDENTIFY COMMON WRITING ASSESSMENT BY GRADE, COURSE, AND LEVEL AND DETERMINE THE FREQUENCY OF EACH ASSESSMENT (SUMMER/FALL 2015) ● STAFF WILL ADMINISTER COMMON WRITING ASSESSMENTS AND COLLABORATE WITH COLLEAGUES DURING DEPARTMENT/EARLY RELEASE TIME TO FURTHER CALIBRATE BASELINE ASSESSMENT DATA (2015-2016) ● DIRECTORS WILL COLLECT ASSESSMENT DATA AND WORK WITH TEACHERS TO DEVELOP MECHANISMS TO EVALUATE STUDENT GROWTH (SPRING 2016) ● MEMBERS OF DEPARTMENTS WILL WORK IN COURSE/SUBJECT TEAMS TO REVIEW ASSESSMENT DATA IN ORDER TO CALIBRATE SCORING, IDENTIFY STUDENT STRENGTHS AND WEAKNESS, AND RECOMMEND CHANGES TO ASSESSMENTS (2015-2017) ● INVESTIGATE WAYS TO REPORT ASSESSMENT DATA TO STUDENTS AND FAMILIES IN ORDER TO PROVIDE STUDENTS DIRECT, SPECIFIC FEEDBACK (2016-2017)
<p>STUDENT LEARNING IN SPRING 2017, THE NUMBER OF STUDENTS MEETING THE PROFICIENCY BENCHMARK ON 9-12 COMMON MATHEMATICS ASSESSMENTS WILL</p>	<ul style="list-style-type: none"> ● DEPARTMENT DIRECTORS WILL IDENTIFY COMMON ASSESSMENT BY GRADE, COURSE, AND LEVEL AND DETERMINE THE

<p>INCREASE BY AT LEAST 5% IN EACH GRADE LEVEL COMPARED WITH THE BASELINE ESTABLISHED IN 2016.</p>	<p>FREQUENCY OF EACH ASSESSMENT (SUMMER/FALL 2015)</p> <ul style="list-style-type: none"> ● STAFF WILL ADMINISTER COMMON ASSESSMENTS AND COLLABORATE WITH COLLEAGUES DURING DEPARTMENT/EARLY RELEASE TIME TO FURTHER CALIBRATE BASELINE ASSESSMENT DATA (2015-2016) ● DIRECTORS WILL COLLECT ASSESSMENT DATA AND WORK WITH TEACHERS TO DEVELOP MECHANISMS TO EVALUATE STUDENT GROWTH (SPRING 2016) ● MEMBERS OF DEPARTMENTS WILL WORK IN COURSE/SUBJECT TEAMS TO REVIEW ASSESSMENT DATA IN ORDER TO CALIBRATE SCORING, IDENTIFY STUDENT STRENGTHS AND WEAKNESS, AND RECOMMEND CHANGES TO ASSESSMENTS (2015-2017) ● INVESTIGATE WAYS TO REPORT ASSESSMENT DATA TO STUDENTS AND FAMILIES IN ORDER TO PROVIDE STUDENTS DIRECT, SPECIFIC FEEDBACK (2016-2017)
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Promoting Health and Wellness

SCHOOL GOALS	ACTION PLAN
<p>PROFESSIONAL PRACTICE BASED ON SURVEYS AND OBSERVATIONS, EACH SCHOOL WILL ENSURE A SYSTEMATIC RESPONSE TO ADDRESS THE NEEDS OF STUDENTS WHO ARE AT-RISK FOR BEHAVIORAL OR MENTAL HEALTH ISSUES, ESPECIALLY THOSE WHO ARE IDENTIFIED AS LACKING A CONNECTION TO A CARING ADULT IN THE SCHOOL ENVIRONMENT.</p>	<ul style="list-style-type: none"> ● CONTINUE USE OF STUDENT SUPPORT TEAM AND FACULTY REFERRALS TO IDENTIFY STUDENTS WHO ARE AT-RISK ● WORK WITH SST TO REFINE WAYS TO ENGAGE STUDENTS WHO ARE NOT CONNECTED TO ONE ADULT
<p>STUDENT LEARNING ALL STUDENTS WILL BE ABLE TO IDENTIFY AT LEAST ONE ADULT IN THE SCHOOL ENVIRONMENT WHOM THEY FEEL BELIEVES IN THEM AND TO WHOM THEY ARE ABLE TO GO TO FOR SUPPORT AND GUIDANCE.</p>	<ul style="list-style-type: none"> ● CONDUCT STUDENT SURVEY TO IDENTIFY STUDENTS WHO MAY LACK A CONNECTION TO A STAFF MEMBER

