



**School Committee  
Meeting Book**

**July 22, 2020  
7:00 pm**

**Town Hall -100 Maple Avenue  
Selectmen's Meeting Room**



## SHREWSBURY PUBLIC SCHOOLS SCHOOL COMMITTEE MEETING

### AGENDA

**July 22, 2020 7:00pm  
Remote Meeting**

THIS MEETING IS NOT OPEN TO PHYSICAL PARTICIPATION BY THE PUBLIC. TOWN HALL IS CLOSED TO THE PUBLIC. IF AN ALTERNATIVE MEANS OF REMOTE PARTICIPATION FOR THE PUBLIC BECOMES AVAILABLE WE WILL PUBLISH THAT INFORMATION SEPARATELY.

On March 12, 2020, Governor Baker issued an Executive Order modifying certain requirements of the Open Meeting Law, to enable public bodies to carry out their responsibilities while adhering to public health recommendations regarding social distancing.

The Executive Order relieves public bodies from the requirement in the Open Meeting Law that meetings be conducted in a public place that is open and physically accessible to the public, provided that the public body makes provision to ensure public access to the deliberations of the public body through adequate, alternative means. "Adequate, alternative means" may include, without limitation, providing public access through telephone, internet, or satellite enabled audio or video conferencing or any other technology that enables the public to clearly follow the proceedings of the public body in real time. A municipal public body that for reasons of economic hardship and despite best efforts is unable to provide alternative means of public access in real time may instead post on its municipal website a full and complete transcript, recording, or other comprehensive record of the proceedings as soon as practicable afterwards.

In addition, all members of a public body may participate in a meeting remotely; the Open Meeting Law's requirement that a quorum of the body and the chair be physically present at the meeting location is suspended.

All other provisions of the Open Meeting Law, such as the requirements regarding posting notice of meetings and creating and maintaining accurate meeting minutes, as well as the limited, enumerated purposes for holding an executive session, remain in effect.

### Items

### Suggested time allotments

I. Public Participation

II. Chairperson's Report & Members' Reports

III. Superintendent's Report

IV. Time Scheduled Appointments:

A. Gift from Beijing Chinese Language School: Vote

B. Current Medical Information Regarding COVID-19:  
Report & Discussion

V. Curriculum

VI. Policy

VII. Finance & Operations

A. Fiscal Year 2021 School Department Appropriated Budget:  
Recommendation & Vote

7:00-7:05

7:05 – 7:15

7:15 – 7:45

7:45 – 8:15



## **SHREWSBURY PUBLIC SCHOOLS SCHOOL COMMITTEE MEETING**

VIII. Old Business

IX. New Business

X. Approval of Minutes 8:15 – 8:20

XI. Executive Session 8:20 – 8:45

- A. For the purpose of addressing G.L. c. 30A, § 21(a)(7) “[t]o comply with, or act under the authority of, any general or special law or federal grant-in-aid requirements” (“Purpose 7”), Open Meeting Law, G.L. c. 30A, §§ 22(f), (g) – for the purpose of reviewing, approving, and/or releasing executive session minutes.
- B. For the purpose of addressing G.L. c. 30A, § 21(a)(3) “to discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect of the bargaining or litigating position of the public body and the chair so declares” (“Purpose 3”) - the Shrewsbury Education Association Unit A; Shrewsbury Education Association Unit B; the Shrewsbury Paraprofessional Association; and/or the Shrewsbury Cafeteria Workers.

XII. Adjournment 8:45

**Next regular meeting: TBD**



## **SHREWSBURY PUBLIC SCHOOLS SCHOOL COMMITTEE MEETING**

### **ITEM NO: I      Public Participation**

MEETING DATE: 7/22/20

#### **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 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  
Ms. Sandra Fryc, Chairperson  
Mr. Jon Wensky, Vice Chairperson  
Dr. B. Dale Magee, Secretary  
Ms. Lynsey Heffernan, Committee Member  
Mr. Jason Palitsch, 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 MEETING**

ITEM NO: **IV. Time Scheduled Appointments:** MEETING DATE: **7/22/20**  
**A. Gift from Beijing Chinese Language School: Vote**

**BACKGROUND INFORMATION:**

Per School Committee Policy 911, gifts of \$5,000 or more must be formally accepted by the School Committee. The Massachusetts Beijing Chinese Language School (MBCLS) would like to make an unrestricted gift of \$5,000 to the Colonial Fund. MBCLS also intends to donate medical masks and two infrared thermometers to support our school nurses' offices. MBCLS Principal Brian (Weichu) Xu offered this support with the approval of his board of directors, and it exemplifies the positive long-term relationship that MBCLS and Shrewsbury Public Schools enjoy.

**ACTION RECOMMENDED:**

That the School Committee vote to accept the unrestricted gift of \$5,000 to the Colonial Fund from the Massachusetts Beijing Chinese Language School.

**STAFF AVAILABLE FOR PRESENTATION:**

Dr. Joseph M. Sawyer, Superintendent of Schools

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



## Shrewsbury Public Schools

Patrick C. Collins, Assistant Superintendent for Finance & Operations

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20 July 2020

To: School Committee

### **Background**

In accordance with School Committee Policy 911: Gifts and Donations, we are proposing acceptance of a \$5,000 gift from the Massachusetts Beijing Chinese Language School (MBCLS). The donation is an unrestricted gift to the Colonial Fund. MBCLS also intends to donate medical masks and two infrared thermometers, supplies that will support our school nurse's offices.

These donations are another great example of the long-term relationship that MBCLS and Shrewsbury Public Schools has fostered. MBCLS Principal Brian (Weichu) Xu reached out to us recently to offer this support with the approval of his board of directors.

The MBCLS not only offers Chinese language classes but also organizes a number of cultural events in the Shrewsbury/Worcester area including the annual Chinese New Year Celebration typically hosted by our district.

### **Recommendation**

It is recommended that the School Committee vote to accept the donation of the \$5,000 for the stated purpose.



**SHREWSBURY PUBLIC SCHOOLS  
SCHOOL COMMITTEE MEETING**

**ITEM NO: IV. Time Scheduled Appointments: MEETING DATE: 7/22/20**  
**B. Current Medical Information Regarding COVID-19: Report & Discussion**

**BACKGROUND INFORMATION:**

Dr. Timothy Gibson, SPS School Physician, and Noelle Freeman, Director of Nursing, will make a presentation regarding current medical information relative to the COVID-19 virus in order to provide the School Committee and the public with context that is informing the school district's ongoing planning for the reopening of schools.

**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:**

Ms. Noelle Freeman, Director of Nursing  
Dr. Timothy Gibson, MD, SPS School Physician



# SHREWSBURY PUBLIC SCHOOLS

## Department of School Nursing

Noelle Freeman, BSN, RN, NCSN - Director

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Date: 7/21/2020

To: School Committee

Re: Report on Health and Safety Considerations for the Reopening of Schools

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As you are well aware, planning for what school will look like in the fall is a complicated process. District leaders must collaborate to plan for all aspects of the school experience, including but not limited to curriculum, specialized support and services, technology needs, the use and capacity of learning spaces, transportation services, food services, athletics, staffing needs, and budget challenges. All of this planning must take place while prioritizing the health and safety needs of students, staff and families in a rapidly changing environment.

The 6/25/20 [Initial Fall Reopening Guidance](#) from the Department of Elementary and Secondary Education (DESE) prioritizes “getting our students back to school in person - safely...” and is based on the work of “the Return-to-School Working Group, infectious disease physicians, pediatricians, and other public health experts; a thorough review of the medical literature; and evaluating what works best for our students...”. In addition to the Initial Guidance, DESE released “Protocols for responding to COVID-19 scenarios in school, on the bus or in community settings” on 7/17/2020 (enclosed). The Protocols document is particularly helpful in guiding school health practice around the care and disposition of students who are ill at school, on the bus, or home. Both the DESE Initial Guidance and the Protocols focus on a combination of health and safety requirements which include physical distancing of a minimum of 3 feet, mask wearing, hand washing, self-monitoring of symptoms and/or exposure to COVID-19 and staying home if sick, what to do when an individual displays COVID-19 symptoms at school or home, steps to follow when a positive case is reported, and contact tracing in conjunction with local boards of health. The Initial Guidance document’s intent to provide students with in-person school experiences is clearly an important part of the reopening equation. Since its release, parts of the document have prompted much discussion and have raised concerns for various stakeholders; these concerns must also be factored into our thinking.

The health, safety, and well-being of our students, staff and families is at the center of all planning discussions. The input of families and staff are an integral part of the process. As reported to the Committee last week, Dr. Sawyer surveyed families regarding their preferences on several aspects of reopening. Results of this and upcoming opportunities for additional family input provide us with much needed information. A staff survey was recently created and released by the Human Resources and Staff Well-Being subcommittee of the Reopening Task Force. This repository for staff concerns and ideas regarding reopening will be open for questions and comments through mid-August and will help to inform decision making.



From a health and safety perspective, we are fortunate to have many sources of information to look to when planning and determining best practices. As we move forward with planning for reopening and consider both the DESE guidance and staff and family feedback, district leaders also continually review information provided by the Centers for Disease Control (CDC), the World Health Organization (WHO), the American Academy of Pediatrics, as well as a growing body of research on the subject of COVID-19 considerations for return to school. After reviewing all of the information available to us, the one thing that is clear is that there is no definitive conclusion, “right answer”, or guarantee of a safe plan for opening. Instead, our district planning must take into consideration the most recent medical science that is available to us, and strive to make the best decision that we can to mitigate risk for our school community.

We look forward to presenting information regarding the current medical science and advisories at your meeting on July 22.

Respectfully,

Noelle Freeman, Director of School Nursing

Timothy Gibson, MD, SPS School Physician and UMassMemorial Hospitalist

## Protocols for responding to COVID-19 scenarios in school, on the bus, or in community settings

July 17, 2020

### Introduction and overview

As a supplement to DESE's Initial Fall School Reopening Guidance, we are providing districts and schools with additional information on protocols for responding to specific COVID-19 scenarios this fall. Protocols from the Centers for Disease Control (CDC) related to this topic may be released in the coming weeks and this guidance may be updated accordingly. We will also be providing additional clarifying information through our FAQ process.

**This guidance provides more information and protocols to answer the following questions:**

- What should a district do if there is a symptomatic individual – at home, on the bus, or at school?
- What should a district do if someone in the school community tests positive for COVID-19 – be it a student, teacher, staff, or bus driver, or one of their household members or close contacts?
- Who should get tested for COVID-19 and when?
- In what circumstances would someone need to quarantine (when they have been exposed but are not sick) or isolate (when they are sick)?
- What should school districts do to monitor COVID-19 spread in their communities?

In our Initial Fall School Reopening Guidance, we put forth the goal of the **safe** return of as many students as possible to in-person learning. At the same time, we asked districts to plan for all contingencies by asking for three reopening models.

**A safe return to in-person school environments will require a culture of health and safety every step of the way. Specifically:**

- **It is not one mitigation strategy but a combination of all these strategies taken together that will substantially reduce the risk of transmission.** No single strategy can ever be perfect, but all strategies together will reduce risk. In addition, although we are currently in Phase 3 of Reopening Massachusetts, it will take collective continued vigilance towards health and safety measures to continue to contain COVID-19.
- **Staff must monitor themselves for symptoms daily and students, with the assistance of families, must also be monitored daily for symptoms. Staff and students must stay home if feeling unwell.** Everyone must do their part to protect others and not come to school if they are exhibiting any COVID-19 symptoms or are feeling sick.
- **Masks are among the most important single measures to contain the spread of COVID-19.** We require students second grade and above and all staff to wear masks that adequately cover both their nose and mouth. Younger children are strongly encouraged to wear masks. Exceptions must be made for students with medical, behavioral, or other challenges who are unable to wear masks/face coverings.

- **Hand hygiene is critical.** Students and staff are required to exercise hand hygiene (handwashing or sanitizing) upon arrival to school, before eating, before putting on and taking off masks, and before dismissal.
- **Physical distance greatly reduces the risk of transmission.** As COVID-19 is transmitted through respiratory droplets, putting distance between yourself and others reduces risk. In classroom settings, when all parties are wearing masks, a minimum of 3 feet of separation is needed; if one or both parties are not wearing masks, 6 feet is needed. (Kindergarten and first grade students without masks may be 3 feet apart, but no less, which is permissible given the lower susceptibility of the age group).
- **Cohorts/assigned seating.** Students organized in groups/classrooms and other cohorts help mitigate transmission of the virus. Assigned seating is important because it effectively creates even smaller groups within cohorts which minimize transmission. Assigned seats can also assist with contact tracing. Wherever possible, seats should be assigned (including classroom, bus, meals).

To support a culture of health and safety, **schools must have robust and reliable ways to communicate with all families, students, teachers, and staff** in order to send and receive key messages related to COVID-19.

### **Preparing to respond to COVID-19 scenarios**

Even as we remain vigilant, and public health metrics in Massachusetts remain positive, the risk of exposure to COVID-19 in school will not be zero. As we prepare to reopen schools, we must also prepare to respond to potential COVID-19 scenarios, whether in school, on the bus, or in our communities. Depending on the circumstances, a positive COVID-19 test, a potentially symptomatic student, or exposure to someone in the outside community who has COVID-19 can each have health, safety, and operational implications.

### **Be prepared to provide remote learning**

When students must stay home for quarantine or isolation, teaching and learning should not stop. It is the school's duty to provide remote learning for students who cannot be in school for any extended period of time.

### **Testing, tracing, and isolation**

It is important to note that testing, combined with contact tracing and isolation, helps control the spread of COVID-19 in Massachusetts. All test results, both positive and negative, are reported to the Massachusetts Department of Public Health (DPH). When a person has a positive COVID-19 test, it is the local board of health or the Massachusetts Community Tracing Collaborative that will reach out to provide support so that these individuals can remain safely in medical isolation. They will also ask for help to identify close contacts. These organizations will then reach out to the individual's close contacts to provide important information that is aimed to stop the spread of the virus, including how to safely isolate/quarantine. While these organizations will provide support, to further assist with contact tracing the student/family and staff are asked to reach out to their personal contacts and notify the school.

### **Self-isolation for COVID-19 positive cases is a minimum of 10 days**

Most people who test positive and have a relatively mild illness will need to stay in self-isolation for at least 10 days. People who test positive can resume public activities after 10 days and once they have:

- a. gone for 3 days without a fever (and without taking fever-reducing medications like Tylenol); and
- b. experienced improvement in other symptoms (for example, their cough has gotten much better); and
- c. received clearance from public health authority contact tracers (the local board of health or Community Tracing Collaborative).

Repeat testing prior to return is not recommended. Return to school should be based on time and symptom resolution.

**Close contacts of a positive COVID-19 case should be tested.** For general guidance, DPH defines close contact as:<sup>1</sup>

- Being within less than 6 feet of COVID-19 case for at least 10-15 minutes. Close contact can occur while caring for, living with, visiting, or sharing a healthcare waiting area or room with a COVID-19 case while the case was symptomatic or within the 48 hours before symptom onset, OR
- Having direct contact with infectious secretions of a COVID-19 case (e.g., being coughed on) while not wearing recommended personal protective equipment.

