



**School Committee
Meeting Book**

**October 21, 2020
7:00 pm**

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



SHREWSBURY PUBLIC SCHOOLS SCHOOL COMMITTEE MEETING

AGENDA

October 21, 2020 7:00pm
Town Hall—Selectmen’s Meeting Room
100 Maple Avenue

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

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

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

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

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

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

Items

Suggested time allotments

- | | |
|---|-------------|
| I. Public Participation | 7:00-7:05 |
| II. Chairperson’s Report & Members’ Reports | |
| III. Superintendent’s Report | |
| IV. Time Scheduled Appointments: | |
| A. Superintendent’s Awards: Student Recognition | 7:05 – 7:20 |
| B. Update on Reopening of the 2020-2021 School Year: Report | 7:20 – 7:45 |
| V. Curriculum | |
| VI. Policy | |
| VII. Finance & Operations | |



**SHREWSBURY PUBLIC SCHOOLS
SCHOOL COMMITTEE MEETING**

- | | | |
|-------|--|-------------|
| A. | Fiscal Year 2021 Staffing: Report | 7:45 – 8:00 |
| B. | Fiscal Year 2021 Budget Status: Report | 8:00 – 8:25 |
| C. | Transportation for Private Schools if in Remote Status: Vote | 8:25 – 8:35 |
| VIII. | Old Business | |
| A. | Letter from the School Committee Advocating for Health Data Collection: Vote | 8:35 – 8:40 |
| IX. | New Business | |
| X. | Approval of Minutes | 8:40 – 8:45 |
| XI. | Executive Session | 8:45 – 9:15 |
| A. | For the purpose of addressing G.L. c. 30A, § 21(a)(7) “[t]o comply with, or act under the authority of, any general or special law or federal grant-in-aid requirements” (“Purpose 7”), Open Meeting Law, G.L. c. 30A, §§ 22(f), (g) – for the purpose of reviewing, approving, and/or releasing executive session minutes. | |
| B. | For the purpose of addressing G.L. c. 30A, § 21(a)(3) “to discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect of the bargaining or litigating position of the public body and the chair so declares” (“Purpose 3”) - the Shrewsbury Education Association Unit A; Shrewsbury Education Association Unit B; the Shrewsbury Paraprofessional Association; and/or the Shrewsbury Cafeteria Workers. | |
| XII. | Adjournment | 9:15 |

Next regular meeting: November 4, 2020



SHREWSBURY PUBLIC SCHOOLS SCHOOL COMMITTEE MEETING

ITEM NO: I Public Participation

MEETING DATE: **10/21/20**

SPECIFIC STATEMENT OR QUESTION:

Will the School Committee hear thoughts and ideas from the public regarding the operations and the programs of the school system?

BACKGROUND INFORMATION:

Copies of the policy and procedure for Public Participation are available to the public at each School Committee meeting.

ITEM NO: II. Chairperson's Report/Members' Reports

SPECIFIC STATEMENT OR QUESTION:

Will the School Committee hear a report from the Chairperson of the School Committee and other members of the School Committee who may wish to comment on school affairs?

BACKGROUND INFORMATION:

This agenda item provides an opportunity for the Chairperson and members of the Shrewsbury School Committee to comment on school affairs that are of interest to the community.

STAFF AVAILABLE FOR PRESENTATION:

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

ITEM NO: III. Superintendent's Report

SPECIFIC STATEMENT OR QUESTION:

Will the School Committee hear a report from Dr. Joseph M. Sawyer, Superintendent of Schools?

BACKGROUND INFORMATION:

This agenda item allows the Superintendent of the Shrewsbury Public Schools to comment informally on the programs and activities of the school system.

STAFF AVAILABLE FOR PRESENTATION:

Dr. Joseph M. Sawyer, Superintendent of Schools

ACTION RECOMMENDED FOR ITEMS I, II, & III:

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



SHREWSBURY PUBLIC SCHOOLS SCHOOL COMMITTEE MEETING

ITEM NO: **IV. Time Scheduled Appointments:** MEETING DATE: **10/21/20**
A. Superintendent's Awards: Student Recognition

BACKGROUND INFORMATION:

The Massachusetts Association of School Superintendents requests that each superintendent, on its behalf, recognize outstanding members of the senior class in each district's high school. Based on the size of the graduating class (<500), Dr. Sawyer is allowed to present the award to two students this year. Dr. Sawyer has selected Aryan Kale and Alyssa Guo as this year's recipients due to their outstanding academic performance.

The New England School Development Council gives superintendents in affiliated districts the opportunity to present New England School Development Council Awards for Academic Growth and Student Leadership in Learning to deserving high school seniors. Due to the size of the district, Dr. Sawyer is allowed to present the award to two students. Based upon the recommendation of Mr. Jeffrey Lizotte, the SHS assistant principal who is the grade administrator for the Class of 2021, along with Mr. Todd Bazydlo, principal of SHS, Dr. Sawyer has chosen Aabia Hasan and Preston Karp as this year's recipients. Dr. Sawyer will provide highlights of each student's achievements, recognize each student, and ask each to make a brief statement. The students will be joining the meeting via Zoom.