School Specific Goals

SCHOOL GOALS	ACTION PLAN
<p>INCREASE PARENT AWARENESS OF THE USE OF TECHNOLOGY IN THE CLASSROOM AND THE USE OF SOCIAL MEDIA BY STUDENTS</p>	<ul style="list-style-type: none"> ● WORK WITH PARENT FORUM TO DEVELOP COMMUNICATION STRATEGIES AND TO CONDUCT EVENING WORKSHOPS FOR PARENTS TO DEMONSTRATE WAYS STUDENTS USE THE iPad IN THE CLASSROOM (2015-2017) ● CONDUCT WORKSHOPS FOR PARENTS TO REVIEW DIGITAL CITIZENSHIP AND DIGITAL FOOTPRINT (2015-2017)
<p>CONDUCT FACULTY TRAINING TO INCREASE TEACHER COMMUNICATION WITH FAMILIES</p>	<ul style="list-style-type: none"> ● MEET WITH SHSLT TO DEVELOP AGENDA FOR PROFESSIONAL DEVELOPMENT FOR STAFF AROUND COMMUNICATION AND STANDARD 3 IN THE TEACHER EVALUATION SYSTEM (SUMMER 2015) ● CONDUCT PROFESSIONAL DEVELOPMENT (FALL 2015) ● DEPARTMENT DIRECTORS CONDUCT SURVEY OF STAFF TO EVALUATE TEACHER PERCEPTIONS OF EFFECTIVENESS OF TRAINING AND INCREASED COMMUNICATION (2015-2017)
<p>IMPLEMENT THE USE OF Schoology FOR THE 2015-2016 SCHOOL YEAR.</p>	<ul style="list-style-type: none"> ● CONTINUE TO OFFER PROFESSIONAL DEVELOPMENT TO STAFF THROUGH DEPARTMENT AND FACULTY MEETING TIME (2015-2017) ● HOLD AFTER SCHOOL TRAINING UTILIZING ITAMS STAFF (2015-2017) ● WORK WITH STUDENT INNOVATION TEAM TO CREATE TUTORIALS FOR STUDENTS AND STAFF (2015-2016) ● DEVELOP MECHANISMS TO HELP ENGAGE PARENTS IN THE USE OF SCHOLOGY (2015-2017)

Appendix A – School Assessment Data

**Massachusetts School and District Profiles
Shrewsbury Sr High**

MCAS Tests of Spring 2014
Percent of Students at Each Achievement Level for Shrewsbury Sr High
Data Last Updated on September 18, 2014.

[More about the data](#)

Grade and Subject	Proficient or Higher		Advanced		Proficient		Needs Improvement		Warning/ Failing		Included	CPI	SGP	Included in SGP
	SCHOOL	STATE	SCHOOL	STATE	SCHOOL	STATE	SCHOOL	STATE	SCHOOL	STATE				
GRADE 10 - ENGLISH LANGUAGE ARTS	97	90	70	41	27	48	2	8	1	3	398	98.9	54.0	366
GRADE 10 - MATHEMATICS	95	79	82	53	13	25	4	15	1	7	398	97.9	62.0	366
GRADE 10 - SCIENCE AND TECH/ENG	89	71	50	29	39	42	10	24	1	5	382	96.1	N/A	N/A
ALL HIGH SCHOOL GRADES - ENGLISH LANGUAGE ARTS	97	90	70	41	27	49	2	8	1	2	396	98.9	54.0	366
ALL HIGH SCHOOL GRADES - MATHEMATICS	95	79	82	53	13	26	4	15	1	6	396	97.9	62.0	366
ALL HIGH SCHOOL GRADES - SCIENCE AND TECH/ENG	89	71	50	30	39	42	10	24	1	5	382	96.1	N/A	N/A

The all grades results in the SCHOOL columns include all tested grades at the school. However, in the STATE columns, the all grades results include only schools in the following school type categories based on the grades served in the most recent year:

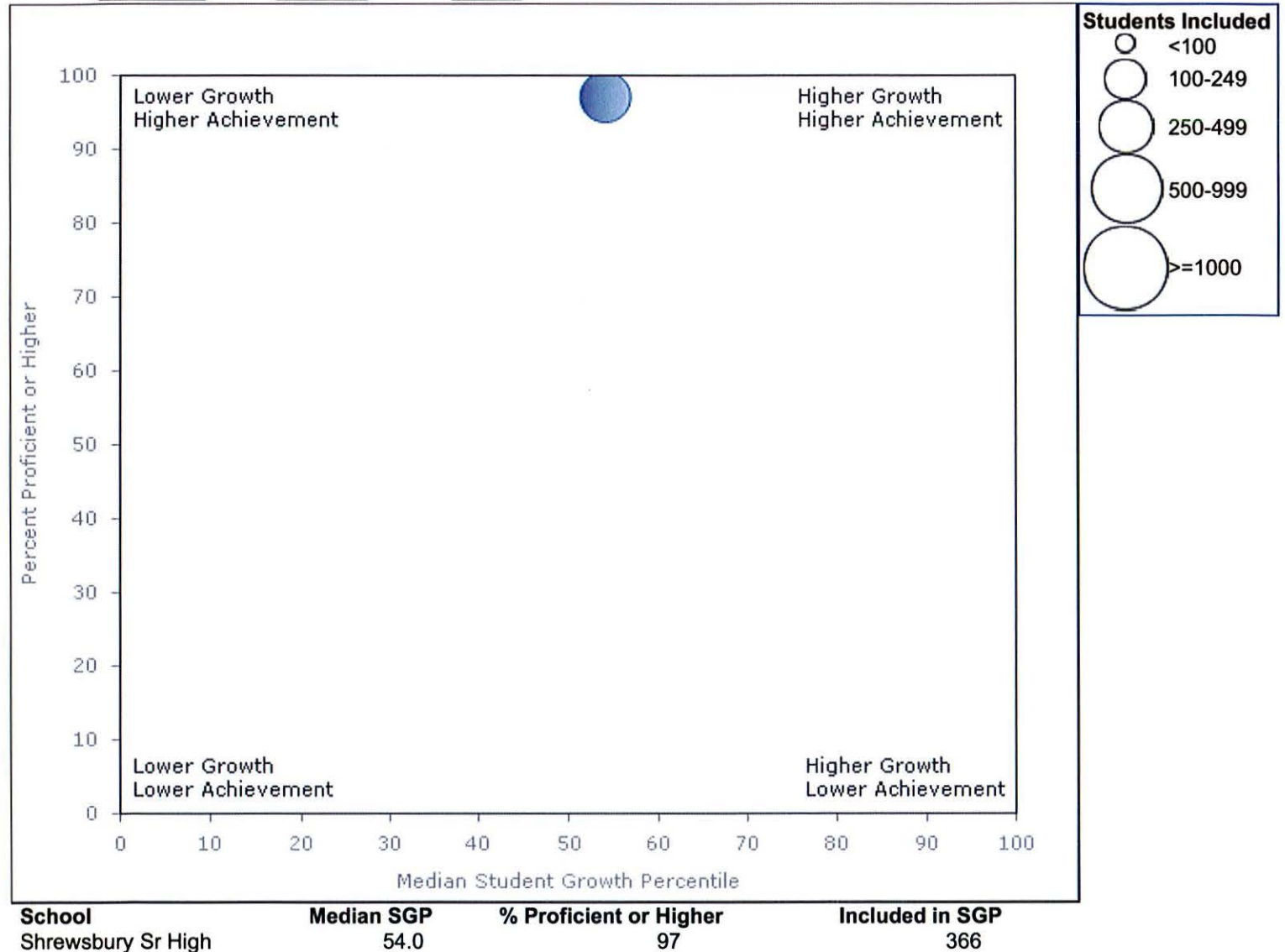
- Elementary School, usually serving grades K-5 or K-6
- Elementary-Middle School, usually serving grades K-8
- Middle School, usually serving grades 6-8 or 7-8
- Middle-High or K-12 School, usually serving grades 7-12 or K-12
- High School, usually serving grades 9-12

