

**School Committee  
Meeting Book**

**October 11, 2023  
7:00 pm**

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



**SHREWSBURY PUBLIC SCHOOLS  
SCHOOL COMMITTEE MEETING**

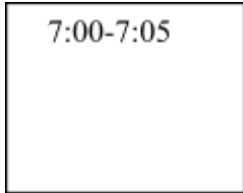
**AGENDA**

**October 11, 2023 7:00pm  
Town Hall—Selectmen’s Meeting Room  
100 Maple Avenue**

**Items**

**Suggested time allotments**

- |  |             |
|--|-------------|
| I. Public Participation  |             |
| 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. Special Town Meeting – Investments in Schools: Discussion & Vote  | 7:20 – 7:40 |
| V. Curriculum  |             |
| VI. Policy   |             |
| VII. Finance & Operations  |             |
| A. Food Services & Student Meal Price: Report & Vote   | 7:40 – 8:05 |
| B. PreK-12 Enrollment & PreK-8 Class Size: Report  | 8:05 – 8:30 |
| VIII. Old Business   |             |
| IX. New Business   |             |
| X. Approval of Minutes   | 8:30 – 8:35 |
| XI. Executive Session  | 8:35 – 8:50 |
| 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. |             |





**SHREWSBURY PUBLIC SCHOOLS  
SCHOOL COMMITTEE MEETING**

- 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 Units A and/or B, the Shrewsbury Paraprofessional Association, and/or the Cafeteria Workers Association

XII. Adjournment

8:50

**Next regular meeting: October 25, 2023**



## SHREWSBURY PUBLIC SCHOOLS SCHOOL COMMITTEE MEETING

### ITEM NO: I Public Participation

MEETING DATE: 10/11/23

#### 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  
Ms. Erin Boucher, Vice Chairperson  
Mr. Jon Wensky, Secretary  
Ms. Lynsey Heffernan, Committee Member  
Ms. Rachel Sharifipour, 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: **10/11/23**  
**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, Dr. Sawyer is allowed to present the award to two students this year. Dr. Sawyer has selected Krish Gupta and Marla Zacks 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 the National School Development Council Award 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 Ms. Maureen Monopoli, the Shrewsbury High School (SHS) assistant principal who is the grade administrator for the Class of 2024, along with Mr. Todd Bazydlo, principal of SHS, Tyler Fontanez and Yana Teixeira have been selected as this year's recipients.

Dr. Sawyer will provide highlights of each student's achievements, recognize them, and ask each to make a brief statement.

### 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

SHS Class of 2024 Students:

Tyler Fontanez

Krish Gupta

Yana Teixeira

Marla Zacks



**SHREWSBURY PUBLIC SCHOOLS  
SCHOOL COMMITTEE MEETING**

**ITEM NO: IV. Time Scheduled Appointments:**                      **MEETING DATE: 10/11/23**  
**B. Special Town Meeting – Investments in Schools: Discussion & Vote**

**BACKGROUND INFORMATION:**

Mr. Baldinger and Mr. Tuttle will join Dr. Sawyer and Mr. Girardi to discuss Article 3 of the upcoming Special Town Meeting on Monday, October 16. This article consists of proposed capital investments for a total of \$350,000 in capital funding for temporary air conditioning for top floors and other spaces in non-air-conditioned school buildings, as well as some safety and security improvements to school and municipal buildings.

Dr. Sawyer recommends that the Committee vote to endorse these investments so that the Committee can indicate their formal support at the October 2023 Special Town Meeting.

Article 3 from the Special Town Meeting materials is enclosed.

**ACTION RECOMMENDED:**

That the Committee vote to endorse investments in Special Town Meeting items for funding for temporary air conditioning for top floors and other spaces in non-air-conditioned school buildings, as well as some safety/security improvements to school buildings.

**STAFF & GUESTS AVAILABLE FOR PRESENTATION:**

Dr. Joseph M. Sawyer, Superintendent of Schools  
Mr. Christian Girardi, Assistant Superintendent for Finance & Operations  
Mr. Keith Baldinger, Assistant Town Manager - Operations  
Mr. Bill Tuttle, Division Manager - Public Buildings

# Excerpt from October 6, 2023 Special Town Meeting Warrant Proposed Investments in School Building Capital Improvements

## ARTICLE 3

To see if the Town will vote to borrow, raise and appropriate or transfer from available funds in the Treasury such sums of money as may be deemed necessary to fund the costs associated with amending the Fiscal Year 2024 General Capital Budget, or take any other action in relation thereto.

### PROPOSED MOTION

*I move that the Town raise and appropriate the sum of \$350,000 from taxation to fund the costs associated with capital improvement projects for Fiscal Year 2024 as follows:*

DEPARTMENT	CATEGORY	PROJECT/INITIATIVE/ITEM	AMOUNT
Public Buildings	Buildings & Facilities	School Buildings HVAC	\$250,000
Public Buildings	Buildings & Facilities	Building Security School & Muni	\$35,000
IT	Information & Technology	Hardware	\$65,000
<b>TOTAL</b>			<b>\$350,000</b>

### DESCRIPTION

The School HVAC project will add temporary HVAC-cooling to upper floor rooms at School Buildings that will service the school for the next five to seven years. The Building Security project for both the School and Municipal offices will add enhanced security systems to the offices and exterior building features.

