



**School Committee  
Meeting Book**

**September 2, 2020  
7:00 pm**

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



## SHREWSBURY PUBLIC SCHOOLS SCHOOL COMMITTEE MEETING

### AGENDA

September 2, 2020 7:00pm  
Town Hall—Selectmen's Meeting Room  
100 Maple Avenue

THIS MEETING IS NOT OPEN TO PHYSICAL PARTICIPATION BY THE PUBLIC. TOWN HALL IS CLOSED TO THE PUBLIC. THIS MEETING WILL BE BROADCAST LIVE ON LOCAL CABLE CHANNELS 29 & 329 AND STREAMED LIVE ON THE SHREWSBURY MEDIA CONNECTION WEBSITE AT <https://videoplayer.telvue.com/player/iE0p5N2b-Se5BhxS-3KDrHfUWzLHfku2/stream/722>. SEE BELOW FOR INFORMATION ON CONTACTING THE CHAIR OF THE SCHOOL COMMITTEE RE: PUBLIC PARTICIPATION.

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.

While for this meeting the School Committee and members of the School Department administrative team will physically meet at the location listed above, members of the public may not attend in person. If a member of the public wishes to participate remotely in the Public Participation portion of the meeting, they should contact the Committee Chair, Ms. Sandra Fryc, by sending an email to [schoolcommittee@shrewsbury.k12.ma.us](mailto:schoolcommittee@shrewsbury.k12.ma.us).

### Items

### Suggested time allotments

- |      |                                                                       |                                                                                          |
|------|-----------------------------------------------------------------------|------------------------------------------------------------------------------------------|
| I.   | Public Participation                                                  | <div style="border: 1px solid black; padding: 10px; text-align: center;">7:00-7:05</div> |
| II.  | Chairperson's Report & Members' Reports                               |                                                                                          |
| III. | Superintendent's Report                                               |                                                                                          |
| IV.  | Time Scheduled Appointments:                                          |                                                                                          |
|      | A. Update on Reopening Planning for the 2020-2021 School Year: Report | 7:05-7:25                                                                                |
| V.   | Curriculum                                                            |                                                                                          |
|      | A. Remote Learning Program for SHS Cohort D: Report                   | 7:25-7:55                                                                                |
| VI.  | Policy                                                                |                                                                                          |



## SHREWSBURY PUBLIC SCHOOLS SCHOOL COMMITTEE MEETING

VII. Finance & Operations

VIII. Old Business

IX. New Business

- A. Vote to Ratify a Memorandum of Agreement with the Shrewsbury Education Association, Unit A re: Hybrid Education Model 7:55 – 8:05

X. Approval of Minutes 8:05 – 8:10

XI. Executive Session 8:10 – 8:30

- 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 8:30

**Next regular meeting: TBD**



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

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

MEETING DATE: 9/2/20

#### **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: **9/2/20**  
**A. Update on Reopening Planning for the 2020-2021 School Year: Report**

**BACKGROUND INFORMATION:**

Dr. Sawyer and members of the leadership team will provide updated information on planning for reopening of schools for the 2020-2021 school year.

**ACTION RECOMMENDED:**

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

**STAFF AVAILABLE FOR PRESENTATION:**

Dr. Joseph M. Sawyer, Superintendent of Schools  
District Administrators



**SHREWSBURY PUBLIC SCHOOLS  
SCHOOL COMMITTEE MEETING**

**ITEM NO: IV. Time Scheduled Appointments:**

**MEETING DATE: 9/2/20**

**BACKGROUND INFORMATION:**

**ACTION RECOMMENDED:**

**STAFF & STUDENTS AVAILABLE FOR PRESENTATION:**



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

ITEM NO: **V. Curriculum**

MEETING DATE: **9/2/20**

### **A. Remote Learning Program for SHS Cohort D: Report**

#### **BACKGROUND INFORMATION:**

For the 2020-2021 school year, the Massachusetts Department of Elementary & Secondary Education (DESE) has mandated that school districts provide an all remote learning option for families. Students in grades K-12 who will be learning in a fully remote learning model will be in a separate program from those learning in the hybrid program and are considered a separate group, called Cohort D. Tonight, Ms. Clouter and Mr. Bazydlo will provide updated information regarding Shrewsbury High School's plan for providing remote learning to students in Cohort D, who will learn independently and asynchronously through a third-party online platform supported by SHS educators.

#### **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. Amy B. Clouter, Assistant Superintendent for Curriculum, Instruction & Assessment

Mr. Todd Bazydlo, Principal, Shrewsbury High School

Dr. Joseph M. Sawyer, Superintendent of Schools



## **Using Third-Party Learning Platforms to Engage SHS Students in the Fully Remote, Stand Alone Learning Model Report to the School Committee**

***Amy Clouter, Assistant Superintendent for Curriculum, Instruction, & Assessment  
Todd Bazydlo, Principal, Shrewsbury High School***

### **Overview**

For this coming school year, the Massachusetts Department of Elementary & Secondary Education has mandated that school districts must provide an all remote learning option for families. We know that some families must utilize this option because their child or a family member has a medical issue that makes them more vulnerable to COVID-19, and in other cases families may not be comfortable sending their children back to school in person.

Our first preference would have been to have SHS faculty teach students who are in the fully remote program. However, given the number of students whose families opted for the hybrid model (approximately 80%), and given the complexity of having so many unique class schedules amongst the 350+ SHS students who will be fully remote (across the approximately 250 courses that SHS offers), the reality is that we do not have the staffing capacity to provide both.

Students at SHS learning in a fully remote learning model will be in a separate program from those learning in-person for two days and remotely for three days each week in the hybrid program. As noted in our school district's [reopening plan](#), students in the fully remote program are considered a separate group, called Cohort D, to distinguish between the experiences of students in an alternating in-person and remote "hybrid" model and this stand-alone fully remote learning model.



## **The Fully Remote Program Model at SHS**

In order to provide the range of specific courses that each Cohort D SHS student requires for course credit, progress toward graduation, and preparing for post-secondary success (typically higher education for most SHS students), the fully remote educational program for SHS will consist of courses provided asynchronously by third-party online education providers which students will work through independently. This work will include viewing online lessons taught by licensed educators, engaging with interactive online curriculum materials, and completing online assessments. Additionally, a team of SHS educators will be assigned to supervise and support Cohort D students' independent remote learning in each core subject, and these SHS educators will be the teachers of record for course grades (more on this below). Further, additional ongoing connections with the SHS community will be provided wherever possible, such as participation in co-curricular activities, access to remote school-wide events, etc.

So who will be delivering instruction to students learning in the stand alone full remote model? Students in the fully remote model will learn independently and asynchronously, engaging with lessons prepared and recorded by the licensed educators from a third-party online platform, primarily [Edgenuity](#), but in some cases [Virtual High School \(VHS\)](#), or another provider will be utilized. These lessons will include video lectures, screencasts, and interactive learning tools.

### **Monitoring Student Progress**

Although Edgenuity and Virtual High School courses are taught by licensed educators, Edgenuity's and Virtual High School's teachers are not employed by the district. However, Shrewsbury educators will serve as coordinators for the purpose of grading more complex assessments assigned in Edgenuity, Virtual High School, or by SHS. In addition, coordinators will monitor attendance and student progress for the caseload of students they serve.

### **Full Remote / Cohort D Coordinator Responsibilities**

Shrewsbury educators working with Shrewsbury High School students in Cohort D will not need to plan for or deliver daily instruction. However, for all courses, a teacher of record will be required to:

- take daily attendance
- monitor student progress through the learning platform dashboard (including quizzes, course assignments, etc) each day
- hold online extra help sessions/office hours to provide academic support
- grade larger or more complex assignments (papers, lab reports, SHS common assessments, etc.) that are not part of the online platform
- maintain grades in PowerSchool/third party platform, including progress reports and report cards
- collaborate with the team and coordinate support for students, including being the first point of contact for students and parents as well as the liaison to connect with members of the SHS leadership team and School Counseling Department

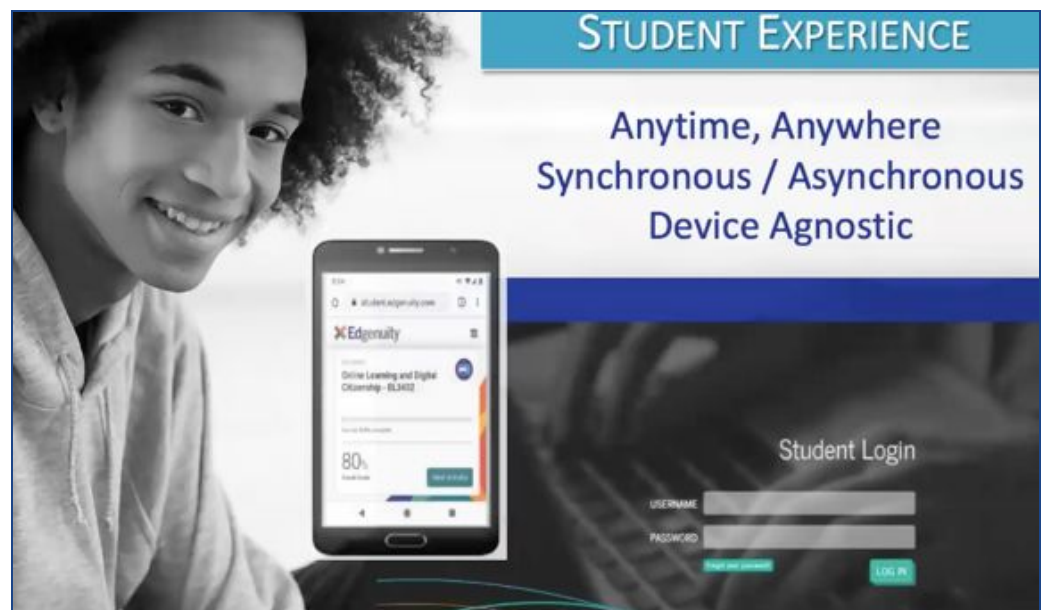
- communicate with Cohort D students' parents/caretakers a) collectively to provide general program information and updates, and b) individually as needed to discuss a student's progress or needs

Each educator will be responsible for one content area across two grades. Teachers will work as part of a four person team, and each teacher will assume responsibility for supervising and supporting the learning for a caseload of students across either Grades 9 & 10 or Grades 11 & 12. We anticipate needing two teams to support the needs of Cohort D students at this time.

