



**School Committee
Meeting Book**

**May 25, 2016
7:00 pm**

**Town Hall
Selectmen's Meeting Room**



SHREWSBURY PUBLIC SCHOOLS
SCHOOL COMMITTEE MEETING



AGENDA
May 25, 2016 7:00pm
Town Hall—Selectmen's Meeting Room

<u>Items</u>	<u>Suggested time allotments</u>
I. Public Participation	7:00 – 7:10
II. Chairperson's Report & Members' Reports	
III. Superintendent's Report	
IV. Time Scheduled Appointments:	
A. Student Recognition: Senior Scholars	7:10 – 7:40
B. China Exchange Programs: Presentation	7:40 – 8:00
C. State Cafeteria Manager of the Year: Staff Recognition	8:00 – 8:10
D. Food Services: Annual Report	8:10 – 8:35
V. Curriculum	
VI. Policy	
A. Fundraising Policy: Second Reading & Vote	8:35 – 8:40
VII. Finance & Operations	
A. Cafeteria Workers Contract: Vote	8:40 – 8:45
VIII. Old Business	
IX. New Business	
A. Assabet Valley Collaborative: Quarterly Report	8:45 – 8:50
X. Approval of Minutes	8:50 – 8:55
XI. Executive Session	
A. Negotiations: Represented and/or Non-Represented Employees	8:55 – 9:15
XII. Adjournment	9:15

Next regular meeting: June 8, 2016



SHREWSBURY PUBLIC SCHOOLS SCHOOL COMMITTEE MEETING



ITEM NO: I **Public Participation**

MEETING DATE: 5/25/16

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
Dr. B. Dale Magee, Vice Chairperson
Mr. Jon Wensky, Secretary
Ms. Erin Canzano, Committee Member
Mr. John Samia, 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**
A. Student Recognition: Senior Scholars

MEETING DATE: **5/25/16**

SPECIFIC STATEMENT OR QUESTION:

Will the School Committee recognize the students ranked in the top ten for academic performance in the Shrewsbury High School Class of 2016?

BACKGROUND INFORMATION:

1. Each year the School Committee recognizes the ten senior students with the highest grade point averages in their class. A brief biographical sketch of each is provided in the enclosed report.
2. Each senior will be introduced and will briefly comment on her/his school experience and future plans.
3. Each senior will be presented with an award from the school district in recognition of her/his accomplishments.

ACTION RECOMMENDED:

That the School Committee hear the presentation and recognize the SHS 2016 Senior Scholars.

STAFF AVAILABLE FOR PRESENTATION:

STAFF AND OTHERS AVAILABLE FOR PRESENTATION:

Dr. Joseph M. Sawyer, Superintendent of Schools
Mr. Todd Bazydlo, Principal, Shrewsbury High School



**Shrewsbury High School
Class of 2016
Senior Scholars**

Each year, the School Committee recognizes the students who have the top ten grade point averages among their peers in the senior class. Below you will find a short bio of each student that illustrates their achievements in academics, co-curricular activities, and community service. These students have brought great distinction to themselves and to the Shrewsbury Public Schools.

- 1. Yutong Liu**
- 2. Allison Ross**
- 3. James He**
- 4. Richard Peng**
- 5. Matt Bowers**
- 6. Hari Kumar**
- 7. Erin Chen**
- 8. Bridget Zhou**
- 9. Jauhuyn Lee**
- 10. Saachi Gopal**

1. Yutong Liu

Yutong is the number one student in the senior class. She is a National Merit Scholarship recipient and an Advanced Placement Scholar. Leadership experience abounds for Yutong. She served as the Middle School Liaison for Speech & Debate, coaching middle school students on the debate team, often serving as a judge during their tournaments. Currently, she is Secretary for the Speech & Debate team while still competing and garnering finalist standing at competitions around the country. She is Treasurer of Student Council and additionally serves as Student Council Community Advocacy Leader, responsible for organizing the high school Thanksgiving food drive, as well as managing the annual Blood Drive. Yutong is President of Spanish National Honor Society and member of both National Honor Society and Math National Honor Society. Yutong has spent a great deal of time in our district's schools

having volunteered at Floral Street, coaching the Science Olympiad team in middle school and tutoring high school students in Spanish and Math. For this and her many other service endeavors, twice Yutong was awarded the Community Service medal for volunteering 100 hours or more in one academic year. She plans to attend Brown University and major in International Relations.

2. Allison Ross

Self-motivated, compassionate, and driven, Allison Ross is an integral member of the SHS student body. She is a member of three honor societies; the National Honor Society, the French National Honor Society – where she was elected President for this school year, and the Math National Honor Society. Allison is also a member of the Marine Biology Club, Sign Language Club, and the esteemed Mentor Volunteer Program. A Presidential Scholar nominee, Allison has given back to the community through several service activities. She has been volunteering at the Floral Street Summer Enrichment Program for two summers, as a tutor at Hastings Elementary School in Westborough, and as a childcare provider for families of the Congregational Church of Westborough. Allison has also been a volunteer at Bay Path Humane Society as a cat care volunteer. Lastly, she has been an intern at the Corridor Nine Area Chamber of Commerce, making countless connections in the area. Allison has a current goal of majoring in biology at the postsecondary level, followed by attending a veterinary school, with an ultimate goal of becoming a Doctor of Veterinary Medicine. Allison has started early on this dream by periodically shadowing a local veterinarian and participating in the Adventures in Veterinary Medicine Program at the Tufts Cummings School of Veterinary Medicine.

Allison will be continuing her education at WPI next year!

3. James He

James is self motivated and driven, as is evident in his initiative to self-study for two AP exams, Microeconomics and Macroeconomics. James enjoys a challenge, stretching himself to his furthest limits. He has also obtained the AP Scholar with Distinction after taking 3 AP classes last year Calculus BC, English Language and Composition, and US History. This year he is taking 4 AP classes. James was the recipient of the Holy Cross Book Award and received the Most Outstanding Student in Java Program. He is a member of the National Honor Society, Math Honor Society, and Spanish Honor Society. James is also a student athlete and has earned three-varsity letter for cross-county, indoor track, and baseball. He has won many medals in track, including League Gold Medal, Bronze Medalist and District Bronze Medalist. He is captain of the Cross Country team and Captain of the Indoor Track team. He is secretary of the Spanish National Honor Society and Vice President of the Math Honor Society. His class voted him for the superlative of “Jack of All Trades” because he is so diverse and stands out in all areas. James has an impressive record of

academic achievements maintaining a very demanding course load throughout his high school career and ready to pursue his future studies at Northeastern University next year.

4. Richard Peng

Practice, performance, production and pursuit of perfection – these are the steps that Richard Peng takes as he moves through his endeavors. In addition to his academic talents, Richard is the recipient of the National Merit Scholarship. Using his voice as his vehicle, he assumes responsibility to others through activities like Speech and Debate, serving as Class Vice President, participating in National Honor Society and National Spanish Honor Society. Performing with Jazz Band and Wind Ensemble, he also sings with A Cappella Choir, of which he is President. His leadership qualities recognized earlier in his high school career, Richard represented SHS at the Rotary Youth Leadership Awards Leadership Summit. A notable and unique accomplishment is his creation of an original play, *Heartwired*, which was produced and performed as a Competition Play, winning second place in the Playwriting category at the state level. Richard not only writes, but he has displayed talent in his acting as he is nominated for best supporting actor in his performance in the spring musical, *Urinetown*. Wishing to study psychology and pursue a career in the medical field, Richard plans to attend Princeton University in the fall.

5. Matt Bowers

Matt Bowers is truly a gifted senior at Shrewsbury High School! The first words that come to mind when describing Matt are dedicated, hardworking, ambitious, conscientious, respectful, and passionate. He has made highest honors every quarter since freshman year while taking on a rigorous academic schedule taking various honors and advanced placement level courses. This is not an easy feat and an accomplishment such as this requires dedication and a passion to learn. Matt truly loves learning in the classroom and isn't solely motivated by the letter grade. He credits much of his success to the way he was brought up and the importance his mother has been in his life. He is a leader in every sense of the word! Whether it is participating in a classroom discussion or an after school meeting for a club, Matt is front and center contributing. As a member of various clubs, Matt holds leadership positions in the chemistry and programming clubs and is even the founder of the chemistry club. Outside the classroom Matt is passionate about numismatics, which involves the collection of coins and paper money. Matt has also had the opportunity to gain "real life" experience as a researcher at the UMass biotechnology lab. Balancing his endeavors, Matt's passion for music is evidenced by his performances as a pianist and trombone player. He plans to pursue the science field next year at Columbia University!

6. Hari Kumar

Over these four years, Hari participated as a member of the high school's varsity tennis team, as well as the varsity math team. He has earned the distinction as an Advanced Placement Scholar with Honor, a member of National Honor Society, and as a National Merit Semi-Finalist. Of particular significance in Hari's high school career is his commitment to the Speech & Debate team. In addition to earning several awards over the past 4 years as a participant, junior year found him in the role of Treasurer, and this year he is serving as President of the high school team. Hari's performance this year in Speech and Debate has placed him as state champion in the Impromptu category. Additionally, he is the Co-President of the Massachusetts State Forensic League Advisory Board, now in his second term. Hari was also selected among students in the senior class to sit on the Student Advisory Committee. For two years, Hari has served on the Advisory Board for the Mentor Volunteer Program (MVP). Hari will continue his studies at the University of Pennsylvania, majoring in Energy & Environmental Sciences, with a minor in Comparative Literature.

