



**School Committee  
Meeting Book**

**September 18, 2019  
7:00 pm**

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



## SHREWSBURY PUBLIC SCHOOLS SCHOOL COMMITTEE MEETING

### AGENDA

September 18, 2019 7:00pm  
Town Hall—Selectmen's Meeting Room  
100 Maple Avenue

#### Items

#### Suggested time allotments

(Note: The meeting will open at 6:30pm and immediately adjourn to executive session; when executive session is complete, the meeting will be recessed until 7:00pm)

Executive Session 6:30 – 7:00

- A. For the purpose of collective bargaining with the Shrewsbury Education Association – Unit B
- B. For the purpose of reviewing, approving, and/or releasing executive session minutes

I. Public Participation

II. Chairperson's Report & Members' Reports

III. Superintendent's Report

IV. Time Scheduled Appointments:

- A. SHS Unified Sports National Banner Designation: Recognition 7:10 – 7:25
- B. Beal School Building Project: Update & Vote on Proprietary Items 7:25 – 7:40
- C. Future Redistricting of Elementary School Attendance Zones: Discussion & Potential Vote on Decision-Making Process 7:40 – 8:10
- D. State Representative Hannah Kane: Legislative Update 8:10 – 8:30

V. Curriculum

VI. Policy

VII. Finance & Operations

VIII. Old Business

IX. New Business

- A. Bullying Statistics: Annual Report 8:30 – 8:40
- B. Appointment of Superintendent as Representative to Assabet Valley Collaborative Board of Directors: Vote 8:40 – 8:45

X. Approval of Minutes 8:45 – 8:50

XI. Executive Session (if necessary to continue; same topics as above) 8:50 – 9:15

XII. Adjournment 9:15

**Next regular meeting: October 2, 2019**



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

**ITEM NO: I Public Participation**

**MEETING DATE: 9/18/19**

**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: **9/18/19**  
**A. SHS Unified Sports National Banner Designation: Recognition**

### **BACKGROUND INFORMATION:**

Special Olympics Massachusetts recently announced that Shrewsbury High School (SHS), a Special Olympics Unified Champion School, would receive National Banner Recognition for its efforts to provide inclusive sports and activities for students with and without disabilities. SHS, one of only sixteen schools in Massachusetts and 179 schools nationwide to achieve this status for the 2018-19 school year, will be presented with a banner to hang in the school and be included on a list of other schools around the country who have achieved this distinguished status.

Please see the enclosed memorandum from the Unified Club advisor and Unified Sports coaches for more information.

### **ACTION RECOMMENDED:**

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

### **MEMBERS & STAFF AVAILABLE FOR PRESENTATION:**

Meghan Wallace, Special Education Teacher & Unified Club Advisor, SHS  
Mario Gonzales, Special Education Teacher & Unified Track & Field Coach, SHS  
Meg Belsito, Assistant Superintendent for Student Services

#### **Students:**

Unified Club - Theodora Chacharone '21, Natalie Davis '21, Tim Fitzpatrick '20, Cole Ackerman '20  
Unified Basketball - John West '20, Justin Wentzell '20  
Unified Track & Field - Kevin Orifice '19 , Chris Liu '19  
Parent: Mrs. Michele Wentzell



# Shrewsbury Public Schools

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Mario Gonzales, Meghan Wallace  
*Unified Track & Field Coach, Unified Club Advisor*  
Kevin O'Connor, Cathleen Burke, Jessica Rigberg  
*Unified Basketball Coaches*  
Colleen Hall, Andrew Moran  
*Unified Track & Field Coaches*

September 12, 2019

Dear Members of the School Committee,

We are writing to provide an update on the current state of the Unified Program at Shrewsbury High School, as well as our most recent recognition as an official Special Olympics National Banner Unified Champion School. Shrewsbury High School is 1 of only 16 schools in the state of Massachusetts and 1 of only 179 schools nationwide to have been awarded this honor.

## **Unified Model**

The Unified model centers around three components, which must be demonstrated in order to become a National Unified Champion School. These standards are designed to foster the development of Inclusive Sports, Youth Leadership, and Whole School Engagement.

## **Inclusive Sports**

In 2014, Shrewsbury High School partnered with Special Olympics® to launch the first Unified Track & Field Team at SHS. This inclusive sports program brought together individuals with intellectual disabilities (athletes) and those without intellectual disabilities (partners). Throughout the past six seasons, students have trained, competed, and socialized as equals. During Unified Track & Field's most recent season, SHS took 1st place (out of 19 schools) in Sectionals, and placed 2nd (out of 26 schools) at the Division 1 State Championship.

In 2015, Shrewsbury High School furthered their inclusive sports efforts, and created the Unified Basketball team. The Unified Basketball team has consistently attended and participated in the end-of-the-season jamboree, competing against teams from all over Massachusetts. Over the past four seasons, the Unified Basketball Team has had a 42% increase in participation since they began in the Fall of 2015.

