



**School Committee
Meeting Book**

**September 4, 2019
7:00 pm**

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



**SHREWSBURY PUBLIC SCHOOLS
SCHOOL COMMITTEE MEETING**

AGENDA

**September 4, 2019 7:00pm
Town Hall—Selectmen's Meeting Room
100 Maple Avenue**

<u>Items</u>	<u>Suggested Time Allotments</u>
Special Opening	7:00-7:10
I. Public Participation	<div>7:10-7:20</div>
II. Chairperson's Report & Members' Reports	
III. Superintendent's Report	
IV. Time Scheduled Appointments:	
A. Gift from Shrewsbury Federal Credit Union to Fund Coordinator of Development & Volunteer Activities Positions: Vote	7:20 – 7:30
B. Shrewsbury Alumni Presentation to Staff: Report	7:30 – 7:45
C. Memorandum of Agreement for Partnership with Mindfulness Director Initiative: Vote	7:45 – 8:05
V. Curriculum	
VI. Policy	
VII. Finance & Operations	
A. School Facilities Summer Maintenance: Report	8:05 – 8:15
B. Personnel Hiring for the 2019-2020 School Year: Report	8:15 – 8:25
C. Fiscal Year 2020 Grants: Report & Vote to Accept	8:25 – 8:35
VIII. Old Business	
IX. New Business	
X. Approval of Minutes	8:35 – 8:40
XI. Executive Session	
A. For the purpose of collective bargaining with the Shrewsbury Education Association – Unit B	8:40 – 9:00
XII. Adjournment	9:00

Next regular meeting: September 18, 2019



SHREWSBURY PUBLIC SCHOOLS SCHOOL COMMITTEE MEETING

Special Opening

MEETING DATE: 9/4/19

Under the direction of Mr. Michael Lapomardo, Music Teacher, Shrewsbury High School (SHS), the SHS A Cappella Choir will perform two selections, the National Anthem and *Imagine*. This is the roster of students slated to perform:

Soprano

Deeptha Ganesh
Fiona Ingersoll
Nidhi Ramesh
Leah Rider
Hannah Walz

Alto

Victoria Ambrosino
Amoy Lin
Korinna Muller
Anandita Punnamaraju
Sheila Sawyer

Tenor

Preston Karp
John Nichols
Liam Reardon
Daniel Stameris

Bass

Ajay Alamuri
Shakthi Annamalai
Andrew Andersen
Ethan Clarke
Collin Lovelace
Pranav Vadlamudi



SHREWSBURY PUBLIC SCHOOLS SCHOOL COMMITTEE MEETING

ITEM NO: I Public Participation

MEETING DATE: 9/4/19

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: **9/4/19**
**A. Gift from Shrewsbury Federal Credit Union to Fund Coordinator of
Development & Volunteer Activities Positions: Vote**

BACKGROUND INFORMATION:

Per School Committee Policy 911, gifts of \$5,000 or more must be formally accepted by the School Committee. Dr. Sawyer will acknowledge a gift of \$40,000 from Shrewsbury Federal Credit Union to fund the Coordinator of Development & Volunteer Activities Positions. Representatives from SFCU will be at the meeting to discuss their donation. A memo is enclosed.

ACTION RECOMMENDED:

That the School Committee vote to accept a gift of \$40,000 from Shrewsbury Federal Credit Union to fund the Coordinator of Development & Volunteer Activities Positions for the 2019-2020 school year.

STAFF AVAILABLE FOR PRESENTATION:

Dr. Joseph M. Sawyer, Superintendent of Schools
Mr. Patrick Collins, Assistant Superintendent for Finance & Operations
Dr. Jane Lizotte, Assistant Superintendent for Community Partnerships & Well-Being
Mr. Jim Dupont, President & CEO, Shrewsbury Federal Credit Union
Ms. Lisa Raabe, Marketing Director, Shrewsbury Federal Credit Union
Ms. Michelle Biscotti, Coordinator of Development & Volunteer Activities
Ms. Kathleen Keohane, Coordinator of Development & Volunteer Activities



Shrewsbury Public Schools

Joseph M. Sawyer, Ed.D.
Superintendent

September 4, 2019

To: School Committee

Re: Gift from Shrewsbury Federal Credit Union to Fund Coordinator of Development & Volunteer Activities Positions

As you know, last spring we entered into a multi-year partnership with Shrewsbury Federal Credit Union (SFCU) as the sponsor of the “Colonial Connections” program that will align with the district’s strategic priority of *connected learning for a complex world*. This sponsorship includes \$400,000 of funding over five years that will support the purchase of a van that would provide transportation for students to access learning experiences outside of school; funds for various activities, speakers, and/or materials that will support career awareness and “real world” learning; and initial funding for Assistant Superintendent for Community Partnerships & Well Being position, a role that has been filled by Dr. Jane Lizotte.

Continuing their tradition of supporting our schools and community, SFCU has also offered to provide a generous gift of \$40,000 to fund the district’s two, part-time Coordinator of Development & Volunteer Activities positions for 2019-2020. Ms. Michelle Biscotti and Ms. Kathleen Keohane, the Coordinators of Development & Volunteer Activities, coordinate volunteer efforts across the district and work on development and sponsorship efforts, including the highly successful *Campaign for Shrewsbury Athletic Fields*, as well as the Colonial Fund, which most recently has supported the purchase of equipment and materials to outfit the Design Lab at Oak Middle School. These two positions are part-time, school-year roles that come with a stipend of \$20,000 each. Since the advent of the original Coordinator of Volunteer Services role in 2006, funding for the role has been provided by various co-sponsors, including SFCU. With one of the recent co-sponsors discontinuing its support, we are very grateful that SFCU is willing to provide the full amount of funding for the 2019-2020 school year through this generous gift.

Representatives from SFCU will be at the meeting on September 4 to discuss their donation, and I strongly recommend that the School Committee vote to accept the gift of \$40,000 from Shrewsbury Federal Credit Union to fund the Coordinator of Development & Volunteer Activities Positions for the 2019-2020 school year.



SHREWSBURY PUBLIC SCHOOLS SCHOOL COMMITTEE MEETING

ITEM NO: IV. Time Scheduled Appointments: MEETING DATE: **9/4/19**
B. Shrewsbury Alumni Presentation to Staff: Report

BACKGROUND INFORMATION:

On Friday, August 30, the district held a professional development day for educators. The opening segment of the day was titled *Our Students, Our Legacy* and was a presentation by 14 current and former Shrewsbury students. During each short presentation, students or alumni shared their perspectives regarding how their education in the Shrewsbury Public Schools influenced them, as well as insight into how our district might strengthen student experiences.

Dr. Lizotte will share information about this presentation and what themes emerged, and take questions and comments from the School Committee. The program for the event is enclosed.

ACTION RECOMMENDED:

That the School Committee accept the report and take whatever steps it deems necessary in the interests of the Shrewsbury Public Schools.

STAFF AVAILABLE FOR PRESENTATION:

Dr. Jane Lizotte, Assistant Superintendent for Community Partnerships & Well-Being



Our Students, Our Legacy

SHREWSBURY PUBLIC SCHOOLS

August 30, 2019

RUBY LEE '09

▶ *video from California*



I am co-founder and chief technology officer at Juni Learning, an on-line academy specializing in computer science for kids ages 5–18. Previously, I was an early-stage startup investor

at Kleiner Perkins and a product manager at Google, where I helped launch Google Fi. I hold an M.S. in computer science and a B.S. in bioengineering from Stanford University.

I reside in San Francisco, where I spend time with friends trying new restaurants and practicing strength training.

JIM HEALD '89



Not to be mistaken for my twin brother and best friend, John (who is five minutes younger than me), I consider myself blessed to be part of this wonderful alumni family.

