



**School Committee
Meeting Book**

**May 4, 2016
7:00 pm**

**Town Hall
Selectmen's Meeting Room**



**SHREWSBURY PUBLIC SCHOOLS
SCHOOL COMMITTEE MEETING**



AGENDA
May 4, 2016 7:00pm
Town Hall—Selectmen’s Meeting Room
Order of agenda items revised on 5/4/16

<u>Items</u>	<u>Suggested time allotments</u>
I. Election of Officers	7:00 –7:05
II. Public Participation	7:05 – 7:10
III. Chairperson’s Report & Members’ Reports	
IV. Superintendent’s Report	
V. Time Scheduled Appointments:	
A. State Senator Michael O. Moore: Discussion of State Issues	7:10 – 7:30
B. SHS Student Advisory Committee: Report	7:30 – 7:50
C. Student Recognition: U.S. Senate Youth Leadership Program	7:50 – 8:05
D. Special Education Parent Advisory Committee: Annual Report	8:05 – 8:25
VI. Curriculum	
VII. Policy	
A. Update to Medication Policy: Second Reading & Vote	8:25 – 8:40
B. Fundraising Policy: First Reading	8:40 – 8:45
VIII. Finance & Operations	
A. Safety & Security: Update	8:45 – 8:55
IX. Old Business	
X. New Business	
XI. Approval of Minutes	8:55 – 9:00
XII. Executive Session	
A. Negotiations: Represented and/or Non-Represented Employees	9:00 – 9:30
B. Strategy regarding potential matter of litigation	
XIII. Adjournment	9:30

Next regular meeting: May 25, 2016



SHREWSBURY PUBLIC SCHOOLS SCHOOL COMMITTEE MEETING



ITEM NO: **I. Election of Officers**

MEETING DATE: 5/6/15

The Superintendent of Schools will call the May 6th meeting to order according to the guidelines of School Committee policy 112 (see below) for the first meeting following town election.

<p><u>112.</u> Meeting For Organization</p>	<ol style="list-style-type: none">1. The School Committee shall organize and elect a chairperson and officers annually, at the first meeting following town election. This meeting shall be held on the next regularly scheduled meeting following the annual election of town officers, unless otherwise voted by the School Committee. The officers to be elected at this meeting are: Chairperson, Vice-Chairperson, and Secretary.2. The members shall be called together at the organization meeting by the Superintendent of Schools. The Superintendent shall accept nominations for Chairperson of the Committee and turn the meeting over to the Chairperson after that election has been held.
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ITEM NO: **II Public Participation**

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.



SHREWSBURY PUBLIC SCHOOLS SCHOOL COMMITTEE MEETING



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

SPECIFIC STATEMENT OR QUESTION:

Will the School Committee hear a report from the 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:

School Committee Members

ITEM NO: **IV. 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
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ITEM NO: **V. Time Scheduled Appointments** MEETING DATE: **5/4/16**
A. State Senator Michael O. Moore: Discussion of State Issues

SPECIFIC STATEMENT OR QUESTION:

Will the School Committee hear a presentation by Senator Michael Moore regarding the status of state funding for public education and other state level issues?

BACKGROUND INFORMATION:

1. Senator Michael Moore will discuss developments at the state level related to the school finance and other issues that affect public education.
2. This will also be an opportunity for the School Committee and the district administration to communicate priorities to Senator Moore, including advocacy for the state budget.

ACTION RECOMMENDED:

That the School Committee participate in the discussion 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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ITEM NO: **V. Time Scheduled Appointments** MEETING DATE: 5/4/16
B. SHS Student Advisory Committee: Report

SPECIFIC STATEMENT OR QUESTION:

Will the School Committee hear a report from the Shrewsbury High School Student Advisory Committee?

BACKGROUND INFORMATION:

1. Under the Massachusetts Education Reform Act, school districts are required to have a Student Advisory Committee (SAC), consisting of five high school students who are elected by the student body. The SAC is required to meet with the School Committee during the year to review various issues of concern to the student body. Mr. Andrew Smith, SHS social sciences teacher, serves as the faculty advisor to the SAC. This is the fourth and final presentation for the 2015-2016 school year.
2. The agenda for the SAC report is attached.
3. Mr. Wensky is the School Committee liaison to the SAC.

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:

Ms. Barbara Malone, Director of Human Resources
Mr. Andrew Smith, Faculty Advisor to the Student Advisory Committee
Mr. Todd Bazydlo, Principal, Shrewsbury High School
Lindsay Mahowald, Class of 2016 (Chairperson)
Hari Kumar, Class of 2016
Vikram Pathalam, Class of 2017
Benjamin George, Class of 2018
Maya McCollum, Class of 2018

Student Advisory Committee
Agenda for the School Committee Meeting on May 4, 2016

I. Technology Update

The 1-to-1 device program has certainly evolved over the course of the year. As we get ready for our second year with the initiative, we have found varying reactions to the program from students, parents, and faculty.

- a. School-wide election results
- b. Parent survey
- c. Closing thoughts on the program from students and teachers

II. End-of-Year Events

It's finally everyone's favorite time of year – spirit week took place in mid-April and students had the opportunity to show off their SHS spirit. In addition, seniors are getting ready to wrap up the year with events from the 50-day Breakfast to the Senior Picnic.

- a. Spirit Week
- b. Spirit Day
- c. Class Cup
- d. Senior Events

III. Activities at SHS

As we move into the fourth quarter there are many exciting events going on at SHS. Students are taking on opportunities to stay involved at school and in the community.

- a. Robotics
- b. Science Fair
- c. Coffeehouse
- d. Theater
- e. Field Trips

IV. Budget

- a. Advanced Placement class sizes
- b. Science enrollment limitations

Thank you for your continuous support of the SAC.

Respectfully submitted,

Lindsay Mahowald
Chairperson

Hari Kumar, Vikram Pathalam, Maya McCollum, Benjamin George
SAC Members



**SHREWSBURY PUBLIC SCHOOLS
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ITEM NO: **V. Time Scheduled Appointments** MEETING DATE: **5/4/16**
C. Student Recognition: U.S. Senate Youth Leadership Program

SPECIFIC STATEMENT OR QUESTION:

Will the School Committee recognize a student for his participation in the U.S. Senate Youth Leadership Program?