ACTION RECOMMENDED:

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

STAFF & STUDENTS AVAILABLE FOR PRESENTATION:

Dr. Joseph M. Sawyer, Superintendent of Schools

Students:

Alyssa Guo, Class of 2021
Aryan Kale, Class of 2021
Aabia Hasan, Class of 2021
Preston Karp, Class of 2021



**SHREWSBURY PUBLIC SCHOOLS
SCHOOL COMMITTEE MEETING**

ITEM NO: IV. Time Scheduled Appointments: MEETING DATE: 10/21/20
B. Update on Reopening of the 2020-2021 School Year: Report

BACKGROUND INFORMATION:

Dr. Sawyer and members of the leadership team will provide an update on the reopening of schools for students for the 2020-2021 school year.

ACTION RECOMMENDED:

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

STAFF AVAILABLE FOR PRESENTATION:

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



**SHREWSBURY PUBLIC SCHOOLS
SCHOOL COMMITTEE MEETING**

ITEM NO: **V. Curriculum**

MEETING DATE: **10/21/20**

BACKGROUND INFORMATION:

ACTION RECOMMENDED:

STAFF & STUDENTS AVAILABLE FOR PRESENTATION:



**SHREWSBURY PUBLIC SCHOOLS
SCHOOL COMMITTEE MEETING**

ITEM NO: **VI. Policy**

MEETING DATE: **10/21/20**

BACKGROUND INFORMATION:

ACTION RECOMMENDED:

COMMITTEE MEMBERS/STAFF AVAILABLE FOR PRESENTATION:



**SHREWSBURY PUBLIC SCHOOLS
SCHOOL COMMITTEE MEETING**

**ITEM NO: VII. Finance & Operations
A. Fiscal Year 2021 Staffing: Report**

MEETING DATE: 10/21/20

BACKGROUND INFORMATION:

Ms. Malone will present a report describing personnel changes in the district for the 2020-2021 school year, which has been an extraordinary year for hiring due to the pandemic. The report is enclosed, and Ms. Malone will be available to answer questions from the Committee.

ACTION RECOMMENDED:

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

STAFF AVAILABLE FOR PRESENTATION:

Ms. Barbara Malone, Executive Director of Human Resources



Report to the School Committee: 2020-2021 Personnel Report

Barbara A. Malone
Executive Director of Human Resources
October 21, 2020

Introduction

Shrewsbury Public Schools has successfully completed most hiring to fill key positions within the District, despite the very unusual circumstances presented in hiring for both a hybrid model and for those families who have chosen a full remote model, as well as to fill new roles created by the pandemic. Positions were also hired to replace educators who had retired or resigned, and we continue to fill long-term substitute positions available due to maternity and paternity leaves, staff illnesses, quarantine orders, or emergent needs as the school year progresses.

We have appointed 61 staff to professional positions, including internal transfers into a new role or new school, promotions, and long-term substitute teacher appointments. This does not mean that we added 61 new professional positions; rather, it illustrates the amount of movement that was needed in order to best meet the needs of all of our students, regardless of cohort. We have appointed 25 staff to paraprofessional positions and 17 staff to the newly created “Covid Operations Specialist” role. We have appointed 6 staff to office, crossing guard, or IT positions, which support the district as a whole. In total, we have hired 109 people for the upcoming school year.

We have the following positions still open:

- 1 Media Specialist (Oak Middle School summer retirement)
- 1 Math Teacher (Shrewsbury High School)
- 1 General Subjects Substitute Teacher (Oak Middle School)
- 1.3 FTE School Nurses (one-year long-term substitutes due to pandemic)
- 1 Administrative Assistant (Special Education summer retirement)
- 2 IT Support Specialists (recently added due to large increase in devices)
- 1 PT Adjustment Counselor (Oak Middle School – finalist identified)

- 10+ Substitute and Regular Child Specific Aides, ABA Technicians, Instructional or Special Education Aides

New Hiring – Professional Staff

The 61 professional staff includes 1 hire at the district level (Kenneth Almeida, Interim Director of Foreign/World Languages), 24 hires for the high school, 16 hires for the middle level, and 20 hires for the preschool/elementary level.

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 standards. However, for a few roles, portions of the hiring process occurred out of order due to last minute needs and prevailing market pressures (competition from most other districts in the last two weeks of August and first two weeks of September) in order to fill teaching positions for the first day of school.

The process includes phone, remote, or in-person interviews with principals, department directors, curriculum coordinators/instructional coaches, teachers, parents and central office administrators, and sometimes students, depending on the level. It also includes thorough background checks and demonstration lessons.

We continue to use www.schoolspring.com as our primary sourcing tool, which netted 1,558 applicants to our professional positions, including those ultimately filled by our own transfers or promotions. This means that 3.92% of those who applied to our professional positions ultimately received a position with us this year (FY 21). Last year, for FY 20 it was 2.16%; in 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%.

New Hiring-Paraprofessional Staff

As of October 15, 2020 we had hired 25 paraprofessional positions. These positions have been the most difficult to fill as many of our strongest paraprofessionals as well as our strongest paraprofessional *applicants* ultimately accepted professional level positions for this school year. We continue to have a need to fill paraprofessional positions. Para positions netted 213 applicants. This means we hired 11.7% of those who applied to our paraprofessional positions in FY 21, compared to 8.85% in FY 20, 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.

New Hiring-Other Positions

We hired 2 office support positions, 2 IT positions, 1 courier position, and 1 crossing guard and 17 COVID Operations Specialists.