I am an alumnus of Assumption College '93 and Mt. Ida College '95, where I earned my degree in mortuary sciences.

I've always wanted to be a funeral director. It's my vocation and has connected me with wonderful families and individuals who have impacted my life. John and I

established a successful business in town (2010–2017) and undoubtedly changed the manner in which people approached death and funerals. My teachers influenced my ability to craft someone's life story (obituary). I've loved being a part of the community and, hopefully, in small ways, I've made Shrewsbury an even better place to live.

In 2019, I ran my 13th and last Boston Marathon. In my spare time, I love exploring city life, traveling, and spending time with sand in my toes and sun on my face.

DAVID CHAPIN '02

I'm a graduate of Quinsigamond Community College, and Nichols College. My passions include traveling to new destinations, photography, playing basketball, writing, and helping others.



At SHS, I was fortunate to have met people like Dr. Gutekanst, P.J. O'Connell, and other school leaders who enriched my experience as a new resident of Shrewsbury.

I believe most people need assistance sifting through the noise in order to take a balanced and informed approach toward their futures and goals. We are flooded with news, social media, and other flashing lights daily. Several

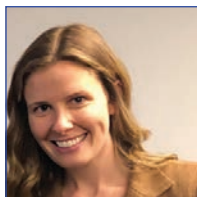
years ago while listening to a podcast on investments, I was introduced to an exercise by the host who asked his daughter three questions:

1. What are you good at?
2. What do you love to do?
3. What does the world need you to do?

He advised her to recall the answers to these questions when making future decisions. I had a similar conversation with my younger sister when she considered switching majors.

When I think back to my time in high school and college, I believe conversations like this would have helped me focus on things that truly matter, rather than simply seeking a career that pays well.

SARAH HOPKINS, M.S., '10



I am an alumna of Elon University (B.A. in Psychology 2014). I am entering my third year as a graduate student in the Clinical Psychology Ph.D. program at Suffolk

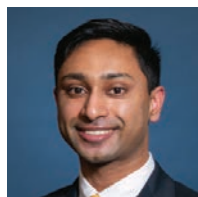
University. I live in Cambridge with my partner, Michael, who is a fellow Shrewsbury graduate (yes, we met here)! I am happiest when spending quality time with family and friends, usually cooking or being outdoors. I love running along the Charles after work and doing crossword puzzles.

In addition to being a student, I am a clinician (in training), a researcher, and a teacher. I am completing my clinical training at Boston University's Center for Anxiety and Related Disorders (CARD). I conduct research on how relational variables and group processes impact social and emotional adjustment outcomes in youth and college students.

I also teach general psychology at the undergraduate level. (Any tips are welcome; this is my first semester!)

VINAY MALIAKAL '12

I am an alumnus of the University of Connecticut Honors College ('15), where I graduated *summa cum laude* with a B.S. in molecular and cell biology with a concentration in creative writing



I am currently a fourth-year medical student at the University of Massachusetts Medical School and will be applying for an Internal Medicine residency this year.

I reside in Worcester, where I enjoy spending time with friends and family, traveling, writing fiction and poetry, running, snowboarding, and photography.

HANNAH HOPKINS '14

I am a 2018 graduate of UMass Amherst's Commonwealth Honors College. As a consultant at Deloitte in the Risk & Financial Advisory Practice, I help businesses identify and control risks associated with IT.



Outside of work, you can find me creating art pieces, spending time with my family and friends, cooking, and focusing on my wellbeing. I love to run (although I am not sure how good I am at it), hike, take yoga classes, and practice mindfulness/meditation. Since I was little, I have always felt a deep connection to nature and the outdoors and am an advocate for environmental conservation and sustainability—both personally and professionally.

MICHAEL WEST '15



I am a recent graduate of the UMass Lowell's Manning School of Business class of 2019. I just completed my second summer internship at Grant Thornton LLP as an audit intern

and plan to enter UMass Lowell this fall to earn my MBA.

When I am not in the classroom, I often enjoy playing basketball and baseball, watching Marvel movies, and spending time on Cape Cod with my family. I am so thankful for all the wonderful opportunities the Shrewsbury public school's have given me and look forward to watching the younger generations grow and flourish!

T.J. MORGERA '20 & JACK FOLEY '20



[Thomas Morgera]. Most know me as T.J. My family includes my parents, Lisa and Michael, and my brothers Drew, 24, and Ryan, 21. I play football in the fall and baseball in the

spring, as well as Legion baseball during the summer.

Outside of sports, I spend time with my family and friends going to the beach, and play a variety of other sports.

My family and friends are very important to me. I am excited for the future, which includes college in the fall.

[Jack Foley] I live with my mother and sister, who is a member of the Class of 2022. I play on the football and baseball teams and enjoy playing golf, going to the Cape, and spending time with friends and family. I plan to attend college next fall.

SOPHIA PENG '20



I am a senior and the president of the SHS speech and debate team, and a member of the Student Advisory Committee. My favorite subject is biology — I could watch nature documentaries all day — and I am passionate about healthcare and education. I volunteer with Reliant Medical Group and work as a camp instructor at Lumos Debate.

In my spare time, I enjoy dancing, baking, and curling up to a good audiobook with my cat, Rocky. He will be missed when I am off to college next year.

I am so thankful to the Shrewsbury Public Schools for raising me from first grade to where I am now, and I look forward to higher education and beyond!

ANTHONY QUALEY '02

Shortly after graduation, I pursued my passion for driving trucks. My employer at the time, sponsored me for a class A commercial driver's license.



Up until the fall of 2018, I drove tractor trailers, moving anything from small construction equipment to oversized heavy loads from New England down to Florida. During this time, I became a father to a baby boy, Anthony Jr., who made me want to be home more than once a week or so. I had been given the opportunity to take the full-time position with the Shrewsbury Parks Department and couldn't be happier.

My other interests include going

away to Maine and New Hampshire on weekends, fishing, hunting, and, most importantly, spending time with my beloved family. I couldn't be any more thrilled to have the career I have now, which gives me the opportunity to be home within reasonable hours.

JESSICA PENG '20



I have been in Shrewsbury Public Schools for my entire education (except for kindergarten), and I am excited to apply to a four-year undergraduate college this year, where I plan on majoring in psychology, with the goal of entering the field of forensic psychology/criminal justice.

My main extracurricular commitment is to the SHS Speech and Debate team, where I will be serving as speech captain this school year. I love competing locally and nationally with the team, and I can often be found coaching middle school speech and our high school speech novices.

At SHS, I am also a peer tutor, part of the Student Wellness Ambassador Team, and an actress in the annual SHS spring musical.

Outside of school, I play guitar and ukulele, listen to a lot of audiobooks, and enjoy the company of my two cats, Rocky and Rubble. My family includes my parents, my older brother Richard (an SHS alumnus), and my twin sister Sophia, are my biggest supporters in everything I do. I look forward to a great 2019–2020 school year.

JOHN WEST '20

Next year, I will be attending Boston College on scholarship and will be a part of the Eagles' Division I baseball program



I am the son of Nancy and Ken West and the brother of Michael West '15 and have lived in Shrewsbury my whole life. This upcoming season will be my fourth year playing both baseball and basketball for SHS. Outside of school, I play for the Shrewsbury Legion baseball team. In my spare time, I enjoy being a member of the Unified Basketball team at SHS, going to the beach with family and friends, and playing guitar. I am very excited for this upcoming school year and looking forward to what the future holds at Boston College.

MARLIE ATLABACHEW '18

📺 *video from UMass Amherst*

I am a sophomore at UMass Amherst, double majoring in graphic design and marketing. I am proud to call Shrewsbury home. I enjoy Olympic weightlifting, CrossFit, cooking, and spending time with my family.



