



**School Committee
Meeting Book**

**October 10, 2018
7:00 pm**

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



**SHREWSBURY PUBLIC SCHOOLS
SCHOOL COMMITTEE MEETING**

AGENDA

**October 10, 2018 7:00pm
Town Hall—Selectmen's Meeting Room
100 Maple Avenue**

Items

Suggested time allotments

- | | | |
|-------|--|--|
| I. | Public Participation | <div style="border: 1px solid black; padding: 10px; text-align: center;">7:00-7:10</div> |
| II. | Chairperson's Report & Members' Reports | |
| III. | Superintendent's Report | |
| IV. | Time Scheduled Appointments: | |
| | A. SHS Student Advisory Committee: Report | 7:10 – 7:25 |
| | B. SHS Class of 2018 Future Plans: Report | 7:25 – 7:50 |
| V. | Curriculum | |
| VI. | Policy | |
| VII. | Finance & Operations | |
| | A. Beal Early Childhood Center Building Project: Update, Public Hearing & Vote | 7:50 – 8:20 |
| | B. Fiscal Year 2020 Budget Calendar: Review | 8:20 – 8:25 |
| VIII. | Old Business | |
| IX. | New Business | |
| X. | Approval of Minutes | 8:25 – 8:30 |
| XI. | Executive Session | 8:30 – 8:45 |
| | A. For the purpose of collective bargaining with the Shrewsbury Education Association | |
| | B. For the purpose of reviewing, approving, and/or releasing executive session minutes | |
| XII. | Adjournment | 8:45 |

Next regular meeting: October 24, 2018



SHREWSBURY PUBLIC SCHOOLS SCHOOL COMMITTEE MEETING

ITEM NO: I Public Participation

MEETING DATE: 10/10/18

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
Mr. Jason Palitsch, Chairperson
Ms. Erin Canzano, Vice Chairperson
Ms. Sandra Fryc, Secretary
Dr. B. Dale Magee, Committee Member
Mr. Jon Wensky, 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: **10/10/18**
A. SHS Student Advisory Committee: Report

BACKGROUND INFORMATION:

Under the Massachusetts Education Reform Act, school districts are required to have a Student Advisory Committee (SAC), consisting of five high school students who are elected by the student body. The SAC is required to meet with the School Committee during the year to review various issues of concern to the student body. Mr. Andrew Smith, Shrewsbury High School (SHS) social sciences teacher, serves as the faculty advisor to the SAC. The agenda for the SAC report is enclosed. Mr. Wensky is the School Committee liaison to the SAC.

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 & STUDENTS AVAILABLE FOR PRESENTATION:

Mr. Andrew Smith, SHS Teacher and Faculty Advisor to the SAC
Mr. Todd Bazydlo, SHS Principal
Prisha Singh, Student, Chairperson
Erica Hanlon, Student
Paulina Hruskoci, Student
Sophia Peng, Student
Max Evers, Student

Student Advisory Committee
Agenda for the School Committee on October 10, 2018

I. Start of the School Year

Students began the 2018-19 school year by welcoming a freshman class and adjusting to both technology updates and a larger student population.

- a) Freshman Orientation and MVP
- b) Back to School Drive
- c) Growing Student Enrollment
- d) Freshman App Store

II. Leadership and School Involvement

Our already dependable and high-achieving student body continues to take on various opportunities for leadership and wellness in our school.

- a) Student Leadership Meeting
- b) SWAT
- c) Application Bootcamp
- d) Nuts and Bolts Night

III. SHS Spirit

There's no better way to kick off the year than with some school pride! SHS is starting the year with numerous events to showcase our school spirit.

- a) Spirit Week Postponed
- b) Spirit of Shrewsbury
- c) Colonial Way

Thank you for your continuous support of the SAC.

Respectfully submitted,

Prisha Singh
Chairperson

Erica Hanlon, Paulina Hruskoci, Sophia Peng, Max Evers
SAC Members



**SHREWSBURY PUBLIC SCHOOLS
SCHOOL COMMITTEE MEETING**

ITEM NO: IV. Time Scheduled Appointments:
B. SHS Class of 2018 Future Plans: Report

MEETING DATE: 10/10/18

BACKGROUND INFORMATION:

Each year the high school administration provides data on the post-high school plans of the most recent graduating class. Mr. Bazydlo and Ms. Huynh will present an overview of the enclosed report, which provides information regarding what students planned to do after graduating. Given that the vast majority of students go on to postsecondary education, the report focuses on the colleges and universities where students were accepted, where they matriculated, and the characteristics of these colleges and universities.

ACTION RECOMMENDED:

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

STAFF AVAILABLE FOR PRESENTATION:

Ms. Nga Huynh, Director of School Counseling, Shrewsbury High School
Mr. Todd Bazydlo, Shrewsbury High School Principal

Shrewsbury High School Future Plans Report

Class of 2018



**presented to the School Committee
October 10, 2018**

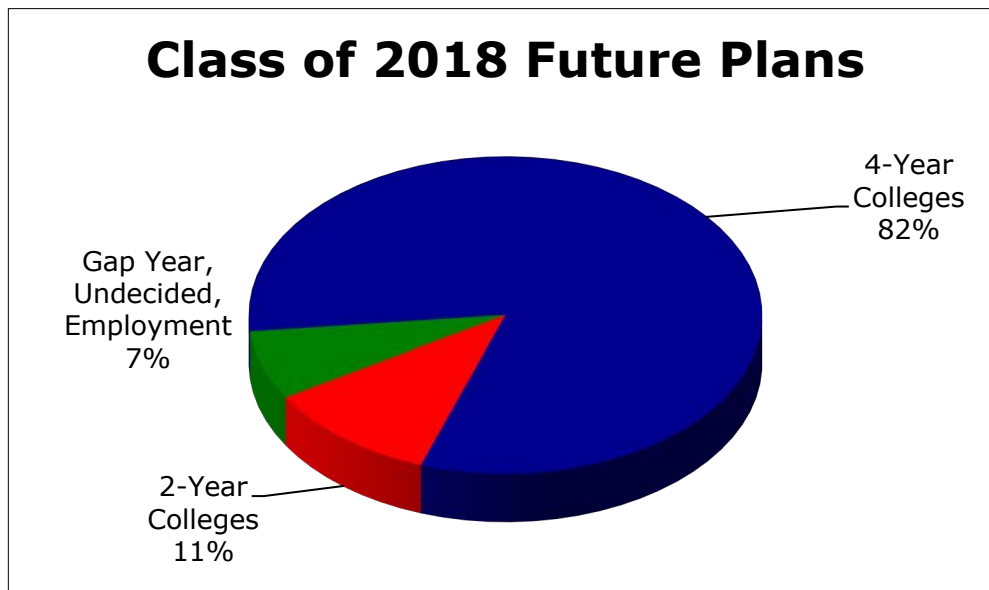
**Todd Bazydlo, Principal
Nga Huynh, Director of School Counseling**

Future Plans

The Class of **2018** enjoyed a successful post-secondary planning year.

- **432*** students graduated in the Class of **2018** with the following plans:
 - **82%** attended 4-year colleges
 - **11%** attended 2-year colleges or technical schools
 - **7%** entered the employment field, enlisted in the military, or were undecided
 - 6 gap
 - 4 military
 - 5 Prep Schools
 - 9 Work
 - 4 Unknown

*This number does not include **3** students who were granted a Certificate of Attainment (rather than a high school diploma).



School Counseling Programming by Month

August	<ul style="list-style-type: none"> • Application Boot Camp
September	<ul style="list-style-type: none"> • Nuts & Bolts Night • Senior Curriculum: Application & Stress Workshops • Parent Breakfast
October	<ul style="list-style-type: none"> • Individual college meetings with seniors • Freshman Curriculum (2 Days) • Parent Breakfast • PSAT • SAT
November	<ul style="list-style-type: none"> • Individual college meetings with seniors • Sophomore Curriculum (3 Days) • Parent Breakfast • SAT
December	<ul style="list-style-type: none"> • Individual college meetings with seniors • Alumni Panel • SAT
January	<ul style="list-style-type: none"> • Individual college meetings with seniors • Freshman Curriculum (Day 3) • Parent Breakfast • Junior College Night • Junior Curriculum (2 Days)
February	<ul style="list-style-type: none"> • Parent Breakfast • Program of Studies presentation in English Classes
March	<ul style="list-style-type: none"> • Course Selection Individual Student Meetings (Grades 9-11) • SAT
April	<ul style="list-style-type: none"> • Parent Breakfast • Junior Curriculum (1 Day) • Individual future planning meetings with juniors • Career Speaker Series
May	<ul style="list-style-type: none"> • SAT • Award's Night • Individual future planning meetings with juniors
June	<ul style="list-style-type: none"> • SAT • Individual future planning meetings with juniors • Summer school student/parent meetings

School Counseling Programming

Career Exploration and the College Process

Freshman Year (3 class periods/4 days to complete curriculum for all 9th grade students)

- Counselors deliver a three-day curriculum to all freshman students. The first two days occur in October and includes an introduction to school resources and strategies to ensure a successful transition to high school. Students are registered and introduced to Naviance and complete a Learning Styles survey. The third day of the 9th grade school counseling curriculum occurs at the beginning of February and includes an individual meeting with each student's counselor.

Sophomore Year (3 class periods/4 days to complete curriculum for all 10th grade students)

- Counselors deliver the school counseling curriculum to all sophomores over 3 class periods. The focus of the curriculum over these 3 class periods includes an introduction to career search and planning in Naviance, as well as an introduction to the college search process and exploration of college majors as a result of student career interests.

Junior Year (3 class periods/4 days to complete curriculum for all 11th grade students)

- Counselors deliver the school counseling curriculum to all juniors introducing the College & Career Portfolio. The Portfolio includes all salient information about the college search process, the college essay and interviewing skills.
- Students continue to expand their use of Naviance and learn to utilize the scattergram feature to review the college acceptance data of SHS Alumni to build a working college list of "Best Fit Colleges".
- Junior Planning Night is offered to juniors and their parents/guardians to "kick off" the college search process. The program includes a student and college admissions panel.
- Counselors individually meet with Juniors in the Spring to assist students in refining their search process.

Senior Year (2 class period/3 days to complete curriculum for all grade 12 students)

- Application Boot Camp is offered during the summer for rising seniors. This summer 107 students participated in four sessions. The boot camp program includes:
 - completion of the Common Application
 - continued research of college and universities, refinement of search process and other associated tasks in Naviance
 - completion of the individual essay, including review and feedback provided by an English teacher and a college admissions counselor
 - completion of mock interviews with an admissions counselor and feedback provided by school counselors
 - financial awareness/budgeting in the freshman year
- Nuts and Bolts Night is offered to seniors and their parents/guardians to address the application process with question-and-answer breakout sessions with the students' counselors.
- Counselors deliver the Application workshop to all senior English classes in September. This workshop includes:
 - a review and discussion of the senior checklist
 - matching the Common Application and Naviance to prepare for the electronic submission of transcripts
 - completing the FERPA agreement in Naviance
 - inviting teachers to upload letters of recommendations
- Stress Reduction workshops are delivered to all senior English classes by counselors and graduate counselor interns.
- Counselors meet individually with all seniors during the fall and early winter to complete the application process. These meetings focus on reviewing each student's final college list,

processing teacher recommendations, sending official SAT/ACT scores to colleges, selecting the best option for application submission and college deadlines (regular, early action, early decision, and rolling), and processing the transcript request forms.

- Counselors write letters of recommendations for all seniors.
- Financial Aid Night (presented by MEFA, the Massachusetts Educational Financing Authority) is offered to all seniors and parents/guardians to understand the financial aid process and deadlines.
- An alumni panel is offered to seniors in the winter to begin the conversation of transition planning and the alumni panel addresses the academic, personal, and social aspects of a student's transition to the college setting.
- Paying the College Bill Seminar (sponsored by MEFA, the Massachusetts Educational Financing Authority) is offered in early spring to discuss understanding and comparing financial aid packages offered by colleges.

The School Counseling Department processed over 2,766 college applications to 361 different colleges and universities for the class of 2018.

School Counseling Parent Program

Freshman/Sophomore Parents

The Breakfast with School Counselors Series serves parents of freshmen and sophomores as they traverse the landscape of high school. These discussion-based meetings cover a variety of topics to help ease 9th and 10th grade parent concerns.