BACKGROUND INFORMATION:

1. Shrewsbury High School student, Hari Kumar, Class of 2016, had the opportunity to attend the United States Senate Youth Leadership Program in Washington D.C.. Hari was one of two high school students from all of Massachusetts to be selected.
2. Hari asked if he could make a brief presentation to the School Committee regarding his experience as a way to promote public service and civic education.

ACTION RECOMMENDED:

That the School Committee hear the presentation and recognize Hari Kumar for his participation in the U.S. Senate Youth Leadership Program.

STAFF AVAILABLE FOR PRESENTATION:

Dr. Joseph M. Sawyer, Superintendent of Schools



**SHREWSBURY PUBLIC SCHOOLS
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ITEM NO: **V. Time Scheduled Appointments** MEETING DATE: **5/4/16**
D. Special Education Parent Advisory Committee: Annual Report

SPECIFIC STATEMENT OR QUESTION:

Will the School Committee hear a report from the Special Education Parent Advisory Committee?

BACKGROUND INFORMATION:

1. Per statute, the district must have a Special Education Parent Advisory Committee (now known as SEPAC).
2. Information regarding the purpose of the committee and a brief update on the work of the advisory committee will be provided.
3. Materials from the SEPAC will be forwarded prior to the meeting.

ACTION RECOMMENDED:

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

STAFF AVAILABLE FOR PRESENTATION:

Ms. Melissa Maguire, Director Special Education and Pupil Personnel



Shrewsbury Special Education Parent Advisory Council School Committee Report May 4, 2016

Acknowledgements

- ❖ School Committee
- ❖ Dr. Joe Sawyer
- ❖ Melissa Maguire
- ❖ Special Education Staff
- ❖ PTO Presidents' Council
- ❖ Prior SpedPac
- ❖ Parents and Caregivers

We appreciate this opportunity to present to the School Committee and Dr. Sawyer and are grateful for the welcome we have received from the school community. From our formation at the election held by Ms. Maguire, and at every step along the way, attending our first PTO President's meeting with Dr. Sawyer, launching our survey and hosting our first event, we have learned a great deal and appreciate the support and encouragement we have received.

Thank you to the PTO Presidents' Council for making us feel included and for expressing genuine interest in our group. We would like to recognize the tremendous work of the SpedPAC who came before us and who dedicated years to serving parents and students in our special education community. We are so thankful to Shrewsbury special education families for their responsiveness, feedback, participation and enthusiasm. They are thoughtful, compassionate and tireless advocates, and they are experts in understanding their children's needs.

SEPAC Board Members

- ❖ Bashar Jarkasy, Co-President
- ❖ Sanjiv Lal, Co-President
- ❖ Colleen Corbett, Secretary
- ❖ Rajesh Chug, Treasurer and Technology Expert
- ❖ Jill DeBender, Board Member
- ❖ Blake Poggi, Board Member

2015-2016 SEPAC Survey - Goals

One of our first objectives was to design a survey which would introduce the new SEPAC, announce our Facebook page and email address, establish connections with parents and caregivers in the special education community and help us gain an understanding of families' interests and availability. The information gathered informed the planning of monthly meeting dates, workshops and other opportunities to gather.

Our survey was distributed by Ms. Maguire in November. Respondents provided their contact information if they wished to receive communications directly from the SEPAC in the future. We are careful to maintain the privacy of individual families in our outgoing correspondence.

Most surveys were completed in November and December and we continue to receive responses. The survey link is available on our Facebook page.

2015-2016 SEPAC Survey Results - Respondents

Thank you to our survey participants. The 51 parents and caregivers who have responded thus far represent 6% of the 819 students with disabilities who receive special education services in Shrewsbury this year. Students of survey families attend Parker Road, Paton, Spring Street, Floral Street, Sherwood, Oak and Shrewsbury High School. Respondents indicated their children were in middle (41%), elementary (35%), early childhood (26%) and high school (22%). Two percent selected transition or post-secondary level.

2015-2016 SEPAC Survey Results - Top Interests

Respondents could select more than one

- ❖ 60% selected Parents' Guide to IEPs and 504s
- ❖ 54% IEP Goals and Objectives
- ❖ 50% Social Skills
- ❖ 48% Basic Rights and Special Education Law
- ❖ 48% Reading and Writing

Our events this year and next will center around these topics of interest. Many parents and caregivers expressed the need to learn more about the IEP process, including how to prepare for a Team meeting, convey the needs of their children and build a collaborative rapport with the Team and school representatives. Families also indicated they would like to learn more about the IEP document itself, such as goals and objectives and service delivery. Due to this focus on IEPs, we are planning multiple formats including informational and interactive workshops.

2015-2016 SEPAC Survey- Vision

Our vision in the words of parents:

The SEPAC should be a more involved, active resource for all parents of kids with special needs. It should be a strong community with its own voice and should help and guide parents to advocate for their children.

Vision of the SEPAC

Benefits of a strong SEPAC described by families:

- ❖ Sharing
- ❖ Guidance
- ❖ Resources
- ❖ Connections
- ❖ Communication
- ❖ Empathy

We strive to bring together families of students with diverse needs and diagnoses and offer them a place where they will feel understood and supported.

Event: April 11th Meet & Greet

- ❖ Introductory meeting
 - Opportunity to socialize, ask questions, share experiences and express concerns
 - Active, honest dialogue
 - Exchanged resources and information
 - Learned from each other
- ❖ Total of 22 attendees
- ❖ Parents and grandparents
- ❖ One family moving from out of state

April 11th was an incredible experience for our group. We are grateful to parents and caregivers for their interest and willingness to join us on a weeknight. They juggled duties at home, stayed for over two hours, asked thought-provoking questions and shared their stories. We have a better sense of our community as a result. This was an opportunity to learn directly from our families how to best support them and serve the needs of their children.

One father drove from New Jersey to attend our meeting as his family is relocating here this summer. Two grandparents shared their experiences and made us more aware of the special challenges they face. Just as every child is unique, every family is unique and we appreciate these stories as we work to make the Shrewsbury SEPAC accessible and helpful to caregivers with a wide range of circumstances.

Upcoming Event:

May 9th Basic Rights Workshop

- ❖ Speaker: Gayle Dublin
- ❖ Positive response from parents
19 attendees and counting...