Recently, I started my own blog, which serves as an outlet for me to express my thoughts and share information with others about things I wished I knew going into college, especially as a woman of color. It allows me to be vulnerable and open with the people around me (cue Brene Brown). I look forward to growing more and following the path I've created for myself.



The Shrewsbury Public Schools are grateful to Curry Printing for generously donating its services to print this program.



SHREWSBURY PUBLIC SCHOOLS SCHOOL COMMITTEE MEETING

ITEM NO: IV. Time Scheduled Appointments: **MEETING DATE: 9/4/19**
C. Memorandum of Agreement for Partnership with Mindfulness Director
Initiative: Vote

BACKGROUND INFORMATION:

The Mindfulness Director Initiative (MDI) matches interested schools with highly qualified Mindfulness Directors and supports cultures of mindfulness in school communities through their school partnership program. The proposed partnership with Shrewsbury Public Schools would be their first with a public school, after two successful initiatives with private schools in Massachusetts and Texas.

Dr. Lizotte and the SHS administration have collaborated with MDI on a proposal that would provide a mindfulness director to SHS for two to three days per week during the current school year in order to provide mindfulness educational experiences to students, staff, and parents. This trial partnership will be funded in its entirety by MDI. Please see the enclosed memorandum from Dr. Lizotte, along with the memorandum she provided to the School Committee for its August 20 workshop, and the enclosed memorandum of agreement.

ACTION RECOMMENDED:

That the Committee vote to approve the enclosed Memorandum of Agreement to establish a partnership with the Mindfulness Director Initiative for the 2019-2020 school year.

STAFF AVAILABLE FOR PRESENTATION:

Dr. Jane Lizotte, Assistant Superintendent for Community Partnerships & Well-Being
Mr. Todd Bazydlo, Principal, Shrewsbury High School



Shrewsbury Public Schools

Jane O. Lizotte, Ed.D.
Assistant Superintendent
Community Partnerships & Well-Being

August 28, 2019

Dear Members of the School Committee,

I am writing with an update regarding the proposed Mindfulness Director Initiative (MDI) that was shared with you at the School Committee Workshop on Tuesday, August 20th. That original memo is enclosed for your reference. The following is in response to your questions and inquiries.

Background

At the meeting on 8/20/19, you listened to the proposal that further outlined the mindfulness efforts in which we hope to engage with MDI during this school year. The purpose of this memo is to provide an update regarding the items we discussed during our initial conversation.

Action Steps

- The Memorandum of Agreement (MOA) was reviewed by all parties, including our school district's attorney and the attorney engaged by MDI. Included in your packet is the final copy of the MOA.
- I am in the process of checking references at the Middlesex School and St. Andrew's School in Austin, Texas in order to learn of their level of satisfaction with the mindfulness director programs in place at those institutions. Thus far, comments from school personnel have been very positive, describing MDI's mindfulness programming as "supportive and responsive to the needs of students, staff, and community members." One reference shared, "Anecdotal data suggests that students have an increased ability to observe and engage in ways that allow them to be more objective and less judgmental of themselves and others." Another noted, "While there are alarming rates of mental health needs throughout society, our students are better equipped to understand the principles of mindfulness; better able to notice what is happening around them; and make better choices with how they respond to those challenges as they arise." For additional information regarding these two schools' mindfulness programs, see [this link](#) and [this link](#).
- Mr. Collins and I requested that MDI share their funding sources and learned that MDI has one major private donor (individual), and several potential individual donors, who include parents of students at the Middlesex School. At this point, they are in the early phase of sponsorships and do not have major corporation donors. MDI's grassroots effort is expected to expand more broadly at the beginning of this school year.

Recommendation

As we discussed at the workshop, the Shrewsbury High School administration is in full support of engaging MDI to try out how this kind of programming could benefit our students, staff, and parents.

I ask for your support for the MDI and wholeheartedly recommend that SPS participates in this initial one-year program offering that can explore its promise and potential at no cost to our district. It is innovative and responsive to the needs of many in our school communities. Shrewsbury Public Schools will be the first public school system to participate in such an exciting, cutting edge endeavor. The risks are low and the potential benefits are high. If you approve this one-year trial, we will closely monitor its implementation and evaluate its impact and report back to you in the early spring with a recommendation of whether to continue beyond this initial period.

Thank you for your time and attention.



Shrewsbury Public Schools

Jane O. Lizotte, Ed.D.
Assistant Superintendent
Community Partnerships & Well-Being

August 19, 2019

Dear Members of the School Committee,

The purpose of this memo is to update you on the purpose of the proposed Mindfulness Director partnership between the Shrewsbury Public Schools and the Mindfulness Director Initiative, based at the Middlesex School in Concord, Massachusetts. MDI's mission is to support schools of all types – public and private, urban and rural, well-funded and under-resourced – in bringing mindfulness to children, teens, and school communities throughout the United States. This partnership would be their first with a public school, after two successful initiatives with private schools in Massachusetts and Texas. I strongly believe that this partnership will further support our district's *strategic priorities and goals*, as well as SPS's *Portrait of a Graduate*, in the following ways:

- *Enhanced Well-Being of All*
 - Create a common understanding of the benefits of the skills, habits, and mindsets of social and emotional learning and develop a shared, systematic approach to explicitly teach, integrate, and assess these competencies
 - Ensure that all staff actively participate in professional development focused on the skills, habits, and mindsets of social and emotional learning that improve students' learning, resilience, and focus
 - Improve support systems and resources to enhance the well-being of students and staff
- SPS's *Portrait of a Graduate* specifically identifies the important of resilience and focus with the ability to:
 - Persevere to accomplish difficult tasks and to overcome academic and personal barriers to meet goals
 - Work effectively in a climate of ambiguity and changing priorities
 - Employ strategies to maintain personal wellness, focus, and intention in their lives

The MDI facilitator would be a contractor working for MDI, whose work would be jointly overseen by SPS and MDI. We are in the process of working on a Memorandum of Understanding between SPS and MDI that the School Committee would be asked to approve as soon as your 9/5/19 meeting, should you wish us to pursue this opportunity, and after review by legal counsel. MDI will fully fund the MDI facilitator position for duration of the 2019-2020 school year. The effectiveness of the program will continually be assessed throughout the school year; MDI is working with the University of Pittsburgh and Brown University on a possible assessment model. By April 2020, both parties would determine whether to continue the partnership; if it continues, a funding agreement would be proposed to determine our level of potential future financial contribution.

The MDI facilitator would offer opportunities to learn about and practice mindfulness with the ultimate goal of comprehensively integrating mindfulness practices with interested members of the school community, including students, staff, faculty, and families. These opportunities would take place

before, during, and after the school day. Research on mindfulness suggests an increase in concentration, emotional regulation, self-acceptance, social skills, care for others, self-esteem, quality of sleep, executive functioning, and well-being. Similarly, mindfulness has been credited with decreasing performance anxiety, ADHD behaviors, emotional anxiety, negative emotions, and depression.

This possible partnership has been vetted with Shrewsbury High School administrators, who are very enthusiastic about the possibility of moving forward. I look forward to speaking with you further regarding this opportunity, and am happy to answer any questions that you have. Thank you for your consideration.



Mindfulness Director Initiative

Memorandum of Agreement

The Mindfulness Director Initiative at Shrewsbury High School

The Mindfulness Director Initiative (MDI) is a non-profit corporation registered in the Commonwealth of Massachusetts.