Topics include:

- Yes, It Matters - demystification of the transcript and "permanent record"
 - Introduction to the how the school counseling office works
 - Understanding the grading system and transcript process
- Naviance – Career and College Planning Software
 - Introduction to the school counseling curriculum and use of Naviance
 - Introduction to the different features of Naviance that students will use throughout their four years
- Stress Management
 - Identifying stressors that students face academically, socially, personally
 - Supports for students from the parent perspective
 - Identifying in-school and community resources available to students and families
- Course Selection Process
 - Course selection and registration timeline
 - Course recommendations and placements
 - Balancing the workload academically and with outside activities
 - Time Management Worksheet presented to all students
- Teenage Pressures
 - Identifying pressures that teenagers face (academically, socially, social media)
 - Informational resources for families related to different pressures
- Navigating the American College System
 - Understanding the college process from admissions representative
 - Laying the foundation for freshman and sophomore students

Junior Parents

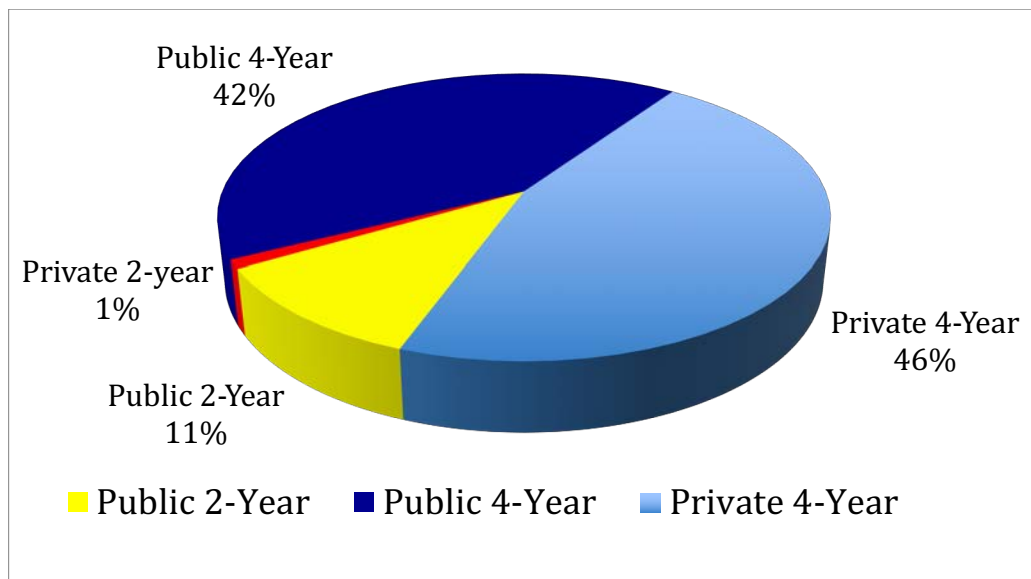
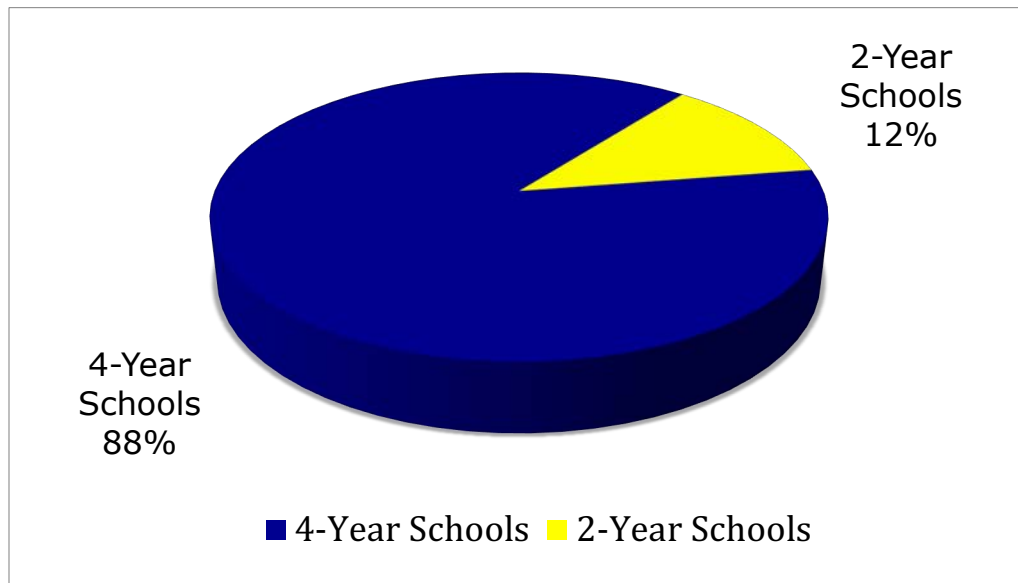
- College Planning Night
 - Students and parents attend a presentation about the college search and admissions process.
 - This evening features a student panel and admissions panel.

Senior Parents

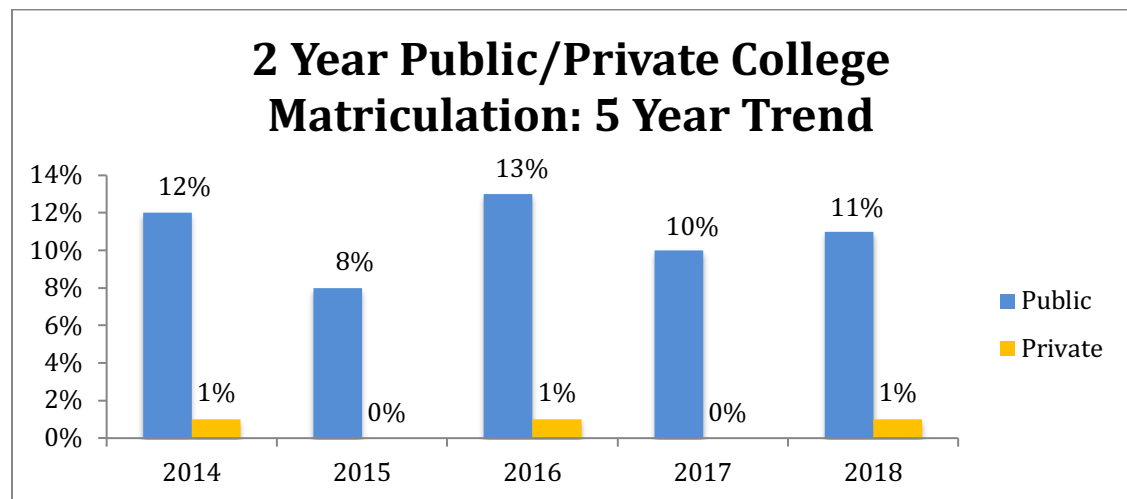
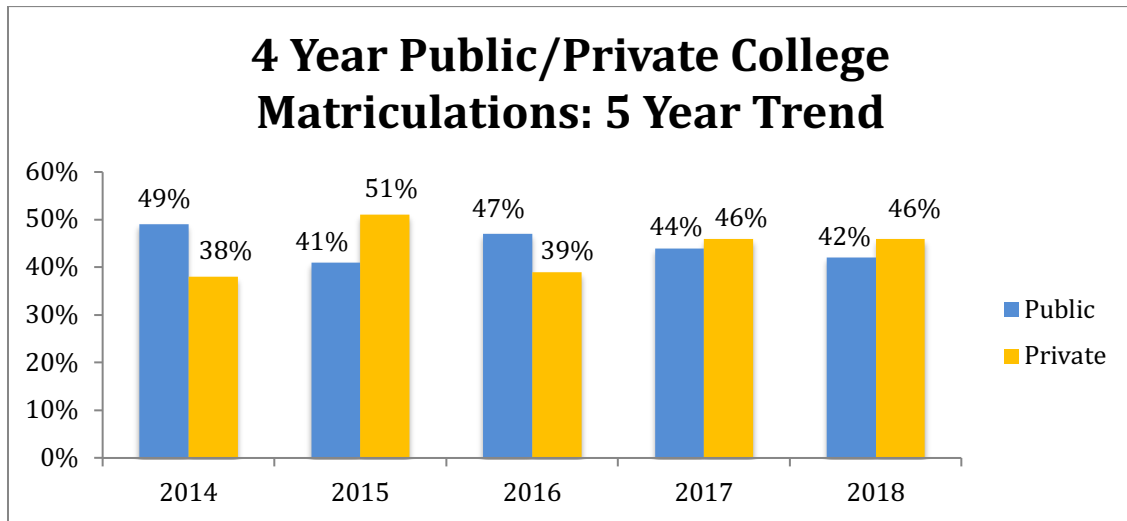
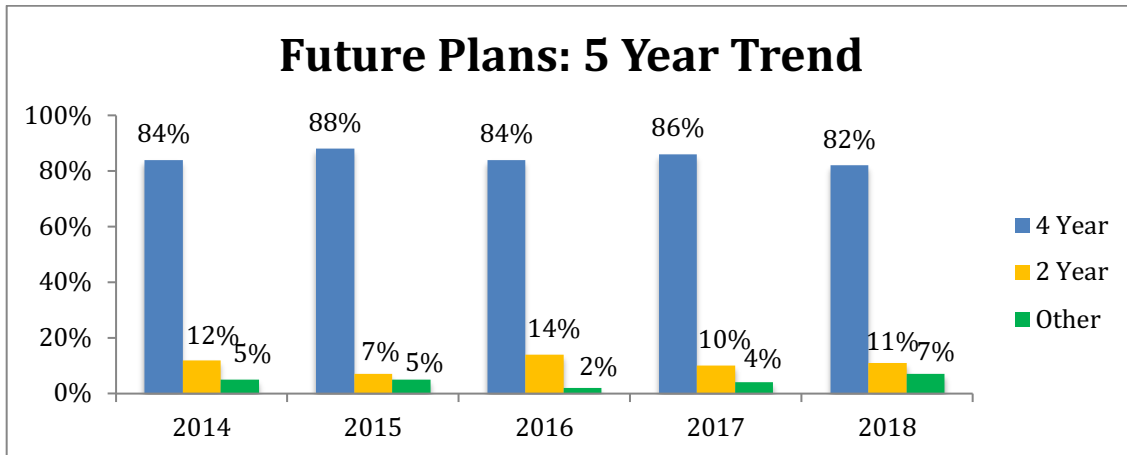
- Nuts and Bolts Night
 - Students and parents attend a presentation on details of the admissions process for senior year. This program includes Q&A breakout sessions with the students counselor.
- Financial Aid Night
 - This program is presented by the Massachusetts Education Financing Authority (MEFA) about the financial process.
- After the Acceptance Seminar
 - This program is presented by MEFA about understanding and comparing different financial aid packages.

Public and Private **2- and 4-Year Matriculations**

- Of the **432** students graduating in the Class of **2018**, a total of **404 (93%)** students continued their education at 2- and 4-year colleges and universities, or technical schools.
- Of these **404** students, **88%** attended 4-year colleges and **12%** attended 2-year colleges or technical schools.
- Of these **404** students, **54%** attended public colleges and universities; **46%** attended private colleges and universities.



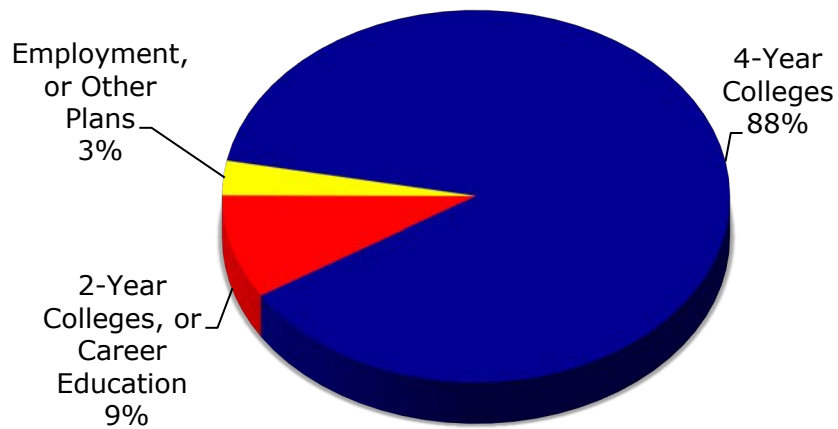
5 Year Trend Data



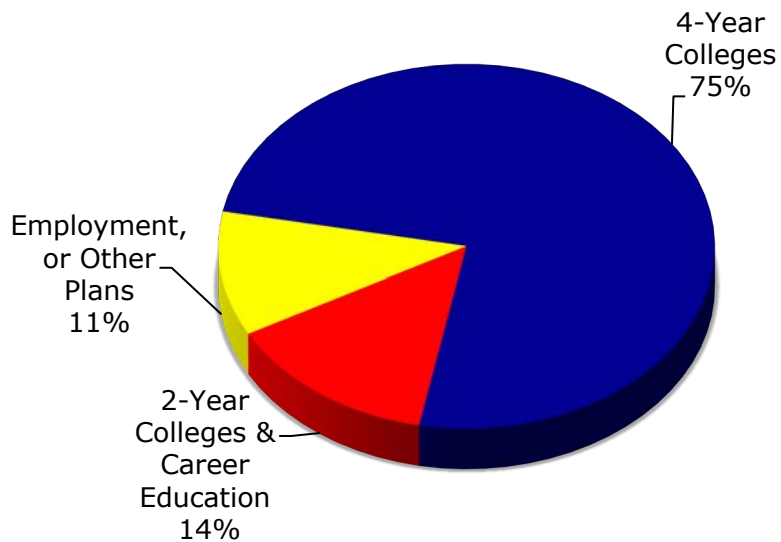
Future Plans by Gender

	Male	Female	Total
4-Year Colleges	141	214	355
2-Year Colleges	24	22	46
Career Education	3	0	3
Employment	7	2	9
Military	4	0	4
Other Plans	10	5	15
Totals	189	243	432