In 2016, Shrewsbury High School began participating in an annual Unified Bocce tournament. This effort has been led by Student Council members, and is another prime example of the inclusive culture that Unified has created in the SHS community.

### **Youth Leadership**

In 2018, Unified Club at Shrewsbury High School was officially approved. It was designed to provide a variety of leadership opportunities for students with and without intellectual disabilities. The club is presently run by a student-led leadership committee comprised of 5 members.

Members of the Unified Club are mentored by club advisor Meghan Wallace, in order to develop and implement inclusive opportunities throughout Shrewsbury High School (i.e. Spread the Word to End the Word campaign, Fans in the Stands, Unified lunch tables, etc).

It should also be noted that Shrewsbury High School has participated in the annual Youth Leadership Summit held by the Special Olympics Commission since 2014. This annual summit provides two students - one with intellectual disabilities and one without intellectual disabilities - the opportunity to network with students from other districts around inclusion efforts in their respective schools.

### **Whole School Engagement**

Since 2014, Shrewsbury High School has carried out an annual *"Spread the Word to End the Word"* campaign during the month of April (to coincide with Autism Awareness Month). The *"Spread the Word to End the Word"* campaign is designed to raise awareness of the harmful effects of the "R" word and encourage people to pledge to stop using it.

In April of 2019, Unified Club members created a *"Spread the Word to End the Word"* public service announcement, featuring students with and without intellectual disabilities, athletes, teachers, administrators, and our own superintendent taking the pledge. The public service announcement was aired to all students during video announcements, and posted to the @SHS\_Unified Twitter account, where it received over three thousand views.

Shrewsbury High School has also run a *"Fans in the Stands"* initiative since 2014, where students with and without intellectual disabilities, athletes from other in-season sports, student council members, faculty, as well as unaffiliated members of the high school community participate in cheering the Unified Basketball team and/or Unified Track & Field team. This takes place during each home game and/or home meet.

## **National Unified Champion School Recognition**

In order to be officially recognized as a National Unified Champion School, each school must provide strong evidence of the 10 standards listed below:

1. Unified Sports is offered in at least 2 seasons throughout the school year.
2. Unified Sports participation occurs regularly over the course of each sport season or school term and includes competition.
3. An adult coach for each sport who has received training on Special Olympics Unified Sports.
4. Unified Sports is officially recognized by the school in a similar style as other athletics/activities.
5. A Unified Club or student group offers leadership opportunities/training for students with and without intellectual disabilities.
6. The inclusive club/group meets at least once per month throughout the school year.
7. The inclusive club/group has an adult liaison and is officially recognized by the school in a similar style as other clubs/activities.
8. At least two whole-school engagement activities are implemented per school year.
9. Students with and without disabilities are involved with planning and leading the awareness activities.
10. The school is currently self-sustainable or has a plan in place to sustain the three components into the future.

In the Spring of 2019, Shrewsbury High School felt confident enough in its inclusive practices to apply for the National Unified Champion School banner. On August 26th, 2019, Shrewsbury High School was awarded this tremendous honor. A school-wide event will be announced in the coming weeks, in order to celebrate this accomplishment and accept the banner from the Special Olympics committee.



**SHREWSBURY PUBLIC SCHOOLS  
SCHOOL COMMITTEE MEETING**

**ITEM NO: IV. Time Scheduled Appointments: MEETING DATE: 9/18/19**  
**B. Beal School Building Project: Update & Vote on Proprietary Items**

**BACKGROUND INFORMATION:**

Ms. Crockett and Mr. Hartley will provide a brief project update and information regarding proprietary specification information for the Beal Project, including why a vote is required and how these specifications came to be recommended as proprietary items. The letters of recommendation for the proprietary specifications written on behalf of the project representatives by the designer's consultants are enclosed. The report will be provided under separate cover.

**ACTION RECOMMENDED:**

That the Committee vote to approve that the following items be included in the Beal Project bid specifications as proprietary items as it is in the best interest of the School Department, Town, and public to have these specific items in the Beal School for integration of systems across all schools and/or to match existing systems and allow for seamless and cost-effective maintenance and repairs in the future:

- Johnson Control FX for HVAC controls
- Axis video surveillance cameras

**STAFF AVAILABLE FOR PRESENTATION:**

Dr. Joseph M. Sawyer, Superintendent of Schools  
Mr. Patrick C. Collins, Assistant Superintendent for Finance & Operations  
Ms. Kathryn Crockett, President, LPA/A  
Mr. Sean Brennan, Project Manager, LPA/A  
Mr. Walter Hartley, Project Manager, PMA Associates





38 Front Street FL 3, Worcester, MA 01608

Office: 508.797.0333

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August 22, 2019

Ms. Katie Crockett, AIA  
Lamoureux Pagano Associates Architects  
108 Grove Street, Suite 300  
Worcester, MA 01605

RE: Beal Elementary School  
Shrewsbury, MA

Dear Ms. Crockett,

Our office has determined that the video surveillance cameras at Beal Elementary School be specified as a proprietary item. The video surveillance cameras shall be manufactured by Axis.