7. Erin Chen

Erin is an outstanding student and has had an incredible four years at Shrewsbury High School in and out of the classroom! She has taken various honors level and advanced placement courses while obtaining highest honors every quarter she has been in high school. Erin is incredibly knowledgeable but what separates her apart from so many students is her exceptional work ethic and desire to learn. She is constantly challenging herself and knows what she can and can't handle. Erin balances a rigorous academic schedule in addition to many extracurricular activities. She currently holds the positions of student council vice president and French National Honor Society treasurer. Through these positions she has learned about the importance of communication and organizational skills. Erin understands the importance of an education and tries to help others understand that as well through her volunteer service at the Kumon Learning center working with children who are struggling in math and reading. She is an amazing individual who puts others before herself! As a member of the Shrewsbury High School crew team for three years, she has learned the importance of camaraderie and building relationships. In the future, Erin plans to become a math teacher. Her vibrant personality, communication skills and passion for teaching will make her a great success in the field of education. Her future is bright and full of many promising opportunities as she starts college career at Cornell University!

8. Bridget Zhou

Bridget Zhou has been a familiar face in the halls of Shrewsbury High School before and after school since her freshman year. She has immersed herself in

our school culture academically, athletically, and socially through various activities. A few examples of her activities include membership in the National Latin Honor Society and Mu Alpha Theta, the math honor society. She enjoys the performing arts as she participated in the spring musical each year. Bridget has dedicated the past three years to being a member of the fall and spring crew team, a team that has become another family to her. As a leader, Bridget serves on the Mentor Volunteer Program advisory board and is the president of the National Honor Society. Bridget does not take her talents and accomplishments for granted. She genuinely gives back the community and peers as tutor at Kumon for math and a peer tutor in various academic subjects. The list continues, but Bridget is truly proud of her ability to juggle her activities and academics and also get 8-9 hours of sleep each night, a rarity for student of this caliber! This is truly a testament to her natural talent and abilities. Her humbleness makes her accomplishments all the more meaningful and heartfelt. She leads a balanced life, loves her teammates and friends and is a joy to have as a student. In the fall, Bridget plans on majoring in Pre-Med/ Biology and will be attending Northeastern University.

9. Jaehyun Lee

Jae is a class officer for the Class of 2016 and a member of Tri-M Music Honor Society, Spanish National Honor Society, and the National Honor Society. Jae has served as President for three years of a group he co-founded called Globally Making a Difference (GMAD) providing much needed resources to the Soroti Vision School in Uganda. Jae is President of the Orchestra and is a three-time District Music Festival inductee, playing violin for years. He also works as a Naturalist at The Ecotarium. Jae is also involved in Project 351, a statewide service group named for the 351 towns in Massachusetts. Jae first joined Project 351 in 8th grade as an ambassador and ever since, has been involved in statewide service projects as an alumnus of the organization. Jae's record academic and leadership record speaks for itself. Jae plans to continue his studies in biology at Carnegie Mellon University.

10. Saachi Gopal

Saachi has been an outstanding student taking the most challenging courses available and earning excellent grades. Saachi has such a strong interest in science and math that she continued to participate in the science fair in her junior year completing a yearlong research project in the field of science and math and participated in the regional and state science fairs on her own. She earned 3rd place in the State Fair for her project. "Project ENCA: In Search of Natural Mechanisms to Reverse Acne". She has also completed AP level classes and scored a perfect 5 in all three of her AP exams, AP Biology, AP US History and AP English Language last year. Saachi is a member of the National Honor Society and the French National Honor Society. She has also received

the Harvard Book Award, the Prentice Book Award, and received a SHS Community Service Award two years in a row for completing more than 100 hours of community service. Committee leader of her Speech and Debate team, Vice President of the French National Honor Society and Mentor Volunteer are ways in which Saachi exemplifies leadership qualities. Saachi will continue her educational journey next year at Cornell University.



SHREWSBURY PUBLIC SCHOOLS SCHOOL COMMITTEE MEETING



ITEM NO: IV. Time Scheduled Appointments
B. China Exchange Programs: Presentation

MEETING DATE: 5/25/16

SPECIFIC STATEMENT OR QUESTION:

Will the School Committee hear a presentation on the China Exchange Program?

BACKGROUND INFORMATION:

1. Shrewsbury has been developing exchange programs that allow our students to build capacity as global citizens.
2. Information about two of these programs is enclosed and students will be on hand to share their experiences either from the perspective of a host family to exchange students or from living with a host family abroad.

ACTION RECOMMENDED:

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

STAFF AVAILABLE FOR PRESENTATION:

Ms. Mary Beth Banios, Assistant Superintendent for Curriculum & Instruction
Ms. Yan Lui, Chinese Teacher, Shrewsbury High School
Amanda Frost and Akshay Alamuri, students at Shrewsbury High School
Kelly Duncan, student at Sherwood Middle School



Shrewsbury Public Schools

Mary Beth Banios
Assistant Superintendent for Curriculum and Instruction

BUILDING GLOBAL CONNECTIONS

Expanding Opportunities for Shrewsbury Students to Develop as Global Citizens

Primary Source, Shrewsbury's partner in developing global competencies for our students, offers the following definition of global education:

A global education is one that incorporates learning about the cultures, geographies, histories, and current issues of all the world's regions. It emphasizes the interconnectedness and diversity of peoples and histories. Global education develops students' skills to engage with their global peers and highlights actions students can take as citizens of the world.

(www.primarysource.org)

Did you know?

According to the U.N. Population Division, for every 100 people who live on the planet, 60% live in Asia, 15% in Africa, 11% in Europe, 9 % in Latin America and the Caribbean, 1% in Oceania, and 5% in North America.

With the objective of developing culturally sensitive and skillful "citizens of the world", students from the Shrewsbury Public Schools have had two different opportunities during the 2015-16 school year to interact and collaborate with Chinese students, their teachers, and their families.

SHERWOOD MIDDLE SCHOOL PARTNERS WITH BEIJING ELEMENTARY SCHOOL

This past March, Sherwood Middle School welcomed 29 Chinese students, along with their principal and teachers, for a 10 day stay in the Shrewsbury/New England area. Thanks to the efforts of our Coordinators of Development and Volunteer Activities, Michelle Biscotti and Kathleen Keohane, 29 Sherwood Middle School host families were found to house these young students from Beijing Elementary School - Daxing Branch. This exchange was the initial venture into what is anticipated to be a long term collaboration between the two schools. The trip itinerary and a FAQ document for host families are included at the end of this report.

This summer, four teachers from Sherwood Middle School, Laura Ryan, Laurie Krueger, Liz McGandy, and Paula Carney, have been invited to travel to China and teach in the Daxing School District. A flyer outline the details of this program is also located at the end of this report.

Only knowing your
little part of the
world will not yield
the creative
solutions we need to
solve the world's
complex problems.

Lynne Mitchell

SHREWSBURY HIGH SCHOOL STUDENTS TRAVEL TO BEIJING, CHINA TO VISIT SISTER SCHOOL, DONGZHIMEN HIGH SCHOOL

During April Vacation, 23 Shrewsbury High School students traveled to China and had the opportunity to live with Chinese host families during the course of their visit. 21 of these students are currently enrolled in Chinese language classes at SHS, and 2 of the students studied this language through their junior year. Our students were accompanied by their talented and dedicated Chinese teachers, Yan Lui and ChinHuei Yeh.

This exchange enabled our students to experience a different culture by integrating into Chinese homes, many of which had multi-generations of family members living under the same roof. Shrewsbury students also had the opportunity to attend classes at Dongzhimen High School. Along with opportunities for language and cultural learning, our students also gained practical experience around the complexities and planning that must be attended to when traveling internationally. An itinerary of the visit is included at the end of this report.

This latest visit is part of an extended relationship that has existed between Shrewsbury High School and Dongzhimen High School for close to ten years. The whole of SHS benefits from this partnership when the Chinese students visit Shrewsbury and integrate into the culture and activities of our high school.

The capacity to understand cultural differences, communicate in another language, and to collaborate with global peers are all skills that are becoming increasingly important in our digital and interconnected world. Shrewsbury's participation in these exchange programs is reflective of our district's commitment to develop students who can contribute and feel comfortable with their responsibilities as global citizens.



xFrequently Asked Questions

1. When will I find out if I've been accepted as a host family?

Everyone who completes a survey will be notified by the first week in March.

2. Can I host more than 1 student?

Our goal is to place one student with every host family. However, if you would like to host more than one student, please contact Michelle Biscotti or Kathleen Keohane at development@shrewsbury.k12.ma.us

3. How much English do students know?

Students can typically understand a fair amount of English but some will be more comfortable than others actually speaking it. Oftentimes, students become more comfortable speaking English during the course of their visit.