## Why Edgenuity?

Why did Shrewsbury Public Schools choose [Edgenuity](#)? The district selected Edgenuity to be the main provider for remote learning at the high school level for several reasons. First of all, Edgenuity is one of two companies vetted by a group of over 40 educators at the Department of Elementary and Secondary Education (DESE). A diverse group of curriculum experts, administrators and teachers considered a variety of vendors with the goal of identifying companies whose products aligned to state standards across grade spans. Edgenuity is a longstanding provider of virtual and blended learning solutions for middle school and high school nationwide. Accordingly, their curriculum mirrors state standards, and their course catalog covers many of the courses that the SHS students in Cohort D initially selected. Secondly, Edgenuity has been [accredited](#) by a variety of public and private organizations in the education industry. In use in public school districts Massachusetts for some time, Edgenuity has a track record of working successfully with districts to meet diverse needs, from credit recovery to providing remote

learning options to student athletes. More to the point, since school closure and in response to the DESE process, several districts nearby have also opted to work with Edgenuity because the asynchronous videos and lessons are created and taught by licensed teachers. Finally, Edgenuity is a cost effective solution.



Since Edgenuity is not the only platform our district will be using, it's helpful that the terms of our contract will allow the district to flexibly meet the range of needs of the students at

Shrewsbury High School that are in Cohort D. This will make it possible to work with additional vendors as needed.

### Third-Party Platform Course Offerings

Shrewsbury will be using a blend of platforms to meet student needs. Most courses will be available through Edgenuity, including Foreign Language and many AP course offerings, while others will be offered through Virtual High School (VHS).

Please the tables below for the courses available.

| <b>Mathematics</b>                                                                                      | <b>Science</b>                                                              | <b>Social Studies</b>                                                                                                                           |
|---------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------|
| Algebra I*<br>Algebra II*<br>Geometry*<br>Precalculus*<br>Statistics<br>Advanced Quantitative Reasoning | Biology*<br>Chemistry*<br>Introduction to Physics*<br>Environmental Science | World History I/World History II<br>United States History I<br>United States History II*<br>Human Geography<br>Government                       |
| <b>English</b>                                                                                          | <b>Foreign Languages</b>                                                    | <b>Physical Education/Health</b>                                                                                                                |
| English 9*<br>English 10*<br>English 11*<br>English 12*                                                 | Spanish I, II, III<br>French I, II, III<br>Chinese I, II<br>Latin I, II     | Foundation of Personal Fitness<br>Healthy Living (semester)<br>Lifetime Fitness (full year)<br>*These courses can be taken at the Honors level. |

\*These courses can be taken at the Honors level.

The AP courses listed below in the left hand column are available through Edgenuity. Additionally, we are working with Virtual High School (VHS) to provide opportunities for students to take AP courses in subjects not available via Edgenuity, which are listed in the right-hand column.

### AP Offerings for Cohort D

| Advanced Placement (AP): Edgenuity                                                                                                                                                                           | Advanced Placement(AP): Virtual High School                                 |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------|
| Biology<br>Environmental Science<br>French<br>Spanish<br>U.S History<br>Human Geography<br>Psychology<br>Calculus AB<br>Statistics<br>English Language and Composition<br>English Literature and Composition | Music Theory<br>Latin<br>Chemistry<br>Physics 1<br>Physics C<br>Calculus BC |

Fully remote options for upper level foreign language courses (IV & V) are in the process of being finalized, and this information will be communicated to students and families who chose those courses during the spring registration process as soon as we have it.

### Core and Elective Options Available

SHS school counselors will align each Cohort D student's requested SHS course selections with those available in Edgenuity or VHS. The SHS School Counseling Department will also ensure each Cohort D student's courses will meet the school district's graduation requirements. It is important to note however that not all of the electives offered at SHS will be available through Edgenuity. Further, students will be required to take Health and/or Physical Education. For this reason, some students may not have an elective or may need to enroll in an elective offered by Edgenuity that corresponds with a course offering in the SHS Program of Studies. Finally, the opportunities for electives for students in Cohort D may be limited if students elect to switch to a hybrid learning model.

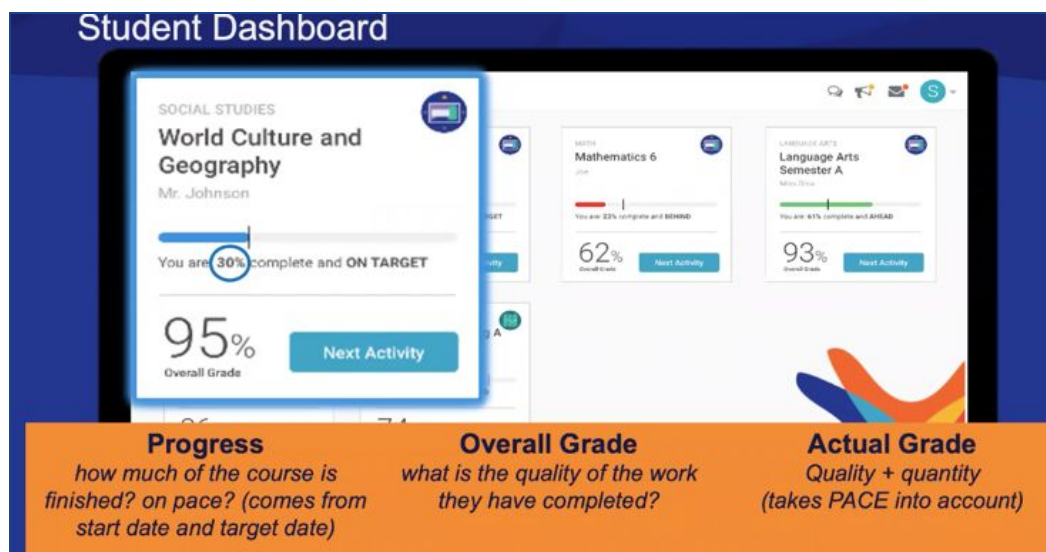
We are mindful that many students in Cohort D are juniors and seniors, and we are committed to ensuring that students interested in applying to college can meet college admission requirements.

### Learning With a Third-Party Platform

As mentioned previously, students in Cohort D will learn online in an independent, asynchronous way. This means that students progress through Edgenuity courses independently. Regardless of the course, students and families can expect common components, including:

- Direct teaching via instructional videos
- Lessons grounded in sound pedagogy, including activating prior knowledge and tools that enable online instructors to support students individually
- Interactive tasks and assignments, including group discussion boards
- A blend of quizzes, formative assessments and formal tests, and
- Learning tools that enable students to access lessons and organize their work

This brief [overview](#) of the student experience can be found on Edgenuity's website. The courses have been built to encourage meaningful practice, independent study, reflection and academic honesty. Like the educators at SHS, the teachers at Edgenuity are real people. Further, students in Cohort D will have to meet high expectations, and our coordinators will ensure that they do. Accordingly, students may not skip instructional videos or take quizzes before completing the reading. Rather, students in Cohort D should expect that they will be accountable to fully participate and engage with the course content, just as they would through Schoology.



### The Remote Learning Schedule

The time allotments listed in the revised remote learning model per subject area would remain consistent for students in Cohort D. In a remote learning model, students work independently through course content. Just as they do in an in-person instructional model, students will need to manage various assignments within each course. Each day students will be expected to log in to demonstrate consistent attendance, and attendance will be closely monitored in Edgenuity or Virtual High School, just as we monitor attendance at SHS. Specifically, class attendance will be taken daily and made part of the student record. Attendance will be used to gauge student involvement and will be factored into the students' earned credit.

Although students in Cohort D can complete their work independently and asynchronously, it is recommended they follow the hybrid academic schedule (see table below) to get into a regular school routine. SHS teachers who are supervising and supporting Cohort D students will be able to evaluate a student's attendance by monitoring the number of active minutes students are logged into the online learning platform, and by checking their progress through the coursework. Students may wish to access online coaching or support, and that is available for every course. However, students should anticipate that live help is limited to a prescribed schedule during the school day.

|                   |           |
|-------------------|-----------|
| 7:35am - 8:20am   | Period 1  |
| 8:25am - 9:10am   | Period 2  |
| 9:15am - 10am     | Period 3  |
| 10:05am - 10:50am | Period 4  |
| 10:55am - 11:40am | Period 5  |
| 11:45am - 1:10pm  | Period 6  |
| 11:45am - 12:10pm | 1st lunch |
| 12:15pm - 12:40pm | 2nd lunch |
| 12:45pm - 1:10pm  | 3rd lunch |
| 1:15pm - 2pm      | Period 7  |

Students can access their school counselors by scheduling meetings with counselors via email and Zoom meetings. Additionally, we are working on developing opportunities for students to participate in activities such as homeroom and/or advisory sessions. These opportunities will be communicated to students in all cohorts when these plans are finalized.

### Student Responsibilities

As a result of offering classes through Virtual High School, the Counseling Department at Shrewsbury High School has learned that it's important to emphasize with students their responsibilities for managing their course loads.