Provided through our MassPAC membership and presented by a representative of the Federation for Children with Special Needs. Their literature states:

This workshop is designed to help parents learn to be effective partners with their child's school to decide their child's eligibility for special education, and to plan, make decisions and monitor their child's progress in school.

SEPAC Participation

- ❖ Visions of Community conference (VOC2016) in Boston on March 5, 2016
 - Sponsored by the Federation for Children with Special Needs
 - 11,000 participants
- ❖ MassPAC membership and training
- ❖ PTO Presidents' Council quarterly meetings with Dr. Sawyer
- ❖ Search committee for the new Director of Special Education and Pupil Personnel Services on March 24 & 25, 2016
- ❖ Coordinated Program Review (special education program audit) on April 13, 2016
- ❖ Northborough/Southborough (NSPAC) presentations:
 - *Introduction to the Transition Planning Process* on November 15, 2015
 - *The Most Common Cause of OCD and Anxiety that Your Pediatrician Has not Heard of...P.A.N.D.A.S* on April 27, 2016

This year, our SEPAC board and members had multiple opportunities to attend meetings and events within our community, in neighboring communities and at the state level. Bashar participated in the Visions of Community conference and a workshop entitled, Building a Better SEPAC for Your Community which included strategies for recruitment, networking, building relationships with schools, developing partnerships within the community, increasing diversity, increasing disability awareness, advocating for families and providing input to the District.

Our participation in the PTO Presidents' Council meetings and the search committee for the special education director position was due to invitations and coordination through Ms. Maguire, Dr. Sawyer, Ms. Cantin, and Ms. Malone. Thank you for these opportunities to join with and support our school community. Through these experiences, we represented Shrewsbury special education students and families, gained a broader perspective and stayed informed of important developments. We also attended events hosted by neighboring PACs as we can learn from and help each other.

Areas of Concern

Budget

- ❖ Loss of elementary level director position
- ❖ Loss of Sherwood special education teacher and reading teacher
- ❖ Reduction in mental health resources
- ❖ Reduction in paraprofessional and ABA tech hours

SEPAC members have followed the efforts of Dr. Sawyer, Mr. Collins, Ms. Maguire and their teams to explain and reduce the budget gap. We appreciate your transparency as well as the open decision-making process of the School Committee through questions, discussions and consideration of input from the community.

We also appreciate the acknowledgement of the impact of staffing changes on students with special needs, including the importance of reading support at Sherwood, the value for consistent staffing at morning and afternoon transition times, and the increased burden placed on building staff to support students during mental health crises. Given these challenges, we would like to ask how we can help support families, school personnel and administrators and are always open to joining in endeavors to promote the success of students and their schools.

Considerations based on families' concerns

- ❖ Planning for special education students in future curriculum changes
- ❖ Promotion of students' social/emotional wellbeing
- ❖ Individualized services for students based on their unique needs
- ❖ Increased collaborative role of parents and caregivers on the IEP Team

In March, we received an email from a parent and former educator regarding the film, *Most Likely to Succeed*. We asked permission to share her questions because she so articulately outlined the concerns of families while also conveying their interest in changes which move everyone forward.

I firmly believe project based learning is far more meaningful than simply test taking. However, many of our students that receive supports would need to relearn how school works (expectations, etc.). Is there someone who can advocate on their behalf should the District decide to change their instructional approach? And also ensure that our children are not left out of the most engaging experiences because they require accommodation and support? I am not implying that they would be negatively affected, [but] I am unaware of the structures in place.

This parent's questions represent a great starting point for dialog with students, families and schools if this learning model were considered in the future. Parents and caregivers also asked informed questions about the law and implications of recent decisions which impact special education. The above categories are drawn from concerns expressed during our April 11th meeting and via email. When particular groups are described by parents and caregivers, such as children with dyslexia or students whose social/emotional development does not match their academic performance, we hope to work to better understand their students' needs and collaborate with the District to address their unique challenges and build upon their strengths.

Looking Forward

- ❖ Welcome new Director of Special Education, Meg Belsito
- ❖ Hold SEPAC elections in the fall
- ❖ Stay connected to our school community
 - School Committee meetings
 - PTO Presidents' Council
 - Utilize technology to disseminate information
- ❖ Partner with neighboring SEPACs
 - Northborough/Southborough, Wachusett, Assabet Valley Regional High School

Parents are interested in the steps we are taking to communicate with the new director and we look forward to inviting her to meet with our group and our families. We are working to build partnerships at many levels within the structure of the Special Education Department and the larger Shrewsbury Public Schools community as well as in surrounding towns.

SEPAC Goals

- ❖ Establish vibrant forum for parents and caregivers in the Shrewsbury special education community
- ❖ Offer multiple opportunities for families to socialize and participate through meetings, workshops and coffee hours
- ❖ Provide resources and assistance to parents to help them navigate the system and simplify challenges
- ❖ Actively reach families and address their questions and concerns via social media and email
- ❖ Build new avenues of communication and collaboration with school professionals and administrators

Modes of Communication

- ❖ shrewsbury.SEPAC@gmail.com
- ❖ <http://www.facebook.com/ShrewsburySEPAC>



**SHREWSBURY PUBLIC SCHOOLS
SCHOOL COMMITTEE MEETING**



ITEM NO: **VI. Curriculum**

MEETING DATE: **5/4/16**

SPECIFIC STATEMENT OR QUESTION:

BACKGROUND INFORMATION:

ACTION RECOMMENDED:

STAFF & STUDENTS AVAILABLE FOR PRESENTATION:



**SHREWSBURY PUBLIC SCHOOLS
SCHOOL COMMITTEE MEETING**



ITEM NO: **VII. Policy**

MEETING DATE: **5/4/16**

A. Update to Medication Policy: Second Reading & Vote

SPECIFIC STATEMENT OR QUESTION:

Will the School Committee hear the second reading of an updated policy on medication and vote to approve the proposed changes?

BACKGROUND INFORMATION:

1. At the April 6, 2016 meeting, draft language to update Policy #643: Administration of Non-Psychotropic Medication was presented to the Committee.
2. Updated policy language is under review by counsel and the Subcommittee on Policy, who will provide an update at the meeting.

ACTION RECOMMENDED:

That the School Committee hear the second reading of the updated policy and vote to approve the updated policy.