The Town currently utilizes Axis cameras as its standard. It would be in the best interest of the Town to expand the system for ease of use and familiarity as well as maintenance and training.

If you have any questions or concerns regarding this matter, please contact our office at your earliest convenience.

Cordially,

Azim Rawji, P.E.  
Principal



August 7, 2019

Ms. Katie Crockett  
Lamoureux • Pagano Assoc., Arch.  
108 Grove Street  
Worcester, MA 01605

Re: Proprietary HVAC Control Letter for the Beal Elementary School in Shrewsbury, MA

Dear Ms. Crockett:

As requested, the following letter briefly describes some of the technical reasons for the school to elect to make a proprietary vote to utilize Johnson Control FX line of equipment for the HVAC system controls at the new Beal Elementary school.

In conversations with Keith Baldinger – Public Buildings Division Manager for the Town of Shrewsbury, we understand the Town is in the process of migrating all the town building HVAC controls over to a Johnson Control Facility Explorer® based system with centralized front-end. The benefits to the town for proprietary specifying this type of system of the new Beal Elementary school are as follows:

1. The Johnson Controls Facility Explorer® (FX) line would readily integrate into the town's current control migration plan.
2. The Johnson Control (FX) controllers utilize standard BACnet protocol for open communication with various third-party BAS products.
3. Unlike the Johnson Controls Metasys® line which is supported via limited regional Jonson Controls corporate field offices, the Johnson Controls Facility Explorer® (FX) line is supported by several Authorized Building Controls Specialists (ABCS) throughout the region. This allows for competitive bidding while maintaining consistent product quality.
4. The Johnson Control FX line can be programmed and serviced via several ABCS control companies in the region in lieu of just the local regional office as would be the case with the Metasys® line.

Sincerely,  
Seaman Engineering Corporation

*Kevin R. Seaman* (e-signature)

Kevin R. Seaman, P.E. LEED® AP  
President



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

**ITEM NO: IV. Time Scheduled Appointments:**                      **MEETING DATE: 9/18/19**  
**C. Future Redistricting of Elementary School Attendance Zones:**  
**Discussion & Potential Vote on Decision-Making Process**

### **BACKGROUND INFORMATION:**

The new Major Howard W. Beal School will open for students in grades K-4 in the fall of 2021, which will require redistricting of elementary school attendance zones at Shrewsbury Public Schools. The process of redistricting is time-consuming and labor-intensive. Mr. Collins will present a report that includes information on the decision-making involved and the resources required for the process so that the Committee can engage in discussion regarding the upcoming redistricting.

### **ACTION RECOMMENDED:**

That the School Committee hear the report and engage in discussion regarding the process of redistricting of elementary school attendance zones for Kindergarten through Grade 4 students in order to redistribute the student population when the new Beal School opens in August of 2021. Different potential decision-making processes will be presented.

If after the presentation the School Committee is ready to vote on a decision-making process, the administration will provide suggested language to complete the following motion for the option the Committee wishes to adopt.

...that the School Committee establish [*insert language for desired process team configuration here*] who will be provided with guiding principles by the School Committee, and who will apply those principles when considering information, reviewing options, and making recommendations to the School Committee for the redistricting of elementary school attendance zone boundaries for grades Kindergarten through Grade 4, to take effect when the new Beal School opens.

### **STAFF AVAILABLE FOR PRESENTATION:**

Mr. Patrick Collins, Assistant Superintendent for Finance & Operations  
Dr. Joseph M. Sawyer, Superintendent of Schools

# Elementary Schools Redistricting Project

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Patrick C. Collins

18 September 2019



# Topics

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- Rationale
- Decision-making Process [*Vote requested*]
- Guiding Principles
- Major Milestones and Timeline- draft
- Level of Effort, Communications, and Resources Required
- FAQ

# History

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- The last time the District formally conducted an elementary school redistricting [aka re-zoning] project was in 1996-1997 in connection with opening the Floral Street Elementary School
- It is a lengthy and time-consuming process
- It requires a significant effort in detailed planning, making growth projections, and communications...and more communication
- **Students and staff adapted very quickly to their new school environments!!**



# Rationale

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- The new Major Howard W. Beal School will open its doors for students in grades K-4 in the fall of 2021—less than two years from now.
- The size of the school was predicated upon:
  - Providing universal full-day kindergarten [tuition-free] to all students
  - Changing our elementary schools to a K-4 grade configuration
  - Reducing the enrollment at existing elementary schools so as to provide equitable and dedicated space allocations for Art, Music, Special Education, and English Language Learners