4. How do you suggest we communicate if there's a language barrier?

At the Host Family Meeting on March 10, we will provide each family with a list of common words and phrases that we think will be most helpful when communicating with students, especially at the beginning of their stay. We also encourage families to use programs like Google Translate to help communicate with visiting students.

5. What types of food do they like to eat?

Food preferences will vary by student. Once we've assigned students to their host family, you can read the short descriptions we have to find out your student's preferences. But we also encourage families to introduce students to new foods your family enjoys. Students may discover something new that they like.

6. Will students contact home while they are visiting?

All of the visiting students will have their own phone with them so they can call or text their parents and vice versa. Host families should support students in contacting their families frequently during their visit if the student wants to do so. At the same time, given the time difference with China (they are 13 hours ahead of us), it is also reasonable for host families to establish a schedule or set time for students to be in touch with their families so that calls do not interrupt your nighttime schedule in particular.

7. What types of activities should we plan?

Host families are not required to plan special activities for their student. In fact, we encourage you to let students experience how your family typically spends its time. If your own children have sports practice, a rehearsal, a scout meeting, etc. have your visiting student attend (even for a short time) and/or participate if possible.

If you do want to plan something special, it can be as simple as bowling or a visit to a local mall. In their short bios, some students listed things they'd like to do during their visit. You can refer to that or just ask your student.

8. What if our student gets sick while he/she is here or we have a problem at any time during the visit?

There are teachers accompanying these students on their visit as well as coordinators from Boston Ivy, the group that organizes these exchange programs. Boston Ivy staff and/or a Chinese teacher will watch the sick student during the day so the host parents won't need to take the day off from work. The student will go back to the host family at night unless the sickness gets worse and requires the attention and care from the Chinese teachers. Host families will have a contact person they can reach out to 24/7 if any problem or emergency arises.

9. Is there anything we need to know about the Chinese culture to make our student feel more comfortable during their visit?

We will discuss this at the Host Family meeting on Thursday, March 10.

10. What if I can't make the Host Family Meeting?

It's mandatory that at least one host parent from each family attend this meeting. You will have an opportunity to hear from the organizers at Boston Ivy who are bringing the students to Shrewsbury. You will also hear from a Needham parent who has hosted students in the past.

If something comes up and it's impossible for even one parent to attend the meeting, please contact Michelle Biscotti or Kathleen Keohane at development@shrewsbury.k12.ma.us

11. How can I contact other host families?

All host families will receive a list of the names and email addresses of all families who are hosting a Chinese student. We will also create a private group on Facebook for host families to post pictures and exchange information during the students' stay.

2016 Beijing Daxing Delegation Itinerary

Date	Morning	Afternoon	Accommodation
3/29 (Tue)	Group arrival at Logon Airport. Group will be checked in to a hotel.		Hotel-Boston
3/30 (Wed)	Visit Cambridge, Tour Harvard and MIT	Group will meet host families at School.	Homestay
3/31 (Wed)	Full day in School; Shadow host siblings to classes; Lunch will be served at the school cafeteria.		Homestay
4/1 (Thu)	Half day in School; Shadow host siblings to classes; Lunch will be served at the school cafeteria.	Local excursion	Homestay
4/2 (Fri)	Full day in School; Shadow host siblings to classes; Lunch will be served at the school cafeteria.		Homestay
4/3 -4/4 (Sat-Sun)	Weekend with host family		Homestay
4/5 (Mon)	New York City trip. Bus leaves in AM		Hotel-NYC
4/6 (Tue)	Tour NYC. Visit the Statue of freedom, Wall Street	Group returns to school in the evening	Homestay
4/7 (Wed)	Half day in School; Shadow host siblings to classes; Lunch will be served at the school cafeteria.	Shopping at the local target in the afternoon, and the pizza party in the evening, say goodbyes.	Hotel-Boston
4/8 (Thu)	Depart for airport and overnight flight back to Beijing.		

Teach and Travel in Beijing 2016

Background: The Daxing School district in Beijing, China has been partnership with U.S. school districts since 2011. In the past five years, over 100 students and teachers from Daxing have visited schools in greater Boston area. Every summer, the Daxing school district invites American teachers to travel to China to teach for a short term. In the past three years, there are over 10 teachers from Needham and other teachers from Boston, Lexington, Worcester and Wareham went to Beijing to teach.



Summer 2016

This summer, Boston Ivy Global and Daxing school district will offer two-week teaching and travel opportunities for administrators, teachers, and teacher assistants from Daxing's partner school districts in the U.S.

Teaching Objectives

- In 2016, Daxing school district will develop different programs for the summer. American teachers will teach different groups of Chinese English teachers and students. The teaching assignments will be assigned based on American teachers' area of work and experience.
- Introduces American culture and education with an emphasis on dynamic and creative instructional strategies to Chinese teachers and students
- Provides educational philosophies and principles for Chinese participants
- To relate collegially with teachers who teach English in Chinese schools



General Information

Duration: First 2 weeks of July (July 4 to July 15)

Location: Beijing, China

Host Institution: Daxing School District & Boston Ivy Global

Class Schedule: Monday through Friday. Each teacher will teach up to 4 hours a day.

Housing: Provided in Boston Ivy Global's local apartment building

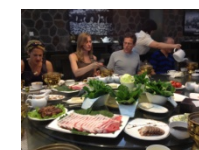
Meals: Lunch is provided; most dinners are provided (some meals on excursions are not provided)

Transportation: Transportation is provided between school and the apartment building and for scheduled tours. Transportation is not provided for personally arranged activities outside of the schedule

Tours in Beijing Provided: Forbidden City, Great Wall, Olympic Village, Summer Palace, Temple of Heaven, Silk Market

Round-trip International Airfare: Boston Ivy Global will reimburse half of the international flight ticket cost. Participants pay for tickets first and 50% of ticket cost will be reimbursed after the first week teaching

China Visa Application Fee: Participants will pay for their own visa cost.



Boston Ivy Global

Phone: 508-289-1988

Email: www@bostonivyeducation.com

2016 Chinese Learning Trip Itinerary Total travelers: 28. 25 students and 3 adults Flight info: Hainan Airline Student returns to host family by 6pm on most days.		Travel Agency: Explorica	
Hainan Flight 482, April 14, Boston BOS- Beijing PEK 5:10pm – 7pm		Hainan Flight 481 , April 23 Beijing PEK - Boston BOS 1:50 pm – 3:10 pm	
Dates	Morning to Noon	Noon to Afternoon	Meals and others
Thursday 4/14	Will leave SHS at about 12 pm	Afternoon: Boston to Beijing Direct Flight	BOS 5:10pm – PEK 7:00pm
Friday 4/15		Arrive in Beijing Pick up by Tour bus to local school	Dinner by tour company, after dinner, students will be transported to local high school by tour company.
Saturday 4/16	Free day with host family		Lunch and dinner provided by host family Spend the night with host family
Sunday 4/17	Beijing Guided Sightseeing tour: Tiananmen square visit, Forbidden city visit, Jingshan Mountain, Summer Palace visit, National Stadium (Bird's Nest), National Aquatic Center (water Cube), Jade and Pearl Factory visit Panjiayuan visit		Breakfast with host family Group lunch provided by tour Dinner with host family
Monday 4/18	Great Wall of China Visit Ming Tombs visit Will leave early in the morning.		Breakfast with host family Group lunch provided by tour. Dinner with house family
Tuesday 4/19	<u>Activities at host high school</u>	Temple of Heaven visit Beijing Zoo visit Richshaw tour of the Hutongs and dinner with a local family	Breakfast with host family Lunch at high school Dinner provided by tour company
Wednesday 4/20	Bell and Drum Tower visit 798 Dashanzi Modern Art Zone visit	<u>Activities at high school</u>	Breakfast with host family Group lunch provided by tour Dinner with host family
Thursday 4/21	<u>Activities at host high school</u>	Capital Museum visit Acrobatic show Tai-Chi exercise Tea house visit	Breakfast with host family Lunch at local high school Dinner provided by tour company
Friday 4/22	<u>Activities at host high school</u>	Pearl Market Last minute shopping	Breakfast with host family Group lunch provided by tour Dinner with host family
Saturday 4/23	Last gathering at HS: photos and good byes.	Fly Home: travel company bus pick up at host high school	Breakfast with host family Flight: 1:50pm PEK-3:10pm BOS



SHREWSBURY PUBLIC SCHOOLS SCHOOL COMMITTEE MEETING



ITEM NO: IV. Time Scheduled Appointments

MEETING DATE: 5/25/16

C. State Cafeteria Manager of the Year: Staff Recognition

SPECIFIC STATEMENT OR QUESTION:

Will the School Committee recognize Charlene Campbell who was recently recognized as State Cafeteria Manager of the Year?

BACKGROUND INFORMATION:

1. Each year the School Nutrition Association of Massachusetts (SNA) may award one individual with the Manager of the Year award. State entries will be judged by a panel appointed by the State President to determine a state winner. SNA member nominees are judged on the following criteria:
 - Cafeteria Environment (worth 30% of total score)
 - Management and Staff Development (worth 30% of total score)
 - SNA Involvement (worth 20% of total score)
 - School and Community Outreach (worth 20% of total score)

State Judging: Each year every state association may award one individual with the Manager of the Year award.
2. Charlene Campbell, Cafeteria Manager at Calvin Coolidge School, was presented with this award in March and will be present to talk about this honor and answer questions from the Committee.

