

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

MINUTES OF SCHOOL COMMITTEE MEETING

WEDNESDAY, DECEMBER 16, 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. Mary Beth Banios, Assistant Superintendent; Ms. Barbara Malone, Director of Human Resources; Mr. Patrick Collins, Assistant Superintendent for Finance and Operations

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

I. Public Participation

None

II. Chairperson's Report and Members' Reports

Mr. Wensky mentioned that he had the opportunity to attend the 8th grade holiday concert and he commended the students and parents for their commitment to the program. He also congratulated Mr. Ugliodoro, Mr. Clark and Ms. LeBeouf for their great work.

III. Superintendent's Report

Dr. Sawyer shared that he also attended the 8th grade concert. He also attended the high school concert held during the previous week. He stated that he was impressed with all the performances and commended the performing arts staff for the quality of work they are doing.

Next, he mentioned that he attended an outstanding performance of the musical "Tom Sawyer" by the students and staff at Sherwood Middle School. He also attended a Lego Robotics tournament, organized and hosted by both the high school and Sherwood's Lego Robotics program members and parents, where more than 40 teams were present to compete.

Next, Dr. Sawyer announced that the Shrewsbury Alumni Association had selected six educators as grant award recipients and their names have been posted on the Association's website for review. Finally, he announced that the following individuals were selected to receive the John P. Collins Awards for Excellence sponsored by the Shrewsbury Education Foundation - Mary Beth Banios, Greg Nevader, Ann Marie Lockwood, Cathy Shaw, Susan Conley, Michael Lapomardo, Brian Liporto, Elin Dolen, and Litza Rivera.

IV. Time Scheduled Appointments

None

V. Curriculum

A. Elementary Level Mathematics: Report

Ms. Lisa Papazian, Instructional Coach at Paton School and Ms. Susan Conley, Instructional Coach at Coolidge School presented a report on grades K-4 mathematics problem solving and reasoning. Their presentation included detailed information and samples of student work illustrating ways in which

teachers are helping students to develop problem solving and reasoning skills. The presentation provided examples at each of the grade levels and highlighted student strengths and teaching points. Examples of the various strategies students are using to reason and applying deep thinking were provided to show how they advance through the grade levels. Ms. Papazian and Ms. Conley also provide the rubric used throughout the district to assess progress.

Committee members asked questions related to bar modeling and visual learning in regards to helping students succeed, the use of “real world” math problems, and at what grade various strategies and modeling begins. They also inquired about the types of collaboration occurring, such as student-to-student engagement and to teacher-to-student engagement.

B. Middle Level Mathematics: Student Presentation & Report

Ms. Melissa McCann, the middle level mathematics Curriculum Coordinator, Ms. Jennifer Dufault, Grade 8 math teacher at Oak Middle School and Grade 8 students, Nihal Chaudry, Rishika Sai and Lauren Tocman made a presentation on mathematics at the middle level (grades 5-8). They explained that communication is a key component at the middle level. They shared a communication rubric and a checklist developed by teachers at the middle level for students to evaluate their work. They also shared examples of the types of problems that students are using to reach an understanding of the concepts, which included modeling, reasoning through writing/illustrations and the use of iPads to solve the assignment as well as communicate strategies to other students.

Committee members asked questions related to the use of videos/technology to demonstrate their problem solving strategies and what steps students take if they are having difficulty. Committee members and Dr. Sawyer commended the students on their presentation.

C. SHS Mathematics: Student Presentation & Report

Mr. Peter Collins, SHS Mathematics teacher, along with Andrew Freeman and Rebecca McBrayer, SHS students, gave a presentation on a new class, Mathematics Modeling, taught by Mr. Collins. They provided an overview of the course and it’s requirements including what makes this course different. They explained that the problems they work on typically don’t have a road map or one right answer. The goal is to develop numerous solutions and share their results to compare strengths and weaknesses of each.

The students also presented information on the High School Mathematics Competition on Modeling (HiMCM) that they participated in earlier this year. They noted that over 700 schools participated in the competition. Their methods for finding solutions included analyzing data, research on the specific topic, and creating metrics for comparison. The end result was to create a written document that included the suggested guidelines and explained how they went through the process during the 36-hour period that was allotted to all teams.

Committee members asked questions regarding the management of time and the type of involvement that participants had. Dr. Sawyer asked the students to provide feedback on what interested them in the course and any recommendations they could offer for other students who might be considering this as an alternative. He also asked them to talk about the software that was purchased for this class. Committee members and Dr. Sawyer commended Mr. Collins and the students on their talent, passion and extremely informative presentation.