COMMITTEE MEMBERS/STAFF AVAILABLE FOR PRESENTATION:

Ms. Erin Canzano, Member of the Subcommittee on Policy
Mr. Jon Wensky, Member of the Subcommittee on Policy
Dr. Joseph M. Sawyer, Superintendent of Schools

Administration of Medication Policy
Draft #2 for Policy Subcommittee Review
May 4, 2016

*Draft revision to Policy #643: Administration of Non-Psychotropic Medication
(Suggest change title of policy to “Administration of Medication”)*

Changes from first draft in bold.

The Shrewsbury Public Schools will provide for the dispensation of medications as follows:

- 1) School nurses may dispense certain stock medications to students (including over-the-counter medications such as acetaminophen, motrin, etc.) provided that parents have provided consent. A list of these medicines, which will be authorized through standing orders from the School Physician, will be provided to parents for review and consent.

- 2) School nurses shall dispense medications to students that are prescribed by a physician and require administration during school hours. The physician must provide an order that includes written certification of the student’s legitimate medical need, the medication which is required, and verification that it must be administered during regular school hours by a school nurse.

- 3) Certain medications for emergency use, such as epinephrine pens to treat anaphylaxis, naloxone to treat opioid overdoses, or similar medications, may be administered by a school nurse, or by a trained individual where law allows, to individuals who present with symptoms regardless of whether a physician’s order exists, as the condition may be undiagnosed. Under the direction of the School Physician and the Director of School Nursing, each school will procure a stock supply of such emergency medications that may be needed for undiagnosed individuals, such as epinephrine pens or naloxone, so as to have enough on hand at the school to address at least two simultaneous administrations of such medication. The Director of School Nursing, in consultation with the Superintendent or designee, will also determine whether and how to provide access to such medication by individuals who leave the school campus during school hours for field study.

- 4) Students who are already diagnosed with the potential need at school for such medication as listed in #3 above, such as an allergy that could cause anaphylaxis, must

provide a physician's order for the emergency medication to the school nurse. In cases where the school has such emergency medication in stock, parents of students who are prescribed such medications will not be required to provide personal doses of medication for their child's potential use in an emergency at school. This exception is provided as an opportunity for families to potentially save on the expense of purchasing multiple doses of emergency medication (such as multiple epinephrine pens), since the school will already have a supply on hand, it is rare that this medication is required to be administered, and rarer still that multiple individuals would need doses at the same time. However, parents may opt to send in the emergency medication specific to their child if that is their preference.

5) The school nurse, parents, student's physician, and, where appropriate, school administration, ~~may determine~~ **will confer** on a case-by-case basis whether a student may carry a personal, prescribed emergency medication on his or her person for potential self-administration, such as an epinephrine pen or asthma inhaler. **The availability of personal, prescribed emergency medications to be self-administered by students will be governed by applicable state laws and regulations.** ~~Typically this option will apply to students in grade seven or above, although students younger than seventh grade may be included if deemed appropriate.~~

6) **Because stock emergency medication may not be available during school activities that take place outside of school hours, the school district cannot make any commitment to families regarding the availability of stock emergency medication outside of school hours, and this will be communicated to families of students who are prescribed such medications.** During school activities that take place during times when the school nurse is not on duty, only medications that may legally be administered by trained staff, rather than a school nurse, may be administered. The School Physician and Director of Nursing, in consultation with the Superintendent or designee and the Director of Extended Learning, will determine whether a stock supply of such emergency medication will be provided for activities that take place when school nurses are not on duty, such as extended school care programs, athletics, etc., with the understanding that it is not feasible to provide stock medication for the myriad activities that take place outside of the regular school day. The carrying of a personal, prescribed emergency medication as described in #5 above may be encouraged for students of a certain age who participate in such programs where school nursing care is not available.

7) ~~The provision of any stock supply of medication by the school district is subject to appropriation of sufficient funding by the School Committee. The Nursing Department~~

~~will communicate availability of such stock medication and any changes to what stock medication is available to students, staff, and families as necessary.~~

7) If the school district cannot provide sufficient stock of emergency medication for any reason, the Superintendent or a designee may suspend the application of elements of this policy related to the availability of stock medication, and must then notify families of students who are prescribed such medications and who have not provided personal doses of medication as per #4 above in a timely manner, so that arrangements to ensure the appropriate availability of medication may be arranged.

This policy will be reviewed within five years of its last revision.



SHREWSBURY PUBLIC SCHOOLS
SCHOOL COMMITTEE MEETING



ITEM NO: **VII. Policy**
B. Fundraising Policy: First Reading

MEETING DATE: 5/4/16

SPECIFIC STATEMENT OR QUESTION:

Will the School Committee hear the first reading of a policy on fundraising?

BACKGROUND INFORMATION:

1. Policy Subcommittee members, Ms. Canzano and Mr. Wensky, will present the proposed policy at the meeting.
2. A draft of the policy will be forwarded in advance of the meeting.

ACTION RECOMMENDED:

That the School Committee hear the first reading of the policy and discuss it.

COMMITTEE MEMBERS/STAFF AVAILABLE FOR PRESENTATION:

Ms. Erin Canzano, Member of the Subcommittee on Policy
Mr. Jon Wensky, Member of the Subcommittee on Policy
Dr. Joseph M. Sawyer, Superintendent of Schools

Proposed Policy #913: Fundraising
May 4, 2016

Context & Purpose:

The Shrewsbury Public Schools benefit from fundraising in a variety of ways. Historically, important funding for academic and co-curricular activities has been provided through various channels, including direct donations from individuals and businesses through fundraising campaigns or events organized by the School Department; donations from affiliates such as parent-teacher organizations (PTOs), the Shrewsbury School Music/Theater Association, Shrewsbury Athletic Boosters, Shrewsbury Education Foundation, etc.; and unsolicited gifts from individuals who may wish to support a particular aspect of the school district's mission or programming, including scholarships. Shrewsbury Public Schools students and staff also engage in a variety of fundraising for specific purposes, such as activities to raise funds for particular student programs (class activities, school-sponsored trips, academic or athletic team needs, etc.), as well as for charitable causes (donations in response to natural disasters, community needs, etc.). This policy's intent is to provide clarity regarding guidelines for approval and participation in fundraising activities by students and staff.