The screenshot displays a 'Course Map' for 'Language Arts 8'. At the top, a red warning triangle with an exclamation mark is accompanied by a message: 'You have 5 overdue activities. Your estimated time to complete these activities is 36m.' The main content area shows a timeline of activities:

- FEB 17:** Assignment (Read an excerpt of *Anne Frank Remembered* to understand Miep Gies's viewpoint). Progress: 80%. Your Time: 35m.
- FEB 18:** Instruction (How does Miep Gies's memoir illustrate another perspective of Anne Frank's story?). Estimated Time: 15m.
- FEB 19:** Quiz. Estimated Time: 15m.

At the bottom, there is a blue bar for 'Audio Report: Remembering Miep Gies'. On the right side, a sidebar lists various resources and activities under the heading 'Brevity and Resistance':

- Brevity and Resistance: The Story of Anne Frank
- Theme and Conflict in The Diary of Anne Frank
- Anne Frank's The Diary of a Young Girl
- Viewpoint and Inferences in Anne Frank Remembered
- Audio Report: Remembering Miep Gies
- Group Discussion
- Creating a Text Trailer
- Unit Test
- Summing
- Writing to the Occasion
- Making Connections: Safe

Students in Cohort D will be required to:

- Manage their time effectively across multiple courses
- Balance learning online with offline required reading and assignments
- Use supports as needed, including live tutoring within the Edgenuity platform
- Learn to use the various features of online platforms (like Edgenuity's Guided Notes) to master new material, and
- Submit work, complete assignments and respond to virtual feedback.

For these reasons, it is our hope that students using Edgenuity will be well prepared for the kind of instructional models in use by institutions of higher education.

### **The Academic Calendar**

The start and end dates of quarters, semesters, and grading period in Edgenuity and Virtual High School will closely align with SHS grade reporting dates listed below.

Semester 1: 9/12/20-2/2/21

Quarter 1: 9/15/20 - 11/17/20 (42 days)

Quarter 2: 11/18/20 - 2/2/21 (43 days)

Semester 2: 2/3/20-6/16/20

Quarter 3: 2/3/21 - 4/8/21 (42 days)

Quarter 4: 4/19/21 - 6/16/21 (43 days)

### **Student Supports**

The district will be providing special education services remotely to students in Cohort D who have an Individualized Education Program. The SHS Special Education Department will coordinate these services with each student and their family directly.

### **Grading**

The third-party learning platforms have pre-designed assessments. Some assignments will be scored automatically and recorded, some will be reviewed and/or graded by the SHS teachers supporting Cohort D, and some assignments will not be graded, as they are intended to help students activate prior knowledge and/or reflect on their learning. However, even ungraded assignments "count" - the activities students complete will be factored into their progress. Finally, students and families should understand that it's not possible to take an assessment until completing the required course content.

### **Conclusion**

In an ideal scenario, all our students would be back in school, learning safely and effectively in person. Unfortunately, COVID conditions make it impossible even to provide a fully remote learning model to our high school students taught by Shrewsbury educators. Our partnership

with Edgenuity and other third party providers depicts our best attempt to replicate academic content while allowing for the flexibility our students may need. Finally, using an asynchronous platform allows the district to structure schedules in the hope that all our students in Cohort D remain connected to their school community in real time, whenever possible.





**SHREWSBURY PUBLIC SCHOOLS  
SCHOOL COMMITTEE MEETING**

ITEM NO: **VI. Policy**

MEETING DATE: **9/2/20**

BACKGROUND INFORMATION:

ACTION RECOMMENDED:

COMMITTEE MEMBERS/STAFF AVAILABLE FOR PRESENTATION:



**SHREWSBURY PUBLIC SCHOOLS  
SCHOOL COMMITTEE MEETING**

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

MEETING DATE: **9/2/20**

BACKGROUND INFORMATION:

ACTION RECOMMENDED:

STAFF AVAILABLE FOR PRESENTATION:



**SHREWSBURY PUBLIC SCHOOLS  
SCHOOL COMMITTEE MEETING**

ITEM NO: **VIII. Old Business**

MEETING DATE: **9/2/20**

BACKGROUND INFORMATION:

ACTION RECOMMENDED:

MEMBERS/STAFF AVAILABLE FOR PRESENTATION:



**SHREWSBURY PUBLIC SCHOOLS  
SCHOOL COMMITTEE MEETING**

ITEM NO: **IX. New Business**

MEETING DATE: **9/2/20**

**A. Vote to Ratify a Memorandum of Agreement with the Shrewsbury  
Education Association, Unit A re: Hybrid Education Model**

**BACKGROUND INFORMATION:**

Because of the significant changes to our educational model required by the pandemic, the School Committee engaged in bargaining with the Shrewsbury Education Association (Unit A), who represents professional educators in our district, in order to craft an agreement regarding working conditions and expectations related to the hybrid learning model being used for the upcoming school year.

The Memorandum of Agreement reached between the parties is enclosed.

**ACTION RECOMMENDED:**

That the Committee vote to ratify the enclosed Memorandum of Agreement with the Shrewsbury Education Association, Unit A, regarding the Hybrid Education Model at Shrewsbury Public Schools.

**STAFF AVAILABLE FOR PRESENTATION:**

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

**Hybrid Model**  
**Proposed Memorandum of Agreement**  
**between the Shrewsbury School Committee and**  
**the Shrewsbury Education Association, Unit A**

**August 26, 2020**

1. Unless explicitly outlined below, all provisions of the Collective Bargaining Agreement (CBA) shall remain in full force and effect.
2. The COMMITTEE and the ASSOCIATION will negotiate all changes from one model to another.
3. **Instructional Schedule:**
  - A. Students will be divided in one of four Cohorts (A, B, C, D). Students in Cohort A will attend 4.0 or 4.5 days for in person instruction. Students (not in Cohorts A or D) at each school shall be divided into two groups of roughly equivalent numbers. (Cohort B & Cohort C). Students in Cohort D will be working remotely.
  - B. Each student in Cohorts B and C will physically attend school two days per week. During the remote learning days, students will engage in distance learning with their remote instruction teacher as outlined below. Wednesdays will be remote for all cohorts except Cohort A (in person), early release for students and afternoons shall be reserved for teacher preparation and students to work asynchronously.
  - C. In order to meet the needs of students on Individualized Education Plans (IEPs) or who are English language learners in Cohort A, some students may physically attend school on Wednesday mornings and receive in person instruction.
  - D. In some circumstances, especially when teaching or providing services to designated special education or English language learner students, some of whom have elected to be in Cohort D (all remote services), ESL teachers and special educators (including special education teachers and related service providers) may need to provide English language or special education services remotely in accordance with IEPs or other mandated services. At times, this may include small group instruction with a mixed group of students who are in person and online. These educators and their supervisors will collaborate as necessary to ensure that such groups are manageable and that any concerns are addressed in a timely manner. The schedules for these groups will be shared with the SEA leadership.
  - E. In order to enable educators to be employed to their maximum full-time equivalent work schedule, some educators may separately teach in-person class sections or instructional groupings of students for a portion of their daily or

weekly schedule and also teach different remote class sections or instructional groupings of students remotely for other portions of their schedule.

- F. Other situations that involve connecting with in-person students and remote students simultaneously may include connections focused on building classroom culture and community and addressing social emotional needs, such as “morning meeting,” middle school team meetings, etc.

**4. On or before August 21<sup>st</sup>, the COMMITTEE shall conduct a posting and selection process for teaching remote students as follows:**

- A. Following the provisions of the CBA, the COMMITTEE shall post all positions for teaching or providing services to students who will be learning in a remote setting, other than those positions already designated to a particular educator via the previously published iterative accommodations process with human resources. Other than staff who are provided with an accommodation to teach from a remote setting themselves due to health-related accommodations or approved dependent care accommodations, staff who teach or provide services to students learning remotely are expected to teach from the school to which they are assigned.
- B. Staff who provide medical certification that they have a preexisting condition or are at high risk for contracting Covid-19 shall receive reasonable accommodations to teach or provide services to students from a remote setting and will be given first priority for these positions, provided that they possess the appropriate licensure required of the position and that they wish to apply. If an appropriate position is not available other reasonable accommodations shall be made, including leave.
- C. Second priority for staff who may receive reasonable accommodations to teach or provide services to students from a remote setting shall go to any staff member who has a family member in their immediate household with a preexisting condition or is at high risk for contracting Covid-19. If the number of applications at this level exceeds the number of positions taking into account licensure and experience teaching a particular grade level or subject, the employee(s) with seniority shall receive the position(s).
- D. Staff who have dependent care issues and wish to teach or provide services from a remote location may be considered as a third priority, as long as they can provide all hours in a professional, distraction-free setting during the regular work day equivalent to their regular teaching load, as if they were in the building. All applicants shall be considered for teaching from a remote setting according to the criteria outlined in the CBA related to “Vacancies, Assignments, and Transfers,” namely that assignments will be made based on statements submitted by the applicants, instructional requirements, and the best interest of the School system and pupils as determined by the Superintendent of Schools.” Seniority will be considered as one factor in decision-making. As an alternative, staff have the option of electing leave under the Family First Coronavirus Relief Act for twelve weeks (60 days) or prior to December 31, 2020, whichever occurs first. If the district determines that staff who are granted the option to work from a remote location are not able to meet the expectations for providing the instructional program to remote students, the district may rescind this option.

- E. If any positions remain after the first three priorities, all applicants shall be considered for teaching remote students, based on seniority.
- F. Refusal to apply for online teaching shall not waive an individual's rights under any Federal law, State law, or the terms of the collective bargaining agreement. Employees are able to elect a leave of absence under any applicable State or Federal law, or under the CBA, rather than seeking an accommodation.