Additional Comments

As discussed over the summer we planned for an increased need for staff through posting Long-Term Substitute positions and in a handful of cases, these postings did assist us in filling positions. In other cases, our identified candidates were given either full-year or regular (rather than substitute) positions at nearby districts, and we lost 6 finalist candidates this way. We pivoted to offering full-year positions ourselves and that helped us close several offers with a positive outcome for Shrewsbury Public Schools.

We found that at the elementary level, when we realized the need for educators for more than 30 remote classrooms of students, that ultimately our best source for filling teaching positions was our paraprofessional staff, and that had a “downstream” impact on our ability to fill as many paraprofessional positions earlier in the school year as we’ve been able to do in previous years. We also found that remote cohorts needed to be a mix of students from different elementary schools assigned into the same remote classroom, in order to create the most efficiency possible for our hiring efforts.

New Educators/Transfers

District/Leadership

Kenneth Almeida, Director of Foreign/World Languages, Grades 7-12

Shrewsbury High School

Ann Ambiel, Special Education

Matthew Braz, Social Sciences

Lauren Cacela, English

Robert Corazzini, Physical Education

Theresa Foley, Special Education

Christopher Garth, Social Sciences

Lynn Gracie-Rogers, Computer Science

Eva Grimm, English

Meaghan Hamond, Little Colonials

Mark Hannah, Science

Thomas Jacobsen, English

David Keating, Mathematics

Dr. Sandrine Kouassi, French

Debra Leavitt Herbert, TV Studio and Multimedia

Sarah Lin, Spanish

Michael Mazzu, Mathematics

Francesca Panarelli, Social Sciences

Sara Praguski-Walsh, Science

Jonathan Shea, English

Julianna Young Ju, Mathematics

Rosanne Cataldo Enriquez, ESL
Michelle Pasquale, School Counselor
Evan Sooeey, Spanish (transfer from Sherwood)
Colleen O'Hara, Visual Arts

Oak Middle School

Stacey Fair, Science
Julie Holzwasser, Speech Language Pathologist
Erin McCullough, Special Education
Margaret Pomerleau, English Language Arts
Ashley Poulin, Special Education
Jordan Proctor, Performing Arts
Thomas Sutherland, Science
Daniel Waite, Science
Jennifer Cotie, English Language Arts (transfer from Sherwood)
Payson Hendrix, Science

Sherwood Middle School

Thomas Angell, English Language Arts and Social Studies
Brendon Connors, English Language Arts and Social Studies
Jennifer Cosenza, Occupational Therapist
Anne Dooley, English Language Arts and Social Studies
Kimberly Spicer, Special Education
Angela Walsh, Mathematics and Science

Elementary Level and Preschool

Leah Crossen, Classroom
Kelly Delaney, Classroom
Amanda de Zago, Visual Arts
Kym Dufault, Classroom
Erin Duffy, Classroom
Leah Eagle, Classroom
Karen Geddy, Classroom
Gretchen Herdrich, Performing Arts
Allyson Hoffman, Classroom
Patricia Hollyer, Classroom
Megan Kelly, Classroom
Amanda Miville, ESL
Sarah Monica, Classroom (transfer from SHS Little Colonials)
Christina Moore, Classroom
Hala Moustafah, School Nurse
Casey O'Connell, Classroom
Delani Savoy, Classroom

Susannah Speed, Classroom
Rachael Tucker, School Nurse
Christina Ty, Special Education

New Paraprofessional Staff

ABA Technicians:

Lidia Anaya
Kelly Coutu
Samantha Greenough
Shannon Keith
Nicole Kujala
Emily Letendre
Alyssa Marlborough
Amanda Molina
John McHugh
Jessica Palermo
Bryanna Sullivan-Massey

Child Specific Aides:

James Capuzziello
Ryan Capuzziello
Julia Duquette
Jyoti Gulati
Sarah Kasof
Michelle Meyer
Michael Pearless
Jennifer Thibodeau
Joanne Tonelli

Special Education or Instructional Aides:

Mala Ganesan
Cari O'Rourke
Alyssa Ritaco
Dorris Sullivan
Pirro Tomco

New Office and Other Roles

Alex Cashman, Courier
Sarah Frederick, SHS Special Education Administrative Assistant
Barbara Mancini, Crossing Guard
Chris Radkowski, IT Specialist
Heather Sena, SHS Administrative Assistant
Geoffrey Thayer, IT Specialist

COVID Operations Specialists

Erica Brassard

Jordan Brattlof

Joseph Gosselin

Arezoo Khoshdel

Patricia Kubilis

Theresa Lunt

Tanya Mongeon

Christine Morris

Allison O'Neill

Barbara Ostromecky

Andre Pare

Mary Pritchard

Rita Reidy

Maria Rydelek

Oaj Shahid

Cynthia Tozeski

Michelle Troy



**SHREWSBURY PUBLIC SCHOOLS
SCHOOL COMMITTEE MEETING**

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

MEETING DATE: **10/21/20**

B. Fiscal Year 2021 Budget Status: Report

BACKGROUND INFORMATION:

Mr. Collins will present a report on the status of the Fiscal Year 2021 Budget, which is in an unprecedented situation regarding volatility and uncertainty due to costs associated with the pandemic. The enclosed report includes a memorandum from Mr. Collins explaining the situation, a high-level one-page summary by budget category, and a one-page summary of uses of the COVID Relief grant. Mr. Collins will summarize this information and answer questions at the meeting.