Definition:

For the purposes of this policy, fundraising is defined as activities that involve the participation of students and school staff in soliciting and collecting funds for a defined purpose, where students and staff utilize school resources (such as student and staff time, the school facility, school materials, etc.).

Guidelines:

- 1) Any fundraising activity that involves active participation of students and/or staff members must be approved by either the Superintendent of Schools or designee (if district-wide) or the participating school's principal or designee (if school-based). When determining whether to approve, the Superintendent, school principal, or designee will consider issues including the intended purpose of the funds to be raised; the logistics and manageability of the proposed fundraiser; the total number of fundraisers held or requested for that school year; as well as any other issues salient to how the fundraiser might impact the district or school.
- 2) Fundraising that is conducted through the participation of students and/or staff members must be for a purpose that benefits a school or community need, or that promotes students' development of compassion through service to others and/or charitable donations to worthy causes.
- 3) Students and their families may not be compelled to participate in fundraising activities. While the fundraising entity may strongly encourage or incentivize participation, it must be mindful of the age of the students involved and the ways in which it is promoting the fundraiser, so as not to create undue pressure on students or families.
- 4) Fundraising activities that occur outside of school campuses must not place students in situations that create undue risk (e.g., individual door-to-door solicitation).

- 5) Fundraising for a student member of a school community who is in need may be approved, such as a fundraiser designed to assist or honor a student who experiences a serious illness, hardship or tragedy. Official district or school fundraising will not be done for the direct benefit of an adult member of the school community (staff or parent), though fundraising for a related charity in an adult school community member's honor may be approved.
- 6) Collecting funds for specific purposes such as field study fees, class dues, athletic or performance admission fees, etc. are not considered to be fundraising, and students who do not pay such fees may be prohibited from participating in certain activities, with the understanding that the school may provide financial aid or waive certain fees when possible and appropriate.
- 7) Fundraising should involve contributions made by check, money order, or online payment wherever possible. Where cash or coin donations are appropriate, the collection process must include daily storage of collections in the school safe or by bank deposit along with appropriate documentation. Fundraising conducted by the school or district will conform with all applicable laws and regulations regarding the management of funds (e.g., those governing student activity accounts).
- 8) While the district or schools may facilitate the collection of funds for approved fundraising conducted by district or school partners (such as PTOs, booster groups, the Shrewsbury Education Foundation, etc.), the safekeeping, deposit, and financial management of such funds are the responsibility of the partner organization conducting the fundraiser.
- 9) The district and schools reserve the right to reject donations made to fundraisers, including those that are made based on contingencies (i.e., "strings attached").
- 10) The school district may communicate or post messages for community fundraising that is not related to the schools if the group and message qualify under Policy #654: Distribution of Information Through the Schools.

This policy will be reviewed within five years of its adoption.



SHREWSBURY PUBLIC SCHOOLS
SCHOOL COMMITTEE MEETING



ITEM NO: **VIII. Finance & Operations**
A. Safety & Security: Update

MEETING DATE: 5/4/16

SPECIFIC STATEMENT OR QUESTION:

Will the School Committee vote to appoint a School Committee member to the Beal Building Committee?

BACKGROUND INFORMATION:

Will the School Committee hear a report on school safety and security?

BACKGROUND INFORMATION:

1. Mr. Collins and Mr. Rocco have enclosed a report regarding school safety and security in the district.
2. Mr. Collins and Mr. Rocco will provide a summary and will be available to answers questions from the Committee.

ACTION RECOMMENDED:

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

STAFF AVAILABLE FOR PRESENTATION:

Dr. Patrick C. Collins, Assistant Superintendent of Finance and Operations
Mr. Stephen Rocco, Coordinator of Transportation, Safety & Security

School Committee Security and Safety Update 2016

During this past fiscal year, a comprehensive top down review and analysis was conducted of the school department's safety and security procedures with an overall goal of enhancing and strengthening the district's overall security posture.

We have made great strides in accomplishing these ambitious goals with our eyes forward to continue improving and refining our security procedures to meet the challenges of ever evolving threats. The actions taken in the initial minutes of an emergency are critical to saving lives. Details of the various improvements are as follows.

Implementation of the Standard Response Protocols

(SRP). The Shrewsbury Public School District following extensive research, discussions with various first responders to include Shrewsbury Police Department and Fire Department, community members, implementation of best practices, and alignment with current Homeland Security Guidelines, deployed the SPR throughout the district to each and every school site location. The deployment phase consisted of providing training to all staff, tabletop exercises with school administrators, and first responders, distribution of SRP classroom materials, and the conduct of associated drills.

Emergency Radio Communications: Emergency

Communication is probably one of the least talked about aspects of emergency preparedness, but in my opinion, it plays a vital role in insuring your survival during any type of disaster, and is something that you can't afford to overlook. During an incident, it's very likely that some or most communication channels will go down. Hopefully this will only be temporary, but either way you need to plan for the worst-case scenario and have multiple options and levels of redundancy available.

Disaster after disaster has shown us how crucial communication can be during a time of crisis. From dispatching first responders into affected areas, to coordinating with loved ones during times of crisis, our communications infrastructure is vitally important to our safety. A call

for help to public emergency services that provides full and accurate information will help the dispatcher send the right responders and equipment.

As of early February, emergency hand held radio and base stations with their own dedicated frequency have been installed at each school site location. These radios are monitored by police dispatch at all times. This allows the schools direct contact with the Police Department in case of an emergency. It also allows for redundancy for emergency contact by schools in case the telephones were disabled. Training for utilization has been provided to school staff and routine testing is conducted to ensure operability.

Two-way radios: A two-way radio is a radio that can both transmit and receive. It's ironic two-way radio communication may seem like a thing of the past with smart phones and the availability of more advanced technology. However, with the recent frequency of natural disasters, storms, and other emergency situations, more attention is being paid to radios as a reliable form of communication and a possible back-up communication option. With this in mind, we consulted with local communication professionals and subsequently identified two viable VHF model radio options currently deployed to staff while still viable for our needs and allows for the police department personnel the option to "dial" in to the schools radio frequency and effectively communicate directly with staff members during an emergency situation. Standardization of radio and communication equipment is an essential element of an effective communication plan.