## **5. In Person**

- A. Employees who are required to work in a building and do not bring a mask of their own which meets school district specifications will be provided with a mask. For employees, who must work in close proximity (within six feet) with students, items such as face shields, gowns, and gloves will also be provided to employees upon request. If the district becomes aware of any issues with supply inventory that could affect the provision of personal protective equipment, the administration will communicate this to the SEA leadership and discuss options.
- B. A minimum of six (6) feet distance shall be maintained whenever possible between individuals in each area of the building that will be occupied. Desks/seating will be arranged with a minimum of six feet of distancing, and the maximum number of students assigned to an instructional space will be limited to the number of desks/seats that allow for six feet of distancing. In those subjects (i.e. gym, band) where additional distancing is required by DESE, those distances shall be met. Students may momentarily pass each other or staff within six feet and educators may have short interactions within six feet. Some students may require a closer distance for support, (e.g. "hand over hand" support of a special education student). If six feet of physical distance cannot be maintained between participants during small group instruction, close contact will be mitigated by the use of a barrier.
- C. Staff will be required to do a daily at-home screening for the following:
  - a. possible COVID-19 symptoms;
  - b. close contact with individuals who are positive for COVID-19; or
  - c. any travel outside of Massachusetts according to any Massachusetts Travel Ban in effect at that time.
- D. Answering "yes" to any of the screening questions will require the individual to remain at home until further evaluation occurs and next steps are determined. Staying home if ill will be a critical strategy in mitigating the risk and spread of COVID-19.
- E. Staff who remain at home under these circumstances, if not ill and able to work, may be assigned remote work at the discretion of the district; if the staff member is ill and unable to perform remote work, the staff member may utilize paid sick leave; if the staff member is pursuing further evaluation for possible COVID-19 or is in a quarantine situation due to being a close contact or due to the state travel restrictions, the staff member would qualify for paid leave under the Family First Coronavirus Relief Act (FFCRA) for up to 10 school days. If the staff member's per diem rate of pay is greater than the maximum allowed by the FFCRA, the staff member may utilize paid sick leave that will be charged to the

Sick Leave Bank and not the employee's allotment of sick leave, up to a maximum of 10 days.

- F. Students/staff who display possible symptoms of COVID-19 will be sent to the school nurse for evaluation, including temperature check, and determination of next steps.
- G. Students with temperatures that exceed 100F and/or students or staff who are found to have symptoms consistent with COVID-19 will be dismissed for follow up with their health care provider. Students waiting for dismissal will be placed in a medical waiting room that is separate from the nurses' office.
- H. Any person entering a school building must wear a mask, Masks will not be removed unless during a designated mask break. Staff may remove masks if alone in a classroom or upon mutual agreement of socially distanced parties.
- I. Anyone who is not properly wearing a mask will be sent home except in cases where students are learning to wear a mask due to age or disability and are able to receive a reminder or retraining or have a documented exception. Staff who refuse to wear a mask will be charged a personal day and will be considered insubordinate.
- J. Anyone who does not adhere to the safety protocols outlined above will be sent home. Frequent violations will result in loss of in-person privileges for students, and may result in disciplinary action up to and including termination of employment for staff.
- K. Protocols developed by the district based on CDC and DESE guidance and adapted in consultation with the Central Mass Regional Health Alliance will be followed. Please access [this link](#) for the protocols, which will be updated if and when new best practices emerge. Some protocols may be updated due to state or federal mandates, and some may be up to local discretion; any changes to protocols will be made in consultation with SEA leadership and will be reviewed by the school-based Health & Safety Committees.

#### **6. Illness:**

- A. Aside from outlined here, all rules regarding leaves in the CBA shall apply.
- B. Any staff person who contracts Covid-19, as defined by a medical test, must be evaluated by their medical provider. If the staff member is asymptomatic and able to work they may be assigned remote work at the discretion of the district, if available. If the staff member is unable to work, or if able to work but remote work is unavailable, they will be placed on leave under the Family First Coronavirus Relief Act, which pays the employee their full per diem rate up to a maximum of \$511 per day and 10 school days. If the staff member's per diem rate of pay is greater than the maximum allowed by the FFCRA, the staff member may utilize paid sick leave that will be charged to the Sick Leave Bank and not the employee's allotment of sick leave, up to a maximum of 10 days. If employees must quarantine a second time or the occurrence is after December 31, 2020 they must use their own accrued sick time for their absence if they are unable to work due to illness or a remote assignment is not available.
- C. Staff who provide medical certification that they have a preexisting condition or are at high risk for contracting Covid-19 shall receive reasonable accommodations to teach or provide services to students from a remote



setting-If an appropriate position is not available other reasonable accommodations shall be made, including leave.

- D. Any staff person who has been exposed to Covid-19 via a close contact shall furnish a letter confirming this status to the district from the Department of Public Health, and shall be placed on leave for the period of time necessary to quarantine for fourteen (14) days from the date of the exposure. If remote work is available at the discretion of the district, the employee may work during the quarantine period, if they are well enough to do so. The district will follow guidance from local public health officials, MA DPH, and/or DESE regarding when a test needs to be completed and when an employee may return to work.
- E. The decision to use or not use leave shall not waive an individual's rights under any Federal law, State law, or the terms of the collective bargaining agreement.

#### **7. Definition of Close Contact:**

Close contacts of a positive COVID-19 case should be tested. For general guidance, DPH defines close contact as:

- A. Being within less than 6 feet of COVID-19 case for at least 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
- B. Having direct contact with infectious secretions of a COVID-19 case (e.g., being coughed on) while not wearing recommended personal protective equipment.
- C. Protocols developed by the district based on CDC, MA DPH, and DESE guidance and adapted in consultation with the Central Mass Regional Public Health Alliance will be followed for close contacts. Please access [this link](#) for the protocols.

#### **8. Calendar:**

- A. Per the CBA, the setting of the school year calendar is under the authority of the School Committee, after consultation with the SEA leadership
- B. Per the recently ratified agreement between the School Committee and the SEA, the 2020-2021 work year for Unit A members shall consist of 183 days.
- C. Per the recent vote of the School Committee to approve an updated 2020-2021 school year calendar, consistent with the agreement reached between the Commissioner of Elementary & Secondary Education and the statewide teachers associations, the number of student learning days has been reduced from 180 days to 170 days, and the first 10 work days for Unit A members will be non-student days utilized for training, planning, and orientation. The administration will consult with the SEA leadership regarding the scheduling, content, and expectations for these 10 days prior to finalizing the plan.
- D. All SEA Unit A members will have the option of working remotely for the first 5 of the 10 days of staff training/collaboration; beginning on the sixth day, all SEA Unit A members will be required to report to work in person except for staff who are provided with an accommodation to work from a remote setting themselves due to health-related accommodations or approved dependent care accommodations.

- E. Per the recent School Committee vote on an updated calendar, September 15-18 will be early release days for students; Unit A members will work their full contractual days on those dates, where afternoons will be focused on collaboration and planning to assist with the successful start of the new school year under the reopening plan.
- F. Beyond the 10 non-student work days at the start of the year and the 170 student learning days, the remaining 3 work days for Unit A members will include 1 parent-teacher conference/professional development day and 2 professional development days.

**9. In Person Teacher requirements (Cohorts A, B & C):**

- A. Elementary: Classroom teachers shall be assigned to a classroom with a number of students to allow for six (6) feet of social distancing and not to exceed the class size requirements outlined in the CBA. All Specialists will come to the students' classrooms with the exception of PE, weather permitting. Schedules will minimize student mixing to the extent practicable.
- B. Middle School: Teachers shall be assigned a number of students to allow for six (6) feet of social distancing and not to exceed the class size requirements outlined in the CBA. All students shall be assigned to a team and will likely need to move throughout the building with their teammates. Schedules will minimize student mixing to the extent practicable.
- C. High School: Teachers shall be assigned a number of students to allow for six (6) feet of social distancing and not to exceed the class size requirements outlined in the CBA.
- D. Teachers at all levels who are teaching in person will continue to follow the CBA (Section III.B) regarding requirements of the teacher work day; with regard to providing extra help sessions for students before or after school, given the alternating schedule and more limited times that students are physically in school, teachers must ensure that students in each cohort have equitable access to opportunities for extra help, which may include providing remote opportunities for students who are not in school on a particular day.

**10. Remote Teacher requirements (Cohort D):**

Important note: This section is NOT about requirements for remote teaching if the district has to shift to an entirely remote program, which will be addressed in a separate document. Rather, this section outlines expectations for SPS Unit A educators who are providing services to the *students* who are all remote in Cohort D of the hybrid model.

- A. Staff shall be available during the normal school hours of the grade level at which they are teaching.
- B. Unit A members shall provide at least 2.5 hours a day or 12 hours a week of live, synchronous learning. The balance of the school day hours of student learning time may be asynchronous.
- C. In addition to the live, synchronous learning time outlined above, at the elementary and middle school, a live, synchronous morning class or team meeting will be held every day.

- D. In addition to the live, synchronous learning time outlined above, at the high school level, Unit A members teaching remote students will be available after the scheduled student learning hours for live, synchronous extra help sessions for Cohort D students at least 3 times a week for at least 30 minutes at the end of the instructional day (2:00pm-2:30pm).

## **11. Instruction & Teacher Planning/Collaboration on Wednesdays**

On Wednesday mornings:

- A. Students in Cohort A will receive in-person instruction on and then follow an early release schedule.
- B. Students in Cohorts B, C, & D will receive remote live, synchronous instruction on an early release schedule.