MDI makes the transformative power of mindfulness a reality for school communities by facilitating the comprehensive integration of mindfulness into schools through the Mindfulness Director Model. We will partner with the Shrewsbury Public Schools [the District] to provide a highly qualified Mindfulness Director and then provide implementation support that leads to a thriving culture of mindfulness at Shrewsbury High School.

The Assistant Superintendent for Community Partnerships and Wellbeing is the primary contact between MDI and the District. She will provide overall supervision of this program and be the primary liaison between the District and MDI.

Commitments and Expectations of MDI

- MDI shall provide a Director to be physically located at Shrewsbury High School two to three days per week for every week that school is in session. Such person shall possess an appropriate level of training in mindfulness, pertinent certifications to educate others on the topic of mindfulness, and sufficient experience to be successful in this role. All candidates proposed to work in this role at Shrewsbury High School are subject to approval by the District.

The MDI Director shall be an independent contractor to the District and not an employee but still required to pass a District-administered CORI test and also present proof of screening through the Statewide Applicant Fingerprint Identification System [SAFIS] with results satisfactory to the District. MDI is responsible for all MDI staff payroll, benefits, insurances, travel costs, business expense reimbursements, or other related costs for this position. No employee, agent or representative of MDI shall be entitled to receive any benefits of employment with the District, including without limitation salary, overtime, vacation pay, holiday pay, sick leave, health insurance, life insurance, pension or deferred compensation.

- The MDI Director will take direction from the Shrewsbury High School Principal to meet with and educate students, staff, and parents on the topic of mindfulness at the times practical and convenient for these groups. Meetings and mindfulness sessions will take place on a flexible schedule during the daytime, after school, and in the evening to best meet the schedules of these various constituent groups.
- The MDI Director will comply with all school rules, regulations and the expectations for conduct on the same terms as employees of Shrewsbury High School. The MDI Director shall not provide his/her personal cellphone number to students nor engage in texting, instant-messaging, nor other social media vehicles that provide private one-to-one communications with students.
- MDI and its staff will protect student information and maintain student confidentiality at all times. MDI must comply with the Federal Educational Rights and Privacy Act (FERPA).
- MDI administration shall initiate a “status check-up” with the Shrewsbury High School Principal at least every other month to ensure a smooth implementation of the program. While on site meetings are preferred, the two parties may agree that telephone check-ins will be sufficient.

Commitments and Expectations of Shrewsbury Public Schools

The District shall support the MDI Director in a way that leads to successful outcomes for mindfulness initiatives. To coordinate classroom-based instruction, activities, or high school events, the Shrewsbury High School Principal will be the MDI Director's first contact. To effectively carry out the support functions, the principal may delegate certain task or responsibilities of support to his other staff members.

- Adequate space will be provided for the MDI Director to conduct classes, meetings, gatherings of students, staff, and parents.
- The District will provide the MDI Director with a telephone line and voicemail box.
- The District will provide an email address for the MDI Director to use to communicate with other staff, parents, and students and access to technology with the understanding the MDI Director is subject to the District’s Acceptable Use Policy.
- The District will partner with MDI to develop accurate and timely updates on the mindfulness initiatives to the Shrewsbury School Committee and community at large.

Funding and Estimated Value

MDI shall be fully responsible for all costs of the MDI Director and related program costs for the term of this agreement. It is estimated that the direct monetary value is between \$30,000 to \$40,000 which is funded by grants and donations received by MDI.

If the two parties agree to continue the program beyond this term, then there will be an expectation that the District begin to bear a gradually increasing amount of the costs with the goal of it being fully funded by the District in future years.

Term and Successor Agreement

The term of this partnership Agreement is September 5, 2019 through June 19, 2020. By April 17, 2020 both parties agree to either develop a successor agreement for continuation of the program, potentially with the same or different terms, or decide to end the program effective June 19, 2020.

Ownership Rights for Curriculum Materials, Equipment, Supplies

All curriculum materials, equipment, and supplies, provided by MDI or purchased using District funds will be sole property of the Town of Shrewsbury under the management of the School Department.

The District understands that in conjunction with MDI's work in the District, certain new curriculum programs or plans may be devised and that MDI retains the right to share these and/or other best practices with other clients.

Indemnification and Hold Harmless Agreement

Each party shall defend, indemnify, and hold harmless the other party, including affiliates and each of their respective officers, directors, shareholders, employees, representatives, agents, successors and assigns from and against all claims against one another or of third parties, and all associated losses, related to the Mindfulness Director Initiative [MDI], to the extent permitted by law.

Termination of Agreement

This Agreement may be terminated by either party provided that they give the other party ninety (90) days notice in writing.

Sole and Entire Agreement

This Memorandum of Agreement represents the entire and sole Agreement between both parties for the Mindfulness Director Initiative at Shrewsbury High School and all of its binding terms.

Miscellaneous

By entering into this Agreement, MDI certifies under the penalties of perjury, pursuant to M.G.L. c.62C, Section 49A(b), that it has complied with all laws of the Commonwealth relating to taxes, to reporting of employees and contractors, and to withholding and remitting child support.

MDI understands that the Massachusetts Conflict of Interest Law, Chapter 268A of the Massachusetts General Laws, applies to MDI with respect to the services/goods required to be provided under this Contract. MDI and its officers, employees, agents, subcontractors and affiliated agencies shall not participate in any activity which constitutes a violation of the Massachusetts Conflict of Interest Law or which creates an appearance of a violation of the Massachusetts Conflict of Interest Law.

By signing below, I certify that the governing board of my organization has approved this Agreement and the entirety of its terms and conditions.

Sandra Fryc, Chairperson
Shrewsbury School Committee

Marc Waxman, Co-Founder
Mindfulness Director Initiative



**SHREWSBURY PUBLIC SCHOOLS
SCHOOL COMMITTEE MEETING**

ITEM NO: **V. Curriculum**

MEETING DATE: **9/4/19**

BACKGROUND INFORMATION:

ACTION RECOMMENDED:

STAFF AVAILABLE FOR PRESENTATION:



**SHREWSBURY PUBLIC SCHOOLS
SCHOOL COMMITTEE MEETING**

ITEM NO: **VI. Policy**

MEETING DATE: **9/4/19**

BACKGROUND INFORMATION:

ACTION RECOMMENDED:

COMMITTEE MEMBERS/STAFF AVAILABLE FOR PRESENTATION:



**SHREWSBURY PUBLIC SCHOOLS
SCHOOL COMMITTEE MEETING**

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

MEETING DATE: **9/4/19**

A. School Facilities Summer Maintenance: Report

BACKGROUND INFORMATION:

Ms. Angela Snell, Director of Public Facilities, and Mr. Keith Baldinger, Public Buildings Division Manager for the Town of Shrewsbury, will provide an update with Mr. Collins regarding summer maintenance projects including capital repairs and improvements that were completed across all school buildings.

ACTION RECOMMENDED:

That the School Committee hear the report and take whatever steps it deems necessary in the interests of the Shrewsbury Public Schools.

STAFF AVAILABLE FOR PRESENTATION:

Ms. Angela Snell, Director of Public Facilities, Town of Shrewsbury
Mr. Keith Baldinger, Public Buildings Division Manager, Town of Shrewsbury
Mr. Patrick C. Collins, Assistant Superintendent for Finance & Operations



TOWN OF SHREWSBURY

Richard D. Carney Municipal Office Building
100 Maple Avenue
Shrewsbury, Massachusetts 01545-5398

To: School Committee Members

From: Keith Baldinger, Public Buildings Division Manager

Date: August 29, 2019

Re: Summer Project work 2019

School Committee Members,

I appreciate the opportunity to present and discuss the Public Buildings Division, and the work that we have completed over the last few months in the school buildings. Being in this role for less than one year I continue to be amazed at the talent we have within the Division, and our ability to complete not only project work, but daily maintenance and repairs that come with managing almost a million square feet of building space.