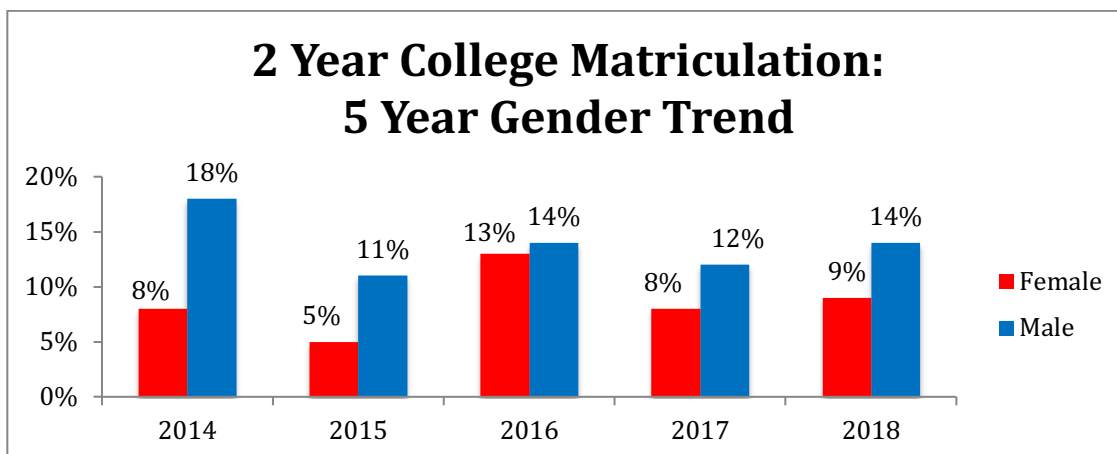
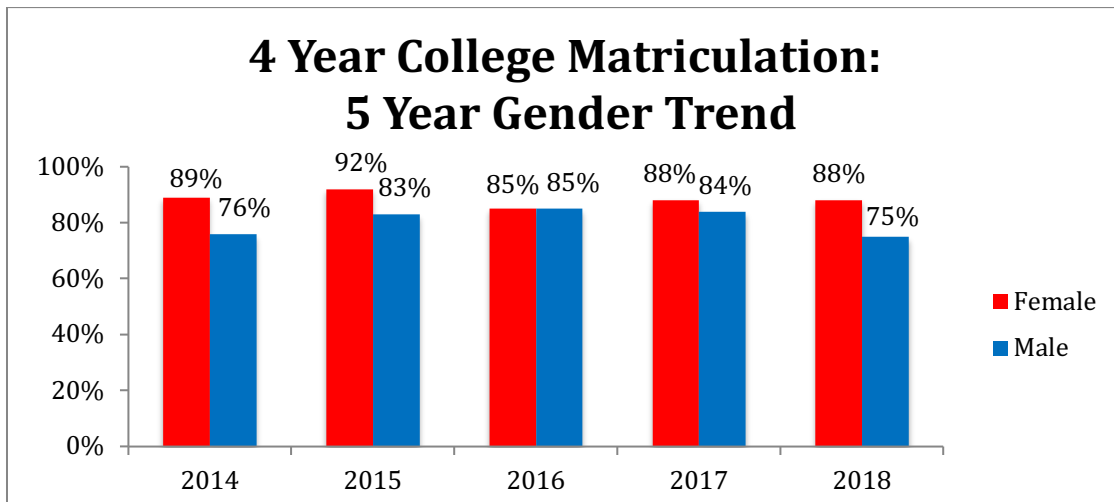
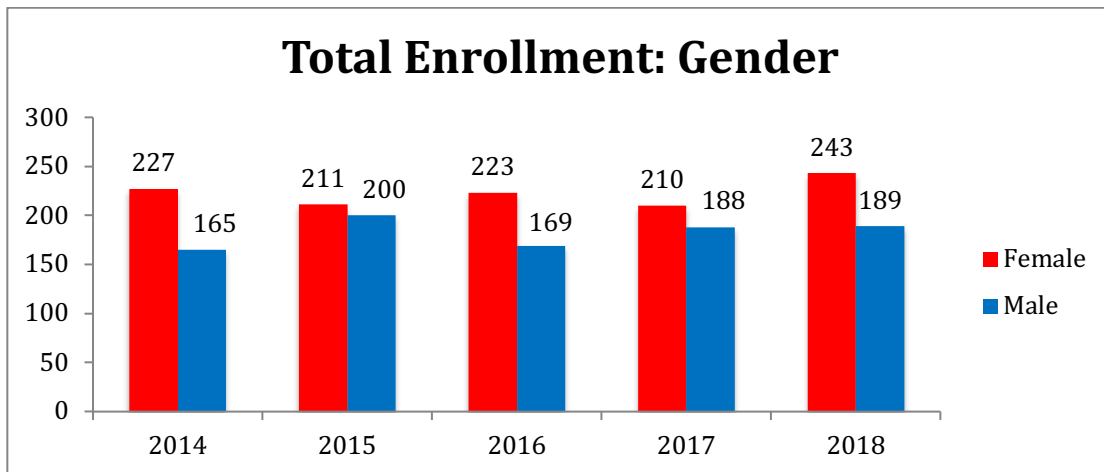
2018 Future Plans--Females



2018 Future Plans--Males

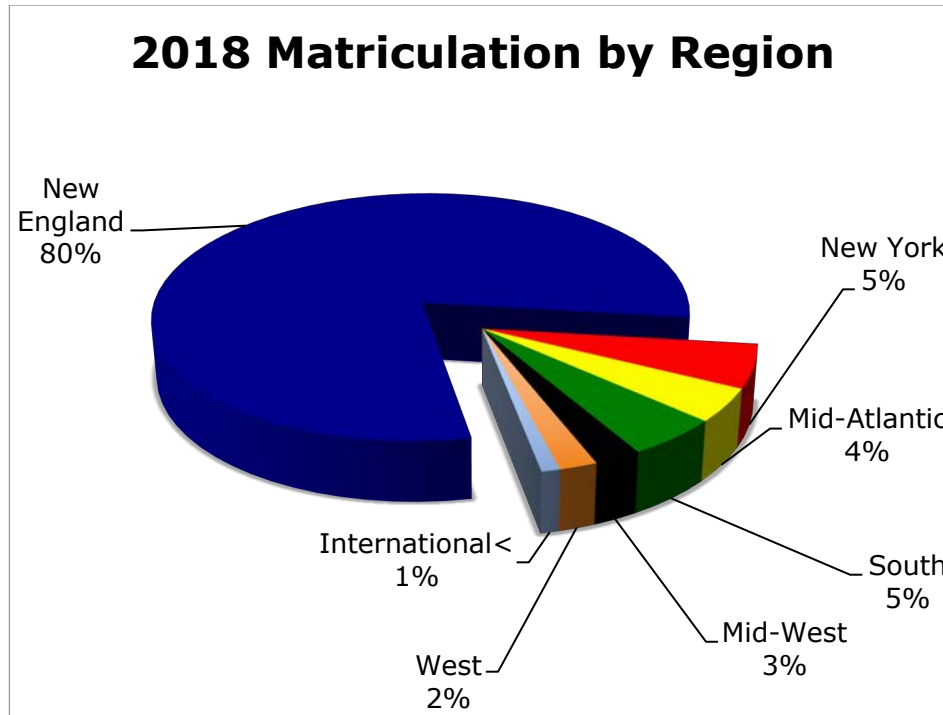


5 Year Trend Data: Gender



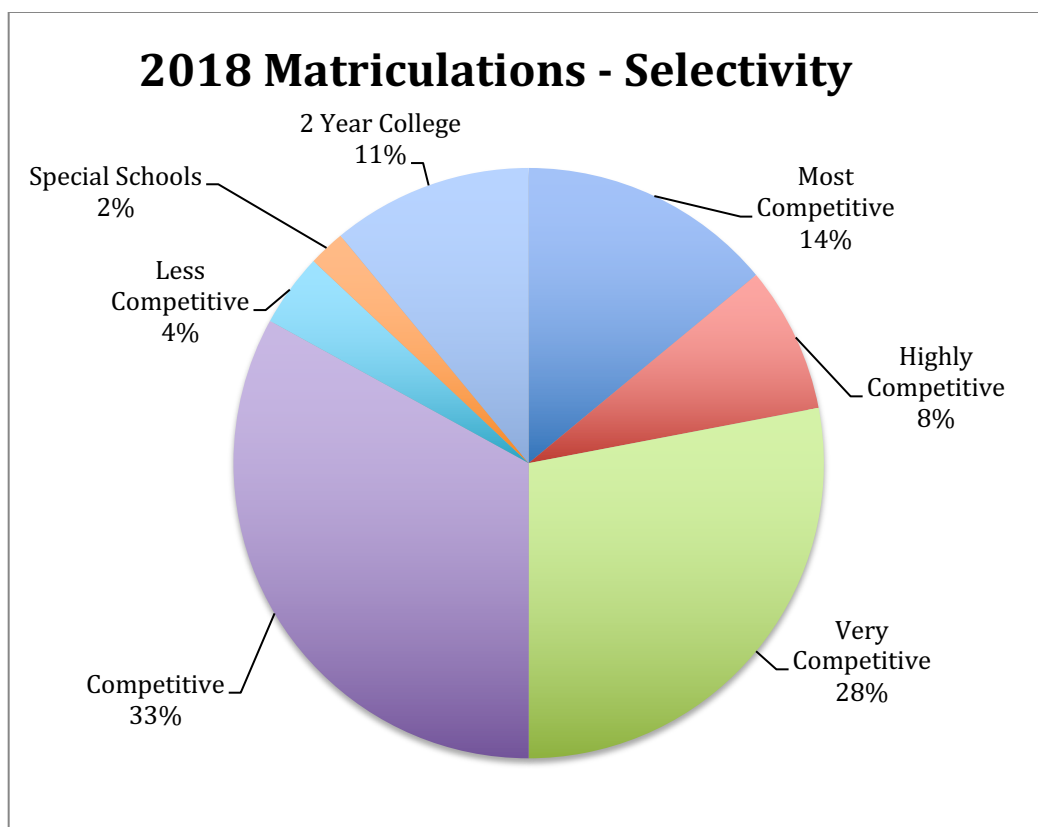
Geographic Breakdown by Matriculation

- Seniors in the Class of 2018 were accepted to 361 different colleges and universities in 31 different states, Canada, and Romania.
- Seniors in the Class of 2018 enrolled in 135 different colleges and universities in 29 different states, District of Columbia, Canada, and Romania.



	Private		Public	
	2-Year & Technical	4-Year	2-Year	4-Year
New England				
Maine	-	5	-	2
Massachusetts	3	98	43	106
Rhode Island	-	10		1
Connecticut	-	14	-	10
New Hampshire	-	11	-	18
Vermont	-	-	-	2
New York	-	19	-	3
Mid-Atlantic				
Delaware				1
District of Columbia	-	4	-	-
Virginia	-	1	-	2
Pennsylvania	-	8	-	1
South				
Alabama	-	-	-	1
Florida	-	5	-	-
Georgia	-	1	-	2
Kentucky				1
North Carolina	-	4	1	2
South Carolina				3
<i>Continued</i>				

Midwest				
Ohio	-	2	-	1
Illinois	-	-	-	1
Indiana				1
Kansas				1
Michigan				1
Missouri				1
Nebraska				1
Wisconsin				1
West				
California	1	1	-	1
Colorado	-	-	-	4
Utah		1		
Canada	-		-	3
Romania			1	
Totals	4	184	45	171



Barron's Selectivity Categories Class of 2018 Students Enrolled at the Following Colleges & Universities

The Barron's College Admissions Selector is not a rating of colleges by academic standards or quality of education. It is a description of the degree of admissions competitiveness based on median entrance of examination scores of standardized tests and class ranking for admitted students. It is important to note that Shrewsbury High School has eliminated the reporting of class rank to colleges beginning with the Class of 2017. The result of eliminating class rank in the college process has shown no impact in the competitiveness of schools to which SHS students were accepted.

Most Competitive:

Even superior students will encounter a great deal of competition for admissions to the colleges in this category. In general, these colleges require high school rank in the top 10% to 20% and grade averages of A to B+. Median freshman test scores at these colleges are generally between 655 and 800 on the SAT I and 29 and above on the ACT. In addition, many of these colleges admit only a small percentage of those who apply.