D. Discussion of Mathematics Curriculum

Ms. Banios recognized Ms. Jean Marie Johnson, Mathematics Department Director and her team for their level of commitment and their collaboration. Committee members noted their satisfaction in the mathematics program in Shrewsbury and are pleased that the work that is done to teach students to think critically will be very beneficial in the future in all aspects of their life.

VI. Policy

None

VII. Finance and Operations

A. Online Payment Option Report

Mr. Collins provided an update to the Committee about the option of an online payment option. He explained that he has been working with Mr. Brian L'Heureux, Director of Informational Technology, to establish criteria and narrow down options for the district to offer an online payment option for families for fee based programs including school lunches, extended school care, busing, iPad/technology, full-day kindergarten tuition, etc, that totaled over \$5.6 million in revenue. He explained that were key criteria points that they looked for in a system that includes: the ability to integrate with both our student data-base system, Power School and our lunch system program, Meal Magic, the ability to use a single sign-on option through Power School, the ability to handle multiple types of payments with customization options, and a robust back-end accounting and treasury function and reporting capability.

After assessing options, holding interviews, making telephone and email inquiries/reference checks to existing users, and presenting webinars to school and town employees, Mr. Collins and Mr. L'Heureux signed a contract with SchoolPay. Mr. Collins also discussed the cost, transaction fees and expected savings for the program. In summary, he stated that this program will have a quiet launch and implementation is planned for early January.

Committee members asked various clarifying questions around fee payment options for the future, typical payment patterns with the online option, expected cost savings and merchant service charges. Mr. Collins explained that the district is moving in the direction of eliminating lunch tickets in order to move towards a Point-Of-Sale (P.O.S.) system and families would be allowed to give their student/s cash, pay by check or make payments through the online system. He stated that there are no specific patterns with online payments and the costs savings are both hard and soft costs with the overtime cost associated with handling and processing paper checks being the largest expected savings.

B. Procurement Card Report & Vote

Mr. Collins provided a report outlining the proposed guidelines and potential benefits for utilizing a procurement card for the district. He first outlined the need for this type of system including the elimination of staff putting large purchases on their own personal credit cards, the purchase of emergency supplies and companies not accepting a purchase order. He also discussed the vendor selection process, the expected uses, controls in place concerning charge limits and the requirement for staff to submit detailed receipts.

On a motion by Mr. Wensky, seconded by Dr. Magee, the Committee voted unanimously that the School Committee of Shrewsbury Public Schools has resolved that the Chairman of the Shrewsbury School Committee or the Superintendent of Shrewsbury Public Schools is authorized to enter into an Agreement with the Bank of Montreal to secure Procurement Cards for each authorized employee or department of the school district under such terms and conditions as approved by the Board.

On a motion by Mr. Wensky, seconded by Dr. Magee, the Committee voted unanimously to approve the enclosed guidelines for the use of a Procurement Card.

VIII. Old Business

None

IX. New Business

A. Evaluation of the Superintendent: Midyear Review

Mr. Samia noted that Dr. Sawyer had enclosed a memo along with details of his work up to this point in the year and he invited members' comments. Committee members commended Dr. Sawyer's performance and agreed that he had a strong start to the school year. Key points that the Committee noted are Dr. Sawyer's goal of building the leadership team, social media utilization, instructional leadership, community outreach, transparency with information, classroom presence, an innovative approach to planning and for creating opportunities for student learning.

Dr. Sawyer commented on the level of support that he receives from the all staff throughout the district and the School Committee. He noted that he feels privileged to serve in the role and he looks forward to communicating good news about what's happening as the year progresses.

X. Approval of Minutes: Vote

None

XI. Executive Session

Mr. Samia requested a motion to adjourn to executive session for the purpose of discussing negotiations with the Shrewsbury Education Association, Unit A, 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 8:58 PM.

XII. Information Enclosures

None

XIII. Adjournment

Mr. Samia requested a motion to adjourn the School Committee meeting for December 16, 2015. On a motion by Mr. Wensky, seconded by Ms. Fryc, the meeting was adjourned at 9:29 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. Middle Level Mathematics Slide Presentation
2. SHS Mathematics Slide Presentation
3. Online Payment Option Report
4. Procurement Card Report
5. Superintendent's Evaluation