ACTION RECOMMENDED:

That the School Committee recognize Charlene Campbell who was recently recognized as State Cafeteria Manager of the Year.

STAFF AVAILABLE FOR PRESENTATION:

Dr. Joseph M. Sawyer, Superintendent of Schools

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

Ms. Beth Nichols, Director of Food Services



March 14, 2016

Charlene Campbell
64 Holden St
Shrewsbury, MA 01545

Dear Charlene:

It gives me great pleasure to congratulate you on being awarded the School Nutrition Association of Massachusetts Manager of the Year award, in honor of Louise Sublette. The award is considered the highest honor a school nutrition manager can earn. It recognizes the importance of those closest to the school nutrition program, you.

This award is given to the manager who successfully demonstrates their skill in providing an extra ordinary cafeteria environment, management and development of staff, involvement in SNA, and school and community outreach. You have been identified as a manager that exceeds in all of these areas. Congratulations on a job well done. The Coolidge Elementary School and the School Nutrition Association are lucky to have you in the nutrition field.

As the state winner for Massachusetts, you will be recognized at the SNA of Massachusetts Fall Conference (invitation to be sent this fall) in Worcester, MA on Tuesday, October 25, 2016.

Should you choose to attend, you will also be recognized at the National level at the Annual National Conference in San Antonio, TX, where you will receive a certificate and ribbon and you will be recognized at the Red Carpet Awards Ceremony on July 10 at 10:30 a.m. As your nomination will also be forwarded to the National office of School Nutrition Association, to be considered for the North East regional and National winner, we do not yet know if you will have other honors bestowed upon you. National and Regional award winners will be announced and recognized at the conference in San Antonio.

I wish you sincere congratulations on your award and hope to see you both at the conference in Worcester this fall and this summer when you can walk the red carpet in Texas!

Sincerely,

Sylvana Bryan, SNS
President, School Nutrition Association of Mass
School Nutrition Director
Pittsfield Public Schools

Cc: Beth Nichols
bnichols@shrewsbury.k12.ma.us



SHREWSBURY PUBLIC SCHOOLS SCHOOL COMMITTEE MEETING



ITEM NO: IV. Time Scheduled Appointments D. Food Services: Annual Report

MEETING DATE: 5/25/16

SPECIFIC STATEMENT OR QUESTION:

Will the School Committee hear an annual report on the Food Services program for 2015-2016?

BACKGROUND INFORMATION:

1. Each spring an annual report on the status of the Food Services program is provided by Ms. Nichols, Director of Food Services.
2. The enclosed document provides details.

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:

Mr. Patrick C. Collins, Assistant Superintendent for Finance and Operations
Ms. Beth Nichols, Director of Food Services



FOOD SERVICE DEPARTMENT ANNUAL REPORT 2015-2016

Submitted by Beth Nichols

PROGRAM OFFERINGS

- School Lunch Program for Grades K-12
- Breakfast Program at the Coolidge, Middle and High Schools
- Kindergarten and Preschool Snack Program
- After School Meal Program
- Vending
- Catering

STAFF

- Food Service Director
- Administrative Assistant -25 hours per week
- 39 Union Employees- 20 Full Time and 19 Part Time
- All Serve Safe Certified
- All Allergen Trained
- All Managers have Level I Certification through SNA- 30 Hours Professional Development
- New Managers: Michelle Kehoe- Spring and Elizabeth Conway- Beal
- Intern- Framingham State University Coordinated Program in Dietetics -9Weeks



MANAGER OF THE YEAR

- Charlene Campbell
- SNA award
- Provided an extra ordinary cafeteria environment
- Exemplary management and development of staff
- Exceeds in all areas

MENU



- Variety of Choices
- Salad/Fruit Bars Included with Meal Purchase
- Fresh Fruits and Vegetables Offered Daily
- 100% Whole Grain
- Staff Serve 2356 Lunches Daily
- Meals meet USDA Nutritional Requirements
- Menus Posted Online and at Cafeterias



MARKETING

- District wide bimonthly email: Food Services Newsletter
- Special Promotions on ticket purchases and POS incentives
- Themed Events
- Drawings
- Marketing promotes program to students and families



LEGISLATION

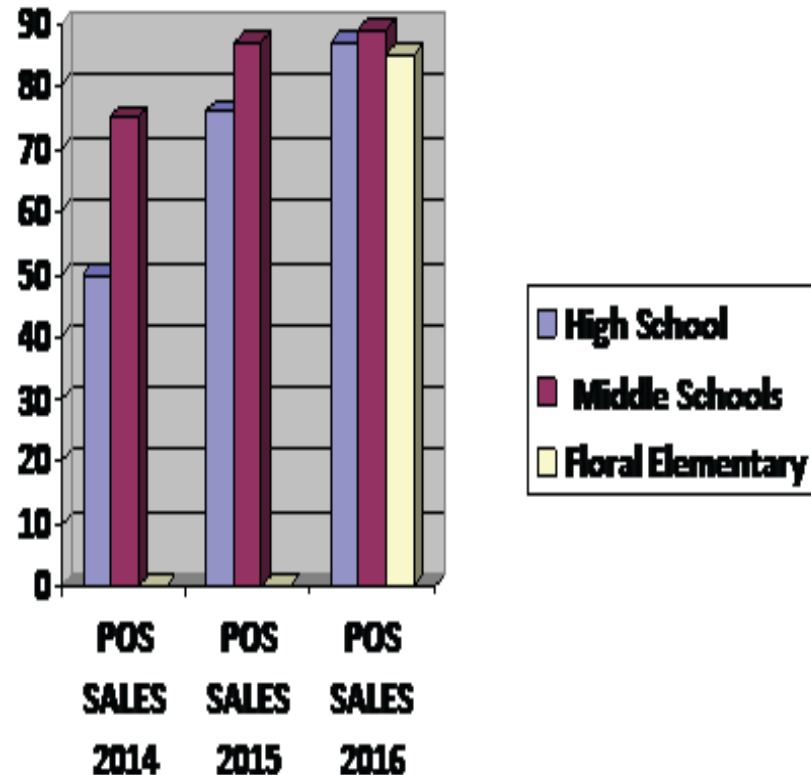
- Professional Standards for School Nutrition Program Personnel
- Mandated by Healthy, Hunger-Free Act of 2010
- Effective July 1, 2015
- Annual Staff Training requirements
- 178 hours required – 389 hours completed
- 2016-2017- annual requirements increase
- Director 10 hours ,Staff over 20 hours- 6 hours and Staff under 20 hours – 4 hours

ON LINE PAYMENTS

- SchoolPay- online payment vendor
- Easy to use
- Integrates with Powerschool
- Online payments available for schools using Meal Magic- POS system
- Coolidge, Floral, Sherwood, Oak and High Schools
- Available Spring and Paton next year

MEAL MAGIC POS

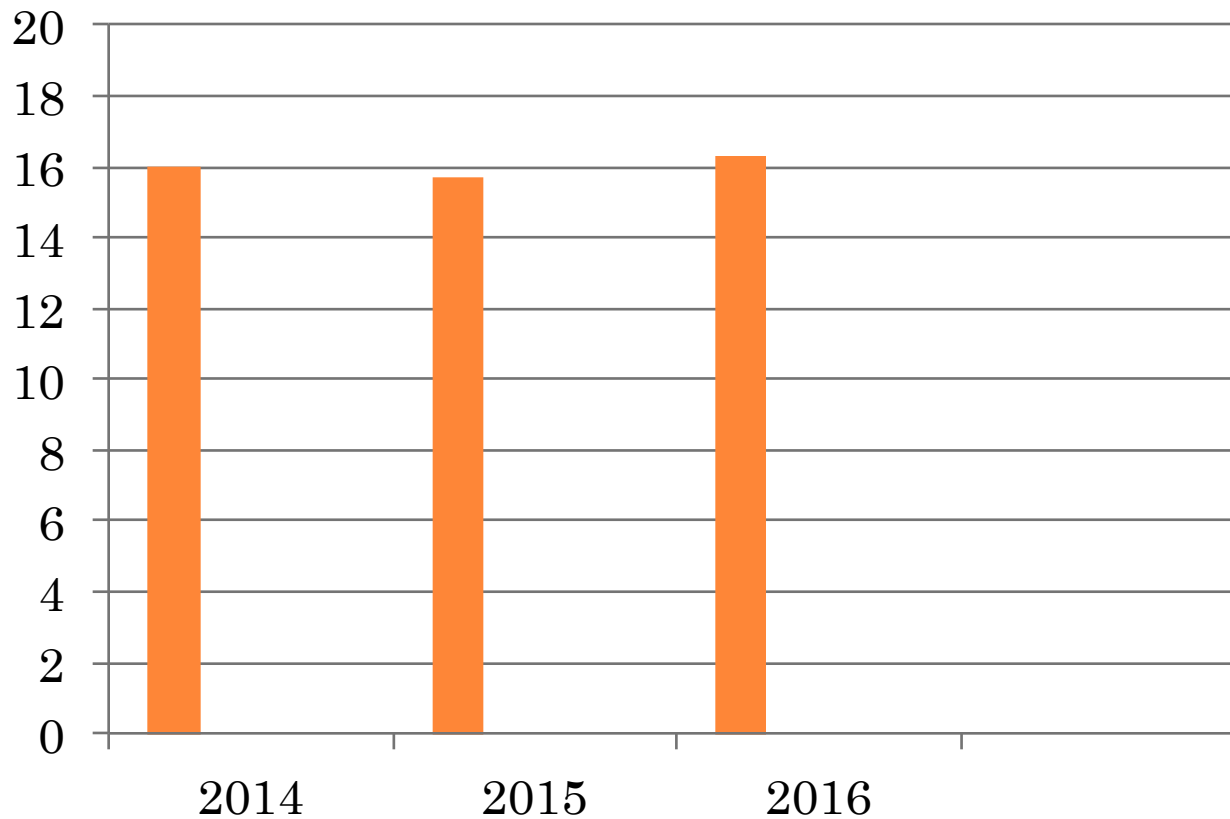
- Available at: Coolidge, Floral, Sherwood, Oak and High Schools
- Will Implement November 2016 at Spring Street School
- Allows Payment Flexibility and Convenience- Cash or Money on Account
- More Confidentiality for Free and Reduced Students
- Bimonthly Promos to Increase Money on Account
- Increase in Prepaid Transactions
- 85-89 % are account debits vs. cash