***Recommended by the Finance Committee 7-0***



**SHREWSBURY PUBLIC SCHOOLS  
SCHOOL COMMITTEE MEETING**

ITEM NO: **V. Curriculum**

MEETING DATE: **10/11/23**

BACKGROUND INFORMATION:

ACTION RECOMMENDED:

STAFF & STUDENTS AVAILABLE FOR PRESENTATION:





**SHREWSBURY PUBLIC SCHOOLS  
SCHOOL COMMITTEE MEETING**

ITEM NO: **VI. Policy**

MEETING DATE: **10/11/23**

BACKGROUND INFORMATION:

ACTION RECOMMENDED:

COMMITTEE MEMBERS/STAFF AVAILABLE FOR PRESENTATION:



**SHREWSBURY PUBLIC SCHOOLS  
SCHOOL COMMITTEE MEETING**

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

MEETING DATE: **10/11/23**

**A. Food Services & Student Meal Price: Report & Vote**

**BACKGROUND INFORMATION:**

Mr. Girardi and Ms. Nichols will present a report on the Food Service Department that includes information on program offerings, staffing, meal pricing, and student participation, all in the context that the Massachusetts state government recently approved universal, no-cost breakfast and lunch for all students “permanently”. The report is enclosed and includes a recommendation that the Committee vote to increase the lunch price for purchasing an optional, second lunch to ensure it meets the USDA requirement that it be equal to or greater than the Federal Free Reimbursement Rate.

**ACTION RECOMMENDED:**

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

That the Committee vote to increase the paid price of purchasing an optional, second lunch to \$4.50 at all grade levels to comply with United States Department of Agriculture requirements.

**STAFF AVAILABLE FOR PRESENTATION:**

Mr. Chris Girardi, Assistant Superintendent for Finance & Operations  
Ms. Beth Nichols, Food Service Director



# Shrewsbury Public Schools

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September 21, 2023

To: School Committee

From: Chris Girardi, Assistant Superintendent for Finance & Operations  
Beth Nichols, Director of Food Service

Subj: 2023-2024 Food Service Department Executive Summary

## **Overview**

The Food Service Department's goal is to serve nutritional and appetizing meals to our customers. The Department is committed to interacting with courtesy and respect, supporting a positive learning environment and promoting the District's strategic priority of Health and Wellness.

## **Offerings**

The Food Service Department offers:

- Breakfast and Lunch Program for grades K-12
- Breakfast and Lunch offered on ½ Days
- Preschool Snack Programs
- Catering and Vending Services.

## **Staff**

The Department employs a Food Service Director, a 30 hour per week Administrative Assistant and 48 Employees, 39 of whom are full time staff (over 20 hours and benefit eligible) and 9 of whom are part time.

A collective bargaining agreement was negotiated in the Fall of 2022. This contract is in effect July 1, 2022 – June 30, 2025. Hourly rates were raised significantly to reflect minimum wage being raised to \$15.00 per hour, to increase staff retention and to enable us to better compete for staff.

All employees are required to participate in training throughout the school year to meet the USDA Professional Standards Requirement. The annual required training hours per school year are: twelve hours of Director training, ten hours of Manager training, six hours for Staff working

over twenty hours per week and four hours of training for Staff working less than twenty hours per week.

All employees are required to be Serve Safe certified and certified in Allergen Training. Additionally, half of the employees are Choke Save Trained each school year.

### **USDA /DESE Update**

- Shrewsbury Food Service Department was awarded a funding opportunity, Northeast Food for Schools through DESE. These funds were awarded so that schools could procure local, high quality and minimally processed foods. Shrewsbury was awarded \$30,000 for the 2023-2024 School Year. The Department will be purchasing local foods through the Worcester Food Hub. The Hub has partnered with local farmers to promote the purchase of their products.
- The State of Massachusetts became the eighth state to make universal free meals permanent. This is a significant investment in student wellness. The continued funding will sustain the financial health of school nutrition programs, spur growth in the purchasing of local food, keep a high standard of nutritional quality for breakfast and lunch and allow for all students in the Commonwealth to be nourished and ready to learn.
- The Meal pattern has changed in the 23-24 SY to reflect a decrease of sodium limits by 10 percent for lunches; Grades K-5 1,110 mg, Grades 6-8 1,225 mg and grades 9-12 1,280 mg.

### **Lunch Pricing**

The USDA requires that the weighted average paid lunch price be equal to the Federal Free Reimbursement Rate. The Federal Free Reimbursement Rate for FY 2024 is \$4.38. The current Shrewsbury lunch prices are; \$3.25 Elementary, \$3.50 Middle School and \$3.75 High School.

As school lunches are free this year for all students, these prices are charged only when a student purchases a second lunch or a non-reimbursable lunch. A student must take 3 out of the 5 required meal components and 1 component must be a fruit or vegetable for their meal to qualify as a reimbursable meal. If a student does not take the required components, they are charged for their meal.

To be in compliance with this regulation, I am proposing we increase the price of lunch for the 2023-2024 school year to \$4.50 at all grade levels.

### **Commodities**

Shrewsbury Food Service was allotted \$354,577 in Entitlement Dollars for the 2023-2024 School Year. The maximum dollar amount of \$177,289 was committed to the Department of

Defense (DOD) fresh produce program. Schools can order produce weekly from an awarded produce vendor, until these funds are depleted. Funds totaling \$24,975 were used to purchase beef (4500 pounds) and chicken (9,000 pounds) which was diverted to 2 processors; JTM Provisions and Tyson Foods. Staff can order specified beef products (taco meat and spaghetti sauce) and chicken products (nuggets, grilled breasts, popcorn chicken etc.) from our Grocery Vendor and receive a credit on these products which reflects the pounds given to these processors to manufacture these products. The remaining Entitlement Dollars were used to purchase Brown Box Orders. Brown Box items purchased were cases of: canned and frozen fruits and vegetables, cheese products, deli meats etc.

Entitlement Dollars are meant to provide dollars for about 15% of food purchases.

**Participation**

Meal participation has increased significantly due to meals being free. Pre-covid District Breakfast Participation ranged between 1-1% of students and District Lunch Participation between 45-50%. This past school year Breakfast Participation averaged 15% of students and Lunch Participation averaged 70% of students. On very popular lunch days, Lunch Participation can be as high as 95% of students.

