



**School Committee
Meeting Book**

**November 16, 2016
7:00 pm**

**Town Hall
Selectmen's Meeting Room**



SHREWSBURY PUBLIC SCHOOLS SCHOOL COMMITTEE MEETING

AGENDA

November 16, 2016 7:00pm
Town Hall—Selectmen's Meeting Room

Items

Suggested time allotments

I.	Public Participation	7:00-7:10
II.	Chairperson's Report & Members' Reports	
III.	Superintendent's Report	
IV.	Time Scheduled Appointments:	
A.	Superintendent's Awards for Academic Excellence: Presentation	7:10 – 7:25
B.	SHS Class of 2016 Future Plans: Report	7:25 – 7:45
C.	Enrollment & Class Size: Report	7:45 – 8:05
V.	Curriculum	
VI.	Policy	
A.	Revised Policy on Fingerprint Background Checks: Second Reading & Vote	8:05 – 8:10
B.	Revised Policy on Physical Restraint of Students: Second Reading & Vote	8:10 – 8:15
C.	Revised Policy on Substance Abuse & Education: Second Reading & Vote	8:15 – 8:20
VII.	Finance & Operations	
A.	Beal Early Childhood Center Building Project Town Meeting Recommendation: Vote	8:20 – 8:30
B.	Athletic Sponsorship Funding from Central One Federal Credit Union: Vote to accept	8:30 – 8:35
VIII.	Old Business	
IX.	New Business	
X.	Approval of Minutes	8:35 – 8:40
XI.	Executive Session	
A.	For the purpose of negotiations	8:40 – 9:15
XII.	Adjournment	9:15

Next regular meeting: December 7, 2016



SHREWSBURY PUBLIC SCHOOLS SCHOOL COMMITTEE MEETING

ITEM NO: I Public Participation

MEETING DATE: 11/16/16

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:** MEETING DATE: **11/16/16**
A. Superintendent's Awards for Academic Excellence: Presentation

SPECIFIC STATEMENT OR QUESTION:

Will the School Committee hear a presentation from Dr. Joseph M. Sawyer regarding the Superintendent's Awards for 2016-2017?

BACKGROUND INFORMATION:

1. The Massachusetts Association of School Superintendents requests that each superintendent, on its behalf, recognize outstanding members of the senior class in each district's high school. Due to the size of the district, Dr. Sawyer is allowed to present the award to two students.
2. Dr. Sawyer has selected Brian Chen and Michael O'Connell as this year's recipients.
3. Dr. Sawyer will provide highlights of each student's achievements, recognize each student, and ask each to make a brief statement.

ACTION RECOMMENDED:

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

STAFF AVAILABLE FOR PRESENTATION:

Dr. Joseph M. Sawyer, Superintendent of Schools



**SHREWSBURY PUBLIC SCHOOLS
SCHOOL COMMITTEE MEETING**

**ITEM NO: IV. Time Scheduled Appointments:
B. SHS Class of 2016 Future Plans: Report**

MEETING DATE: 11/16/16

SPECIFIC STATEMENT OR QUESTION:

Will the School Committee hear a report on the future plans of members of the Shrewsbury High School graduating class of 2016?

BACKGROUND INFORMATION:

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

ACTION RECOMMENDED:

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

STAFF & STUDENTS AVAILABLE FOR PRESENTATION:

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

Shrewsbury High School Future Plans Report

Class of 2016



**presented to the School Committee
November 16, 2016**

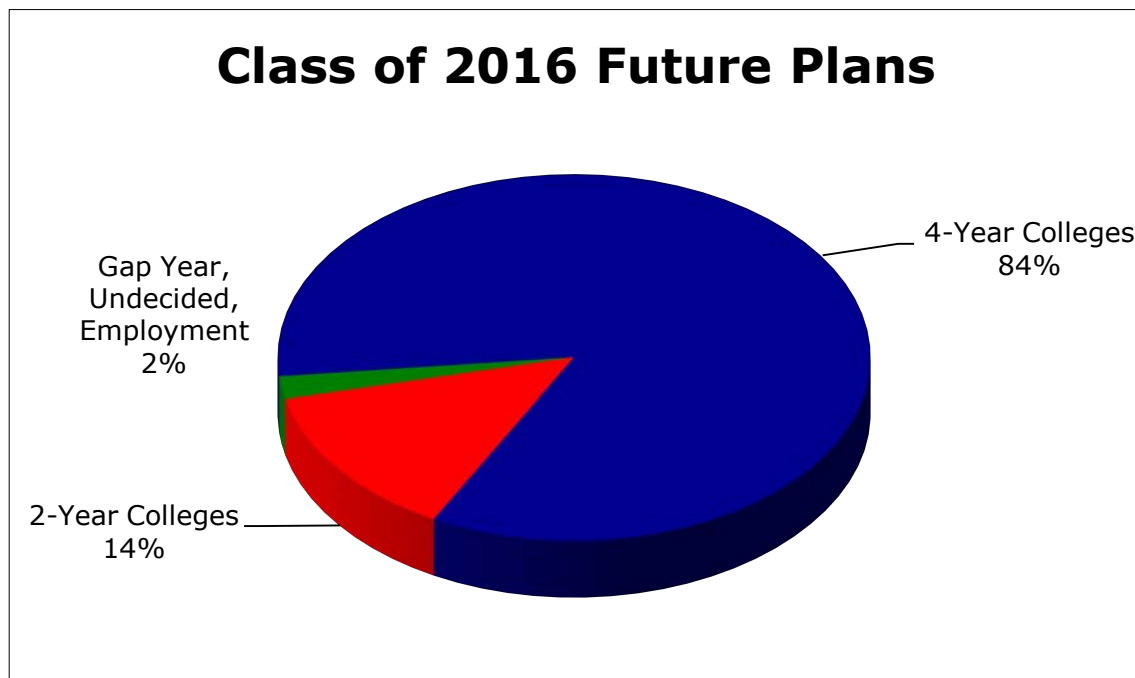
**Todd Bazydlo, Principal
Nga Huynh, Director of School Counseling**

Future Plans

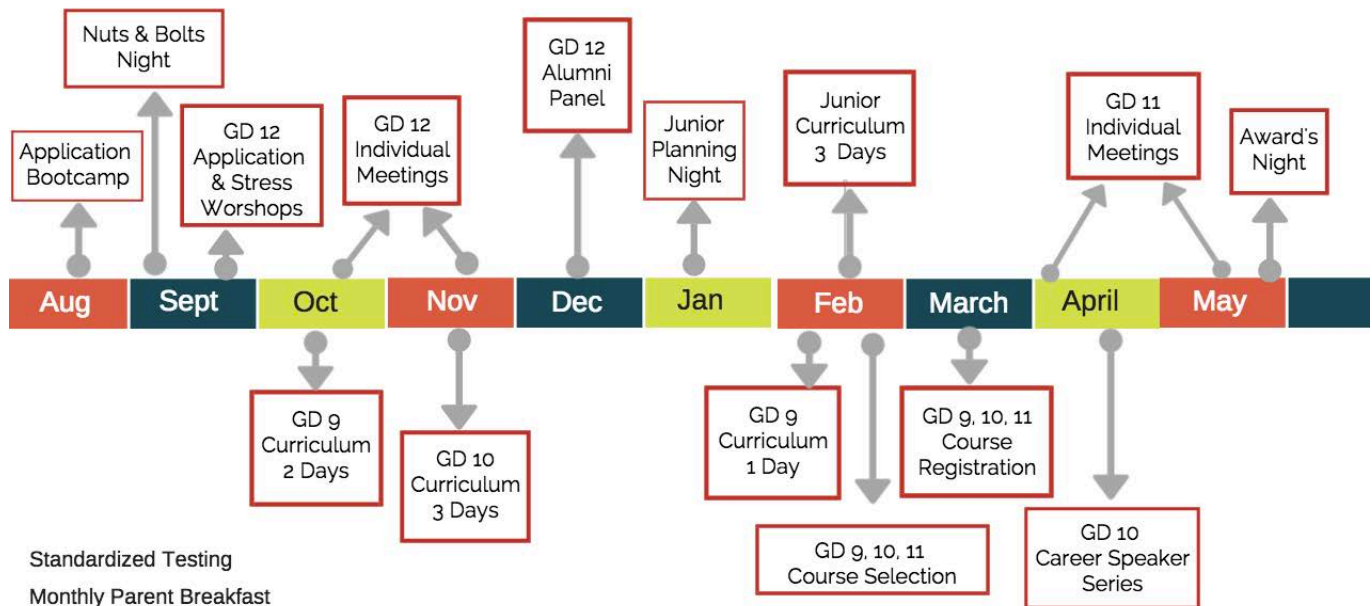
The Class of 2016 enjoyed a successful post-secondary planning year.

- 392* students graduated in the Class of 2016 with the following plans:
 - 84% attended 4-year colleges
 - 14% attended 2-year colleges or technical schools
 - 2% entered the employment field, enlisted in the military, or were undecided

*This number does not include 5 students who were granted a Certificate of Attainment (rather than a high school diploma).



School Counseling Programming



School Counseling Programming Career Exploration and the College Process

Freshman Year

- Counselors deliver a three-day curriculum to all freshman students. The first two days take place in October that includes school resources and strategies to ensure a successful transition to high school. Students are registered and introduced to Naviance with a focus on the Learning Styles survey. The third day of the school counseling curriculum takes place at the beginning of February and includes an individual meeting with a student's counselor.

Sophomore Year

- Counselors deliver the school counseling curriculum to all sophomores (3 days) which includes an introduction to career search and planning in Naviance, as well as an introduction to the college search process and exploration of college majors as a result of student career interests.

Junior Year

- Counselors deliver the school counseling curriculum to all juniors (4 days) introducing the College & Career Portfolio including the college search process, the college essay and interviewing skills.
- Students learn to navigate Naviance using the scattergram feature to review the college results data of past SHS students to build a working college list of "Best Fit Colleges".
- Junior Planning Night is offered to juniors and their parents/guardians to "kick off" the college search process and includes a student and college admissions panel.
- Counselors meet with Juniors individually in the Spring to assist students with the college search process.

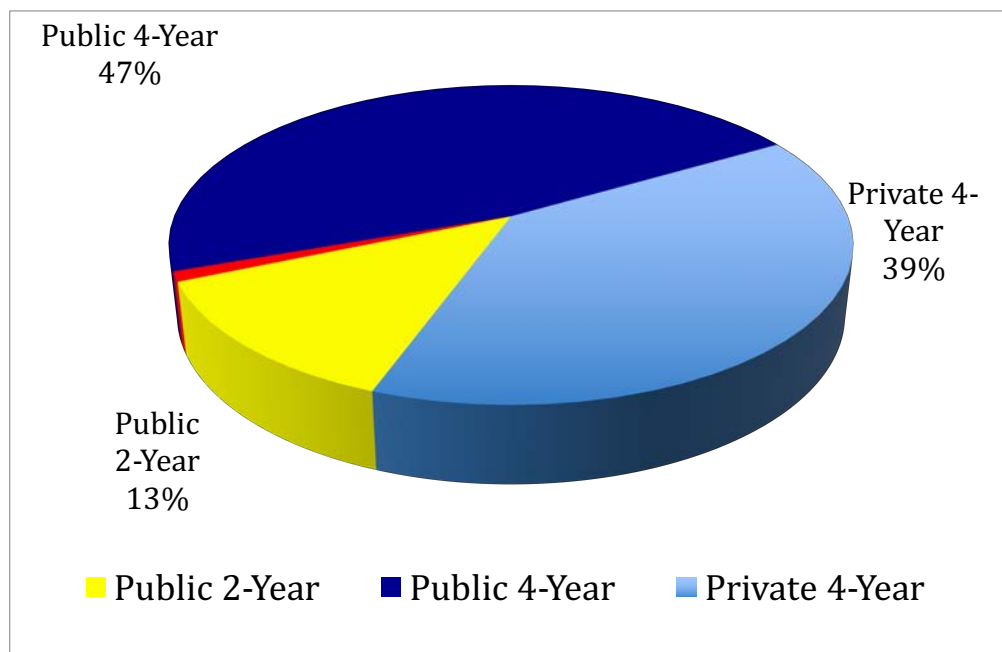
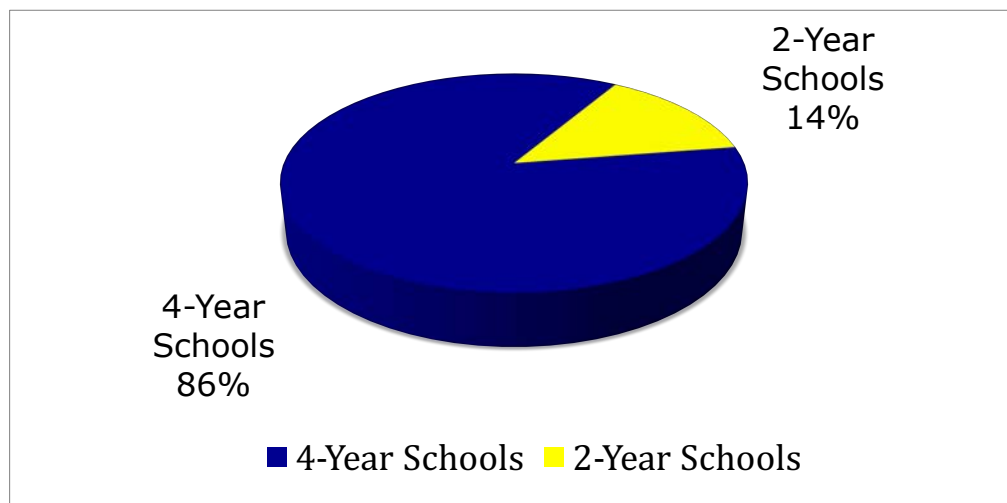
Senior Year

- Application Bootcamp is offered to rising seniors. This summer 96 students participated in four sessions. This program includes completion of the Common Application, work on Naviance, individual essay review and feedback provided by an English teacher and a college admissions counselor, mock interviews with an admissions counselor and feedback provided by school counselors, and financial awareness/budgeting in the freshman year.
- Nuts and Bolts Night is offered to seniors and their parents/guardians to address the application process with a question-and-answer breakout session with the students' counselors.
- Counselors deliver the Application workshop to all senior English classes in September. This workshop includes a discussion of the senior checklist, matching the Common Application and Naviance to prepare for the electronic submission of transcripts, completing the FERPA agreement in Naviance, and inviting teachers to upload letters of recommendations.
- Stress Reduction workshops are delivered to all senior English classes by counselors and graduate counselor interns.
- Counselors meet individually with all seniors during the fall and early winter to complete the application process with discussions including the final college list, processing teacher recommendations, sending official SAT/ACT scores to colleges, options of college deadlines (regular, early action, early decision, and rolling), and processing the transcript request forms.
- Counselors write letters of recommendations for all seniors.
- Financial Aid Night (presented by MEFA, the Massachusetts Educational Financing Authority) is offered to all seniors and parents/guardians to understand the financial aid process and deadlines.
- An alumni panel is offered to seniors in the winter to begin the conversation of transition planning and the alumni panel addresses the academic, personal, and social aspects of a student's transition to the college setting.
- Paying the College Bill Seminar (sponsored by MEFA, the Massachusetts Educational Financing Authority) is offered in early spring to discuss understanding and comparing financial aid packages offered by colleges.