On Wednesday afternoons:

- A. All students will participate in asynchronous, remote learning
- B. Some students may also participate in live, synchronous learning or support from a paraprofessional at times on Wednesday afternoons, but no Unit A members will have teaching responsibilities during that time
- C. Unit A members will have a duty-free lunch of 30 minutes
- D. Unit A members will have a preparation period as outlined in the CBA, unless all contractual preparation periods are satisfied at other times per the CBA.
- E. Unit A members will participate in a minimum of two hours of planning and collaboration in various combinations (departments, teams, grade levels, etc.)
- F. Staff and Department meetings shall be moved from Tuesdays to Wednesdays. This will give the district an additional 1 hour and 20 minutes for a meeting as well as PD every-other Wednesday.
- G. On NON staff and department meeting Wednesdays, this gives the district a 20 minute time period to communicate information to staff, etc.
- H. Students will be working asynchronously.

## **12. Evaluation:**

- A. The parties agree to meet separately after the new school year has begun to negotiate ways in which the state-mandated formal educator evaluation process may be adapted for the 2020-2021 school year given the unique nature of the circumstances.
- B. In the interim, the parties agree that Unit A educators remain responsible for carrying out their job responsibilities, and that administrators remain responsible for providing direction and feedback as appropriate in order to assist educators in their work.
- C. The terms of the parties' last agreement from the spring of 2020 regarding educators who were placed on an extended plan, a directed growth plan, or improvement plan remain in effect.

## **13. Technology:**

- A. All Unit A staff shall be provided by the District, at no cost to the employee, a laptop or other device containing sufficient hardware and software to conduct all

requirements. Staff who do not have internet access in their home, or who have insufficient internet access, shall be provided with a mobile hotspot. The District shall determine the appropriate platforms for on-line instruction. Teachers shall be provided training in these platforms during regular work hours. If a teacher wishes to augment the on-line instruction with additional platforms, they will receive permission before utilizing such platform. For security reasons, educators shall give their supervisor and evaluator access to their account (e.g. username and password) on such a District-approved online platform upon request.

**14. Parent Engagement:**

- A. Parent Teacher conferences shall be conducted remotely using a District-approved platform to ensure appropriate security and technical support.
- B. Grading: Each grade level shall follow the existing grading protocols as physical instruction. In-person instructors shall be responsible for grades for Cohorts A, B, and C.
- C. Open house/Curriculum/Back to School Nights: These shall be held remotely, with specifics to be determined at a later date in collaboration with the SEA.

**15. The District shall provide the following personal protection equipment (PPEs), safety measures and training.**

- A. During the pandemic, surgical masks, face shields, hand sanitizer, N95 masks for nurses, gowns, and gloves for specific needs will be provided to employees by the District. The District will supply all cleaning and disinfecting products as well as instruction on how to utilize these products.
- B. Plexiglass shields or three side enclosed cubicles for work that require closer contact than six feet, or in some cases when working with students who are unable to wear masks; schools will have a procedure for requesting this where not already provided
- C. FDA guidance for hand sanitizer- preferably automatic hand sanitizer stations located in each classroom and throughout hallways.
- D. Hand washing stations throughout the building.
- E. The District reserves the right to require employees to undergo COVID-19 testing at the expense of the District as requested.
- F. Training for staff and students on moving throughout the building.
- G. Bathrooms (student and staff) will be cleaned regularly throughout the school day and air dryers shall be disabled.
- H. During the pandemic, the dress code shall be relaxed to allow staff to wear clothing that can be regularly laundered in hot water (i.e. scrubs, cotton clothing, etc.).
- I. Issues related to health and safety topics will be reviewed by school-based Health & Safety Committees.

**16. Before staff return to buildings, all classrooms, including ventilation systems, will be inspected by a third-party who is qualified to assess and confirm that ventilation systems are in proper working order and the results will be shared publicly. In addition, classrooms will be deep cleaned over the Wednesday release day and weekends.**

- A. The District agrees to follow any recommendations of the third-party audit that are necessary to achieve ASHRAE ventilation standards or other local code requirements.
- B. At bi-weekly meetings, the Association and the District will review ventilation system functionality. If there are ventilation system malfunctions in any building, the SEA will be notified immediately. Carbon dioxide measures will be taken in various types of occupied spaces at various times as a proxy for ensuring that ventilation systems are working as expected, and results will be shared at the meetings.
- C. Staff are encouraged to communicate with their building principals and SEA leadership about any ventilation issues and they will be assessed by the facilities department. If a staff member suspects that the HVAC system in their teaching space is not functioning properly, they will contact their building principal or appropriate designee immediately. If it is determined that the ventilation system is not functioning properly, said teacher will be temporarily relocated to an alternative space until the concern can be validated/corrected.

**17. Health & Safety Advisory Committees**

- A. Each school will establish a Health & Safety Advisory Committee, convened by the school's principal and including voluntary representation from the school's staff. These school-based Health & Safety Advisory Committees will meet before or after the staff workday on a weekly basis through October 9, 2020 and at least twice monthly after that for the remainder of the school year in order to ensure clear communication regarding questions, suggestions, concerns, and successes related to the health and safety of the school environment. At least one school-based SEA Unit A representative will be included on each school's Health & Safety Advisory Committee. Official notes will be created for each meeting and shared back with the members of that particular school-based committee, members of the Central Office administration, and the SEA officers.

18. The parties recognize the superintendent's approach to determining whether in-person school will be held in hot conditions, as illustrated in Appendix A.

19. The parties recognize the superintendent's plan for the use of public health metrics and protocols to determine when the district could move between learning models (e.g., moving to all remote learning), as illustrated in Appendix B.

20. Unless modified as above, all the terms of the Collective Bargaining Agreement (CBA) between the parties shall remain in full force and effect.

21. The parties recognize that not all issues can be covered in this MOA, so the parties commit to forming an implementation bargaining committee and will meet on as needed basis with a regular standing meeting scheduled every two weeks to discuss and review established health metrics and agreed upon protocols.

22. The terms of this agreement shall not constitute a past practice or precedent, including for any future public health issue.

**IT IS FURTHER AGREED**, that in the event an FDA approved vaccine is developed and widely available to employees and/or there are new developments related to the scientific study, impact, trends of the COVID-19 pandemic, both Parties agree to meet and discuss/negotiate the terms of this MOA at the request of either Party.

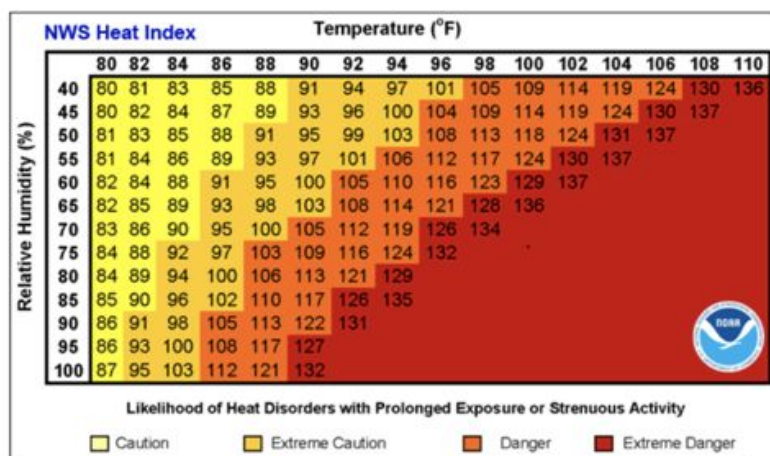
## Appendix A:

### Superintendent's Decision Process for In-Person School Sessions in Hot Weather 2020-2021 School Year

The issue of coping with hot weather in schools without climate control will be more challenging for the 2020-2021 school year due to the pandemic because a) some typical mitigation strategies such as moving students to the few air conditioned spaces in a building may not be available due to physical distancing and b) the fact that students and staff will be wearing masks which will make hot conditions even less tolerable.

For these reasons, the superintendent will monitor the weather forecast, specifically the National Weather Service's Heat Index, and will make determinations when school will not be held in-person if the conditions warrant. If the forecast is for the Heat Index to reach the "extreme caution" level illustrated in the chart below during the school day, the superintendent may call off in-person school for the entire day or may institute an early release day, depending on the forecast for when heat conditions would reach that level. Depending on the conditions, e.g. whether a heat wave has made it difficult to cool the interior of schools overnight, etc., the superintendent will use his judgment as to whether to cancel in-person school even if the heat index may be in the "caution" range, but interior spaces may still be too warm of an environment for teaching and learning with masks on.

While four schools are climate controlled, the decision to call a remote learning day for heat conditions will apply to the entire district in order to simplify the situation for families who have children in multiple schools where an older child may be relied upon for childcare, etc.



## Appendix B:

### Public Health Metrics and Protocols for Moving Between Different Learning Models 2020-2021 School Year

- 1) The Department of Elementary & Secondary Education has issued expectations for which learning models local districts will use during the pandemic according to the state's public health metric of average daily cases per 100,000 people:

**With new color-coded metric from DPH / COVID-19 Command, DESE is issuing additional guidance for selecting a learning model**

| New color-coded metric* |                                                                                                                               | DESE expectation for learning model                                           |
|-------------------------|-------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------|
| <b>RED</b>              | Average daily cases per 100,000 is <b>greater than 8</b>                                                                      | <b>Remote</b>                                                                 |
| <b>YELLOW</b>           | Average daily cases per 100,000 is <b>between 4 - 8</b>                                                                       |                                                                               |
| <b>GREEN</b>            | Average daily cases per 100,000 is <b>less than 4</b>                                                                         | <b>Hybrid</b><br><b>OR Remote</b> (if extenuating circumstances)              |
| <b>UNSHADED</b>         | Fewer than 5 total cases over the past 14 days. Generally, this is for communities with small populations and very few cases. |                                                                               |
|                         |                                                                                                                               | <b>Full-time in-person</b><br><b>OR Hybrid</b> (if extenuating circumstances) |

*\*Measured as a 14-day rolling average and will be reported weekly as part of the online DPH dashboard*

- 2) Additionally, DESE suggests that districts look at trends over time by monitoring
  - a) whether this 14-day average daily incidence rate is increasing or decreasing;
  - b) whether the number of cases in a community is increasing or decreasing; and
  - c) whether the percentage of positive tests in that community is increasing or decreasing.
- 3) For the 2020-2021 school year, the Shrewsbury Public Schools will utilize a hybrid model if the average daily cases per 100,000 for Shrewsbury remains in the green zone, unless trends or significant increases in other metrics warrant a change per section 4 below.