# Decision-making Process Options

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- Typical decision-making process methods:
  - Administrative function with recommendation to School Committee
  - Sub-committee of School Committee forms team and makes recommendation to full School Committee
  - School Committee forms an ad hoc, composite group of people to include school committee representation, administration, parents, and consultants
  - Hybrid of above



# Decision-making Process

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- Recent survey of Massachusetts school districts found that majority used an ad hoc committee, with a clear definition of their role to study, assess, and make a recommendation to the full School Committee for a decision. The ad hoc committee was given **Guiding Principles** to adhere to in making their recommendation.
- Survey also found that all districts hired outside consultants to assist in the enrollment and housing growth studies and more quickly and visually formulate options using GIS tools
- Redistricting recently completed or underway in:
  - Arlington, Billerica, Brookline, Lexington, Newton, Sharon, Wellesley, Weymouth

# Guiding Principles

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- In the near future, it is important for the School Committee to develop and agree upon Guiding Principles for the Redistricting Process to issue to the team to utilize in formulating recommended options.
- Some **examples** from other districts that the School Committee may consider:
  - Geographic proximity of home to school [fostering neighborhood schools]
  - Maximize transportation efficiency and walkability whenever possible
  - Align with other District priorities (i.e. school start times)
  - Attempt to keep identifiable community entities intact (apartment and condominium complexes, clearly segmented neighborhoods/subdivisions etc.)
  - Minimize the number of student moves, while considering redistricting goals
  - Be proactive for future potential growth if at all possible
  - Balance demographic diversity. Maximize the socio-economic diversity of schools with any redistricting change whenever possible.



# Major Milestones and Timeline-draft

	School Year 2019-2020			
	<i>Jul-Sep</i>	<i>Oct-Dec</i>	<i>Jan-Mar</i>	<i>Apr-Jun</i>
Decision-making Process Finalized	Sep			
Request for Proposals Developed for GIS & Demographic Consultants		Oct		
Conduct Procurement Process		Nov		
Award Consultant Contract[s]		Dec		
Gather Required Data for Consultants			Jan-Feb	
Consultant Develops Preliminary Options Based Upon Guiding Principles and Data				Apr-Jun
Meetings to review options				Apr-Jun

# Major Milestones and Timeline-draft

	School Year 2020-2021			
	<i>Jul-Sep</i>	<i>Oct-Dec</i>	<i>Jan-Mar</i>	<i>Apr-Jun</i>
Meetings to review options		Oct-Dec		
Committee or Superintendent Recommendation to School Committee		Dec		
Decision on the Plan/New Boundaries			Jan	
Communicate, Communicate, Communicate	ONGOING			
Open 2021-2022 Bus Registration				April 1st



# Major Milestones and Timeline-draft

	School Year 2021-2022			
	<i>Jul-Sep</i>	<i>Oct-Dec</i>	<i>Jan-Mar</i>	<i>Apr-Jun</i>
Devise New Bus Routes	Jul-Aug			
Open New Beal School	Late Aug			

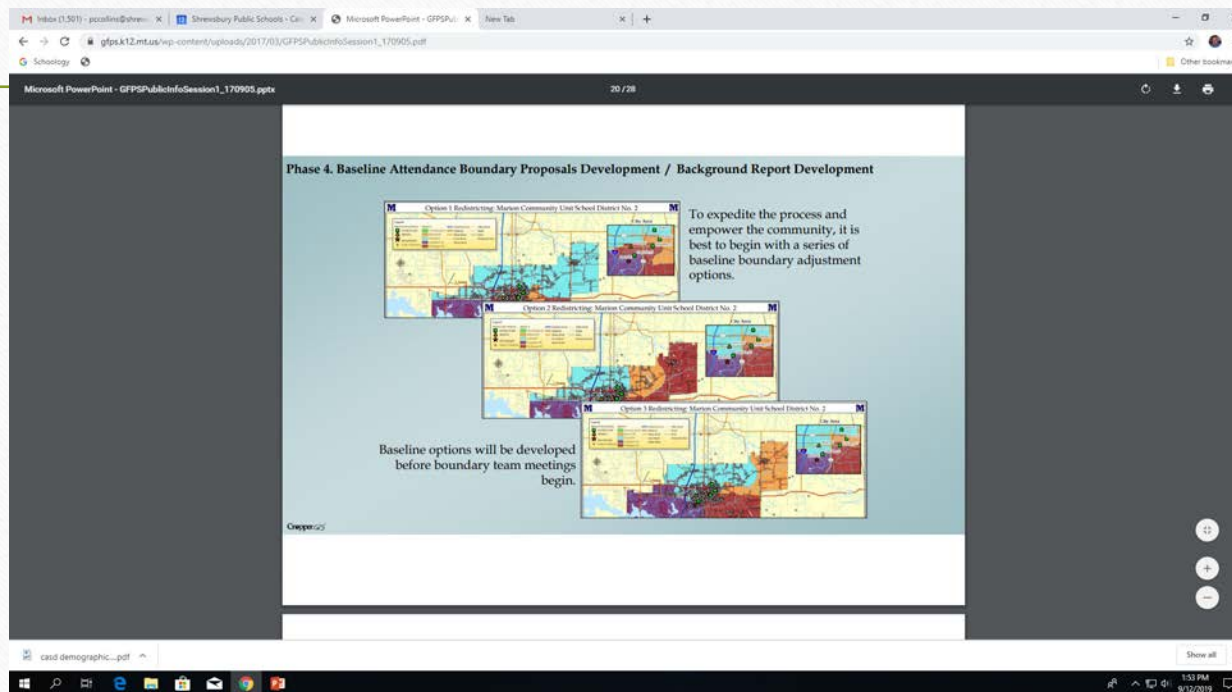
## Level of Effort, Communications, and Resources Required