Massachusetts School and District Profiles

Shrewsbury Sr High

2014 MCAS Student Growth Report - Shrewsbury Sr High (02710505) Subject: ELA - Grade: All

Subject: **ELA** Year: **2014** Grade: **All**

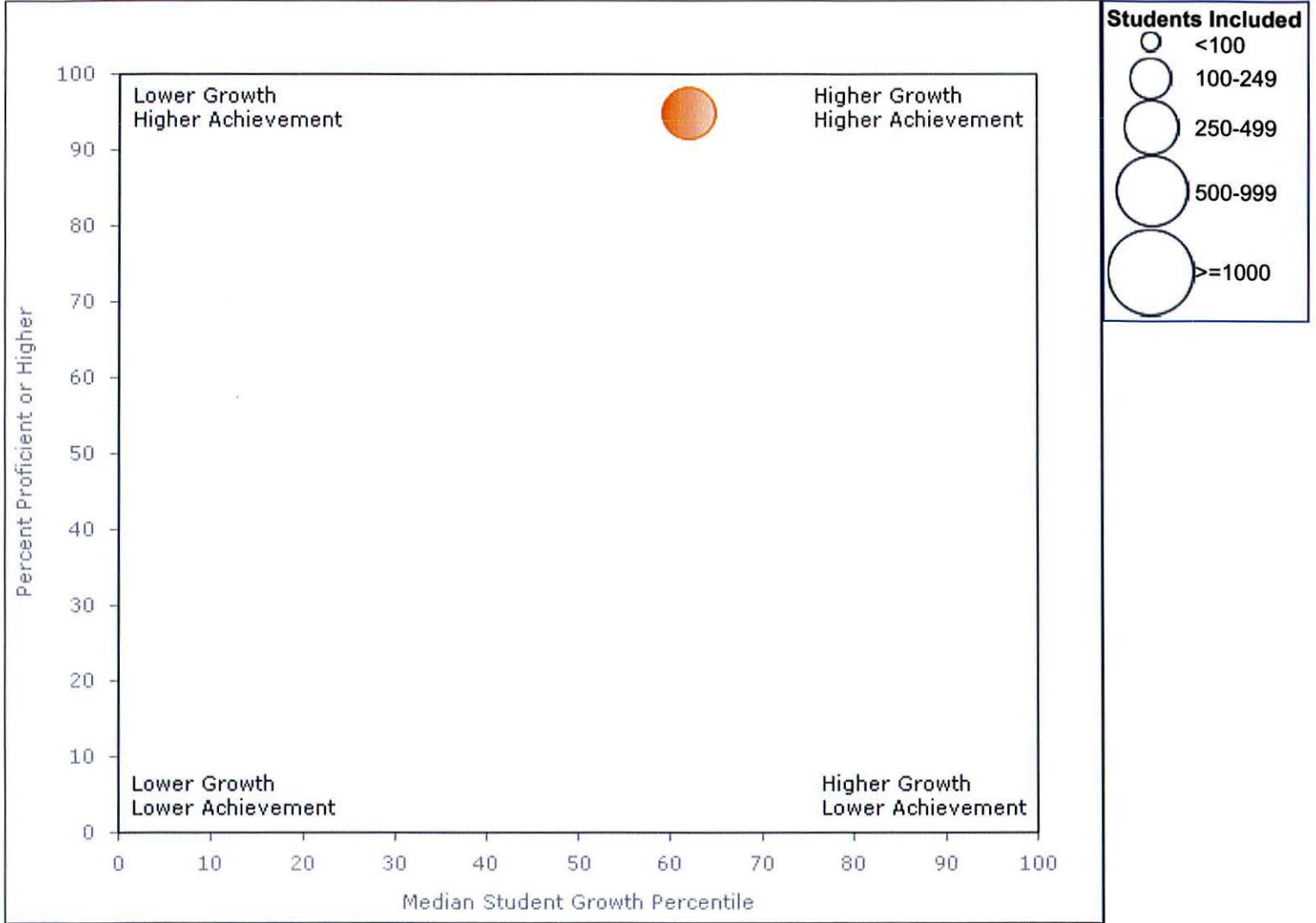


[View Statewide MCAS Student Growth Report](#)

Massachusetts School and District Profiles Shrewsbury Sr High

2014 MCAS Student Growth Report - Shrewsbury Sr High (02710505) Subject: MATH - Grade:All

Subject: **MATH** Year: **2014** Grade: **All**



School	Median SGP	% Proficient or Higher	Included in SGP
Shrewsbury Sr High	62.0	95	366