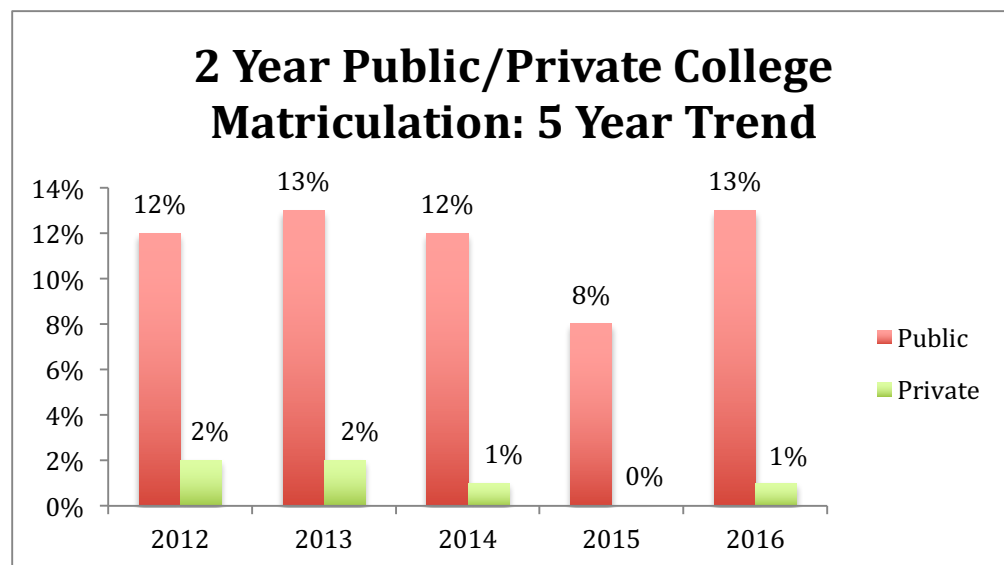
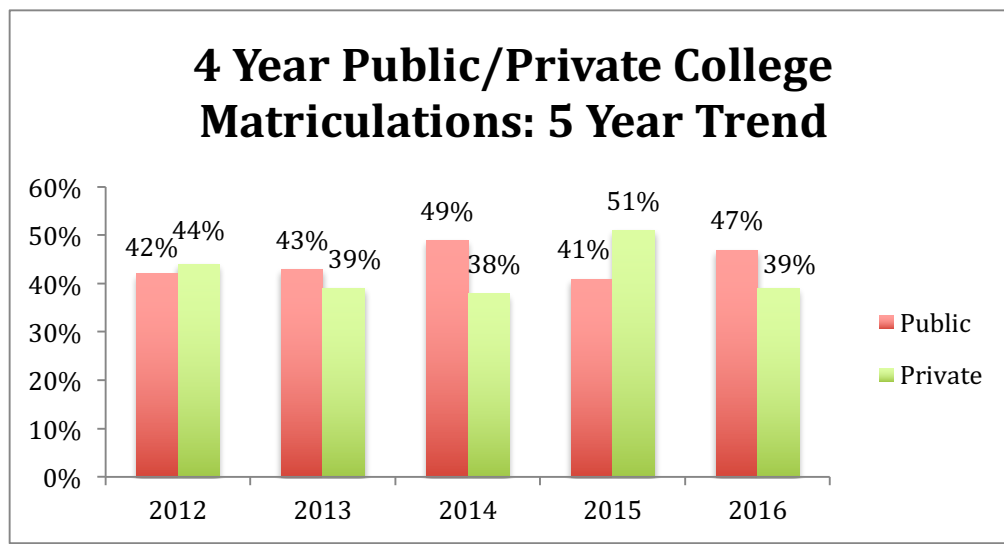
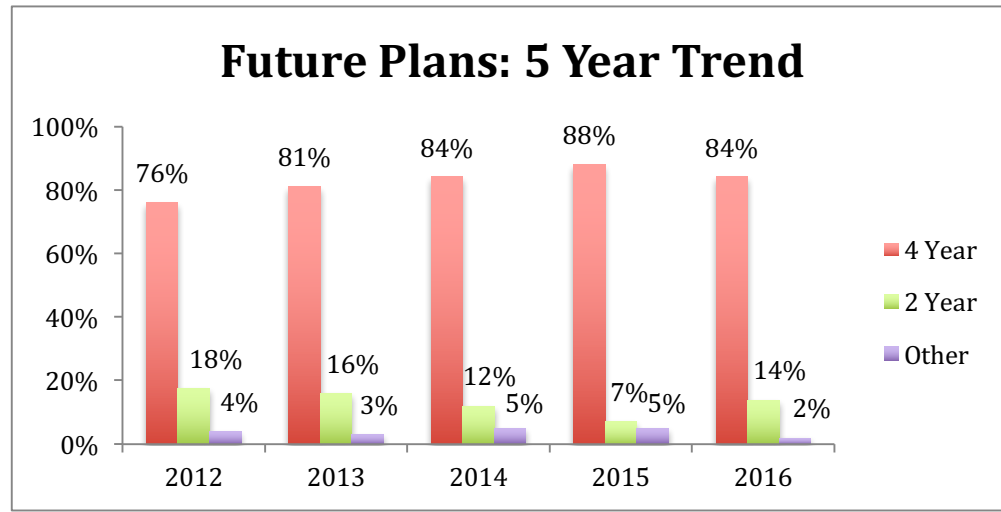
The School Counseling Department processed over 2,600 college applications to 396 different colleges and universities for the class of 2016.

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

- Of the 392 students graduating in the Class of 2016, a total of 385 (98%) students continued their education at 2- and 4-year colleges and universities, or technical schools.
- Of these 385 students, 86% attended 4-year colleges and 14% attended 2-year colleges or technical schools.
- Of these 385 students, 60% attended public colleges and universities; 40% attended private colleges and universities.



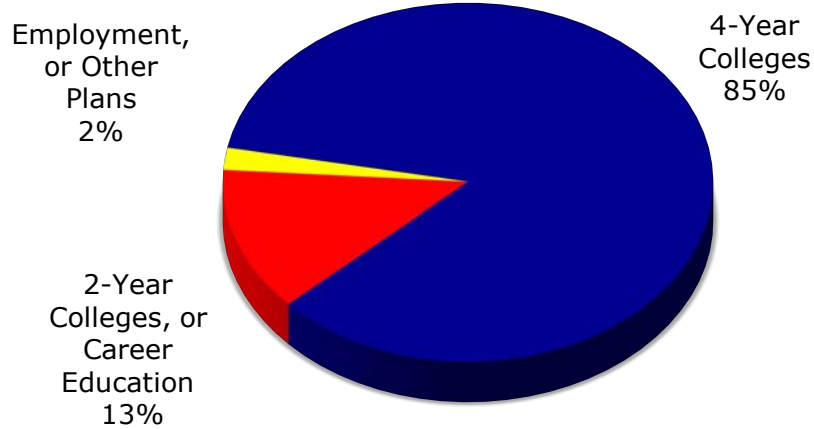
5 Year Trend Data



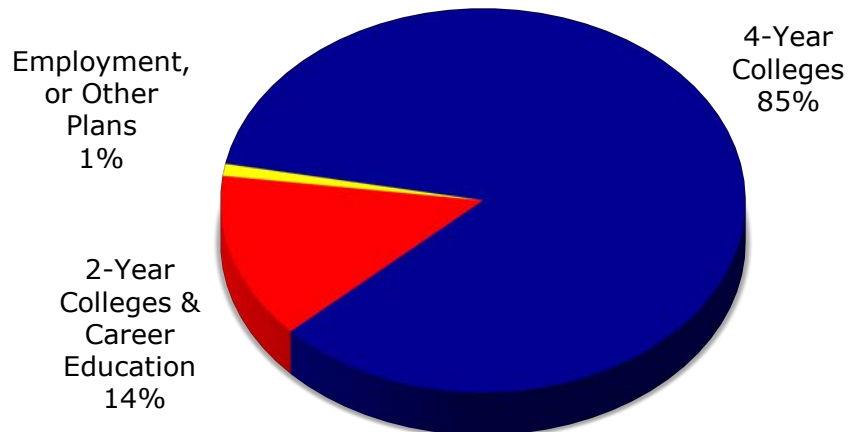
Future Plans by Gender

	Male	Female	Total
4-Year Colleges	143	189	332
2-Year Colleges	24	29	53
Career Education	0	0	0
Employment	1	1	2
Military	0	0	0
Other Plans	1	4	5
Totals	169	223	392

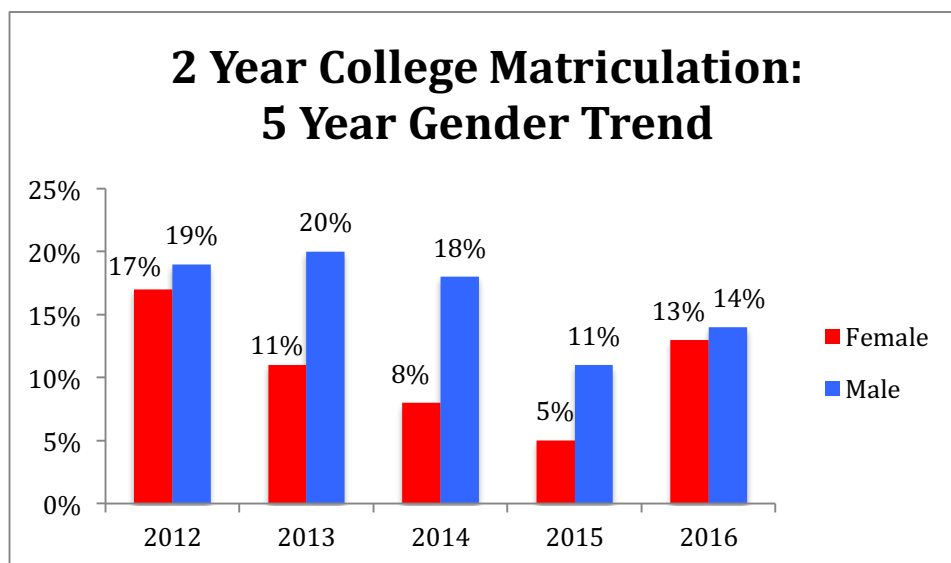
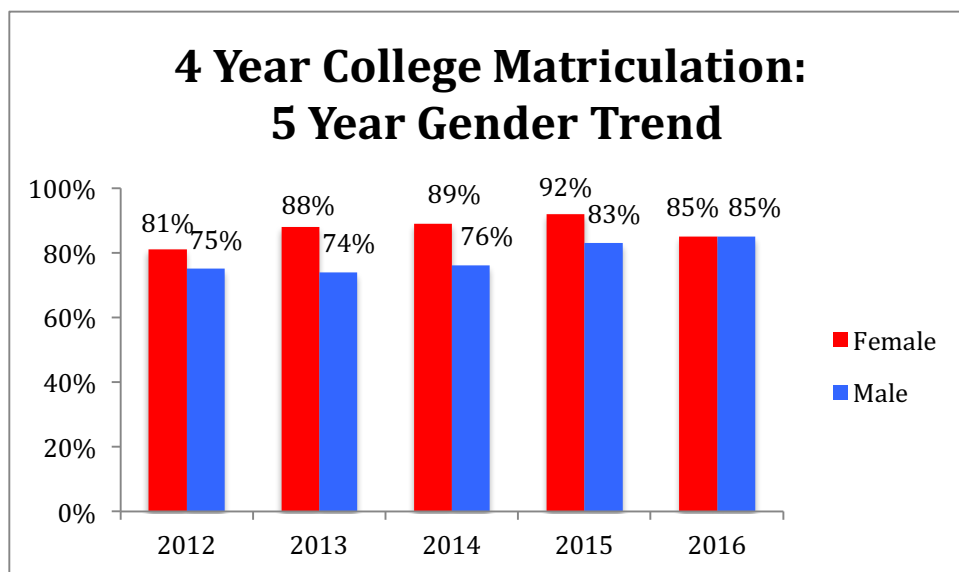
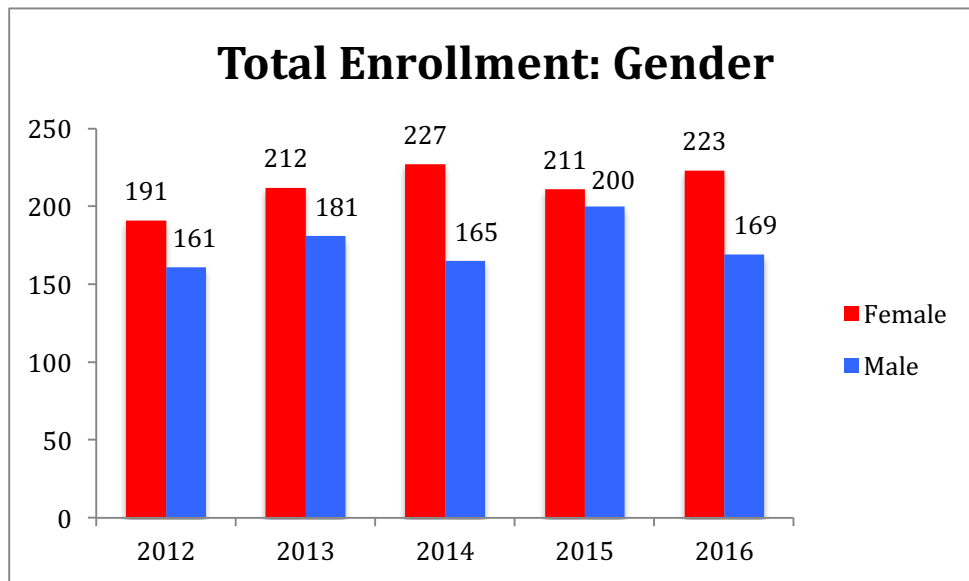
2016 Future Plans--Females



2016 Future Plans--Males

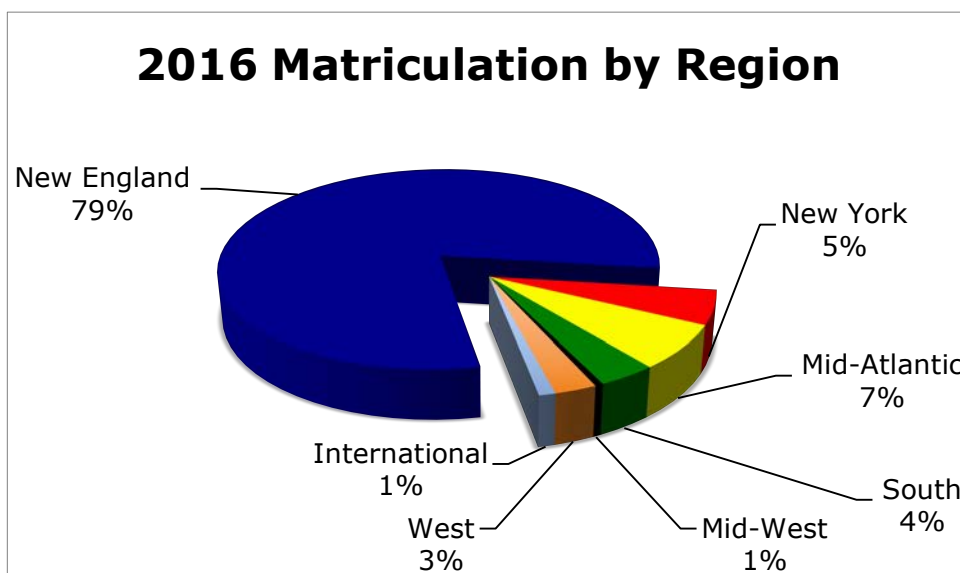


5 Year Trend Data: Gender



Geographic Breakdown by Matriculation

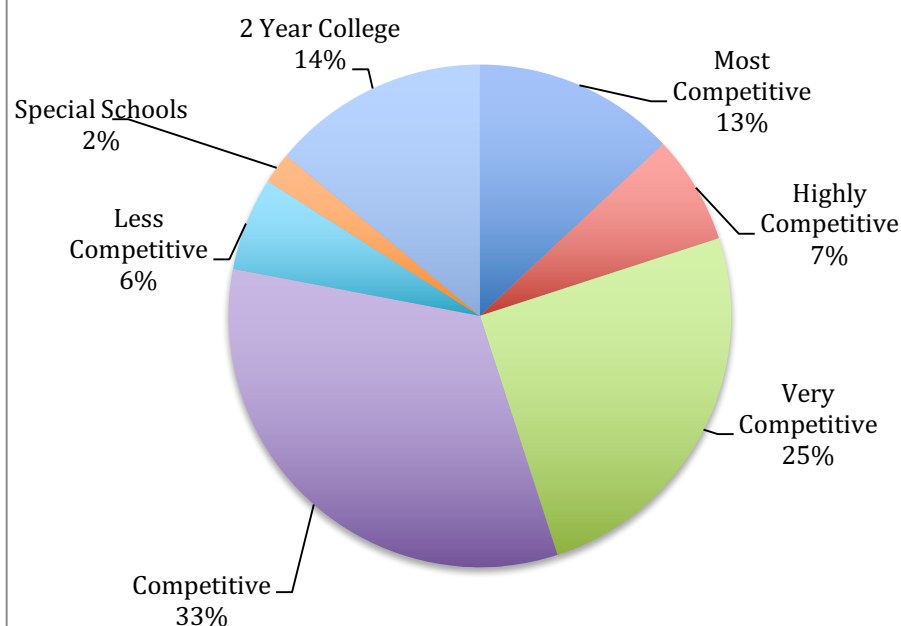
- Seniors in the Class of 2016 were accepted to 285 different colleges and universities in 30 different states, Canada, and Scotland.
- Seniors in the Class of 2016 enrolled in 121 different colleges and universities in 27 different states, District of Columbia, Canada, and Scotland.