Amherst College
Boston College (2)
Boston University (5)
Brandeis University (2)
Bucknell University
Carnegie Mellon University (2)
Case Western Reserve University (2)
Colby College (2)
College of the Holy Cross
Colorado School of Mines

Dartmouth College
Emory University
The George Washington University (2)

Georgia Institute of Technology (2)
Hampshire College
New York University (2)
Northeastern University (8)
Rensselaer Polytechnic Institute
Stony Brook University
Tufts University
University of California, LA
University of Miami
University of Rochester
University of Southern California
University of Wisconsin, Madison

Villanova University
 Wellesley College
 Wesleyan University
 Williams College
 Worcester Polytechnic Institute (8)

Rivier University
 Rochester Institute of Technology (2)
 Saint Anselm College (4)
 Saint Joseph's University (2)
 Salve Regina University
 Simmons College (4)
 Syracuse University (4)
 The Catholic University of America
 +University of Alabama
 +University of Colorado, Boulder

Highly Competitive:

Colleges in this group generally look for students with grade averages of B+ to B and accept most of their students from the top 20% to 35% of the high school class. Median freshman test scores at these colleges generally range from 620 to 654 on the SAT I and 27 or 28 on the ACT. These schools generally accept between one third and one half of their applicants. To provide for finer distinctions within this admissions category, a plus (+) symbol has been placed before some entries. These are colleges with median freshman scores of 645 or more on the SAT I or 28 or more on the ACT, and colleges that accept fewer than one quarter of their applicants.

American University
 Babson College (2)
 Bentley University (2)
 Brigham Young University
 +Clark University (6)
 Emerson College
 Gettysburg College
 Hobart and William Smith Colleges
 North Carolina State University (2)
 Purdue University
 Skidmore College
 University of Connecticut (9)
 University of Illinois at Urbana
 Virginia Polytechnic Institute

Very Competitive:

The colleges in this category generally admit students whose averages are no less than B- and who rank in the top 35% to 50% of their graduating class. They generally report median freshman test scores in the 573 to 619 range on the SAT I and from 24 to 26 on the ACT. These schools generally accept between one half and three quarters of their applicants. The plus (+) has been placed before colleges with median freshman scores of 610 or higher on the SAT I or 26 or higher on the ACT, and colleges that accept fewer than one third of their applicants.

Bryant University (6)
 Christendom College
 Colorado State University
 City University of New York
 +Drexel University
 Emmanuel College (3)
 +Endicott College (3)
 +Fairfield University (3)
 +Hofstra University
 Ithaca College (4)
 James Madison University
 Michigan State University
 +Nova Southeastern University
 +Pennsylvania State University
 Pratt Institute

University of Colorado, CO Springs
 +University of Delaware
 University of Massachusetts at Amherst (40)
 University of Massachusetts at Lowell (17)
 University of Nebraska, Lincoln
 University of Vermont (2)

Competitive:

This category is a very broad one, covering colleges that generally have median freshman test scores between 500 and 572 on the SAT I and between 21 and 23 on the ACT. Some of these colleges require that students have high school averages of B- or better, although others state a minimum of C+ or C. Generally, these colleges prefer students in the top 50% to 65% of the graduating class and accept about 75% of their applicants. Colleges with a plus (+) are those with median freshman SAT I scores of 563 or higher or median freshman ACT scores of 24 or higher, and those that admit fewer than half of their applicants.

Anna Maria College (3)
 Assumption College (18)
 Becker College (4)
 Belmont Abbey College
 Bridgewater State University (3)
 College of Charleston (2)
 +Eckerd College
 Framingham State University (9)
 Franklin Pierce University (2)
 High Point University (3)
 Johnson and Wales University
 Long Island University, Post
 MA Maritime Academy (2)
 Merrimack College (4)
 Missouri Valley College
 New England College (3)
 Ohio State University
 Palm Beach Atlantic University
 +Quinnipiac University (5)
 +Sacred Heart University
 Springfield College
 +Stonehill College (2)
 Suffolk University
 University of Hartford (2)
 University of Kansas
 University of Kentucky (2)
 University of Maine (2)
 University of Massachusetts at Boston (5)
 University of Massachusetts at Dartmouth (2)
 University of New England (3)
 +University of New Hampshire (12)
 University of New Haven
 University of Rhode Island

University of South Carolina
University of Tampa
University of Rhode Island
Wentworth Institute of Technology (4)
Western New England University (2)
Westfield State University (4)
Worcester State University (21)

Less Competitive:

Included in this category are colleges with median freshman test scores generally below 500 on the SAT I and below 21 on the ACT; some colleges that require entrance examinations but do not report median scores; and colleges that admit students with averages generally below C who rank in the top 65% of the graduating class. These colleges usually admit 85% or more of their applicants.

Albertus Magnus College
Dean College (4)
Keene State College (3)
Newbury College
Plymouth State University (3)
Salem State University (2)
Western Connecticut State University

Special Schools:

Listed here are colleges whose program of studies are specialized—professional schools of art, music, health fields, the military, etc. In general, the admissions requirements are not based primarily on the academic criteria, but on evidence of talent or special interest in the field.

Fashion Institute of Design
MA College of Art and Design
MA College of Pharmacy & Health Sciences (2)
McGill University (Canada)
New England Institute of Technology
Queen's University (Canada)
US Military Academy - Army
Wilfrid Laurier University (Canada)

2-Year Colleges:

Cape Fear Community College
Carol Davila U Med & Pharm
Middlesex Community College
Mount Wachusett Community College
Quinsigamond Community College (41)

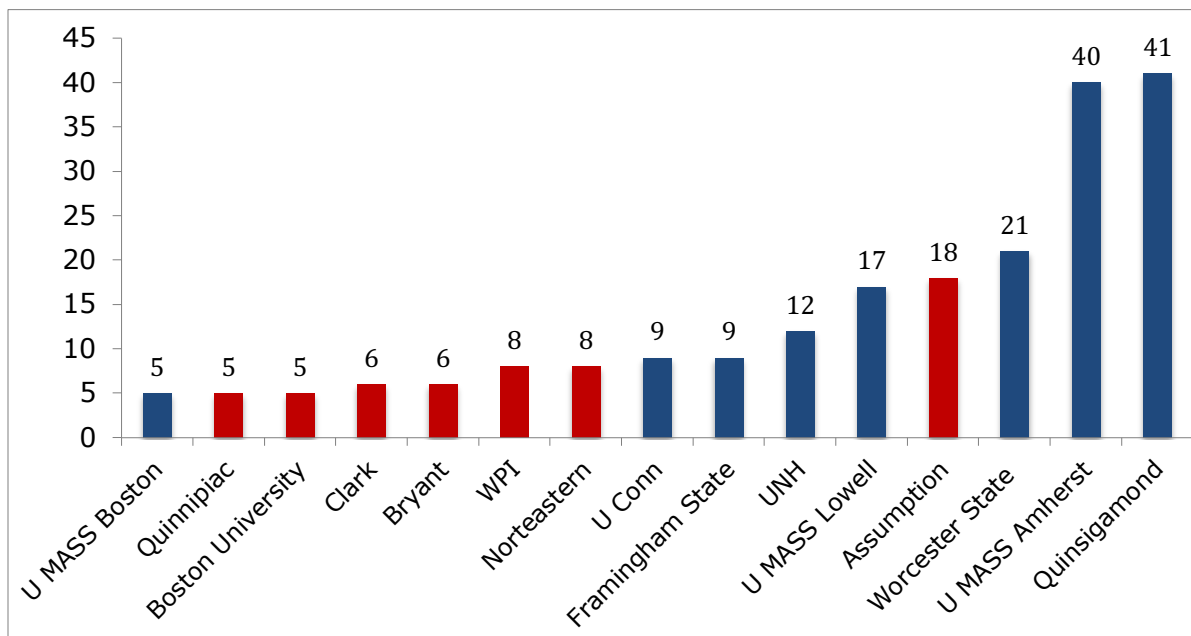
Top 7 Most Popular Schools Enrolled—Private

1. Assumption College —18
2. Northeastern University —8
3. Worcester Polytechnic Institute —8
4. Bryant University —6
5. Clark University —6
6. Boston University —5
7. Quinnipiac University —5

Top 8 Most Popular Schools Enrolled—Public

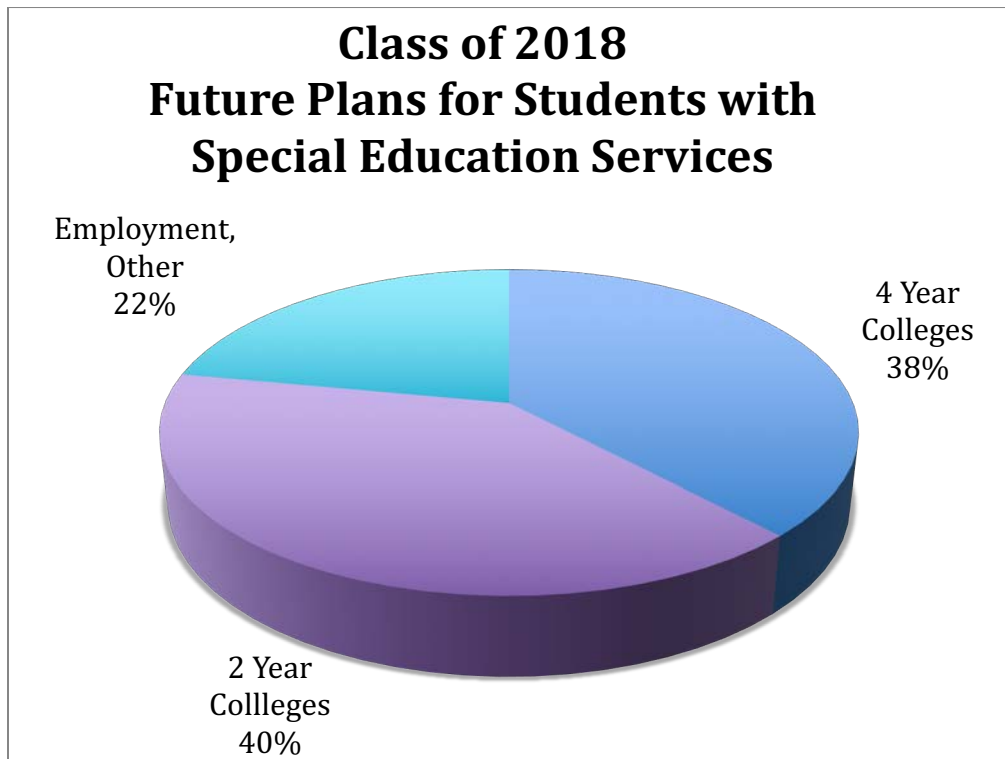
1. Quinsigamond Community College —41
2. University of Massachusetts, Amherst —40
3. Worcester State University—21
4. University of Massachusetts, Lowell—17
5. University of New Hampshire —12
6. Framingham State University —9
7. University of Connecticut—9
8. University of Massachusetts, Boston —5

Top Private and Public Enrollments

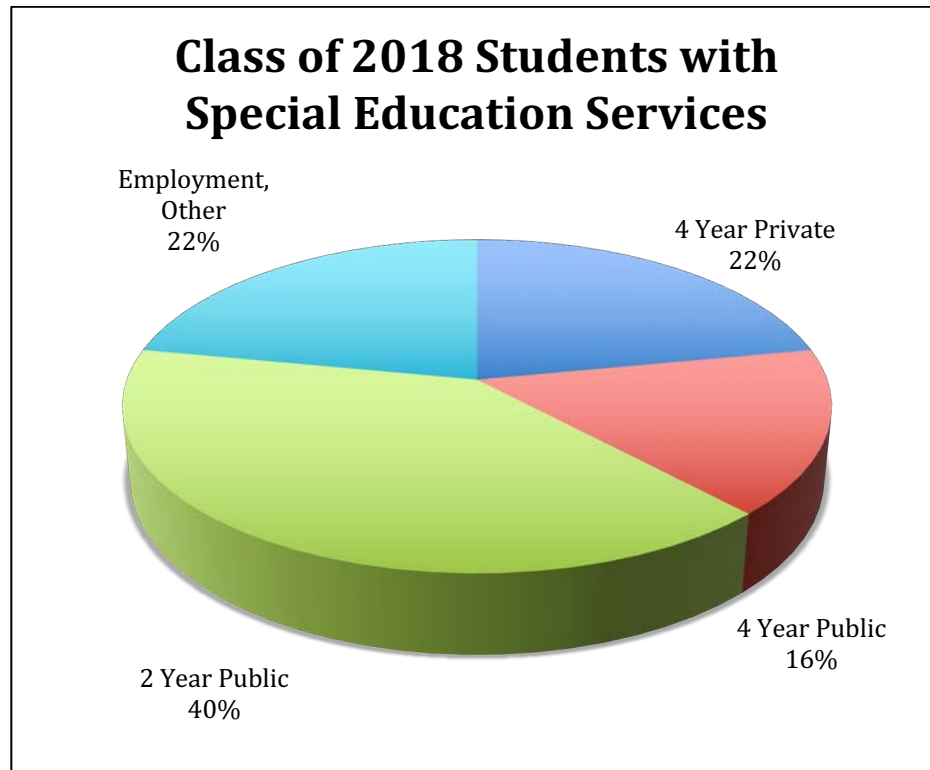


Class of 2018
Students with Special Education Services

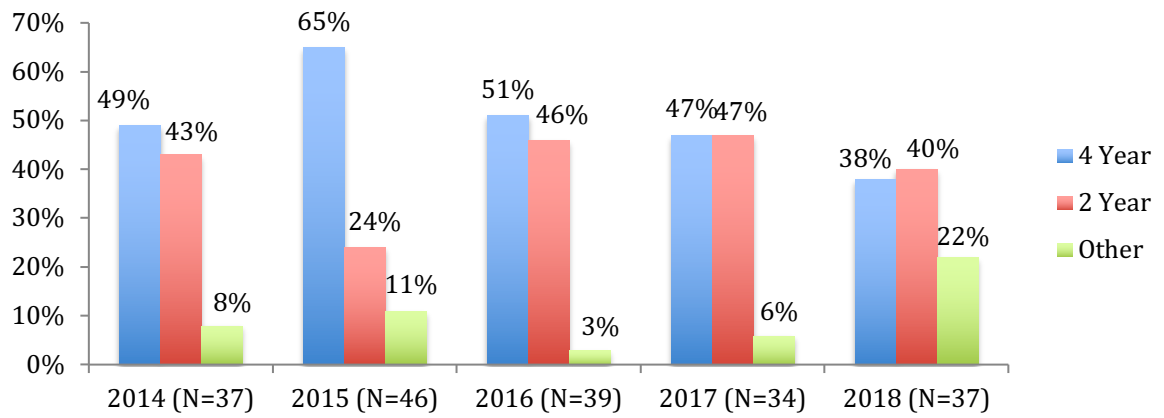
- Thirty-seven students (9%) in the Class of 2018 received special education services. Of these 37 students:
 - 38% attended 4-year colleges
 - 40% attended 2-year colleges & technical schools
 - 22% entered the employment field or military



- Of these 37 students, 56% attended public colleges and universities; 22% attended private colleges and universities.