[View Statewide MCAS Student Growth Report](#)

Massachusetts School and District Profiles Shrewsbury Sr High

2014 Accountability Data - Shrewsbury Sr High

Organization Information			
District:	Shrewsbury (02710000)	School type:	High School
School:	Shrewsbury Sr High (02710505)	Grades served:	09,10,11,12
Region:	Central	Title I status:	Non-Title I School (NT)

Accountability Information		About the Data
Accountability and Assistance Level		
Level 1	Meeting gap narrowing goals	
This school's overall performance relative to other schools in same school type (School percentiles: 1-99)		
All students:	84	
	Lowest performing Highest performing	

This school'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 2014 Data
	Less progress	More progress	
All students		89	Met Target
High needs		80	Met Target
Low income		85	Met Target
ELL and Former ELL		-	-
Students w/disabilities		65	Did Not Meet Target
Amer. Ind. or Alaska Nat.		-	-
Asian		97	Met Target
Afr. Amer./Black		-	-
Hispanic/Latino		-	-
Multi-race, Non-Hisp./Lat.		-	-
Nat. Haw. or Pacif. Isl.		-	-
White		99	Met Target

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.

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.

Progress and Performance Index (PPI): The PPI combines information about narrowing proficiency gaps, growth, and graduation and dropout rates over multiple years into a single number. All districts, schools, and student subgroups receive an annual PPI based on improvement over a two-year period and a cumulative PPI (shown above) between 0 and 100 based on four years of data. For a group to be considered to be making progress toward narrowing proficiency gaps, its cumulative PPI must be 75 or higher.

Resources
Interpretive Materials
Glossary of 2014 Accountability Terms



SHREWSBURY PUBLIC SCHOOLS
School Committee



ITEM NO: **V. Curriculum**

MEETING DATE: **6/10/2015**

A. Feedback on the state testing program to Board of Elementary & Secondary Education

SPECIFIC STATEMENT OR QUESTION:

Will the School Committee vote to approve a letter to the Massachusetts Board of Elementary and Secondary Education with feedback regarding the state testing program?

BACKGROUND INFORMATION:

1. In the spring of 2014, the School Committee voted to use the Partnership for Assessment of Readiness for College and Careers (PARCC) assessment this year as part of the Department of Elementary and Secondary Education's trial to determine whether to adopt PARCC or revise MCAS.
2. The Elementary and Secondary Education Board will vote next fall regarding what testing program to adopt statewide and is currently accepting public feedback regarding this issue. At the June 3 meeting, the administration provided an update to the School Committee regarding the PARCC assessment in order to inform the Committee in advance of any comments it wishes to submit to the ESE Board.
3. A draft letter to the state board is enclosed for the Committee's consideration.

ACTION RECOMMENDED:

That the School Committee vote to approve the proposed letter to the Massachusetts Board of Elementary and Secondary Education with feedback regarding the state testing program.

STAFF AVAILABLE FOR PRESENTATION

Ms. Mary Beth Banios, Assistant Superintendent



Shrewsbury Public Schools
School Committee
100 Maple Avenue
Shrewsbury, MA 01545

John Samia, Chairperson – Sandra Fryc, Vice Chairperson - Erin Canzano, Secretary
Dr. B. Dale Magee - Jon Wensky

June 10, 2015

DRAFT

Dear Chairman Sagan & Members of the Board of Elementary & Secondary Education:

In response to your request for feedback on whether to sunset the MCAS and adopt PARCC and the future of the Massachusetts state testing system, the Shrewsbury School Committee is respectfully submitting a list of recommendations for the Board's consideration. As a Committee, we are appreciative of this opportunity to weigh in on this critical aspect of public education.

In terms of context, the Shrewsbury Public Schools has actively participated in numerous PARCC trials. During the 2013-2014 school year the district conducted paper based administration of the PARCC exam in grades 3,4,7,8, and 9 and a computer-based administration of PARCC in the fifth grade. In June of 2014, our Committee voted to administer the PARCC assessment, in lieu of MCAS, to all students in grades 3-8 during 2014-2015 school year. Approximately 1,000 third and fourth grade students participated in the paper-based version of PARCC and about 2,000 students in grades 5-8 participated in computer-based testing. All of our students in grades 5-8 are in a 1:1 digital learning environment, so the online assessment was a clear fit for these grade levels.

In preparing to offer recommendations to the Board, the Shrewsbury Public School district surveyed its instructional staff in grades 3-8, building administrators, and information technology staff around their experiences with PARCC and asked for comparisons with previously administered MCAS. In addition, our assistant superintendent, Mary Beth Banios, participated in the Massachusetts Association of School Superintendents' (M.A.S.S.) PARCC Task Force that wrote the soon to be released MASS Position Paper focused on the next generation of assessments in Massachusetts. The recommendations that follow have been informed by these activities. The full report on Shrewsbury's experience with the PARCC, along with survey data, that the Shrewsbury administration presented to us is enclosed for your reference.

Overall Recommendations for the Next Generation of Assessments

- New assessment systems should target critical abilities such as research, analysis and synthesis of information, experimentation and evaluation, communication in multiple formats, collaboration, modeling, design, and complex problem solving through authentic performance based tasks. The assessment should provide a

good model for classroom practice. The previous state assessment did not meet all of these criteria, PARCC shows promise in this area.