	Private		Public	
	2-Year & Technical	4-Year	2-Year	4-Year
New England				
Maine	-	4	-	3
Massachusetts	1	73	50	106
Rhode Island	-	14	1	-
Connecticut	-	7	-	9
New Hampshire	-	8	-	28
Vermont	-	1	-	1
New York	-	18	-	2
Mid-Atlantic				
District of Columbia	-	4	-	-
Virginia	-	-	-	8
Pennsylvania	-	8	-	1
Maryland	-	-	-	4
New Jersey		1		
South				
Alabama	-	-	-	1
Florida	-	1	-	3
Georgia	-	1	-	-
Louisiana	-	-	-	1
South Carolina	-	-	-	4
North Carolina	-	-	-	1
Tennessee	-	1	-	-
Texas	-	2	-	-
Midwest				
Ohio	-	2	-	-
Illinois	-	1	-	-

Continued				
West				
Arizona	-	-	-	1
California	1	2	-	-
Colorado	-	-	-	5
Idaho		1		
Utah	-	-	-	1
		-		
Canada	-	1	-	2
Scotland	-	1	-	-
Totals	2	151	51	181

2016 Matriculations - Selectivity



Barron's Selectivity Categories Class of 2016

Students Enrolled at the Following Colleges & Universities

Most Competitive:

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

Boston College
 Boston University (5)
 Brandeis University (2)
 Brown University (2)
 Carnegie Mellon University (2)
 Case Western University
 Colby College
 Colorado School of Mines (2)
 Columbia University
 Cornell University (3)
 The George Washington University (2)
 Northeastern University (13)
 New York University (3)
 Oberlin University
 Princeton University
 Rensselaer Polytechnic Institute
 University of North Carolina
 University of Pennsylvania
 University of Southern California
 University of Virginia
 Worcester Polytechnic University (3)

Highly Competitive:

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

American University (2)
 Baylor University (2)
 +Bentley University (2)
 Brigham Young University
 Clark University (4)
 Clemson University
 Emerson College (2)
 Gettysburg College
 Stony Brook University
 University of Connecticut (7)
 University of Maryland (2)
 University of San Diego

Very Competitive:

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

Arizona State University
 Bryant University (3)
 DePaul University
 Endicott College (2)
 Fairfield University (2)
 Florida State University (2)
 George Mason University (2)
 James Madison University (4)
 Lipscomb University
 Louisiana State University
 Marist College
 Muhlenberg University
 Providence College
 Rochester Institute of Technology (2)
 Rivier University
 Roger Williams University (5)
 Salve Regina
 Simmons College
 Saint Anselm College
 St. Joseph's University
 Syracuse University (2)
 Towson University
 University of Massachusetts at Amherst (40)
 University of Massachusetts at Lowell (11)
 University of Colorado (3)
 University of South Carolina (2)
 University of Vermont
 Wheaton College

Competitive:

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

Anna Maria College
 Arcadia University
 Assumption College (8)
 Bridgewater State University
 Eastern Connecticut State University
 Emmanuel College
 Fitchburg State University (5)
 Florida Gulf University
 Florida Southern University
 Framingham State University (8)
 Franklin Pierce University (5)
 Johnson and Wales University
 King's College
 Lesley University (2)
 Manhattan College (2)

MA College of Liberal Arts (2)
 Merrimack College
 Norwich University
 Old Dominion University
 Pennsylvania State
 Quinnipiac University
 Sacred Heart (2)
 Savannah College
 Southern New Hampshire University (2)
 Springfield College (3)
 St. John Fisher College
 St. Joseph's College (2)
 Stonehill College (2)
 Suffolk University
 The Citadel
 University of Massachusetts at Boston (2)
 University of Massachusetts at Dartmouth (8)
 University of New Hampshire (13)
 University of Alabama
 University of Hartford (2)
 University of Maine (3)
 Utah State University
 Wagner College
 Wentworth Institute of Technology (8)
 Western New England University
 Westfield State University (6)
 Wheelock College
 Worcester State University (20)

Less Competitive:

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

Concordia University
 Curry College
 Fisher College
 Husson College
 Keene State College (13)
 Nichols College (5)
 Plymouth State University (2)
 Western Connecticut University

Special Schools:

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

Concordia University, Canada (2)
 MA College of Art (2)
 MA College of Pharmacy & Health Sciences (2)
 McGill University, Canada
 New England Institute of Technology
 University of St. Andrew's (Scotland)

2-Year Colleges:

Bay State College
 Community College of Rhode Island
 Fashion Institute
 Massachusetts Bay Community College
 North Essex Community College
 Quinsigamond Community College (48)

Top 7* Most Popular Schools Enrolled—Private

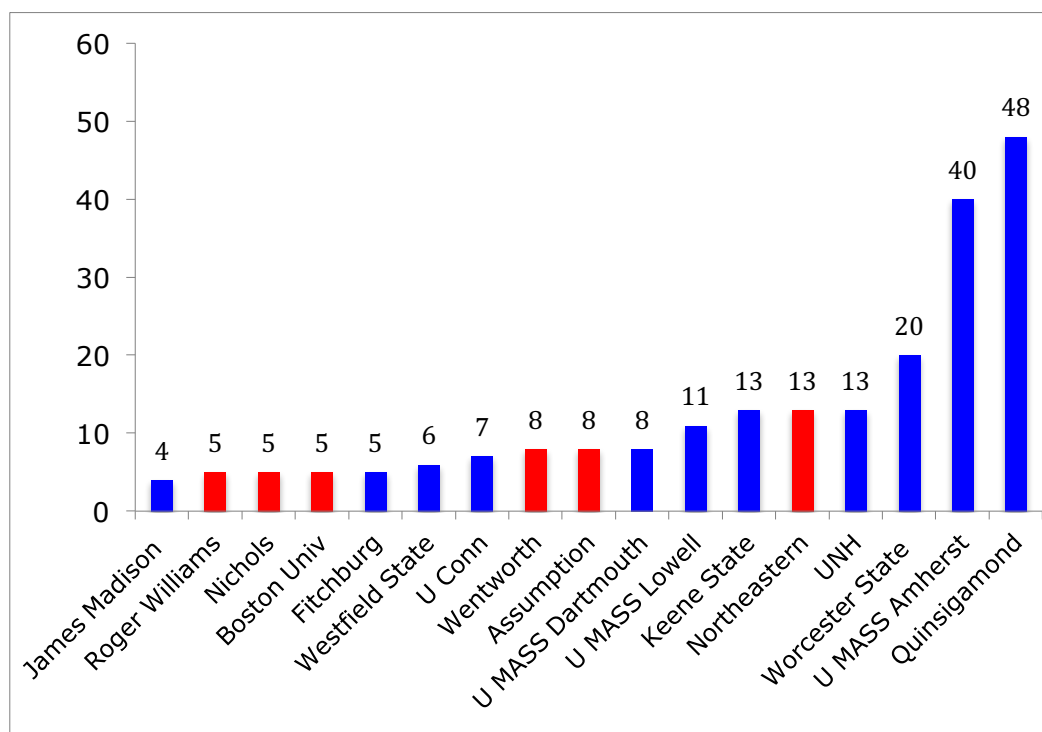
1. Northeastern —13
2. Assumption College —8
3. Wentworth Institute of Technology —8
4. Boston University—5
5. Nichols —5
6. Roger Williams —5
7. Clark University —4

Top 11* Most Popular Schools Enrolled—Public

1. Quinsigamond Community College —48
2. Massachusetts, University of—Amherst —40
3. Worcester State University—20
4. New Hampshire, University of—13
5. Keene State College —13
6. Massachusetts, University of Lowell—11
7. Massachusetts, University of Dartmouth—8
8. University of Connecticut—7
9. Westfield State University —6
10. Fitchburg State—5
11. James Madison University—4

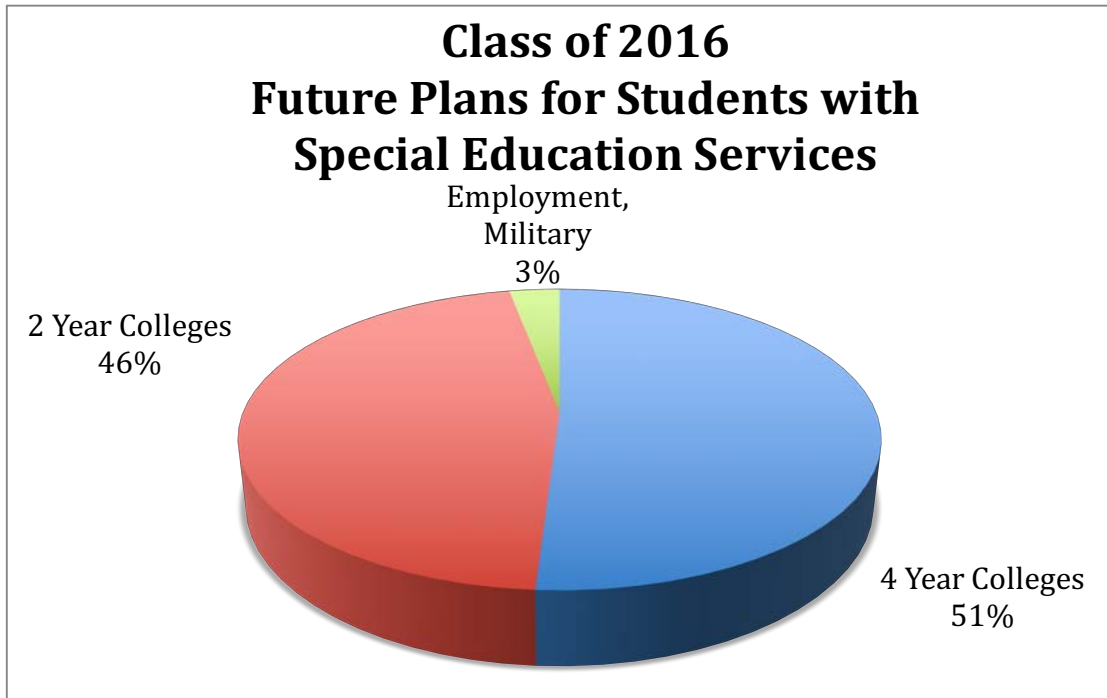
*Schools with 4 or more attendees.

Top Private and Public Enrollments

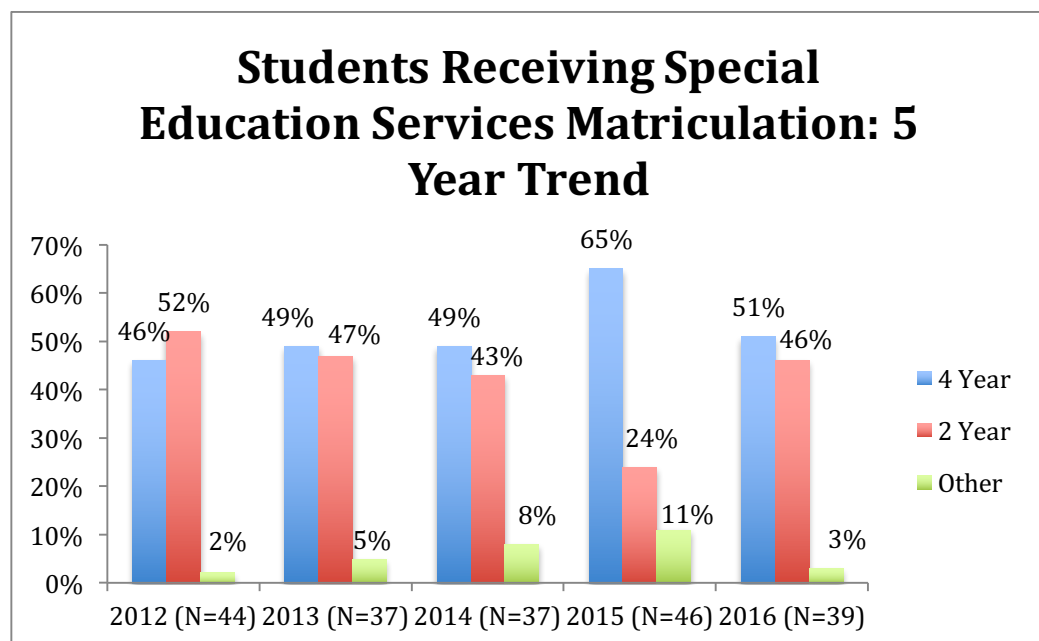
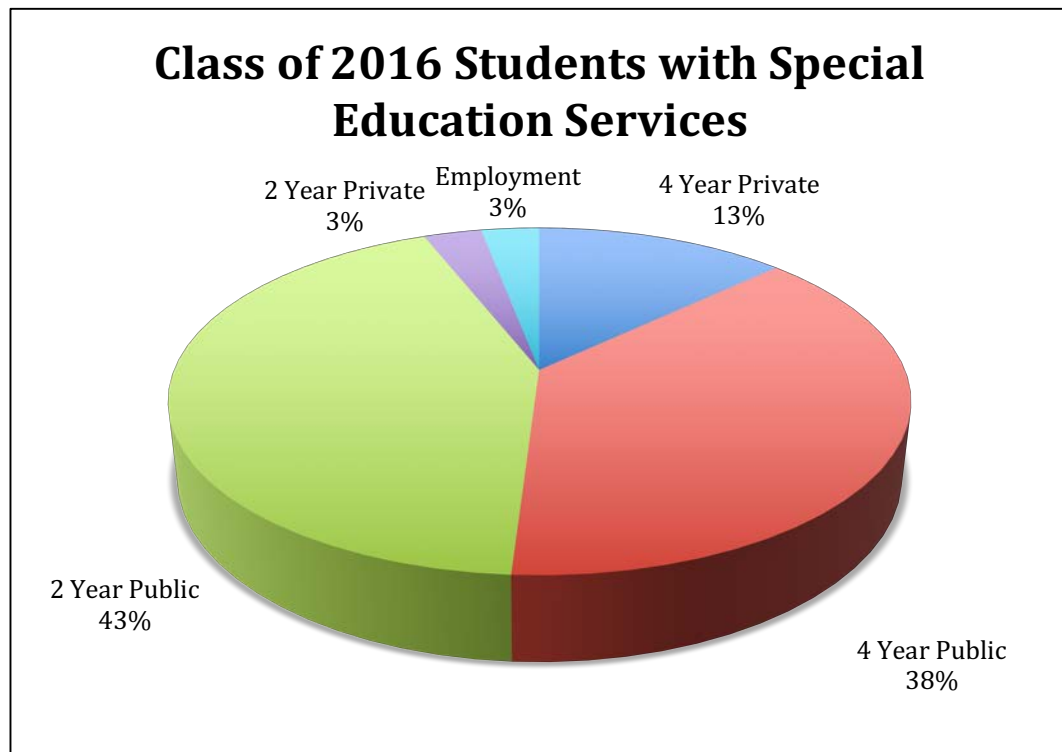


Class of 2016
Students with Special Education Services

- Thirty-nine students (10%) in the Class of 2016 received special education services. Of these 39 students:
 - 51% attended 4-year colleges
 - 46% attended 2-year colleges & technical schools
 - 3% entered the employment field or military



- Of these 39 students, 81% attended public colleges and universities; 16% attended private colleges and universities.





SHREWSBURY PUBLIC SCHOOLS SCHOOL COMMITTEE MEETING

**ITEM NO: IV. Time Scheduled Appointments:
C. Enrollment & Class Size: Report**

MEETING DATE: 11/16/16

SPECIFIC STATEMENT OR QUESTION:

Will the School Committee hear a report on the district's enrollment and class size for the current school year, effective October 1, 2016, and a report on the high school enrollment and class size for the current year, effective October 1, 2016?

BACKGROUND INFORMATION:

1. Each year the district is required to provide a report on enrollment as of October 1 to the Department of Elementary and Secondary Education. An overview of this data will be presented for School Committee review.
2. Dr. Sawyer and Mr. Collins will present an overview of district-wide enrollment data. The report is enclosed.
3. Mr. Bazydlo will present an overview of Shrewsbury High School enrollment and class size by department in the enclosed report.

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 & STUDENTS AVAILABLE FOR PRESENTATION:

Dr. Joseph M. Sawyer, Superintendent
Mr. Patrick C. Collins, Assistant Superintendent for Finance & Operations
Mr. Todd Bazydlo, Principal, Shrewsbury High School

Shrewsbury Public Schools

Preschool – Grade 12 Enrollment Report

Preschool – Grade 8 Class Size Report

2016-2017

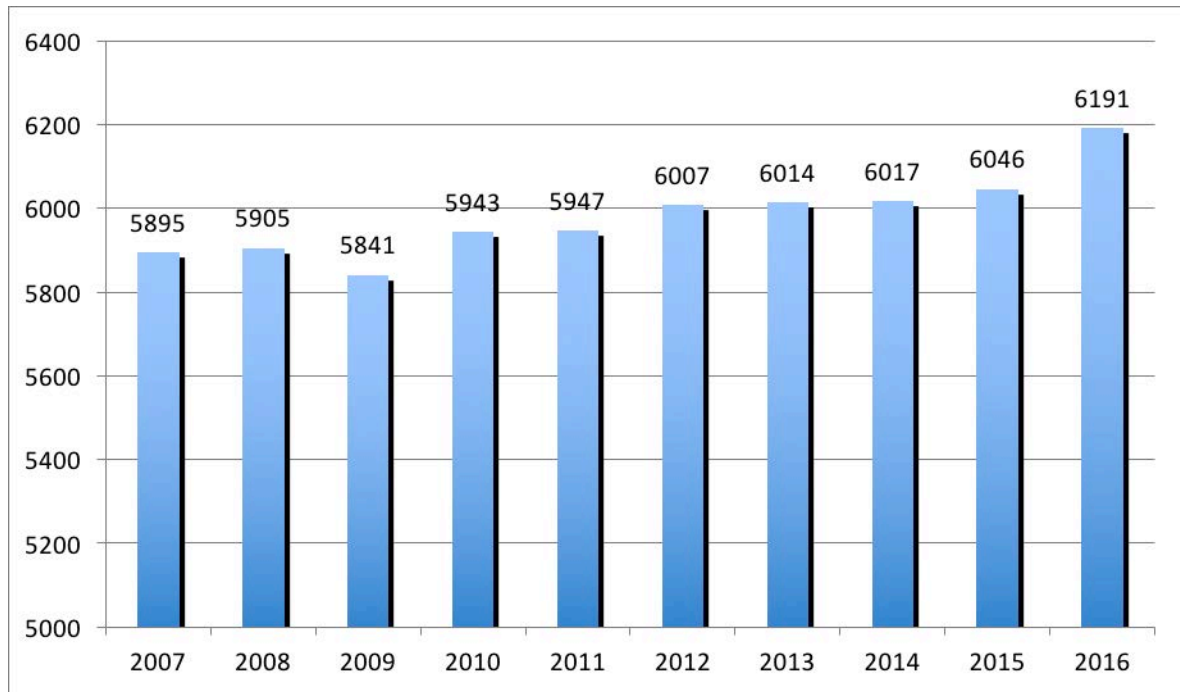
Data based on enrollment numbers as of October 1, 2016

SHREWSBURY PUBLIC SCHOOLS ENROLLMENT HISTORY

In-District PreK-12 Actual Enrollment: 2007-2016

The chart below illustrates the district's enrollment for the past 10 school years, which reflects growth from 5,895 to 6,191 an increase of 296 students over the past decade. The one-year increase from 2015 to 2016 was from 6046-6192, a 146 student increase.