ACTION RECOMMENDED:

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

STAFF AVAILABLE FOR PRESENTATION:

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



Shrewsbury Public Schools

Patrick C. Collins, Assistant Superintendent for Finance & Operations

19 October 2020

To: School Committee

Subj: FY2021 BUDGET STATUS UPDATE

Attached you will find a FY21 Budget Status Update. It is a recap of our \$67,995,283 district appropriated budget as approved by Town Meeting. You will recall that this plan provided for a modest 2.55% increase over FY20.

For context it is important to note that reported expenditures and encumbrances are as of 10/9/2020 which is 27% of the way through our fiscal year and 12% of the school year completed.

General

The complexity of reopening the District under Covid-conditions, coupled with regulatory requirements to provide students the option for remote learning, has required significant additional staff and material resources.

While the federal government has provided \$1.39M in grant funding for Covid fiscal relief, it is insufficient to support our operations through June 30, 2021, assuming we remain in current model of providing both an in-person hybrid education (~70% students) and a complete remote learning modality (~30% students).

As a result, *using a host of assumptions to include the continuation of our current operating model through the entirety of the school year*, it is estimated we would have an operating deficit of \$527K.

The three methods to respond to the estimated deficit are; 1) reduce operating expenses, 2) seek an additional local appropriation of funding, 3) receive another round of federal stimulus funds, or a combination of the three.

State Budget Status

As you know, the FY21 state budget has still not been finalized. State Representative Hannah Kane's recent communication indicated the State Legislature would take up the budget process post November 3rd election. Thus, we are at least one to two months away from knowing with certainty what our Special Education Circuit Breaker Reimbursement funding will be. For FY21 I had projected a decrease of 15% but the Governor's latest FY21 budget filing calls for a 5% decrease. So, if that level were to stick, and depending on costs across the state submitted from all other Districts, we may have some positive news that could amount to \$200,000-\$300,000 more than projected.

Covid-19 Grant: Fiscal Update

With this report I have included detailed information regarding our Coronavirus Relief Grant. As a reminder, all Massachusetts received this federal fiscal relief administered through the Massachusetts Department of Elementary and Secondary Education [MA DESE]. Each district received \$225 per student and Shrewsbury Public Schools received a total of \$1,390,050 which must be fully expended by December 30, 2020.

Because the grant is time-limited we have focused the majority of expenses towards one-time expenses yet staff costs will persist beyond December 30th. It is clear we will fully expend this grant by the deadline.

Based upon our reopening plan and experience to date, I have projected Covid-related costs for the time period of January 1st to June 30th which amount to an estimated \$615K of unbudgeted costs which are detailed in the attached report.

Operating Budget Commentary

Clearly, this year's opening was unique starting with a 10-day delay for students for the regular school year and a much shorter in-person Summer Special Education Program. Most of our typical afterschool activities have been put on hiatus and the high school athletic program is operating under a modified schedule of offerings and conditions. All of these differences collectively result in some budget savings.

Further, there has been enormous personnel turnover and activity resulting in many vacancies for paraprofessional and support positions. Although we have made and will continue to make best efforts to fill positions, vacancies also results in budget savings as you will see in the A3, A4, A5, and A6 categories of personnel expenses as detailed in the attached report.

Also of significance is the overage in the A2 teacher salaries category which reflects the additional positions and full-year long-term substitutes for staff on leave.

We are running close to budget for Out of District Special Educations [Category C1] and the year-end projection includes an estimated cost of \$250K for additional placements between now and year end.

With respect to Vocational and Recovery High School Tuitions [Category C2], we have 113 students total for a net decrease of four students enrolled at Assabet Valley Regional Technical High School than the 117 budgeted.

At this point, it is projected the remainder of cost categories for supplies and services will run close to budget.

Summary Comments

Our ongoing and future costs are a direct result of our operating modalities which are a consequence of Covid-19 conditions. We all know that the virus has potential to spike in the coming winter months which could cause the District to shift to an all remote mode for a variable or unknown period time. If this occurs we will experience budget savings in many areas and also new costs in others.

Never before has our operating budget been at such risk for volatility and uncertainty.

We will continue to monitor and manage expenses but it is also imperative to communicate our status to the Town Manager, Board of Selectmen and Finance Committee to apprise them of our situation and eliminate "surprises".

We know that we cannot end the year in deficit. Thus, if costs trend as projected now, then we'll need a fiscal remedy plan to resolve the projected deficit. I believe the next big "markers" are finalization of the state budget and any change in our learning modality as both events could have significant impact on our finances.