**In school settings**, close contacts include other students and staff who were within 6 feet of the student or staff for at least 10-15 minutes in a classroom, in other school spaces, on the bus, or at an extracurricular activity. In elementary and other school situations where the students are in self-contained classrooms for an extended period, all students/staff within this “cohort” are considered close contacts as they may have been within 6 feet of the person with a positive test result. Possible close contacts should not come back to school until they have been tested (or elected instead to self-quarantine for 14 days). If an individual tests positive for COVID-19, then self-isolation is for a minimum of 10 days **and** until at least three days have passed with no fever and improvement in other symptoms as noted. If the test is negative, the student/staff can return to school if asymptomatic and wearing a mask.

### **Most common symptoms of COVID-19 and testing requirements**

The single most important thing to do if any of the following symptoms are present is to **STAY HOME**. Our collective health relies, in part, on individual attention and responsibility. Note that some symptoms of COVID-19 are the same as the flu or a bad cold; please do not assume it is another condition. When in doubt, stay home.

**Please STAY HOME if you have any of the symptoms listed.**

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<sup>1</sup> <https://www.mass.gov/doc/covid-19-testing-guidance/download>

Below is the full list of symptoms for which caregivers should monitor their children, and staff should monitor themselves:<sup>2 3</sup>

- ☐ Fever (100.4° Fahrenheit or higher), chills, or shaking chills
- ☐ Cough (not due to other known cause, such as chronic cough)
- ☐ Difficulty breathing or shortness of breath
- ☐ New loss of taste or smell
- ☐ Sore throat
- ☐ Headache *when in combination with other symptoms*
- ☐ Muscle aches or body aches
- ☐ Nausea, vomiting, or diarrhea
- ☐ Fatigue, when in combination with other symptoms
- ☐ Nasal congestion or runny nose (not due to other known causes, such as allergies) *when in combination with other symptoms*

**If staff or students have any of these symptoms, they must get a test for active COVID-19 infection prior to returning to school.**

Every school should have a list of available test sites.<sup>4</sup> A [list of test sites is available here](#), and Massachusetts also has an [interactive testing map](#). Staff and students who have symptoms should also contact their primary care physician for further instructions. More information related to the availability of testing will be provided later this summer.

*Please turn to the next page for information on protocols for possible COVID-19 scenarios.*

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<sup>2</sup> Massachusetts DPH, [Testing of Persons with Suspect COVID-19](#). (2020, May 13).

<sup>3</sup> <https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html>

<sup>4</sup> A [list of test sites is available here](#); this is Massachusetts's [interactive testing map](#)

## Protocols for possible COVID-19 scenarios

**While specific protocols vary, there are some common elements for each possible COVID-19 scenario:**

- ✓ Evaluate symptoms
- ✓ Separate from others
- ✓ Clean and disinfect spaces visited by the person
- ✓ Test for COVID-19 and stay at home while awaiting results
- ✓ If test is positive:
  - Remain at home at least 10 days **and** until at least 3 days have passed with no fever and improvement in other symptoms
  - Monitor symptoms
  - Notify the school and personal close contacts
  - Answer the call from local board of health or Massachusetts Community Tracing Collaborative to help identify close contacts to help them prevent transmission
  - Secure release from contact tracers (local board of health or Community Tracing Collaborative) for return to school

**The following pages outline protocols for the scenarios below.**

### Section 1: Protocols for individual exposure or individual positive test

- **Protocol: Student or staff tests positive for COVID-19**
- **Protocol: Close contact of student or staff tests positive for COVID-19**
- **Protocol: Student is symptomatic on the bus**
- **Protocol: Student is symptomatic at school**
- **Protocol: Staff is symptomatic at home**
- **Protocol: Staff is symptomatic at school**

### Section 2: Protocols for potential school closure (partial or full) or district closure

- **Protocol: Presence of multiple cases in the school or district**
- **Protocol: Presence of significant number of new cases in a municipality**
- **Protocol: Statewide regression to a previous reopening phase**

## Quick reference sheet: Key actions for individual COVID-19 events

Event	Location of Event	Testing Result	Quarantine
Individual is symptomatic	If an individual is symptomatic <u>at home</u> , they should stay home and get tested.  If an individual student is symptomatic <u>on the bus or at school</u> , they should remain masked and adhere to strict physical distancing. Students will then be met by the nurse and stay in the medical waiting room until they can go home. They should not be sent home on the bus. If an individual staff member is symptomatic at school, they should find coverage for their duties and then go home and get tested.	Individual tests <u>negative</u>	Return to school once asymptomatic for 24 hours
		Individual tests <u>positive</u>	Remain home (except to get medical care), monitor symptoms, notify the school, notify personal close contacts, assist the school in contact tracing efforts, and answer the call from local board of health or MA Community Tracing Collaborative. Most people who have relatively mild illness will need to stay in self-isolation for at least 10 days <u>and</u> until at least 3 days have passed with no fever and improvement in other symptoms.
		Individual <u>is not tested</u>	Remain home in self-isolation for 14 days from symptom onset
Individual is exposed to COVID-19 positive individual	If an individual is <u>at home</u> when they learn they were in close contact with an individual who tested positive for COVID-19, they should stay at home and be tested 4 or 5 days after their last exposure.  If an individual is <u>at school</u> when they learn they were in close contact with an individual who tested positive for COVID-19, they should be masked for the remainder of the day (including K-1 students) and adhere to strict physical distancing. At the end of the day, they should go home and should not take the bus home. They should stay at home and be tested 4 or 5 days after their last exposure.	Individual tests <u>negative</u>	Return to school, if asymptomatic or once asymptomatic for 24 hours
		Individual tests <u>positive</u>	Remain home (except to get medical care), monitor symptoms, notify the school, notify personal close contacts, assist the school in contact tracing efforts, and answer the call from local board of health or MA Community Tracing Collaborative. Most people who have relatively mild illness will need to stay in self-isolation for at least 10 days <u>and</u> until at least 3 days have passed with no fever and improvement in other symptoms.
		Individual <u>is not tested</u>	Remain home in self-quarantine for 14 days from exposure

## *Section 1: Protocols for individual exposure or individual positive test*

### Protocol: Student or staff tests positive for COVID-19

1. The student or staff member must remain at home (except to get medical care), monitor their symptoms, notify the school, notify personal close contacts, assist the school in contact tracing efforts, and answer the call from local board of health or Massachusetts Community Tracing Collaborative. For most people who have relatively mild illness, they will need to stay in self-isolation for at least 10 days **and** until at least 3 days have passed with no fever and improvement in other symptoms.
2. The student's parent/caregiver or the staff member informs the proper school official (e.g. a designated person that is the COVID-19 school lead) that the individual has tested positive for COVID-19. The designated COVID-19 school lead in turn notifies others as pre-determined by the school (e.g., school leadership, school nurse or school medical point of contact, building management, maintenance).
3. Determine whether the student or staff member was on the premises during the time frame that started two days prior to symptom onset (or testing positive if not symptomatic) until the time of isolation.
  - a. If so, promptly close off areas visited by the COVID-19 positive individual until such areas can be cleaned and disinfected, if they have not been cleaned and disinfected already.
  - b. Promptly clean and disinfect the student's or staff member's classroom and any other facilities (e.g., extracurricular facilities) visited by the individual, if that has not been done already.
  - c. Promptly clean and disinfect the bus(es) the student or staff member was on, if any, and if not already done.
4. **ELEMENTARY SCHOOL (e.g., student has self-contained classroom throughout the day):**
  - a. Send a communication to the other families in the student's class (e.g., cohort) that there has been a positive test without naming the individual student or staff member who tested positive.
  - b. Communications sent to families/staff should:
    - i. Inform them there was a positive test (not the specific individual) in the self-contained classroom.
    - ii. Explain that since they were within this cohort and may have been within 6 feet of the person with a positive test, they are considered a "close contact" and therefore should be tested. (In cases where the student may have been in close contact with others outside their cohort, having assigned seating and keeping up-to-date seating charts will help identify who should be instructed to be tested: specifically, those who were sitting next to the student, plus any others who also had close contact with the student.)



- iii. Instruct those designated as close contacts to isolate prior to their test and while waiting for the results. In general, as the highest yield test will be a few days after the exposure, ideally, the test should occur no sooner than day 4 or 5 after the last exposure. (In other words, if an exposure lasted several days, the best time to test is 4 or 5 days after the end of the exposure period.)
  - iv. Explain that if close contacts choose not to be tested, the student or staff member should remain home in self-quarantine for 14 days.<sup>5</sup>
  - v. Remind families and/or staff of the importance of not having contact with higher-risk individuals (e.g., grandparents and those with underlying medical conditions).
  - vi. Remind families and/or staff of the list of COVID-19 symptoms for which to monitor.
- c. If the school finds out about the original COVID-19 positive test in the middle of a school day when the rest of the cohort is in class:
- i. Make sure these students are wearing masks, including in kindergarten and first grade. Extra masks as may be needed should be provided by the school. Enforce strict physical distancing. Require students to wash their hands.
  - ii. The school should quickly identify the individuals who may be “close contacts” of the student and notify students and their families.
  - iii. Caregivers of students in the class or other close contacts may pick students up prior to the end of the day. Caregivers must wear a mask/face covering when picking up their student. Students who are close contacts and students with any symptoms should not ride the school bus to get home. Caregivers and students, as well as staff, should wash their hands upon arriving at home and change their clothes as a precaution.
  - iv. Close contacts should not come back to school until they have received the results of testing (or elected to instead quarantine for 14 days<sup>6</sup>) and are asked to communicate their test results to the school.
- d. As feasible, to assist with contact tracing, make a list including phone number and email of any other close contacts the student or staff member had, beginning two days before the onset of symptoms (or positive test if asymptomatic) until individual was isolated. Instruct those students and/or staff members to get tested according to the same protocol as the student’s cohort above.

**5. MIDDLE AND HIGH SCHOOL (e.g., no single self-contained classroom):**

- a. The school should identify the student’s or staff member’s possible “close contacts” based on the assigned seating charts. The lookback period should begin two days before symptoms appeared (or two days prior to the date of the positive test if there were no symptoms) and include up until the time the student was isolated. Consider students and staff members who were within 6 feet of the individual for 10-15 minutes in class, on the school bus, or at extracurricular activities.

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<sup>5</sup> <https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/quarantine.html>

<sup>6</sup> <https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/quarantine.html>

- b. Follow the communication and other relevant Elementary School protocols above.
- c. Close contacts should be tested for COVID-19 at one of Massachusetts's test sites.<sup>7</sup> Sites may require pre-screening, a referral, and/or an appointment.
- d. Instruct the student or staff member to isolate while waiting for the results of their test.
- e. An individual who does not wish to be tested should instead quarantine for 14 days<sup>8</sup> and until asymptomatic.

**6. IF OTHERS IN THE SCHOOL TEST POSITIVE:** Perform all steps under this protocol for that person. **ALSO FOLLOW:** "Protocol: Presence of multiple cases in the school."

**7. IF NO OTHERS IN THE SCHOOL TEST POSITIVE:** Close contacts can return to school immediately if they test negative and do not have symptoms; however, strict mask wearing covering the nose and mouth must be maintained at all times. The wearing of masks includes K-1 students for this 14-day period. If they have symptoms but test negative regardless, they should wait until they are asymptomatic for 24 hours before returning to school.

**Any area** of the school visited by the COVID-19 positive individual must be closed off and/or cleaned and disinfected. The area can be used 12 hours after cleaning/disinfecting has occurred.

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<sup>7</sup> [https://www.mass.gov/info-details/about-covid-19-testing#where-can-get-a-test?-](https://www.mass.gov/info-details/about-covid-19-testing#where-can-get-a-test?)

<sup>8</sup> <https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/quarantine.html>

### Protocol: Close contact of student or staff tests positive for COVID-19

1. Current Massachusetts DPH guidance is that all close contacts of someone who has tested positive for COVID-19 should be tested.<sup>9</sup>
2. The student or staff member who was in close contact with someone who tested positive for COVID-19 should be tested at one of Massachusetts's test sites.<sup>10</sup> Sites may require pre-screening, a referral, and/or an appointment. An individual who does not wish to be tested should instead quarantine for 14 days<sup>11</sup> and until asymptomatic.
3. Close contacts should isolate at home prior to testing and while awaiting test results. Ability to mask is critical, so if the close contact cannot mask or is in K-1 and not masking they should not return for 14 days.
4. In order to return to school, close contacts need to have one negative test result and not be showing any COVID-19 symptoms, or if they do not wish to be tested, quarantine at home for 14 days. Because tests performed too early can be falsely negative, ideally the test should be performed no sooner than 4 or 5 days after the last contact with the person who tested positive.
5. **IF POSITIVE TEST:** The student or staff member should remain at home (except to get medical care), monitor their symptoms, notify the school, notify personal close contacts, assist the school in contact tracing efforts, and answer the call from local board of health or Massachusetts Community Tracing Collaborative. Most people who have relatively mild illness will need to stay in self-isolation for at least 10 days **and** until at least 3 days have passed with no fever and improvement in other symptoms. **FOLLOW STEPS UNDER:** "Protocol: Student / staff tests positive for COVID-19."

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<sup>9</sup> <https://www.mass.gov/doc/covid-19-testing-guidance/download>

<sup>10</sup> <https://www.mass.gov/info-details/about-covid-19-testing#where-can-get-a-test?>

<sup>11</sup> <https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/quarantine.html>

### **Protocol: Student is symptomatic at home**

1. Family should monitor students at home each morning for the most common symptoms of COVID-19 (see list above).
  - a. **IF NO SYMPTOMS:**
    - i. Send student to school.
  - b. **IF ANY SYMPTOM:**
    - i. Do not send the student to school.
    - ii. Call the school's COVID-19 point of contact and inform them student is staying home due to symptoms.
    - iii. Current Massachusetts DPH guidance is that all symptomatic individuals in Massachusetts, even those with mild symptoms, should be tested.<sup>12</sup> An individual who does not wish to be tested should instead isolate for 14 days<sup>13</sup> and until asymptomatic.
    - iv. The student should get tested at one of Massachusetts's test sites.<sup>14</sup> Sites may require pre-screening, a referral, and/or an appointment.
    - v. Isolate at home until test results are returned.
    - vi. Proceed as follows according to test results:
      1. **IF NEGATIVE:** Student stays home until asymptomatic for 24 hours.
      2. **IF POSITIVE:** Student should remain at home (except to get medical care), monitor their symptoms, notify the school, notify personal close contacts, assist the school in contact tracing efforts, and answer the call from local board of health or Massachusetts Community Tracing Collaborative. Most people who have relatively mild illness will need to stay in self-isolation for at least 10 days **and** until at least 3 days have passed with no fever and improvement in other symptoms.<sup>15</sup> **FOLLOW STEPS UNDER:** "Protocol: Student / staff tests positive for COVID-19."