PreK-12 Actual Enrollment 2007-2016 (as of October 1 of each year)



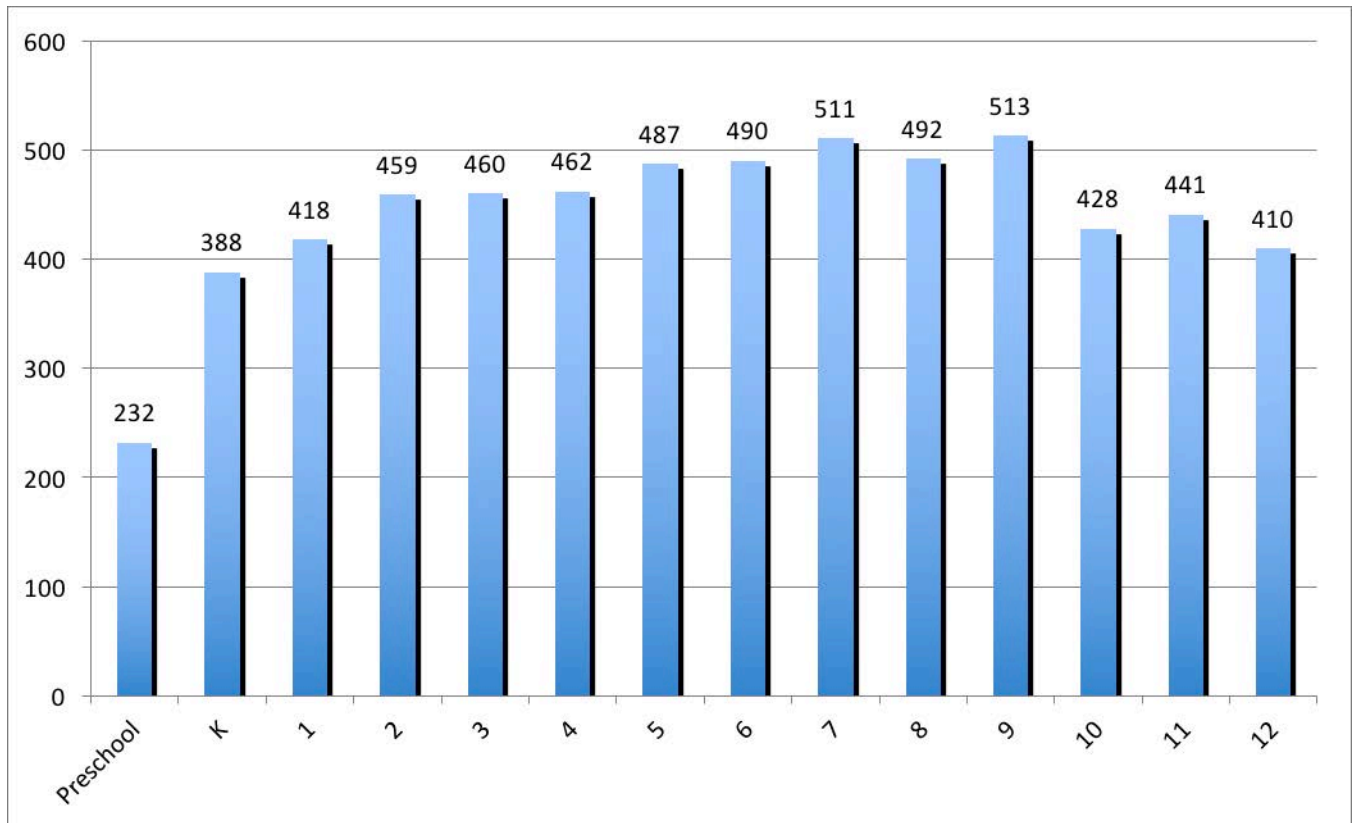
SHREWSBURY PUBLIC SCHOOLS

2016 ENROLLMENT BY GRADE

Enrollment by Grade October 1, 2016

The Department of Elementary and Secondary Education uses enrollment figures as of October 1 of each school year for its official statistics. The in-district populations for each grade in Shrewsbury as of October 1, 2016 are displayed in the chart below:

2016 PreK-12 Enrollment (October 1)



Enrollment History by Grade Level 2007-2016

Grade	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016
PreK	181	196	211	241	243	262	250	234	238	232
K	376	342	348	372	341	364	392	346	356	388
1	439	476	426	429	429	416	399	430	424	418
2	454	456	493	448	457	447	450	430	446	459
3	482	459	465	515	464	474	452	462	439	460
4	454	478	459	472	516	458	480	467	474	462
5	496	456	473	469	485	524	462	487	473	487
6	450	461	436	465	476	465	518	469	500	490
7	485	453	466	435	462	473	490	529	481	511
8	449	489	439	479	443	466	471	478	547	492
9	419	393	421	401	414	408	420	432	413	513
10	404	429	398	417	414	421	406	423	440	428
11	423	390	415	390	413	417	421	410	412	441
12	383	427	391	410	390	412	403	420	403	410
Total P-12	5895	5905	5841	5943	5947	6007	6014	6017	6046	6191
% Annual Change	-0.10%	0.17%	-1.08%	1.75%	0.07%	1.01%	0.12%	0.05%	0.48%	2.41%

Special Education Out of District Placements

Grade	Pre	K	1	2	3	4	5	6	7	8	9	10	11	12	13*	Total
2012	1	0	0	0	1	1	3	8	6	9	5	10	4	8	22	78
2013	0	1	1	0	1	3	1	2	8	8	7	4	8	5	26	75
2014	0	0	1	1	0	1	4	2	4	7	6	10	5	8	26	75
2015	0	0	1	1	1	0	1	5	3	5	8	10	10	5	22	72
2016	0	0	0	1	1	1	1	1	4	3	5	9	9	12	22	69

*Grade 13 represents students requiring services until age 22.

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

Vocational Technical School Enrollment

Grade	9	10	11	12	Total
2012	28	36	31	32	127
2013	37	29	37	28	131
2014	35	37	25	37	134
2015	37	25	35	24	121
2016	18	31	24	35	108

CLASS SIZE AVERAGES: HISTORY

Kindergarten Average Class Size

(School Committee Guidelines 17-19)

	Beal	Coolidge	Paton	Spring
2007	18	21	N/A	16
2008	19	21	N/A	18
2009	19	20	N/A	20
2010	21	21	N/A	19
2011	19	19	N/A	18
2012	20	19	N/A	21
2013	19	20	N/A	20
2014	19	20	20	20
2015	20	20	21	20
2016	19	20	20	20
Avg.	19	20	20	19

Elementary (1-4) Average Class Size School-Wide

(School Committee Guidelines Gr. 1-2 = 20-22; Gr. 3-4 = 22-24)

	Beal	Coolidge	Floral	Paton	Spring
2007	22	20	23	21	21
2008	22	21	23	21	22
2009	19	22	23	22	21
2010	21	21	23	23	22
2011	22	21	23	23	22
2012	N/A	23	25	23	24
2013	N/A	23	25	23	23
2014	21	21	22	22	21
2015	19	21	22	22	21
2016	23	22	23	22	22
Avg.	21	22	23	22	22

Middle School Average Class Sizes

(School Committee Guidelines Gr. 5-8 = 22-24)

	Grade 5	Grade 6	Grade 7	Grade 8
2007	25	23	24	25
2008	25	23	25	24
2009	24	24	26	22
2010	26	26	24	27
2011	27	26	26	25
2012	29	29	30	29
2013	29	29	31	29
2014	24	23	26	24
2015	24	25	23	27
2016	24	25	26	25
Avg.	26	25	26	26

Elementary Class Size History (Grade 1-4)

B=Beal; C=Coolidge; F=Floral; P=Paton; S=Spring																	
	Grade 1 (SC 20-22)					Grade 2 (SC 20-22)				Grade 3 (SC 22-24)				Grade 4 (SC 22-24)			
	B	C	F	P	S	C	F	P	S	C	F	P	S	C	F	P	S
2007	22	19	24	22	18	22	23	20	21	20	23	22	22	21	23	21	21
2008	22	23	24	22	23	22	23	22	19	22	22	21	22	20	23	21	23
2009	19	21	22	21	18	23	24	25	22	20	23	24	21	22	22	21	22
2010	21	20	23	22	21	21	22	21	20	24	24	26	24	21	23	23	22
2011	22	17	22	21	20	22	24	23	22	21	23	22	21	25	24	26	25
2012	N/A	20	23	20	25	25	22	21	21	22	25	23	23	29	29	28	29
2013	N/A	19	20	19	22	26	30	21	28	27	25	29	21	24	25	24	24
2014	21	22	22	21	22	22	21	20	19	19	24	22	20	22	22	24	22
2015	19	23	21	20	19	21	22	23	22	22	21	20	21	19	24	23	22
2016	23	18	22	19	22	23	21	23	22	23	23	23	24	24	24	22	22
AVG.	21	20	22	21	21	23	23	22	22	22	23	23	22	23	24	23	23

Year-to-Year Progression Grade 1 to Grade 12

	1	2	3	4	5	6	7	8	9	10	11	12	Gr. 1-12 % Change
Class of 2017	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	
Enrollment	452	468	482	478	473	465	462	466	420	423	412	410	-9.3%
Class of 2016	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	
Enrollment	449	466	452	454	456	436	435	443	408	406	410	403	-10.8%
Class of 2015	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	
Enrollment	484	489	502	507	496	461	466	479	414	421	421	420	-13.2%
Class of 2014	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	
Enrollment	442	464	464	466	462	450	453	439	401	414	417	403	-8.8%
Class of 2013	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	
Enrollment	475	483	480	504	502	488	485	489	421	417	413	412	-13.3%
Class of 2012	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	
Enrollment	420	444	442	464	463	461	449	449	393	398	390	390	-7.1%
Class of 2011	1999	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	
Enrollment	466	471	469	488	494	492	486	501	419	429	415	413	-11.4%
Class of 2010	1998	1999	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	
Enrollment	381	395	402	424	428	436	444	443	408	404	390	390	2.4%
Class of 2009	1997	1998	1999	2000	2001	2002	2003	2004	2005	2006	2007	2008	
Enrollment	365	365	391	399	419	423	438	441	425	436	423	427	17.0%
Class of 2008	1996	1997	1998	1999	2000	2001	2002	2003	2004	2005	2006	2007	
Enrollment	381	400	408	424	433	427	426	437	413	402	388	383	0.5%
Class of 2007	1995	1996	1997	1998	1999	2000	2001	2002	2003	2004	2005	2006	
Enrollment	366	375	389	395	394	389	400	395	356	360	345	351	-4.1%
Class of 2006	1994	1995	1996	1997	1998	1999	2000	2001	2002	2003	2004	2005	
Enrollment	316	329	340	348	354	352	361	364	343	343	334	344	8.9%
Class of 2005	1993	1994	1995	1996	1997	1998	1999	2000	2001	2002	2003	2004	
Enrollment	311	329	327	341	359	356	356	367	324	330	324	320	2.9%
Class of 2004	1992	1993	1994	1995	1996	1997	1998	1999	2000	2001	2002	2003	
Enrollment	294	308	327	324	323	330	328	328	290	296	287	289	-1.7%

Kindergarten Enrollment Numbers: Full Day/Half Day

Total Kindergarten		Full Day			Half Day		
Year	Enrollment	Sections	Students	Percentage	Sections	Students	Percentage
2003	398	2	37	9%	18	361	91%
2004	384	2	33	9%	18	351	91%
2005	394	3	51	13%	18	343	87%
2006	378	3	57	15%	17	321	85%
2007	376	4	80	21%	17	296	79%
2008	342	4	77	23%	14	265	77%
2009	348	5	96	28%	13	252	72%
2010	372	8	166	45%	10	206	55%
2011	341	8	158	46%	10	183	54%
2012	364	15	307	84%	3	57	16%
2013	392	15	318	81%	4	74	19%
2014	346	12	242	70%	6	104	30%
2015	356	12	240	67%	6	116	33%
2016	388	13	275	71%	6	113	29%

Kindergarten Enrollment: Actual versus Town Manager Projections

Kindergarten			
Year	Actual Enrollment	TM Projection	% Difference
2004	384	419	-8.4%
2005	394	414	-4.8%
2006	378	397	-4.8%
2007	376	410	-8.3%
2008	342	362	-5.5%
2009	348	376 (357 modified)	-7.5%
2010	372	336	10.7%
2011	341	312	9.3%
2012	364	299	21.7%*
2013	392	353	11.0%*
2014	346	384	-9.9%*
2015	356	320	11.3%
2016	388	383	1.3%

*Full day sections increased from 8 to 15 in 2012 allowing for families who desired full day to enroll. This continued in 2013.

There are 14 sections of full day for 2016, which is two more than last year.
Tuition for full day kindergarten is \$4,000 annually.

Note: New England School Development Council projection for 2016 was 391 students.

Students Transferring to Private for Grade 9

	06/07	07/08	08/09	09/10	10/11	11/12	12/13	13/14	14/15	15/16	16/17
Bancroft				1			1	10			
Boston Latin	1		1	2							
Catholic Memorial				1							
Cushing Academy											1
East Catholic											1
Gann Academy					1						
Groton School									1	1	
Hillside											1
Holy Name	1		2				1	4			1
Hudson Catholic											
Lancaster Academy	1										
Milton Academy											1
Notre Dame	5	3	8	5	3	3	6	12	3	4	1
Phillips Academy	1										
St John's	18	22	38	42	34	35	33	47	46	47	35
St Mark's					2		2		2	2	1
St Peter Marian	1				2	1		2	2	2	2
The Rivers					1						
Whitinsville Christian Academy					1	1					
Utah										1	
Worcester Academy	1			2			1	1	1	1	3
Totals	29	25	49	53	44	40	44	76	55	58	47

FY 16 Projected Enrollment & Sections Initial Budget Book

Grade Level	Projected 2016-17	Beal			Coolidge			Floral Street			Paton			Spring Street		
		Students	Sections	Avg.	Students	Sections	Avg.	Students	Sections	Avg.	Students	Sections	Avg.	Students	Sections	Avg.
HDK	76	76	2/4	19												
FDK	315	168	8	21	63	3	21				21	1	21	63	3	21
Grade 1	411	63	3	21	80	4	20	132	6	22	76	4	19	60	3	20
Grade 2	461				94	4	24	201	9	22	83	4	21	83	4	21
Grade 3	458				90	4	23	208	9	23	92	4	23	68	3	23
Grade 4	456				90	4	23	192	8	24	87	4	22	87	4	22
Total K	391															
Total 1-4	1786	School Avg./class 20			School Avg./class 22			School Avg./class 23			School Avg./class 21			School Avg./class 21		
Total K-4	2177	307	15		417	19		733	32		359	17		361	17	

* Projected class sizes used are based upon the Town Manager's Projection and the NESDEC Projection. When projections are not equal, the highest class size amount was used for planning purposes. The kindergarten projection will be updated upon completion of a parent survey soliciting their intentions for their kindergarten age child.

School Committee class size guidelines:
Kindergarten guideline: 17-19
Grades 1-2 guideline: 20-22
Grades 3-8 guideline: 22-24

Grade Level	Projected 2016-17	Sherwood Middle			Oak Middle			High School			Preschool Program			
		Students	Sections	Avg.	Students	Sections	Avg.	Students	Sections	Avg.	Program	Students	CR/Sect.	Avg.
Grade 5	487	487	20	24										
Grade 6	488	488	20	24							Parker Rd.	165	6/13	13
Grade 7	517				517	20	26				Little Col. (30	1/2	15
Grade 8	484				484	20	24				Wesleya	65	2/5	13
Grade 9	489							489	N/A	N/A				
Grade 10	419							419	N/A	N/A				
Grade 11	438							438	N/A	N/A				
Grade 12	407							407	N/A	N/A				
		School Avg./class 24			School Avg./class 25			School Avg./class N/A			School Avg./class 12			
Totals	3729	975	40		1001	40		1753	N/A			260	22	
In-District Total K-12:		5,906												
In-District Total PreK-12:		6,166												

- Town Manager's Projection for K-12 = 5,848
- NESDEC Projection for K-12 = 5,858

2016-2017 ACTUAL ENROLLMENT AND GRADE CONFIGURATION OCTOBER 1, 2016

		Beal			Coolidge			Floral Street			Paton			Spring Street		
Grade	Actual															
Level	2016-17	Students	Clrms/Sect.	Avg.	Students	Sections	Avg.	Students	Sections	Avg.	Students	Sections	Avg.	Students	Sections	Avg.
HDK	113	113	3/6	19												
FDK	275	136	7	19	59	3	19.7				20	1	20	60	3	20
Grade 1	418	69	3	23	72	4	18	134	6	22	77	4	19	66	3	22
Grade 2	459				92	4	23	190	9	21	90	4	23	87	4	22
Grade 3	460				89	4	22	209	9	23	91	4	23	71	3	24
Grade 4	462				97	4	24	189	8	24	88	4	22	88	4	22
Total K	388															
Total 1-4	1799	School Avg./class 20			School Avg./class 22			School Avg./class 23			School Avg./class 22			School Avg./class 22		
Total K-4	2187	318	16		409	19		722	32		366	17		372	17	

* Projected class sizes used are based upon the Town Manager's Projection and the NESDEC Projection. When projections are not equal, the highest class size amount was used for planning purposes. The kindergarten projection will be updated upon completion of a parent survey soliciting their intentions for their kindergarten age child.