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- Current student data
- Current total town census/demographic data
- New housing projects in permitting/planning pipeline
- Demographic study
- Geographic Information Systems [GIS] expertise



# Using Geographic Information Systems [GIS] is Imperative and Supports Communication



# FAQ

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- Will my child be assigned to a different school than s/he currently attends?
  - Plans have not been devised yet so it's too early to know. Certainly, some students will be assigned to a different elementary school and some will remain in their current school.
- When will we know what the new elementary school districts [aka zones] are?
  - The current, draft timeline calls for a decision on the new elementary school districts in January 2021 with implementation starting in the 2021-2022 school year.



# FAQ

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- How is this decision being made?
  - The School Committee will vote upon a plan after a thorough consideration of options. Guiding Principles will be developed by the School Committee and potentially a committee will be engaged to study the issue and make a recommendation.
- Will there be a lottery for full-day kindergarten seats when the new Beal School opens?
  - No. The District will transition to a full-day kindergarten program for all students and there will no longer be a need for a lottery.

Questions?

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**SHREWSBURY PUBLIC SCHOOLS  
SCHOOL COMMITTEE MEETING**

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

**MEETING DATE: 9/18/19**

**D. State Rep. Hannah Kane: Legislative Report**

**BACKGROUND INFORMATION:**

State Representative Hannah Kane will present an update that will include developments at the state legislature relative to public education, and she will be available to answer questions from the Committee.

**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:**

State Representative Hannah Kane



**SHREWSBURY PUBLIC SCHOOLS  
SCHOOL COMMITTEE MEETING**

ITEM NO: **V. Curriculum**

MEETING DATE: **9/18/19**

BACKGROUND INFORMATION:

ACTION RECOMMENDED:

STAFF AVAILABLE FOR PRESENTATION:



**SHREWSBURY PUBLIC SCHOOLS  
SCHOOL COMMITTEE MEETING**

ITEM NO: **VI. Policy**

MEETING DATE: **9/18/19**

BACKGROUND INFORMATION:

ACTION RECOMMENDED:

COMMITTEE MEMBERS/STAFF AVAILABLE FOR PRESENTATION:



**SHREWSBURY PUBLIC SCHOOLS  
SCHOOL COMMITTEE MEETING**

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

MEETING DATE: **9/18/19**

BACKGROUND INFORMATION:

ACTION RECOMMENDED:

STAFF AVAILABLE FOR PRESENTATION:





**SHREWSBURY PUBLIC SCHOOLS  
SCHOOL COMMITTEE MEETING**

ITEM NO: **VIII. Old Business**

MEETING DATE: **9/18/19**

BACKGROUND INFORMATION:

ACTION RECOMMENDED:

MEMBERS/STAFF AVAILABLE FOR PRESENTATION:



**SHREWSBURY PUBLIC SCHOOLS  
SCHOOL COMMITTEE MEETING**

ITEM NO: **IX. New Business**  
**A. Bullying Statistics: Annual Report**

MEETING DATE: **9/18/19**

**BACKGROUND INFORMATION:**

The Bullying Prevention and Intervention Policy adopted in December 2010 indicates that the superintendent or a designee shall report annually to the School Committee regarding the frequency of bullying behaviors during the prior school year and to update the Committee regarding steps being taken in the schools to minimize such behaviors while promoting the continuous improvement of learning environments. The report is 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:**

Dr. Joseph M. Sawyer, Superintendent of Schools





# Shrewsbury Public Schools

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Joseph M. Sawyer, Ed.D.  
Superintendent

September 13, 2019

To: School Committee

Re: Bullying Prevention and Intervention – Annual Report

The Bullying Prevention and Intervention Policy adopted in December 2010 indicates that *the superintendent or a designee shall report annually to the School Committee regarding the frequency of bullying behaviors during the prior school year and to update the Committee regarding steps being taken in the schools to minimize such behaviors while promoting the continuous improvement of learning environments.* This report satisfies this policy requirement.