I have included a list of our current projects, most of which have been completed over the last three months, and some that are ongoing. Myself and Angela Snell will be presenting a short slide show with photos of some of our projects, and will be glad to answer any questions about our projects or the Division.

Thank you for the opportunity.



Shrewsbury Public Facilities

Public Buildings Division Project Work Summer 2019

Angela Snell, CPRP

Director of Public Facilities

Keith Baldinger

Public Buildings Division Manager

Leo Bullard

Assistant Superintendent
of Maintenance

Kenneth Goodwin

Assistant Superintendent
of Custodial Services

Division

Team:

Robert Marchand

Assistant Superintendent-
Plant Manager SHS

Jessica Rebokis

Administrative Assistant

Five Maintenance Craftsman
(recruiting a sixth)

Twelve full-time and 2 part-time
Custodians

Follow Shrewsbury Public Facilities



on Twitter & Instagram
@ShrewsburyParks



Beal Early Childhood Center

- Service and repair boilers, work completed by contractor – \$6,000
- Maintain cleanliness and equipment throughout the building

Calvin Coolidge Elementary School

- PB assisted with clean-out of storage spaces in building. Led by school principal
- Installed new interior doors in Café and Gym, allows for easy space lockdown- completed in-house - \$9,500 for materials
- Replace two exterior door frames and storefronts - contractor - in procurement for fall completion
- HVAC controls upgrade, currently no control access on site. Working on solution with contractor \$7-8,000
- New weather-stripping installed in exterior doors – Green Community grant funds complete



Shrewsbury Public Facilities

Public Buildings Division Project Work Summer 2019

Paton School

- Café/Gym floor sanded and refinished – contractor 100% complete - \$5,300
- Painting stage area – in-house complete
- Remove and replace tile in teachers' lounge, damaged from flood – in-house removal, contractor install. \$2,000
- Preliminary commissioning of HVAC system – October start - \$9,400
- New weather-stripping installed in exterior doors – Green Community grant funds complete
- New exit door alarms installed to playground and rear door – in-house

Parker Road

- Converted a conference room in SPED offices into two offices in-house 95% complete \$2,500
- Installed cabinets and sink in Room 7- major plumbing work and carpentry- in-house complete \$1,800
- New playground fence and gates installed- contractor complete - \$11500
- Graded area for School Dept. storage container- Parks Division- complete
- Storage and space cleanout- School Dept. assisted by Public Buildings Lead by Principal
- Applied for \$12,500 META grant for roof specs and drawings \$12,500- Division Manager
- Specs and drawings for Roof and HVAC work- Nault Architects began 8/15- \$43,000 FY21 Capital project
- Roof asbestos testing completed – none found \$3,000
- New weather-stripping installed in exterior doors – Green Community grant funds complete

Oak Middle

- Gym floor sanding and line painting- Complete \$21,000
- Replace HVAC controllers in classrooms approx. 45 to be repaired – in-house- parts delivered, work to begin in a few weeks. Complete before winter season.
- New cleaning contractor in place
- School sign refurbished in-house with Highway Division assistance
- New weather-stripping installed in exterior doors – Green Community grant funds complete
- Football goal post removed by Park Division. New goal post to be installed by contractor –In progress \$20,000



Shrewsbury Public Facilities

Public Buildings Division Project Work Summer 2019

Spring Street

- Remove asbestos tile in Café – contractor \$16,000
- Install new VCT floor tile in Café – contractor \$13,500
- Paint walls in rooms off of Café – in house
- Sand and refinish stage – contractor \$2,000
- Preliminary commissioning of HVAC system – \$9,500

Floral

- Replace carpet in halls and admin area – \$58,000 - \$50k from original project
- Clean up outdoor classroom hill overgrowth, install new ground cover plants and mulch \$13,000
- HVAC controls upgrade, currently no access and working on solution with contractor
- Install custom gutter guards on playground – AV student built – in-house staff install

Shrewsbury High School

- New HVAC building management system – in process - \$64,000
- Variable Frequency Drive upgrades to multiple air handling units using \$115,000 in Green Community funds – in process for October completion

Sherwood Middle

- Special education cubicles in room 229- completed in-house
- Install portable AC unit room 221- completed in-house
- Cleaning contractor reset building, restored floors
- New entryway mats to be installed by contractor - \$13,000
- Grub out all raised planters in playground area, and install drought tolerant sod - \$6,000

Underground Storage Tank Removal

- Oak, Floral and SHS – Capital project \$258,000 budget
- Completed under budget.



**SHREWSBURY PUBLIC SCHOOLS
SCHOOL COMMITTEE MEETING**

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

MEETING DATE: **9/4/19**

B. Personnel Hiring for the 2019-2020 School Year: Report

BACKGROUND INFORMATION:

Ms. Malone will present a report describing the personnel changes in the district for the 2019-2020 school year (enclosed).

ACTION RECOMMENDED:

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

STAFF AVAILABLE FOR PRESENTATION:

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



Report to the School Committee: 2019 Personnel Report

Barbara A. Malone
Director of Human Resources
September 4, 2019

Introduction

Shrewsbury Public Schools has successfully completed almost all of the hiring process to fill key positions within the District. These positions were hired to replace educators who had retired or resigned, or positions open due to changing organizational needs, including mental health resources needed to ensure progress towards our strategic goal, "Enhanced Well-being of All". We also continue to fill long-term substitute positions available due to maternity and paternity leaves or staff illnesses.

We have appointed 56 staff to professional positions, including internal transfers, promotions, and the return of outstanding staff. We have appointed 44 staff to paraprofessional positions. We have appointed 2 staff to office positions, which support the district as a whole. In total, we have hired 102 people for the upcoming school year.

We are still in process to hire an Assistive Technology Specialist for the district and an elementary level English as a Second Language Teacher.

New Hiring – Professional Staff

The 56 professional staff includes 1 hire at the district level (Dr. Jane Lizotte, Assistant Superintendent for Community Partnerships & Well-being), 16 hires for the high school (including Meghan de Leon, Director of Highschool Special Education), 15 hires for the middle level (including Jonathan Kelly, Principal of Sherwood Middle School), and 24 hires for the preschool/elementary level (including Jacqueline Du, Director of Preschool-Fourth Grade Special Education and Lindsay Morse, Instructional Coach and Curriculum Coordinator for Floral Street School).

As the School Committee is aware, the teacher selection process in Shrewsbury is rigorous, and through the hard work of our District Leadership Team, as well as educators, parents and students who volunteered to be part of selection meetings or demonstration lessons, we have adhered to our high standards.

The process includes interviews with principals, department directors, curriculum coordinators/instructional coaches, teachers, parents and central office administrators. At the high school level, students also serve on the interview teams.

All teaching positions require a demonstration lesson in the classroom, which is a key ingredient in the selection and hiring process. All professional-level candidates recommended for hire are also required to interview with the Director of Human Resources and the Superintendent of Schools as the final step in the selection process, where the district's strategic priorities, Portrait of a Shrewsbury Graduate, and mission and core values are discussed individually with each finalist. A thorough reference check is conducted on each new hire, including the "CORI" (Massachusetts background check) and the "SAFIS" (national fingerprint-based FBI background check).

We continue to use www.schoolspring.com as our primary sourcing tool, which netted 2598 applicants to our professional positions, including those ultimately filled by our own transfers or promotions. This means that 2.16% of those who applied to our professional positions ultimately received a position with us this year (FY 20). Last year, for FY 19 it was 1.6%; in FY 18 it was 1%; in FY 17 it was 1.46%; in FY16 it was 3.8%.