MEAL PRICES

- Elementary Lunch \$3.25
- Middle School Lunch \$3.50
- High School Lunch \$3.75
- Adult Lunch \$4.25
- Reduced Price Lunch \$.40
- Breakfast \$1.50
- Reduced Price Breakfast \$.30
- Lunch prices increased \$.25 -2015-2016
- No Lunch price increase - 2016-2017

Total number
of students
eligible

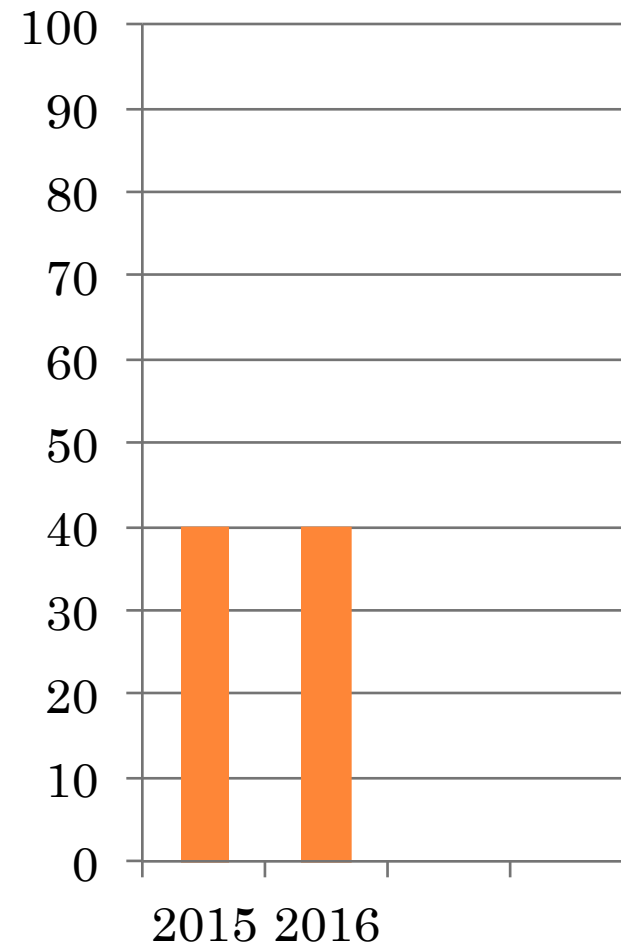


- 760 Free (KF-12)
- 174 Reduced (KF- 12)
- Total Free and Reduced 934
- Free and Reduced slight increase 2016



PARTICIPATION

- Paid participation 2016- 35%
- Paid participation 2015 – 35%
- Free participation 2016- 81%
- Free participation 2015- 80%
- Reduced participation 2016- 65%
- Reduced participation 2016- 65%
- District participation 2016 -40%
- District participation 2015 -40%
- Participation steady 2016



Overall District Participation



NATIONAL SCHOOL LUNCH PROGRAM ADMINISTRATIVE REVIEW

- Healthy Hunger-Free Act of 2010 required new accountability system to ensure compliance
- Three year review cycle
- Shrewsbury- 3 day review March 31-April 4 2016
- No violations
- Recommendations- were implemented

FINANCIALS

	FY 2014	FY 2015	FY 2016 Projected
Beginning Balance	\$70,435	\$20,119	\$0
Revenue	\$1,553,118	\$1,553,314	\$1,666,674
Labor	\$653,919 \$130,200 Health Ins.	\$735,278	\$754,082
Food	\$695,875	\$722,326	\$717,639
Other	\$142,839	\$136,621	\$159,737
Total Expense	\$1,603,435	\$1,594,225	\$1,631,458
Surplus/ (Deficit)	(\$50,316)	(\$40,911)	\$35,216
Ending Balance	\$20,119	(\$20,792)	\$35,216

SUBSTITUTE LABOR RATES

- Current rate \$10.10 per hour
- Recommend increase to \$11.57 per hour- July 2016
- Minimum wage Massachusetts January 2017 - \$11.00
- Help attract and maintain substitute labor pool

PROJECTED FINANCIALS 2016

- Year-end profit \$35,216
- Revenue increase
- Food Cost decrease
- Labor Cost decrease
- Other Costs slight increase

GOALS

- Financially Successful Program
- High Quality Program
- Increase Program Participation
- Continue Positive Marketing Campaign



SHREWSBURY PUBLIC SCHOOLS SCHOOL COMMITTEE MEETING



ITEM NO: **V. Curriculum**

MEETING DATE: **5/25/16**

SPECIFIC STATEMENT OR QUESTION:

BACKGROUND INFORMATION:

ACTION RECOMMENDED:

STAFF & STUDENTS AVAILABLE FOR PRESENTATION:



**SHREWSBURY PUBLIC SCHOOLS
SCHOOL COMMITTEE MEETING**



ITEM NO: **VI. Policy**
B. Fundraising Policy: Second Reading &Vote

MEETING DATE: **5/25/16**

SPECIFIC STATEMENT OR QUESTION:

Will the School Committee hear the second reading of a policy on fundraising and vote to approve the policy?

BACKGROUND INFORMATION:

1. Policy Subcommittee members, Ms. Canzano and Mr. Wensky, proposed a new policy on fundraising at the May 4, 2016 meeting.

ACTION RECOMMENDED:

That the School Committee vote to approve the new policy #913, Fundraising.

COMMITTEE MEMBERS/STAFF AVAILABLE FOR PRESENTATION:

Ms. Erin Canzano, Member of the Subcommittee on Policy
Mr. Jon Wensky, Member of the Subcommittee on Policy
Dr. Joseph M. Sawyer, Superintendent of Schools

Proposed Policy #913: Fundraising
May 4, 2016

Context & Purpose:

The Shrewsbury Public Schools benefit from fundraising in a variety of ways. Historically, important funding for academic and co-curricular activities has been provided through various channels, including direct donations from individuals and businesses through fundraising campaigns or events organized by the School Department; donations from affiliates such as parent-teacher organizations (PTOs), the Shrewsbury School Music/Theater Association, Shrewsbury Athletic Boosters, Shrewsbury Education Foundation, etc.; and unsolicited gifts from individuals who may wish to support a particular aspect of the school district's mission or programming, including scholarships. Shrewsbury Public Schools students and staff also engage in a variety of fundraising for specific purposes, such as activities to raise funds for particular student programs (class activities, school-sponsored trips, academic or athletic team needs, etc.), as well as for charitable causes (donations in response to natural disasters, community needs, etc.). This policy's intent is to provide clarity regarding guidelines for approval and participation in fundraising activities by students and staff.

Definition:

For the purposes of this policy, fundraising is defined as activities that involve the participation of students and school staff in soliciting and collecting funds for a defined purpose, where students and staff utilize school resources (such as student and staff time, the school facility, school materials, etc.).

Guidelines:

- 1) Any fundraising activity that involves active participation of students and/or staff members must be approved by either the Superintendent of Schools or designee (if district-wide) or the participating school's principal or designee (if school-based). When determining whether to approve, the Superintendent, school principal, or designee will consider issues including the intended purpose of the funds to be raised; the logistics and manageability of the proposed fundraiser; the total number of fundraisers held or requested for that school year; as well as any other issues salient to how the fundraiser might impact the district or school.
- 2) Fundraising that is conducted through the participation of students and/or staff members must be for a purpose that benefits a school or community need, or that promotes students' development of compassion through service to others and/or charitable donations to worthy causes.
- 3) Students and their families may not be compelled to participate in fundraising activities. While the fundraising entity may strongly encourage or incentivize participation, it must be mindful of the age of the students involved and the ways in which it is promoting the fundraiser, so as not to create undue pressure on students or families.
- 4) Fundraising activities that occur outside of school campuses must not place students in situations that create undue risk (e.g., individual door-to-door solicitation).