- Further reduce the amount of time dedicated to statewide testing, especially in light of the work districts have been doing to design common assessments (District Determined Measures) The value derived from standardized assessments should be weighed against the amount of time it takes away from instruction, both in terms of actual days and hours and in terms of the inevitable disruption to teaching and learning that it creates.
- Provide additional time and funding for the curricular and instructional shifts necessary to meet the standards in the new Massachusetts English Language Arts and Mathematics Frameworks
- Further explore the accessibility of PARCC for special education students. Can the assessment be adaptive, where students are able to show a full range of what they know and are able to do whether they are performing above or below grade level? Are the accommodations appropriate?
- Release a significant amount of test items and proficient exemplars so that educators can better understand the tasks and the level of work students are being asked to attain. Provide an on-going feedback loop and a hiatus on using results for accountability until new assessments can be fully vetted and refined by the field.

PARCC Specific Recommendation

- Provide additional time for testing sessions that require significant writing or that require solving complex multi-step problems.

Finally, as the Board reflects upon and eventually decide how to move forward with the question of PARCC and the next generation of assessments for Massachusetts, it is hoped that it will take the perspective that the primary purpose of the statewide assessment system is to inform instructional practice at the district, school, classroom, and individual student level and to ensure equity across the Commonwealth. While important, issues of accountability should be of secondary importance. Enhancing learning and ensuring that our students are well prepared for their futures is at the very core of our work in public education.

Respectfully Submitted,

John Samia, Chairperson

Sandra Fryc, Vice Chairperson

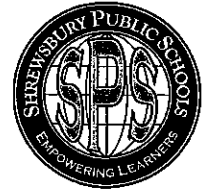
Erin Canzano, Secretary

Dr. B. Dale Magee

Jon Wensky



SHREWSBURY PUBLIC SCHOOLS
School Committee



ITEM NO: **VI. Policy**

MEETING DATE: **6/10/2015**

A. Updated Policy on Employment Eligibility: Second Reading & Vote

SPECIFIC STATEMENT OR QUESTION:

Will the School Committee hear a second reading of an updated policy on employment eligibility and vote to approve the update?

BACKGROUND INFORMATION:

1. Policy #301: Family Relationships and Employment sets out expectations regarding the employment of relatives of School Committee and administrators.
2. Upon the advice of the district's legal counsel, it is advisable to update this policy. Please see the enclosed memorandum and proposed amendments.
3. The updates to the policy were presented at the June 3 meeting, and they have been communicated to the public via e-mail list serv and the website.

ACTION RECOMMENDED:

That the School Committee hear a second reading of an updated policy on employment eligibility and vote to approve the recommended changes to Policy #301.

STAFF AVAILABLE FOR PRESENTATION:

Dr. Joseph M. Sawyer, Superintendent of Schools

Shrewsbury School Committee
Policy #301: Family Relationships and Employment
Proposed Amendments

Existing Policy	Proposed Amended Policy
<p>Family relationships will at no time be a factor in the employment, assignment, evaluation or promotion of personnel. For the purposes of this policy, a "relative" is defined as a parent, child, spouse, domestic partner, sibling, parent-in-law, sibling-in-law, child-in-law or stepchild.</p> <p>1. The school district shall employ neither a relative of the superintendent or school committee member, nor assign a relative of a principal as an employee at the principal's school.</p> <p>2. The employment of a relative of a central office administrator requires the recommendation of the superintendent and two weeks written notice to the school committee.</p> <p>3. In no instance will an employee be assigned to a position in which he or she would be supervised or evaluated by a relative.</p>	<p>Family relationships will at no time be a factor in the employment, assignment, evaluation or promotion of personnel. For the purposes of this policy, a "relative" is defined as a parent, child, spouse, domestic partner, sibling, parent-in-law, sibling-in-law, child-in-law or stepchild.</p> <p>1. The school district shall not employ a relative of the superintendent.</p> <p>2. The school district shall not hire a relative of a school committee member. If a relative of a school committee member was employed by the school district prior to the committee member's election, the individual's employment status shall not be affected by the election. If such an individual continues to be employed after a relative begins serving on the school committee, the school committee member must recuse him/herself from matters that directly affect the relative, such as collective bargaining, and the committee member must determine whether to recuse him/herself or file a disclosure with the town clerk on other matters that might indirectly affect the relative. (M.G.L. Chapter 268A).</p> <p>3. The school district shall not assign a relative of a principal as an employee at the principal's school.</p> <p>4. The superintendent shall provide two weeks written notice to the School Committee prior to appointing a relative of a central office administrator as a School Department employee.</p> <p>5. In no instance will an employee be assigned to a position in which he or she would be supervised or evaluated by a relative.</p>



SHREWSBURY PUBLIC SCHOOLS
School Committee



ITEM NO: **VII. Budget**
A. Fiscal Year 2015 Budget Transfers: Vote

MEETING DATE: **6/10/2015**

SPECIFIC STATEMENT OR QUESTION:

Will the School Committee vote to approve Fiscal Year 2015 budget transfers?

BACKGROUND INFORMATION:

1. The administration will provide an update on FY15 projected expenditures (under separate cover). The School Department will utilize all appropriated funds as it closes out the fiscal year.
2. Transfers between accounts will be required to reconcile the FY15 budget based on actual expenditures, and the Committee is asked to authorize these transfers.

ACTION RECOMMENDED:

That the School Committee vote to authorize the administration to make budget transfers between categories in order to reconcile the FY15 budget based upon actual expenditures.

STAFF AND OTHERS AVAILABLE FOR PRESENTATION

Ms. Cecelia Wirzbicki, Director of Business Services



SHREWSBURY PUBLIC SCHOOLS
School Committee



ITEM NO: **VIII. Old Business**
A. Meal Prices for 2015-2016: Vote

MEETING DATE: **6/10/2015**

SPECIFIC STATEMENT OR QUESTION:

Will the School Committee vote to increase the prices of all school lunches by 25 cents, effective at the beginning of the 2015-2016 school year?