SHREWSBURY PUBLIC SCHOOLS
 FY20 BUDGET STATUS REPORT
 as of 19 October 2020

School Committee Recap Sheet	Description	FY21 Budget	YTD Actual	Encumbrance	Remaining Balance	Year End Projection	Dollar Variance	Percent Variance	Notes
A1	Administrative Central Office, Principals & Unit B	\$ 3,255,790	\$ 1,011,471	\$ 2,222,273	\$ 22,046	\$ 3,255,790	\$ -	0.0%	On budget
A2	Unit A (Teachers & Nurses)	\$ 41,746,908	\$ 6,283,043	\$ 34,726,876	\$ 736,989	\$ 42,664,764	\$ (917,856)	-2.2%	Over budget due to add'l staff needs from Covid
A3	Aides/ABA/Paraprofessionals	\$ 7,306,915	\$ 895,878	\$ -	\$ 6,411,037	\$ 7,007,465	\$ 299,450	4.1%	Under due to ongoing vacancies
A4	Secretaries, Technology & Other Non-Represented	\$ 2,292,688	\$ 480,985	\$ 1,618,828	\$ 192,875	\$ 2,239,493	\$ 53,195	2.3%	Under due to vacancy time of personnel transitions
A5	Substitutes - Daily, Long Term & Sub Nurses	\$ 900,900	\$ 41,424	\$ 8,560	\$ 850,916	\$ 677,000	\$ 223,900	24.9%	Running under on daily substitutes
A6	Other Wages (See Note 1)	\$ 822,450	\$ 506,553	\$ -	\$ 315,897	\$ 736,953	\$ 85,497	10.4%	Some vacancies and under budget for Summer SPED
A7	Employee Benefits	\$ 396,750	\$ 49,253	\$ -	\$ 347,497	\$ 389,963	\$ 6,787	1.7%	Project under for 403B and insurance osts
B1	Regular Education & Voke Transportation	\$ 2,996,624	\$ 197,702	\$ 2,678,506	\$ 120,416	\$ 2,947,208	\$ 49,416	1.6%	Project under for Athletics, Vocational, Summer SPED
B2	Special Education Transportation	\$ 1,291,750	\$ 65,266	\$ 817,336	\$ 409,148	\$ 1,112,602	\$ 179,148	13.9%	Decreased expense for Summer SPED and monitors
C1	Special Education Tuitions (See Note 2)	\$ 1,721,469	\$ 802,723	\$ 899,996	\$ 18,750	\$ 1,702,719	\$ 18,750	1.1%	Assumes \$4.2M use in Circuit Breaker funding
C2	Vocational & Recovery H.S. Out of District Tuitions	\$ 2,039,117	\$ -	\$ 1,987,988	\$ 51,129	\$ 1,987,988	\$ 51,129	2.5%	4 fewer students enrolled at Assabet than budgeted
D1	Administrative Contracted Services	\$ 599,028	\$ 223,086	\$ 261,234	\$ 114,708	\$ 625,520	\$ (26,492)	-4.4%	Unanticipated legal expenses
D2	Educational Contracted Services	\$ 646,910	\$ 31,591	\$ 227,937	\$ 387,382	\$ 627,067	\$ 19,843	3.1%	Running close to budget
D3	Textbooks/Curriculum Materials	\$ 176,104	\$ 45,715	\$ 17,136	\$ 113,253	\$ 176,104	\$ -	0.0%	Project full use at this early point in fiscal year
D4	Professional Development	\$ 160,885	\$ 36,539	\$ 7,644	\$ 116,702	\$ 160,885	\$ -	0.0%	Project full use at this early point in fiscal year
D5	Educational Supplies & Materials	\$ 263,689	\$ 21,735	\$ 67,848	\$ 174,106	\$ 263,689	\$ -	0.0%	Project full use at this early point in fiscal year
D6	Other Miscellaneous (i.e. Off. Supp., Ref. Mat.)	\$ 705,966	\$ 225,266	\$ 129,244	\$ 351,456	\$ 705,966	\$ -	0.0%	Project full use at this early point in fiscal year
D7	Equipment	\$ 593,340	\$ 398,701	\$ 40,038	\$ 154,601	\$ 593,340	\$ -	0.0%	Project full use at this early point in fiscal year
D8	Utilities - Telephone Exp.	\$ 78,000	\$ -	\$ 18,000	\$ 60,000	\$ 33,000	\$ 45,000	57.7%	Decreased capital cost due to new system
	Total:	67,995,283	11,316,931	45,729,444	10,948,908	67,907,516	87,767	0.1%	
	Percentages		16.6%	67.3%	16.1%	99.9%			

Covid-related expenses projected Jan. 1 to June 30th	\$ (615,110)	See Covid Grant Details
Net Projected Year End Financial Status	\$ (527,343)	

Note 1 Other Wages includes clubs/activities stipends, custodian & police details, extra duty & mentoring stipends, Summer Special Education salaries, and crossing guards.

Note 2 SPED Tuition is net \$4.2M use of Special Education Circuit Breaker Reimbursement funding.

SHREWSBURY PUBLIC SCHOOLS

Coronavirus Grant

Expires 12/30/2020

Additional Staffing						
	Expended	Encumbered	YTD Total 10.15.20	Projected Future Needs to 12/30/2020	Projected Total Cost to 12/30/2020	Projected 12/30/20- 6/30/2021
Covid Operations Coord. & Specialists	\$ 72,925	\$ 156,821	\$ 229,746	\$ -	\$ 229,746	\$ 307,610
Re-Opening Subcommittee Work	\$ 123,871	\$ 3,500	\$ 127,371	\$ -	\$ 127,371	\$ -
Teachers for Remote Learning*	\$ -	\$ -	\$ -	\$ 242,082	\$ 242,082	na
Nursing Services	\$ 23,648	\$ 44,500	\$ 68,148	\$ 7,500	\$ 75,648	\$ 115,000
IT Support Staff	\$ 29,340	\$ 37,970	\$ 67,310	\$ -	\$ 67,310	\$ 81,000
SPED Testing/Compensatory Services	\$ 15,063	\$ -	\$ 15,063	\$ 15,000	\$ 30,063	\$ 50,000
YTD Totals	\$ 264,847	\$ 242,791	\$ 507,638	\$ 264,582	\$ 772,220	\$ 553,610