- 4) If the average daily cases in Shrewsbury per 100,000 moves into the yellow zone, and/or if some combination of the metrics 2-a, 2-b, and 2-c listed above are showing a trend of increasing over multiple reporting periods or a significant increase over one reporting period, and/or if rates in nearby communities are showing similar trends or significant increases, the superintendent will consult with local public health officials who are part of the Central Mass Regional Public Health Alliance; medical and/or infectious disease experts as possible; School Committee members; the SPS leadership team; and the leadership of SPS employee bargaining units when determining whether to institute a change from hybrid to all remote learning. The superintendent may use his authority to change the learning model from hybrid to remote for a period of up to 10 school days with or without such consultation depending on the urgency of the decision; the authorization of the School Committee through a vote in a public session will be required to extend a change to remote beyond 10 school days; and the School Committee will consult with the groups named above prior to its vote.
- 5) If the average daily cases per 100,000 for Shrewsbury moves into the red zone, and the district has not already moved into full remote learning prior to that point, the district will immediately move to full remote learning. The district shall remain in full remote learning as long as the town's rating remains in the red zone.
- 6) If the district has moved into full remote learning based on community metrics (not on actual cases of COVID in schools, addressed in section 7 below), the superintendent will continue to monitor all of the metrics listed above in sections 1 & 2, and will continue to consult with all of the groups listed in section 4 above, before making any recommendation to the School Committee for a vote to return to a hybrid model under a yellow, green, or unshaded rating. If the town was under a red rating, the town must be under a different color rating for at least two consecutive weekly reports prior to a vote to return to a hybrid model.
- 7) If cases of COVID-19 among students or staff at an individual school or across the district are identified, the superintendent will follow the following steps, which are based on guidance issued by DESE:
  - a) 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, the superintendent will consult with the Central Mass Regional Public Health Alliance to determine if it is likely that there is transmission happening in school.
  - b) If there is suspected in-school transmission beyond one cohort or a small number of cohorts, the superintendent will consult the Central Mass Regional Public Health Alliance as to proposed next steps. These steps should include a review of the specific COVID-19 public health metrics for the municipality and could lead to, for example, making a decision to a) close part of the school or the entire

school and shift to remote learning 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 and shift to remote learning for the longer duration of a 14-day quarantine period (typically 10 school days plus weekends).

- c) Should there be circumstances where there are multiple cases in multiple schools, the superintendent will consult the Central Mass Regional Public Health Alliance as to proposed next steps. These steps will include a review of the specific COVID-19 public health metrics for the municipality and could lead to, for example, making a decision to a) close all district schools to in-person attendance and shift the district to remote learning for a short time (e.g. 1-3 days) for an extensive cleaning or other facility mitigation, or b) close all district schools to in-person attendance and shift the district to remote learning for the longer duration of a 14-day quarantine period (typically 10 school days plus weekends).
  - d) Under these scenarios, the superintendent will communicate with all of the groups in addition to the Central Mass Regional Public Health Alliance listed in section 4 above and consult with them as possible based upon the urgency of the situation. The superintendent may use his authority to close and shift a school to remote learning without consultation depending on the urgency of the situation.
- 8) If there are favorable developments regarding the prevention, treatment, and/or level of community spread of COVID-19 per public health and medical experts, the groups listed in section 4 above will engage in discussions regarding possibilities of moving from a hybrid model to a higher degree of in-person attendance by students and/or a return to full-time, in-person student attendance and what criteria might be used to make that determination.
- 9) The District recognizes that these are unprecedented times and guidance and metrics are being developed and issued on a regular basis. Should new metrics or guidance become available that could be beneficial to the District in making health and safety assessments with regard to the implementation of learning models, those metrics and/or guidance may be utilized in addition to those listed in items 1 and 2 above with notice to the School Committee and the parties listed in item 4 above.



**SHREWSBURY PUBLIC SCHOOLS  
SCHOOL COMMITTEE MEETING**

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

MEETING DATE: **9/2/20**

**BACKGROUND INFORMATION:**

The minutes from the School Committee Meetings held on August 6, August 18, August 19, August 25, and August 26, 2020, and the School Committee Workshop held on August 8, 2020 are enclosed.

**ACTION RECOMMENDED:**

That the Committee accept the minutes from the School Committee Meetings held on August 6, August 18, August 19, August 25, and August 26, 2020, and the School Committee Workshop held on August 8, 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**

**Thursday, August 6, 2020**

Present: Ms. Sandy Fryc, Chairperson; Mr. Jon Wensky, Vice Chairperson; Dr. B. Dale Magee, Secretary; Ms. Lynsey Heffernan; Mr. Jason Palitsch; Mr. Patrick Collins, Assistant Superintendent for Finance and Operations; Ms. Amy B. Clouter, Assistant Superintendent for Curriculum & Instruction; Dr. Jane Lizotte, Assistant Superintendent for Community Partnerships & Well-Being; Ms. Meg Belsito, Assistant Superintendent for Student Services; Ms. Barb Malone, Executive Director of Human Resources; and Dr. Joseph Sawyer, Superintendent of Schools.

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 Ms. Fryc at 7:01 pm.

**I. Public Participation**

Dr. Megan Brault, Clinical Psychologist and Shrewsbury Public Schools (SPS) parent, participated (by phone) and addressed anxiety in children and adults relative to the COVID-19 pandemic, and suggested ways to address it. Mr. Gary Chalmers, Shrewsbury Education Association (SEA) President, addressed the Committee (by phone) on behalf of SEA members to advise that their number one priority is safety of people (children and adults) and having safe public school buildings, and that the SEA must continue to be participants in all ongoing conversations relative to safety.

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

None.

**III. Superintendent's Report**

Dr. Sawyer thanked Dr. Brault and Mr. Chambers for their comments and suggestions during Public Participation, and acknowledged the retirement of SPS Coordinator of Safety, Security, and Transportation Mr. Stephen Rocco, and expressed appreciation for his service.

**IV. Time Scheduled Appointments:**

**A. Project 351 Service Project: Presentation**

Preston Karp, Shrewsbury High School student and 2017 Project 351 Ambassador, and Carolyn Casey, Project 351 Founder and Executive Director, presented information (by phone) on a new

online fundraising component of their 9/11 Tribute Service program, the *National Day of Service Online Donation Database!* The program seeks \$9.11 donations to support the Massachusetts Military Heroes Fund (MMHF) which recognizes fallen heroes' service and provides support to their families.

Ms. Heffernan, who lost a family member on 9/11, noted the importance of impactful support as a component of the thoughtful remembrance of 9/11. Dr. Sawyer added that the 2020 Project 351 Ambassador, student Emma Keeley, was unable to present to the Committee in the spring due to the pandemic, but would hopefully appear at a future meeting.

### **B. Plan for Reopening School for the 2020-2021 School Year: Recommendation & Vote**

Dr. Sawyer began the report with a summary of key messages, expressed appreciation for input to the plan from all stakeholders, described Shrewsbury Public Schools' (SPS) approach in the context of the current environment, provided local and national data on COVID-19 positivity, summarized the recommended reopening plan and important information for families, and described recommended changes to the SPS 2020-2021 school year calendar. Director of Nursing Noelle Freeman presented information on health and safety in schools, including mitigation strategies and protocols for COVID-19 scenarios. Ms. Clouter discussed reopening options; noted the reopening timeline; provided the rationale for, and structure of, the proposed hybrid model; described remote learning days; detailed the stand alone remote learning option, and contrasted it with homeschooling. Ms. Belsito's report from the Department of Student Services addressed hybrid cohort assignment, provision of Individualized Education Program Services and Section 504 Accommodation Plans, team meetings, early childhood special education services for preschool students, supports and safe learning environments, and student well-being. Director of Information Technology, Brian L'Heureux, provided information on student devices, home internet access, and the different learning platforms utilized by SPS families. Mr. Collins addressed school transportation, food services, facilities, extended school care, athletics, and after school clubs/activities. Dr. Lizotte noted the importance of staff well-being, described the multiple tiers of support available to staff, and detailed suggested action steps for the upcoming school year. Ms. Malone addressed aspects of workforce planning including leaves/anticipated leaves of absence, and critical questions and planning relative to current and future staffing.

Committee members, in turn, offered comments and asked clarifying questions on a variety of issues including cohort determination, nurse staffing, staff anxiety and well-being, and building ventilation. All members expressed support for the plan. On a motion by Dr. Magee, seconded by Mr. Palitsch, the Committee voted unanimously to approve the Superintendent's recommended school reopening plan for the 2020-2021 school year as presented and authorize its submission to the Massachusetts Department of Elementary and Secondary Education.

### **V. Curriculum**

None.

### **VI. Policy**

#### **A. Revised Calendar for 2020-2021 School Year: Vote**

Dr. Sawyer summarized the proposed changes to the Shrewsbury Public Schools 2020-2021 School Year Calendar, which were presented in agenda item IV.B. and are based on direction received from the Massachusetts Department of Elementary and Secondary Education. On a motion by Ms. Heffernan, seconded by Mr. Palitsch, the Committee voted unanimously to approve the revised Shrewsbury Public Schools 2020 - 2021 School Year Calendar as presented.