**Debt**

Our current District Meal Charge Policy allows students to charge a-la-carte items when they take a Reimbursable Meal. There is no cap on the amount that students can charge. Federal Regulations require that the Food Service Programs be reimbursed for student meal related debt. In School Year 2023, the School Department reimbursed the Food Service Department, \$26,639.00.

**Financials**

	<b><u>FY 23</u></b>
<b><u>Beginning Balance</u></b>	<b><u>\$1,209,861</u></b>
<b><u>Revenue</u></b>	<b><u>\$3,305,945</u></b>
<b><u>Labor</u></b>	<b><u>\$1,188,375</u></b>
<b><u>Food</u></b>	<b><u>\$1,378,638</u></b>
<b><u>Other</u></b>	<b><u>\$472,417</u></b>
<b><u>Total Expense</u></b>	<b><u>\$3,039,430</u></b>
<b><u>Profit/Loss</u></b>	<b><u>\$266,515</u></b>
<b><u>Ending Balance</u></b>	<b><u>\$1,476,376</u></b>

The School Food Service Department had a beginning revolving account balance of \$1,209,861 and a year-end profit of \$266,515 for FY 2023. The revolving account balance as of July 1, 2023

was \$1,476,376. The Revolving Account Balance can be not greater than an average of 3 months operating expenses. Based on FY 2023 operating expenses our Revolving Account FY 24 cannot exceed \$1,013,143. The additional funds must be spent this current school year.

### **Challenges**

Staffing continues to be a challenge. We are finding it difficult to fill part time, full time and substitute positions.

Ordering continues to be a challenge for the School Cafeteria Managers. Products are often out of stock, shorted or substituted.

### **Goals**

- Increase staffing levels to respond to higher participation rates, provide more meal options, reduce time in line
  
- Hire a District Chef to enhance the quality and variety of meal offerings
  
- Develop a spending plan for surplus revolving account funds, including making capital investments in equipment replacement or maintenance



**SHREWSBURY PUBLIC SCHOOLS  
SCHOOL COMMITTEE MEETING**

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

MEETING DATE: **10/11/23**

**B. PreK-12 Enrollment & PreK-8 Class Size: Report**

**BACKGROUND INFORMATION:**

Each year the district is required to provide a report on enrollment as of October 1 to the Department of Elementary and Secondary Education. An overview of this district-wide enrollment data will be presented for School Committee review by Dr. Sawyer. The report is enclosed.

**ACTION RECOMMENDED:**

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

**STAFF AVAILABLE FOR PRESENTATION:**

Dr. Joseph M. Sawyer, Superintendent of Schools

# **Shrewsbury Public Schools**

**Preschool – Grade 12 Enrollment Report**

**Preschool – Grade 8 Class Size Report**

**2023-2024**

**Data based on enrollment numbers as of October 1, 2023**



# SHREWSBURY PUBLIC SCHOOLS ENROLLMENT HISTORY

## The Importance and Uses of Enrollment Data

### Statistical Reports

The Massachusetts Department of Elementary and Secondary Education Student Information Management System (SIMS) is a student-level data collection system that allows the Department to collect and analyze accurate and comprehensive information, to meet federal and state reporting requirements, and to inform policy and programmatic decisions. The SIMS has two important components:

- A unique student identifier for all students receiving a publicly funded education in Massachusetts, and
- Transmissions of data from districts to the Department for all students via the security portal.

Currently, there are 56 data elements that are submitted for each student record. Each student record is submitted three times per year to the Department.

Since actual student enrollment changes virtually every day, the October 1<sup>st</sup> enrollment is used as the annual “snapshot” of headcount enrollment and used for comparative purposes year over year and between districts.

### State and Federal Funding

Student enrollment and demographics are captured by the 56 data elements reported in SIMS. This is where, for example, students are coded as English Language Learners, Special Education, Economically Disadvantaged, etc. For Chapter 70 state aid, the October 1<sup>st</sup> data is used to derive Foundation Enrollment and calculate each district’s Foundation Budget. and correspondingly distribute state aid. Furthermore, federal grant entitlement funds are allocated to each school district based upon district enrollment and student demographics as well.