- 5) Fundraising for a student member of a school community who is in need may be approved, such as a fundraiser designed to assist or honor a student who experiences a serious illness, hardship or tragedy. Official district or school fundraising will not be done for the direct benefit of an adult member of the school community (staff or parent), though fundraising for a related charity in an adult school community member's honor may be approved.
- 6) Collecting funds for specific purposes such as field study fees, class dues, athletic or performance admission fees, etc. are not considered to be fundraising, and students who do not pay such fees may be prohibited from participating in certain activities, with the understanding that the school may provide financial aid or waive certain fees when possible and appropriate.
- 7) Fundraising should involve contributions made by check, money order, or online payment wherever possible. Where cash or coin donations are appropriate, the collection process must include daily storage of collections in the school safe or by bank deposit along with appropriate documentation. Fundraising conducted by the school or district will conform with all applicable laws and regulations regarding the management of funds (e.g., those governing student activity accounts).
- 8) While the district or schools may facilitate the collection of funds for approved fundraising conducted by district or school partners (such as PTOs, booster groups, the Shrewsbury Education Foundation, etc.), the safekeeping, deposit, and financial management of such funds are the responsibility of the partner organization conducting the fundraiser.
- 9) The district and schools reserve the right to reject donations made to fundraisers, including those that are made based on contingencies (i.e., "strings attached").
- 10) The school district may communicate or post messages for community fundraising that is not related to the schools if the group and message qualify under Policy #654: Distribution of Information Through the Schools.

This policy will be reviewed within five years of its adoption.



**SHREWSBURY PUBLIC SCHOOLS
SCHOOL COMMITTEE MEETING**



**ITEM NO: VII. Finance & Operations
A. Cafeteria Workers Contract: Vote**

MEETING DATE: 5/25/16

SPECIFIC STATEMENT OR QUESTION:

Will the School Committee vote to ratify a new collective bargaining agreement with the Shrewsbury Cafeteria Workers Association?

BACKGROUND INFORMATION:

1. A memo from Ms. Malone in enclosed.

ACTION RECOMMENDED:

That the School Committee vote to ratify the collective bargaining agreement with the Shrewsbury Cafeteria Workers Association for the 2016-2017 school year, as illustrated in the memorandum of agreement between the parties.

SCHOOL COMMITTEE PRESENTATION:

Ms. Barbara A. Malone, Director of Human Resources



Shrewsbury Public Schools

Barbara A. Malone
Director of Human Resources

May 25, 2016

To: Shrewsbury School Committee
Re: Shrewsbury Cafeteria Workers, SEIU Local 888 Negotiations

The recent contract negotiation with the Shrewsbury Cafeteria Workers has been concluded and the Shrewsbury Cafeteria Workers voted to approve the changes on May 18, 2016. Mr. Jon Wensky was the School Committee representative during this negotiation.

Last year we negotiated a one-year contract for the 2015-2016 (FY 16) school year. This year we were able to negotiate a three-year contract, effective for the next three school years (FY 17, FY 18, and FY 19).

This contract balances the need to contain costs within the Food Services program while allowing us to attract and retain staff needed to run this operation.

Contract changes from the previous contract include:

- Effective July 1, 2016: 2% cost of living allowance for all employees at top step; all others will receive their next step (but no cost of living allowance)
- Effective July 1, 2017: 2% cost of living allowance for all employees; no step increases
- Effective July 1, 2018: 2% cost of living allowance for all employees; no step increases
- Previously employees had to wait a number of years to advance to the top step from the next to last step. In the future, when step movement takes place, there will be no pause between that step and the top step. Staff will be able to advance after one year of service at the previous step.
- An incentive bonus was removed from the contract
- We removed language that impeded the fluid movement of competent staff in order to take temporary assignments at higher level positions
- We added bereavement benefits for a small number of extended (aunts, uncles) or immediate family members (step-siblings)
- We added language that allows us to require all staff to become Safe Serve Certified
- Removal of a joint study committee and inserting management-labor meetings to informally discuss issues that may arise during the work year
- Removing Step 1 so that new employees start at Step 2. One of the Step 1 rates would be below the Massachusetts Minimum Wage.

I am asking the School Committee to vote to approve the new contract. The wage scale changes are available in the spreadsheets below. Thank you for your continued support.

Wage Scale: July 1, 2016 to June 30, 2017

<u>POSITION</u>	<u>STEP 2</u>	<u>STEP 3</u>	<u>STEP 4</u>	<u>STEP 5</u>	<u>Long</u>
MANAGER THREE	\$16.36	\$17.45	\$18.05	\$19.05	\$20.05
MANAGER TWO	\$15.53	\$16.62	\$17.24	\$18.20	\$19.18
MANAGER ONE	\$14.02	\$15.00	\$15.51	\$16.31	\$17.58
COOK	\$12.71	\$13.74	\$14.19	\$14.99	\$15.83
UTILITY SPEC	\$12.24	\$13.09	\$13.53	\$14.27	\$15.35
AIDE	\$11.87	\$12.70	\$13.13	\$13.92	\$14.82

MANAGER 1 SCHOOL WITH ENROLLMENT OF UP TO 600 STUDENTS.

MANAGER 2 SCHOOL WITH ENROLLMENT OVER 600 STUDENTS, BUT LESS THAN 1,200 STUDENTS.

MANAGER 3 SCHOOL WITH ENROLLMENT OVER 1,200 STUDENTS

Wage Scale: July 1, 2017 to June 30, 2018

<u>POSITION</u>	<u>STEP 2</u>	<u>STEP 3</u>	<u>STEP 4</u>	<u>STEP 5</u>	<u>Long</u>
MANAGER THREE	16.69	\$17.80	\$18.41	\$19.43	\$20.45
MANAGER TWO	\$15.84	\$16.95	\$17.58	\$18.56	\$19.56
MANAGER ONE	\$14.30	\$15.30	\$15.82	\$16.64	\$17.93
COOK	\$12.96	\$14.01	\$14.47	\$15.29	\$16.15
UTILITY SPEC	\$12.48	\$13.35	\$13.80	\$14.56	\$15.66
AIDE	\$12.18	\$12.95	\$13.39	\$14.20	\$15.12

MANAGER 1 SCHOOL WITH ENROLLMENT OF UP TO 600 STUDENTS.

MANAGER 2 SCHOOL WITH ENROLLMENT OVER 600 STUDENTS, BUT LESS THAN 1,200 STUDENTS.

MANAGER 3 SCHOOL WITH ENROLLMENT OVER 1,200 STUDENTS

Effective July 1, 2017 -2% increase to the wage scale and no step increases.

Wage Scale: July 1, 2018 to June 30, 2019

<u>POSITION</u>	<u>STEP 2</u>	<u>STEP 3</u>	<u>STEP 4</u>	<u>STEP 5</u>	<u>Long</u>
MANAGER THREE	\$17.02	\$18.16	\$18.78	\$19.82	\$20.86
MANAGER TWO	\$16.16	\$17.29	\$17.93	\$18.93	\$19.95
MANAGER ONE	\$14.59	\$15.61	\$16.14	\$16.97	\$18.29
COOK	\$13.22	\$14.29	\$14.76	\$15.60	\$16.47
UTILITY SPEC	\$12.73	\$13.62	\$14.08	\$14.85	\$15.97
AIDE	\$12.42	\$13.21	\$13.66	\$14.48	\$15.42

MANAGER 1 SCHOOL WITH ENROLLMENT OF UP TO 600 STUDENTS.

MANAGER 2 SCHOOL WITH ENROLLMENT OVER 600 STUDENTS, BUT LESS THAN 1,200 STUDENTS.

MANAGER 3 SCHOOL WITH ENROLLMENT OVER 1,200 STUDENTS

Effective July 1, 2018 -2% increase to the wage scale and no step increases.



**SHREWSBURY PUBLIC SCHOOLS
SCHOOL COMMITTEE MEETING**



ITEM NO: **IX. Old Business**

MEETING DATE: **5/25/16**

SPECIFIC STATEMENT OR QUESTION:

BACKGROUND INFORMATION:

ACTION RECOMMENDED:

MEMBERS/STAFF AVAILABLE FOR PRESENTATION:



SHREWSBURY PUBLIC SCHOOLS SCHOOL COMMITTEE MEETING



ITEM NO: **X. New Business**
A. Assabet Valley Collaborative: Quarterly Report

SPECIFIC STATEMENT OR QUESTION:

Will the School Committee hear a quarterly update on the status of the Assabet Valley Collaborative?

BACKGROUND INFORMATION:

1. The new state law governing educational collaboratives requires quarterly updates to member school districts.
2. The enclosed materials provide information regarding AVC's programs and services, and AVC Board agenda topics.