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<sup>12</sup> <https://www.mass.gov/doc/covid-19-testing-guidance/download>

<sup>13</sup> <https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/quarantine.html>

<sup>14</sup> <https://www.mass.gov/info-details/about-covid-19-testing#where-can-get-a-test?>

<sup>15</sup> <https://www.mass.gov/doc/information-sheet-how-to-self-quarantine-and-self-isolate/download>

### Protocol: Student is symptomatic on the bus

1. Although families are the most important first line of defense for monitoring symptoms, bus drivers and bus monitors also play an important role in flagging possible symptomatic students. Note: This will require training for bus drivers (and bus monitors, if applicable).
2. If symptoms are noticed as the student is getting on the bus and if there is a caregiver present, do not allow student to board the bus. Caregiver should then **FOLLOW:** “Protocol: Student is symptomatic at home.”
3. If student is already on the bus, ensure student is masked and keeps mask on. Ensure other students keep their masks on. Ensure student keeps required physical distance from other students.
4. Bus driver/monitor should call ahead to the bus service dispatch. The bus service dispatch should be equipped with appropriate cell phone numbers for school and district personnel (nurse or other medical personnel). The dispatch should contact the school to inform the school nurse (or school medical point of contact) of a possible symptomatic child.
5. School nurse (or school medical point of contact) should meet the bus as it arrives, wearing a mask. As practical, student with possible symptoms should exit the bus first.
6. Bus should be cleaned / disinfected.
7. Nurse (or school medical point of contact) should evaluate the student for symptoms (see list above: “Most common symptoms of COVID-19”).
  - a. **IF ANY SYMPTOM:**
    - i. Place the student in the designated medical waiting room. There is no specific capacity limit for the medical waiting room, but all students in the medical waiting room must be as far apart as possible, and no less than 6 feet. Strict mask wearing covering the nose and mouth at all times for every person in the room must be enforced. Students can work on individual schoolwork or other activities while in the medical waiting room.
    - ii. Contact caregiver for pick-up.
      1. **IF CAREGIVER CAN PICK UP DURING THE DAY:** Student waits to be picked up in the medical waiting room. Caregivers must wear a mask/face covering when picking up their student. Students should not ride the school bus to get home. Caregivers and students should wash their hands upon arriving at home and change their clothes, as a precaution.
      2. **IF CAREGIVER CANNOT PICK UP DURING THE DAY:** The student should wait in the medical waiting room until the end of the day to be picked up by caregiver. The student should not go home on a school bus with other students.

- iii. Current Massachusetts DPH guidance is that all symptomatic individuals in Massachusetts, even those with mild symptoms, should be tested.<sup>16</sup> An individual who does not wish to be tested should instead isolate for 14 days<sup>17</sup> and until asymptomatic.
  - iv. Student should get tested at one of Massachusetts's test sites.<sup>18</sup> Sites may require pre-screening, a referral, and/or an appointment.
  - v. Isolate at home until test results are returned.
  - vi. Proceed as follows according to test results:
    - 1. **IF NEGATIVE:** If the student does not have COVID-19, the student may return to school based upon guidance from their clinician and necessary management of another diagnosis. Student stays home until asymptomatic for 24 hours.
    - 2. **IF POSITIVE:** Student should remain at home (except to get medical care), monitor their symptoms, notify the school, notify personal close contacts, assist the school in contact tracing efforts, and answer the call from local board of health or Massachusetts Community Tracing Collaborative. Most people who have relatively mild illness will need to stay in self-isolation for at least 10 days **and** until at least 3 days have passed with no fever and improvement in other symptoms.<sup>19</sup> **FOLLOW STEPS UNDER:** "Protocol: Student/staff tests positive for COVID-19."
- b. **IF NO SYMPTOMS:**
- i. If the evaluation shows the student does not have symptoms, send the student to class.

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<sup>16</sup> <https://www.mass.gov/doc/covid-19-testing-guidance/download>

<sup>17</sup> <https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/quarantine.html>

<sup>18</sup> <https://www.mass.gov/info-details/about-covid-19-testing#where-can-get-a-test?>

<sup>19</sup> <https://www.mass.gov/doc/information-sheet-how-to-self-quarantine-and-self-isolate/download>

### Protocol: Student is symptomatic at school

1. Although families are the most important first line of defense for monitoring symptoms, teachers will play an important role in referring possible symptomatic students to the school nurse or other medical point of contact. (Note: This will require training for teachers.)
2. Teacher ensures the student is wearing a mask that fully covers nose and mouth at all times.
3. Teacher calls the nurse or school medical point of contact to inform them that they have a possible case. Nurse or school medical point of contact comes to get the student from class.
4. Nurse (or school medical point of contact) should evaluate the student for symptoms (see list above: “Most common symptoms of COVID-19”).
  - a. **IF ANY SYMPTOM:**
    - i. Place the student in the designated medical waiting room. There is no specific capacity limit for the medical waiting room, but all students in the COVID-19 waiting room must be as far apart as possible, and no less than 6 feet. Strict mask wearing covering the nose and mouth at all times for every person in the room must be enforced. Students can work on individual schoolwork or other activities while in the medical waiting room
    - ii. Contact caregiver for pick-up.
      1. **IF CAREGIVER CAN PICK UP DURING THE DAY:** Student waits to be picked up in the medical waiting room. Caregivers must wear a mask/face covering when picking up their student. Students should not ride the school bus to get home. Caregivers and students should wash their hands upon arriving at home and change their clothes as a precaution.
      2. **IF CAREGIVER CANNOT PICK UP DURING THE DAY:** The student should wait in the medical waiting room until the end of the day to be picked up by caregiver. The student should not go home on a school bus with other students.
    - iii. Current Massachusetts DPH guidance is that all symptomatic individuals in Massachusetts, even those with mild symptoms, should be tested.<sup>20</sup> An individual who does not wish to be tested should instead isolate for 14 days<sup>21</sup> and until asymptomatic.
    - iv. Student should get tested at one of Massachusetts’s test sites.<sup>22</sup> Sites may require pre-screening, a referral, and/or appointment.
    - v. Isolate at home until test results are returned.
    - vi. Proceed as follows according to test results:

<sup>20</sup> <https://www.mass.gov/doc/covid-19-testing-guidance/download>

<sup>21</sup> <https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/quarantine.html>

<sup>22</sup> <https://www.mass.gov/info-details/about-covid-19-testing#where-can-get-a-test?>

1. **IF NEGATIVE:** If the student does not have COVID-19, the student may return to school based upon guidance from their clinician and necessary management of another diagnosis. Student stays home until asymptomatic for 24 hours.
  2. **IF POSITIVE:** Student remain at home (except to get medical care), monitor their symptoms, notify the school, notify personal close contacts, assist the school in contact tracing efforts, and answer the call from local board of health or Massachusetts Community Tracing Collaborative. Most people who have relatively mild illness will need to stay in self-isolation for at least 10 days **and** until at least 3 days have passed with no fever and improvement in other symptoms.<sup>23</sup> **FOLLOW STEPS UNDER:** “Protocol: Student or staff tests positive for COVID-19.”
- b. **IF NO SYMPTOMS:**
- i. If the evaluation shows the student does not have symptoms, send the student back to class.

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<sup>23</sup> <https://www.mass.gov/doc/information-sheet-how-to-self-quarantine-and-self-isolate/download>



### **Protocol: Staff is symptomatic at home**

1. Staff should monitor themselves at home each morning for the most common symptoms of COVID-19 (see list above: “Most common symptoms of COVID-19”).
  - a. **IF NO SYMPTOMS:**
    - i. Come to work.
  - b. **IF ANY SYMPTOM:**
    - i. Do not come to work.
    - ii. Contact the COVID-19 point of contact and/or other absence reporting mechanism established by the school.
    - iii. Current Massachusetts DPH guidance is that all symptomatic individuals in Massachusetts, even those with mild symptoms, should be tested.<sup>24</sup> An individual who does not wish to be tested should instead isolate for 14 days<sup>25</sup> and until asymptomatic.
    - iv. The staff member should get tested at one of Massachusetts’ test sites.<sup>26</sup> Sites may require pre-screening, a referral, and/or an appointment.
    - v. Isolate at home until test results are returned.
    - vi. Proceed as follows according to test results:
      1. **IF NEGATIVE:** If the staff member does not have COVID-19, they may return to school based upon guidance from their clinician and necessary management of another diagnosis. Staff member stays home until asymptomatic for 24 hours.
      2. **IF POSITIVE:** Staff member should remain at home (except to get medical care), monitor their symptoms, notify the school, notify personal close contacts, assist the school in contact tracing efforts, and answer the call from local board of health or Massachusetts Community Tracing Collaborative. Most people who have relatively mild illness will need to stay in self-isolation for at least 10 days **and** until at least 3 days have passed with no fever and improvement in other symptoms.<sup>27</sup> **FOLLOW STEPS UNDER:** “Protocol: Student/staff tests positive for COVID-19”.

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<sup>24</sup> <https://www.mass.gov/doc/covid-19-testing-guidance/download>

<sup>25</sup> <https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/quarantine.html>

<sup>26</sup> <https://www.mass.gov/info-details/about-covid-19-testing#where-can-get-a-test?>

<sup>27</sup> <https://www.mass.gov/doc/information-sheet-how-to-self-quarantine-and-self-isolate/download>

### **Protocol: Staff is symptomatic at school**

1. As noted above, staff should be encouraged not to come to school if they are experiencing any symptoms of COVID-19.
2. If a staff member suspects any symptoms during the day, they should follow the school's protocols for getting another adult to cover their class mid-day, if needed, and see the school nurse (or school medical point of contact) to be evaluated for symptoms.
  - a. **IF NO SYMPTOMS:** The staff member should follow the school's standard protocols for being excused due to illness.
  - b. **IF ANY SYMPTOM:**
    - i. Current Massachusetts DPH guidance is that all symptomatic individuals in Massachusetts, even those with mild symptoms, should be tested.<sup>28</sup> An individual who does not wish to be tested should instead isolate for 14 days<sup>29</sup> and until asymptomatic.
    - ii. The staff member should get tested at one of Massachusetts's test sites.<sup>30</sup> Sites may require pre-screening, a referral, and/or appointment.
    - iii. Isolate at home until test results are returned.
    - iv. Proceed as follows according to test results:
      1. **IF NEGATIVE:** Staff member stays home until asymptomatic for 24 hours.
      2. **IF POSITIVE:** Staff member should remain at home (except to get medical care), monitor their symptoms, notify the school, notify personal close contacts, assist the school in contact tracing efforts, and answer the call from local board of health or Massachusetts Community Tracing Collaborative. Most people who have relatively mild illness will need to stay in self-isolation for at least 10 days **and** until at least 3 days have passed with no fever and improvement in other symptoms.<sup>31</sup> **FOLLOW STEPS UNDER:** "Protocol: Student/staff tests positive for COVID-19".

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<sup>28</sup> <https://www.mass.gov/doc/covid-19-testing-guidance/download>

<sup>29</sup> <https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/quarantine.html>

<sup>30</sup> <https://www.mass.gov/info-details/about-covid-19-testing#where-can-get-a-test?>

<sup>31</sup> <https://www.mass.gov/doc/information-sheet-how-to-self-quarantine-and-self-isolate/download>

## *Section 2: Protocols for potential school closure (partial or full) or district closure*

### Protocol: Presence of multiple cases in the school or district

1. If there is more than one confirmed COVID-19 case (students or staff) in the school at one time, or if there is a series of single cases in a short time span, school leaders and the superintendent should work with the local board of health to determine if it is likely that there is transmission happening in school.
2. For each individual case, **FOLLOW STEPS UNDER:** “Protocol: Student or staff tests positive for COVID-19.” Note that when there is one isolated case, the student’s close contacts will need to stay home and be tested, not the whole school.
3. When there is suspected in-school transmission *beyond one cohort or a small number of cohorts*, school and district leaders must consult with the local board of health as to proposed next steps. These steps could include, *for example*, making a decision to a) close part of the school or the entire school for a short time (e.g. 1-3 days) for an extensive cleaning or other facility mitigation, or b) close the school partially or fully for the longer duration of a 14-day quarantine period.
4. Should there be circumstances where there are multiple cases in multiple schools, school and district leaders must consult with the local board of health as to proposed next steps. These steps could include, *for example*, making a decision to a) shut down the district for a short time (e.g. 1-3 days) for an extensive cleaning or other facility mitigation, or b) shut down the district for the longer duration of a 14-day quarantine period.
5. **Before a final decision is made on a school or district closure, the superintendent must consult with DESE for further guidance.**

#### **Contacts:**

**Russell Johnston**, Senior Associate Commissioner, [Russell.Johnston@mass.gov](mailto:Russell.Johnston@mass.gov), 781-605-4958.

**Erin McMahon**, Senior Advisor to the Commissioner - Fall Reopening Implementation Lead, [Erin.K.Mcmahon@mass.gov](mailto:Erin.K.Mcmahon@mass.gov), 781-873-9023.

6. If the decision is made to close for some number of days, the school and/or district should send clear information and instructions to families and staff:
  - a. Informing them that it is possible COVID-19 is being transmitted in the school and/or district
  - b. Noting that there may be more potential cases that are not yet symptomatic
  - c. Recommending students quarantine and not have contact with others
  - d. Reminding families of the importance of not having contact with higher-risk individuals (e.g., grandparents)
  - e. Reminding families of the list of COVID-19 symptoms for which to monitor
  - f. Ensuring that remote learning is immediately provided to all students

7. Before bringing students back to school:
  - a. Check inventory levels of needed supplies (e.g., disposable masks, soap, hand sanitizer, cleaning products); re-order replacement inventory
  - b. Consider a school-wide refresher training on the importance of correct hygiene procedures (masks, physical distance, handwashing)
  - c. Reiterate the critical nature of masks, physical distancing, and hand hygiene when students return to school

### **Protocol: Presence of significant number of new cases in a municipality**

1. In the case of significant municipal outbreak, as determined by the local board of health or DPH, the superintendent and school leaders must consult with the local board of health to determine whether it is appropriate to close a specific school, schools, or an entire district.
2. **Before a final decision is made on a school or district closure, the superintendent must consult with DESE for further guidance.**

**Contacts:**

**Russell Johnston**, Senior Associate Commissioner, [Russell.Johnston@mass.gov](mailto:Russell.Johnston@mass.gov), 781-605-4958.

**Erin McMahon**, Senior Advisor to the Commissioner - Fall Reopening Implementation Lead, [Erin.K.Mcmahon@mass.gov](mailto:Erin.K.Mcmahon@mass.gov), 781-873-9023.

### **Protocol: State-wide regression to a previous reopening phase**

1. Massachusetts is tracking its overall statewide reopening in phases according to the [Reopening Massachusetts](#) plan. Currently, Massachusetts is in Phase 3 of reopening, where even more businesses can resume operations with specific guidance.
2. If Massachusetts moves back into a prior phase, DESE (in consultation with the Massachusetts COVID-19 Command Center) will communicate with school districts and schools to determine whether in-person school should continue.



**SHREWSBURY PUBLIC SCHOOLS  
SCHOOL COMMITTEE MEETING**

ITEM NO: **V. Curriculum**

MEETING DATE: **7/22/20**

BACKGROUND INFORMATION:

ACTION RECOMMENDED:

STAFF & STUDENTS AVAILABLE FOR PRESENTATION:



**SHREWSBURY PUBLIC SCHOOLS  
SCHOOL COMMITTEE MEETING**

ITEM NO: **VI. Policy**

MEETING DATE: **7/22/20**

BACKGROUND INFORMATION:

ACTION RECOMMENDED:

COMMITTEE MEMBERS/STAFF AVAILABLE FOR PRESENTATION:



## SHREWSBURY PUBLIC SCHOOLS SCHOOL COMMITTEE MEETING

ITEM NO: **VII. Finance & Operations**

MEETING DATE: **7/22/20**

### **A . Fiscal Year 2021 School Department Appropriated Budget: Recommendation & Vote**

#### BACKGROUND INFORMATION:

The Fiscal Year 2021 budget process has been complicated by the pandemic and the lack of an initial state budget from the Massachusetts Legislature.