Radio Site Surveys: One of the key factors in determining the success of our handheld radio deployment and potential future enhancements is the conduct of a site survey. Before deploying or expanding our handheld radio capability we had to understand the needs of the school's staff and administrators at each school site. By performing a site survey, we were able to identify the appropriate technologies to apply; obstacles to avoid, eliminate, or work around; coverage patterns to adopt; and amount of capacity needed. This allowed the School Department to identify; field test, and put in place a concrete plan for improving and or expanding our handheld radio

platforms in the future. And truly only purchasing what we really need to operate effectively and efficiently. Proposals are drafted regarding these improvements and ready to implement once funding becomes available.

Emergency Management Table Top Exercises (TTX's):

Tabletop Exercises (TTX's) generally involve key personnel discussing simulated scenarios in an informal setting. This type of exercise can be used to assess plans, policies, and procedures or to assess the protocols and systems needed to guide the prevention of, response to, and recovery from a defined incident. Participants are encouraged to discuss issues in depth and to develop decisions through slow-paced problem solving, rather than the rapid, spontaneous decision making that occurs under actual or simulated emergency conditions. The effectiveness of a TTX is derived from the energetic involvement of participants and their assessment of recommended revisions to current policies, procedures, and plans.

During the interim January/February 2016, the School Department in conjunction Shrewsbury Police Department conducted three separate TTX's. The first scenario centered around a hostile and potentially volatile exchange between a school administrator and parent within a school site location, followed by a second scenario involving a reported fire in the kitchen area of a school. The third scenario involved a terrorist threat/incident occurring along the east coast and the how both the school and town would prepare in anticipation of a possible second attack closer to home in the Massachusetts area.

Building Assessment Team (BAT) Security Survey - A

major goal of the BAT which is comprised of members from the School Department, Shrewsbury Police Department, Shrewsbury Fire Department, and Town Buildings Department is to provide enhanced protection for students and staff by pinpointing high-risk areas in school buildings where potential problems or emergency situations might occur. This may also be known as Target hardening. Target hardening refers to strengthening the security of a building and in this

case the various schools, so that it is difficult for an individual(s) to attack. The goal is to increase the time and effort (creating a “time Barrier”) needed to compromise a school facility to the point where a perpetrator will move on to a softer target. The BAT accomplishes this through a “Physical Security Survey” and walk through of each school site location. The survey is an annual comprehensive, detailed, technical on-site inspection and analysis of the current security and physical protection conditions. As a result numerous improvements were deployed to include the following sampling:

- Expanded and/or enhanced Public Address Systems deployed in the Paton, Parker Road, High School, and Oak Middle Schools.

- Improved and more efficient fire egress routes established in the Sherwood Middle School and High School—elimination of “bottle necks” in observed highly congested areas during evacuation of the school

- Identified potential HAZMAT situation at High School during Chemical Lab Inspection of the acid neutralization tanks (not working properly). The tanks were repaired and placed on a semi annual inspection and routine maintenance schedule.

- Created an additional entry/exit means in a previously vulnerable classroom (“Fish Bowl Room”) located within the Sherwood Middle School. This enhancement allows for students an alternative viable option to exit from a potential dangerous situation to a safe area.

- Provided Magnet Door Locks to numerous school locations in order to expedite the securing of classrooms during an emergency situation.

- Added expanded Public Address broadcast locations in Paton and Parker Road in order to announce emergency warnings from various locations within the schools.

- Enhanced door locking mechanisms at Beal, Coolidge, and Oak Middle Schools.

Training: The School Department in conjunction with the Shrewsbury Police Department during December and April 2016 conducted Active Shooter Training and classroom instruction at the High School during winter school break. Because there is no way of knowing which police department employees might be the first to arrive at the scene of an active shooter event, the thought process behind the training was to train all officers in the skills that would be needed to perform critical tasks. These skills and tasks include immediate assessment of an active shooter scene, room entry techniques, building clearing, building formalization and victim rescue. Active shooter incidents are fundamentally different from hostage situations and other critical incidents, because of the extreme pressure on police to respond as quickly as possible to stop the killing and wounding of victims. Active shooter training is built around the reality that even a one-minute delay in responding may result in multiple additional fatalities.

Additional training and drills pertaining to other emergency type scenarios were conducted to include Lockout, Shelter, Evacuation, and Fire.

The Future of Security and Safety in the School

Department: Again, with our eyes focused forward the School Department through the year will continue to build upon, improve and refine our security and safety procedures to meet the challenges of ever evolving threats. Standardization and institutionalizing our emergency response protocols, communications and equipment, along with training will remain the cornerstones of this program. The School Department will maintain our vigilance and evolve our procedures to counter the ever-increasing bomb threats, which continue to plague numerous school districts. Enhancement and leveraging technology surrounding the existing school video surveillance systems and capabilities is critical for several reasons. School security cameras help maintain safety around our campus, they also discourage misbehavior, and act as a deterrent. Conspicuously placed school surveillance cameras have been shown to reduce threats of violence and vandalism drastically. Additionally, school security cameras at entrance doors can assist administrative staff in the monitoring of visitors and ensure they

are properly signed in, while still allowing students and staff to move freely around the campus.

Lastly and most importantly, continue to work with school administrators in support of a robust High School Student Support Team (SST), which consists of school administrators, guidance counselors, psychologists, and students to help proactively prevent violence and or inappropriate behavior in the schools. The efforts of the SST, which meets on a weekly basis, can go a long way toward mitigating the threat of such occurrences. Although not an exact science for predicting school setting violence or adverse behavior, students and staff can take certain actions to reduce these incidents. First, it is critical to understand that these types of behavior do not just happen at random or “out of the blue.” Rather, perpetrators usually display some behaviors of concern. Thus, awareness of these indicators and the subsequent implementation of an action plan to de-escalate potentially violent situations and/or unwanted behavioral issues form essential components of school violence prevention program. As a side note, this program through it’ proactive efforts was credited with identifying and successfully resolving a recent potential threat posed to the High School.