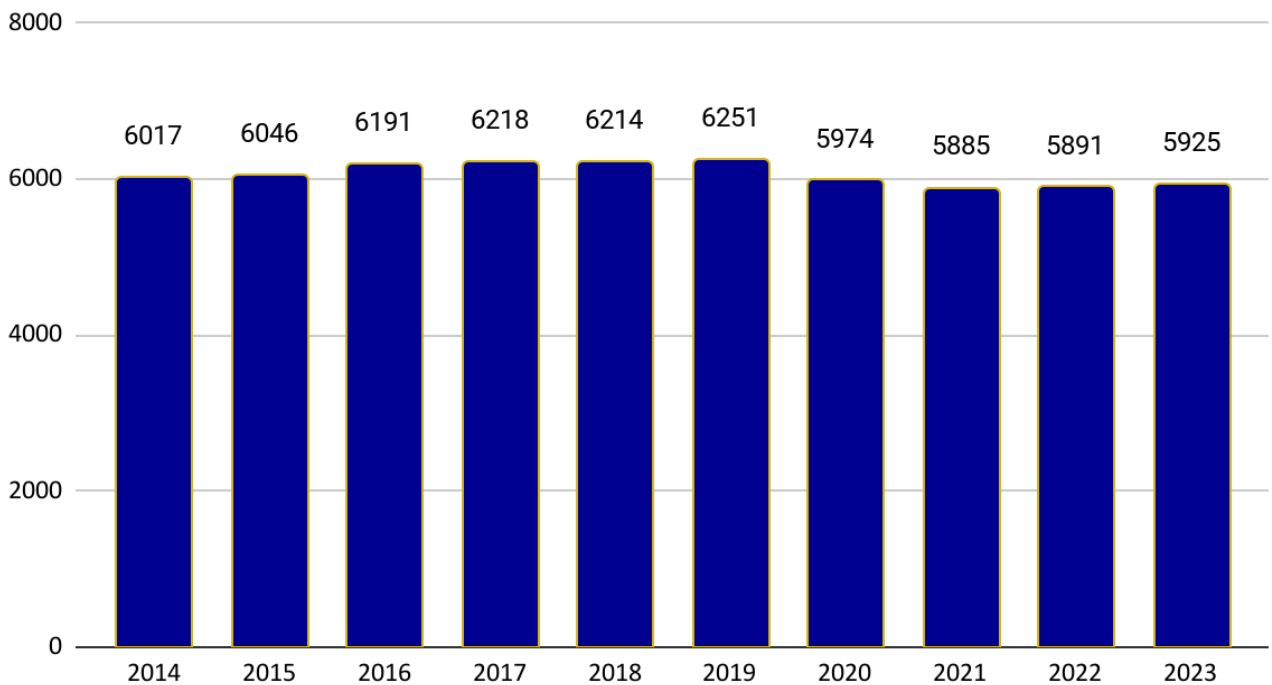
### Local Budget and Capital Planning

On a local level, we use the October 1<sup>st</sup> enrollment historical data to make near term enrollment projections for class size purposes and staffing needs. When applying for a state-funded school project to the Massachusetts School Building Authority, this same data, along with other factors, is used to make long-term enrollment projections to “right-size” building projects for the future.

## In-District PreK-12 Actual Enrollment: 2014-2023

- The chart below illustrates the district’s enrollment for the past 10 school years, with this year’s PreK-12 total enrollment being 5,925.
- The October 1, 2023 enrollment marks the second year of enrollment increase since the onset of the Covid-19 pandemic, with an additional 34 students; however, it is important to note that on October 1 we had 50 students enrolled from the emergency homeless shelter that opened in May 2023, without whom the district total would have been 5,875.
- While the preschool enrollment has increased from 10/1/20, we still have not returned to pre-pandemic enrollment levels at that grade level. However, like every year, we will continue to add enrollment in preschool as the year progresses as children age into eligibility for either special education services or regular education with an associated tuition fee.
- At kindergarten, we are very pleased to start the third consecutive year of having all students in a full-day, tuition-free program due to the opening of the new Major Howard W. Beal School. The kindergarten enrollment is essentially equal to last year’s.
- Our Grades 1, 2, & 3 cohorts are very similar in size at about 400 students each, with Grade 4 significantly larger at about 450 students.
- Middle level grade cohorts range from 450 to 483, with Grades 5 & 7 on the higher end and Grades 6 & 8 on the lower end of the range
- Our high school enrollment remained relatively flat but the enrollment remains 620 students above the contemporary design capacity (based on state building authority standards)

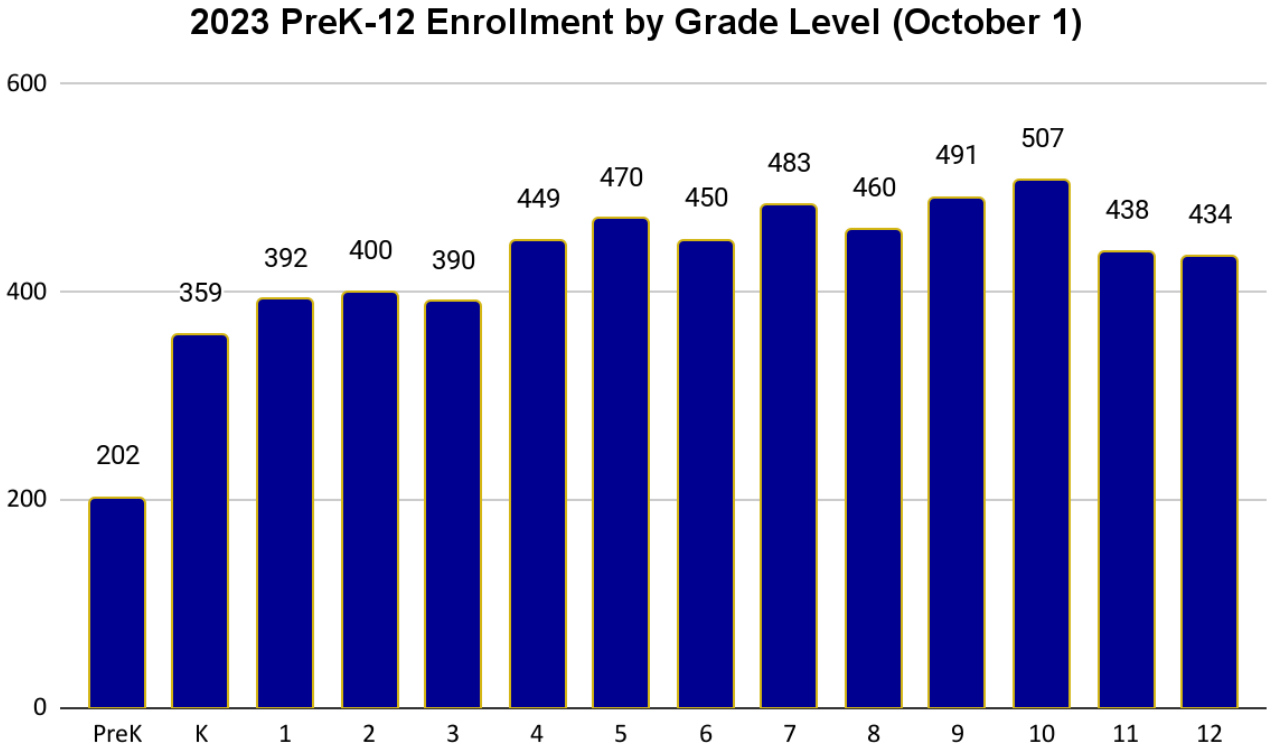
### **PreK-12 Actual Enrollment 2014-2023 (as of October 1 of each year)**