Material Resources and Services						
	Expended	Encumbered	YTD Total 10.15.2020	Projected Future Needs to 12/30/2020	Projected Total Cost to 12/30/2020	Projected 12/30/20- 6/30/2021
Personal Protective Equipment	\$ 138,304	\$ 21,724	\$ 160,027	\$ 75,000	\$ 235,027	\$ 25,000
Remote Learning Software & Services	\$ 25,988	\$ 91,186	\$ 117,174	\$ 12,000	\$ 129,174	\$ -
Educational Supplies	\$ 33,922	\$ 40,534	\$ 74,456	\$ 10,000	\$ 84,456	\$ 10,000
Technology	\$ 45,594	\$ 9,714	\$ 55,308	\$ 5,000	\$ 60,308	\$ 5,000
Miscellaneous/Tent Rentals	\$ 4,017	\$ 34,007	\$ 38,024	\$ 2,500	\$ 40,524	\$ 2,500
Logistics [Moving/Storage]	\$ 13,942	\$ 10,954	\$ 24,896	\$ 500	\$ 25,396	\$ 15,000
Facility-related	\$ 26,798	\$ 6,676	\$ 33,474	\$ 2,500	\$ 35,974	\$ 2,500
Services	\$ 1,470	\$ 4,000	\$ 5,470	\$ 1,500	\$ 6,970	\$ 1,500
YTD Totals	\$ 290,035	\$ 218,795	\$ 508,830	\$ 109,000	\$ 617,830	\$ 61,500

Total Actual/Planned Expenditures	\$ 1,390,050	\$ 615,110
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*Additional teachers for remote learning are being expensed to the General Fund appropriation now but a journal entry to move this expense will be done on 12/30/2020 to fully expend the full \$1.39M grant and as much of the salaries from these teachers will be expensed as remains in the grant.



**SHREWSBURY PUBLIC SCHOOLS
SCHOOL COMMITTEE MEETING**

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

MEETING DATE: **10/21/20**

C. Transportation for Private Schools if in Remote Status: Vote

BACKGROUND INFORMATION:

Per Massachusetts state law, pupils who attend approved private schools of elementary and high school grades shall be entitled to the same rights and privileges as to transportation to and from school as are provided by law for pupils of public schools. Recently the Department of Elementary and Secondary Education provided clarification by noting that districts are not obligated to provide transportation for private school students on days that the district is not providing in-person school. Tonight Dr. Sawyer and Mr. Collins will recommend that in the event the entire district [all schools] shift to a full remote learning modality that the provision of school transportation services to all private and parochial schools be suspended for the closure period.

ACTION RECOMMENDED:

That the Committee vote that in the event that the District closes all of its schools due to Covid-19 conditions that the provision of school transportation services to private and parochial schools located in Shrewsbury be suspended for the same closure time period due to public health concern and that such services resume upon the reopening of the District schools.

STAFF AVAILABLE FOR PRESENTATION:

Mr. Patrick Collins, Assistant Superintendent for Finance & Operations

Dr. Joseph Sawyer, Superintendent of Schools



Shrewsbury Public Schools

Patrick C. Collins, Assistant Superintendent for Finance & Operations

15 October 2020

To: School Committee

Subj: Recommendation Regarding Transportation of Non-Public Students in Full Remote Learning Modality

Background

As outlined in General Laws chapter 76, § 1, Shrewsbury residents who are students in kindergarten through grade 12 and attend private or parochial schools located in Shrewsbury have the same “rights and privileges” for transportation as students attending the local school district.

This year we have the following number of buses providing services:

St. John’s High School	4	Rideshare with St. Mary’s
St. Mary’s School	4	Rideshare with St. John’s
Al Hamra Academy	2	
Montessori School	2	
Lilliput School	0	

Recent Clarification from Massachusetts Department of Elementary and Secondary Education [MA DESE]

Recently, MA DESE provided the following clarification regarding the provision of bus service to private and parochial schools:

Transportation of Non-Public School Students: *As schools begin the year with a variety of learning models, questions have arisen about districts’ responsibility to provide transportation to students in private and parochial schools. As outlined in General Laws chapter 76, § 1, students in kindergarten through grade 12 who attend private or parochial schools have the same “rights and privileges” for transportation as students attending the local school district. These rights are not changed for the 2020-2021 school year. While we encourage districts to work out transportation issues with private schools, they are not obligated to provide transportation for private school students on days that the district is not providing in-person school. For instance, if a district is in a fully remote or hybrid learning model, the district is not obligated to provide transportation for private or parochial students on days that remote learning is taking place.*

Recommendation

The aforementioned private schools in Shrewsbury have been notified of this statutory clarification and were solicited to provide any input or questions about our intended recommendation to you to not provide such transportation services, if our district goes into a full remote modality due to Covid-19 spread. All schools responded acknowledging receipt of the communication and most indicated they too would consider shifting to a full-remote mode as well if our district did so.

Questions were offered regarding the lead time of notice for the suspension of transportation services so they could appropriately communicate to their parent community and also regarding the situation if only one Shrewsbury public school shifted to remote.

It is our recommendation that in the event the entire district [all schools] shift to a full remote learning modality that the provision of school transportation services to all private and parochial schools be suspended for the closure period.

Recommended Vote:

I move that in the event that the District closes all of its schools due to Covid-19 conditions that the provision of school transportation services to private and parochial schools located in Shrewsbury be suspended for the same closure time period due to public health concern and that such services resume upon the reopening of the District schools.



