

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

MINUTES OF SCHOOL COMMITTEE MEETING

WEDNESDAY, DECEMBER 2, 2015

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

Absent: Ms. Mary Beth Banios, Assistant Superintendent

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

I. Public Participation

None

II. Chairperson's Report and Members' Reports

None

III. Superintendent's Report

Dr. Sawyer thanked all the students and families for their contributions during the Thanksgiving food drives. He also thanked both those who participated in the Colonial Fund Giving Tuesday drive, and the Shrewsbury Federal Credit Union who not only stepped forward as our first ever Innovation Partner by donating \$5,000 but also promised to match another \$5,000 in community donations. Dr. Sawyer acknowledged the hard work and talent of Michelle Biscotti and Kathleen Keohane, Coordinators of Development and Volunteer Services, who were instrumental in developing this opportunity to bring funding to the Colonial Fund for the purpose of providing innovative educational opportunities. Next, Dr. Sawyer announced that he had the pleasure of attending a basketball home game of the unified sports (a program under the auspices of the Special Olympics involving students with and without disabilities) along with a huge crowd of supporters. He noted the amazing attitude from the audience and gave a special thank you to community member Mr. Andy McIsaacson for his efforts to raise funds for this program. Finally, he announced that the fall issue of the Shrewsbury School Journal was mailed to the community. He spoke briefly about the purpose of the Journal and the various articles contained in the fall edition.

IV. Time Scheduled Appointments

A. SHS Student Advisory Committee: Report

Dr. Sawyer briefly explained that under the Massachusetts Education Reform Act, school districts are required to have a Student Advisory Committee (SAC) consisting of high school students who are elected by the student body. The SAC is required to meet with the School Committee during the year to review various issues of concern to the student body. He said that Mr. Jon Wensky is the School Committee liaison to the SAC for the 2015-2016 school year. SAC members Lindsay Mahowald, Class of 2015; Hari Kumar, Class of 2016; Vikram Pathalam, Class of 2017; Benjamin George, Class of 2018 and Maya McCollum, Class of 2018 presented the report to the School Committee. SAC members shared

information and recent updates on SHS events.

Highlights of the presentation included technology at SHS, specifically the work of the Student Innovation Teams (SIT) regarding the quantity of requests for support and the types of issues they have been asked to address. They also spoke about a student survey that was administered to get feedback on the 1:1 program. Other topics the Committee reported on were the change in format for the annual Town Meeting, the Hour of Code and the numerous events happening at the high school including fundraisers, and the Unified Team basketball game.

Committee members asked SAC a variety of questions that focused on how they are addressing the feedback from the iPad survey, and how students were informed of the Unified Team games and how they were encouraged to attend. The Advisory Committee also addressed the questions of how technology has improved collaboration and communication between students, as well as how various apps have enhanced learning.

Dr. Sawyer and Committee members thanked the SAC students for presenting at the meeting.

V. Curriculum

A. Special Education & Pupil Personnel Services: Report

Ms. Melissa Maguire presented the annual report that covered details of topics such as required laws and regulations, student eligibility for services, learning opportunities, programs and services available at the various schools/levels, transition skills, the Unified Basketball team, behavior data, the roll out of the Check and Reflect program, related services and the community support services available. Ms. Maguire ended her presentation with a list of district accomplishments and challenges.

Committee members asked numerous clarifying questions regarding the limited number of qualified candidates, how technology has enhanced learning, and reasons for the increase in the drop out rate. Ms. Maguire explained that the shortage of candidates is due to increased demands and increased requirements for staff with specialized licenses. She also shared that technology has positively affected student learning and students have made great progress. Regarding the drop out rate, Ms Maguire stated that mental health issues are the major cause of students dropping out.

Dr. Sawyer and the Committee members thanked Ms. Maguire and commended her for an excellent report and her passion for the job.