Students Receiving Special Education Services Matriculation: 5 Year Trend





**SHREWSBURY PUBLIC SCHOOLS
SCHOOL COMMITTEE MEETING**

ITEM NO: **V. Curriculum**

MEETING DATE: **10/10/18**

BACKGROUND INFORMATION:

ACTION RECOMMENDED:

STAFF & STUDENTS AVAILABLE FOR PRESENTATION:



**SHREWSBURY PUBLIC SCHOOLS
SCHOOL COMMITTEE MEETING**

ITEM NO: **VI. Policy**

MEETING DATE: **10/10/18**

BACKGROUND INFORMATION:

ACTION RECOMMENDED:

COMMITTEE MEMBERS/STAFF AVAILABLE FOR PRESENTATION:



**SHREWSBURY PUBLIC SCHOOLS
SCHOOL COMMITTEE MEETING**

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

MEETING DATE: **10/10/18**

**A. Beal Early Childhood Center Building Project: Update, Public Hearing
& Vote**

BACKGROUND INFORMATION:

Dr. Sawyer and Mr. Collins will provide an update on the Beal building project, followed by a public hearing to give community members an opportunity to ask questions and comment on the project. Dr. Sawyer will discuss the enclosed resolution to support the Beal Early Childhood Center project, and ask the Committee to vote in support of the resolution in advance of votes on the Beal building project at Special Town Meeting on October 22, and at the town-wide debt exclusion election on November 6.

ACTION RECOMMENDED:

That the Committee vote to approve the enclosed resolution in support of the Beal building project.

STAFF AVAILABLE FOR PRESENTATION:

Dr. Joseph M. Sawyer, Superintendent of Schools

Mr. Patrick Collins, Assistant Superintendent for Finance & Operation



October 10, 2018

DRAFT FOR SCHOOL COMMITTEE CONSIDERATION

**Resolution by the Shrewsbury School Committee in Support of the
Beal School Building Project**

The Shrewsbury community has an excellent opportunity to partner with the Commonwealth of Massachusetts to construct a new Beal School. This project will be a significant benefit to our town for the following reasons:

- 1) The current Beal Early Childhood Center building, originally constructed in 1922, is coming to the end of its useful life as a school. Investing millions of dollars in renovating this building to bring it up to current standards would not be a wise investment, nor would it meet the short- or long-term space needs for the elementary grades.
- 2) The construction of a new, 790 student Kindergarten through Grade 4 Beal School on the site of the former Glavin Center will be a long-term solution to the problem of having too many students and not enough space at the elementary level, where current overcrowding exists and enrollment is projected to increase over time.
- 3) A new Beal School will create parity across the K-4 grade span by ensuring each elementary school has sufficient space to provide educational programming, including general classrooms and rooms for art, music, special education, and English language learning.
- 4) A new Beal School will provide sufficient space so that all Shrewsbury Public Schools kindergarten students may have a full-day instructional program. (Currently, 95% of Massachusetts public school kindergarten students are in full-day classes, but only 60% of Shrewsbury kindergarteners are receiving a full-day kindergarten experience.)
- 5) Through partnering with the Massachusetts School Building Authority, the Commonwealth of Massachusetts will provide approximately \$34 million in a construction grant towards the cost of this \$92.8 million project, making this a fiscally responsible approach where the investment is shared between the town and the state.

For these reasons, we strongly encourage Town Meeting members to vote to authorize the town to borrow the funds necessary for the project at the Special Town Meeting on October 22, and for all Shrewsbury voters to go to their polling location and vote YES on November 6 on the ballot question to authorize a debt exclusion that will provide the town's share of funding to build a new Beal School.



Beal Building Project Update

Dr. Joseph M. Sawyer, Superintendent

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

October 10, 2018

SCHEMATIC DESIGN



Upcoming Decision Dates

DATE	EVENT	NOTES
October 16 th 5-6pm	Beal Early Childhood Center Tour	Open to the public to view current condition of school
October 18 th 7pm	Finance Committee Meeting	Public Hearing on all STM warrant articles including Beal
October 22 nd	Special Town Meeting	A two-thirds affirmative vote is required for debt approval
October 31 st	Mass. School Building Authority- Board of Directors Vote on Project Scope and Budget	Allows us to enter into formal agreement and state funding commitment upon successful town-wide election
November 6 th	Town-wide Election on the Beal Project	Simple majority required to pass
Fall 2019	Beal Project Design Complete and Bid Solicitation	
Fall 2021	Open New Beal Elementary School	All elementary schools reconfigured to K-4

Updates

- The **total project budget** of \$92.8M was recently refined and **decreased by \$22,559**.
- **MSBA has increased its amount of grant funding from \$33.5M to \$34M**, contingent upon local approval of the project. Generally represents greater MSBA subsidy of costs for demolition of existing buildings.
- Town Meeting members will receive detailed project information in the mail this week.

Updates

- The Building Committee received eight (8) responses to the solicitation for a Construction Manager at Risk general project contractor.
- A sub-committee of the Building Committee will begin review of these contractors and short-list them to a smaller group for final interviews.

Rationale

- Too many students- not enough space
- Current Beal School is 96 years old and has outlived its useful life
- **MSBA funding of \$34,000,000** makes this the most cost-effective solution for our community to meet our long-term K-4 space needs

Information on Nov. 6th Ballot Question

- There will be a separate ballot just for the Beal project question.
- As the district Superintendent of Shrewsbury Public Schools,
 - I Recommend a YES vote for the project

Upcoming Decision Dates

DATE	EVENT	NOTES
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SCHEMATIC DESIGN



2018

Report of the Beal Early Childhood Center Building Committee



Introduction

The information contained within this report is intended to provide background information to Town Meeting Members on the progress that has been made by the Beal Early Childhood Center Building Committee that was established under Article 2 of the April 13, 2016 Special Town Meeting. The nine-member Building Committee consists of James F. Kane, Chairman, John P. Masiello, Vice Chairman, Robert Cox, Sandra Fryc, Christian Girardi, Joseph Sawyer, Patrick Collins, Erin Boucher and Kevin Mizikar.

This report will also provide financing information on a proposal contained within Article 6 of the October 22, 2018, Special Town Meeting to construct a new Beal Elementary School at 214 Lake Street to replace the existing school located at 1 Maple Avenue and meet the expected K-4 enrollment growth projected by the Massachusetts School Building Authority (MSBA).

An extensive array of information associated with this project can be viewed on the Building Committee's website at <https://shrewsburyma.gov/716/Beal-Early-Childhood-Center-Building-Com>.

Background

Article 5 of the December 5, 2016 Special Town Meeting appropriated \$1,200,000 for use by the Building Committee to pay costs of a feasibility study and schematic design for the renovation, expansion and/or replacement of the Beal Early Childhood Center "the Beal Project". Thereafter the Committee worked with the MSBA to assemble a team of professionals to support their efforts. This led to the selection of PMA Consultants as the Owner's Project Manager and Lamoureux Pagano Associates as the Architect for the project.

The Committee worked diligently under the aggressive timeline set forth by the MSBA to complete the Preliminary Design Development Phase and Preferred Schematic Report between August of 2017 and May 2018. During this process, the School Committee established a Kindergarten through Grade 4 grade configuration for all elementary schools in the Shrewsbury Public Schools contingent upon the passage of the Beal project. Such a configuration provides that the proposed school be designed for 790 students. The Beal project enrollment capacity was arrived at using town and state-wide student growth information and validated through the independent review of the MSBA. The new facility will allow for more classroom space throughout the elementary level to address special education, art and music needs.

The current Beal School facility opened in 1922 and has been modified over the years to accommodate a younger school population after a new high school was opened in the 1957. The current Beal Early Childhood Center is currently home to students in Kindergarten through Grade 1. An important aspect of the Preliminary Design Development study was the review of the conditions of the current Beal Early Childhood Center. Due to its relatively small size, it was determined that the existing building was deficient in terms of potential to meet the program. Readers are directed to the Existing Conditions Report which can be viewed at

<https://shrewsburyma.gov/716/Beal-Early-Childhood-Center-Building-Com> under the “Other” section.

While developing the space requirements to educate 790 students through the educational program established by the School Committee, the Committee reviewed 31 potential sites for the construction of the new school. The Committee ultimately chose 214 Lake Street, the former Irving A. Glavin Regional Center, as the recommended site for the new Beal Elementary School. Information on all of the sites can be found on the Committee’s webpage <https://shrewsburyma.gov/716/Beal-Early-Childhood-Center-Building-Com> under the Site Evaluations section.

With MSBA support of the Preliminary Design and Preferred Schematic Report the Committee advanced into Schematic Design. This phase refined the plans which have been presented to the MSBA for final funding approval. The recommendation calls for a new 141,600 square foot building. This final design is nearly 10,000 square feet smaller than the preliminary design plans. In addition, improvements will be made to Lake Street to improve safety of the roadway near the new school and all of these costs are included in the project.

The MSBA Board will meet October 31, 2018 to formally review and vote on the Schematic Design submission. Based upon preliminary feedback on the Schematic Design from MSBA staff, the Building Committee fully expects the MSBA Board to approve the design and the state reimbursement grant of \$33.5M so that the funding is in place and ready to subsidize to this project.¹

The Project Budget

The project budget for this proposal is \$92,831,833. For the purposes of the bond authorization, the sum of \$92,835,000 is proposed since MSBA requires that the Town be able to cover the full cost of the project. However, the Town will only permanently borrow its share of the project.

As of this writing, the MSBA reimbursement rate is 54.86% of eligible costs. Given the structure in the MSBA funding model not all costs will be eligible for reimbursement. For instance, the MSBA will pay site development costs only up to a set level of 8% of construction costs regardless of the type of project, location or any particular site issues. It is anticipated that the MSBA effective reimbursement rate will be 36.08%.

Based on the current projected budget, the proposed total MSBA grant to the Town will be \$33,494,370 leaving \$59,337,463 for Town funding.²

¹ At a working meeting between the MSBA and the Town of Shrewsbury team on October 3, 2018, the Total Project Budget for the Beal Early Childhood Center was revised from \$92,831,833 to \$92,809,274, a decrease of \$22,559. The maximum MSBA grant funding has increased to 36.69% or \$34,055,681 an increase of \$561,311 from \$33,494,370. The balance of the project will be \$58,753,593 that will come from Town funding.

² IBID

The project line item budget is:

Area	Amount	Comment
Feasibility Study Costs ³	\$1,200,000	Authorized at 12/06/2016 STM
Administration	\$595,003	Legal, bond, printing, advertising, etc.
Owner's Project Manager ⁴	\$2,373,917	Statutory requirement includes all related costs and fees
Architectural and Engineering	\$6,945,000	Includes all design and engineering fees
Construction Management Services	\$250,000	The CM at Risk process will be used
Site Acquisition	\$915,000	Acquire 214 Lake Street from Commonwealth of MA
Construction Costs	\$74,111,829	Includes design and price contingency
Construction Contingency	\$3,705,590	Equal to 5% of construction costs
Furnishings and Equipment	\$1,896,000	Amount equal to \$2,400 per student
Miscellaneous Project Costs ⁵	\$180,000	Utility fees, moving, etc.
Project Contingency ⁶	\$659,494	Allowance equal to 10% of non-construction costs
Total Project Budget ⁷	\$92,831,833	
Maximum Facilities Grant – MSBA ⁸	\$33,494,370	Equal to 54.86% of eligible costs* Effective Reimbursement Rate 36.08%
Town Share ⁹	\$59,337,463	

* The MSBA categorically excludes certain costs.