ACTION RECOMMENDED:

That the School Committee hear a quarterly update on the status of the Assabet Valley Collaborative 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

HIGHLIGHTS

Collaborative Statutes, Regulations, and Oversight

- Legislative Update: [HB457](#) awaiting action; improves [Chapter 43 of the Acts of 2012](#)
- DESE Guidelines
 - [Duties & Responsibilities of Collaborative Boards of Directors](#)
 - [Responsibilities of School Committees as Members of a Collaborative](#)

Board of Directors Activities

- 2015-2016 Board Topics and Minutes Uploaded in Google at link below:
 - [2015-2016 AVC BOD Schedule, Topics, Minutes](#)

AVC Updates

- AVC Turned 40 on 2/26/2016!
- Celebration included a musical performance from all students in AVC

"We Are Here - We are here for all of us.... We are here for all of us."



Providing joint programs and services for school districts of:

Assabet Valley Region
Berlin/Boylston Region
Berlin
Boylston
Grafton
Hudson
Marlborough
Maynard
Millbury
Nashoba Region
Northborough
Northborough/
Southborough Region
Southborough
Shrewsbury
Westborough

Offering the following programs:

AVCAS
Consultation Services
Evolution
Family Success Partnership
Professional Development
REACH
SOAR
Transportation Services

AVCAS's Matt sings lead vocal on his revised version of Alicia Keys song "We Are Here." He envisioned all the students at AVC when rewriting the verses. AVCAS's Alicia tenderly held the mic so REACH's Dalita could blow us away with her vocals. Alicia also held the mic for Evolution's Robert, so he could activate his device for his spoken word solo that also brought down the house! AVCAS's Marcos (behind the camera) learned this day how to operate our videographer's camera and trained his classmate, Cameron, to conduct the interview of Evolution's Steven. Steven's dad told Marcos and Cameron that Steven has spent his whole life with AVC - starting in early childhood at REACH and leaving Evolution soon when he turns 22. He told them, tearfully, that he and Steven had learned so much and that he was much happier now. Steven responded by waving his arms and smiling and his dad said, "See?!" Cameron and Marcos smiled too.

AVC School Committee Update – 3rd Quarterly Report (3 of 4)

May 16, 2016

Page 2

Programs:

- AVCAS (therapeutic school) - continues to grow; robotics; art/music; adding 5th grade next year
- Evolution (transition) - 2 students at Framingham State's Inclusive Concurrent Enrollment
- REACH (complex health & multiple disabilities) - re-launched elementary program w/ plans for early childhood
- SOAR Assessment – added assessment areas and depth; program doubled service: projected 16 → enrolled 32+

Consultation Services:

- FSP (wraparound) new contracts; will present at MASS Summer Institute; applied for Substance Abuse Screening grant
- Psychiatric Consultation to districts – Shrewsbury, Westborough, Nashoba
- CF Adams Trust funded \$25,000 to expand in-district evaluation services (Peer Review)
- Transition Services – evaluations, consultation, job development, training; will present at Transition Conference in June
- School Psychologist offers PBIS and SWIS consultation; will present at MASS Summer Institute on PBIS in secondary setting

Professional Development –

25 days of Professional Development to 425 registrants - more than 5,750 PDPs

- [Analyzing Teaching for Student Results](#) (6 days) – Deb Reed (RBT)
- [Social Thinking](#) - Pamela Crooke - April 1, 2016
- [Unpacking Cultural Proficiency: Building Diverse, Inclusive Learning Environments](#) (3 days) – Patti DeRosa (Teachers 21)
- [Advanced/Train the Trainer – Leading Cultural Proficiency](#) (5 days) – Patti DeRosa (Teachers 21)
- [Blended Learning Bootcamp](#) – Marcia Kish
- [Writing Better IEPs - Training the Trainer](#) (3 days + 2 days next year) – Carol Kosnitsky
- [Leadership for Inclusive Practice Conference](#) (3 Days)
 - Inclusion, Expectations & Equity featuring DeNelle West (RBT) & Matt Holloway (ESE)
 - Effective Communication for an Inclusive Community featuring John D'Auria (Teachers 21) & Claire Aboult (ESE)
 - Culturally Proficient Leadership featuring Patti DeRosa (Teachers 21) & Russell Johnston (ESE)
- [Special Education: Keeping Up with Changing Practices](#) (3 days) – Dorsey Yearley
 - Laws and Regulations of Special Education
 - Changing Practice
 - Drivers of the Budget

State and National Engagement

- Association of Education Service Agencies (AESAs) (national organization)
 - Executive Director on Executive Council for Northeast: MA, RI, CT, NY, PA, ME, OH, NH, & VT
 - Presented 2 workshops at conference –GoogleApps in Classroom; Google Apps in Leadership
- Massachusetts Organization of Education Collaboratives (MOEC) (statewide organization)
 - Executive Director served as President of MOEC
 - Steering Committee for Inclusive Practices Network – Ambassador Project
 - Excellence through Social Emotional Learning (ExSEL) – partnership w/ MASS, MASC, MSSAA, MESPA, etc.
 - Safe & Supportive Schools Commission – working group to revise Self-Assessment Tool
 - Technology Coordinator appointed to Digital Learning Advisory Committee (DLAC) – ESE



SHREWSBURY PUBLIC SCHOOLS SCHOOL COMMITTEE MEETING



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

MEETING DATE: **5/25/16**

SPECIFIC STATEMENT OR QUESTION:

Will the School Committee approve the minutes of the School Committee meeting on April 27, 2016?

BACKGROUND INFORMATION:

1. The minutes are enclosed,

ACTION RECOMMENDED:

That the School Committee approve the minutes of the School Committee meeting on April 27, 2016.

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, APRIL 27, 2016

Mr. John Samia, Chairperson; Ms. Sandy Fryc, Vice Chairperson; Ms. Erin Canzano, Secretary; and Mr. Jon Wensky; Dr. Joseph Sawyer, Superintendent of the Shrewsbury Public Schools; Ms. Mary Beth Banios, Assistant Superintendent; Ms. Barbara Malone, Director of Human Resources; Mr. Patrick Collins, Assistant Superintendent for Finance and Operations

Not present - Dr. B. Dale Magee

The meeting was convened at 7:00 pm by Mr. Samia.

Mr. Samia asked for a moment of silence for long-time Shrewsbury public school teacher and leader, Mrs. Alice Brennan, who passed away after a courageous battle with cancer. Mrs. Brennan began her teaching career in Shrewsbury in 1986 at Coolidge School, and the next year began teaching kindergarten at Beal when the building re-opened as an early childhood center. A decade later, Mrs. Brennan became a curriculum specialist at Beal, and in 2006 became an instructional coach who worked at both Beal and Coolidge. She was named the principal at Beal in 2007, and she served in that role through her retirement in 2012.

I. Public Participation

None

II. Chairperson's Report and Members' Reports

Ms. Canzano congratulated students and staff who were recognized at a community service celebration at Shrewsbury High School earlier that day for their many hours of service. She noted that a total of 19,000 service hours had been accumulated during the year. Mr. Samia added that including the previously accumulated 62,000 hours, SHS students have contributed an impressive 80,000 plus hours of community service since the 10,000 Hour Challenge was introduced at SHS several years ago.

III. Superintendent's Report

Dr. Sawyer also offered his condolences to Mrs. Brennan's family stating that she was a wonderful leader and terrific colleague. He noted that her legacy in the community is very deep and she will be dearly missed.

Dr. Sawyer announced that the Robotics team won the Chairman's award for the second year in a row. This award is considered to be the most prestigious honor given by US FIRST Robotics and provides the team with the opportunity to attend the New England competition. He also commended the Speech and Debate team for their first ever state championship as a team. He congratulated the students, parents, assistant coaches and Mr. Marc Rischitelli, the team's head coach.

Finally, he joined Ms. Canzano in his recognition of the SHS community service celebration, commending the students for their commitment, and he also commended the efforts of Ms. Dawn Vigliatura, SHS media aide and community service staff liaison, who has been instrumental in helping students make this such a successful program. He noted that Ms. Vigliatura will be retiring and wished her well.

IV. Time Scheduled Appointments

A. Student Recognition: Destination Imagination

Dr. Sawyer introduced Mr. Eric Craft, district coordinator for the Destination Imagination (DI) program. Mr. Craft presented an overview of the program and the value it provides. Mr. Craft then introduced team members and managers to speak about their projects. The first team to present was a group of 7th graders from Oak Middle School, who placed second in the state competition. Their project was to plan and hold a community service event at Abbey's House, a homeless shelter in Worcester. They spoke about what they learned from this experience and the value they gained from participating. The team was made up of the following students: Aabia Hasan, Anusha Chatterjee, Saanvi Sood, Sneha Ramesh, and Shalini Ambady.

Next, the third grade state champion team from Floral Street School spoke about their challenge, which was called "musical mash-up" and entailed a combination of engineering and building a structure and doing a musical performance to accompany their work. These students also spoke about the skills they utilized, what they learned and what they needed to be successful. The team consisted of the following students: Shivani Gupta, Aashi Gupta, Medha Rakesh, Laasya Gattu, and Shifali Maheshguru.

Committee members asked various questions of each team regarding how they came up with their ideas, how they worked together and what skills they felt were important for success. Dr. Sawyer and the Committee congratulated the students on their success.