2016
SAFETY & SECURITY
UPDATE FOR
SCHOOL COMMITTEE

Presented by Steve Rocco

Safety and Security Procedures and Protocols

- Top down review and analysis of existing Safety and Security Programs for all schools
- Goal to enhance and strengthen the school districts overall security posture
- Continual building and improving upon Standard Response Protocol [SRP] to identify and neutralize emerging threats (man-made or natural)
- Continual training and drilling with increased complexity and challenges

Emergency Radio Communications

- Radio Site Surveys-key factor in determining the success of radio communications and capabilities
- Able to identify appropriate technologies to apply and obstacles to avoid, eliminate, or work around, and capacity needed
- Ability to “field test” before purchase is cost effective and proven
- Build in redundancy for effective communications

Standard Response Protocols (SRP)

- Training initially provided to Incident Management Teams (IMT) at each school site (train the trainer model)
- School Administrators, Teachers, and Support Staff received SRP training from IMT supported by Central Office and Shrewsbury Police Department (March/April), to include Extended School Care Program and Summer Programs
- Official Implementation and drilling of SRP

Emergency Radio Communications

- Ability to communicate during an emergency situation is absolutely critical
- Dedicated direct School to P.D. radio and base station capability
- Two-way, hand-held staff radios for communication amongst staff with added feature-P.D. has ability to “dial in” and communicate during emergencies

Emergency Management Table Top Exercises (TTX's)

- Simulated emergency scenarios in an informal setting
- Access plans, protocols, and systems (SRP)
- Three TTX's conducted this year with Shrewsbury Police and Fire Departments
- Continue to conduct TTX's in the future

Building Assessment Team (BAT)

- Comprised of School Department, Police, Fire, and Building Facilities representatives
- Focus on pinpointing high-risk areas in school buildings where potential problems or emergency situations might occur
- Results in "target hardening" and strengthening overall security posture of a school location
- Report generated with recommendations
- Conducted on annual basis

Training

- Continual tactical training with Shrewsbury Police, Fire, and other law enforcement agencies
- Repeated training and drills pertaining to emergency type scenarios to include Lockout, Lockdown, Shelter, and Evacuate

The Future of Safety and Security in the Schools

- Continue to build upon, improve, and refine protocols to meet the challenges of ever evolving threats
- Standardization of emergency SRP's, communications, equipment, and training
- Enhance and leverage technologies-school video surveillance systems
- Support and expand the High School Student Support Team (SST)-proactively prevent violence and inappropriate behavior in the schools



**SHREWSBURY PUBLIC SCHOOLS
SCHOOL COMMITTEE MEETING**



ITEM NO: **IX. Old Business**

MEETING DATE: **5/4/16**

SPECIFIC STATEMENT OR QUESTION:

BACKGROUND INFORMATION:

ACTION RECOMMENDED:

MEMBERS/STAFF AVAILABLE FOR PRESENTATION:



**SHREWSBURY PUBLIC SCHOOLS
SCHOOL COMMITTEE MEETING**



ITEM NO: X. **New Business**

SPECIFIC STATEMENT OR QUESTION:

BACKGROUND INFORMATION:

ACTION RECOMMENDED:

STAFF AVAILABLE FOR PRESENTATION:



**SHREWSBURY PUBLIC SCHOOLS
SCHOOL COMMITTEE MEETING**



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

MEETING DATE: **5/4/16**

SPECIFIC STATEMENT OR QUESTION:

Will the School Committee approve the minutes of the School Committee meeting on February 24, 2016?

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 February 24, 2016.

STAFF AVAILABLE FOR PRESENTATION:

Chairperson
Ms. Erin Canzano, Secretary

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

MINUTES OF SCHOOL COMMITTEE MEETING

WEDNESDAY, February 24, 2016

Mr. John Samia, Chairperson; Ms. Sandy Fryc, Vice Chairperson; Ms. Erin Canzano, Secretary; Dr. B. Dale Magee, and Mr. Jon Wensky; Dr. Joseph Sawyer, Superintendent of the Shrewsbury Public Schools; Ms. Mary Beth Banios, Assistant Superintendent; Ms. Barbara Malone, Director of Human Resources; Mr. Patrick Collins, Assistant Superintendent for Finance and Operations

The meeting was convened at 7:00 pm by Mr. Samia.

I. Public Participation

None

II. Chairperson's Report and Members' Reports

None

III. Superintendent's Report

Dr. Sawyer announced that the SHS Quiz Team would be competing against Chelmsford High School on the WGBH Quiz Show on Channel 2 on February 27 at 6PM. He invited the public to tune in and wished them luck. He also mentioned the SHS Speech and Debate team have had several recent successes. He noted they once again placed first in a competition at Milton Academy and they would be hosting their annual Mardi Gras tournament at SHS on February 27. He next announced the annual spring musical, "Urinetown", would be presented on March 3, 4 & 5 and tickets were on sale through the high school website, and that the annual competition play, "Getting Out" would also be presented to the public at Oak on February 25, 2016, before going to the state competition. Then, Dr. Sawyer recognized the following athletic accomplishments: SHS student, Class of 2016, Erin Kean, who took the silver medal for the breast stroke, where she also holds the SHS record; and the ski team, boys and girls hockey teams, gymnastics, cheerleading, indoor track, and boys basketball teams would be heading to various district and state play offs. He wished them all good luck. Finally, he congratulated the students who participated in the Black History Month presentation, which he indicated was a compelling set of performances.

V. Curriculum

None

VI. Policy

None

VII. Finance and Operations

A. FY17 Curriculum-Technology Budget: Report

Ms. Mary Beth Banios, Assistant Superintendent for Curriculum and Instruction, Mr. Brian L'Heureux, Director of Information Technology and Ms. Shawna Powers, Director of Instructional Technology and Media Services presented a fiscal year 2017 curriculum and technology budget report that highlighted

how curriculum and technology are increasingly integrated. They discussed student motivation, the types of digital instructional tools utilized and how innovative student work is achieving the goals of the 1:1 initiative. They provided numerous examples of student work that illustrated the increased amount of collaboration and problem-solving that is happening in classrooms. In regards to communicating information to families, Ms. Banios demonstrated how Ms. Carol Virzi, 5th grade ELA/Social Studies teacher and Teacher Leadership intern has created a digital version of the parent handbook that is more easily approachable. Then Ms. Banios provided an example of efficiency in instruction by using an example instituted by Ms. Jean Marie Johnson, Director of high school Mathematics, whose department is piloting an instructional tool called “Aleks” to collect information that enables targeted, personalized learning for individual students. Ms. Banios reviewed the number of ways technology has impacted finances including decreased printing and copying costs, no cost digital materials, reduced clerical tasks, and redeployment of curriculum apps, etc. Next, they provided examples of ways the district can utilize technology to increase efficiency in communication, instruction and finances.