BACKGROUND INFORMATION:

1. At the June 1 meeting, the Committee received the annual report on the Food Services Department from its director, Ms. Beth Nichols.
2. Ms. Nichols recommends a \$0.25 increase to all lunches in order to address rising food, labor, and training costs, which would change the costs as follows:
 - Elementary lunch price would change from \$3.00 to \$3.25
 - Middle schools lunch price would change from \$3.25 to \$3.50
 - High school lunch price would change from \$3.50 to \$3.75
 - Adult lunch price would change from \$4.00 to \$4.25

ACTION RECOMMENDED:

That the School Committee vote to increase the prices of all school lunches by 25 cents, effective at the beginning of the 2015-2016 school year.

STAFF AVAILABLE FOR PRESENTATION:

Ms. Cecelia Wirzbicki, Director of Business Services



SHREWSBURY PUBLIC SCHOOLS
School Committee



ITEM NO: **IX. New Business**

MEETING DATE: **6/10/2015**

A. Special Education Parent Advisory Committee: Update

SPECIFIC STATEMENT OR QUESTION:

1. Will the School Committee hear an update regarding the Special Education Parent Advisory Committee?

BACKGROUND INFORMATION:

1. Per statute, the district must have a Special Education Parent Advisory Committee.
2. Information regarding the purpose of the committee and a brief update on the work of the advisory committee will be provided.
3. A memorandum from Ms. Melissa Maguire, Director of Special Education and Pupil Personnel Services is enclosed.

ACTION RECOMMENDED:

That the School Committee School Committee hear an update regarding the Special Education Parent Advisory Committee and take whatever steps it deems necessary in the best interest of the school district.

SCHOOL COMMITTEE PRESENTATION:

Dr. Joseph M. Sawyer, Superintendent of Schools



Shrewsbury Public Schools

Office of Special Education
Pupil Personnel Services
15 Parker Road, Shrewsbury, MA 01545

Melissa Maguire, Director
Special Education and Pupil Personnel Services

Phone: 508-841-8660
Fax: 508-841-8661

Shrewsbury Special Education Parent Advisory Council

Shrewsbury Public Schools has maintained a positive relationship with the members of the Parent Advisory Council (PAC) over the years. The PAC has worked diligently to offer membership to all families in the district, provide opportunities for parents to network, offer professional development, and has organized many family events. The Shrewsbury PAC has raised thousands of dollars over the last few years in an effort to provide classrooms with funds to purchase supplies that will benefit students.

Shrewsbury has been fortunate to have a group of dedicated individuals who have worked tirelessly to support the organization, and we would like to thank the members for their hard work.

At this time, the Shrewsbury Special Education PAC is seeking new board members to carry on the work of the organization.

School Districts Responsibility:

The Massachusetts special education law, Chapter 71B of the Massachusetts General Laws, requires a school district to establish a PAC, and assigns both an advisory and a participatory function to the PAC.

The following is the excerpt from Section 3 of Chapter 71B that pertains to PACs:

"... The school committee of any city, town, or school district shall establish a parent advisory council on special education. Membership shall be offered to all parents of children with disabilities and other interested parties. The parent advisory council duties shall include but not be limited to: advising the school committee on matters that pertain to the education and safety of students with disabilities; meeting regularly with school officials to participate in the planning, development, and evaluation of the school committee's special education programs. The parent advisory council shall establish by-laws regarding officers and operational procedures. In the course of its duties under this section, the parent advisory council shall receive assistance from the school committee without charge, upon reasonable notice, and subject to the availability of staff and resources. ..."

The State Regulation

Additionally, 603 CMR 28.03(1)(a)(4) provides further guidance to PACs on their role with districts in providing parent/guardian and student rights training, as follows:

The district shall conduct, in cooperation with the parent advisory council, at least one workshop annually within the school district on the rights of students and their parents and guardians under state and federal special education laws.

Taken together, the statute and regulation essentially require the following:

- The district must take whatever steps are necessary to ensure there is a district-wide special education parent advisory council (PAC) in operation.
- The PAC shall offer membership to all parents of students found eligible for special education in the district, as well as other interested parties.
- The PAC is authorized to provide advice to the district regarding its special education programs and policies. The advice may include recommendations - verbally and/or in writing - to those parties in the district responsible for overseeing special education, including the special education director, the superintendent, and the school committee.
- The PAC is additionally authorized to meet at regular intervals with designated school officials and to engage in other activities, which enable the PAC to participate in the planning, development, and evaluation of the district's special education programs.
- The PAC has authority to create by-laws, or rules, to help govern its duties, including rules for election of officers. By-laws may designate operational procedures or specific policies and steps to follow in organizing activities for the PAC.
- School districts are charged with assisting the PAC in maintaining its operation and activities. School district assistance must be provided without charge, but is subject to the availability of staff and resources. The law envisions that there will be a good faith effort by the school district to provide assistance to the PAC. A PAC may engage in fund-raising activities, but is not required to do so



SHREWSBURY PUBLIC SCHOOLS
School Committee



ITEM NO: **IX. New Business**

MEETING DATE: **6/10/2015**

B. Shrewsbury Paraprofessionals Association Contract: Vote

SPECIFIC STATEMENT OR QUESTION:

1. Will the School Committee vote to ratify a new collective bargaining agreement with the Shrewsbury Paraprofessionals Association?

BACKGROUND INFORMATION:

1. An overview of the agreement is provided in the enclosed memo from Ms. Malone.
2. The memorandum of agreement was provided under separate cover.

ACTION RECOMMENDED:

That the School Committee vote to ratify the collective bargaining agreement with the Shrewsbury Paraprofessionals Association for the 2015-2016, 2016-2017, and 2017-2018 school years, as illustrated in the memorandum of agreement between the parties.