School Committee class size guidelines:

Kindergarten guideline: 17-19

Grades 1-2 guideline: 20-22

Grades 3-8 guideline: 22-24

		Sherwood Middle			Oak Middle			High School			Preschool Program			
Grade	Actual										Program	Students	CR/Sect.	Avg.
Level	2016-17	Students	Sections	Avg.	Students	Sections	Avg.	Students	Sections	Avg.				
Grade 5	487	487	20	24										
Grade 6	490	490	20	25							Parker Rd.	154	6/14	12
Grade 7	511				511	20	26				Little Col. (SHS)	23	1/2	11.5
Grade 8	492				492	20	25				Wesleyan	55	2/5	11
Grade 9	513							513	N/A	N/A				
Grade 10	428							428	N/A	N/A				
Grade 11	441							441	N/A	N/A				
Grade 12	410							410	N/A	N/A				
		School Avg./class 24			School Avg./class 25			School Avg./class N/A			School Avg./class 11			
Totals	3772	977	40		1003	40		1792	N/A			232	21	
In-District Total K-12:		5,959												
In-District Total PreK-12:		6,191												

• Town Manager's Projection for K-12 = 5,848

• NESDEC Projection for K-12 = 5,858

Totals by Schools	10/1/16
Preschool	232
Beal	318
Coolidge	409
Floral	722
Paton	366
Spring	372
Sherwood Middle	977
Oak Middle	1003
High School	1792
TOTAL ENROLLMENT	6191
TOTALS BY GRADES	
Preschool	232
Kindergarten	388
Grade 1	418
Grade 2	459
Grade 3	460
Grade 4	462
Elementary Sub total	2419
Grade 5	487
Grade 6	490
Grade 7	511
Grade 8	492
Middle School Sub total	1980
Grade 9	513
Grade 10	428
Grade 11	441
Grade 12	410
High School Sub total	1792
TOTAL ENROLLMENT	6191
Out of District Special Education	69
Vocational High School	108
Walk-ins – Special Education	24
TOTAL	201
GRAND TOTAL	6392

Preschool	
PARKER ROAD	10/1/16
Typical	114
General Special Education	32
Intensive Special Education	8
TOTAL	154
LITTLE COLONIALS	
Typical	23
General Special Education	0
Intensive Special Education	0
TOTAL	23
PARKER at WESLEYAN	
Typical	44
General Special Education	11
Intensive Special Education	0
TOTAL	55
Total Typical	181
Total General Special Education	43
Total Intensive Special Education	8
TOTAL PRESCHOOL	232

Beal Early Childhood Center	
KINDERGARTEN AM	10/1/16
McInerny	19
Neddo	20
Thayer	19
TOTAL AM	58
KINDERGARTEN PM	
Barrett	18
Neddo	18
Thayer	19
TOTAL PM	55
FULL DAY	
Aulenback	18
Biadasz	20
Costello	20
Downs	20
Knott	19
McLaughlin	19
Pinto	20
TOTAL FULL DAY	136
GRADE 1	
Chaves	24
McKiernan	23
Zakar	22
TOTAL GRADE 1	69
TOTAL SCHOOL	318

Calvin Coolidge School	
Kindergarten	10/1/15
Broszeit	20
Mills	19
Rubin	20
TOTAL KINDERGARTEN	59
GRADE 1	
Cantin	18
McQuade	18
Mongeon	18
Terrasi	18
TOTAL GRADE 1	72
GRADE 2	
Cotter	22
Flemming	24
Hurley	22
Osborne	24
TOTAL GRADE 2	92
GRADE 3	
Burnap	23
Kendrick	23
Lane	22
Richardson	21
TOTAL GRADE 3	89
GRADE 4	
Cloyes	24
Finneran	25
Rice	24
Weagle	24
TOTAL GRADE 4	97
SCHOOL TOTAL	409

Floral Street School	
GRADE 1	10/1/15
Grossman	22
Harrington	21
McCarthy	23
McGrail	22
Plourde	23
Poppalardo	23
TOTAL GRADE 1	134
GRADE 2	
Avery	21
Bradt	21
Caforio	21
Frankian	21
Hogan	21
Martel	21
Richard	21
Ward	21
Young	22
TOTAL GRADE 2	190
GRADE 3	
Beall	23
Bisceglia	23
Borraccino-Morrissey	24
McNamara	23
Nolli	24
Peterson	23
Stanwick	23
Suto	24
Ushinski	22
TOTAL GRADE 3	209
GRADE 4	
Edgren	24
Goulding	24
Manning	24
Murphy	23
Powell	23
Ralys	24
Ross	24
Spangenberg	23
TOTAL GRADE 4	189
SCHOOL TOTAL	722

Walter J. Paton School	
KINDERGARTEN	10/1/16
Cosenza	20
TOTAL K	20
GRADE 1	
Halacy	19
Violette	20
Viscomi	19
White	19
TOTAL GR. 1	77
GRADE 2	
Bergeron	23
Early	22
Gustafson	23
Symonds	22
TOTAL GR. 2	90
GRADE 3	
Campbell	23
Carlson	23
Darling	23
Kalagher	22
TOTAL GR. 3	91
GRADE 4	
Camerato	22
Cormier	22
Leifer	22
Moran	22
TOTAL GR. 4	88
SCHOOL TOTAL	366

Spring Street School	
Kindergarten	10/1/16
Camerato	20
Lewis	20
Silver	20
TOTAL K	60
GRADE 1	
Baumann	22
Brand	22
Kinback	22
TOTAL GRADE 1	66
GRADE 2	
Fraher	22
Porter	21
Reilly	22
Sullivan	22
TOTAL GRADE 2	87
GRADE 3	
Garabedian	24
McRae	24
Tolczko	23
TOTAL GRADE 3	71
GRADE 4	
Doherty	22
Liporto	22
Luby	22
Travers	22
TOTAL GR. 4	88
SCHOOL TOTAL	372

Sherwood Middle School	
GRADE 5	10/1/16
Blash	23
Chalmers	24
D'Ascanio	25
Donahue	26
Gouley	25
Graham	25
Hopkins	25
Lavery	23
Marcigliano	25
Martin	25
McCabe	23
McCarthy	24
Matthews	25
Nolle	26
O'Connor	23
O'Neil	24
Ryan	24
Tinsley	23
Virzi	25
Walsh	25
TOTAL GRADE 5	487
GRADE 6	
Broderick	25
Butler	25
Carney	25
Corey	24
Cristy	25
DiGiacomo	25
Duggan	25
Egan	24
Goudreau	25
Hendrix	24
Kershaw	24
Lawson	25
Macchi	24
Middlesworth	24
Peacock	24
Polechronis	24
Rekemeyer	25
Shaw	24
Sinclair	25
Stoychoff	24
TOTAL GRADE 6	490
SCHOOL TOTAL	977

Oak Middle School	
GRADE 7	10/1/16
Amdur	24
Andrews	26
Binder	26
Boyajian	25
Davis	25
DePalo	26
Dolen	25
Johnson	25
Lawlor	27
Lockwood	26
McGrath	23
Meaney	26
Mondello	27
O'Brien	25
Scibelli	25
Suri	26
Thomas	26
Tinsley	26
Ventura	25
Wells	27
TOTAL GRADE 7	511
GRADE 8	
Ahlin	27
Amaral	25
Carlin	24
DeNolf	23
Dillon	25
Dufault	22
Egan	26
Grove	24
Heal	25
Kewriga	26
LaValley	25
Lewis	24
Madan	25
Militello	25
Mularella	25
Mulcahy	25
Pizzuto	23
Ponticelli	23
Ternullo	26
Young	24
TOTAL GRADE 8	492
SCHOOL TOTAL	1003

Shrewsbury High School

Shrewsbury, MA



Class Size Report 2016-2017

**Data based on enrollment numbers as of
October 1, 2016**

Shrewsbury High School

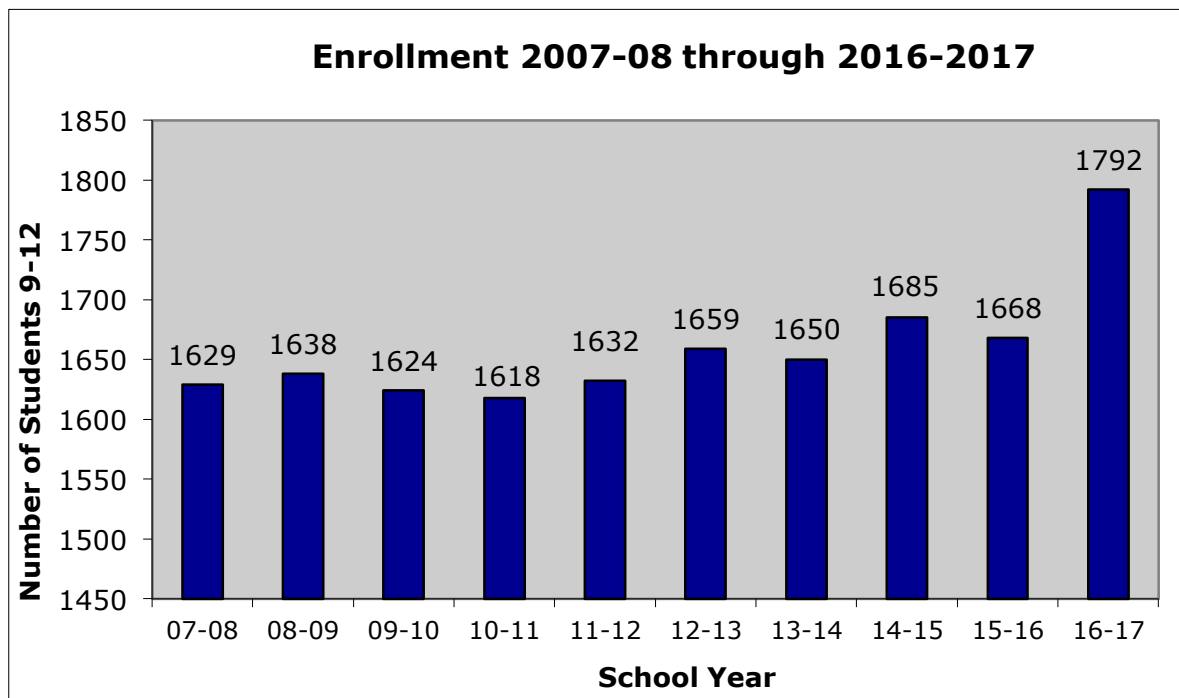
Class Size Report - October 2016

This report is based on data from the week of October 1, 2016. It contains information on class size and student enrollment for the first and second semesters of the 2016-2017 school year.

Overall Enrollment

With an increase of 124 students from last year and the largest one-year increase, high school enrollment has reached its highest level. The charts below show the ten-year enrollment trend for the high school both in the aggregate and by grade.

								OVERRIDE		
Grade	07-08	08-09	09-10	10-11	11-12	12-13	13-14	14-15	15-16	16-17
9	419	393	421	401	414	408	420	432	413	513
10	404	429	398	417	414	422	406	423	440	428
11	423	390	415	390	413	417	421	410	412	441
12	383	426	390	410	391	412	403	420	403	410
Total	1629	1638	1624	1618	1632	1659	1650	1685	1668	1792



Diversifying Student Population

From July 1st through October 1st, 2016, eighty-eight (88) students have enrolled at Shrewsbury High School. This population continues to influence the demand for certain courses resulting in a relatively significant impact on FTEs for certain departments. These eighty-eight students came to Shrewsbury from the following locations:

- 56 from within Massachusetts
- 14 from states other than Massachusetts including:
 - Arkansas
 - California
 - Colorado
 - Connecticut
 - Florida
 - New Hampshire
 - New York
 - Rhode Island
 - Ohio
 - Tennessee
 - Texas
- 15 from countries other than the United States including:
 - Brazil
 - Ghana
 - Haiti
 - Israel
 - Nigeria
 - Northern Mariana Islands
 - Puerto Rico
 - Qatar
 - Turkey
 - Venezuela
- 3 students previously home-schooled

Building/Facility Capacity

Increased enrollment impacts the master schedule, the availability of courses, class size, and building capacity. As may be expected with its highest enrollment on record, Shrewsbury High School operates at a building capacity of 96% (compared to 76% just two years ago). That is, on average, 96% of classrooms are in use during the school day (periods 1 – 7). This represents a significant factor when constructing the master schedule and the availability of courses throughout the school day. As a result, the majority of teachers now share classrooms and most teachers teach in more than one classroom. The chart below summarizes the number of available classrooms in each wing of the high school:

# of available rooms each period by hallway					
	English hallway A300s	Social Science hallway B300s	Math hallway A200s	Science hallways A100s & A200s	Foreign Language hallway B200s
Period 1	0	0	0	2	2
Period 2	2	1	2	0	0
Period 3	0	3	1	1	0
Period 4	0	2	1	2	0
Period 5	0	1	0	0	0
Period 6	0	0	1	1	3
Period 7	0	0	0	0	0
Hallways filled to xx%	98%	93%	96%	95%	94%

Teaching and Full-Time Equivalency (FTEs)

Although it appears as though the high school had an increase of 0.8 FTEs, this was a result of reallocations within district-wide staff:

- Science: internal shift of 0.2 FTE from science to engineering. (Net gain = 0)
- ITAMS: internal shift of 0.4 FTE non-teaching support to teaching staff. (Net gain = .4)
- Foreign Language: reallocation of 0.4 middle school teachers to the high school and 0.2 shift from VHS. (Net gain =0.6)

Teaching FTEs by Academic Department							
			OVER RIDE				
Department--All	12-13	13-14	14-15	15-16	16-17	1-Year Diff.	5-Year Diff.
Engineering	1.2	1.2	1.6	1.8	2.0	+2	+0.8
English	13.4	13.4	16.4	16.4	16.4	-	+3.0
English Language Education	1.2	1.2	1.9	1.9	1.9	-	+0.7
Family & Consumer Science	3.0	3.0	3.0	3.0	3.0	-	-
Foreign Language	10.6	11.0	12.0	12.0	12.6	+0.6	+2.0
Health & Phys. Ed.	8.6	8.6	9.0	9.0	9.0	-	+0.4
ITAMS	1.8	2.0	2.6	3.0	3.4	+0.4	+1.6
Math	13.8	13.8	16.8	16.8	16.8	-	+3.0
Performing Arts	2.1	2.1	2.7	2.9	2.9	-	+0.8
Science	13.4	13.4	17.0	16.8	16.6	-0.2	+3.2
Social Science	12.4	12.4	15.4	15.4	15.4	-	+3.0
Special Programs (VHS)	0.2	0.2	0.2	0.2	0.1	-0.1	-0.1
Visual Art	3.4	3.4	4.4	4.4	4.3	-0.1	+0.9
Total FTE	85.1	85.7	103.0	103.6	104.4	+0.8	+19.3
9 - 12 Enrollment	1659	1650	1685	1668	1792	+124	+36

Staffing (FTEs) by Academic Department							
Department--All	12-13	13-14	14-15	15-16	16-17	1-Year Diff.	5-Year Diff.
English	13.4	13.4	16.4	16.4	16.4	-	+3.0
Social Science	12.4	12.4	15.4	15.4	15.4	-	+3.0
Math	13.8	13.8	16.8	16.8	16.8	-	+3.0
Science & Engineering	14.6	14.6	18.6	18.6	18.6	-	+4.0
Foreign Language	10.6	11.0	12.0	12.0	12.6	+0.6	+2.0
Academic FTEs Total	64.8	65.2	79.2	79.2	79.8	+0.6	+18.0
9 - 12 Enrollment	1659	1650	1685	1668	1792	+124	+133
Average Academic Student-to-Teacher Ratio	25.6	25.3	21.3	21.1	22.5	+1.4	-3.1

Class Enrollment

The following table reveals the significant progress that has been made in reducing the number of over-enrolled (27 or more students) sections compared to four years ago. This year, however, a relatively significant number of classes (9.7%) have over-enrolled courses due primarily to the increase in enrollment with minimal increase in staffing (0.6 FTEs).

Department	# sections at 27 or more students				% of over-enrolled classes			
		OVER RIDE				OVER RIDE		
	13-14	14-15	15-16	16-17	13-14	14-15	15-16	16-17
English	19	2	2	3	28%	2%	2%	4%
For. Lang.	12	5	2	5	22%	8%	3%	8%
Math	22	3	0	6	32%	4%	0%	8%
Science/Eng.	53*	0*	0*	5	65%	0%	0%	7%
Soc. Sci.	33	1	1	14	48%	1%	1%	21%
TOTALS	139	11	5	33	41%	3%	1%	9.7%

Teacher Caseloads

The vast majority of SHS teachers are responsible for a caseload of between 100 and 110 students (class size average is 20 - 22 students per section). Although the over-ride in June 2014 significantly reduced teachers' total caseload of students and their corresponding average class size, nearly 63% of teachers this year (compared to just 33% last year) have an average class size over 21.

	Pre-override		Post-override			
Teachers' Caseload: Average Class Size	2013 – 2014 (three years ago)		2015 – 2016 (last year)		2016 – 2017 (this year)	
< 19	11%	19%	29.5%	67%	15.8%	37.3%
19.1 – 21.0	8%		37.5%		21.5%	
21.1 – 23.0	21%	81%	22.3%	33%	36.4%	62.7%
> 23.1	60%		10.7%		26.3%	

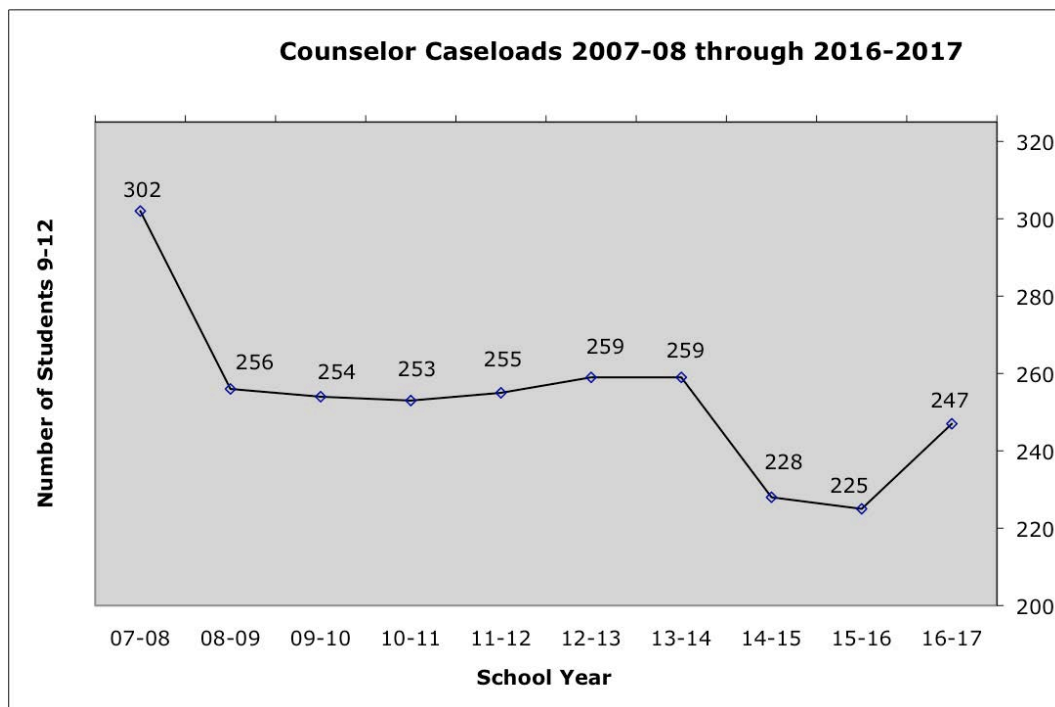
Average Class Size by Department

As the result of increased enrollment and minimal increase in teaching FTEs, the average class size for all departments increased compared to the last two years.

