

**School Committee Workshop  
Shrewsbury High School  
64 Holden Street  
Shrewsbury, Massachusetts**

**Wednesday, December 10, 2014**

Present: Dr. Dale Magee, Chairperson; Mr. Jason Palitsch, Vice Chairperson; Ms. Erin Canzano, Secretary; Ms. Sandy Fryc; Mr. John Samia; Dr. Joseph Sawyer, Superintendent of Schools; Ms. Mary Beth Banios, Assistant Superintendent of Schools; Ms. Barb Malone, Director of Human Resources; Ms. Cecilia Wirzbicki, Director of Business Services; and Ms. Melissa Maguire, Director of Special Education and Pupil Personnel Services.

The meeting was convened at 5:06 p.m. by Dr. Magee in the Principal's Conference room.

**I. Discussion to inform planning and preparation of the FY16 Budget**

A discussion began around the different needs related to personnel. First, there were two positions that needed more immediate attention:

- Human Resource Representative role – with the resignation of Alison Kiefer, Ms. Malone proposed a change in criteria and description from the existing role. The role has changed from a primarily administrative role to a more technical one, and will need a person with a strong reporting background. The job would require additional funds but the differential from the current salary to the HR representative role would be around \$6K.
- Results of a compensation study on the role of Executive Assistant to the Superintendent – during this study, it was revealed that the current Assistant is being paid significantly less than the market (\$49K to the more typical \$62K-\$65K). A conversation and agreement occurred on the need to find different ways in which to increase her salary and this role's growth potential.

Ms. Wirzbicki then led a discussion about the projected increase for personnel in next year's budget. Her formulation for her presentation was derived from the obligations agreed to in the current contract and also the desire of the committee to focus on sustainability. Current estimates, which are illustrative at this point, show a potential increase of the FY16 total appropriation in the 2% range for personnel.

Other areas of potential need were then highlighted:

- In-district program for 10 students currently in the 4<sup>th</sup> grade who have significant cognitive needs and have the potential to go out of district. Ms. Maguire will be working on a cost analysis for this program.
- Director of Nursing position. Currently there is no lead nurse, due to a resignation. There is an opportunity to re-examine the administrative structure for the nurses in the district. Dr. Sawyer, Ms. Maguire, and Ms. Malone will be exploring options for this role
- Secretarial support at the High School and Middle Schools due to previous cuts in past years in these roles
- Additional aides in the elementary schools
- Additional adjustment counselor at the Middle Schools to address a high volume caseload.

These items were potential ideas, not formal requests. The Central Office staff will be looking at them all closely to examine the need and the financial implications.

## **II. Educational Technology**

Dr. Sawyer presented an update and financial information about the 1:1 technology initiative for the High School in FY16. A lengthy discussion ensued about the changes being recommended to the current iPad fee structure, to leasing options, to expectations for students, and to the potential for on-line textbooks. It was agreed that the current recommendation was viable, and met the needs of students while being fiscally responsible. A presentation will occur on the December 17<sup>th</sup> meeting of the regularly scheduled School Committee meeting.

## **III. Other Business**

Dr. Magee led a discussion related to status of School Committee subcommittees. Some goals have been met, such as the Fiscal Priorities committee while others, like Policy and the Strategic Priorities/5 Year Projection committees are ongoing. Also topics for *School Talk* were discussed.

## **Adjournment**

On a motion by Jason Palitsch, seconded by John Samia, the committee unanimously agreed to adjourn the meeting at 7:16 pm.

Respectfully submitted,

Erin H. Canzano  
Secretary

Documents referenced:

- 1) Memo from Barb Malone re: Human Resources Representative
- 2) Memo from Cecelia Wirzbicki re: FY2016 Budget
- 3) Memo from Dr. Sawyer re: Recommendations for Updating SPS Technology Implementation Plan
- 4) Budget sheet from Dr. Sawyer re: financial model for leasing of 1:1 technology