# SHREWSBURY PUBLIC SCHOOLS 2023 ENROLLMENT BY GRADE

## Enrollment by Grade October 1, 2023

The Department of Elementary and Secondary Education uses enrollment figures as of October 1 of each school year for its official statistics. The in-district populations for each grade in Shrewsbury as of October 1, 2023 are displayed in the chart below:



## Enrollment History by Grade Level 2014-2023

	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023
<b>PreK</b>	234	238	232	237	243	220	110	164	203	202
<b>K</b>	346	356	388	355	351	362	287	343	358	359
<b>1</b>	430	424	418	424	424	426	407	339	372	392
<b>2</b>	430	446	459	437	447	439	434	417	375	400
<b>3</b>	462	439	460	476	454	470	430	429	425	390
<b>4</b>	467	474	462	482	494	455	484	427	445	449
<b>5</b>	487	473	487	464	490	493	473	484	440	470
<b>6</b>	469	500	490	502	468	502	491	469	508	450
<b>7</b>	529	481	511	493	511	478	502	481	465	483
<b>8</b>	478	547	492	516	495	514	483	498	479	460
<b>9</b>	432	413	513	451	460	470	459	459	486	491
<b>10</b>	423	440	428	513	447	469	480	450	452	507
<b>11</b>	410	412	441	429	501	452	470	464	430	438
<b>12</b>	420	403	410	439	429	501	464	461	453	434
<b>Total PreK-12</b>	<b>6017</b>	<b>6046</b>	<b>6191</b>	<b>6218</b>	<b>6214</b>	<b>6251</b>	<b>5974</b>	<b>5885</b>	<b>5891</b>	<b>5925</b>
<b>Annual Change</b>	0.05%	0.48%	2.40%	0.44%	-0.06%	0.60%	-4.33%	-1.49%	0.10%	0.58%

## Special Education Out-of-District Placements

	Pre	K	1	2	3	4	5	6	7	8	9	10	11	12	13*	Total
<b>2019</b>	0	1	0	1	0	2	2	4	2	3	6	7	3	5	26	<b>62</b>
<b>2020</b>	0	0	1	0	2	1	1	3	3	3	6	5	4	4	30	<b>63</b>
<b>2021</b>	0	0	0	1	2	2	1	2	1	4	4	5	4	3	33	<b>62</b>
<b>2022</b>	2	0	0	0	2	2	2	2	2	3	5	3	11	3	25	<b>62</b>
<b>2023</b>	0	0	0	0	0	1	2	2	3	2	7	4	3	7	17	<b>48</b>

\*Grade 13 represents students requiring services until age 22; these are students being educated *outside* of the district and do not include the additional 17 students in the RISE program that we opened this year, who are considered in-district students. If those students went out of the district, the Grade 13 total would have been 34 and the all grades out-of-district total for 2023 would have been 65.

Note: Some out of district placements are temporary, so totals fluctuate over the course of the year.

## Vocational Technical School Enrollment

	9	10	11	12	Total
<b>2019</b>	25	34	26	18	<b>103</b>
<b>2020</b>	35	22	31	25	<b>113</b>
<b>2021</b>	12	34	20	30	<b>96</b>
<b>2022</b>	2	19	30	16	<b>67</b>
<b>2023</b>	1*	3	14	29	<b>47</b>

\*1 student in Grade 9 is enrolled at Norfolk Agricultural School, all others are enrolled at Assabet Valley Regional Technical High School; total projected enrollment is on target at 47

## English Language Learner Enrollment

	Preschool	Beal	Coolidge	Floral	Paton	Spring	Sherwood	Oak	SHS	Total
<b>2019</b>	8	21	26	29	2	4	26	26	40	<b>174</b>
<b>2020</b>	5	8	31	39	5	1	16	16	39	<b>155</b>
<b>2021</b>	0	18	25	21	5	3	28	19	40	<b>159</b>
<b>2022</b>	0	24	35	30	8	6	22	19	40	<b>184</b>
<b>2023</b>	0	42	45	71	6	2	30	41	62	<b>299</b>
<b>2022 to 2023 Change</b>	0	18	10	41	-2	-4	8	22	22	<b>115</b>
<b>2022 to 2023 % Change</b>	0%	75%	20%	137%	-25%	-67%	36%	116%	55%	<b>63%</b>
<b>ELL % of School</b>	<b>0%</b>	<b>7%</b>	<b>16%</b>	<b>13%</b>	<b>2%</b>	<b>1%</b>	<b>3%</b>	<b>4%</b>	<b>3%</b>	<b>5%</b>

\*Note: Enrollment of students who qualify as “English Learners” \*(ELs) who must receive English language education services fluctuates throughout the year; this is the October 1 census for these students, and recently enrolled and preschool students are still in the process of being evaluated for eligibility. Of the increase of 115 ELs from last year to this year, fewer than half (40+) are from the emergency homeless shelter.