Ms. Banios, Ms. Powers and Mr. L’Heureux addressed the desire to expand the technology program to include grades 1-4 without impacting the town budget. They indicated that the 4th grade pilot program which was funded entirely by parents and community donations from outside events such as the Garden Party, has been testing the option of having one iPad for every two students in order to create a smoother transition into the 1:1 environment at the 5th grade level. Ms. Powers highlighted the ways in which technology is enhancing learning for the 4th grade students in the pilot program. He provided information on the various options explored before explaining the recommendation for the best available option.

Ms. Banios noted that the important aspects of the curriculum and instruction budget are: 1. texts and instructional equipment are shifting to software, 2. the possibility of shifting mentor stipends to Title IIA grant, and 3. details for the curriculum development and professional development line item budgets are under development.

Next, Mr. L’Heureux provided a long range overview of the appropriated budget. He noted there are four main drivers behind the increase in the technology budget for FY17 with the largest being the purchase of iPads for the incoming grades 5-9 students to stay on track with the plan to maintain the four-year replacement cycle. The other three are the purchase of cases, maintenance for Wi-Fi access points, and networked storage array maintenance.

Committee members asked where the district stands in preparing our students for future success with our technology instruction curriculum; how the district is planning for sustaining the program, and whether the district is assessing other means of technology other than the iPad. Committee members commented on the effectiveness of the program so far and thanked the presenters for their efforts and excellent report.

B. Fiscal Year 2017 Budget Recommendation: Public Hearing

Mr. Samia provided a brief background of the budget development process, the legal requirements for obtaining public feedback regarding the proposed recommendation and the protocol expected. One community member asked where the public can find detailed information about the proposed budget and the existing budget gap, and another resident commented about concerns in addressing the challenges that exist regarding the needs of the School Department as well as all municipal departments.

C. Fee Adjustment Recommendation: Discussion

Prior to Mr. Collins discussing recommendations regarding fee adjustments to address the budget deficit, he highlighted the introduction of the online payment option for bus fees and the cost to implement including absorbing the transaction fee cost, and the expected positive results from introducing this convenience. The recommendations included fee increases for busing transportation from \$250 to \$275 and also the elimination of the family cap, an increase in full-day kindergarten tuition from \$3,700 to \$4,000 and an increase of 8% for tuitions for all the various preschool programs as well as the introduction of a 4.5 full-day program.

Mr. Collins offered comparisons from other school districts and estimates of the fiscal impact of these various fee adjustments to help illustrate how the recommendations were determined.

Committee members noted their overall satisfaction in offering the new online payment option and asked a few questions about instituting a higher fee if families don't use the online option in an attempt to encourage usage, as well as how families are billed. Additional clarifying questions included if there would be any changes to the late payment fee for transportation, and if there were any space issues or staff requirements with offering another preschool option.

Mr. Samia questioned the impact of the family cap removal and how it would affect other areas such as athletic fees. Committee members discussed this element of the recommendation. Dr. Sawyer noted that this report would be posted online for families to review and comment in advance of the School Committee vote at the next meeting.

D. Rate Change for Long Term Substitute Teachers: Vote

Ms. Malone discussed the current practice of hiring and paying substitutes. She explained that the proposed payment structure would allow flexibility in the payment the district would be able to offer thereby allow for savings to the district. She explained that this structure would allow administration to negotiate long-term substitute teacher daily rates on an individual basis, based on the market conditions, but not lower than \$75 per day rather than paying a fixed rate.

On a motion by Mr. Wensky, seconded by Dr. Magee, the School Committee voted unanimously to allow the administration to negotiate long-term substitute teacher daily rates of pay on an individual basis, based on market conditions, but not lower than the \$75 per day.

VIII. Old Business

None

IX. New Business

None

X. Approval of Minutes: Vote

On a motion by Mr. Wensky, seconded by Dr. Magee, the School Committee voted unanimously to approve the minutes of the School Committee meeting on January 20, 2016.

XI. Executive Session

Mr. Samia requested a motion to adjourn to executive session for the purpose of negotiations with the Shrewsbury Education Association, Unit A, potential discussion of collective bargaining negotiations with cafeteria workers association and/or paraprofessionals association; potential discussion of compensation guidelines for administrator contract negotiations and/or contract negotiations with non-union personnel where deliberation in an open meeting may have a detrimental effect on the bargaining position of the public body, and/or b) for the purpose of reviewing and/or releasing executive session minutes from a prior meeting. On a motion by Mr. Wensky, seconded by Dr. Magee, on a roll call vote: Dr. Magee, yes; Mr. Wensky, yes; Ms. Canzano, yes; Ms. Fryc, yes; Mr. Samia, yes; the School Committee voted to adjourn to executive session at 8:35PM.

XII. Information Enclosures

None

XIII. Adjournment

On a motion by Dr. Magee, seconded by Ms. Fryc, the meeting was adjourned at 9:19 PM. On a roll call vote: Dr. Magee, yes; Ms. Canzano, yes; Ms. Fryc, yes; Mr. Samia, yes.

Respectfully submitted

Kimberlee Cantin, Clerk

Documents referenced:

1. FY17 Curriculum-Technology Budget Report
2. Fee Adjustment Memo
3. Rate Change for Long Term Substitute Teachers Memo



**SHREWSBURY PUBLIC SCHOOLS
SCHOOL COMMITTEE MEETING**



ITEM NO: XII. Executive Session

MEETING DATE: 5/4/16

SPECIFIC STATEMENT OR QUESTION:

Will the School Committee enter into executive session executive session for the purpose of a) discussing negotiations with represented and/or non-represented employees, including the Shrewsbury Education Association Unit A, the Cafeteria Workers Association, and/or Superintendent of Schools; and/or strategy regarding potential matter of litigation, where deliberation in an open meeting may have a detrimental effect on the bargaining position of the public body?

BACKGROUND INFORMATION:

Executive session is warranted for these purposes.

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
Mr. Patrick C. Collins, Assistant Superintendent for Finance & Operations

ITEM NO: XIII. Adjournment