The Town Manager, based upon projections for local and state revenue that assume reductions, has recommended a School Department appropriation of \$67,080,000. Dr. Sawyer concurs with this recommendation given the current circumstances. However, the latest iteration of the School Department's proposed budget is approximately \$2 million more than this amount, because a) after the cost reductions the School Committee has already approved there is still \$419,696 gap, and b) because the district is currently projecting \$1,583,000 in COVID-19-related revenue loss that will not be covered through the federal CARES Act funding.

Dr. Sawyer will endorse the approach that the School Committee vote to recommend the Town Manager's recommended amount for the bottom line School Department's appropriation, given the current revenue projections. However, Dr. Sawyer is not recommending making *specific* reductions to the School Department line item budget at this time to match that bottom line, because a) the School Committee is in ongoing negotiations with employee unions regarding cost mitigation, b) the potential that state funding will not be cut as much as the Town Manager's current projection and additional funds could be allocated at the fall Special Town Meeting, and c) the potential for additional federal stimulus funding for public education. Instead, the superintendent is recommending that the School Committee include an adjustment of \$2,002,696 in *potential future reductions* to its line item budget, in order to take a "balanced risk" approach. With this approach, the School Committee will communicate clearly that its budget plan will need to be adjusted during the upcoming fiscal year according to the way in which circumstances unfold, with the understanding that if cost mitigation and increased revenues do not materialize, or if unreimbursed COVID revenue losses increase beyond projections, cost reductions in other areas of the budget will need to be made *during* the current fiscal year in order to remain within the budget allocation approved by Town Meeting. Please note that cost reductions of the magnitude of \$2 million would require significant educational program and personnel reductions.

#### ACTION RECOMMENDED:

That the School Committee vote to recommend a Fiscal Year 2021 School Department Budget appropriation of \$67,080,000 for Town Meeting approval.

#### STAFF AVAILABLE FOR PRESENTATION:

Dr. Joseph M. Sawyer, Superintendent of Schools

Mr. Patrick Collins, Assistant Superintendent for Finance & Operations

# FY21 Budget Recommendation for Annual Town Meeting Approval

Dr. Joseph M. Sawyer, Superintendent

&

Mr. Patrick C. Collins, Asst. Superintendent for Finance and Operations

22 July 2020



# Topics

- Estimating the current budget gap
- Ongoing labor negotiations for cost mitigation
- Sequence of meaningful events/information
- Taking a pathway of balanced risk is in our best interest now
- Downside of balanced risk approach

# Estimating the current budget gap

	FY21 Budget Status: 7.22.2020
School Budget Status [7.15.2020]	\$ 67,499,696
Town Mgr. Revised Recom. [7.20.2020]	\$ 67,080,000
<b>Net Budget Gap</b>	<b>\$ (419,696)</b>
<b>Estimated Covid-related Revenue Losses</b> <b>[These Losses Cannot Be Covered by Federal Stimulus]</b>	
SPED Circuit Breaker Decrease	\$ (465,000)
Bus Revenue Decrease [100% loss]	\$ (750,000)
Student Activity /Athletics [25% reduction]	\$ (114,250)
Full Day Kindergarten and Preschool [25% reduction]	\$ (233,750)
Gate Receipts [50% reduction]	\$ (20,000)
<b>Total Projected Revenue Losses</b>	<b>\$ (1,583,000)</b>
<b>Total Gap- Assume No Additional State Aid</b>	<b>\$ (2,002,696)</b>

Multiple estimating models have been devised over time and this one represents our cost and revenue projections based upon the information we have *[and do not have]* at this time relative to school re-opening plans for the 2020-2021 school year.

# Ongoing labor negotiations for cost mitigation

- We are still engaged in a dialogue with several labor unions, with the goal of seeking some compensation adjustments from existing labor contracts that would decrease our costs for FY21 and **preserve jobs in order to maintain educational programming and avoid further compromising learning and teaching conditions**
- **Without mitigation of costs** to significantly reduce the estimated \$2M budget gap, **the district will need to make significant further cuts to staffing** (we have already cut 29.6 full-time equivalent (FTE) positions for next year prior to getting to this point)
- For illustrative purposes: To close the gap by \$2M would require the equivalent of cutting about 30 teachers or about 78 paraprofessionals

# Sequence of meaningful events/information

Event/Action	Date/Timeframe	Notes
Annual Town Meeting	August 8th	All FY21 school and municipal budgets subject to approval
FY21 State Budget Approval	Late August - September?	We will learn with certainty our town and school state aid funding, which could impact our financial status positively or negatively
Special Town Meeting	October - or later, after state budget approved	React to state aid funding with potential for additional appropriations or budget reductions
Possible additional federal stimulus funding	??	Could help with ongoing CV-19 related costs

# Taking a pathway of balanced risk is in our best interest

- Timing is a key rationale
- Our estimated gap is now at \$2M
- Making significant reductions in the face of reopening schools during a pandemic is counterproductive, especially if additional funding is a possibility in the coming weeks/months
- This strategy avoids all of the problems regarding educational program quality and stability that come with an “accordion action,” i.e., cut staff and programs and then restore staff and programs

## Downside of balanced risk approach

- If no additional funding comes forward beyond what is projected, then we will need to reassess our cost structure in light of whatever reopening plan we undertake and the state of CV-19 virus's impact on our educational enterprise and all related services
- A lack of additional resources could cause mid-year budget reductions

# Process to move forward to the Annual Town Meeting

- School Committee vote to support a FY21 School Department Appropriated Budget that is the same as the Town Manager's Recommendation of \$67,080,000, *with the understanding that the school district will still need to close a \$2 million gap over the course of the fiscal year through a combination of cost mitigation measures and additional revenue* in order to maintain staff and educational programming
- This is a \$1,197,655 or 1.18% increase over FY20
- Continue to work with labor unions on cost mitigation
- Assume a posture of balanced risk until the state budget process is completed

**SHREWSBURY PUBLIC SCHOOLS**  
**FY21 BUDGET RECOMMENDATION for ANNUAL TOWN MEETING**  
**22 July 2020**

ORG	OBJ	PROJ	CHAR. CODE	ACCOUNT DESCRIPTION	FY21 Revised Budget 7.22.2020
11120199	510500		<b>AI</b>	Superintendent Salary	\$ 198,247
11141199	510510		<b>AI</b>	Bus & Fin Admin Salary	\$ 143,102
11142199	510510		<b>AI</b>	Human Resources Admin Salary	\$ 135,029
12122199	510510		<b>AI</b>	Asst Supers. Curr and Comm. Partners (1.3 FTE)	\$ 190,952
20210199	510500		<b>AI</b>	Dir of PupPers Salary SW	\$ 29,764
21440099	510510		<b>AI</b>	Info Tech Admin Salary	\$ 111,022
26123299	510500		<b>AI</b>	SPED Assist Dir Sal/Other Admin Sal	\$ 116,780
26210299	510500		<b>AI</b>	Dir of SPED Salary SW	\$ 119,058
30220199	510501	6	<b>AI</b>	Principal Salary Oak	\$ 135,006
30220199	510510	6	<b>AI</b>	Asst Principal Salary Oak [2 FTE]	\$ 245,974
35220199	510501	10	<b>AI</b>	Principal Salary Sherwood	\$ 130,000
35220199	510510	10	<b>AI</b>	Asst Principal Salary Sherwood [2 FTE]	\$ 238,324
40220199	510501	7	<b>AI</b>	Principal Salary SHS	\$ 150,989
40220199	510510	7	<b>AI</b>	Asst Principal Salary SHS [4 FTE]	\$ 518,693
51351099	510510		<b>AI</b>	Athletic Director Salary	\$ 120,677
60220199	510501	1	<b>AI</b>	Principal Salary Beal	\$ 84,109
62220199	510501	2	<b>AI</b>	Principal Salary Coolidge	\$ 104,924
64220199	510501	3	<b>AI</b>	Principal Salary Paton	\$ -
68220199	510501	4	<b>AI</b>	Principal Salary Spring	\$ 110,722
69220199	510501		<b>AI</b>	Principal Salary Floral	\$ 124,915
69220199	510510	5	<b>AI</b>	Asst Principal Salary Floral	\$ 115,337
70210191	510501		<b>AI</b>	Principal Salary Parker Rd	\$ 60,213
10230199	999999		<b>AI</b>	Control Account	\$ 71,953
<b>Sub-Total</b>		<b>Administrative Central Office, Principals &amp; Unit B</b>			<b>\$ 3,255,790</b>
20320199	510500	1	<b>A2</b>	Nurse Salary BS	\$ 24,046
20320199	510500	2	<b>A2</b>	Nurse Salary CS	\$ 88,515
20320199	510500	3	<b>A2</b>	Nurse Salary PS	\$ 86,585
20320199	510500	4	<b>A2</b>	Nurse Salary SS	\$ 86,210
20320199	510500	5	<b>A2</b>	Nurse Salary FS	\$ 102,755
20320199	510500	6	<b>A2</b>	Nurse Salary OMS	\$ 114,151
20320199	510500	7	<b>A2</b>	Nurse Salary HS	\$ 220,755
20320199	510500	8	<b>A2</b>	Nurse Salary PRD	\$ 43,105
20320199	510500	10	<b>A2</b>	Nurse Salary SMS	\$ 117,451
20320199	510500		<b>A2</b>	Nurse Salary	\$ 98,300



**SHREWSBURY PUBLIC SCHOOLS**  
**FY21 BUDGET RECOMMENDATION for ANNUAL TOWN MEETING**  
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<b>ORG</b>	<b>OBJ</b>	<b>PROJ</b>	<b>CHAR. CODE</b>	<b>ACCOUNT DESCRIPTION</b>	<b>FY21 Revised Budget 7.22.2020</b>
21230199	510500	1	<b>A2</b>	Teacher Salary Phys Ed BS	\$ 92,129
21230199	510500	2	<b>A2</b>	Teacher Salary Phys Ed CS	\$ 91,754
21230199	510500	3	<b>A2</b>	Teacher Salary Phys Ed PS	\$ 41,504
21230199	510500	4	<b>A2</b>	Teacher Salary Phys Ed SS	\$ 47,138
21230199	510500	5	<b>A2</b>	Teacher Salary Phys Ed FS	\$ 145,427
21230199	510500	6	<b>A2</b>	Teacher Salary Phys Ed OMS	\$ 187,404
21230199	510500	7	<b>A2</b>	Teacher Salary Phys Ed HS	\$ 503,976
21230199	510500	10	<b>A2</b>	Teacher Salary Phy Ed SMS	\$ 256,318
22213099	510500		<b>A2</b>	Instructional Technology Ldr Salary	\$ 110,781
22210199	510500	7	<b>A2</b>	ETS DIR InsTech Salary SW	\$ 101,745
23210199	510500		<b>A2</b>	Dir Performing Arts Sal	\$ 81,174
23230199	510500	1	<b>A2</b>	Teacher Salary Music BS	\$ 42,275
23230199	510500	2	<b>A2</b>	Teacher Salary Music CS	\$ 59,178
23230199	510500	3	<b>A2</b>	Teacher Salary Music PS	\$ 78,491
23230199	510500	4	<b>A2</b>	Teacher Salary Music SS	\$ 38,606
23230199	510500	5	<b>A2</b>	Teacher Salary Music FS	\$ 95,025
23230199	510500	6	<b>A2</b>	Teacher Salary Music OMS	\$ 140,238
23230199	510500	7	<b>A2</b>	Teacher Salary Music HS	\$ 299,930
23230199	510500	10	<b>A2</b>	Teacher Salary Music SMS	\$ 141,313
24210199	510500		<b>A2</b>	Dir of Art Salary SW	\$ 72,687
24230199	510500	1	<b>A2</b>	Teacher Salary Art BS	\$ 26,200
24230199	510500	2	<b>A2</b>	Teacher Salary Art CS	\$ 59,178
24230199	510500	3	<b>A2</b>	Teacher Salary Art PS	\$ 48,449
24230199	510500	4	<b>A2</b>	Teacher Salary Art SS	\$ 43,216
24230199	510500	5	<b>A2</b>	Teacher Salary Art FS	\$ 131,741
24230199	510500	6	<b>A2</b>	Teacher Salary Art OMS	\$ 70,961
24230199	510500	7	<b>A2</b>	Teacher Salary Art HS	\$ 421,798
24230199	510500	10	<b>A2</b>	Teacher Salary Art SMS	\$ 165,678
26123299	510500		<b>A2</b>	SPED Assist Dir Sal/Other Admin Sal	\$ 207,282
26230299	510500	1	<b>A2</b>	Teacher Salary SPED BS	\$ 338,147
26230299	510500	2	<b>A2</b>	Teacher Salary SPED CS	\$ 479,688
26230299	510500	3	<b>A2</b>	Teacher Salary SPED PS	\$ 436,047
26230299	510500	4	<b>A2</b>	Teacher Salary SPED SS	\$ 390,649
26230299	510500	5	<b>A2</b>	Teacher Salary SPED FS	\$ 607,280

**SHREWSBURY PUBLIC SCHOOLS**  
**FY21 BUDGET RECOMMENDATION for ANNUAL TOWN MEETING**  
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ORG	OBJ	PROJ	CHAR.	ACCOUNT DESCRIPTION	FY21 Revised	
			CODE		Budget 7.22.2020	
26230299	510500	6	<b>A2</b>	Teacher Salary SPED OMS	\$	977,958
26230299	510500	7	<b>A2</b>	Teacher Salary SPED HS	\$	734,753
26230299	510500	8	<b>A2</b>	Professional Salaries PRP	\$	224,237
26230299	510500	10	<b>A2</b>	Teacher Salary SPED SMS	\$	1,167,833
26230299	510500		<b>A2</b>	Teacher Salary SPED	\$	-
26232299	510500	1	<b>A2</b>	SPED Med/Thera Prof Sal BS	\$	81,596
26232299	510500	2	<b>A2</b>	SPED Med/Thera Prof Sal CS	\$	196,414
26232299	510500	3	<b>A2</b>	SPED Med/Thera Prof Sal PS	\$	73,103
26232299	510500	4	<b>A2</b>	SPED Med/Thera Prof Sal SS	\$	219,333
26232299	510500	5	<b>A2</b>	SPED Med/Thera Prof Sal FS	\$	128,322
26232299	510500	6	<b>A2</b>	SPED Med/Thera Prof Sal OMS	\$	156,129
26232299	510500	7	<b>A2</b>	SPED Med/Thera Prof Sal SHS	\$	98,289
26232299	510500	8	<b>A2</b>	SPED Med/Thera Prof Sal Pkr	\$	449,467
26232299	510500	10	<b>A2</b>	SPED Med/Thera Prof Sal SMS	\$	286,832
26232299	510500		<b>A2</b>	SPED Med/Thera Prof Sal SPED	\$	338,077
26280299	510500	1	<b>A2</b>	Psychologist Sal SPED BS	\$	87,773
26280299	510500	2	<b>A2</b>	Psychologist Sal SPED CS	\$	69,080
26280299	510500	3	<b>A2</b>	Psychologist Sal SPED PS	\$	73,220
26280299	510500	4	<b>A2</b>	Psychologist Sal SPED SS	\$	79,996
26280299	510500	5	<b>A2</b>	Psychologist Sal SPED FS	\$	198,534
26280299	510500	6	<b>A2</b>	Psychologist Sal SPED OMS	\$	101,745
26280299	510500	7	<b>A2</b>	Psychologist Sal SPED HS	\$	202,990
26280299	510500		<b>A2</b>	Psychologist Sal SPED PRP	\$	88,118
26280299	510500	10	<b>A2</b>	Psychologist Sal SPED SMS	\$	103,910
27210199	510500		<b>A2</b>	Teacher Salary ESL	\$	113,835
27230199	510500	1	<b>A2</b>	Teacher Salary ESL BS	\$	183,901
27230199	510500	2	<b>A2</b>	Teacher Salary ESL CS	\$	168,448
27230199	510500	3	<b>A2</b>	Teacher Salary ESL PS	\$	-
27230199	510500	5	<b>A2</b>	Teacher Salary ESL FS	\$	176,404
27230199	510500	6	<b>A2</b>	Teacher Salary ESL OMS	\$	153,254
27230199	510500	7	<b>A2</b>	Teacher Salary ESL SHS	\$	217,985
27230199	510500	10	<b>A2</b>	Teacher Salary ESL SMS	\$	162,341
30212099	510500	6	<b>A2</b>	Curr/Coord Spec Salary OMS	\$	226,110
30230199	510500	6	<b>A2</b>	Teacher Salary OMS	\$	3,119,790