## Special Education Enrollment

	Preschool	Beal	Coolidge	Floral	Paton	Spring	Sherwood	Oak	SHS	Total
<b>2019</b>	68	47	61	95	50	43	161	131	226	<b>814</b>
<b>2020</b>	56	37	57	80	52	42	140	146	200	<b>754</b>
<b>2021</b>	59	81	33	72	46	43	134	144	210	<b>763</b>
<b>2022</b>	75	95	37	73	39	43	126	133	201	<b>747</b>
<b>2023</b>	60	81	49	75	42	38	131	127	200	<b>743</b>
<b>SpEd % of School</b>	<b>30%</b>	<b>13%</b>	<b>17%</b>	<b>14%</b>	<b>15%</b>	<b>14%</b>	<b>14%</b>	<b>13%</b>	<b>11%</b>	<b>13%</b>

\*Note: Enrollment of students who receive special education services fluctuates throughout the year; this is the October 1 census for in-district students in PreK-12 with Individualized Education Programs (IEPs)

## Class Size Averages: History

### Kindergarten Average Class Sizes (School Committee Guidelines 17-19)

\*Yellow highlighted sections exceed guidelines by 1 or 2    \*Red highlighted sections overenrolled by 3 or more

	Beal	Coolidge	Paton	Spring	Floral
<b>2014</b>	19	20	20	20	N/A
<b>2015</b>	20	20	21	20	N/A
<b>2016</b>	19	20	20	20	N/A
<b>2017</b>	18	20	20	20	N/A
<b>2018</b>	16	22	22	21	N/A
<b>2019</b>	20	20	20	21	N/A
<b>2020</b>	16	15	12	15	N/A
<b>2021</b>	16	16	18	15	14
<b>2022</b>	17	16	17	16	19
<b>2023</b>	17	18	14	17	17
<b>Avg.</b>	<b>18</b>	<b>19</b>	<b>18</b>	<b>19</b>	<b>17</b>

## Class Size Averages: History

### Elementary Average Class Sizes (Grades 1-2)

(School Committee Guidelines 20-22)

\*Yellow highlighted sections exceed guidelines by 1 or 2    \*Red highlighted sections overenrolled by 3 or more

B = Beal, C = Coolidge, F = Floral, P = Paton, S = Spring

	Grade 1					Grade 2				
	B	C	F	P	S	B	C	F	P	S
<b>2014</b>	21	22	22	21	22	N/A	22	21	20	19
<b>2015</b>	19	23	21	20	19	N/A	21	22	23	22
<b>2016</b>	23	18	22	19	22	N/A	23	21	23	22
<b>2017</b>	18	22	22	20	18	N/A	18	24	20	19
<b>2018</b>	18	22	22	21	23	N/A	22	22	22	18
<b>2019</b>	22	22	24	20	19	N/A	23	20	23	19
<b>2020</b>	19	18	20	19	17	N/A	19	20	21	20
<b>2021</b>	19	16	18	15	17	22	16	17	22	20
<b>2022</b>	17	18	18	19	18	21	16	20	15	19
<b>2023</b>	18	20	21	17	17	23	20	19	20	19
<b>Avg.</b>	<b>19</b>	<b>20</b>	<b>21</b>	<b>19</b>	<b>19</b>	<b>22</b>	<b>20</b>	<b>21</b>	<b>21</b>	<b>20</b>

Note: There have been no averages exceeding guidelines by 3 or more students since the 2014 operational override.



## Class Size Averages: History

### Elementary Average Class Sizes (Grades 3-4)

(School Committee Guidelines 22-24)

\*Yellow highlighted sections exceed guidelines by 1 or 2    \*Red highlighted sections overenrolled by 3 or more

B = Beal, C = Coolidge, F = Floral, P = Paton, S = Spring

	Grade 3					Grade 4				
	B	C	F	P	S	B	C	F	P	S
<b>2014</b>	N/A	19	24	22	20	N/A	22	22	24	22
<b>2015</b>	N/A	22	21	20	21	N/A	19	24	23	22
<b>2016</b>	N/A	23	23	23	24	N/A	24	24	22	22
<b>2017</b>	N/A	24	24	22	25	N/A	24	24	24	25
<b>2018</b>	N/A	25	24	22	19	N/A	19	22	24	26
<b>2019</b>	N/A	23	23	22	26	N/A	18	24	22	20
<b>2020</b>	N/A	18	21	23	21	N/A	20	22	20	21
<b>2021</b>	21	16	18	22	21	20	19	18	19	21
<b>2022</b>	22	18	19	22	20	22	15	18	18	22
<b>2023</b>	20	17	22	17	19	18	22	21	17	22
<b>Avg.</b>	<b>21</b>	<b>21</b>	<b>22</b>	<b>22</b>	<b>22</b>	<b>20</b>	<b>20</b>	<b>22</b>	<b>21</b>	<b>22</b>

Note: There have been no averages exceeding guidelines by 3 or more students since the 2014 operational override.

## Class Size Averages: History

### Middle School Average Class Sizes (School Committee Guidelines 22-24)

\*Yellow highlighted sections exceed guidelines by 1 or 2    \*Red highlighted sections overenrolled by 3 or more

	Grade 5	Grade 6	Grade 7	Grade 8
2014	24	23	26	24
2015	24	25	23	27
2016	24	25	26	25
2017	23	25	25	26
2018	25	23	26	25
2019	25	25	24	26
2020	26	25	24	26
2021	24	23	24	25
2022	22	25	23	24
2023	24	23	24	23
<b>Avg.</b>	<b>24</b>	<b>24</b>	<b>25</b>	<b>25</b>

Note: 2023 is the first time in more than a decade where all four middle level grades' average class sizes are within School Committee guidelines.