Fiscal Impact

The fiscal impact of this project will be in two forms:

1. Additional operational costs associated with the new building. While this building will use much less energy per square foot than the current building, its larger size will impact the Building and Grounds budget. Current estimate is a net increase in operational costs of \$207,000 per year plus the incremental cost of insuring the new building versus the old.
2. The debt service expenses associated with the twenty-year bond issue to fund this project are estimated to be \$5,345,922 in the first year of permanent financing. This will increase the tax bill of a home assessed at \$397,300 by \$309.89 in the first year of permanent

³ Updated amount revised to \$1,082,267. \$117,733 moved to "Owner's Contingency"

⁴ Administration and Owner's Project Manager combined updated amount revised to \$2,706,357 from \$2,968,917

⁵ Update amount revised to \$420,000

⁶ Updated amount revised to \$777,229. \$117,733 moved from "Feasibility Study"

⁷ Updated amount revised to \$92,809,274

⁸ Updated amount revised to \$34,055,681 with a new effective reimbursement rate of 36.69%

⁹ Updated amount revised to \$58,753,593

financing. Contained within this report are several pages of analysis that provide detailed information on the debt service expenses for this project together with a summary of how this new debt service affects the overall debt structure of the community.

The Committee asks that all Town Meeting Members and citizens carefully consider this fiscal impact.

Next Step

The next step to be taken on the proposal is for Town Meeting to consider this proposal on October 22, 2018. Thereafter, a Debt Exclusion Ballot question will be asked of all voters on November 6, 2018.

If the project is authorized construction will begin in the summer of 2019 and be concluded within twenty-four months. The building will be ready for occupancy in time for the 2021-2022 school year.

Conclusion

This very brief report does not represent the sheer volume of work that has been accomplished since January 2017 by the designers, project manager, school and municipal staffs, School Committee, Board of Selectmen, Finance Committee and Building Committee. As stated in the opening of this report, many of the materials that have been prepared and considered for this project are posted on our website. In addition, a copy of the complete schematic design submission to the MSBA may be viewed in the Office of the Town Clerk at the Town Hall, 100 Maple Avenue Shrewsbury, MA.

The Building Committee invites you to carefully review of these materials.

This proposal represents a reasoned approach to the issue of dealing with the challenges associated with the 1922 Beal School. It is the most cost-effective option that was studied and fully meets the educational program of the Shrewsbury School Department.

In addition, this proposal takes advantage of \$33.5¹⁰ million of grant funding from the Commonwealth. This is a competitive process and if the Town does not take advantage of this opportunity. Substantial funding for the Beal Elementary School may be lost for a significant period of time with the potential for the Town to bear the full cost of necessary work before assistance from the Commonwealth would be available again. After the MSBA vote on October 31, 2018 to authorize a Project Scope and Funding Agreement, the Town has 120 day to appropriate its share of the project costs.

¹⁰ At a working meeting between the MSBA and the Town of Shrewsbury team on October 3, 2018, the Total Project Budget for the Beal Early Childhood Center was revised from \$92,831,833 to \$92,809,274, a decrease of \$22,559. The maximum MSBA grant funding has increased to 36.69% or \$34,055,681 an increase of \$561,311 from \$33,494,370. The balance of the project will be \$58,753,593 that will come from Town funding.

We urge you to ask any questions you may have to the Committee members.

Respectfully Submitted,

Beal Early Childhood Center Building Committee

James F. Kane, Chairman

John Masiello

Sandy Fryc

Erin Boucher

Robert Cox

Joseph Sawyer

Patrick Collins

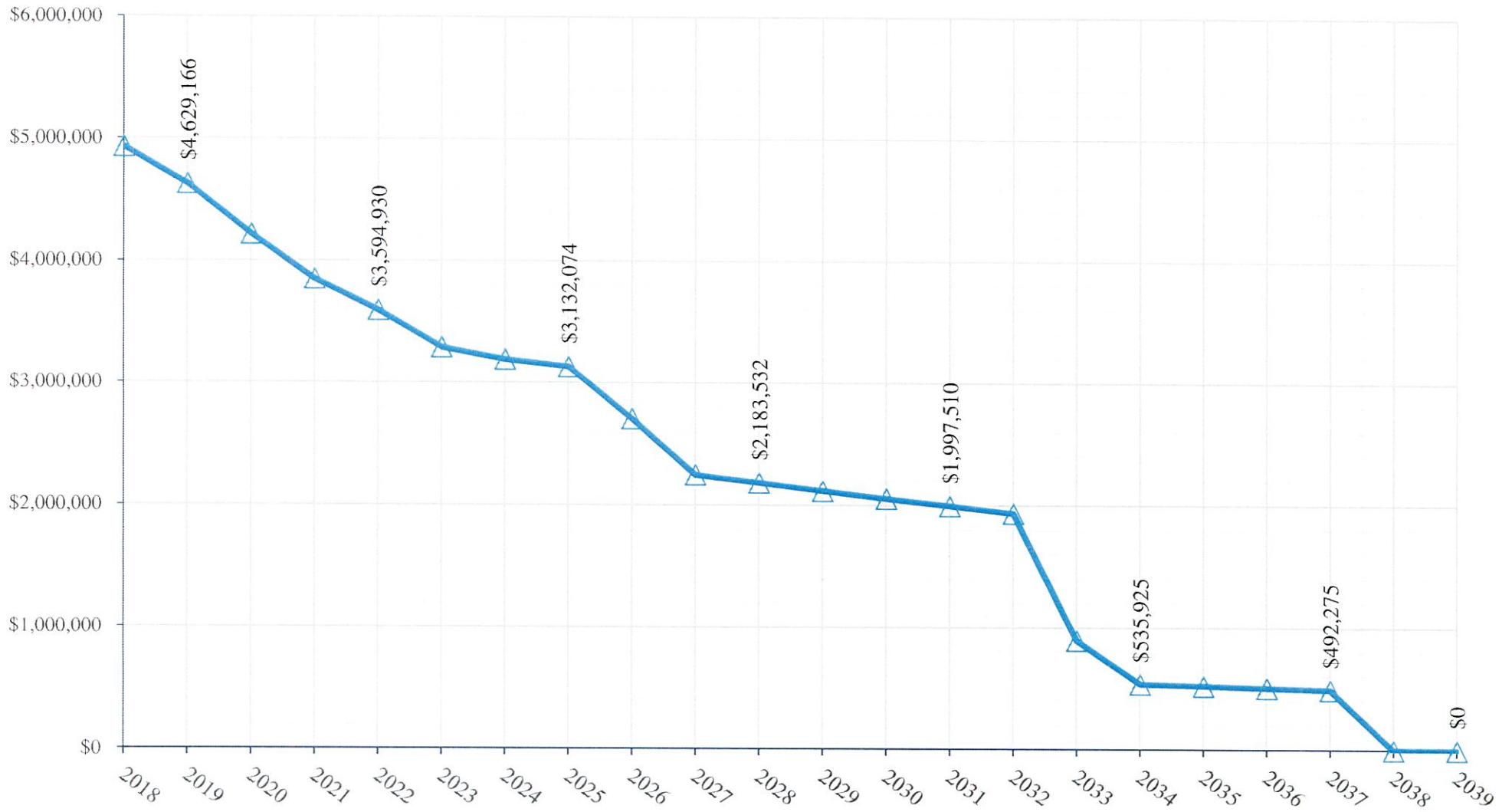
Christian Girardi

Kevin Mizikar

Attachments

Existing	Excluded	Debt	Service	
Graph.....				i
Beal	Elementary	Project	Debt	Service
Schedule.....				ii
Beal	Elementary	Project	Debt	Service
Graph.....				iii
Beal	Elementary	Project	Debt	Service
Chart.....				iv
Excluded	Debt	Service	Tax	Rate
Project.....				v
Beal	Elementary	Project	Debt	Service
Chart.....				vi
Floor	and	Site	Plans	–
Project.....				vii

ATTACHMENT 1
Existing Excluded Debt Service



ATTACHMENT 2

Beal Elementary Project Debt Service Schedule

Long-Term Bond Debt Service Schedule

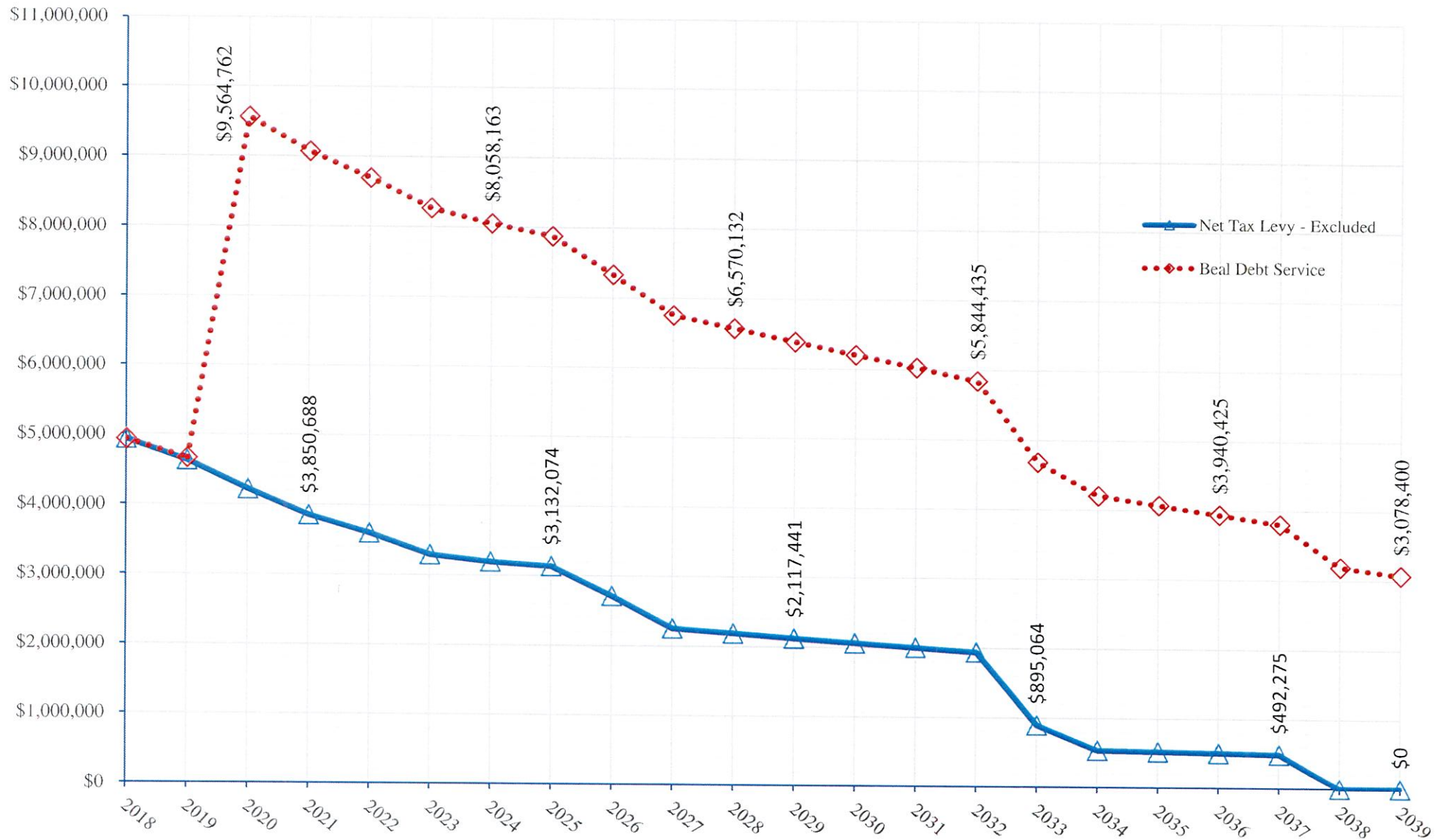
Town of Shrewsbury, Massachusetts - EXEMPT DEBT SERVICE ONLY
General Obligation Bonds Dated May 15, 2019