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<b>ORG</b>	<b>OBJ</b>	<b>PROJ</b>	<b>CHAR. CODE</b>	<b>ACCOUNT DESCRIPTION</b>	<b>FY21 Revised Budget 7.22.2020</b>
30235299	510500	6	<b>A2</b>	Instr Coach Salary OMS	\$ 92,325
30250199	510500	6	<b>A2</b>	Librarian Salary OMS	\$ 100,995
35212099	510500	10	<b>A2</b>	Curr/Coord Spec Salary SMS	\$ 227,814
35230199	510500	10	<b>A2</b>	Teacher Salary SMS	\$ 3,071,372
35235299	510505	10	<b>A2</b>	Instr Coach Salary SMS	\$ 100,692
35250199	510500	10	<b>A2</b>	Librarian Salary SMS	\$ 77,924
40230199	510505	7	<b>A2</b>	Tech Special Salary HS	\$ 161,308
40250199	510500	7	<b>A2</b>	Librarian Salary HS	\$ 91,379
41212299	510500	7	<b>A2</b>	HS SPED Dir Salary	\$ 108,160
41230299	510500	7	<b>A2</b>	Teacher Salary SPED HS	\$ 447,538
42210199	510500	7	<b>A2</b>	Dir of Math Salary HS	\$ 70,916
42230199	510500	7	<b>A2</b>	Teacher Salary Math HS	\$ 1,518,238
43210199	510500	7	<b>A2</b>	Dir of Science Salary HS	\$ 72,240
43230199	510500	7	<b>A2</b>	Teacher Salary Science HS	\$ 1,389,479
45210199	510500		<b>A2</b>	Dir of Health Salary SW	\$ 104,852
45230199	510500	2	<b>A2</b>	Teacher Salary Health CS	\$ -
45230199	510500	3	<b>A2</b>	Teacher Salary Health PS	\$ -
45230199	510500	4	<b>A2</b>	Teacher Salary Health SS	\$ -
45230199	510500	5	<b>A2</b>	Teacher Salary Health FS	\$ -
45230199	510500	6	<b>A2</b>	Teacher Salary Health OMS	\$ 150,089
45230199	510500	7	<b>A2</b>	Teacher Salary Health HS	\$ 266,127
45230199	510500	10	<b>A2</b>	Teacher Salary Health SMS	\$ 163,980
46210199	510500	7	<b>A2</b>	Dir of Social Sci Salary HS	\$ 72,240
46230199	510500	7	<b>A2</b>	Teacher Salary Social Sci HS	\$ 1,397,516
47210199	510500	7	<b>A2</b>	Dir of English Salary HS	\$ 70,166
47230199	510500	7	<b>A2</b>	Teacher Salary English HS	\$ 1,455,932
48210199	510500		<b>A2</b>	Dir of Guidance SW	\$ 70,086
48270199	510500	7	<b>A2</b>	Guidance Salary HS	\$ 756,703
48271199	510500	2	<b>A2</b>	Adjust Counselor Coolidge	\$ 62,867
48271199	510500	3	<b>A2</b>	Adjust Counselor Paton	\$ 50,498
48271199	510500	4	<b>A2</b>	Adjust Counselor Spring	\$ 50,498
48271199	510500	5	<b>A2</b>	Adjust Counselor Floral	\$ 83,254
48271199	510500	6	<b>A2</b>	Adjust Counselor Oak	\$ 292,207
48271199	510500	7	<b>A2</b>	Adjust Counselor SHS	\$ 191,596

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<b>ORG</b>	<b>OBJ</b>	<b>PROJ</b>	<b>CHAR. CODE</b>	<b>ACCOUNT DESCRIPTION</b>	<b>FY21 Revised Budget 7.22.2020</b>
48271199	510500	10	<b>A2</b>	Adjust Counselor SHERWOOD	\$ 307,616
56230199	510500	7	<b>A2</b>	FCS Teacher Salary HS	\$ 252,990
58210199	510500		<b>A2</b>	Dir of WLang Salary SW	\$ 91,043
58230199	510500	6	<b>A2</b>	Teacher Salary WLang OMS	\$ 653,496
58230199	510500	7	<b>A2</b>	Teacher Salary WLang HS	\$ 1,118,171
58230199	510500	10	<b>A2</b>	Teacher Salary WLang SMS	\$ -
59230199	510500	7	<b>A2</b>	Teacher Salary TechEd HS	\$ 91,379
59230199	510500		<b>A2</b>	Teacher Salary TechEd	\$ 99,066
60230199	510500	1	<b>A2</b>	Teacher Salary BS	\$ 568,156
60250199	510500	1	<b>A2</b>	Librarian Salary BS	\$ 18,855
62230199	510500	2	<b>A2</b>	Teacher Salary CS	\$ 1,475,117
62235299	510500	2	<b>A2</b>	Instr Coach Salary CS	\$ 85,417
62250199	510500	2	<b>A2</b>	Librarian Salary CS	\$ 18,855
64230199	510500	3	<b>A2</b>	Teacher Salary PS	\$ 1,227,623
64235299	510500	3	<b>A2</b>	Instr Coach Salary PS	\$ 102,092
64250199	510500	3	<b>A2</b>	Librarian Salary PS	\$ 18,855
68230199	510500	4	<b>A2</b>	Teacher Salary SS	\$ 1,386,256
68235299	510500	4	<b>A2</b>	Instr Coach Salary SS	\$ 101,717
68250199	510500	4	<b>A2</b>	Librarian Salary SS	\$ 18,855
69230199	510500	5	<b>A2</b>	Teacher Salary FS	\$ 2,829,027
69235299	510500	5	<b>A2</b>	Instr Coach Salary FS	\$ 193,887
69250199	510500	5	<b>A2</b>	Librarian Salary FS	\$ 18,855
70230199	510500	8	<b>A2</b>	Teacher Salary - Preschool	\$ 461,781
70235299	510500	8	<b>A2</b>	Instr Coach Salary PRP	\$ 101,717
10230199	999999		<b>A2</b>	Control Account	\$ 42,034
<b>Sub-Total</b>				<b>Unit A (Teachers &amp; Nurses)</b>	<b>41,746,908</b>
26230299	510800	1	<b>A3</b>	Ins Aide Salary SPED BS	\$ 482,476
26230299	510800	2	<b>A3</b>	Ins Aide Salary SPED CS	\$ 418,818
26230299	510800	3	<b>A3</b>	Ins Aide Salary SPED PS	\$ 447,410
26230299	510800	4	<b>A3</b>	Ins Aide Salary SPED SS	\$ 334,904
26230299	510800	5	<b>A3</b>	Ins Aide Salary SPED FS	\$ 754,229
26230299	510800	6	<b>A3</b>	Ins Aide Salary SPED OMS	\$ 838,034
26230299	510800	7	<b>A3</b>	Ins Aide Salary SPED HS	\$ 920,617
26230299	510800	8	<b>A3</b>	Aides/Tutors Salaries	\$ 722,780

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**FY21 BUDGET RECOMMENDATION for ANNUAL TOWN MEETING**  
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<b>ORG</b>	<b>OBJ</b>	<b>PROJ</b>	<b>CHAR. CODE</b>	<b>ACCOUNT DESCRIPTION</b>	<b>FY21 Revised Budget 7.22.2020</b>
26230299	510800	10	<b>A3</b>	Ins Aide Salary SPED SMS	\$ 1,079,747
26232299	510800	2	<b>A3</b>	SPED Med/Thera Aide Sal CS	\$ -
26232299	510800	4	<b>A3</b>	SPED Med/Thera Aide Sal SS	\$ 40,125
27230199	510800		<b>A3</b>	Aides/Tutors Salaries	\$ 16,706
30230199	510800	6	<b>A3</b>	Aide & Tutor Salary OMS	\$ 701
30250199	510800	6	<b>A3</b>	Librarian Aide Salary OMS	\$ -
35250199	510800	10	<b>A3</b>	Librarian/Tutor Aide Salary SMS	\$ 13,793
40230199	510800	7	<b>A3</b>	Ins Aide Salary HS	\$ -
58230199	510800	7	<b>A3</b>	Aides/Tutors Salaries	\$ 28,672
60230192	510800	1	<b>A3</b>	Kinder Ins Aide Salary BS	\$ 239,383
60250199	510800	1	<b>A3</b>	Librarian Aide Salary BS	\$ 33,451
62230199	510800	2	<b>A3</b>	Ins Aide Salary CS	\$ 149,133
62230199	510801	2	<b>A3</b>	Tutor Salary CS	\$ 18,877
62250199	510800	2	<b>A3</b>	Librarian Aide Salary CS	\$ 33,451
64230199	510800	3	<b>A3</b>	Ins Aide Salary PS	\$ 129,654
64230199	510801	3	<b>A3</b>	Tutor Salary PS	\$ 18,587
64250199	510800	3	<b>A3</b>	Librarian Aide Salary PS	\$ 33,451
68230199	510800	4	<b>A3</b>	Ins Aide Salary SS	\$ 123,992
68230199	510800	4	<b>A3</b>	Tutor Salary SS	\$ 17,280
68250199	510800	4	<b>A3</b>	Librarian Aide Salary SS	\$ 33,451
69230199	510800	5	<b>A3</b>	Ins Aide Salary FS	\$ 199,768
69230199	510801	5	<b>A3</b>	Tutor Salary FS	\$ 33,918
69250199	510800	5	<b>A3</b>	Librarian Aide Salary FS	\$ 55,863
70230191	510800	8	<b>A3</b>	Ins Aide Salary PRP	\$ 64,009
70230199	510800	7	<b>A3</b>	Aides/Tutors Salaries	\$ 23,635
		<b>Sub-Total</b>		<b>Aides/ABA/Paraprofessionals</b>	<b>\$ 7,306,915</b>
10140199	510600		<b>A4</b>	System Wide Courier	\$ 24,358
10230199	999999		<b>A4</b>	Control Account	\$ 12,179
10310199	510600		<b>A4</b>	Census Taker	\$ 43,548
11120199	510520		<b>A4</b>	Admin Support	\$ 60,767
11141199	510520		<b>A4</b>	Bus & Fin Admin Support Salary	\$ 62,036
11141199	510600		<b>A4</b>	Bus & Fin Clerical Salaries	\$ 163,417
11142199	510520		<b>A4</b>	Human Resources Admin Support	\$ 108,992
12122199	510600		<b>A4</b>	Asst Superint Admin Salaries	\$ 23,204

**SHREWSBURY PUBLIC SCHOOLS**  
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<b>ORG</b>	<b>OBJ</b>	<b>PROJ</b>	<b>CHAR. CODE</b>	<b>ACCOUNT DESCRIPTION</b>	<b>FY21 Revised Budget 7.22.2020</b>
20320199	510600		<b>A4</b>	PupPers Clerical Salary	\$ 40,029
22290199	510600	7	<b>A4</b>	ETS Video Tech Salary	\$ 80,306
22440199	510600		<b>A4</b>	Other IT Salaries	\$ 595,620
26210199	510600		<b>A4</b>	Clerical Salaries	\$ 182,886
30220199	510600	6	<b>A4</b>	Secretary Salary OMS	\$ 92,704
35220199	510600	10	<b>A4</b>	Secretary Salary SMS	\$ 97,100
40220199	510600	7	<b>A4</b>	Secretary Salary HS	\$ 243,637
41210299	510600	7	<b>A4</b>	SHS SPED Secretary	\$ 32,124
48210199	510600	7	<b>A4</b>	Guidance Secretary HS	\$ 115,124
51351099	510600	7	<b>A4</b>	Athletic Trainer Salary	\$ 61,674
60220199	510600	1	<b>A4</b>	Secretary Salary BS	\$ 42,097
62220199	510600	2	<b>A4</b>	Secretary Salary CS	\$ 33,510
64220199	510600	3	<b>A4</b>	Secretary Salary PS	\$ 44,828
68220199	510600	4	<b>A4</b>	Secretary Salary SS	\$ 44,828
69220199	510600	5	<b>A4</b>	Secretary Salary FS	\$ 87,722
<b>Sub-Total</b>		<b>Secretaries, Technology &amp; Other Non-Represented</b>			<b>\$ 2,292,688</b>
10230199	510700	1	<b>A5</b>	Subs Salary Daily BS	\$ 22,139
10230199	510700	2	<b>A5</b>	Subs Salary Daily CS	\$ 38,500
10230199	510700	3	<b>A5</b>	Subs Salary Daily PS	\$ 23,094
10230199	510700	4	<b>A5</b>	Subs Salary Daily SS	\$ 20,236
10230199	510700	5	<b>A5</b>	Subs Salary Daily FS	\$ 35,376
10230199	510700	6	<b>A5</b>	Subs Salary Daily OMS	\$ 46,207
10230199	510700	7	<b>A5</b>	Subs Salary Daily HS	\$ 68,790
10230199	510700	8	<b>A5</b>	Sub Salaries Daily PRD	\$ 16,715
10230199	510700	10	<b>A5</b>	Subs Salary Daily SMS	\$ 58,944
10230199	510700		<b>A5</b>	Subs Salary Daily	\$ -
10230199	510705	1	<b>A5</b>	Long Term Subs Salary BS	\$ 41,366
10230199	510705	2	<b>A5</b>	Long Term Subs Salary CS	\$ 56,673
10230199	510705	3	<b>A5</b>	Long Term Subs Salary PS	\$ 38,764
10230199	510705	4	<b>A5</b>	Long Term Subs Salary SS	\$ 13,527
10230199	510705	5	<b>A5</b>	Long Term Subs Salary FS	\$ 60,884
10230199	510705	6	<b>A5</b>	Long Term Subs Salary OMS	\$ 88,909
10230199	510705	7	<b>A5</b>	Long Term Subs Salary HS	\$ 111,508
10230199	510705	8	<b>A5</b>	Long Term Sub Salary PRD	\$ 18,584