Principals, Directors, and selection committees reviewed these application packets. Some applicants were selected for phone interviews, and then an even smaller number invited for face-to-face interviews with search committees and teaching demonstration lessons. References were contacted, which resulted in the finalist recommendations.

Our new professional educators completed two days of orientation on August 22 and August 23. Each educator has a mentor assigned for the upcoming school year and will also receive mentorship in their second and third years of employment, in addition to support from the evaluator.

New Hiring-Paraprofessional Staff

As of August 26, 2019 we had hired 44 paraprofessional positions. These positions netted 497 applicants. This means we hired 8.85% of those who applied to our paraprofessional positions, compared to 7% in FY 19, 8% in FY18, 6.2% in FY17, and 4.3% in FY16. These applicants also underwent a rigorous selection process, which included applicant packet screening, phone and face-to-face interviews, reference checks, and the CORI and SAFIS background checks.

We also hired 2 office support positions: Registrar, and Central Office Administrative Assistant, which netted 213 applicants, for a percentage hire of less than 1% in this category.

Conclusion

We continue our long-standing excellent reputation as a collaborative and desirable district in which to work.

New Educators

District

Jane O. Lizotte, Ed.D., Assistant Superintendent for Community Partnerships & Well-being
Doctor of Education, Northeastern University
Master's in Elementary Education, Lesley University
Bachelor of Arts in English, Providence College

Shrewsbury High School

Meghan de Leon, Director of High School Special Education (transfer and promotion)
Special Education Leadership, Collaborative for Educational Services/Fitchburg State University
Master of Education, American International College
Bachelor of Arts in Elementary and Special Education, Providence College

Allison Berkeley, English as a Second Language
Bachelor of Arts, Smith College

Patricia Busso, Mathematics (rehire)
Master of Education, Worcester State University
Bachelor of Arts in Mathematics, College of the Holy Cross

Gina Campo, Family Consumer Science
Bachelor of Arts in Culinary Management, Newbury College

Jordan Flores, English
Bachelor of Arts in Secondary Education in English, Framingham State University

Maura Geoghegan, English
Bachelor of Arts in Secondary Education in English, Assumption College

Jennifer Keeler, French
Master of Arts in French Literature and Culture, Boston College
Bachelor of Arts in French, University of Massachusetts at Amherst

Michelle LeMay, School Psychologist (transfer)
Educational Specialist in School Psychology, University of Massachusetts at Boston

Master of Arts in Counseling Psychology, Framingham State University
Bachelor of Arts in Psychology, University of Massachusetts at Amherst

Brian McCauley, Biology
Bachelor of Science in Biology, University of Massachusetts at Dartmouth
Master of Arts in Teaching, University of Massachusetts at Dartmouth

Marcia Ray, Special Education
Master of Education in Special Education, American International College
Bachelor of General Studies in Human Development, Lesley University

Michele Rogers, School Nurse
Bachelor of Science in Nursing, Rivier College

Michael Stack, Chemistry
Bachelor of Science in Education, Biology and Chemistry, University of Limerick (Ireland)
Master of Arts in Education, Portland State University

Ryan Stoens, Chemistry
Bachelor of Arts in Chemistry and Secondary Education, Knox College

Carissa Valeri, Visual Arts
Bachelor of Arts in Art, Framingham State University

Tiffany Vega, School Counselor
Master of Counseling in School Counseling, Assumption College
Bachelor of Science in Communications and English, Salem State University

Kerri Vokes, Adjustment Counselor
Master of Social Work, Boston College
Bachelor of Arts in Psychology, University of Massachusetts at Boston

Oak Middle School

Kelli Keaney, Mathematics
Bachelor of Arts in Mathematics and Secondary Education, Assumption College

Grace McKenzie, English Language Arts
Master of Education in Secondary Education, University of Massachusetts at Boston
Bachelor of Arts in Sociology, University of Massachusetts at Amherst

Sydney Packer, Science
Master of Education, University of Massachusetts at Amherst
Bachelor of Science in Biology, University of Massachusetts at Amherst

Nancy Sinacola, Latin
Bachelor of Arts in the Classics, Wesleyan University

Genevieve Steere, Special Education
Master of Education in Special Education, Fitchburg State University
Bachelor of Education in Moderate Special Education and Elementary Education, Fitchburg State University

Kristen Swartz, Mathematics
Bachelor of Education in Middle School Education and Mathematics, Fitchburg State University

Jon Zucchi, Music
Master of Education in Music Education, Boston Conservatory
Bachelor of Arts in Music, Providence College

Sherwood Middle School
Jonathan Kelly, Principal of Sherwood Middle School
Master of Education in School Leadership & Administration, Worcester State University
Master of Arts in American Studies, University of Massachusetts at Boston
Bachelor of Arts in History, Assumption College

Erin Kennedy, Special Education Team Chair (transfer and promotion)
Certificate of Advanced Educational Studies in BCBA, Western New England College
Master of Science in Education and Severe Special Needs, Simmons College
Bachelor of Arts in Organizational Communications, Assumption College

Jennifer Bolt, Adjustment Counselor
Master of Social Work, Salem State University
Bachelor of Arts in Psychology, Providence College

Erica Dougherty, Science/Mathematics
Master of Education in Elementary Education, Worcester State University
Bachelor of Science in Elementary Education, Westfield State University

Caitlin Early, Special Education (promotion)
Master of Education in Special Education and Elementary Education, Lesley University
Bachelor of Science in Health Education, Worcester State University

Carie Holman, Spanish
Master of Arts in Spanish, Worcester State University
Bachelor of Arts in Spanish, Framingham State University

Jordan Smith, English Language Arts/Social Studies
Bachelor of Education in Elementary Education, Westfield State University

Roberto Soto, English as a Second Language (transfer)
Master of Education in School Leadership & Administration, Worcester State University
Teacher Certification Program in English as a Second Language, School for International Training
Bachelor of Education in Secondary Education and Biology, University of Puerto Rico

Elementary Level

Jacqueline Marcello, Director of Preschool and Elementary Special Education (promotion)
Advanced Training Program in Applied Behavior Analysis, Northeastern University
Master of Science in Communication Disorders, Worcester State University,
Bachelor of Science in Elementary Education, University of Maine at Orono

Beal Early Childhood Center

Jenie Song-Gagne, Music
Master of Music in Music Education, University of Miami
Bachelor of Fine Arts in Music Performance, Carnegie Mellon University

Coolidge School

Erin Cook, Third Grade (transfer)
Master of Teaching, University of Massachusetts at Dartmouth
Bachelor of Education in Elementary Education, Worcester State University

Brianna Hamel, Special Education
Master of Education in Teacher of Students with Severe Disabilities, Fitchburg State University
Bachelor of Arts in Psychology, University of Massachusetts at Lowell

Michelle Lucas, Third Grade
Master of Education in Elementary Education, Anna Maria College
Bachelor of Science in Psychology, Bridgewater State University

Carey Mount, Special Education
Master of Education in Special Education, Fitchburg State University
Bachelor of Business Administration, University of Massachusetts at Amherst

Katrice Theroux, Adjustment Counselor
Certificate of Study in School Social Work/School Adjustment Counseling, Assumption College
Master of Arts in School Counseling, Boston College
Bachelor of Arts in English, St. Michael's College

Floral Street School

Lindsay Morse, Curriculum Coordinator/Instructional Coach
Certificate of Advanced Studies in Resiliency in the Helping Professions, Assumption College
Master of Education as a Reading Specialist, American International College
Bachelor of Education in Early Childhood Education, Framingham State University
Bachelor of Arts in Communications, Assumption College

Kristen Burt, Special Education
Master of Education as a Reading Specialist, Gordon College
Bachelor of Science in Moderate Special Education and Elementary Education, Boston University