## Frequency of bullying behaviors

It is important to note that, in order for behavior to be deemed “bullying,” it must involve *repeated* behaviors that cause physical and/or emotional harm. Therefore, only situations that meet this standard are reported as “bullying.” There are, of course, many times where students do not treat each other according to our school communities’ expectations, but these are usually not scenarios where the same aggressor repeatedly acts inappropriately towards the same target, thereby qualifying as “bullying.”

There were no incidences of defined bullying at the preschool and elementary levels, and one incident each at the middle and high school levels. The following tables provide statistics for grades K-12 for the 2018-2019 school year and, for comparison, the statistics for the previous year. You will see that the statistics are slightly lower for 2018-2019, and continue to show very low rates of bullying overall.

<b>2018-2019</b>	Allegations of Bullying	Qualifying as Bullying	Aggressors	Targets
Elementary Level	3	0	0	0
Middle Level	6	1	1	1
High School Level	12	1	1	1
<i>Total</i>	<i>21</i>	<i>2</i>	<i>2</i>	<i>2</i>

<b>2017-2018</b>	Allegations of Bullying	Qualifying as Bullying	Aggressors	Targets
Elementary Level	7	3	3	3
Middle Level	10	0	0	0
High School Level	9	1	1	1
<i>Total</i>	<i>26</i>	<i>4</i>	<i>4</i>	<i>4</i>

The following table shows the type of incidents and locations that were documented as bullying in the past year (some incidents were included in more than one category).

<b>2018-2019</b>	Verbal	Physical	Cyber	At School	Outside School
Elementary Level	0	0	0	0	0
Middle Level	1	0	0	1	1
High School Level	1	0	1	1	1

Again, it is important to note that these statistics refer to situations defined as bullying. There were certainly many more instances of problematic behavior that were addressed, but that did not qualify under the definition of being repeated between the same aggressor(s) and target(s).

Actions that are taken by school administrators to resolve situations of bullying and problem behavior generally may include conferences with the children involved and their parents; loss of privileges; assigned seating in class or on the bus; and other typical disciplinary actions. For the most serious cases, changes of the aggressor's class

assignment or schedule, in-school or out-of-school suspensions given to the aggressor(s), and “safety plans” created to ensure the actions were not repeated towards the target are additional steps that may be taken.

#### Ongoing work to minimize bullying

The very small number of situations that qualified as “bullying” can be viewed as very positive data regarding our schools’ cultures and climates and how students treat one another. As always, it remains important for our school communities to continue to reinforce expectations regarding respectful behavior, as well as to help promote a climate where students are willing to share concerning behaviors with a trusted adult.

Additionally, during the past year we added an anonymous incident reporting feature that appears with a flag symbol at the top center of each of our website’s pages (see image below) where students can report a “school safety tip.” We have advertised this through email messages as well. While it has not been used frequently, we have received eight reports through this portal since last spring. None were related to bullying, but all were investigated and resolved to the extent possible based on the information provided.



Our district’s strategic commitment to inclusive practices and social emotional learning is intended to promote continuous improvement to the positive climate and cultures of our schools and to minimize problematic behavior such as bullying. It is our intention and hope that we will continue to make strides in ensuring that our schools are safe, positive, productive places for our students and staff.

I look forward to answering any questions you have on this topic.



**SHREWSBURY PUBLIC SCHOOLS  
SCHOOL COMMITTEE MEETING**

ITEM NO: **IX. New Business**

MEETING DATE: **9/18/19**

**B. Appointment of Superintendent as Representative to Assabet Valley  
Collaborative Board of Directors: Vote**

**BACKGROUND INFORMATION:**

The mission of the Assabet Valley Collaborative (AVC) is to provide effective and efficient services to meet current and evolving needs of member communities to promote student success and community integration. The AVC Board of Directors meets monthly during the school year and more often as needed. Each year the Committee must vote to appoint the Superintendent as Representative to the Assabet Valley Collaborative Board of Directors.

**ACTION RECOMMENDED:**

That the Committee vote to appoint Dr. Joseph M. Sawyer, Superintendent of Schools, as its representative to the Assabet Valley Collaborative Board of Directors for the 2019-2020 school year.

**STAFF AVAILABLE FOR PRESENTATION:**

Dr. Joseph M. Sawyer, Superintendent of Schools



**SHREWSBURY PUBLIC SCHOOLS  
SCHOOL COMMITTEE MEETING**

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

MEETING DATE: **9/18/19**

**BACKGROUND INFORMATION:**

The minutes are enclosed.