**SHREWSBURY PUBLIC SCHOOLS**  
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<b>ORG</b>	<b>OBJ</b>	<b>PROJ</b>	<b>CHAR. CODE</b>	<b>ACCOUNT DESCRIPTION</b>	<b>FY21 Revised Budget 7.22.2020</b>
10230199	510705	10	<b>A5</b>	Long Term Subs Salary SMS	\$ 94,784
20320199	510700	1	<b>A5</b>	Nurse Subs Salary BS	\$ 5,100
20320199	510700	2	<b>A5</b>	Nurse Subs Salary CS	\$ 5,100
20320199	510700	3	<b>A5</b>	Nurse Subs Salary PS	\$ 5,100
20320199	510700	4	<b>A5</b>	Nurse Subs Salary SS	\$ 5,100
20320199	510700	5	<b>A5</b>	Nurse Subs Salary FS	\$ 5,100
20320199	510700	6	<b>A5</b>	Nurse Subs Salary OMS	\$ 5,100
20320199	510700	7	<b>A5</b>	Nurse Subs Salary HS	\$ 5,100
20320199	510700	10	<b>A5</b>	Nurse Subs Salary SMS	\$ 5,100
20320199	510700		<b>A5</b>	Nurse Subs Salary	\$ 5,100
<b>Sub-Total</b>		<b>Substitutes - Daily, Long Term &amp; Sub Nurses</b>			<b>\$ 900,900</b>
10230199	999999		<b>A6</b>	Control Account	\$ 12,500
10352199	510095		<b>A6</b>	Extra Duty Cont Salary	\$ 136,500
10352799	510090		<b>A6</b>	Cust/Police OT Salary	\$ 67,000
10550899	510502		<b>A6</b>	Crossing Guard Salaries	\$ 35,000
12235799	510140		<b>A6</b>	Mentoring Stipends SW	\$ 30,000
20320199	510160		<b>A6</b>	Nurse Extra Duty - Summer	\$ 11,400
25230299	510500		<b>A6</b>	Teacher Salary SPEDSum	\$ 170,000
25230299	510800		<b>A6</b>	Ins Aide Salary SPEDSum	\$ 325,000
27230199	510600		<b>A6</b>	Clerical Support - Sum Coord	\$ 1,800
40230199	510500	7	<b>A6</b>	Professional Salaries	\$ 15,000
48270199	510160		<b>A6</b>	Guidance Extra Duty - Summer	\$ 18,250
<b>Sub-Total</b>		<b>Other Wages</b>			<b>\$ 822,450</b>
10230199	510920		<b>A7</b>	Employer Retirement Contributi(SL BB)	\$ 195,000
10235199	510900		<b>A7</b>	Tuition Reimbursement Staff	\$ 165,000
10510199	570000		<b>A7</b>	Employer Retirement Contributi (403B)	\$ 23,250
10520199	510395		<b>A7</b>	Long Term Disability Insurance	\$ 13,500
<b>Sub-Total</b>		<b>Employee Benefits</b>			<b>\$ 396,750</b>
10330199	530310		<b>BI</b>	Pupil Transport RegDay	\$ 2,032,207
10330199	530312		<b>BI</b>	McKenny Vento - Trans	\$ 75,000
10330199	530313		<b>BI</b>	Foster Care Transportation	\$ 15,000
10330199	530315		<b>BI</b>	Vocational Transportation	\$ 233,000
23352199	530310	7	<b>BI</b>	Student Activity Transport	\$ 5,500
40352799	530310	7	<b>BI</b>	StudAct Transport HS	\$ 11,330



**SHREWSBURY PUBLIC SCHOOLS**  
**FY21 BUDGET RECOMMENDATION for ANNUAL TOWN MEETING**  
**22 July 2020**

<b>ORG</b>	<b>OBJ</b>	<b>PROJ</b>	<b>CHAR. CODE</b>	<b>ACCOUNT DESCRIPTION</b>	<b>FY21 Revised Budget 7.22.2020</b>
51351199	530310	7	<b>B1</b>	Athletic Transportation HS	\$ 129,000
<b>Sub-Total</b>		<b>Regular Education &amp; Voke Transportation</b>			<b>\$ 2,501,037</b>
25330299	530310		<b>B2</b>	Summer SPED Transportation	\$ 77,250
26330299	530310		<b>B2</b>	Pupil Transport Service	\$ 832,500
26330299	530340		<b>B2</b>	Bus Monitor	\$ 382,000
<b>Sub-Total</b>		<b>Special Education Transportation</b>			<b>\$ 1,291,750</b>
25930299	530220		<b>C1</b>	TuitNonPublic Summer	\$ 90,000
26930191	530220		<b>C1</b>	TuitNonPublic PreK-HS	\$ -
26940194	530230		<b>C1</b>	TuitColl Admin Serv MS	\$ -
26920196	530240		<b>C1</b>	Tuition Out of State School	\$ 1,631,469
<b>Sub-Total</b>		<b>Special Education Tuitions</b>			<b>\$ 1,721,469</b>
10910199	530210		<b>C2</b>	Occupational Day High School	\$ 2,028,117
20910199	530220		<b>C2</b>	Tuition Recovery High School	\$ 11,000
<b>Sub-Total</b>		<b>Vocational Tuitions</b>			<b>\$ 2,039,117</b>
10140199	520100		<b>D1</b>	Advertising	\$ 4,500
10140199	520820		<b>D1</b>	Medicaid	\$ 22,000
10140199	520830		<b>D1</b>	E-Rate Charges	\$ 5,250
10360899	510620		<b>D1</b>	School Security	\$ 34,000
10411199	520095		<b>D1</b>	R&M - Vehicles	\$ 5,500
10423199	520080		<b>D1</b>	R&M Equipment ConServ SW	\$ 14,000
10530199	520140		<b>D1</b>	Rental of Equipment	\$ 128,000
10620199	530580		<b>D1</b>	Meeting Support	\$ 5,000
11110199	520320		<b>D1</b>	Legal Services	\$ 30,000
11140199	520000		<b>D1</b>	Professional Services	\$ 13,000
11140199	520120		<b>D1</b>	Data Processing	\$ 185,000
20320199	520080		<b>D1</b>	R&M Equipment	\$ 750
21423199	520080		<b>D1</b>	R&M Equipment Phys Ed	\$ 5,322
22400199	520080		<b>D1</b>	R&M Equipment	\$ 61,520
23423199	520080		<b>D1</b>	R&M Equipment Music	\$ 1,457
24423199	520080		<b>D1</b>	R&M Equipment Art	\$ 780
26400199	520080		<b>D1</b>	R&M Equipment	\$ 4,000
26210299	520320		<b>D1</b>	SPED Legal Fees	\$ 35,000
26940299	520330		<b>D1</b>	Administrative Services	\$ 13,000



**SHREWSBURY PUBLIC SCHOOLS**  
**FY21 BUDGET RECOMMENDATION for ANNUAL TOWN MEETING**  
**22 July 2020**

<b>ORG</b>	<b>OBJ</b>	<b>PROJ</b>	<b>CHAR. CODE</b>	<b>ACCOUNT DESCRIPTION</b>	<b>FY21 Revised Budget 7.22.2020</b>
27210199	520354		<b>D1</b>	Translations ELL Interpreting	\$ 6,500
30220199	520390	6	<b>D1</b>	Speakers and Consultants OMS	\$ 208
35422199	520090	10	<b>D1</b>	R & M - Building ConServ SMS	\$ 2,081
35422199	540030	10	<b>D1</b>	R&M Buildings Supp SMS	\$ 2,081
40422199	520090	7	<b>D1</b>	R&M Buildings ConServ HS	\$ 2,081
43423199	520080	7	<b>D1</b>	R&M Equipment Science HS	\$ 520
51351199	520080		<b>D1</b>	R&M Equipment Athletics	\$ 15,606
56423199	520080		<b>D1</b>	R&M Equipment FCS	\$ 312
60423199	520080	1	<b>D1</b>	R&M Equipment ConServ BS	\$ 520
62422199	520090	2	<b>D1</b>	R&M Buildings ConServ CS	\$ 312
64423199	520080	3	<b>D1</b>	R&M Equipment ConServ PS	\$ 208
68422199	520090	4	<b>D1</b>	R&M Buildings ConServ SS	\$ 520
<b>Sub-Total</b>				<b>Administrative Contracted Services</b>	<b>\$ 599,028</b>
10235199	520000		<b>D2</b>	Contractual Services DW	\$ -
20230199	520370		<b>D2</b>	Health Services	\$ -
20320191	520354		<b>D2</b>	Translations	\$ 7,500
20320199	520000		<b>D2</b>	Nurse Contract Service	\$ 100,000
20320199	520330		<b>D2</b>	Physician Services	\$ 10,500
25232299	520590		<b>D2</b>	SPED Summer Therapy	\$ 5,000
26230299	520350		<b>D2</b>	Educational Services	\$ 82,000
26232299	520352		<b>D2</b>	Evaluations	\$ 12,500
26230299	520354		<b>D2</b>	Translations	\$ 27,500
26280199	520360		<b>D2</b>	Psychological Services	\$ 50,000
26230199	520380		<b>D2</b>	Home/Hospital Tutoring	\$ 13,000
26232299	520610		<b>D2</b>	SPED Therapies	\$ 250,000
30352164	570320		<b>D2</b>	Student Membership OMS	\$ 510
40352175	520400		<b>D2</b>	Graduation Excercise	\$ 39,500
51210199	520000		<b>D2</b>	Athletic Train ContServ	\$ -
51351199	520375	7	<b>D2</b>	Doctor Fees HS	\$ 900
51351199	530560	7	<b>D2</b>	Facility Rental HS	\$ 48,000
<b>Sub-Total</b>				<b>Educational Contracted Services</b>	<b>\$ 646,910</b>
12240199	540180		<b>D3</b>	Textbooks	\$ 132,096
23240199	540180		<b>D3</b>	Texts/Ins Equip Music SW	\$ 2,268

**SHREWSBURY PUBLIC SCHOOLS**  
**FY21 BUDGET RECOMMENDATION for ANNUAL TOWN MEETING**  
**22 July 2020**

<b>ORG</b>	<b>OBJ</b>	<b>PROJ</b>	<b>CHAR. CODE</b>	<b>ACCOUNT DESCRIPTION</b>	<b>FY21 Revised Budget 7.22.2020</b>
27240199	540180		<b>D3</b>	Texts/Ins Equip ESL SW	\$ 2,126
30240199	540180	6	<b>D3</b>	Texts/Ins Equip OMS	\$ 4,162
35240199	540180	10	<b>D3</b>	Texts/Ins Equip SMS	\$ 4,927
40240199	540180	7	<b>D3</b>	Texts/Ins Equip HS	\$ 2,081
43240199	540180	7	<b>D3</b>	Texts/Ins Equip Science HS	\$ 5,993
46230199	540200	7	<b>D3</b>	Texts/Ins Equip Humanities	\$ 602
58240175	540180		<b>D3</b>	Textbooks	\$ 2,601
64240199	540180	3	<b>D3</b>	Texts/Ins Equip PS	\$ 4,162
68240199	540180	4	<b>D3</b>	Texts/Ins Equip SS	\$ 4,682
69240199	540180	5	<b>D3</b>	Texts/Ins Equip FS	\$ 10,404
<b>Sub-Total</b>				<b>Textbooks/Curriculum Materials</b>	<b>\$ 176,104</b>
11110199	570020		<b>D4</b>	Dues & Memberships	\$ 20,000
11110199	570060		<b>D4</b>	Conferences	\$ 5,000
11120199	570050		<b>D4</b>	In State Conference	\$ 5,000
12230199	570060		<b>D4</b>	Conference Registration	\$ 13,460
12235199	520330		<b>D4</b>	ProDev Contractual Services	\$ 12,110
12235199	570010		<b>D4</b>	Travel ProDev SW	\$ 2,550
12235199	570020		<b>D4</b>	Dues & Memberships	\$ 3,570
12235799	510095		<b>D4</b>	Curriculum Dev Stipends	\$ 36,100
12235799	510096		<b>D4</b>	Prof Dev Stipends	\$ 11,971
20235199	570060		<b>D4</b>	Conferences	\$ 520
21235199	570020		<b>D4</b>	Dues & Memberships Phys Ed	\$ 1,665
22235199	570020		<b>D4</b>	Dues & Memberships	\$ 459
22235199	570060		<b>D4</b>	Conferences	\$ 4,080
23235199	570020		<b>D4</b>	Dues & Memberships Music	\$ 1,457
23235199	570060		<b>D4</b>	Conferences Music	\$ 1,248
24235199	570020		<b>D4</b>	Dues & Memberships Art	\$ 364
26235199	570020		<b>D4</b>	Dues & Memberships	\$ 643
26210199	570060		<b>D4</b>	Conferences	\$ 1,785
27235199	570020		<b>D4</b>	Dues & Memberships ESL	\$ 291
27235199	570060		<b>D4</b>	Conferences ESL	\$ 750
30235199	570020	6	<b>D4</b>	Dues & Memberships OMS	\$ 1,040
30235199	570060	6	<b>D4</b>	Conferences ProDev OMS	\$ 3,121
35235199	570020	10	<b>D4</b>	Dues & Memberships SMS	\$ 1,040

**SHREWSBURY PUBLIC SCHOOLS**  
**FY21 BUDGET RECOMMENDATION for ANNUAL TOWN MEETING**  
**22 July 2020**

ORG	OBJ	PROJ	CHAR. CODE	ACCOUNT DESCRIPTION	FY21 Revised Budget 7.22.2020
35235199	570060	10	D4	Conferences ProDec SMS	\$ 2,601
40235199	570020	7	D4	Dues & Memberships HS	\$ 5,361
41235299	570020	7	D4	Dues & Memberships SPED HS	\$ 1,530
42235199	570020	7	D4	Dues & Memberships Math HS	\$ 416
45210199	570020		D4	Dues & Memberships	\$ 260
45235199	570060		D4	Conferences Health	\$ 260
46230199	570020	7	D4	Dues & Memberships Social ScHS	\$ 208
46235199	570060	7	D4	Conferences Social Sci HS	\$ 208
47235199	570020	7	D4	Dues & Memberships English HS	\$ 312
47235199	570060	7	D4	Conferences English HS	\$ 832
48235199	570020		D4	Dues & Memberships Guidance	\$ 520
51351099	570060	7	D4	Conferences HS	\$ 1,399
51351199	570020		D4	Dues & Memberships	\$ 13,500
56235199	570020		D4	Dues & Memberships FCS	\$ 208
56235199	570060		D4	Conferences FCS	\$ 208
58235199	570060		D4	Conferences WLang	\$ 1,040
60235199	570060	1	D4	Conferences ProDev BS	\$ 1,040
62235199	570060	2	D4	Conferences ProDev CS	\$ 520
68235199	570010	4	D4	Dues & Memberships SS	\$ 208
68235199	570020	4	D4	Conferences ProDev SS	\$ 728
69235199	570020	5	D4	Dues & Memberships FS	\$ 1,299
<b>Sub-Total</b>				<b>Professional Development</b>	<b>\$ 160,885</b>
10230199	540200		D5	Educational Supplies - DW	\$ -
12230199	540200		D5	Educational Supplies - MCAS	\$ 2,457
20320199	540000		D5	PupPers Supplies SW	\$ 15,026
21230199	540200	1	D5	Phys Ed Supplies BS	\$ 316
21230199	540200	2	D5	Phys Ed Supplies CS	\$ 316
21230199	540200	3	D5	Phys Ed Supplies PS	\$ 316
21230199	540200	4	D5	Phys Ed Supplies SS	\$ 316
21230199	540200	5	D5	Phys Ed Supplies FS	\$ 316
21230199	540200	6	D5	Phys Ed Supplies OMS/SMS	\$ 316
21230199	540200	7	D5	Phys Ed Supplies HS	\$ 315
22260199	540000		D5	AV Supplies SW	\$ 6,947
22260199	580600		D5	AV Equipment SW	\$ 34,990