Emily Knapp, Second Grade
Bachelor of Arts in Psychology, Elementary Education, and Special Education, Hartwick College

Elizabeth Marciello, First Grade
Master of Teaching in Elementary Education, University of Massachusetts at Boston
Bachelor of Science in Psychology, University of Massachusetts at Boston

Ani Marold, Third Grade (rehire)
Master of Education, University of Massachusetts at Amherst
Bachelor of Arts in Sociology, University of Massachusetts at Amherst

Emma McLaughlin, Special Education
Master of Education in Severe Special Education, Bay Path University
Bachelor of Science in Psychology, Wheelock College

Megan Moran, Adjustment Counselor
Master of Counseling Psychology, Assumption College
Bachelor of Arts in Psychology, Franklin Pierce College

Allison Whiteside, Music (shared with Paton)
Bachelor of Music in Vocal and General Music Education, Miami University

Paton School

Stephanie Curtis, Fourth Grade
Master of Elementary Education, Lesley University
Bachelor of Science in Health Education, Worcester State University

Rebekah Landers, Special Education
Master of Science in Special Education, Simmons College
Bachelor of Arts in English, University of Massachusetts at Amherst

Kara Richardson, Adjustment Counselor (transfer) (shared with Spring)

Master of Social Work, University of Connecticut
Bachelor of Education in Elementary Education, Worcester State University

Emily Walker, First Grade
Bachelor of Science in Elementary Education and Psychology, Worcester State University

Allison Whiteside, Music (also shared with Floral)
Bachelor of Music in Vocal and General Music Education, Miami University

Spring Street School

Laura Braun-Lush, School Psychologist
Educational Specialist in School Psychology, Appalachian State University
Bachelor of Arts in Psychology, North Carolina State University

Kara Richardson, Adjustment Counselor (transfer) (shared with Paton)
Master of Social Work, University of Connecticut
Bachelor of Education in Elementary Education, Worcester State University

Parker Road Preschool

Bridget Nichols, Special Education Team Chair (promotion)
Applied Behavior Analyst Certificate, University of Massachusetts at Boston
Master of Education in Special Education, Lesley University
Bachelor of Arts in Human Development, Boston College

Jennifer Foran, ELC Coordinator
Master of Education, Simmons College
Bachelor of Science in Psychology, Worcester State University

Sheila Parnell, Preschool (promotion)
Master of Education in Special Education, Lesley University
Bachelor of Arts in Preschool Education, PreK-2, Bay Path University

Rebecca Tonelli, ELC Coordinator (promotion)
Master of Science in Applied Behavior Analysis, Bay Path University
Bachelor of Science in Psychology, Worcester State University

New Office Support Staff

Pamela Panarelli, Registrar (rehire)
Blake Stewart, Central Office Administrative Assistant

New Paraprofessional Staff

Tutors

Deb Martel (retired teacher)

Applied Behavior Analysis (ABA) Technicians

Thayna Aguiar
Marissa Bachand
Sujatha Bhogaraju
Ashleigh Carrasquillo
Sasirekha Gurunathan
Samuel Hanson
Debra Harstad
Jamie Hurley
Rhythm Kesavan
Robert Lamb
Erin Lavery
Lam Nguyen
Kristin Overly
Kami Pawelek
Nicole Quatrala
Morgan Robinson
Christine Romano
Daniela Romeo
Tiffany Sackett
Edlira Simmarano
Rashmi Vinchure
Ariana Zecco

Child Specific Aides

Katie Andress
Hymavathi Avadhuta
Tonga Carter
Reena Dhal
Jessica Dujnic-Bjork
Destiny Hernandez
Ivannah Jacob
Samantha Letourneau
Emilia McCool
Patricia McIntosh
Deborah Mihaley
Stephanie Morgan
Jaclyn Pierce
Katelyn Salsgiver
Renee Stiert
Meghan Tower

Instructional Aides

Adelina Baka

Marybeth Graham

Colleen Judge

Bridget Marshall

Donna Twitchell



SHREWSBURY PUBLIC SCHOOLS SCHOOL COMMITTEE MEETING

ITEM NO: VII. Finance & Operations

MEETING DATE: 9/4/19

C. Fiscal Year 2020 Grants: Report & Vote to Accept

BACKGROUND INFORMATION:

Federal and state entitlement grants are an important source of funding for our school operations. Entitlement grants are established and allocated at the state and federal level. Entitlement grants are noncompetitive and are awarded automatically on the basis of defined formulas that differ by grant.

The report will include a summary of State and Federal Entitlement Grants and information on other grant opportunities.

ACTION RECOMMENDED:

That the Committee vote to accept all FY20 grant funds noted in the enclosed chart and use such funds for their intended purpose.

STAFF AVAILABLE FOR PRESENTATION:

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



Shrewsbury Public Schools

Patrick C. Collins, Assistant Superintendent for Finance & Operations

27 August 2019

To: School Committee

Subj: RECOMMENDATION TO ACCEPT FY20 FEDERAL AND STATE GRANTS

Background

Federal and state grants are an important source of funding for our school operations. Entitlement grants are established and allocated at the state and federal level. Entitlement grants are noncompetitive and are awarded automatically on the basis of defined formulas that differ by grant. Competitive grants are awarded based upon a merit-based application process that best fulfills the intent of the grant funds available.

This report will show the amount [\$2.15M] of federal and state grant funds we are receiving for Fiscal Year 2020 (FY20), i.e., the 2019-2020 school year, and it also provides a five-year history. While relatively small in comparison to the appropriated budget of \$66.3M, state and federal grants provide valuable resources for a wide variety of student supports and staff development.

In FY17, funding for two state grants was completely eliminated, but we are happy to report that District administrators actively pursued some competitive grant funds and we will be the recipient of \$260,000 in state grants in FY20.

Process for Entitlement Grants

Having received the allocation amounts in late July, the district must submit detailed program plans and associated budgets to the Massachusetts Department of Elementary and Secondary Education who oversees the administration and disbursement of funds on a statewide basis. Once our plans are approved, we can begin expending funds and submitting for monthly reimbursement of expenses. The Business Office is responsible for handling all monthly cash requisitions using the state's online grants management system.

Recommendation

In closing, grant funds play an important role in the overall financing of public education in Shrewsbury. Each grant comes with a specific purpose, compliance and reporting requirements, and accountability for use of the funds.

It is recommended that the School Committee vote to accept the funds using the following motion:

"I move that the Committee accept all FY20 grant funds noted in the enclosed chart and use such funds for their intended purpose"