SCHOOL COMMITTEE PRESENTATION:

Ms. Barbara A. Malone, Director of Human Resources



Shrewsbury Public Schools

Barbara A. Malone
Director of Human Resources

To: Shrewsbury School Committee
Re: MOA Shrewsbury Paraprofessional Association
Date: June 7, 2015

The Shrewsbury Paraprofessional Association (SPA) agreed to contractual changes in their collective bargaining agreement on Monday, May 11, 2015, pending ratification by both the SPA and the Shrewsbury School Committee. On June 4, 2015 the SPA ratified the agreement.

Key points of the agreement include:

2015-2016 School Year 1.85% Cost of Living Adjustment
2016-2017 School Year 1.95% Cost of Living Adjustment
2017-2018 School Year 2.00% Cost of Living Adjustment

In addition, the paraprofessionals will receive one required day of training each year and the number of paid annual meetings required of principals with their paraprofessional staff has decreased from six to three.

The SPA members will receive a slight increase in bereavement benefits in year one and one additional paid holiday in year two (Veteran's Day) and one additional paid holiday (Day after Thanksgiving) in year three of the agreement.

The detailed Memorandum of Agreement is being sent to you under separate cover.

Please let me know if you have any questions about the proposed agreement. Thank you, as always, for your support.



SHREWSBURY PUBLIC SCHOOLS
School Committee



ITEM NO: **IX. New Business**

MEETING DATE: **6/10/2015**

C. Shrewsbury Food Service Association Contract: Vote

SPECIFIC STATEMENT OR QUESTION:

1. Will the School Committee vote to ratify a new collective bargaining agreement with the Shrewsbury Cafeteria Workers Association?

BACKGROUND INFORMATION:

1. An overview of the agreement is provided in the enclosed memo from Ms. Malone.
2. The memorandum of agreement was provided under separate cover.

ACTION RECOMMENDED:

That the School Committee vote to ratify the collective bargaining agreement with the Shrewsbury Cafeteria Workers Association for the 2015-2016 school year, as illustrated in the memorandum of agreement between the parties.

SCHOOL COMMITTEE PRESENTATION:

Ms. Barbara A. Malone, Director of Human Resources



Shrewsbury Public Schools

Barbara A. Malone
Director of Human Resources

To: Shrewsbury School Committee
Re: Shrewsbury Cafeteria Workers Agreement
Date: June 7, 2015

The Shrewsbury Cafeteria Workers Association (SCW) agreed to contractual changes in their collective bargaining agreement on Wednesday, May 13, 2015, pending ratification by both the SPA and the Shrewsbury School Committee. On June 2, 2015 the SCW ratified the agreement.

Key points of the agreement include:

A one-year contract with a 1.75% Cost of Living Adjustment and no step increases.

In addition, the Shrewsbury Cafeteria Workers have slight modifications to their dress code, fewer dollars allocated for uniform supply reimbursement, and increased mandated training.

The Shrewsbury Cafeteria Workers are developing a survey to stimulate new suggestions and ideas to improve the profitability of the Shrewsbury Food Services, and a timeline for reviewing and potentially implementing those suggestions has been put in place.

The detailed Memorandum of Agreement is being sent to you under separate cover.

Please let me know if you have any questions about the proposed agreement. Thank you, as always, for your support.



SHREWSBURY PUBLIC SCHOOLS
School Committee



ITEM NO: **IX. New Business**

MEETING DATE: **6/10/2015**

D. Assabet Valley Collaborative: Quarterly Update

SPECIFIC STATEMENT OR QUESTION:

Will the School Committee hear a quarterly update on the status of the Assabet Valley Collaborative?

BACKGROUND INFORMATION:

1. The new state law governing educational collaboratives requires quarterly updates to member school districts.
2. The enclosed materials provide information regarding AVC's programs and services, utilization by Shrewsbury students, and AVC Board agenda topics.

ACTION RECOMMENDED:

That the School Committee hear a quarterly update on the status of the Assabet Valley Collaborative 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

FY 2016 Budget Forecast
Assabet Valley Collaborative revised 5/21/15

The following conditions and assumptions were applied to forecast the FY16 budget for the Assabet Valley Collaborative.

Financial Conditions and Assumptions:

1. Member assessments based on current membership and rates. (AVRTHS, Berlin-Boylston, Grafton, Hudson, Marlboro, Maynard, Millbury, Nashoba, Northboro-Southboro, Shrewsbury, Westboro)
2. Memorandum of Agreement with AVRHS for Treasurer's Office warrant processing fee, Infinite Visions expenses and warrant processing expense. \$1,300 and \$1,700 respectively.
3. Treasurer –year 3: \$8.0K annually.
4. Bigelow Long Term Lease year 3: 7/1/2014 = year 2- rate with 2% increase: \$145,656 (\$142.8k x 2%). Added \$120k mortgage expense to AVCAS for Elevator Installation/roof project
5. Bigelow – facility expenses associated with new lease: Utilities, custodial support to 6 hours daily during school year, insurance expense, maintenance expenses, *landscaping \$4.0k*.
6. Food Service staff approx .3 FTE-10 hrs/week: MPS/Aramark provides meals. Student lunch price increase to \$3.00 from \$2.75 in FY15/Breakfast \$1.25. AVC pays Aramark \$3.00/lunch + \$.75 for service charge. AVC is not expensed \$3.00 for students qualifying for free/reduced lunch.
7. Evolution/REACH programs 18-22 year old students: Shrewsbury High School lease \$38,285.50 (\$11.46 per sq. foot July-January, \$11.80 per sq. ft February-June 3,300 total sq. ft.)
8. FY16 Salary increase 2.0% for all employees; added a 12th step to Teachers scale in FY15; step 9 to RN scale-FY15 and step 8 to support staff scale. Central Office salary survey adjustment applied to Admin. Assistant for Executive Director.
9. Teacher work year: 185 work days: 180 student days; 5 Professional development days for staff employed in educational programs - 185 days for staff in wrap around services staff.
10. Step increases applied to all classifications: Teachers, Paras, RN, LPN.
11. Executive Director FY16 contract negotiated.
12. Medical Insurance premium increase 5.28%.
13. Tuition rate increase: 1%
14. Increase member rate by \$250/member from \$5,250 to \$5,500
15. **Professional Development/Consultation Services:** .10 FTE assigned here from FSP for Advanced Clinical Series PD; .26FTE Child Psychiatrist (increased from .07FTE). Proposed rate change- 9/15/14 implemented for FY16 as well, for districts contracting for a full day of service (7 hours): daily rate of \$592.62 (\$84.66/hr x 7 hrs) reduced to \$525 (\$75/hr x 7hours) (approximately 11% reduction)
16. Enrollment forecast based on current student population and anticipated enrollment from member districts as follows:
17. **REACH** program enrollment forecasted at 12.0 students: This figure represents .9 fewer student for the REACH 1-IV programs than forecasted for FY15. (The REACH I program was eliminated in FY13 (Boylston):
 - Program locations for FY16:
 - REACH II (ages 9-13) : Trottier Middle School, Southborough
 - REACH III/IV (ages 14-16) (ages 17-19): Algonquin Regional High School, Northborough
 - Staffing changes: decrease .4 LPN increase: .9 instructional assistant for new student enrollment in September 2014
18. **Alternative** school (grades 6-12) enrollment forecasted at 50 (increase of 4 from FY15). .34FTE Child Psychiatrist (increase from .13FTE in FY15). FY16 Positions include: School Psychologist, BCBA (not new positions; attrition during the year allowed for restructuring)

19. **SOAR** (grades 6-12) enrollment forecasted to increase to 20 over FY15 budgeted level of 16.
20. **Evolution** (ages 18-22, post graduate) enrollment forecasted to decrease 35% from FY15 projection of 32.6 to 21.06.
 - Program located at Shrewsbury High School, Shrewsbury
 - 3 tiered Tuition rate introduced based on Moderate Level, High Level and Severe Level of need includes related services as part of tuition: OT, PT, SLP, Vision, AV
 - Staffing changes: New position-.3FTE Fleet Technician; reduction of 3.4 Transition Coaches due to enrollment and .5 SLP; increase .25FTE Social Worker and .5 Nurse for CBI
 - FY16 will be second year for 5th year transition program. Enrollment forecasted: 3 Transition students
21. **Family Success Partnership:** FY15 was year 3 of district consultation model. Wrap around services continue via member district funding of positions, new grant funds. Department staffing = 5.3 FTE (increase of 1.5FTE due to increase in member service requests). .5 FTE assumed in AVCAS, .5 FTE (increase of .25 over FY15) assumed in Evolution, .1 FTE assumed in PD for Advanced Clinical Series. 4.2 FTE assigned to districts. Pricing model for FY16: Phase I-III based on case and consultation needs.
22. **OPEB Funding: \$25k**
23. **Technology Staffing-Technology Integration Coordinator, Maintain .5 FTE; equipment. i.e. laptops.**
24. **Therapeutic Services:** Provide Physical Therapy, Occupation Therapy Assistant, Speech Therapy, Music Therapy. Contractual Psychiatric Services-added for FY16 for district access and Dialectical Behavioral Therapy (DBT) training 9 hrs/week(.25FTE). 1.0 Vocational Specialist (was .5 in FY15) and .4 Transition Coach for transition program consultation + 1 wheelchair van. **Decrease 1.0 Occupational Therapist**
25. **Transportation:** FY16 is year 4 of contract with Van Pool. Recommend to extend 3 year contract for FY16 (per specifications and award). Contract rates based on FY15 rates + 1%. Forecasted service based on FY15 routing and NRSD OOD SPED Transportation and in district SPED.
26. **Technology:** Teachpoint for Educator Evaluation requirements per DESE, \$22/employee annually. SMART Edu PD module. Risk Eraser Software and Consultation FY16 Cost \$19k.
27. **Director of Consultation Services (DCS): .7 FTE in Admin line.**



SHREWSBURY PUBLIC SCHOOLS
School Committee



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

MEETING DATE: **6/10/2015**

SPECIFIC STATEMENT OR QUESTION:

Will the School Committee approve the minutes of the School Committee meeting on June 3, 2015?

BACKGROUND INFORMATION:

1. The minutes will be provided under separate cover.

ACTION RECOMMENDED:

That the School Committee approve the minutes of the School Committee meeting on June 3, 2015.

STAFF AVAILABLE FOR PRESENTATION:

Mr. John Samia, Chairperson
Ms. Erin Canzano, Secretary



SHREWSBURY PUBLIC SCHOOLS
School Committee



ITEM NO: XI. Executive Session

MEETING DATE: 6/10/2015

SPECIFIC STATEMENT OR QUESTION:

Will the School Committee enter into executive session in order to discuss negotiations with non-represented employees, where deliberation in an open meeting may have a detrimental effect on the School Committee's bargaining position?

BACKGROUND INFORMATION:

1. The Massachusetts Open Meeting Law allows public bodies to enter executive session to discuss strategy with respect to negotiations where deliberation in an open meeting may have a detrimental effect on the bargaining position of the public body.

ACTION RECOMMENDED:

That the School Committee vote to enter into executive session in order to discuss negotiations with non-represented employees, where deliberation in an open meeting may have a detrimental effect on the School Committee's bargaining position.

STAFF AVAILABLE FOR PRESENTATION:

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

ITEM NO: XII. Adjournment