**SHREWSBURY PUBLIC SCHOOLS**  
**FY21 BUDGET RECOMMENDATION for ANNUAL TOWN MEETING**  
**22 July 2020**

ORG	OBJ	PROJ	CHAR.	ACCOUNT DESCRIPTION	FY21 Revised	
			CODE		Budget 7.22.2020	
23230199	540200		D5	Ins Materials Music SW	\$	1,661
24230199	540200		D5	Ins Materials Art SW	\$	18,092
26232299	540200		D5	Educational Supplies	\$	49,139
26230199	540300		D5	Testing Supplies	\$	29,483
27230199	540200		D5	Ins Materials ESL SW	\$	265
30230164	540200		D5	Educational Supplies OMS	\$	10,023
35230164	540200		D5	Educational Supplies	\$	9,838
40230199	540200	7	D5	Ins Materials HS	\$	5,513
41230299	540200	7	D5	Ins Materials SPED HS	\$	1,203
42230199	540200	7	D5	Ins Materials Math HS	\$	1,454
43230199	540200	7	D5	Ins Materials Science HS	\$	7,819
45230199	540200	2	D5	Ins Materials Health CS	\$	354
45230199	540200	3	D5	Ins Materials Health PS	\$	354
45230199	540200	4	D5	Ins Materials Health SS	\$	354
45230199	540200	5	D5	Ins Materials Health FS	\$	354
45230199	540200	6	D5	Ins Materials Health OMS	\$	354
45230199	540200	7	D5	Ins Materials Health HS	\$	407
45230199	540200	10	D5	Ins Materials Health SMS	\$	354
46230199	540200		D5	Educational Supplies	\$	581
47230199	540200	7	D5	Ins Materials English HS	\$	752
51351199	540130	7	D5	Athletic Uforms & Equip HS	\$	14,115
56230199	540200	7	D5	Ins Materials FCS HS	\$	10,842
58230199	540200		D5	Ins Materials WLang SW	\$	3,075
59230199	540180	7	D5	Ins Materials TechEd HS	\$	3,809
59230199	540200	7	D5	Ins Materials TechEd HS	\$	3,879
60230199	540200	1	D5	Ins Materials PhysEd BS	\$	5,740
60250199	540170	1	D5	Library Supplies BS	\$	200
62230199	540200	2	D5	Ins Materials CS	\$	7,582
64230199	540200	3	D5	Ins Materials PS	\$	5,012
64250199	540270	3	D5	Library Supplies PS	\$	200
68230143	540200		D5	Educational Supplies	\$	1,203
69230199	540200	5	D5	Ins Materials FS	\$	7,743
69250199	540270	5	D5	Library Supplies FS	\$	301
<b>Sub-Total</b>				<b>Educational Supplies &amp; Materials</b>	<b>\$</b>	<b>263,689</b>

**SHREWSBURY PUBLIC SCHOOLS**  
**FY21 BUDGET RECOMMENDATION for ANNUAL TOWN MEETING**  
**22 July 2020**

ORG	OBJ	PROJ	CHAR.	ACCOUNT DESCRIPTION	FY21 Revised	
			CODE		Budget 7.22.2020	
10140199	540150		D6	Postage	\$	26,000
10210899	540280		D6	Supplies	\$	110,000
10230199	570200		D6	Control Account	\$	-
10235199	570010		D6	Car Allowance/Mileage	\$	18,000
10340199	570000		D6	Other Charges & Expend	\$	17,250
10411199	540190		D6	Custodial Supplies	\$	84,000
10411199	570170		D6	Other - Moving Expenses	\$	10,000
11110199	540140		D6	Reference Materials	\$	255
11120199	570010		D6	Car Allowance/Mileage	\$	9,500
11140199	540220		D6	Office Supplies	\$	12,750
11145199	580700		D6	Admin Tech Hardware SW	\$	3,500
22245199	540250		D6	Ins Technology Supp SW	\$	19,380
22245199	570070		D6	Ins Tech Network Infrs & Main	\$	56,000
22245199	580800		D6	Ins Technology SW SW	\$	103,000
22245199	580900		D6	Ins Technology NW	\$	137,500
22250199	540140		D6	Books Periodicals Subs SW	\$	14,981
22250199	540270		D6	Library Supplies SW	\$	1,061
23210199	540140		D6	Reference Materials	\$	104
23210199	540220		D6	Office Supplies	\$	416
24210199	540220		D6	Office Supplies	\$	104
26210199	540220		D6	Office Supplies	\$	1,020
26210299	570010		D6	Car Allowance/Mileage	\$	5,200
30220199	540150	6	D6	Printing OMS	\$	4,162
30220199	540220	6	D6	Office Supplies OMS	\$	2,601
30235199	540000	6	D6	Supplies ProDev OMS	\$	1,040
30245199	540250	6	D6	Ins Technology Supplies OMS	\$	2,601
30245199	580800	6	D6	Ins Technology SW OMS	\$	2,601
30250199	540140	6	D6	Books Periodicals Subs OMS	\$	2,081
30250199	540270	6	D6	Library Supplies OMS	\$	520
30423199	540240	6	D6	R&M Equipment Supp OMS	\$	2,081
35220199	540150	10	D6	Printing SMS	\$	3,121
35220199	540220	10	D6	Office Supplies SMS	\$	6,242
35235199	540000	10	D6	Supplies ProDev SMS	\$	1,040
35250199	540140	10	D6	Books Periodicals Subs SMS	\$	936

**SHREWSBURY PUBLIC SCHOOLS**  
**FY21 BUDGET RECOMMENDATION for ANNUAL TOWN MEETING**  
**22 July 2020**

<b>ORG</b>	<b>OBJ</b>	<b>PROJ</b>	<b>CHAR. CODE</b>	<b>ACCOUNT DESCRIPTION</b>	<b>FY21 Revised Budget 7.22.2020</b>
35250199	540270	10	D6	Library Supplies SMS	\$ 208
35423199	520080	10	D6	R&M Equipment ConServ SMS	\$ 520
35423199	520240	10	D6	R&M Equipment Supp SMS	\$ 520
40220199	540220	7	D6	Office Supplies HS	\$ 3,305
40250199	540140	7	D6	Books Periodicals Subs HS	\$ 4,162
48210199	540140		D6	Reference Materials	\$ 1,561
48210199	540220		D6	Office Supplies	\$ 520
51351199	510090	7	D6	Police Details HS	\$ 5,000
51351199	540310	7	D6	Athletic Supp & Awards HS	\$ 8,488
51526199	570280	7	D6	Athletic Insurance HS	\$ 3,607
56210199	540220		D6	Office Supplies	\$ 208
58210199	540140		D6	Reference Materials	\$ 156
58210199	540220		D6	Office Supplies	\$ 208
60220199	540220	1	D6	Office Supplies BS	\$ 2,081
60245199	540250	1	D6	Ins Technology HW BS	\$ 208
60250199	540140	1	D6	Books Periodicals Subs BS	\$ 208
62220199	540220	2	D6	Office Supplies CS	\$ 1,457
62235199	540000	2	D6	Supplies ProDev CS	\$ 832
62423199	540240	2	D6	R&M Equipment Supp CS	\$ 1,040
62730199	540140	2	D6	Capital Equipment CS	\$ 208
64220199	540220	3	D6	Office Supplies PS	\$ 1,176
64235199	540000	3	D6	Supplies ProDev PS	\$ 208
64250199	540140	3	D6	Books Periodicals Subs PS	\$ 1,040
68220199	540220	4	D6	Office Supplies SS	\$ 3,121
68235199	540000	4	D6	Supplies ProDev SS	\$ 372
68250199	540140	4	D6	Books Periodicals Subs SS	\$ 520
69220199	540150	5	D6	Office Supplies FS	\$ 1,301
69235199	540000	5	D6	Supplies ProDev FS	\$ 1,301
69250199	540140	5	D6	Books Periodicals Subs FS	\$ 2,081
69422199	540030	5	D6	R&M Buildings Supp FS	\$ 520
69423199	540240	5	D6	R&M Equipment Supp FS	\$ 780
<b>Sub-Total</b>		<b>Other Miscellaneous (i.e. Off. Supp., Ref. Mat.)</b>		<b>\$</b>	<b>705,966</b>
22245199	580700		D7	Ins Technology HW SW	\$ 582,000
23245899	580700		D7	Technology Hardware	\$ 312

**SHREWSBURY PUBLIC SCHOOLS**  
**FY21 BUDGET RECOMMENDATION for ANNUAL TOWN MEETING**  
**22 July 2020**

ORG	OBJ	PROJ	CHAR. CODE	ACCOUNT DESCRIPTION	FY21 Revised Budget 7.22.2020
23245899	580800		D7	Technology Software	\$ 312
27245899	580800		D7	Technology Software	\$ 832
30225199	580700	6	D7	Principal Tech HW OMS	\$ 1,040
35225199	580700	10	D7	Principal Tech HW SMS	\$ 3,641
35225199	580800	10	D7	Principal Tech SW SMS	\$ 1,040
48245175	580800		D7	Technology Software	\$ 4,162
<b>Sub-Total</b>				<b>Equipment</b>	<b>\$ 593,340</b>
10413199	520040		D8	Utility-Telephone	\$ 78,000
<b>Sub-Total</b>				<b>Utility-Telephone</b>	<b>\$ 78,000</b>
<b>Sub-Total</b>				<b>School Dept. Revised Budget</b>	<b>\$ 67,499,696</b>
<i>Additional Future Reductions Required to Match Town Manager Recommendation</i>					<i>\$ (419,696)</i>
<b>Net Total School Committee Recommended Budget</b>					<b>\$ 67,080,000</b>
<i>Covid-related Tuition/Fee Projected Revenue Loss</i>					<i>\$ (1,583,000)</i>
<i>Projected Gap and Future Potential Mid-Year Reductions Necessary with No Additional Federal, State, or Local Funding</i>					<i>\$ (2,002,696)</i>

SHREWSBURY PUBLIC SCHOOLS  
FY21 REVISED BUDGET STATUS

School Committee Recap Sheet	Description	FY19 Actual	FY20 Budget	FY21 Original Recom.	Budget Reduction/Adjustment Plan	Add'l Revenue Offsets: Fee Increases	FY20 Operating Savings to FY21 Circuit Breaker	FY21 Revised: July 22,2020	FY20-FY21 Revised Difference	% Change	Notes
A1	Administrative Central Office, Principals & Unit A	\$ 3,233,906	\$ 3,272,594	\$ 3,445,160	(\$189,370)	\$0	\$0	\$ 3,255,790	\$ (16,804)	-0.51%	Reduce 1 FTE and 0% increase for non-union administrators
A2	Unit A (Teachers & Nurses)	\$ 39,533,608	\$ 41,584,811	\$ 42,963,682	(\$1,016,774)	(\$200,000)	\$0	\$ 41,746,908	\$ 162,097	0.39%	Staff and program reduction plan elim. 13.8 FTE and increase FDK tuition
A3	Aides/ABA/Paraprofessionals	\$ 6,413,600	\$ 7,330,858	\$ 7,614,424	(\$307,509)	\$0	\$0	\$ 7,306,915	\$ (23,943)	-0.33%	Staff and program reduction plan eliminates 13.3 FTE
A4	Secretaries, Technology & Other Non-Representatives	\$ 2,267,753	\$ 2,371,080	\$ 2,353,164	(\$60,476)	\$0	\$0	\$ 2,292,688	\$ (78,392)	-3.31%	0% increase for all non-union clerical and IT staff
A5	Substitutes - Daily, Long Term & Sub Nurses	\$ 962,016	\$ 900,900	\$ 900,900	\$0	\$0	\$0	\$ 900,900	\$ -	0.00%	No change from original budget
A6	Other Wages (See Note 1)	\$ 811,801	\$ 784,500	\$ 851,300	(\$8,350)	(\$20,500)	\$0	\$ 822,450	\$ 37,950	4.84%	Reduce Guidance Counselor summer days, increase activity/athletic fees
A7	Employee Benefits	\$ 391,377	\$ 351,750	\$ 396,750	\$0	\$0	\$0	\$ 396,750	\$ 45,000	12.79%	No change from original budget
B1	Regular Education & Voke Transportation	\$ 2,147,204	\$ 2,528,985	\$ 2,638,037	(\$102,000)	(\$35,000)	\$0	\$ 2,501,037	\$ (27,948)	-1.11%	Reduce 1 bus, reduce transportation coord. to part-time, increase fee
B2	Special Education Transportation	\$ 680,492	\$ 706,300	\$ 1,291,750	\$0	\$0	\$0	\$ 1,291,750	\$ 585,450	82.89%	No change from original budget
C1	Special Education Tuitions (See Note 2)	\$ 2,258,824	\$ 1,356,803	\$ 2,747,094	\$0	\$0	(\$1,025,625)	\$ 1,721,469	\$ 364,666	26.88%	FY20 surplus carries forward into Circuit Breaker reducing town appropriation
C2	Vocational Tuitions	\$ 1,709,717	\$ 1,648,786	\$ 1,885,730	\$153,387	\$0	\$0	\$ 2,039,117	\$ 390,331	23.67%	Must budget for 9 more accepted students at Assabet Valley H.S.
D1	Administrative Contracted Services	\$ 633,166	\$ 611,833	\$ 648,028	(\$49,000)	\$0	\$0	\$ 599,028	\$ (12,805)	-2.09%	Reduce copier budget and eliminate ThoughtExchange license
D2	Educational Contracted Services	\$ 621,944	\$ 679,910	\$ 646,910	\$0	\$0	\$0	\$ 646,910	\$ (33,000)	-4.85%	No change from original budget
D3	Textbooks/Curriculum Materials	\$ 237,936	\$ 201,104	\$ 201,104	(\$25,000)	\$0	\$0	\$ 176,104	\$ (25,000)	-12.43%	Reduce textbook budget as part of \$1.95M reduction plan
D4	Professional Development	\$ 236,771	\$ 255,082	\$ 260,885	(\$100,000)	\$0	\$0	\$ 160,885	\$ (94,197)	-36.93%	Reduce district professional development budget as part of \$1.95M plan
D5	Educational Supplies & Materials	\$ 308,154	\$ 273,689	\$ 273,689	(\$10,000)	\$0	\$0	\$ 263,689	\$ (10,000)	-3.65%	Reduce all general supply budgets as part of \$1.95M reduction plan
D6	Other Miscellaneous (i.e. Off. Supp., Ref. Mat.)	\$ 765,786	\$ 786,716	\$ 789,966	(\$84,000)	\$0	\$0	\$ 705,966	\$ (80,750)	-10.26%	Reduce technology and custodial supply budgets as part of \$1.95M plan
D7	Equipment	\$ 850,113	\$ 571,340	\$ 593,340	\$0	\$0	\$0	\$ 593,340	\$ 22,000	3.85%	No change from original budget
D8	Utilities - Telephone Exp.	\$ 73,439	\$ 85,000	\$ 78,000	\$0	\$0	\$0	\$ 78,000	\$ (7,000)	-8.24%	No change from original budget
	Total:	\$ 64,137,607	\$ 66,302,041	\$ 70,579,913	(\$1,799,092)	(\$255,500)	(\$1,025,625)	\$ 67,499,696	\$ 1,197,655	1.81%	

Additional Future Reductions Required to Match Town Manager Recommendation \$ (419,696)

Net Total School Committee Recommended Budget \$ 67,080,000

Covid-related Tuition/Fee Projected Revenue Loss \$ (1,583,000)

Projected Gap and Future Potential Mid-Year Reductions Necessary with No Additional Federal, State, or Local Funding \$ (2,002,696)





**SHREWSBURY PUBLIC SCHOOLS  
SCHOOL COMMITTEE MEETING**

ITEM NO: **VII. Finance & Operations**

MEETING DATE: **7/22/20**

BACKGROUND INFORMATION:

ACTION RECOMMENDED:

STAFF AVAILABLE FOR PRESENTATION:



**SHREWSBURY PUBLIC SCHOOLS  
SCHOOL COMMITTEE MEETING**

ITEM NO: **VIII. Old Business**

MEETING DATE: **7/22/20**

BACKGROUND INFORMATION:

ACTION RECOMMENDED:

MEMBERS/STAFF AVAILABLE FOR PRESENTATION:



**SHREWSBURY PUBLIC SCHOOLS  
SCHOOL COMMITTEE MEETING**

ITEM NO: **IX. New Business**

MEETING DATE: **7/22/20**

BACKGROUND INFORMATION:

ACTION RECOMMENDED:

STAFF AVAILABLE FOR PRESENTATION:



**SHREWSBURY PUBLIC SCHOOLS  
SCHOOL COMMITTEE MEETING**

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

MEETING DATE: **7/22/20**

**BACKGROUND INFORMATION:**

The minutes from the School Committee Meeting held on July 15, 2020 and the School Committee Workshop held on July 20, 2020 are enclosed.