## Year-to-Year Progression Grade 1 to Grade 12

	1	2	3	4	5	6	7	8	9	10	11	12	Gr. 1 to 12 % Change
<b>Class of 2023</b>	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	
<b>Enrollment</b>	429	447	452	467	473	490	493	495	470	480	464	453	5.59%
<b>Class of 2022</b>	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	
<b>Enrollment</b>	430	451	462	461	487	500	511	516	460	469	470	461	7.21%
<b>Class of 2021</b>	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	
<b>Enrollment</b>	426	448	464	458	462	469	481	492	451	447	452	464	8.92%
<b>Class of 2020</b>	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	
<b>Enrollment</b>	479	493	515	516	524	518	529	547	513	513	501	501	4.59%
<b>Class of 2019</b>	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	
<b>Enrollment</b>	439	456	465	472	485	465	490	478	413	428	429	429	-2.28%
<b>Class of 2018</b>	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	
<b>Enrollment</b>	440	454	459	459	469	476	474	471	432	440	441	439	-0.23%
<b>Class of 2017</b>	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	
<b>Enrollment</b>	452	468	482	478	473	465	462	466	420	423	412	410	-9.29%
<b>Class of 2016</b>	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	
<b>Enrollment</b>	449	466	452	454	456	436	435	443	408	406	410	403	-10.25%
<b>Class of 2015</b>	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	
<b>Enrollment</b>	484	489	502	507	496	461	466	479	414	421	421	420	-13.22%
<b>Class of 2014</b>	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	
<b>Enrollment</b>	442	464	464	466	462	450	453	439	401	414	417	403	-8.82%

## Students Transferring to Private for Grade 9

	14/15	15/16	16/17	17/18	18/19	19/20	20/21	21/22	22/23	23/24
<b>Bancroft School</b>					3	4	2			1
<b>Cushing Academy</b>			1	1						
<b>Eagle Hill School</b>								1		
<b>East Catholic High School</b>			1							
<b>Fessenden School</b>										1
<b>Groton School</b>	1	1		1						
<b>Hillside School</b>			1			1				
<b>Holy Name School</b>			1	2		1				
<b>Marianapolis Prep</b>						1				4
<b>Matignon School</b>					1			2		
<b>Milton Academy</b>			1							
<b>New England Innovation</b>									1	1
<b>Noble &amp; Greenough</b>					1				1	
<b>Notre Dame Academy</b>	3	4	1	1	1				3	3
<b>Saint John's High School</b>	46	47	35	35	35	26	25	25	12	9
<b>Saint Paul Diocesan</b>								1		
<b>Saint Peter-Marian HS</b>	2	2	2	1	1	3				
<b>St. Mark's School</b>	2	2	1	1	1		1		1	
<b>St. Paul's Prep Academy</b>							3			
<b>Utah Private School</b>		1								
<b>Worcester Academy</b>	1	1	3	6	4		6	1	4	2
<b>Totals</b>	<b>55</b>	<b>58</b>	<b>47</b>	<b>48</b>	<b>47</b>	<b>36</b>	<b>37</b>	<b>30</b>	<b>22</b>	<b>21</b>

## Enrollment Totals as of 10/1/2023

Totals by School	
Preschool	202
Major Howard W. Beal School	609
Calvin Coolidge School	289
Floral Street School	544
Walter J. Paton School	271
Spring Street School	277
Sherwood Middle School	920
Oak Middle School	943
Shrewsbury High School	1870
<b>Total Enrollment</b>	<b>5925</b>

Total Special Education Out of District Placements	48
Total Vocational Technical School Enrollments	47
Total Walk-Ins (Private School Students Receiving Special Education Services)	27
<b>Total</b>	<b>122</b>

English Language Learner Enrollments	299
Special Education Enrollments	743

Totals by Grade	
Preschool	202
Kindergarten	359
Grade 1	392
Grade 2	400
Grade 3	390
Grade 4	449
<b>Elementary Subtotal</b>	<b>2192</b>
Grade 5	470
Grade 6	450
Grade 7	483
Grade 8	460
<b>Middle School Subtotal</b>	<b>1863</b>
Grade 9	491
Grade 10	507
Grade 11	438
Grade 12	434
<b>High School Subtotal</b>	<b>1870</b>
<b>Grand Total PreK-12</b>	<b>5925</b>

<b>RISE Program</b>	<b>17</b>
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**SHREWSBURY PUBLIC SCHOOLS  
SCHOOL COMMITTEE MEETING**

ITEM NO: **VIII. Old Business**

MEETING DATE: **10/11/23**

BACKGROUND INFORMATION:

ACTION RECOMMENDED:

MEMBERS/STAFF AVAILABLE FOR PRESENTATION:



**SHREWSBURY PUBLIC SCHOOLS  
SCHOOL COMMITTEE MEETING**

ITEM NO: **IX. New Business**

MEETING DATE: **10/11/23**

BACKGROUND INFORMATION:

ACTION RECOMMENDED:

STAFF AVAILABLE FOR PRESENTATION:



**SHREWSBURY PUBLIC SCHOOLS  
SCHOOL COMMITTEE MEETING**

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

MEETING DATE: **10/11/23**

**BACKGROUND INFORMATION:**

The minutes from the School Committee Meeting held on September 27, 2023, are enclosed.

**ACTION RECOMMENDED:**

That the Committee accept the minutes from the School Committee Meeting held on September 27, 2023.

**STAFF AVAILABLE FOR PRESENTATION:**

Ms. Sandra Fryc, Chairperson

Mr. Jon Wensky, Secretary



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

**MINUTES OF SCHOOL COMMITTEE MEETING**

**Wednesday, September 27, 2023**

Present: Ms. Erin Boucher, Vice Chairperson; Mr. Jon Wensky, Secretary; Ms. Lynsey Heffernan; Ms. Rachel Sharifipour; Mr. Christian Girardi, Assistant Superintendent for Finance and Operations; Ms. Barb Malone, Executive Director of Human Resources; and Dr. Joseph Sawyer, Superintendent of Schools.  
Not present: Ms. Sandra Fryc, Chairperson.

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

The meeting was convened by Ms. Boucher at 7:00 pm.

**I. Public Participation**

None.

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

Ms. Heffernan reported attending Sherwood Middle school's Curriculum Night and expressed appreciation to all parties for their work to make Curriculum Nights an opportunity to learn more about schools in the district.

**III. Superintendent's Report**

Dr. Sawyer expressed appreciation to all contributors associated with the recently held Spirit of Shrewsbury celebration, including students in the Shrewsbury Public Schools RISE Program who hosted a successful booth with merchandise for sale at the Oak Middle School Expo.