**SHREWSBURY PUBLIC SCHOOLS
SCHOOL COMMITTEE MEETING**

ITEM NO: **VIII. Old Business**

MEETING DATE: **10/21/20**

**A. Letter from the School Committee Advocating for Health Data
Collection: Vote**

BACKGROUND INFORMATION:

At the meeting on October 7, 2020, Dr. Magee suggested that additional data be collected by local Departments of Public Health (DPH) regarding different standards used by school districts in their approach to COVID-19, and that this data be provided to districts to inform decision making regarding when/how students should return to school. Dr. Magee advised he would draft a letter to DPH on behalf of the Committee for review at tonight's meeting. The draft is enclosed.

ACTION RECOMMENDED:

That the Committee vote to approve the enclosed draft of a letter to the Central MA Regional Public Health Alliance addressing collection and sharing of data from Department of Public Health COVID-19 case investigations.

MEMBERS/STAFF AVAILABLE FOR PRESENTATION:

Dr. B. Dale Magee, Secretary



SHREWSBURY PUBLIC SCHOOLS



School Committee

100 Maple Avenue

Shrewsbury, MA 01545

schoolcommittee@shrewsbury.k12.ma.us

Sandra Fryc
Chair

Jon Wensky
Vice Chair

B. Dale Magee, M.D.
Secretary

Lynsey Heffernan

Jason Palitsch

Draft for Consideration

To: Karyn Clark, Worcester Director of Public Health, Central MA Regional Public Health Alliance

In planning for reopening schools we must have data that allows us to safely accommodate students in the classroom. Most, but not all, schools are currently using 6' spacing within classrooms. Full in person schools will require 3' spacing.

Because of the variation from district to district (as well as with private schools) with regard to days per week in school, spacing in class and other variables, experience is being gained with different approaches, the results of which will inform decisions going forward.

Accordingly, contact tracing of Covid19 positive students should include data regarding days in school per week, spacing in class, use of PPE and whether or not cases are determined to have been the result of in-school spread. Class size/school size should also be included.

We ask that the above be included in DPH case investigations and that data be made available that allows stratifying by school environment and that this data is made available to school departments on a timely (weekly) basis.

Although data flowing week to week will contain small numbers we ask that raw data be transmitted to our district where we can pool it with previous data and determine trends. The district understands and will take responsibility for assuring that non-significant conclusions are not drawn.

Sincerely,

Sandra Fryc, Chair

Jon Wensky, Vice Chair

B. Dale Magee, Secretary

Lynsey Heffernan

Jason Palitsch

Cc: Shrewsbury Board of Health



**SHREWSBURY PUBLIC SCHOOLS
SCHOOL COMMITTEE MEETING**

ITEM NO: **IX. New Business**

MEETING DATE: **10/21/20**

BACKGROUND INFORMATION:

ACTION RECOMMENDED:

STAFF AVAILABLE FOR PRESENTATION:



**SHREWSBURY PUBLIC SCHOOLS
SCHOOL COMMITTEE MEETING**

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

MEETING DATE: **10/21/20**

BACKGROUND INFORMATION:

The minutes from the School Committee Meeting held on October 7, 2020 are enclosed.

ACTION RECOMMENDED:

That the Committee accept the minutes from the School Committee Meeting held on October 7, 2020.

STAFF AVAILABLE FOR PRESENTATION:

Ms. Sandra Fryc, Chairperson
Dr. B. Dale Magee, Secretary

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

MINUTES OF SCHOOL COMMITTEE MEETING

Wednesday, October 7, 2020

Present: Ms. Sandy Fryc, 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; Ms. Barb Malone, Executive Director of Human Resources; and Dr. Joseph Sawyer, Superintendent of Schools.
Not present: Mr. Jon Wensky, Vice Chairperson.

Due to the Coronavirus (COVID-19) pandemic, this meeting was not open to physical attendance by the public, but was broadcast live on SELCO Channels 29 & 329 and streamed live on the Shrewsbury Media Connection website.

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

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

I. Public Participation

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

II. Chairperson's Report & Members' Reports

None.

III. Superintendent's Report

Dr. Sawyer reported that Oak Middle School and Sherwood Middle School have been recognized as Unified Champion Schools by Special Olympics and offered thanks and congratulations to middle school staff, students, and families.

IV. Time Scheduled Appointments:

A. Update on Reopening of the 2020-2021 School Year: Report

Dr. Sawyer began the update with a summary of key messages, reasons to be proud, COVID-19 mitigation strategies, current state and local public health data, and information regarding an updated approach to the decision-making process for determining when the district might change the education program to remote learning due to changing public health data, in order to incorporate updated recommendations from state government. Noelle Freeman, Director of Nursing, provided district-specific data on COVID-19 positive cases and close contacts,

described the contact tracing process, and noted mitigation strategies. Director of Information Technology (IT) Brian L'Heureux provided information on open tickets for this school year (much higher) versus last year, and noted 1:1 device ratios/technician with and without two added IT Support Specialists. Ms. Clouter discussed ongoing recalibration and improvement of the educational experience for students, families, and teachers over time; communication around expectations; and upcoming Professional Development opportunities on equity and anti-racism for all staff.

Additional information was provided in response to questions from the Committee on staffing in the nurses' offices, contact tracing, pool testing, and student engagement relative to remote learning.

V. Curriculum

None.