DEBT SERVICE SCHEDULE

<u>Fiscal Year</u>	<u>Principal</u>	<u>Coupon</u>	<u>Interest</u>	<u>Total P+I</u>
6/30/2020	2,974,156	4.00%	2,371,766	5,345,922
6/30/2021	2,970,000	4.00%	2,252,800	5,222,800
6/30/2022	2,970,000	4.00%	2,134,000	5,104,000
6/30/2023	2,970,000	4.00%	2,015,200	4,985,200
6/30/2024	2,970,000	4.00%	1,896,400	4,866,400
6/30/2025	2,970,000	4.00%	1,777,600	4,747,600
6/30/2026	2,965,000	4.00%	1,658,800	4,623,800
6/30/2027	2,965,000	4.00%	1,540,200	4,505,200
6/30/2028	2,965,000	4.00%	1,421,600	4,386,600
6/30/2029	2,965,000	4.00%	1,303,000	4,268,000
6/30/2030	2,965,000	4.00%	1,184,400	4,149,400
6/30/2031	2,965,000	4.00%	1,065,800	4,030,800
6/30/2032	2,960,000	4.00%	947,200	3,907,200
6/30/2033	2,960,000	4.00%	828,800	3,788,800
6/30/2034	2,960,000	4.00%	710,400	3,670,400
6/30/2035	2,960,000	4.00%	592,000	3,552,000
6/30/2036	2,960,000	4.00%	473,600	3,433,600
6/30/2037	2,960,000	4.00%	355,200	3,315,200
6/30/2038	2,960,000	4.00%	236,800	3,196,800
6/30/2039	2,960,000	4.00%	118,400	3,078,400
Total	59,294,156		24,883,966	84,178,122

ATTACHMENT 3

Beal Elementary Project Debt Service and Existing Excluded Debt Service Graph



ATTACHMENT 4

Beal Elementary Project Debt Service and Existing Excluded Debt Service Chart

Projected Interest Rate on Notes:	3.00%
Projected Interest Rate on Bonds:	4.00%
Total Estimated Cost of Beal Elementary School:	\$ 92,831,833
Estimated MSBA Share of Beal Elementary School:	\$ 33,484,370 max reimbursement rate of 36.08%
Estimated Local Share of Beal Elementary School:	\$ 59,337,463
FY 2018 Assessed Valuation:	\$ 5,816,301,114

Debt Exclusion Model - Beal Elementary School (Entire Local Share Up Front - 20 Year Bonds - Equal Principal)

Fiscal Year	A Total Existing Tax-Supported <u>Excluded</u> Long-Term Debt Service (See pg. 2)	B Less Existing MSBA Grant Payments	C Equals Existing Tax-Supported <u>Excluded</u> Debt Service	D Plus <u>Excluded</u> Short-Term Interest and Paydowns (See BAN Schedule; pg. 3)	E Equals Total Existing Long & Short-Term Tax-Supported <u>Excluded</u> Debt Service	F Plus Prospective <u>Excluded</u> \$59.3M* Debt Excluded Bonds Dated May 15, 2019 (See LT Bond Schedule; pg. 4)	G Equals Total Existing + Projected Tax-Supported <u>Excluded</u> Debt Service	H Est. Tax Rate Impact of Prospective Beal Elementary School Bonds (per \$1,000 AV)	I Est. Tax Rate Impact of Existing + Projected Tax-Supported <u>Excluded</u> Debt Service (per \$1,000 AV)	Fiscal Year
2019	7,508,865	(2,764,895)	4,742,270	36,000	4,778,270	-	4,778,270	0.01	0.82	2019
2020	7,087,883	(2,764,895)	4,323,188	176,179	4,499,367	5,345,922	9,845,289	0.95	1.69	2020
2021	6,714,840	(2,764,895)	3,950,145	-	3,950,145	5,222,800	9,172,945	0.90	1.58	2021
2022	6,454,321	(2,764,895)	3,689,626	37,681	3,727,307	5,104,000	8,831,307	0.88	1.52	2022
2023	3,380,051	-	3,380,051	-	3,380,051	4,985,200	8,365,251	0.86	1.44	2023
2024	3,271,464	-	3,271,464	-	3,271,464	4,888,400	8,137,864	0.84	1.40	2024
2025	3,167,158	-	3,167,158	-	3,167,158	4,747,600	7,914,758	0.82	1.36	2025
2026	2,740,320	-	2,740,320	-	2,740,320	4,623,800	7,364,120	0.79	1.27	2026
2027	2,271,763	-	2,271,763	-	2,271,763	4,505,200	6,776,963	0.77	1.17	2027
2028	2,202,010	-	2,202,010	-	2,202,010	4,386,600	6,588,610	0.75	1.13	2028
2029	2,131,953	-	2,131,953	-	2,131,953	4,268,000	6,399,953	0.73	1.10	2029
2030	2,066,440	-	2,066,440	-	2,066,440	4,149,400	6,215,840	0.71	1.07	2030
2031	2,003,958	-	2,003,958	-	2,003,958	4,030,800	6,034,758	0.69	1.04	2031
2032	1,939,466	-	1,939,466	-	1,939,466	3,907,200	5,846,666	0.67	1.01	2032
2033	895,125	-	895,125	-	895,125	3,788,800	4,683,925	0.65	0.81	2033
2034	535,925	-	535,925	-	535,925	3,670,400	4,206,325	0.63	0.72	2034
2035	521,375	-	521,375	-	521,375	3,552,000	4,073,375	0.61	0.70	2035
2036	506,825	-	506,825	-	506,825	3,433,600	3,940,425	0.59	0.68	2036
2037	492,275	-	492,275	-	492,275	3,315,200	3,807,475	0.57	0.65	2037
2038	-	-	-	-	-	3,196,800	3,196,800	0.55	0.55	2038
2039	-	-	-	-	-	3,078,400	3,078,400	0.53	0.53	2039
Total	55,890,117	(11,058,780)	44,831,337	249,861	45,081,197	84,178,122	129,259,320			

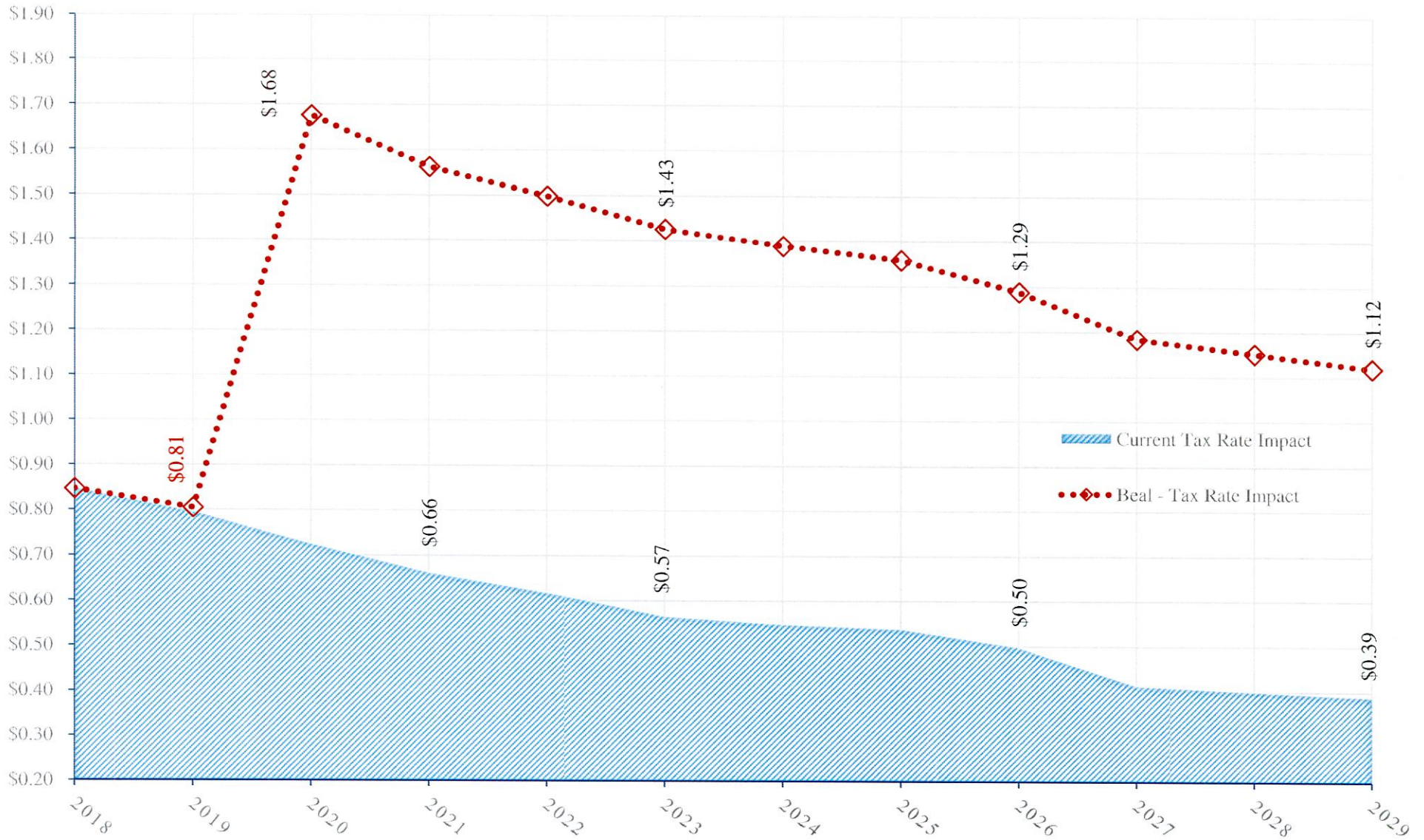
Assumptions:

- For discussion purposes only; not to be used for budgeting purposes.
- Reflects tax-supported debt outside levy limitations of Proposition 2 1/2 (i.e. debt exclusions).
- Prospective 2019 bonds are structured using equal principal payments and do NOT reflect the use of bond premium to reduce the issue size (per MGL Ch. 44, s.20).

* Preliminary, subject to change.

ATTACHMENT 5

Excluded Debt Service Tax Rate Impact* with Beal Elementary Project



*Tax Rate Impact per \$1,000 assessed home valuation.

ATTACHMENT 6

Beal Elementary Project Debt Service Tax Bill Impacts Chart

Single Family Tax Bill Impact

% Single Family Homes*	Single Family Home Value*	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029
25%	\$300,300	\$0.00	\$3.00	\$285.29	\$270.27	\$264.26	\$258.26	\$252.25	\$246.25	\$237.24	\$231.23	\$225.23	\$219.22
50%	\$397,300	\$0.00	\$3.97	\$377.44	\$357.57	\$349.62	\$341.68	\$333.73	\$325.79	\$313.87	\$305.92	\$297.98	\$290.03
59%	\$439,200	\$0.00	\$4.39	\$417.24	\$395.28	\$386.50	\$377.71	\$368.93	\$360.14	\$346.97	\$338.18	\$329.40	\$320.62
75%	\$535,000	\$0.00	\$5.35	\$508.25	\$481.50	\$470.80	\$460.10	\$449.40	\$438.70	\$422.65	\$411.95	\$401.25	\$390.55
90%	\$676,100	\$0.00	\$6.76	\$642.30	\$608.49	\$594.97	\$581.45	\$567.92	\$554.40	\$534.12	\$520.60	\$507.08	\$493.55
95%	\$765,600	\$0.00	\$7.66	\$727.32	\$689.04	\$673.73	\$658.42	\$643.10	\$627.79	\$604.82	\$589.51	\$574.20	\$558.89
99%	\$1,000,000	\$0.00	\$10.00	\$950.00	\$900.00	\$880.00	\$860.00	\$840.00	\$820.00	\$790.00	\$770.00	\$750.00	\$730.00

*The values in both columns one (1) and two (2), “% Single Family Homes” and “Single Family Home Value”, are based on a FY 2018 valuation. The value in column one (1) identifies the percentages of homes that are valued at or below the corresponding number in column two (2). For example, 59% of the homes in Shrewsbury are valued at or below \$439,200 (based on a FY 2018 valuation).