Average Class Size by Department 2012-13 through 2016-17						
			OVERRIDE			
Department	12-13	13-14	14-15	15-16	16-17	Range 15-16
English	23.7	23.9	20.0	20.2	21.2	11 -27
English Language Learners	7.3	7.0	7.7	10.5	11.1	6-18
Engineering	20.8	21.6	19.3	19.1	20.5	15-24
Family & Consumer Science	22.6	21.6	21.8	22.1	22.5	17-25
Foreign Language	23.6	22.3	22.8	20.3	20.3	9-32
Health	24.2	24.2	24.3	24.1	27.5	22-31
Instructional Technology	20.0	16.0	16.0	11.0	12.0	1-22
Mathematics	23.9	23.5	20.6	20.3	22.3	9-28
Performing Arts	31.4	29.9	22.9	23.5	24.6	10-63
Physical Education	25.1	24.3	25.3	24.8	24.8	19-34
Science	24.4	24.2	19.8	20.3	21.4	10-25
Social Sciences	25.9	25.8	22.8	21.7	24.5	17-28
Visual Arts	18.8	19.6	16.2	16.9	17.9	5-22

School Counseling

One of the departments most affected by an increase in enrollment is the School Counseling Department. With the addition of 124 students this year, the average student-to-counselor ratio has increased from 225:1 last year to 247:1 this year.



Special Education & ELL Co-Taught Courses

Expanded programming for English Language Learners and Special Education students continues with a number of co-taught sections in Mathematics and Science. In addition, co-taught programming has expanded to the English Department. This school year we have offered additional sections of co-taught Lab Chemistry, Lab Biology, Algebra and Geometry I, Algebra and Geometry II, Advanced Math I, Advanced Math II Topics, and English 12.

Student Internships and Independent Studies

Students continue to enroll in school-based internships for credit during what would otherwise be study periods. These opportunities have helped mitigate the overall study hall numbers. School-based internships include office internships, which involve clerical duties (e.g. answering telephones, filing, reception) as well as academic internships where students work as teaching assistants in certain classrooms and provide clerical support to department directors. Enrollments for the past two years are as follows:

Internships	2015 - 16	2016 - 17
Program	# Students	# Students
Athletic Internship	8	3
Banking Internship	4	3
Family and Consumer Science	2	1
English Internship	2	2
Foreign Language Internship	4	5
Guidance Internship	17	7
Health Internship	2	0
ITAMS Internship	1	1
Math Internship	3	12
Media Internship	1	5
Office Internship	11	9
Science Internship	6	2
Social Science Internship	2	2
Special Education Internship	2	6
Tutoring Lab Internship	24	26
Visual Arts Internship	6	5
Total	95	89



Enrollment by Department

Caseloads
2016 - 2017

School Counselor	Class of 2020	Class of 2019	Class of 2018	Class of 2017	FTE	2013 - 2014 Totals	2014 - 2015 Totals	2015 - 2016 Totals	2016 - 2017 Totals
Diamantopoulos	69	69	57	58	1.0	259	231	228	253
Eriole	73	65	56	57	1.0	255	243	232	251
Floyd	69	57	65	56	1.0	261	242	232	247
Flynn	68	62	61	63	1.0	-	208	233	254
Huynh (Director)	25	0	21	19	.4	104	73	54	65
Lussier	72	54	64	57	1.0	258	226	235	247
O'Connor	70	55	64	52	1.0	255	230	229	241
Rice	67	66	54	48	1.0	259	235	224	235
Totals	513	428	442	410	7.4	1651	1688	1667	1793

**Annual Ratios of
Students-to-School Counselors**

2016-2017 Ratio = 247-to-1
 2015-2016 Ratio = 225-to-1
 2014-2015 Ratio = 228-to-1
 2013-2014 Ratio = 259-to-1
 2012-2013 Ratio = 259-to-1
 2011-2012 Ratio = 255-to-1
 2010-2011 Ratio = 253-to-1
 2009-2010 Ratio = 254-to-1
 2008-2009 Ratio = 256-to-1
 2007-2008 Ratio = 302-to-1

The information for the Special Education Department is presented in a different format from the other departments. Courses taught by each individual teacher are provided along with the total number of students for whom each teacher has liaison responsibility (write IEP, conduct team meeting, etc).

Teacher	Title	# of Students	FTE	Assignment
Arey	Teacher/Liaison	20	1	Learning Skills TEST Learning Skills Learning Skills TEST
Derosier	Teacher/Liaison	6	1	Vocational Explorations ELC Math ELC History ELC Science ELC English World of Work
Foster	Teacher/Liaison	6	1	Learning Skills ELC Math ELC English Tech Explorations Life Skills Science World of Work
Gonzales	Teacher/Liaison	17	1	Academic Support Co-Taught English 12A Co-Taught Advanced Math II Topics Learning Skills Learning Skills PACE Admin
Harrigan	Teacher/Liaison	26	1	Learning Skills Learning Skills Learning Skills Lab Chemistry (Co-Taught) Learning Skills Learning Skills
Heald	Teacher/Liaison	21	1	A/G I Co-Taught A/G II Co-Taught Learning Skills Advanced Math IB Co-Taught Learning Skills Learning Skills

McSweeney	Transition Specialist/Liaison	20	1	TEST TEST Learning Skills Learning Skills TEST Admin
Neiman	Psychologist	9	1	Academic Support (10) Counseling-Individual and Groups –as needed TEST
O'Connor	Teacher/Liaison	13	1	Learning Skills Learning Skills Learning Skills Co-Taught Lab Biology MOVE (vocational) MOVE (vocational)
Quinn	Speech	3	1	Speech/Language Services and Groups as determined by IEPs
Shaughnessy	Teacher/Liaison	20	1	Learning Skills TEST Essential English Learning Skills Learning Skills Learning Skills
Sherman	Liaison	21	1	Essential Math 11-12 Essential Math 9-10 Learning Skills Learning Skills Learning Skills Learning Skills
Simler	Teacher/Liaison	24	1	Learning Skills Learning Skills Essential English 11/12 Learning Skills Learning Skills Learning Skills
Spisto	Psychologist	8	1	Academic Support (10) Counseling-Individual and Groups –as needed TEST

Class Size Report

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ELE	17	English Language Education			
	FTE	# of Sections	# of Students	Avg. Class Size	
Murray	1	5	63	12.6	
Nattinville	0.9	5	48	9.6	
Total	1.9	10	111	11.1	
Last Name	Course Name	Term	Section Number	Class Size	Average Class Size
Nattinville	ELE American Culture & History I	FY 16-17	1	7	7.0
Murray	ELE American Culture & History I	FY 16-17	1	18	18.0
Murray	ELE English I	FY 16-17	1	6	6.0
Nattinville	ELE English II	FY 16-17	1	8	8.0
Nattinville	ELE English III	FY 16-17	1	7	7.0
Nattinville	ELE English IV	FY 16-17	1	13	13.0
Murray	ELE Academic Support	FY 16-17	2	14	
Murray	ELE Academic Support	FY 16-17	3	14	
Nattinville	ELE Academic Support	FY 16-17	1	13	13.7
Murray	Algebra & Geometry I--co-taught	FY 16-17	1	17	17.0

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Engineering		Engineering			
	FTE	# of Sections	# of Students	Avg. Class Size	
Doherty	1.0	5	112	22.4	
Wood	1.0	8	155	19.4	
Total	2.0	13	267	20.5	
Last Name	Course Name	Term	Section Number	Class Size	Average Class Size
Doherty	Engineering the Future	FY 16-17	3	22	
Doherty	Engineering the Future	FY 16-17	2	22	
Doherty	Engineering the Future	FY 16-17	1	21	21.7
Wood	Explore Technology Semester	S1	1	19	
Wood	Explore Technology Semester	S1	2	19	
Wood	Explore Technology Semester	S1	3	20	19.3
Doherty	Intro to Engineering Design	FY 16-17	1	24	
Doherty	Intro to Engineering Design	FY 16-17	2	23	23.5
Wood	Principles of Engineering Honors	FY 16-17	1	22	22.0
Wood	Robotics/Electronics	S2	2	20	
Wood	Robotics/Electronics	S2	1	21	
Wood	Robotics/Electronics	S2	3	19	20.0
Wood	Digital Electronics Honors	FY 16-17	1	15	15.0

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English	English				
	FTE	# of Sections	# of Students	Avg. Class Size	
Brown-Dolan	1.0	5	103	20.6	
Burnett	1.0	5	111	22.2	
Cacela	1.0	5	105	21.0	
Cawley	1.0	5	110	22.0	
DePeter	1.0	5	100	20.0	
Doolittle	1.0	5	101	20.2	
Hall	1.0	5	111	22.2	
Jha	1.0	6	130	21.7	
MacDonald	1.0	5	89	17.8	
Palazzo	1.0	5	108	21.6	
Penfield	1.0	5	98	19.6	
Secino	1.0	5	112	22.4	
Splaine	1.0	5	109	21.8	
Steinberg	1.0	5	111	22.2	
Trombley	0.4	2	42	21.0	
Winn	1.0	5	107	21.4	
Yellin	1.0	5	115	23.0	
Total	16.4	83	1762	21.2	
Teacher	Course Name	Term	Section Number	Class Size	Average Class Size
MacDonald	English 9B	FY 16-17	2	15	
MacDonald	English 9B	FY 16-17	1	15	15.0
Brown-Dolan	English 9A	FY 16-17	7	24	
Brown-Dolan	English 9A	FY 16-17	8	22	
Burnett	English 9A	FY 16-17	11	22	
Burnett	English 9A	FY 16-17	12	21	
Burnett	English 9A	FY 16-17	13	24	
DePeter	English 9A	FY 16-17	5	17	
DePeter	English 9A	FY 16-17	6	23	
MacDonald	English 9A	FY 16-17	1	17	
Winn	English 9A	FY 16-17	10	25	
Winn	English 9A	FY 16-17	9	22	
Yellin	English 9A	FY 16-17	3	20	
Yellin	English 9A	FY 16-17	4	22	
Yellin	English 9A	FY 16-17	2	23	21.7
Cacela	English 9 Honors	FY 16-17	5	22	
Cacela	English 9 Honors	FY 16-17	4	17	
Cawley	English 9 Honors	FY 16-17	6	24	
Cawley	English 9 Honors	FY 16-17	3	23	
Jha	English 9 Honors	FY 16-17	7	26	
Jha	English 9 Honors	FY 16-17	8	24	
Trombley	English 9 Honors	FY 16-17	1	21	
Trombley	English 9 Honors	FY 16-17	2	21	22.3

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Teacher	Course Name	Term	Section Number	Class Size	Average Class Size
Palazzo	English 10B	FY 16-17	3	11	
Penfield	English 10B	FY 16-17	1	12	
Penfield	English 10B	FY 16-17	2	14	12.3
Cawley	English 10A	FY 16-17	7	20	
Cawley	English 10A	FY 16-17	6	21	
Cawley	English 10A	FY 16-17	8	22	
Hall	English 10A	FY 16-17	2	20	
Hall	English 10A	FY 16-17	1	22	
Palazzo	English 10A	FY 16-17	5	20	
Palazzo	English 10A	FY 16-17	4	23	
Steinberg	English 10A	FY 16-17	3	22	21.3
Brown-Dolan	English 10 Honors	FY 16-17	4	24	
Doolittle	English 10 Honors	FY 16-17	6	21	
Doolittle	English 10 Honors	FY 16-17	1	21	
Doolittle	English 10 Honors	FY 16-17	5	24	
Splaine	English 10 Honors	FY 16-17	7	22	
Splaine	English 10 Honors	FY 16-17	9	21	
Splaine	English 10 Honors	FY 16-17	8	24	
Steinberg	English 10 Honors	FY 16-17	3	24	
Steinberg	English 10 Honors	FY 16-17	2	25	22.9
Hall	**English 11: American Studies & Honors	FY 16-17	1	25	
Hall	**English 11: American Studies & Honors	FY 16-17	2	24	
Yellin	**English 11: American Studies & Honors	FY 16-17	3	26	
Yellin	**English 11: American Studies & Honors	FY 16-17	4	24	24.8
Brown-Dolan	English 11A	FY 16-17	4	14	
Brown-Dolan	English 11A	FY 16-17	3	19	
Splaine	English 11A	FY 16-17	2	21	
Splaine	English 11A	FY 16-17	1	21	
Steinberg	English 11A	FY 16-17	5	21	
Steinberg	English 11A	FY 16-17	6	19	19.2
DePeter	English 11 Honors	FY 16-17	3	21	
DePeter	English 11 Honors	FY 16-17	1	19	
Penfield	English 11 Honors	FY 16-17	7	23	
Penfield	English 11 Honors	FY 16-17	2	24	
Penfield	English 11 Honors	FY 16-17	4	25	
Secino	English 11 Honors	FY 16-17	6	22	
Secino	English 11 Honors	FY 16-17	5	24	22.6
Palazzo	AP English Language	FY 16-17	1	27	
Palazzo	AP English Language	FY 16-17	2	27	27.0
Cacela	English 12A	FY 16-17	2	21	
DePeter	English 12A	FY 16-17	6	20	
Doolittle	English 12A	FY 16-17	1	19	
Doolittle	English 12A	FY 16-17	7	16	

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Teacher	Course Name	Term	Section Number	Class Size	Average Class Size
Hall	English 12A	FY 16-17	8	20	
Jha	English 12A	FY 16-17	3	22	
Jha	English 12A	FY 16-17	4	19	
Winn	English 12A	FY 16-17	5	18	19.4
Burnett	English 12 Honors	FY 16-17	6	23	
Burnett	English 12 Honors	FY 16-17	1	21	
Cacela	English 12 Honors	FY 16-17	4	23	
Cacela	English 12 Honors	FY 16-17	8	22	
MacDonald	English 12 Honors	FY 16-17	7	24	
MacDonald	English 12 Honors	FY 16-17	10	18	
Secino	English 12 Honors	FY 16-17	3	22	
Secino	English 12 Honors	FY 16-17	9	17	
Winn	English 12 Honors	FY 16-17	5	24	
Winn	English 12 Honors	FY 16-17	2	18	21.2
Secino	AP English Literature	FY 16-17	1	27	27.0
Jha	**Creative Writing & Creative Writing Honors	S2	1	20	20.0
Jha	**Intro to World Mythology & Honors	S1	2	19	19.0
**These classes are offered at combined levels.					

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Family and Consumer Science		Consumer Science			
	FTE	# of Sections	# of Students	Avg. Class Size	
Brunell	1.0	10	228	22.8	
Crosson	1.0	8	175	21.9	
D'Errico	1.0	10	226	22.6	
Total	3.0	28	629	22.5	
Last Name	Course Name	Term	Section Number	Class Size	Average Class Size
Crosson	Child Development I	S1	3	25	
Crosson	Child Development I	S1	1	25	
Crosson	Child Development I	S1	2	25	
Crosson	Child Development I	S2	4	24	24.8
Crosson	Child Development II	S2	1	19	
Crosson	Child Development II	S2	2	21	20.0
Crosson	**Early Childhood Education & Ho	FY 16-17	1	19	
Crosson	**Early Childhood Education & Ho	FY 16-17	2	17	18.0
D'Errico	Interior Design	S1	1	19	
D'Errico	Interior Design	S2	2	24	
D'Errico	Interior Design	S2	3	22	21.7
Brunell	Focus on Foods	S1	6	24	
Brunell	Focus on Foods	S1	7	22	
D'Errico	Focus on Foods	S1	2	23	
D'Errico	Focus on Foods	S1	1	24	
Brunell	Focus on Foods	S2	8	24	
Brunell	Focus on Foods	S2	10	24	
Brunell	Focus on Foods	S2	9	23	
D'Errico	Focus on Foods	S2	3	24	
D'Errico	Focus on Foods	S2	5	24	
D'Errico	Focus on Foods	S2	4	24	23.6
Brunell	Foods of the World	S1	4	19	
Brunell	Foods of the World	S1	3	24	
D'Errico	Foods of the World	S1	1	21	
D'Errico	Foods of the World	S1	2	21	
Brunell	Foods of the World	S2	5	24	
Brunell	Foods of the World	S2	6	24	22.2
Brunell	Culinary Methods for Nutritious Fo	S1	1	20	20.0
**These classes are offered at combined levels.					