VI. Policy

A. Update to Policy on Prevention of Physical Restraint: Vote

Dr. Sawyer recommended that the Committee vote to approve the proposed technical updates made to the state-required *Policy 325: Prevention of Physical Restraint and Requirements If Used* in response to a change in the training program used by the district.

On a motion by Mr. Palitsch, seconded by Ms. Heffernan, the Committee voted unanimously to approve the updated *Policy 325: Prevention of Physical Restraint and Requirements if Used* as presented.

B. Bullying Statistics: Annual Report

Dr. Sawyer presented statistics on bullying, and noted that a specific definition of "bullying" is employed for this annual report that may not be inclusive of all undesired behaviors. Dr. Sawyer acknowledged the importance of looking at hurtful behaviors through an equity lens, and noted that there is functionality on the Shrewsbury Public Schools (SPS) website that allows for anonymous submission of bullying issues via the School Safety Tip Form.

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

Dr. Sawyer discussed the important role of members of the Board of Directors of the Assabet Valley Collaborative (AVC), noted AVC is a good resource for member communities, and advised that the Collaborative remains in a strong financial position.

On a motion by Mr. Palitsch, seconded by Ms. Heffernan, the Committee voted unanimously to appoint Dr. Sawyer, Superintendent of Schools, as its representative to the Assabet Valley Collaborative Board of Directors for the 2020 - 2021 school year.

VII. Finance & Operations

A. Fiscal Year 2021 Grants: Report & Vote to Accept

Mr. Collins presented a summary of State and Federal Entitlement Grants for FY 2021, and detailed two new COVID-19 related grants - the COVID Relief School Opening Program Grant and the CARES ACT Elementary and Secondary School Emergency Relief Fund (ESSER)

Grant. Dr. Sawyer added he hoped additional federal assistance would be provided to local municipalities and school districts in the future, and recommended that the Committee vote to accept the funds.

On a motion by Mr. Palitsch, seconded by Ms. Heffernan, the Committee voted unanimously to accept all FY21 grant funds noted in the enclosed chart and use such funds for their intended purpose.

VIII. Old Business

None.

IX. New Business

A. Appointment to the Board of Directors of Shrewsbury Media Connection, Inc.: Vote

Dr. Sawyer advised that Mr. Weichu (Brian) Xu had embraced his role as the Committee's appointee to the Shrewsbury Media Connection (SMC) Board, and enthusiastically recommended that he be reappointed to the Board for another term.

On a motion by Mr. Palitsch, seconded by Ms. Heffernan, the Committee voted unanimously to reappoint Mr. Weichu (Brian) Xu as its appointed member to the Board of Directors of Shrewsbury Media Connection, Inc. for a new, three-year term starting December 14, 2020.

X. Approval of Minutes

Without objections from the Committee, the minutes from the School Committee Meeting held on September 23, 2020 were accepted as distributed.

IX. New Business

The New Business portion of the meeting continued with Dr. Magee suggesting that data be collected regarding different standards used by school districts in their approach to COVID-19 (e.g. 3' vs. 6' social distance spacing) to inform decision making regarding when/how students should return to school. Discussion with State Representative Hannah Kane confirmed that this is not currently being done, and it was suggested that the local Department of Public Health (DPH) be contacted to request that this type of information be collected during contact tracing. Dr. Magee advised he would prepare a draft letter, on behalf of the Committee, regarding adding more data points to the contact tracing currently done by the DPH for review at the meeting on October 21, 2020.

XI. Executive Session

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

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

3”) - the Shrewsbury Education Association Unit A; Shrewsbury Education Association Unit B; the Shrewsbury Paraprofessional Association; and/or the Shrewsbury Cafeteria Workers, where deliberation in an open meeting may have a detrimental effect on the bargaining position of the public body; and return to Open Session only for the purpose of adjourning for the evening.

On a motion by Mr. Palitsch, seconded by Ms. Heffernan, on a roll call vote: Ms. Heffernan, yes; Mr. Palitsch, yes; Dr. Magee, yes; and Ms. Fryc, yes, the School Committee voted to adjourn to executive session at 8:21pm.

XII. Adjournment

On a motion by Mr. Palitsch, seconded by Ms. Heffernan, the committee unanimously agreed to adjourn the meeting at 9:06 pm. Roll call votes were as follows: Ms. Fryc, yes; Ms. Heffernan, yes; Mr. Palitsch, yes; and Dr. Magee, yes.

Respectfully submitted,

Elizabeth McCollum, Clerk

Documents referenced:

1. 2020-21 School Year Reopening Update Slide Presentation
2. 2020 Bullying Memo
3. Draft of Revised Policy 325
4. FY21 Grants Report
5. Shrewsbury Media Connection Board Recommendation Memo
6. Set(s) of minutes as referenced above



SHREWSBURY PUBLIC SCHOOLS SCHOOL COMMITTEE MEETING

ITEM NO: **XI. Executive Session**

MEETING DATE: **10/21/20**

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

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

BACKGROUND INFORMATION:

Executive session is warranted for these purposes.

ACTION RECOMMENDED:

That the School Committee enter into executive session:

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

STAFF AVAILABLE FOR PRESENTATION:

Dr. Joseph M. Sawyer, Superintendent of Schools

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

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



**SHREWSBURY PUBLIC SCHOOLS
SCHOOL COMMITTEE MEETING**

ITEM NO: **XII. Adjournment**