## **VII. Finance & Operations**

### **A. Revised Fiscal Year 2021 School Department Budget Recommendation:**

#### **Recommendation & Vote**

In his report, Mr. Collins addressed the challenging reality of the FY21 budget and the strategy for addressing it; provided an update on state aid; noted the current budget status (\$1.1M estimated remaining gap); noted relevant budget factors in the short term; and recommended the Committee vote to approve a budget of \$67,995,283 for approval at the Annual Town Meeting on August 8, 2020.

On a motion by Mr. Palitsch, seconded by Ms. Heffernan, the Committee voted unanimously to recommend a School Department Fiscal Year 2021 budget of \$67,995,283 for approval at the Annual Town Meeting to be held on August 8, 2020.

## **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 22, 2020 and July 29, 2020, and the School Committee Workshop held on July 29, 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.**

Ms. Fryc 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, 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.

On a motion by Mr. Palitsch, seconded by Ms. Heffernan, the Committee voted unanimously to adjourn to Executive Session at 9:49 pm. Roll call votes were as follows: Dr. Magee, yes; Ms. Heffernan, yes; Mr. Palitsch, yes; Mr. Wensky, yes; and Ms. Fryc, yes.

## **XII. Adjournment**

On a motion by Mr. Palitsch, seconded by Mr. Wensky, the committee voted unanimously to adjourn the meeting at 10:12 pm. Roll call votes were as follows: Mr. Palitsch, yes; Mr. Wensky, yes; Ms. Heffernan, yes; Dr. Magee, yes; and Ms. Fryc, yes.

Respectfully submitted,

Elizabeth McCollum, Clerk

Documents referenced:

1. 2020-2021 SPS Reopening Plan Report
2. 2020-2021 SPS Reopening Plan Slide Presentation
3. Revised 2020-2021 School Year Calendar
4. Revised FY21 Budget Recommendation Slide Report 08-06-20
5. Set(s) of minutes as referenced above

**SHREWSBURY PUBLIC SCHOOLS  
100 MAPLE AVENUE  
SHREWSBURY, MASSACHUSETTS  
MINUTES OF SCHOOL COMMITTEE MEETING  
August 18, 2020  
Videoconference**

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

**Present:** Ms. Sandra Fryc, Chairperson; Mr. Jon Wensky, Assistant 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; Ms. Amy Clouter, Assistant Superintendent for Curriculum and Instruction; Dr. Jane Lizotte, Assistant Superintendent for Community Partnerships and Well-being; Ms. Meg Belsito, Assistant Superintendent for Student Services; Ms. Barb Malone, Executive Director of Human Resources.

**I. Executive Session**

Ms. Fryc requested a motion to adjourn to Executive Session:

A) 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.

On a motion by Mr. Wensky, seconded by Ms. Heffernan, on a roll call vote: Ms. Fryc, yes; Ms. Heffernan, yes; Mr. Palitsch, yes; Dr. Magee, yes; and Mr. Wensky, yes, the School Committee voted to adjourn to Executive Session at 7:03PM.

**II. Adjournment**

On a motion by Mr. Palitsch, seconded by Mr. Wensky, on a roll call vote: Ms. Fryc, yes; Ms. Heffernan, yes; Mr. Palitsch, yes; Dr. Magee, yes; and Mr. Wensky, yes, the School Committee voted to adjourn at 9:33PM.



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

**MINUTES OF SCHOOL COMMITTEE MEETING**

**Wednesday, August 19, 2020**

Present: Ms. Sandy Fryc, Chairperson; Mr. Jon Wensky, Vice Chairperson; Dr. B. Dale Magee, Secretary; Ms. Lynsey Heffernan; Mr. Jason Palitsch (by phone); Mr. Patrick Collins, Assistant Superintendent for Finance and Operations; Ms. Amy B. Clouter, Assistant Superintendent for Curriculum & Instruction; Ms. Meg Belsito, Assistant Superintendent for Student Services; Ms. Barb Malone, Director of Human Resources; and Dr. Joseph Sawyer, Superintendent of Schools.

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 Ms. Fryc at 7:02 pm, who advised that Mr. Palitsch was participating by phone.

**I. Public Participation**

Mr. Tim Scheer, Shrewsbury High School (SHS) Social Sciences Teacher, addressed the Committee (by phone) on behalf of 125 Shrewsbury Public School (SPS) educators and community members. He noted highlights from a letter co-authored by himself and others that was sent to the Committee to express concerns regarding the district's reopening plan. Ms. Fryc advised that the Committee welcomes feedback from all stakeholders, expressed appreciation to the 145 SPS staff who participated in crafting the district's reopening plan, and noted the letter would be taken into consideration.

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

Dr. Magee noted a new episode of School Talk had been recorded by Committee members and released on cable that addresses different paths for students after graduation from high school.

**III. Superintendent's Report**

Dr. Sawyer noted that: three recently held webinars for families on school reopening were well attended and thanked participants; three webinars for staff (by level) on reopening would be held the next day; and updated guidance had been released that day from the MA Department of Elementary and Secondary Education (DESE) and the Department of Public Health (DPH) which included a DPH mandate for all students to receive an influenza vaccine prior to the end of the calendar year in order to participate in school.

#### **IV. Time Scheduled Appointments:**

##### **A. Approval of Gateways Academy to Operate as a Private School: Vote**

Dr. Sawyer highlighted information presented to the Committee from Ms. Cynthia Ahearn and other founders of the proposed Gateways Academy school, noted they provided sufficient documentation regarding the quality of their educational program to meet a reasonable standard, and recommended that the Committee vote to approve the operation of the school.

On a motion by Mr. Wensky, seconded by Dr. Magee, the Committee voted unanimously to authorize Gateways Academy to operate as a private school offering grades Kindergarten through 12 in Shrewsbury. Roll call votes were as follows: Mr. Palitsch, yes; Ms. Heffernan, yes; Dr. Magee, yes; Mr. Wensky, yes; and Ms. Fryc, yes.

##### **B. Update on Reopening Planning for the 2020-2021 School Year: Report**

Dr. Sawyer began the report with a summary of key messages; current public health data (state and local); data on initial family choices for educational programs (noting cohort D students, based on initial data, would likely be taught by SPS teachers at the elementary level, mostly SPS teachers at the middle level, and by a third party solution at the high school); and information on heat concerns relative to masks and establishing benchmarks for early release or “no in person” school days. Ms. Belsito provided data on the recently completed Extended School Year (ESY) Program for Special Education students, and Director of Nursing Noelle Freeman presented the associated data from the ESY Health Office.

Committee members acknowledged the ongoing complexities of planning for reopening, and asked clarifying questions relative to mask compliance during the ESY Program, coordination between SPS and COVID-19 test providers, and implications for fall sports from the pandemic.

#### **V. Curriculum**

None.

#### **VI. Policy**

##### **A. Allowance for Shrewsbury Public Schools Employees to Attend School In-Person to Assist with Workforce Stability: Recommendation & Vote**

Dr. Sawyer discussed difficulties for parents around working and having their children in school on a different schedule, and noted the potential for a staffing challenge at SPS as a result. He advised that one way to alleviate this pressure would be to allow SPS staff whose children go to school in Shrewsbury to attend school more frequently in-person, adding that DESE Commissioner Jeffery Riley has suggested and supports this type of approach for districts, and might issue related guidance. Dr. Sawyer also addressed similarities and dissimilarities with essential workers relative to childcare during the pandemic, and recommended that, depending on space, the district allow more frequent attendance by the children of SPS staff who are in grades K-6, with exceptions on a case-by-case basis for other ages.

Noting they had already received feedback from the community relative to this agenda item, Committee members shared their perspectives in turn, noting different degrees of support for the recommendation and/or its underlying philosophy; acknowledged issues around equity relative to educators and other workers being viewed as “essential,” and to staff who live in Shrewsbury versus out of Shrewsbury; and expressed a desire to delay a vote to gather more data and feedback from the community.

## **VII. Finance & Operations**

### **A. Revised Tuition Rates for Extended School Care: Recommendation**

Director of Extended Learning Karen Isaacson presented information on: the child care shortage resulting from the pandemic, the pandemic’s impact on enrollment in the Extended School Care (ESC) at SPS, updated budget assumptions and the resultant monthly budget projection (\$19,998 loss), and a local rate comparison. Ms. Isaacson noted the required rate increase to cover expenses (60% over FY20) and the factors supporting the increase, and recommended raising tuition for full-fee families as part of an overall recommendation to enable continuation of the ESC Program. Mr. Collins and Dr. Sawyer added that an ESC workforce reduction was implicit moving forward, expressed regret, and hoped staff would apply for other opportunities in the district.

Committee members expressed a desire for time to think about the recommendation and to get feedback from the community; acknowledged the critical importance of child care for families and the need for parents to have certainty regarding ESC’s availability and ability to remain operational; and asked clarifying questions about families on the waitlist and the physical capacity of the program.

Mr. Palitsch left the meeting at 8:30 pm.

## **VIII. Old Business**

None.

## **IX. New Business**

None.

## **X. Approval of Minutes**

None.

## **XI. Executive Session**

Ms. Fryc 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, 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. On a motion by Mr. Wensky, seconded by Dr. Magee, on a roll call vote: Ms. Heffernan, yes; Dr. Magee, yes; Mr. Wensky, yes; and Ms. Fryc, yes, the School Committee voted to adjourn to executive session at 8:44 pm.

## **XII. Adjournment**

On a motion by Mr. Wensky, seconded by Ms. Heffernan, the committee unanimously agreed to adjourn the meeting at 10:12 pm. Roll call votes were as follows: Ms Fryc, yes; Ms. Heffernan, yes; Dr. Magee, yes; and Mr. Wensky, yes.