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Foreign Language	Foreign Language				
	FTE	# of Sections	# of Students	Avg. Class Size	
SPANISH:					
Almeida	1.0	5	113	22.6	
Babigian	1.0	5	94	18.8	
Bisbee	1.0	5	99	19.8	
Del Toro-Cournoyer	1.0	5	98	19.6	
Ernest	1.0	5	109	21.8	
Jeznach	0.2	1	22	22.0	
Montalvo	1.0	5	99	19.8	
Vigneaux	1.0	5	104	20.8	
Total Spanish:	7.2	36	738	20.5	
FRENCH:					
Arnold	1.0	5	84	16.8	
Leger	1.0	5	105	21.0	
Plourde	1.0	5	103	20.6	
Total French:	3.0	15	292	19.5	
LATIN:					
Bellemer	0.2	1	15	15.0	
Honig	0.2	1	17	17.0	
Thompson	1.0	5	110	22.0	
Total Latin:	1.4	7	142	20.3	
MANDARIN CHINESE:					
Liu	0.8	4	89	22.3	
Total Foreign Language	12.4	62.0	1261	20.3	
Last Name	Course Name	Term	Section Number	Class Size	Average Class Size
Babigian	Spanish I	FY 16-17	1	22	
Bisbee	Spanish I	FY 16-17	2	22	
Bisbee	Spanish I	FY 16-17	6	21	21.7
Bisbee	Accelerated Spanish I	FY 16-17	3	17	
Vigneaux	Accelerated Spanish I	FY 16-17	1	21	
Vigneaux	Accelerated Spanish I	FY 16-17	2	15	17.7
Almeida	Spanish II	FY 16-17	3	18	
Almeida	Spanish II	FY 16-17	4	23	
Almeida	Spanish II	FY 16-17	2	20	
Bisbee	Spanish II	FY 16-17	1	20	

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Last Name	Course Name	Term	Section Number	Class Size	Average Class Size
Bisbee	Spanish II	FY 16-17	10	19	
Ernest	Spanish II	FY 16-17	7	19	
Ernest	Spanish II	FY 16-17	5	19	
Ernest	Spanish II	FY 16-17	6	18	
Jeznach	Spanish II	FY 16-17	8	22	
Montalvo	Spanish II	FY 16-17	9	21	19.9
Babigian	Spanish II Honors	FY 16-17	1	22	
Babigian	Spanish II Honors	FY 16-17	2	19	
Montalvo	Spanish II Honors	FY 16-17	4	21	
Montalvo	Spanish II Honors	FY 16-17	3	21	20.8
Almeida	Spanish III	FY 16-17	3	25	
Del Toro-Cournoyer	Spanish III	FY 16-17	4	23	
Del Toro-Cournoyer	Spanish III	FY 16-17	2	25	
Ernest	Spanish III	FY 16-17	6	28	
Ernest	Spanish III	FY 16-17	1	25	
Vigneaux	Spanish III	FY 16-17	5	23	24.8
Almeida	Spanish III Honors	FY 16-17	1	27	27.0
Montalvo	Spanish IV	FY 16-17	3	18	
Montalvo	Spanish IV	FY 16-17	4	18	
Vigneaux	Spanish IV	FY 16-17	1	21	
Vigneaux	Spanish IV	FY 16-17	2	24	20.3
Del Toro-Cournoyer	Spanish IV Honors	FY 16-17	2	22	
Del Toro-Cournoyer	Spanish IV Honors	FY 16-17	1	15	18.5
Babigian	Spanish V & V Honors**	FY 16-17	1	15	
Babigian	Spanish V & V Honors**	FY 16-17	2	16	15.5
Del Toro-Cournoyer	AP Spanish Language	FY 16-17	1	13	13.0
Leger	French I	FY 16-17	1	28	28.0
Leger	French II	FY 16-17	3	12	
Leger	French II	FY 16-17	2	20	
Winn	French II	FY 16-17	1	18	16.7
Leger	French II Honors	FY 16-17	2	23	
Leger	French II Honors	FY 16-17	1	22	
Plourde	French II Honors	FY 16-17	3	23	22.7
Arnold	French III	FY 16-17	2	17	
Arnold	French III	FY 16-17	1	22	19.5
Arnold	French III Honors	FY 16-17	1	13	
Arnold	French III Honors	FY 16-17	2	18	15.5
Plourde	French IV	FY 16-17	1	32	32.0

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Last Name	Course Name	Term	Section Number	Class Size	Average Class Size
Plourde	French IV Honors	FY 16-17	1	16	
Plourde	French IV Honors	FY 16-17	2	23	19.5
Arnold	French V & V Honors**	FY 15-16	1	14	14.0
Plourde	AP French Language	FY 16-17	1	9	9.0
Thompson	Latin I	FY 16-17	1	31	31.0
Thompson	Latin II & II Honors**	FY 16-17	1	26	
Thompson	Latin II & II Honors**	FY 16-17	2	22	
Thompson	Latin II & II Honors**	FY 16-17	3	22	23.3
Bellemer	**Latin III & III Honors	FY 16-17	1	15	
Honig	**Latin III & III Honors	FY 16-17	2	17	16.0
Thompson	Latin IV Honors	FY 16-17	1	9	9.0
Liu	Mandarin Chinese II & II Honors	FY 16-17	1	26	26.0
Liu	Mandarin Chinese III & III Hono	FY 16-17	1	26	26.0
Liu	Mandarin Chinese IV & IV Honor	FY 16-17	1	23	23.0
Liu	Mandarin Chinese V & V Honors*	FY 16-17	1	14	14.0
**These classes are offered at combined levels.					

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Health and Physical Education		Physical Education			
Physical Education	FTE	# of Sections	# of Students	Avg. Class Size	
Butterfield	1.0	22	596	27.1	
Dzivasen	1.0	22	601	27.3	
Gustafson	1.0	22	581	26.4	
McNally	1.0	22	602	27.4	
Toti	1.0	22	588	26.7	
Wheeler	1.0	22	568	25.8	
Total	6.0	132	3536	26.8	
Health	FTE	# of Sections	# of Students	Avg. Class Size	
Hickey Burtny	1.0	17	477	28.1	
Ferris	1.0	16	435	27.2	
Morin	1.0	17	463	27.2	
Total	3.0	50	1375	27.5	
Last Name	Course Name	Term	Section Number	Class Size	Average Class Size
Butterfield	PE-Team	S1	7	32	
Butterfield	PE-Team	S1	4	30	
Butterfield	PE-Team	S1	14	32	
Butterfield	PE-Team	S1	1	29	
Wheeler	PE-Team	S1	10	32	
Wheeler	PE-Team	S1	16	28	
Wheeler	PE-Team	S1	5	31	
Wheeler	PE-Team	S1	6	28	
Butterfield	PE-Team	S2	8	31	
Butterfield	PE-Team	S2	12	34	
Butterfield	PE-Team	S2	11	30	
Butterfield	PE-Team	S2	3	24	
Wheeler	PE-Team	S2	2	32	
Wheeler	PE-Team	S2	13	31	
Wheeler	PE-Team	S2	15	32	
Wheeler	PE-Team	S2	9	29	30.3
Toti	PE-Adventure	S1	1	32	
Toti	PE-Adventure	S1	14	25	
Toti	PE-Adventure	S1	4	28	
Toti	PE-Adventure	S1	11	29	
Toti	PE-Adventure	S1	12	30	
Toti	PE-Adventure	S1	7	23	
Toti	PE-Adventure	S1	10	27	
Toti	PE-Adventure	S1	5	26	
Toti	PE-Adventure	S2	9	30	

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Last Name	Course Name	Term	Section Number	Class Size	Average Class Size
Toti	PE-Adventure	S2	13	30	
Toti	PE-Adventure	S2	8	30	
Toti	PE-Adventure	S2	16	31	
Toti	PE-Adventure	S2	2	31	
Toti	PE-Adventure	S2	15	29	
Toti	PE-Adventure	S2	6	22	
Toti	PE-Adventure	S2	3	29	28.3
Gustafson	PE-Lifetime	S1	3	32	
Gustafson	PE-Lifetime	S1	9	26	
Gustafson	PE-Lifetime	S1	14	30	
Gustafson	PE-Lifetime	S1	16	29	
McNally	PE-Lifetime	S1	1	25	
McNally	PE-Lifetime	S1	2	29	
McNally	PE-Lifetime	S1	4	26	
McNally	PE-Lifetime	S1	10	30	
Gustafson	PE-Lifetime	S2	6	28	
Gustafson	PE-Lifetime	S2	7	30	
Gustafson	PE-Lifetime	S2	12	29	
Gustafson	PE-Lifetime	S2	13	30	
McNally	PE-Lifetime	S2	5	19	
McNally	PE-Lifetime	S2	8	30	
McNally	PE-Lifetime	S2	11	30	
McNally	PE-Lifetime	S2	15	31	28.4
Dzivasen	PE-Movement	S1	9	31	
Dzivasen	PE-Movement	S1	1	24	
Dzivasen	PE-Movement	S1	14	31	
Dzivasen	PE-Movement	S1	12	29	
McNally	PE-Movement	S1	8	29	
McNally	PE-Movement	S1	11	31	
McNally	PE-Movement	S1	13	33	
McNally	PE-Movement	S1	2	30	
Dzivasen	PE-Movement	S2	4	29	
Dzivasen	PE-Movement	S2	16	31	
Dzivasen	PE-Movement	S2	10	30	
Dzivasen	PE-Movement	S2	6	32	
McNally	PE-Movement	S2	7	33	
McNally	PE-Movement	S2	3	31	
McNally	PE-Movement	S2	15	31	
McNally	PE-Movement	S2	5	30	30.3
Butterfield	PE-Team II	S1	14	31	
Butterfield	PE-Team II	S1	7	22	
Butterfield	PE-Team II	S1	15	26	
Dzivasen	PE-Team II	S1	1	29	
Dzivasen	PE-Team II	S1	5	29	
Dzivasen	PE-Team II	S1	18	21	
Dzivasen	PE-Team II	S1	16	25	

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Last Name	Course Name	Term	Section Number	Class Size	Average Class Size
Dzivasen	PE-Team II	S1	11	25	
Dzivasen	PE-Team II	S1	8	30	
Dzivasen	PE-Team II	S1	2	24	
Butterfield	PE-Team II	S2	12	27	
Butterfield	PE-Team II	S2	20	26	
Butterfield	PE-Team II	S2	21	21	
Butterfield	PE-Team II	S2	3	30	
Dzivasen	PE-Team II	S2	19	30	
Dzivasen	PE-Team II	S2	6	27	
Dzivasen	PE-Team II	S2	4	27	
Dzivasen	PE-Team II	S2	10	30	
Dzivasen	PE-Team II	S2	17	25	
Dzivasen	PE-Team II	S2	13	21	
Dzivasen	PE-Team II	S2	9	21	26.0
Butterfield	PE-Adventure II	S1	9	27	
Butterfield	PE-Adventure II	S1	18	26	
Butterfield	PE-Adventure II	S1	5	20	
Butterfield	PE-Adventure II	S1	12	26	
Wheeler	PE-Adventure II	S1	1	28	
Wheeler	PE-Adventure II	S1	3	26	
Wheeler	PE-Adventure II	S1	2	24	
Wheeler	PE-Adventure II	S1	7	25	
Wheeler	PE-Adventure II	S1	19	22	
Wheeler	PE-Adventure II	S1	8	14	
Wheeler	PE-Adventure II	S1	11	25	
Butterfield	PE-Adventure II	S2	10	22	
Butterfield	PE-Adventure II	S2	13	25	
Butterfield	PE-Adventure II	S2	17	25	
Wheeler	PE-Adventure II	S2	6	23	
Wheeler	PE-Adventure II	S2	15	20	
Wheeler	PE-Adventure II	S2	20	22	
Wheeler	PE-Adventure II	S2	4	25	
Wheeler	PE-Adventure II	S2	21	23	
Wheeler	PE-Adventure II	S2	14	26	
Wheeler	PE-Adventure II	S2	16	22	23.6
Gustafson	PE-Lifetime II	S1	5	24	
Gustafson	PE-Lifetime II	S1	9	28	
Gustafson	PE-Lifetime II	S1	19	25	
Gustafson	PE-Lifetime II	S1	17	26	
McNally	PE-Lifetime II	S1	13	22	
McNally	PE-Lifetime II	S1	16	22	
McNally	PE-Lifetime II	S1	18	20	
Toti	PE-Lifetime II	S1	12	23	
Toti	PE-Lifetime II	S1	1	21	
Toti	PE-Lifetime II	S1	2	21	
Gustafson	PE-Lifetime II	S2	4	28	
Gustafson	PE-Lifetime II	S2	6	24	

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Last Name	Course Name	Term	Section Number	Class Size	Average Class Size
Gustafson	PE-Lifetime II	S2	11	27	
Gustafson	PE-Lifetime II	S2	14	24	
McNally	PE-Lifetime II	S2	15	19	
McNally	PE-Lifetime II	S2	3	28	
McNally	PE-Lifetime II	S2	20	23	
Toti	PE-Lifetime II	S2	8	27	
Toti	PE-Lifetime II	S2	7	24	
Toti	PE-Lifetime II	S2	10	20	23.8
Gustafson	PE-Personal Fitness & Conditi	S1	6	21	
Gustafson	PE-Personal Fitness & Conditi	S1	1	23	
Gustafson	PE-Personal Fitness & Conditi	S1	5	22	
Gustafson	PE-Personal Fitness & Conditi	S2	4	22	
Gustafson	PE-Personal Fitness & Conditi	S2	3	27	
Gustafson	PE-Personal Fitness & Conditi	S2	2	26	23.5
Ferris	Health 9: Wellness	S1	18	29	
Ferris	Health 9: Wellness	S1	1	25	
Ferris	Health 9: Wellness	S1	14	27	
Ferris	Health 9: Wellness	S1	7	29	
Hickey Burtnyk	Health 9: Wellness	S1	2	29	
Hickey Burtnyk	Health 9: Wellness	S1	9	31	
Hickey Burtnyk	Health 9: Wellness	S1	17	23	
Hickey Burtnyk	Health 9: Wellness	S1	8	27	
Hickey Burtnyk	Health 9: Wellness	S1	13	29	
Ferris	Health 9: Wellness	S2	11	26	
Ferris	Health 9: Wellness	S2	15	24	
Ferris	Health 9: Wellness	S2	6	31	
Ferris	Health 9: Wellness	S2	5	30	
Hickey Burtnyk	Health 9: Wellness	S2	3	30	
Hickey Burtnyk	Health 9: Wellness	S2	10	30	
Hickey Burtnyk	Health 9: Wellness	S2	16	30	
Hickey Burtnyk	Health 9: Wellness	S2	4	28	
Hickey Burtnyk	Health 9: Wellness	S2	12	27	28.1
Ferris	Health 10: Healthy Living	S1	8	25	
Ferris	Health 10: Healthy Living	S1	9	24	
Ferris	Health 10: Healthy Living	S1	13	30	
Ferris	Health 10: Healthy Living	S1	11	30	
Morin	Health 10: Healthy Living	S1	1	27	
Morin	Health 10: Healthy Living	S1	7	28	
Morin	Health 10: Healthy Living	S1	14	22	
Ferris	Health 10: Healthy Living	S2	5	27	
Ferris	Health 10: Healthy Living	S2	10	21	
Ferris	Health 10: Healthy Living	S2	12	28	
Ferris	Health 10: Healthy Living	S2	6	29	
Morin	Health 10: Healthy Living	S2	16	24	
Morin	Health 10: Healthy Living	S2	4	26	
Morin	Health 10: Healthy Living	S2	2	31	

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Last Name	Course Name	Term	Section Number	Class Size	Average Class Size
Morin	Health 10: Healthy Living	S2	3	26	
Morin	Health 10: Healthy Living	S2	15	31	26.8
Hickey Burtnyk	Health 11: Lifelong Health	S1	10	30	
Hickey Burtnyk	Health 11: Lifelong Health	S1	4	29	
Hickey Burtnyk	Health 11: Lifelong Health	S1	5	28	
Hickey Burtnyk	Health 11: Lifelong Health	S1	16	28	
Morin	Health 11: Lifelong Health	S1	13	26	
Morin	Health 11: Lifelong Health	S1	1	29	
Morin	Health 11: Lifelong Health	S1	6	30	
Morin	Health 11: Lifelong Health	S1	7	27	
Morin	Health 11: Lifelong Health	S1	11	22	
Hickey Burtnyk	Health 11: Lifelong Health	S2	3	22	
Hickey Burtnyk	Health 11: Lifelong Health	S2	12	27	
Hickey Burtnyk	Health 11: Lifelong Health	S2	2	29	
Morin	Health 11: Lifelong Health	S2	8	28	
Morin	Health 11: Lifelong Health	S2	14	29	
Morin	Health 11: Lifelong Health	S2	15	26	
Morin	Health 11: Lifelong Health	S2	9	31	27.6

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ITAMS	17	ITAMS			
	FTE	# of Sections	# of Students	Avg. Class Size	
Calabresi	1.0	10	189	18.9	
Gauthier	1.0	10	31	3.1	
Korab	1.0	7	95	13.6	
Powers	0.4	4	12	3.0	
Total	3.4	27	315	12	
Last Name	Course Name	Term	Section Number	Class Size	Average Class Size
Calabresi	**Intro Computer Prog with Java & Ho	S1	1	11	
Calabresi	**Intro Computer Prog with Java & Ho	S2	2	18	14.5
Calabresi	**Multimedia Application & Adv. Multir	S1	3	19	
Calabresi	**Multimedia Application & Adv. Multir	S2	1	21	20.0
Calabresi	Web Design	S1	2	22	
Calabresi	Web Design	S1	3	21	
Calabresi	Web Design	S1	1	20	
Calabresi	Web Design	S2	6	19	
Calabresi	Web Design	S2	4	22	
Calabresi	Web Design	S2	5	16	20.0
Korab	Introduction to TV Production	S1	1	15	
Korab	Introduction to TV Production	S1	2	16	
Korab	Introduction to TV Production	S2	3	16	
Korab	Introduction to TV Production	S2	4	16	15.8
Korab	TV Production II	FY 16-17	1	7	
Korab	TV Production II	FY 16-17	2	9	8.0
Korab	Advanced TV Production Honors	FY 16-17	1	16	16.0
Gauthier	Student Innovation Team	S1	5	4	
Gauthier	Student Innovation Team	S1	9	2	
Gauthier	Student Innovation Team	S1	7	1	
Gauthier	Student Innovation Team	S1	8	3	
Gauthier	Student Innovation Team	S1	6	3	
Powers	Student Innovation Team	S1	2	4	
Powers	Student Innovation Team	S1	1	3	
Gauthier	Student Innovation Team	S2	11	2	
Gauthier	Student Innovation Team	S2	13	4	
Gauthier	Student Innovation Team	S2	10	4	
Gauthier	Student Innovation Team	S2	12	4	
Gauthier	Student Innovation Team	S2	14	4	
Powers	Student Innovation Team	S2	3	3	
Powers	Student Innovation Team	S2	4	2	3.1
**These classes are offered at combined levels.					