**IV. Time Scheduled Appointments:**

**A. Homeless Student Update: Report**

In his report on Emergency Homeless Shelter students in the district, Dr. Sawyer provided updates on: current enrollment; additional resources necessary to support students' evolving needs and the associated costs; staffing challenges; estimated state funding; potential targeted programming to support incoming high-needs students; and transportation of some students (currently four) to their District of Origin. Committee members noted the importance of planning for anticipated student needs and of working closely with the state around their commitments to these students, and expressed appreciation for the district's partnership with Shrewsbury Youth and Family Services -SYFS- (one Full-Time Equivalent mental and behavioral health counselor will be contracted through SYFS).

**V. Curriculum**

None.

## **VI. Policy**

None.

## **VII. Finance & Operations**

### **A. Transportation Services: Report**

Mr. Girardi provided details on: the district's contract with AA Transportation; different transportation services in the district and the associated providers; impacts from start and end time changes at the middle school and high school levels; ridership; average cost versus the bus fee charged; bus registrations by month; and late bus service. The Committee asked about the August bus registration reminder to families (Mr. Girardi acknowledged it yielded success) and suggested beginning work now to establish criteria for determining whether to continue late bus service when federal funding for the service is no longer available.

AA Transportation Division Manager Mr. Robert Chevalier shared his perspective as a vendor with the Committee, noted that AA is making driving opportunities available to drivers at an attractive pay rate, and currently has only two open bus routes. Assistant Finance and Operations Manager Ms. April Yu expressed appreciation for the close working relationship the district enjoys with AA Transportation.

### **B. Food Services & Student Meal Price: Report & Vote**

Ms. Boucher noted that this agenda item would be moved to the October 11, 2023 School Committee meeting.

### **C. Fiscal Year 2024 Personnel: Report**

Ms. Malone summarized talent acquisition goals for the 2023-2024 school year; described efforts to fill Professional Roles and noted the roles that have been difficult to fill; expressed an ongoing need for Day-to-Day Substitutes, ABA Technicians, and Child Specific Assistants; noted new District Leaders for 2023-2024; and provided data on on diversity hires, ratios of new hires/job applicants, and searches conducted and filled to date.

In response to questions from the Committee, Ms. Malone and Dr. Sawyer presented additional information on unlicensed candidates (including utilization of emergency licensure, provisional licensure, and waivers), noted an awareness at the MA Department of Elementary and Secondary Education (DESE) on seeking balance relative to staffing diversity and COVID and post-COVID state statutes and protocols, and advised that more flexible protocols around licensure have contributed to diversification of the workforce pipeline.

### **D. Warehouse Rental Closeout Plan: Update**

Noting Shrewsbury Public Schools rented warehouse space for furniture storage during COVID, Mr. Girardi reported the district is creating a plan to end the lease and to dispose of the remaining unwanted stored furniture through a combination of public sale, donations, and trash disposal, per School Committee policy and state law relative to publicly-purchased materials. He provided a proposed timeline for the process going forward that includes a vote by the School Committee at an October meeting on disposal of any remaining items.

## **VIII. Old Business**

None.

## **IX. New Business**

### **A. Strategic Plan: Update**

Noting the district's five-year Strategic Plan comprises three commitments and underlying associated priorities, Dr. Sawyer presented a timeline for work on the Strategic Plan in the current year (year one) for the Committee's review and highlighted some of the action steps proposed for 2023-2024. Committee members expressed support for the timeline, plan, and future work with the *Focused Schools* consultant group. In response to a question from Ms. Heffernan, Dr. Sawyer advised that metrics/goals would be established for the action steps proposed for the current year.

### **X. Approval of Minutes**

Without objections from the Committee, the minutes from the School Committee Meeting held on September 6, 2023, were accepted as distributed.

### **XI. Executive Session**

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

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 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 Units A and/or B, the Shrewsbury Paraprofessional Association, and/or the Cafeteria Workers Association. On a motion by Mr. Wensky, seconded by Ms. Sharifipour, on a roll call vote: Ms. Sharifipour, yes; Mr. Wensky, yes; Ms. Heffernan, yes; and Ms. Boucher, yes, the School Committee voted to adjourn to Executive Session at 8:34 pm.

### **XII. Adjournment**

On a motion by Mr. Wensky, seconded by Ms. Heffernan, the Committee unanimously agreed to adjourn the meeting at 9:02 pm. Roll call votes were as follows: Ms. Sharifipour, yes; Ms. Heffernan, yes; Mr. Wensky, yes; and Ms. Boucher, yes.

Respectfully submitted,

Elizabeth McCollum, Clerk

Documents referenced:

Homeless Student Update Report

Homeless Student Update Slide Presentation

Transportation Services Report

Transportation Services Slide Presentation

FY24 Personnel Report Memo

FY24 Personnel Report Slide Presentation

Warehouse Rental Closeout Plan Report  
Strategic Plan Update Memo  
Set(s) of minutes as referenced above



**SHREWSBURY PUBLIC SCHOOLS  
SCHOOL COMMITTEE MEETING**

ITEM NO: **XI. Executive Session**

MEETING DATE: **10/11/23**

- 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 Units A and/or B, the Shrewsbury Paraprofessional Association, and/or the Cafeteria Workers Association**

**BACKGROUND INFORMATION:**

Executive Session is warranted for these purposes.

**ACTION RECOMMENDED:**

Request 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 Units A and/or B, the Shrewsbury Paraprofessional Association, and/or the Cafeteria Workers Association, 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. Chris Girardi, Assistant Superintendent for Finance and Operations



**SHREWSBURY PUBLIC SCHOOLS  
SCHOOL COMMITTEE MEETING**

ITEM NO: **XII. Adjournment**