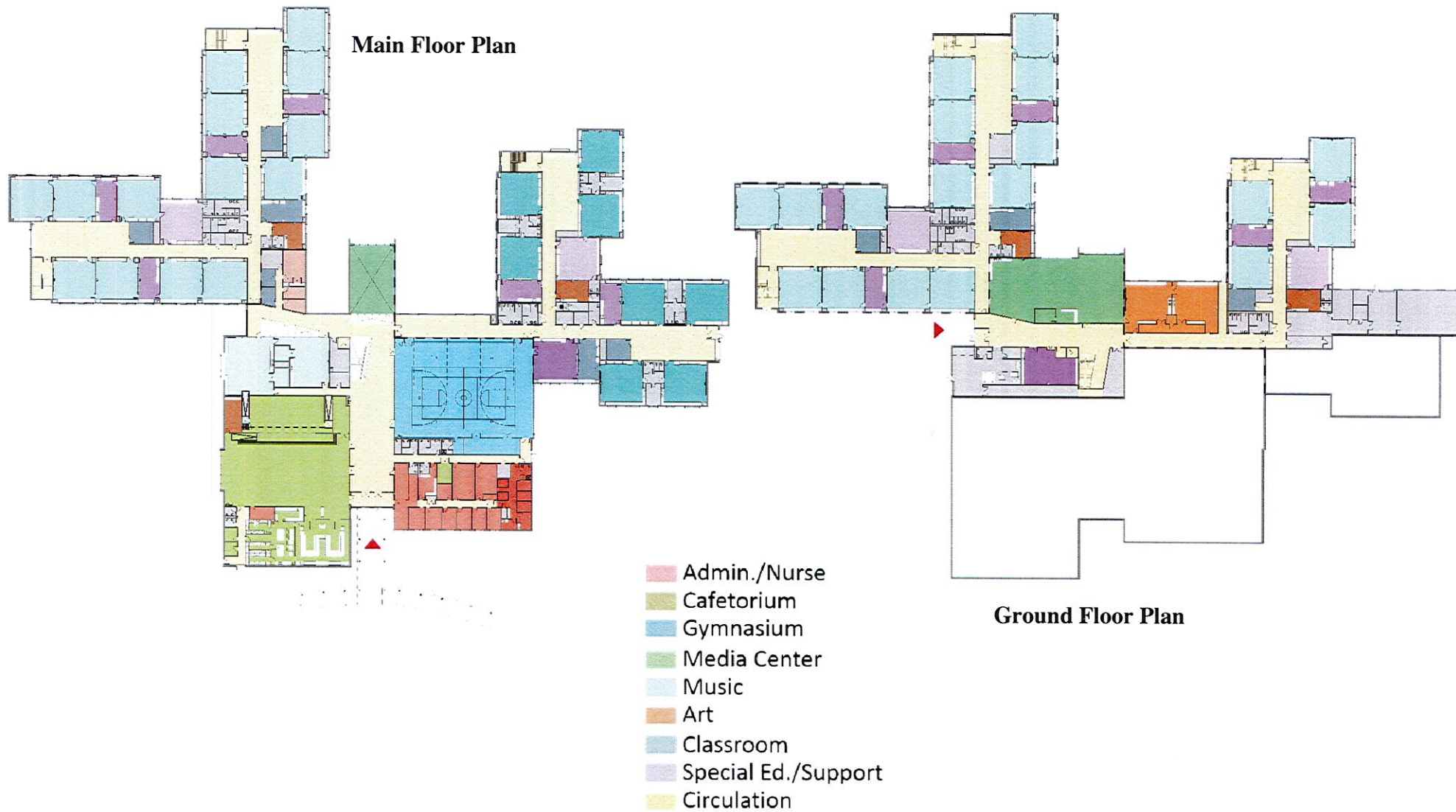
ATTACHMENT 7

Proposes Floor and Site Plans – Beal Elementary Project 214 Lake Street



ATTACHMENT 7

Proposed Floor and Site Plans – Beal Elementary Project 214 Lake Street





**SHREWSBURY PUBLIC SCHOOLS
SCHOOL COMMITTEE MEETING**

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

MEETING DATE: **10/10/18**

B. Fiscal Year 2020 Budget Calendar: Review

BACKGROUND INFORMATION:

Mr. Collins will present an initial Fiscal Year 2020 Budget Calendar.

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:

Mr. Patrick Collins, Assistant Superintendent for Finance & Operations



Shrewsbury Public Schools

Patrick C. Collins, Assistant Superintendent for Finance & Operations

4 October 2018

To: School Committee

Subj: INITIAL DRAFT: FY20 BUDGET CALENDAR

While we have just recently begun the 2018-2019 school year, this is the time of year when we begin the succeeding fiscal year budget development process. I have attached a initial draft of the FY20 Budget Development Process for your review, input, and discussions.

Since we are at the very beginning stage, it's important to lay out a timeline that achieves our goal of devising a detailed fiscal plan that supports our educational program and meets objectives detailed in the 2018-2020 District Goals document.

This draft calendar was completed absent having information on the municipal budget calendar. Thus, the next version may have some adjustments.

Finally, you will see that essential votes of various boards are noted and it is important to sequence these appropriately in our overall process leading up to the Annual Town Meeting in May 2019.

FY20 BUDGET CALENDAR-DRAFT OCTOBER 24, 2018

Date	Event/Action
10/10/2018	Discuss Initial FY20 Budget Calendar.
October 2018	Review Budget Development Timeline with SLT, DLT, School Councils
October 2018	Administration begins development of Level-Services Budget with known/estimated cost forecasting.
10/24/2018	Discussion: School Committee FY20 Budget Priorities and Guidelines Vote: FY20 Budget Calendar
11/14/2018	Vote School Committee Guidelines and Fiscal Policies
12/12/2018	Budget Workshop#1
1/16/2019	School Committee Budget Workshop#2
1/23/2019	Governor Baker Releases his State Budget Plan. State aid figures for Shrewsbury included.
January or February 2019	Presentation of Superintendent's Budget Recommendation
February 2019	Town Manager Releases Initial Town-wide Budget Recommendation
2/27/2019	Special Education Budget Presentation
3/13/2019	FY20 Budget Topics include: -Curriculum & Instruction Budget Presentation -Technology Budget Presentation -Public Hearing
3/16 2019	Finance Committee Hearing [Saturday morning]
3/27/2019	Vote on full-day kindergarten, preschool tuitions and school fees
April 2019	Budget Workshop#3, if needed
4/12/2019	House Ways & Means Committee budget released. Updated state aid figures to Shrewsbury.
4/18/2019	Finance Committee Public Hearing on ATM Warrant Articles and Operating Budget
4/23/2019	Board of Selectmen Vote on FY20 Budget
4/24/2019	School Committee Vote FY20 Budget Recommendation for Town Meeting
4/25/2019	Finance Committee Votes on ATM Warrant Articles and Operating Budget
5/16/2019	Pre-Town Meeting
May 20,22,23	Annual Town Meeting
July	State Legislature Finalizes State Budget-Final State Aid Figures Determined. Adjust budget plans as necessary.



**SHREWSBURY PUBLIC SCHOOLS
SCHOOL COMMITTEE MEETING**

ITEM NO: **VIII. Old Business**

MEETING DATE: **10/10/18**

BACKGROUND INFORMATION:

ACTION RECOMMENDED:

MEMBERS/STAFF AVAILABLE FOR PRESENTATION:



**SHREWSBURY PUBLIC SCHOOLS
SCHOOL COMMITTEE MEETING**

ITEM NO: **IX. New Business**

MEETING DATE: **10/10/18**

BACKGROUND INFORMATION:

ACTION RECOMMENDED:

STAFF AVAILABLE FOR PRESENTATION:



**SHREWSBURY PUBLIC SCHOOLS
SCHOOL COMMITTEE MEETING**

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

MEETING DATE: **10/10/18**

BACKGROUND INFORMATION:

The minutes are enclosed.

ACTION RECOMMENDED:

That the Committee vote to approve the minutes from the School Committee Meeting on September 26, 2018.

STAFF AVAILABLE FOR PRESENTATION:

Mr. Jason Palitsch, Chairperson
Ms. Sandra Fryc, Secretary

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

MINUTES OF SCHOOL COMMITTEE MEETING

Wednesday, September 26, 2018

Present: Mr. Jason Palitsch, Chairperson; Ms. Erin Canzano, Vice Chairperson; Ms. Sandy Fryc, Secretary; Mr. Jon Wensky; Dr. B. Dale Magee; Mr. Patrick Collins, Assistant Superintendent for Finance and Operations; Ms. Amy B. Clouter, Assistant Superintendent for Curriculum & Instruction; Ms. Barb Malone, 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 Mr. Palitsch at 7:01 pm.

I. Public Participation

None.

II. Chairperson's Report & Members' Reports

None.

III. Superintendent's Report

Dr. Sawyer thanked community members for touring the existing Beal School earlier in the week, noted the Beal Early Childhood Center Building Project was going well, provided important dates associated with the project (including a November 6 vote on a ballot question to approve a debt exclusion to provide funding for a proposed new school), and invited the public to contact him or Mr. Palitsch with questions about the project. Dr. Sawyer noted that MCAS results would be released the following morning and that Shrewsbury Public Schools (SPS) would make a subsequent report on the results.

IV. Time Scheduled Appointments:

None.

V. Curriculum

A. Professional Development: Report

Ms. Clouter's report included a description of Professional Development (PD); noted hallmarks of high quality PD; described how educators inform school goals, and district goals drive PD

content; noted the importance of continuous learning and learning pathways; described PD for teachers, paraprofessionals, and administrators; and noted how data informs PD and drives the approach. Committee members commented on the importance of collaboration, assessment, choice, and communication in providing quality PD. In response to clarifying questions, Ms. Clouter provided additional information on how other districts approach PD, and how SPS utilizes external and internal resources and allows for autonomy while working within the PD framework. Dr. Sawyer added that time invested in PD must be well spent as the learning curve of educators parallels the learning curve of students.

VI. Policy

None.

VII. Finance & Operations

A. Food Services: Annual Report

Mr. Collins advised that per a suggestion from Ms. Nichols, Director of Food Services, the timing of the annual report was changed so that complete information could be provided after the close of the prior year. In her report Ms. Nichols provided an overview of program offerings; described staffing levels (noting challenges filling and maintaining positions); summarized legislative updates; described the Meal Magic Point of Sale (POS) system used (noting that desired parental controls for a-la-carte items are not functional with the online vendor currently used with this POS system); noted actions taken around sustainability (elimination of straws, and plastic utensils and “to go” containers which contain Expanded Polystyrene; assessing the feasibility of installing dishwashers in schools; and planning site visits to districts that compost); discussed meal reimbursement; provided data on free/reduced meal participation; summarized 2018 financial information; and noted goals for 2018-19. Ms. Nichols finished her report by inviting the Committee to have lunch at a school site to observe the program firsthand.

The Committee expressed appreciation for the focus on sustainability, and asked clarifying questions about student participation, staffing challenges, the cost/benefits of potentially adding a District Chef, and parent concerns around control relative to student a-la-carte purchases. Mr. Collins noted the District is exploring different ways for parents to communicate controls they want put on their students’ accounts, and advised that adding another online vendor to provide this is not advisable as it would require an additional account and login for parents. Dr. Sawyer added that the food service program is highly regulated, and noted the challenges associated with providing detailed purchase information to parents while moving students through checkout lines in cafeterias in a timely manner.

VIII. Old Business

None.

IX. New Business

A. Bullying Statistics: Annual Report

In his annual report, Dr. Sawyer provided statistics for 2017-18, noting low overall rates of bullying and little change from previous years. Noting the strict definition of “bullying” utilized for the report, Dr. Sawyer added that there are additional incidents of students engaging in behaviors that don’t meet the expectations of the District, and that SPS continuously focuses on promoting positive school cultures and appropriate behaviors. He added that SPS is also working to address student perceptions around social and emotional environments in the district.

Committee members commented on the importance of looking at situations that don’t meet the technical definition of bullying, noted it was difficult ascertain trends because bullying incidents are so low, and added that positive district culture plays a role in the low numbers reported.

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

Mr. Palitsch reported that the School Committee must vote to appoint the Superintendent as Representative to the Assabet Valley Collaborative (AVC) Board of Directors each year. Dr. Sawyer noted he would provide four reports over the course of the year, felt membership in the AVC was beneficial to SPS, and recommended that the Committee vote to approve him as Representative to the AVC. On a motion by Mr. Wensky, seconded by Dr. Magee, the Committee voted unanimously to appoint Dr. Joseph M. Sawyer, Superintendent of Schools, as its representative to the Assabet Valley Collaborative Board of Directors for the 2018-2019 school year.

X. Approval of Minutes

Without objections from the Committee, the minutes from the School Committee Meeting held on September 12, 2018 were accepted as distributed.

XI. Executive Session

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

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

Mr. Palitsch requested a motion to adjourn to Executive Session for the purpose of collective bargaining with the Shrewsbury Education Association, 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. On a motion by Mr. Wensky, seconded by Ms. Canzano, on a roll call vote: Dr. Magee, yes; Mr. Wensky, yes; Ms. Fryc, yes; Ms. Canzano, yes; and Mr. Palitsch, yes, the School Committee voted to adjourn to executive session at 8:20 pm.

XII. Adjournment

On a motion by Dr. Magee, seconded by Ms. Canzano, the committee unanimously agreed to

adjourn the meeting at 8:47 pm. Roll call votes were as follows: Dr. Magee, yes; Mr. Wensky, yes; Ms. Canzano, yes; Ms. Fryc, yes; and Mr. Palitsch, yes.

Respectfully submitted,

Elizabeth McCollum, Clerk

Documents referenced:

1. Food Services Report
2. Food Services Slide Presentation
3. Professional Development Report
4. Professional Development Pathways Document
5. SPS Summer Institute Catalog
6. Professional Development Slide Presentation
7. 2018 Bullying Memo
8. Set(s) of Minutes as Referenced Above



**SHREWSBURY PUBLIC SCHOOLS
SCHOOL COMMITTEE MEETING**

ITEM NO: **XI. Executive Session**

MEETING DATE: **10/10/18**

- A. For the purpose of collective bargaining with the Shrewsbury Education Association**
- 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, 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.

STAFF AVAILABLE FOR PRESENTATION:

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

ITEM NO: **XII. Adjournment**