**ACTION RECOMMENDED:**

That the Committee accept the minutes from the School Committee Meeting held on September 4, 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**

**Wednesday, September 4, 2019**

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. Barb Malone, Executive Director of Human Resources; and Dr. Joseph Sawyer, Superintendent of Schools.

A complete audio/visual recording of this meeting is available on the Shrewsbury Public Schools website.

The meeting was convened by Ms. Fryc at 7:01 pm.

**Special Opening**

The Shrewsbury High School (SHS) A Cappella Choir, under the direction of Music Teacher Michael Lapomardo, performed “The Star Spangled Banner” and “Imagine.” The Choir is comprised of students:

**Soprano**

Deeptha Ganesh  
Fiona Ingersoll  
Nidhi Ramesh  
Leah Rider  
Hannah Walz (not at the meeting)

**Alto**

Victoria Ambrosino  
Amoy Lin  
Korinna Muller  
Anandita Punnamaraju  
Sheila Sawyer

**Tenor**

Preston Karp  
John Nichols  
Liam Reardon (not at the meeting)  
Daniel Stameris

**Bass**

Ajay Alamuri  
Shakthi Annamalai

Andrew Andersen  
Ethan Clarke  
Collin Lovelace  
Pranav Vadlamudi

### **I. Public Participation**

None.

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

None.

### **III. Superintendent's Report**

Dr. Sawyer noted Shrewsbury Public schools enjoyed a successful opening of the school year and thanked all parties including the Town's Public Facilities Division, bus drivers and staff at AA Transportation, secretaries in buildings and at Central Office, administrators for preparation, and faculty and staff. Dr. Sawyer congratulated Shrewsbury High School (SHS) for receiving National Banner recognition from Special Olympics for meeting/achieving national standards of excellence in the areas of inclusion, advocacy and respect. SHS is one of only sixteen schools in Massachusetts and 179 schools nationwide to achieve this status for the 2018-19 school year. He advised that Oak Middle School Design Lab received a \$3,911 STEM grant from the Toshiba America Foundation (TAF) which will support the Design Lab classroom in purchasing additional supplies. Mr. Jeremy Mularella, the Design Lab teacher, is also planning for Oak Middle School to become a certified e-NABLE Community School, which will allow them to use their 3D printers to print out custom parts for prosthetic devices for people in need. Dr. Sawyer also noted the following Superintendent's Award Recipients for 2019:

John Aloisi, History Teacher & Varsity Football Coach, SHS

Nicole Cormier, Grade 4 Teacher, Paton School

Donna Crowley, Paraprofessional ABA Technician, Parker Road Preschool

Caitlin Maddocks, Lead Childcare Provider, Extended School Care, Beal Early Childhood Center

D'Arcy McCarthy, Special Education Teacher & Community Service Learning Club Advisor, Oak Middle School

Beth McCollum, Executive Assistant to the Superintendent

Lisa Phipps, Cafeteria Manager, SHS

Thomas M. Kennedy Award: Patricia Waterhouse, Director of Special Education, Middle Schools

Jayne M. Wilkin Award: Tiffany Ostrander, Principal, Coolidge School

Jayne M. Wilkin Award: Todd Bazydlo, Principal, SHS

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

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

Dr. Lizotte appeared before the Committee with Mr. Jim Dupont, President & CEO, and

Ms. Lisa Raabe, Marketing Director, Shrewsbury Federal Credit Union (SFCU). She offered thanks for their existing support of Shrewsbury Public Schools, which includes funding for the Colonial Connections Project, and noted that SFCU would be providing an additional gift of \$40,000 to fund the Coordinator of Development & Volunteer Activities Positions for 2019-2020. Mr. Dupont and Ms. Raabe offered brief remarks and acknowledged the importance of the work done by the current Coordinators, Ms. Michelle Biscotti and Ms. Kathleen Keohane. The Committee and Dr. Sawyer expressed their appreciation to SFCU for their support.

On a motion by Mr. Palitsch, seconded by Mr. Wensky, the Committee voted unanimously 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.

#### **B. Shrewsbury Alumni Presentation to Staff: Report**

Dr. Lizotte reported on a presentation given at a professional development day for staff on August 30 by 14 current and former Shrewsbury students who shared their insights on how their education at SPS influenced them in positive ways, and how they felt the district might improve student experiences. Her report included photos from the presentation and feedback from educators. The Committee and Dr. Sawyer expressed appreciation for the uniqueness of the presentation, the diversity of perspectives represented, the importance of project-based learning to some students' experiences, and the relevance of the district's strategic goals and priorities to the information presented. Dr. Sawyer added that the presentation also informed ongoing work at SPS to better develop its alumni network.