**ACTION RECOMMENDED:**

That the Committee accept the minutes from the School Committee Meeting held on July 15, 2020 the School Committee Workshop held on July 20, 2020.

**STAFF AVAILABLE FOR PRESENTATION:**

Ms. Sandra Fryc, Chairperson

Dr. B. Dale Magee, Secretary

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

**MINUTES OF SCHOOL COMMITTEE MEETING**

**Wednesday, July 15, 2020**

Present via virtual participation: Mr. Jon Wensky, Vice Chairperson (presiding); Dr. B. Dale Magee, Secretary; Ms. Lynsey Heffernan; Mr. Jason Palitsch; Mr. Patrick Collins, Assistant Superintendent for Finance and Operations; Ms. Meg Belsito, Assistant Superintendent for Student Services; Ms. Barb Malone, Executive Director of Human Resources; and Dr. Joseph Sawyer, Superintendent of Schools.

Not in attendance: Ms. Sandy Fryc, Chairperson

Due to the Coronavirus (COVID-19) pandemic, this meeting was not open to physical attendance by the public, but was broadcast live on SELCO Channels 29 & 329 and streamed live on the Shrewsbury Media Connection website. A complete audio/video recording of this meeting is available on the Shrewsbury Public Schools website.

The meeting was convened by Mr. Wensky at 7:01 pm.

**I. Public Participation**

Mr. Wensky encouraged anyone wishing to participate in the Public Participation portion of meetings to reach out to the School Committee via email.

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

None.

**III. Superintendent's Report**

Dr. Sawyer congratulated Shrewsbury Police Chief James Hester on his recent retirement, and SELCO Executive Director Michael Hale on his upcoming retirement, and thanked both for their support of Shrewsbury Public Schools (SPS). Dr. Sawyer confirmed receipt of a letter written to him, the School Committee, and school principals by leaders from the Shrewsbury High School (SHS) Class of 2019, with over 700 signatories, regarding anti-racism and equity at SPS, and noted he looked forward to meeting with the authors to get clarity and discuss its contents.

**IV. Time Scheduled Appointments:**

**A. Resolution on State Funding for COVID-19 Expenses: Discussion & Potential Vote**

Mr. Palitsch noted that the draft resolution regarding full state reimbursement for COVID-19 related expenses being presented to the Committee for consideration was part of a statewide effort, and had been adopted by over 150 school committees in Massachusetts so far. Mr. Palitsch read the resolution in its entirety to the Committee. On a motion by Mr. Palitsch,

seconded by Dr. Magee, the Committee voted unanimously to adopt the resolution and to further provide a copy thereof to members of the state's legislative delegation. Roll call votes were as follows: Ms. Heffernan, yes; Dr. Magee, yes; Mr. Palitsch, yes; and Mr. Wensky, yes.

### **B. Reopening of Schools for 2020-2021 School Year: Report**

Dr. Sawyer began the report with a summary of updated key messages. Ms. Belsito presented information on the Summer 2020 Extended School Year (ESY) program, which includes remote and in-person (starting next week) services, and described program details and protective measures being implemented for staff and students. Dr. Sawyer presented data (to date) from an ongoing survey sent to families regarding reopening of schools and noted key data points relative to willingness to return to school, transportation, and cafeteria use; expressed a need for additional data relative to extended school care and athletics; and detailed continued planning for reopening.

In response to clarifying questions, Dr. Sawyer provided additional information on planning for three types of learning scenarios as required by the Department of Elementary and Secondary Education (DESE): in-person; a hybrid of in-person and remote learning; and a fully remote learning option, and addressed families' ability to choose a preferred modality; and discussed addressing the needs of students who struggle with remote learning.

### **V. Curriculum**

None.

### **VI. Policy**

None.

### **VII. Finance & Operations**

#### **A. Transportation Logistics and Fees for 2020-2021 School Year: Recommendation & Vote**

Noting no updated transportation guidance had been provided from DESE since June 25, 2020, Mr. Collins presented information on planning for three reopening scenarios - in-person, hybrid, and remote learning - and the resultant impacts to transportation; noted planning assumptions and prerequisites, environmental factors, and FY20 ridership data; and made recommendations on fees and phased ridership eligibility, detailing the rationale for the recommendations and next steps in the process.

Ms. Heffernan expressed concerns with the recommendations in light of equity, families requiring transportation who may live less than two miles from school, the fee waiver, and lack of information on before/after school programs. Mr. Palitsch asked about the potential for changing the recommendation language to allow for expanding initial ridership eligibility to students who qualify for free/reduced lunch, and Dr. Magee inquired about a hardship exception for those who would be unable to get a ride. Acknowledging the positive intent behind expanding eligibility, Dr. Sawyer and Mr. Collins cautioned that it might result in a confidentiality breach and have the unintended consequence of free/reduced students being identified as such; Mr. Collins also noted difficulty around processing hardship exceptions since they would require manual review and his office does not have that capacity. Noting the

flexibility of the language in the recommendation and the number of unknown elements at present, Mr. Wensky expressed support for the recommendation as written.

Discussion ensued among the Committee regarding amending the language of the recommendations. Mr. Palitsch moved that the Committee vote to:

1. waive the bus fee for the first half of the 2020-2021 school year
2. restrict ridership eligibility for bus transportation to students in grades K-12 who live two or more miles from their school, and to further authorize the superintendent to expand eligibility to students and families based on demonstrated need to the extent feasible
3. convey the authority to the superintendent of schools to further expand eligibility for ridership beyond this threshold based upon a) evolving state regulations, b) budgetary resources, and c) equity of student access, with the goal of providing the option of bus transportation to as many families as possible

Ms. Heffernan seconded the motion, and the motion passed unanimously. Roll call votes were as follows: Dr. Magee, yes; Ms. Heffernan, yes; Mr. Palitsch, yes; and Mr. Wensky, yes.

### **B. Fiscal Year 2021 Budget: Update**

In his report, Mr. Collins presented revised annual budget and budget management strategies (which entail addressing costs and revenue losses separately) due to COVID; illustrated FY21 projected revenue losses and resultant updated budget models; gave information on federal stimulus funds; and provided a revised FY21 budget schedule. Mr. Palitsch urged the community to send feedback on the budget to the Committee. Dr. Sawyer added that SPS is striving to provide ongoing information on the budget as it becomes available; discussions on cost mitigation/preserving positions are ongoing with union groups; and the safety and well-being of students and staff are top priorities.

### **VIII. Old Business**

None.

### **IX. New Business**

None.

### **X. Approval of Minutes**

Without objections from the Committee, the minutes from the School Committee Meetings held on July 8, 2020 and July 13, 2020 were accepted as distributed.

### **XI. Executive Session**

**A. For the purpose of addressing G.L. c. 30A, § 21(a)(7) “[t]o comply with, or act under the authority of, any general or special law or federal grant-in-aid requirements” (“Purpose 7”), Open Meeting Law, G.L. c. 30A, §§ 22(f), (g) – for the purpose of reviewing, approving, and/or releasing executive session minutes.**

**B. For the purpose of addressing G.L. c. 30A, § 21(a)(3) “to discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect of the bargaining or litigating position of the public body and the chair so declares” (“Purpose 3”) - the Shrewsbury Education Association Unit A; Shrewsbury Education Association**

**Unit B; the Shrewsbury Paraprofessional Association; and/or the Shrewsbury Cafeteria Workers.**

Mr. Wensky requested a motion to adjourn to Executive Session:

A) for the purpose of addressing G.L. c. 30A, § 21(a)(7) “[t]o comply with, or act under the authority of, any general or special law or federal grant-in-aid requirements” (“Purpose 7”), Open Meeting Law, G.L. c. 30A, §§ 22(f), (g) – for the purpose of reviewing, approving, and/or releasing executive session minutes; and

B) for the purpose of addressing G.L. c. 30A, § 21(a)(3) “to discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect of the bargaining or litigating position of the public body and the chair so declares” (“Purpose 3”) - the Shrewsbury Education Association Unit A; Shrewsbury Education Association Unit B; the Shrewsbury Paraprofessional Association; and/or the Shrewsbury Cafeteria Workers.

On a motion by Dr. Magee, seconded by Mr. Palitsch, on a roll call vote: Ms. Heffernan, yes; Mr. Palitsch, yes; Dr. Magee, yes; and Mr. Wensky, yes, the School Committee voted to adjourn to executive session at 8:59 pm.

**XII. Adjournment**

On a motion by Mr. Wensky, seconded by Mr. Palitsch, the committee unanimously agreed to adjourn the meeting at 9:45 pm. Roll call votes were as follows: Mr. Palitsch, yes; Mr. Wensky, yes; Ms. Heffernan, yes; and Dr. Magee, yes.

Respectfully submitted,

Elizabeth McCollum, Clerk

Documents referenced:

1. SPS Anti-Racism Letter
2. Draft Resolution on State Reimbursement for COVID-19 Expenses
3. School Reopening Slide Presentation
4. FY21 Transportation Logistics & Fees Slide Presentation
5. FY21 Budget Update Slide Presentation
6. Set(s) of minutes as referenced above



**SHREWSBURY PUBLIC SCHOOLS  
100 MAPLE AVENUE  
SHREWSBURY, MASSACHUSETTS  
MINUTES OF SCHOOL COMMITTEE WORKSHOP REGULAR SESSION  
July 20, 2020  
Videoconference**

**Regular School Committee meeting opened at 7:03 PM.**

**Present:** Mr. Jon Wensky, Assistant Chairperson (presiding); Ms. Sandra Fryc, Chairperson; Dr. Dale Magee, Secretary; Ms. Lynsey Heffernan; Mr. Jason Palitsch; Dr. Joseph Sawyer, Superintendent of Schools; Mr. Patrick Collins, Assistant Superintendent for Finance and Operations

**Budget Discussion:** Dr. Sawyer and Mr. Collins presented the most recent version of the proposed FY21 budget. The Town Manager has proposed a \$67,080,000 school budget. This leaves a gap of approximately \$400,000 in the regular budget and, in addition, about \$1.5 million in reductions in revenues due to Covid 19 that cannot be paid with Covid grant funds. Together this amounts to a ~\$2 million gap with the Town Manager's proposal.

Given the uncertainty of both costs and revenues a "balanced risk" approach is being taken in which we will submit a budget of \$67,080,000 and inform the Town Meeting that with current projections this may require a midyear adjustment that could result in layoffs. The alternative of cutting staffing and other costs to present a balanced budget during a pandemic was felt to be unwise.

There was general support among the members of the Committee for this approach.

Messaging for the Finance Committee and the Town Meeting was discussed.

**Executive Session:**

Mr. Wensky requested a motion to adjourn to Executive Session:

A. For the purpose of addressing G.L. c. 30A, § 21(a)(7) "[t]o comply with, or act under the authority of, any general or special law or federal grant-in-aid requirements" ("Purpose 7"), Open Meeting Law, G.L. c. 30A, §§ 22(f), (g) – for the purpose of reviewing, approving, and/or releasing executive session minutes.

B. For the purpose of addressing G.L. c. 30A, § 21(a)(3) "to discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect of the bargaining or litigating position of the public body and the chair so declares" ("Purpose 3") - the Shrewsbury Education Association Unit A; Shrewsbury Education Association Unit B; the Shrewsbury Paraprofessional Association; and/or the Shrewsbury Cafeteria Workers.

On a motion by Mr. Palitsch, seconded by Ms. Fryc, on a roll call vote: Ms. Heffernan, yes; Dr. Magee, yes; Mr. Palitsch, yes; Mr. Wensky, yes; and Ms. Fryc, yes. The Regular meeting adjourned to Executive Session at 7:45PM.

The meeting reconvened at 7:51PM.

Motion to adjourn by Mr. Palitsch, seconded by Ms. Fryc, on a roll call vote: Ms. Heffernan, yes; Dr. Magee, yes; Mr. Palitsch, yes; Mr. Wensky, yes; and Ms. Fryc, yes. The Regular meeting adjourned at 7:51PM.

Documents: FY21 Budget Workshop Slides  
FY21 Budget Summary Sheet



## SHREWSBURY PUBLIC SCHOOLS SCHOOL COMMITTEE MEETING

ITEM NO: **XI. Executive Session**

MEETING DATE: **7/22/20**

- A. For the purpose of addressing G.L. c. 30A, § 21(a)(7) “[t]o comply with, or act under the authority of, any general or special law or federal grant-in-aid requirements” (“Purpose 7”), Open Meeting Law, G.L. c. 30A, §§ 22(f), (g) – for the purpose of reviewing, approving, and/or releasing executive session minutes.**
- B. For the purpose of addressing G.L. c. 30A, § 21(a)(3) “to discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect of the bargaining or litigating position of the public body and the chair so declares” (“Purpose 3”) - the Shrewsbury Education Association Unit A; Shrewsbury Education Association Unit B; the Shrewsbury Paraprofessional Association; and/or the Shrewsbury Cafeteria Workers.**

### BACKGROUND INFORMATION:

Executive session is warranted for these purposes.

### ACTION RECOMMENDED:

That the School Committee enter into executive session:

- A)for the purpose of addressing G.L. c. 30A, § 21(a)(7) “[t]o comply with, or act under the authority of, any general or special law or federal grant-in-aid requirements” (“Purpose 7”), Open Meeting Law, G.L. c. 30A, §§ 22(f), (g) – for the purpose of reviewing, approving, and/or releasing executive session minutes; and
- B)for the purpose of addressing G.L. c. 30A, § 21(a)(3) “to discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect of the bargaining or litigating position of the public body and the chair so declares” (“Purpose 3”) - the Shrewsbury Education Association Unit A; Shrewsbury Education Association Unit B; the Shrewsbury Paraprofessional Association; and/or the Shrewsbury Cafeteria Workers, where deliberation in an open meeting may have a detrimental effect on the bargaining position of the public body; and return to Open Session only for the purpose of adjourning for the evening.

### STAFF AVAILABLE FOR PRESENTATION:

Dr. Joseph M. Sawyer, Superintendent of Schools

Ms. Barbara A. Malone, Executive Director of Human Resources

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



**SHREWSBURY PUBLIC SCHOOLS  
SCHOOL COMMITTEE MEETING**

ITEM NO: **XII. Adjournment**