B. Destination Imagination Travel to World Championships: Vote

Both of the teams noted above qualified for the Destination Imagination World Championships in Knoxville, Tennessee. Dr. Sawyer explained that details of the trip were included in a packet to the Committee and he recommended this overnight trip. Mr. Eric Craft, DI Manager, Mrs. Amber Khan and Mr. Anil Gupta explained in more detail to the Committee the travel plans, and answered various questions from the Committee regarding what happens at the competition.

On a motion by Mr. Wensky, seconded by Ms. Fryc, the School Committee voted unanimously to approve overnight travel for the Destination Imagination teams to travel to participate in the Global Competition on May 25-29, 2016.

V. Curriculum

None

VI. Policy

A. Update to Medication Policy: Second Reading & Vote

This agenda item was postponed to next meeting date.

VII. Finance and Operations

A. Beal Building Committee: Vote to Appoint Member

Dr. Sawyer provided a brief review of the Beal Building project which is currently in the 270-day eligibility phase. At a recent special town meeting the town authorized the formation of a building committee for this project. The Massachusetts Building Authority (MSBA) requires that a building committee must be formed during the 270-day period. This committee, to conform with MSBA regulation and the town bylaws, must consist of one elected School Committee member, and the Superintendent of Schools. Dr. Sawyer noted that based on the format of the building committee authorized by Town Meeting, Mr. Collins will also be included.

Mr. Wensky nominated Ms. Sandra Fryc to serve as the School Committee appointee and Ms. Canzano seconded the nomination, and the Committee voted unanimously to approve this appointment.

B. Athletic Fees: Vote

Mr. Samia noted that there was no communication or feedback to the Committee's request for feedback from constituents regarding raising the per season/per sport athletic fees from \$290 to \$300 with a family cap of \$900, as well as an increase in the fee from \$25 to \$30 for families that qualify for free or reduced lunch status. Mr. Collins noted that the net impact in increasing fees was to reduce the operating budget by \$5,000 due to the projected revenue from the fee increase.

Committee members stated they want to be sensitive to the fact that bus fees have also increased but feel comfortable with a modest increase to athletic fees to avoid larger adjustments in the future that would make a bigger single year impact on families. Ms. Fryc also asked Mr. Collins to remind the community about the total operating budget for athletics and what percentage the fees cover. Mr. Collins stated that the fees cover approximately 45 percent of the total operational cost for the district's athletic program. Dr. Sawyer noted that he concurs with the recommended fee increase as a solution for offsetting costs.

On a motion by Mr. Wensky, seconded by Ms. Fryc, the School Committee voted unanimously to approve the increase of Shrewsbury High School Athletics fee to \$300 per sport with a \$900 family cap and to increase the fee for students eligible for free or reduced lunch to \$30 per sport.

Mr. Collins asked to make a related comment regarding bus transportation registration noting that over 1,300 families have already registered and reminded others to register. He also noted that over 400 payments have been received and over 95% of the payments have been through the new online payment option. He also informed the Committee that the district has received over 700 payments totaling nearly \$46,000 for Food Services through the online payment portal.

C. School Choice: Vote

Dr. Sawyer referenced that information had been presented at the previous meeting on Monday, April 25, regarding utilizing School Choice tuition revenue as another approach to mitigate insufficient funding for a level-service budget. He stated that the School Choice option was created as a result of the 1993 Education Reform Act. Districts are required to notify the Department of Education by the June 1st deadline as to whether they would participate at any level or opt out. He noted the success of the pilot program five years prior, where 20 spots were made available at the high school level, and how the revenue was used to offset staff positions from being eliminated during the four years that revenue was received through the School Choice program. He explained that the district is proposing to add 30 seats in a targeted manner, with 9 students in grade 2, 6 students in grade 4, 5 students in grade 5, and 10 students

in grade 6. He also noted that this option does not require adding any resources and therefore does not add cost to the district.

Next, Mr. Collins elaborated on the marginal costs versus average costs per pupil as an example of how allowing students seats through school choice does not negatively impact the budget or exceed the School Committee's guidelines for class sizes.

Mr. Samia addressed the question of additional planned housing options impacting the overall enrollment. He confirmed that the impact has been considered and the Committee feels confident that this addition of 30 students placed in a targeted manner will not have a negative effect and will serve to close the gap in the budget deficit. Ms. Fryc, Ms. Canzano and Mr. Wensky also offered their views on the importance of securing recurring revenue through alternate sources and their confidence that this targeted option is a positive approach.

On a motion by Mr. Wensky, seconded by Ms. Fryc, the School Committee voted unanimously to open limited seats for inter-district School Choice for the 2016-2017 school year as follows: a maximum of 9 seats in grade 2, a maximum of 6 seats in grade 4, a maximum of 5 seats in grade 5, and a maximum of 10 seats in grade 6.

D. Fiscal Year 2017 Budget: Discussion & Vote

Mr. Samia noted that on April 6, which was the first public budget hearing, the School Committee offered their first revised budget recommendation that reduced the gap amount from \$3.3 million to \$1.6 million. Then, on Monday, April 25, the second public budget hearing took place and at that time a revised recommendation was presented which brought the gap down to \$1.3 million dollars.

Dr. Sawyer emphasized that the administration has been trying to provide a high level of transparency throughout the process of determining the final budget recommendation which was a reduction of \$270,000 from the April 6th amount. He explained that some of the dynamics that affected the final recommendation were the decreased number of students expected to attend Assabet Valley Regional Technical High School, and a decrease in costs to replace an additional retirement, resignation and maternity leave that occurred after the initial recommendation date.

He also noted that the full-day kindergarten grant of \$62,000 would be included since it was included in both the Governor's and the House Ways and Means budgets. There was also a slightly higher Circuit Breaker final number which attributed to the reduction of the budget offset. He stated due to this reduction offset and on feedback he received, two media aide positions had been restored at a cost of \$24,000.

Next, Dr. Sawyer addressed some of the program reductions and part-time positions that were included to reduce the overall final budget amount, emphasizing how few staff reductions will actually occur given the amount of the gap.

Finally, Dr. Sawyer summarized the budget recommendation information stating that the total operating budget request being put forth is \$60,407,383 appropriated from the town, which is an increase of \$1,951,864 (3.34%) over the current fiscal year.

Mr. Samia added that the Board of Selectmen (BOS) unanimously supported closing the gap of \$1.295 million at their meeting on April 26, 2016. He thanked the BOS and Mr. Morgado for their support. Ms. Canzano, Ms. Fryc, and Mr. Wensky added their appreciation for the process of budget determination and all the support given by Mr. Morgado and the BOS. The Committee also thanked the Central Office administration for their work.

On a motion by Mr. Wensky, seconded by Ms. Fryc, the School Committee voted unanimously to approve and recommend to Town Meeting the Shrewsbury Public Schools Fiscal Year 2017 Operating budget of \$60,407,383 as illustrated in the document titled “Shrewsbury Public Schools Fiscal Year 2017 Budget Revised April 27, 2016”.

VIII. Old Business

None

IX. New Business

None

X. Approval of Minutes

None

XI. Executive Session

Mr. Samia requested a motion to adjourn to executive session for the purpose of discussing negotiations with represented employees including Shrewsbury Education Association, Unit A; cafeteria workers; and/or non-represented employees including the Superintendent of schools, where deliberation in an open meeting may have a detrimental effect on the bargaining position of the public body. On a motion by Mr. Wensky, seconded by Ms. Fryc, on a roll call vote: Mr. Wensky, yes; Ms. Canzano, yes; Ms. Fryc, yes; Mr. Samia, yes; the School Committee voted to adjourn to executive session at 8: 36PM.

XII. Information Enclosures

None

XIII. Adjournment

On a motion by Mr. Wensky seconded by Ms. Fryc, the meeting was adjourned at 9:23 PM. On a roll call vote: Mr. Wensky, yes; Ms. Canzano, yes; Ms. Fryc, yes; Mr. Samia, yes.

Respectfully submitted
Kimberlee Cantin, Clerk

Documents referenced:

1. Destination Imagination Memo & Slide Presentation
2. Athletic Fees Memo
3. School Choice Memo
4. Shrewsbury Public Schools Fiscal Year 2017 Budget Revised - April 27, 2016



SHREWSBURY PUBLIC SCHOOLS SCHOOL COMMITTEE MEETING



ITEM NO: **XII. Executive Session**

MEETING DATE: **5/25/16**

SPECIFIC STATEMENT OR QUESTION:

Will the School Committee enter into executive session executive session for the purpose of a) discussing negotiations with represented and /or non-represented employees, including the Shrewsbury Education Association Unit A, and /or Superintendent of Schools; where deliberation in an open meeting may have a detrimental effect on the bargaining position of the public body?

BACKGROUND INFORMATION:

Executive session is warranted for these purposes.

ACTION RECOMMENDED:

That the School Committee enter into executive session.

STAFF AVAILABLE FOR PRESENTATION:

Ms. Barbara A. Malone, Director of Human Resources
Dr. Joseph M. Sawyer, Superintendent of Schools
Mr. Patrick C. Collins, Assistant Superintendent for Finance & Operations

ITEM NO: **XIII. Adjournment**