Respectfully submitted,

Elizabeth McCollum, Clerk

Documents referenced:

1. Letter from SPS Educators, Staff, and Families
2. Gateways Academy Documents
3. Reopening Update Slide Presentation
4. SPS Workplace Stability Recommendation Memo
5. Extended School Care Slide Presentation

**SHREWSBURY PUBLIC SCHOOLS  
100 MAPLE AVENUE  
SHREWSBURY, MASSACHUSETTS  
MINUTES OF SCHOOL COMMITTEE MEETING  
August 25, 2020  
Videoconference**

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

**Present:** Ms. Sandra Fryc, Chairperson; Mr. Jon Wensky, Assistant 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; Ms. Amy Clouter, Assistant Superintendent for Curriculum and Instruction; Dr. Jane Lizotte, Assistant Superintendent for Partnerships and Well-Being; Ms. Meg Belsito, Assistant Superintendent for Student Services; Ms. Barb Malone, Executive Director of Human Resources.

**I. Executive Session**

Ms. Fryc requested a motion to adjourn to Executive Session:  
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 Ms. Heffernan, on a roll call vote: Ms. Fryc, yes; Ms. Heffernan, yes; Mr. Palitsch, yes; Dr. Magee, yes; and Mr. Wensky, yes, the School Committee voted to adjourn to executive session at 7:03PM.

**II. Adjournment**

On a motion by Mr. Wensky, seconded by Ms. Heffernan, on a roll call vote: Ms. Fryc, yes; Ms. Heffernan, yes; Mr. Palitsch, yes; Dr. Magee, yes; and Mr. Wensky, yes, the School Committee voted to adjourn at 8:32PM.

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

**MINUTES OF SCHOOL COMMITTEE MEETING**

**Wednesday, August 26, 2020**

Present: Ms. Sandy Fryc, Chairperson; Mr. Jon Wensky, Vice Chairperson; Dr. B. Dale Magee, Secretary; Ms. Lynsey Heffernan; Mr. Jason Palitsch; Mr. Patrick Collins, Assistant Superintendent for Finance and Operations (remote); Ms. Amy B. Clouter, Assistant Superintendent for Curriculum & Instruction; Ms. Meg Belsito, Assistant Superintendent for Student Services; Ms. Barb Malone, Executive Director of Human Resources; and Dr. Joseph Sawyer, Superintendent of Schools.

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 Ms. Fryc at 7:00 pm.

**I. Public Participation**

None. Ms. Fryc noted that anyone wishing to participate in public participation should reach out to the School Committee via email.

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

None.

**III. Superintendent's Report**

Dr. Sawyer expressed appreciation to: Shrewsbury Education Association (SEA) Unit A for reaching an agreement with the School Committee prior to the Annual Town Meeting to defer a compensation increase for half the school year, which resulted in significant savings and preserved jobs in the district; the Public Buildings Department/Department of Public Works for working to ensure ventilation systems in school buildings are on target for turnover and air handling; the Shrewsbury Public Schools (SPS) Leadership Team and School Committee for their time and efforts around reopening planning, and Director of Nursing Noelle Freeman for her work preparing training on health and safety for staff.

**IV. Time Scheduled Appointments:**

**A. Update on Reopening Planning for the 2020-2021 School Year: Report**

Dr. Sawyer presented a summary of key messages, state and local current public health data, updated data on learning program choices by school, and key information regarding learning programs by grade level (preschool; grades K-8; high school). Ms. Clouter presented general information on the stand alone full remote model (Cohort D) that was applicable to all Cohort D

students, and level-specific information for elementary, middle and high school students; and described how families could make changes to a student's program choice for the start of the 2020-2021 school year. Ms. Belsito reported that services specified in Individualized Education Programs (IEPs) would be delivered to all students; information would be provided soon on additional seats in Cohort A; and work relative to Cohort D schedules and providers is ongoing. Committee members asked clarifying questions on mixed-grade teams at the middle school level (Grade 7 and 8 classes would be taught separately); the communication of information to families on cohort designations; potential costs for additional teachers and third-party online providers; and the compatibility of the Schoology platform used by SPS with third-party online providers.

## **V. Curriculum**

None.

## **VI. Policy**

### **A. Allowance for Shrewsbury Public Schools Employees to Attend School In-Person to Assist with Workforce Stability: Vote**

Dr. Sawyer summarized the information presented at the August 19, 2020 meeting regarding the potential for children of SPS staff who attend district schools in grades kindergarten through 6 to attend school more frequently as a way to help mitigate a potential staffing shortage. Noting staff were polled subsequently to identify how many students might want to participate, and data was gathered on how many additional students should be included in Cohort A due to their high needs, Dr. Sawyer advised that the number of classroom seats available were not sufficient to accommodate children of SPS staff and he was no longer requesting that the Committee take action on the matter.

Committee members advised they received a lot of feedback from both teachers and community members regarding this and noted complexities around multiple factors including student needs, equity, child care needs, and staffing challenges.

## **VII. Finance & Operations**

### **A. Revised Tuition Rates for Extended School Care: Vote**

Karen Isaacson, Director of Extended Learning, followed up on her presentation at the August 16, 2020 meeting with updated enrollment data, survey results on families planning to enroll in the Extended School Care (ESC) Program if tuition is increased, and next steps relative to enrollment and staffing if the increase is approved. Committee members expressed concern at the tuition increase, but noted the critical importance of maintaining the service. Dr. Sawyer summarized the proposed changes and recommended that the Committee vote to authorize them.

On a motion by Mr. Palitsch, seconded by Ms. Heffernan, the Committee voted unanimously to approve the adjustments to Extended School Care tuition rates and programming as illustrated in the enclosed Superintendent's recommendation memo.

## **VIII. Old Business**

None.

## **IX. New Business**

### **A. SC member to serve as a delegate to the Town of Shrewsbury Diversity, Equity, and Inclusion Task Force**

Ms. Fryc advised that the Board of Selectmen established a Diversity, Equity and Inclusion Task Force and that the School Committee had been invited to appoint one designee to serve on this newly formed task force. Mr. Palitsch nominated Ms. Heffernan to represent the Committee and Mr. Wensky seconded the motion. On a motion by Mr. Palitsch, seconded by Dr. Magee, the Committee voted unanimously to appoint Lynsey Heffernan to serve as the School Committee's delegate to the Town of Shrewsbury Diversity, Equity and Inclusion Task Force.

## **X. Approval of Minutes**

None.

## **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.**

Ms. Fryc 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, 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. On a motion by Mr. Palitsch, seconded by Mr. Wensky, on a roll call vote: Ms. Heffernan, yes; Mr. Palitsch, yes; Dr. Magee, yes; Mr. Wensky, yes; and Ms. Fryc, yes, the School Committee voted to adjourn to executive session at 8:44 pm.



## **XII. Adjournment**

On a motion by Mr. Palitsch, seconded by Mr. Wensky, the committee unanimously agreed to adjourn the meeting at 9:14 pm. Roll call votes were as follows: Ms. Fryc, yes; Ms. Heffernan, yes; Mr. Palitsch, yes; Dr. Magee, yes; and Mr. Wensky, yes.

Respectfully submitted,

Elizabeth McCollum, Clerk

Documents referenced:

1. Reopening Update Slide Presentation
2. Superintendent's Memo Re: Workforce Stability
3. ESC Enrollment Update Document
4. Superintendent's Memo Re: Extended School Care

**SHREWSBURY PUBLIC SCHOOLS  
100 MAPLE AVENUE  
SHREWSBURY, MASSACHUSETTS  
MINUTES OF SCHOOL COMMITTEE MEETING  
August 8, 2020  
Oak Middle School**

**Meeting opened at 8:03 AM.**

**Present:** Ms. Sandra Fryc, Chairperson; Mr. Jon Wensky, Assistant Chairperson; Dr. Dale Magee, Secretary; Ms. Lynsey Heffernan (by phone); Mr. Jason Palitsch; Dr. Joseph Sawyer, Superintendent of Schools

**Teachers' Union discussion:** On August 7<sup>th</sup> the Shrewsbury Education Association (SEA) membership voted to approve a memorandum of agreement negotiated by the School Committee and SEA leadership.

Key Points (see referenced document for details) are:

- Half year salary COLA deferral
- Half year salary step deferral
- Half year salary lane deferral
- Adjust SEA Unit A work year to 183 days
- On the 92<sup>nd</sup> day of the 2020-2021 school year, all SEA Unit A members would advance steps, lanes on the salary schedule and receive the negotiated 2.9% COLA.
- In the event that by April 30, 2021 the School District receives funding from the Commonwealth of Massachusetts through the Chapter 70 program and/or any other new federal aid stimulus program that provides unrestricted funding directly to the District with an authorized use for staff salary increases, and enacted by either the Federal Government or the State Government with a combined total of at least \$20,254,858, the salary schedules for the 20-21 contract shall revert to the original agreement reached during the 2019-2022 contract negotiations as shown in Appendix A of the 2019-22 contract.

**Motion:** The School Committee ratify an agreement with the Shrewsbury Education Association, Unit A to mitigate the costs in Fiscal Year 21 as detailed in the memorandum from the Superintendent of Schools dated August 8, 2020.

Motion: Mr. Palitsch, second: Ms. Heffernan. Roll call: Ms. Heffernan, yes; Dr. Magee, yes; Mr. Palitsch, yes; Mr. Wensky, yes; and Ms. Fryc, yes.

**Motion to adjourn:** Mr. Palitsch, second: Ms. Heffernan. Roll call: Ms. Heffernan, yes; Dr. Magee, yes; Mr. Palitsch, yes; Mr. Wensky, yes; and Ms. Fryc, yes.

**Meeting adjourned at 8:07 AM**

**Documents referenced:** Memorandum from the Superintendent of Schools dated August 8, 2020.



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

ITEM NO: **XI. Executive Session**

MEETING DATE: **9/2/20**

**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**