SHREWSBURY PUBLIC SCHOOLS
FEDERAL and STATE GRANT ALLOCATIONS AS OF 8.23.2018

Grant	State Code	FY16	FY17	FY18	FY19	FY20		1 Year Difference	5 Year Difference	Federal [F] or State [S]
Teacher Quality Grant (Title IIA)	140	\$86,287	\$84,280	\$106,953	\$90,635	\$87,328		(\$3,307)	\$1,041	F
English Language Acquisition (Title III)	180	\$30,045	\$29,580	\$32,474	\$28,433	\$27,071		(\$1,362)	-\$2,974	F
Immigrant Grant (Title III)	184	\$0	\$822	\$803	\$0	\$0		\$0	\$0	F
Special Education Entitlement Grant	240	\$1,408,178	\$1,460,831	\$1,485,349	\$1,470,469	\$1,534,062		\$63,593	\$125,884	F
Secondary Transition Sys. Improvement	243	\$0	\$15,000	\$0	\$0	\$0		\$0	\$0	F
Early Childhood-Special Education	262	\$33,890	\$33,573	\$31,868	\$33,500	\$34,703		\$1,203	\$813	F
Special Education Program Improvement Grant	274	\$47,846	\$47,846	\$0	\$0	\$0		\$0	-\$47,846	F
Early Childhood-Special Education Entitlement	298	\$3,000	\$2,250	\$0	\$0	\$0		\$0	-\$3,000	F
Education for Disadvantaged Children (Title I)	305	\$337,755	\$206,874	\$358,371	\$199,766	\$196,444		(\$3,322)	-\$141,311	F
Student Support & Acad Enrichment	309	\$0	\$0	\$5,297	\$26,069	\$13,457		(\$12,612)	\$13,457	F
Improving Student Access to Behavioral & Mental Health Services	336	\$0	\$0	\$0	\$10,000	\$90,000		\$80,000	\$90,000	S
Safer Schools & Communities Initiative	629	\$0	\$0	\$0	\$0	\$70,000		\$70,000	\$70,000	S
Academic Support Services	632	\$6,700	\$0	\$0	\$0	\$0		\$0	-\$6,700	S
Full Day Kindergarten Grant	701	\$62,380	\$0	\$0	\$0	\$0		\$0	-\$62,380	S
Comprehensive School Health Service	929	\$0	\$0	\$0	\$0	\$100,000		\$100,000	\$100,000	S
Totals		\$2,016,081	\$1,881,056	\$2,021,115	\$1,858,872	\$2,153,065		\$294,193	\$136,984	
								15.83%	6.79%	

Note: Fluctuations in annual Title 1 funding [State Code 305] are due to changes in Shrewsbury's "students in poverty level" that go over or under the 5% threshold. When we are at 5% or greater, we receive an additional allocation of funding. When we fall below 5%, we do not receive the additional funding.



**SHREWSBURY PUBLIC SCHOOLS
SCHOOL COMMITTEE MEETING**

ITEM NO: **VIII. Old Business**

MEETING DATE: **9/4/19**

BACKGROUND INFORMATION:

ACTION RECOMMENDED:

MEMBERS/STAFF AVAILABLE FOR PRESENTATION:



**SHREWSBURY PUBLIC SCHOOLS
SCHOOL COMMITTEE MEETING**

ITEM NO: **IX. New Business**

MEETING DATE: **9/4/19**

BACKGROUND INFORMATION:

ACTION RECOMMENDED:

STAFF AVAILABLE FOR PRESENTATION:



**SHREWSBURY PUBLIC SCHOOLS
SCHOOL COMMITTEE MEETING**

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

MEETING DATE: **9/4/19**

BACKGROUND INFORMATION:

The minutes are enclosed.

ACTION RECOMMENDED:

That the Committee accept the minutes from the School Committee Workshop held on August 20, 2019.

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
August 20, 2019
Class of 2002 Conference Room
Shrewsbury High School
64 Holden St.
Shrewsbury, Massachusetts**

Start: 6:32PM

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

Discussion regarding Gifts/Grants:

- 1) Department recently granted \$70,000 for a security & monitoring system for the High School from the state after successful application. Details regarding the system were discussed as well as future plans to upgrade other systems.

Motion by Palitsch: that the Committee accepts the \$70,000 Safer Schools Competitive Grant and use such funds for their intended purpose of improving safety and security communications at Shrewsbury High School.

Second: Wensky

Vote: Unanimous acceptance

- 2) A \$20,000 gift was made to the Shrewsbury High School Robotics Team 467 by Allegro MicroSystems in honor of longtime volunteer Rich Cooper.

Motion by Palitsch: that the Committee accepts the donation of \$20,000 to the Shrewsbury High School Robotics team for the stated purpose.

Second: Wensky

Vote: Unanimous acceptance

Discussion regarding potential grant funding for a Mindfulness Director. Funding would be from the Mindfulness Director Initiative, based at the Middlesex School in Concord, Massachusetts. MDI's mission is to support schools of all types – public and private, urban and rural, well-funded and under-resourced – in bringing mindfulness to children, teens, and school communities throughout the United States. This partnership would be their first with a public school, after two successful initiatives with private schools in Massachusetts and

Texas. Members of the Committee had several questions regarding:

- Future costs,
- Details of implementation,
- Whether this would be a separate initiative or be mainstreamed into current curriculum,
- Whether it would be mandatory,
- How this would impact educator workload and how they would view it
- How success would be measured.

A request was made to have a conference call with a representative of one of the two school systems in which this was implemented to gauge impact, and get an impression regarding how implementation looks.

A request was made that the Committee be given the 10 page proposal as well as any modifications that have been discussed.

Will add to the next agenda. No votes were taken.

Discussion regarding revising Town Meeting School Budget Report and School Department Report in the Town Report. Both of these represent communications from the School Committee to the Town and members voiced interest in revisiting the content and format. An overall framework of content was presented to the administration that had the support of the School Committee (attached). The goals of brevity, clarity and taking advantage of an electronic format were expressed. We also discussed aligning content with the ClearGov online profiles that the Town has subscribed to.

Next steps include providing commentary on the current reports.

Related to this, Dr. Sawyer informed the Committee about discussions occurring within Town government about resource allocation after the pension fund is adequately funded. Opportunities for more School Department funding may occur.

Discussion regarding planning the 2020 school year agendas. Committee members voiced interest in

- Hearing more about areas in which results are less than optimal and discussion regarding ways in which the system can improve and, perhaps, less time in showcasing successes.
- What is the status of the need of our students for remedial learning once enrolling in college?
- Can we learn more about our English Language Learners population and how they compare to other districts?
- Discussions regarding assessing and improving equity within the district.
- We need to move forward with the issue of later start times for the older students.
- What, if any, are our offerings for our high school students attending college courses for credit?
- Can we involve students more in the School Committee?

Discussion regarding: redistricting. A proposed timeline was presented by Mr. Collins. Questions regarding the use of consultants for GIS planning and demographics were discussed. Options of assigning this task to the Administration or forming a committee were discussed. The SC favored involvement of members of the SC with the potential for holding hearings at

meetings. Discussion regarding aligning this with the Start Time initiative occurred. It was expressed that both involved remodeling bus schedules and doing the two projects together may be more efficient and less disruptive to families and schools. The start time discussion has gone beyond questioning the evidence and has arrived at how best to implement it. Other districts have flip-flopped lower and higher grade schedules with the help of consultants dealing with bus schedules, etc.

Minutes from June 12, June 25, August 15, 2019: Motion to approve: Wensky. Second: Palitsch. Vote: Palitsch: yes, Heffernan: yes, Magee: yes, Wensky: yes, Fryc: yes.

Motion to adjourn: Wensky Second: Palitsch. Vote: Palitsch: yes, Heffernan: yes, Magee: yes, Wensky: yes, Fryc: yes.

Meeting adjourned: 8:23PM

Referenced Materials:

Allegro Systems Donation Memo
Mindfulness Partnership Memo
Mindfulness Director Initiative MOA Draft
Redistricting Process Memo
Redistricting Timeline Draft
Safer Schools Grant Memo
Safer Schools Award Letter
School Committee Calendar Draft
Proposed framework for Budget Communications
Set(s) of Minutes as Referenced Above



**SHREWSBURY PUBLIC SCHOOLS
SCHOOL COMMITTEE MEETING**

ITEM NO: **XI. Executive Session**

MEETING DATE: **9/4/19**

A. For the purpose of collective bargaining with the Shrewsbury Education Association – Unit B

BACKGROUND INFORMATION:

Executive session is warranted for these purposes.

ACTION RECOMMENDED:

That the School Committee enter into executive session for the purpose of collective bargaining with the Shrewsbury Education Association - Unit B, 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

ITEM NO: **XII. Adjournment**