#### **C. Memorandum of Agreement for Partnership with Mindfulness Director Initiative: Vote**

In their report, Dr. Lizotte and Mr. Todd Bazydlo, SHS Principal, provided an overview of an opportunity for SPS to partner with The Mindfulness Director Initiative (MDI) for 2019-2020 that would be funded entirely by MDI for the year. They presented information providing support for the partnership that included data on student stress from the Regional Youth Health Survey and the negative effects of chronic stress; noted research suggests that mindfulness mitigates stress; gave feedback from other schools engaged with MDI; provided examples of potential optional mindfulness experiences for students, their families, staff, and the community; and detailed next steps. Committee members noted that stress is a significant issue for students and the community and discussed the importance of trying to quantify it, establish a baseline level, and measure improvement; advised that this is an exciting opportunity that utilizes private funding initially, but added that its multi-year integration process could have a financial impact to the district in subsequent years; and advised that long-term decisions would need to be made regarding the best way to structure mindfulness at SPS. Dr. Sawyer endorsed moving forward with the partnership and requested the Committee's support.

On a motion by Mr. Palitsch, seconded by Mr. Wensky, the Committee voted unanimously to approve the enclosed Memorandum of Agreement to establish a partnership with the Mindfulness Director Initiative for the 2019-2020 school year.

#### **V. Curriculum**

None.



## **VI. Policy**

None.

## **VII. Finance & Operations**

### **A. School Facilities Summer Maintenance: Report**

Mr. Collins introduced Ms. Angela Snell, Director of Public Facilities, and Mr. Keith Baldinger, Public Buildings Division Manager, for the Town of Shrewsbury, who provided an overview of work done at various school buildings during the summer months. Their report included a department overview, social media information, and photos which highlighted a variety of projects at different schools in the district. The Committee asked clarifying questions about HVAC control access at schools, and with Dr. Sawyer, expressed their appreciation to the Public Facilities – Public Buildings Division for their work at SPS locations.

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

Ms. Malone's report for 2019-2020 described the rigorous process for professional hires and provided detailed data on application/appointment ratios, professional level searches, and paraprofessional hiring. She expressed appreciation to Human Resources Assistants Katie Fox and Christine Mattero for their work, and to individuals who served on hiring search committees for the district. Committee members noted the high ratios of applicants to appointments and acknowledged the high quality of SPS staff. They asked clarifying questions about total new Full Time Equivalent (FTE) positions for the year (11.3) and about positions that have more difficulty attracting and retaining staff. Dr. Sawyer added that Ms. Malone's title had been changed recently to *Executive* Director of Human Resources to better reflect the responsibilities of this demanding, executive-level role.

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

In his annual report, Mr. Collins provided a chart showing federal and state grant allocations and the associated 1-year and 5-year differences, highlighted information on certain grants, noted that SPS would receive \$260,000 in competitive grant funds in FY20, and answered questions from the Committee on Title I and Title III grants.

On a motion by Mr. Palitsch, seconded by Mr. Wensky, the Committee voted unanimously to accept all FY20 grant funds noted in the enclosed chart and use such funds for their intended purpose.

## **VIII. Old Business**

None.

## **IX. New Business**

None.

## **X. Approval of Minutes**

Without objections from the Committee, the minutes from the School Committee Workshop held on August 20, 2019 were accepted as distributed.

## **XI. Executive Session**

Ms. Fryc requested a motion to adjourn to 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. On a motion by Mr. Palitsch, seconded by Mr. Wensky, on a roll call vote: Dr. Magee, yes; Mr. Wensky, yes; Mr. Palitsch, yes; Ms. Heffernan, yes; and Ms. Fryc, yes, the School Committee voted to adjourn to executive session at 9:00 pm.

## **XII. Adjournment**

On a motion by Mr. Wensky, seconded by Mr. Palitsch, the committee unanimously agreed to adjourn the meeting at 9:28 pm. Roll call votes were as follows: Mr. Palitsch, yes; Ms. Heffernan, yes; Dr. Magee, yes; Mr. Wensky, yes; Ms. Fryc, yes.

Respectfully submitted,

Elizabeth McCollum, Clerk

Documents referenced:

1. SFCU CDVA Gift Memo
2. Shrewsbury Alumni Report
3. Shrewsbury Alumni Slide Presentation
4. Mindfulness Memo
5. 8-20-19 Workshop Mindfulness Memo
6. Mindfulness MOA
7. Mindfulness Slide Presentation
8. Facilities Summer Maintenance Memo
9. Facilities Summer Maintenance Report
10. Facilities Summer Maintenance Slides
11. FY20 Personnel Hiring Report
12. FY20 Personnel Slide Presentation
13. FY20 Grants Report
14. Set(s) of Minutes as Referenced Above



**SHREWSBURY PUBLIC SCHOOLS  
SCHOOL COMMITTEE MEETING**

ITEM NO: **XI. Executive Session**

MEETING DATE: **9/18/19**

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

**B. For the purpose of reviewing, approving, and/or releasing executive session minutes**

**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 for the purpose of reviewing, approving, and/or releasing executive session minutes, 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**