VI. Policy

A. Updated Policy on Substitute Teachers: Second Reading & Vote

Mr. Wensky reported that no feedback had been received regarding the updates to policy 314 on substitute teaching. He reminded the Committee that this particular amendment had not been updated since 2002 and noted that amendments would pertain to item number one, which addresses degree requirements; number two, which addresses certification requirements by DESE; and number five, which addresses the provision of information.

On a motion by Dr. Magee, seconded by Mr. Wensky, the School Committee voted unanimously to approve the amended School Committee Policy #314.

VII. Finance and Operations

A. Emergency Response Protocol Report

Mr. Patrick Collins, Assistant Superintendent for Finance and Operations and Mr. Steve Rocco, Transportation, Safety & Security Coordinator provided a brief overview of the Standard Response Protocol (SRP) program that the district is considering for enhancing the existing safety practices currently in place. Mr. Collins explained that this program is highly supported by the chief of police and fire chief. He also noted that the plan is to begin training staff in the spring. Highlights of the presentation provided by Mr. Rocco included the reference poster that would be placed in all classrooms and explained that it is a quick guide with reviews of the four recommended procedures. Mr. Rocco stated that these four steps with specific instructions for both staff and students include: 1) Lockout, 2) Lockdown, 3) Evacuate, and 4) Shelter. Mr. Collins explained their next steps since creating and sharing an instructional podcast through Schoology would be preparation of print materials, training for school level crisis management teams and planning with the SEA for the full-length training in March. After that they would send home parent resources and eventually practice specific procedures with students.

Committee members asked some clarifying questions such as how this protocol differs from the current plan and how to address student issues/concerns when practicing this type of procedure with the students. Committee members and administration also discussed the ways in which existing technology in classrooms can be leverage during a crisis and ways to prevent misuse.

Dr. Sawyer explained that Mr. Collins and Mr. Rocco would continue to update the Committee as they worked through the implementation process.

B. Student Enrollment Projections Report

Mr. Collins presented information on projected and historic student enrollment data. He highlighted methods in which this information is gathered and a comparison of New England School Development Council's (NESDEC) projected numbers to the Town Managers projections for overall numbers and grade span segments. Mr. Collins also shared historical enrollment statistics and comparisons from NESDEC. He concluded his presentation with a summary of expected enrollment and class sizes for the 2016-17 school year. He also explained that this information would be sent to the Massachusetts School Building Authority (MSBA) as a follow-up to the district's request to be accepted in the eligibility period for the replacement of Beal Early Childhood Center.

Committee members asked questions about overall space availability within the district, and the impact of additional proposed housing within Shrewsbury.

VIII. Old Business

None

IX. New Business

None

X. Approval of Minutes: Vote

None

XI. Executive Session

Mr. Samia requested a motion to adjourn to executive session for the purpose of reviewing and acting upon a student residency issues, where deliberation in an open meeting may have a detrimental effect on

the bargaining position of the public body. On a motion by Dr. Magee, seconded by Mr. Wensky, on a roll call vote: Dr. Magee, yes; Mr. Wensky, yes; Ms. Canzano, yes; Ms. Fryc, yes; Mr. Samia, yes; the School Committee voted to adjourn to executive session at 9:09 PM.

XII. Information Enclosures

None

XIII. Adjournment

Mr. Samia requested a motion to adjourn the School Committee meeting for December 2, 2015. On a motion by Mr. Wensky, seconded by Ms. Fryc, the meeting was adjourned at 9:15 PM. On a roll call vote: Dr. Magee, yes; Mr. Wensky, yes; Ms. Canzano, yes; Ms. Fryc, yes; Mr. Samia, yes.

Respectfully submitted

Kimberlee Cantin, Clerk

Documents referenced:

1. Special Education & Pupil Personnel Services Report and Slide Presentation
2. Proposed Updates to Policy #314 on Substitute Teachers
3. Emergency Response Protocol Report and Slide Presentation
4. Student Enrollment Projections Report and Slide Presentation