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Math	Math				
	FTE	# of Sections	# of Students	Avg. Class Size	
Anderson	1.0	5	111	22.2	
Blasioli	1.0	5	117	23.4	
Cobb	1.0	5	112	22.4	
Collins	1.0	5	95	19.0	
Gardner	1.0	5	120	24.0	
Johnson	0.4	2	42	21.0	
Lowery	1.0	5	124	24.8	
McDonagh	1.0	5	103	20.6	
Moisan	1.0	5	105	21.0	
Mongiat	1.0	5	107	21.4	
Moran	1.0	5	109	21.8	
Nelson	1.0	5	118	23.6	
Noel	1.0	5	112	22.4	
Prior	1.0	5	111	22.2	
Satterfield	1.0	5	107	21.4	
Schroen	0.4	2	35	17.5	
Weir	1.0	5	124	24.8	
White	1.0	5	118	23.6	
Total	16.8	84	1870	22.3	
Last Name	Course Name	Term	Section Number	Class Size	Average Class Size
McDonagh	Algebra & Geometry I	FY 16-17	1	14	
McDonagh	Algebra & Geometry I--co-taught SPE	FY 16-17	1	19	
Moran	Algebra & Geometry I	FY 16-17	3	17	
Moran	Algebra & Geometry I	FY 16-17	4	20	
Prior	Algebra & Geometry I--co-taught ELE	FY 16-17	6	17	
Prior	Algebra & Geometry I	FY 16-17	2	22	
White	Algebra & Geometry I	FY 16-17	5	22	18.7
Blasioli	**Algebra & Geometry II & IIB	FY 16-17	5	20	
Blasioli	**Algebra & Geometry II & IIB	FY 16-17	6	23	
Cobb	**Algebra & Geometry II & IIB	FY 16-17	9	20	
Cobb	**Algebra & Geometry II & IIB	FY 16-17	8	20	
Cobb	**Algebra & Geometry II & IIB	FY 16-17	7	23	
Mongiat	**Algebra & Geometry II & IIB	FY 16-17	2	22	
Mongiat	**Algebra & Geometry II & IIB	FY 16-17	3	22	
Nelson	**Algebra & Geometry II & IIB	FY 16-17	11	24	
Nelson	**Algebra & Geometry II & IIB	FY 16-17	1	21	
Nelson	**Algebra & Geometry II & IIB	FY 16-17	12	21	
White	**Algebra & Geometry II & IIB	FY 16-17	10	22	
White	**Algebra & Geometry II & IIB	FY 16-17	4	22	21.7
Lowery	Algebra & Geometry II B--co-taught S	FY 16-17	1	21	21.0
Blasioli	Algebra & Geometry II Honors	FY 16-17	9	26	
Blasioli	Algebra & Geometry II Honors	FY 16-17	1	25	
Blasioli	Algebra & Geometry II Honors	FY 16-17	7	23	
Johnson	Algebra & Geometry II Honors	FY 16-17	6	23	
Johnson	Algebra & Geometry II Honors	FY 16-17	5	19	
Mongiat	Algebra & Geometry II Honors	FY 16-17	2	20	

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Last Name	Course Name	Term	Section Number	Class Size	Average Class Size
Mongiat	Algebra & Geometry II Honors	FY 16-17	8	25	
Moran	Algebra & Geometry II Honors	FY 16-17	4	25	23.3
Noel	**Research Methods & Alg/Geom II Honors	FY 16-17	1	28	28.0
Cobb	Advanced Math I Honors	FY 16-17	7	26	
Gardner	Advanced Math I Honors	FY 16-17	6	25	
McDonagh	Advanced Math I Honors	FY 16-17	8	22	
Nelson	Advanced Math I Honors	FY 16-17	3	26	
Nelson	Advanced Math I Honors	FY 16-17	4	26	
White	Advanced Math I Honors	FY 16-17	2	25	
White	Advanced Math I Honors	FY 16-17	1	27	25.3
Anderson	**Research Methods & Adv. Math I Honors	FY 16-17	1	26	26.0
Anderson	**Advanced Math I & IB	FY 16-17	6	24	
Anderson	**Advanced Math I & IB	FY 16-17	7	21	
Moisan	**Advanced Math I & IB	FY 16-17	2	21	
Moisan	**Advanced Math I & IB	FY 16-17	1	24	
Noel	**Advanced Math I & IB	FY 16-17	3	25	
Noel	**Advanced Math IB--co-taught SPED	FY 16-17	7	17	
Weir	**Advanced Math I & IB	FY 16-17	5	23	
Weir	**Advanced Math I & IB	FY 16-17	4	25	22.5
Satterfield	Advanced Math II Topics	FY 16-17	1	18	18.0
Collins	Pre-Calculus	FY 16-17	6	20	
Collins	Pre-Calculus	FY 16-17	4	25	
Collins	Pre-Calculus	FY 16-17	2	25	
Lowery	Pre-Calculus	FY 16-17	5	25	
Lowery	Pre-Calculus	FY 16-17	7	24	
Satterfield	Pre-Calculus	FY 16-17	8	20	
Satterfield	Pre-Calculus	FY 16-17	3	25	
Weir	Pre-Calculus	FY 16-17	1	20	23.0
Prior	Pre-Calculus Honors	FY 16-17	2	26	
Prior	Pre-Calculus Honors	FY 16-17	6	26	
Satterfield	Pre-Calculus Honors	FY 16-17	1	18	
Satterfield	Pre-Calculus Honors	FY 16-17	5	26	
Weir	Pre-Calculus Honors	FY 16-17	4	28	
Weir	Pre-Calculus Honors	FY 16-17	3	28	25.3
Moisan	Advanced Quantitative Reasoning	FY 16-17	1	17	
Moisan	Advanced Quantitative Reasoning	FY 16-17	2	22	
Mongiat	Advanced Quantitative Reasoning	FY 16-17	3	18	19.0
Gardner	Functions & Trigonometry	FY 16-17	2	23	
Gardner	Functions & Trigonometry	FY 16-17	1	23	
Moran	Functions & Trigonometry	FY 16-17	3	24	
Moran	Functions & Trigonometry	FY 16-17	4	23	23.3
Collins	Mathematical Modeling Honors	FY 16-17	1	9	9.0
Gardner	Calculus Honors	FY 16-17	6	24	
Gardner	Calculus Honors	FY 16-17	3	25	

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Last Name	Course Name	Term	Section Number	Class Size	Average Class Size
McDonagh	Calculus Honors	FY 16-17	4	24	
McDonagh	Calculus Honors	FY 16-17	5	24	
Schroen	Calculus Honors	FY 16-17	1	17	
Schroen	Calculus Honors	FY 16-17	2	18	22.0
Lowery	AP Calculus AB	FY 16-17	2	27	
Lowery	AP Calculus AB	FY 16-17	1	27	27.0
Collins	AP Calculus BC	FY 16-17	1	16	
Prior	AP Calculus BC	FY 16-17	2	20	18.0
Anderson	AP Statistics	FY 16-17	1	15	
Anderson	AP Statistics	FY 16-17	3	25	
Cobb	AP Statistics	FY 16-17	5	23	
Noel	AP Statistics	FY 16-17	2	18	
Noel	AP Statistics	FY 16-17	4	24	21.0
Moisan	Accounting	FY 16-17	1	21	21.0
**These classes are offered at combined levels.					

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Performing Arts		Performing Arts			
	FTE	# of Sections	# of Students	Avg. Class Size	
Lapomardo	1.0	6	182	30.3	
Dagon	0.6	4	77	19.3	
Liporto	0.6	3	122	40.7	
O'Toole	0.3	2	26	13.0	
Webb	0.4	4	60	15.0	
Total	2.9	19	467	24.6	
Last Name	Course Name	Term	Section Number	Class Size	Average Class Size
Webb	Theatre Arts I	S1	1	17	
Webb	Theatre Arts I	S2	4	12	14.5
Webb	Movement for Theatre	S2	1	13	13
Lapomardo	Theatrical Design	S1	3	16	16
Webb	Directing/Playwriting I	S1	1	18	18
Liporto	Music Technology	S1	1	18	18
Lapomardo	Voice in Acting	S2	1	19	19
O'Toole	**AP Music Theory & Techniques of Music T	FY 16-17/S1	1	14	14
Lapomardo	Acapella Choir Honors	FY 16-17	1	20	20
Lapomardo	Freshman Choir	FY 16-17	1	45	45
Lapomardo	Mixed Choir	FY 16-17	1	57	57
Lapomardo	Women's Choir Honors	FY 16-17	1	25	25
Dagon	**Orchestra & Orchestra Honors	FY 16-17	1	24	
Dagon	**Orchestra & Orchestra Honors	FY 16-17	1	28	26
Liporto	Jazz Band/Wind Ensemble/Concert Band Ho	FY 16-17	1	63	63
Liporto	Concert Band	FY 16-17	1	41	41
Dagon	World Drumming	S2	1	15	
Dagon	World Drumming	S1	3	10	
O'Toole	World Drumming	S1	2	12	12.3
**These classes are offered at combined levels.					

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Science	Science				
	FTE	# of Sections	# of Students	Avg. Class Size	
Brocki	1.0	5	109	21.8	
Canney	1.0	5	106	21.2	
Carter	1.0	5	103	20.6	
Chico	1.0	4	97	24.3	
Collins	1.0	5	108	21.6	
Cuddy	1.0	5	85	17.0	
Duggan	1.0	5	108	21.6	
Giese	1.0	5	110	22.0	
Hruskoci	0.4	4	93	23.3	
Lambert-Peloquin	1.0	5	114	22.8	
Lowery	1.0	5	105	21.0	
MacRae	0.6	3	71	23.7	
Moriarty	1.0	3	63	21.0	
Moynihan	1.0	5	114	22.8	
O'Connor	1.0	7	137	19.6	
Roland	1.0	5	115	23.0	
Schroen	0.6	3	73	24.3	
Tashjian	1.0	5	85	17.0	
Total	16.6	84	1796	21.4	
Last Name	Course Name	Term	Section Number	Class Size	Average Class Size
Chico	Lab Introductory Physics	FY 16-17	2	18	
Chico	Lab Introductory Physics	FY 16-17	1	17	17.5
Collins	Introductory Physics	FY 16-17	6	25	
MacRae	Introductory Physics	FY 16-17	4	23	
MacRae	Introductory Physics	FY 16-17	8	24	
MacRae	Introductory Physics	FY 16-17	7	24	
Roland	Introductory Physics	FY 16-17	2	24	
Roland	Introductory Physics	FY 16-17	1	24	
Roland	Introductory Physics	FY 16-17	3	24	
Roland	Introductory Physics	FY 16-17	5	24	
Schroen	Introductory Physics	FY 16-17	10	24	
Schroen	Introductory Physics	FY 16-17	11	24	
Schroen	Introductory Physics	FY 16-17	9	25	24.1
Collins	Introductory Physics Honors	FY 16-17	1	24	
Collins	Introductory Physics Honors	FY 16-17	2	20	22.0
Tashjian	Lab Biology--co-taught SPED	FY 16-17	2	13	
Tashjian	Lab Biology	FY 16-17	1	12	
Tashjian	Lab Biology	FY 16-17	1	12	12.3
Canney	Biology	FY 16-17	7	24	
Canney	Biology	FY 16-17	5	24	
Canney	Biology	FY 16-17	3	25	
Lambert-Peloquin	Biology	FY 16-17	6	23	
Lambert-Peloquin	Biology	FY 16-17	4	23	
Tashjian	Biology	FY 16-17	1	24	

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Last Name	Course Name	Term	Section Number	Class Size	Average Class Size
Tashjian	Biology	FY 16-17	2	24	23.9
Brocki	Biology Honors	FY 16-17	4	19	
Carter	Biology Honors	FY 16-17	7	24	
Duggan	Biology Honors	FY 16-17	10	24	
Duggan	Biology Honors	FY 16-17	8	21	
Duggan	Biology Honors	FY 16-17	9	24	
Lambert-Peloquin	Biology Honors	FY 16-17	11	25	
Lambert-Peloquin	Biology Honors	FY 16-17	12	24	
Moriarty	Biology Honors	FY 16-17	1	24	
Moriarty	Biology Honors	FY 16-17	2	21	
Moriarty	Biology Honors	FY 16-17	3	18	
O'Connor	Biology Honors	FY 16-17	5	24	
O'Connor	Biology Honors	FY 16-17	6	17	22.1
Lambert-Peloquin	Research Methods & Biology Honors	FY 16-17	1	19	19.0
Cuddy	Lab Chemistry	FY 16-17	2	14	
Cuddy	Lab Chemistry--co-taught SPED	FY 16-17	1	13	
Cuddy	Lab Chemistry	FY 16-17	1	10	12.3
Brocki	Chemistry	FY 16-17	9	24	
Brocki	Chemistry	FY 16-17	8	24	
Brocki	Chemistry	FY 16-17	10	19	
Giese	Chemistry	FY 16-17	7	24	
Giese	Chemistry	FY 16-17	5	24	
Giese	Chemistry	FY 16-17	6	23	
Giese	Chemistry	FY 16-17	2	19	
Giese	Chemistry	FY 16-17	1	20	
Lowery	Chemistry	FY 16-17	3	23	
Lowery	Chemistry	FY 16-17	4	23	22.3
Cuddy	Chemistry Honors & Research Metho	FY 16-17	5	24	
Cuddy	Chemistry Honors	FY 16-17	8	24	
Lowery	Chemistry Honors	FY 16-17	3	24	
Lowery	Chemistry Honors	FY 16-17	6	24	
Moynihan	Chemistry Honors	FY 16-17	7	24	
Moynihan	Chemistry Honors	FY 16-17	1	24	
Moynihan	Chemistry Honors	FY 16-17	2	24	
Moynihan	Chemistry Honors	FY 16-17	4	24	24.0
Carter	Human Anatomy & Physiology Honor	FY 16-17	2	20	
Carter	Human Anatomy & Physiology Honor	FY 16-17	1	20	
Carter	Human Anatomy & Physiology Honor	FY 16-17	4	18	
Carter	Human Anatomy & Physiology Honor	FY 16-17	3	21	19.8
Collins	Physics	FY 16-17	1	16	
Collins	Physics	FY 16-17	2	23	19.5
Chico	Physics Honors	FY 16-17	3	16	
Chico	Physics Honors	FY 16-17	1	22	
Chico	Physics Honors	FY 16-17	2	24	20.7
Canney	Environmental Science	FY 16-17	2	16	

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Last Name	Course Name	Term	Section Number	Class Size	Average Class Size
Canney	Environmental Science	FY 16-17	1	17	16.5
Brocki	AP Environmental Science	FY 16-17	1	23	23.0
Duggan	AP Biology	FY 16-17	2	23	
O'Connor	AP Biology	FY 16-17	1	23	23.0
Roland	AP Physics I	FY 16-17	1	19	19.0
Lowery	AP Chemistry	FY 16-17	2	11	
Moynihan	AP Chemistry	FY 16-17	1	18	14.5
Dyggan	**Bioethics & Bioethics Honors	S1	1	20	
O'Connor	**Bioethics & Bioethics Honors	S1	3	21	
O'Connor	**Bioethics & Bioethics Honors	S1	4	16	
Duggan	**Bioethics & Bioethics Honors	S2	2	16	
O'Connor	**Bioethics & Bioethics Honors	S2	5	15	
O'Connor	**Bioethics & Bioethics Honors	S2	6	21	18.2
Morarity	**Oceanography & Ocenaography H	S1	1	19	
Morarity	**Oceanography & Ocenaography H	S1	2	17	
Morarity	**Oceanography & Ocenaography H	S2	3	21	
Morarity	**Oceanography & Ocenaography H	S2	4	23	20.0
Hruskoci	**Astronomy & Astronomy Honors	S1	1	23	
Hruskoci	**Astronomy & Astronomy Honors	S1	2	25	
Hruskoci	**Astronomy & Astronomy Honors	S2	3	23	
Hruskoci	**Astronomy & Astronomy Honors	S2	4	22	23.3
**These classes are offered at combined levels.					

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Social Sciences	Social Science				
	FTE	# of Sections	# of Students	Avg. Class Size	
Aloisi	1.0	6	136	22.7	
Brown	1.0	5	119	23.8	
Burke	1.0	7	176	25.1	
Carpentier	1.0	5	110	22.0	
Charest	1.0	7	170	24.3	
DiFrancesca	0.4	2	45	22.5	
Doherty	1.0	6	149	24.8	
Fitzgerald	1.0	5	105	21.0	
Grady	1.0	5	105	21.0	
Gray	1.0	5	120	24.0	
Hertel-Therrien	1.0	5	114	22.8	
Quinn	1.0	5	116	23.2	
Rigberg	1.0	6	133	22.2	
Scheer	1.0	6	129	21.5	
Smith	1.0	5	124	24.8	
Wright	1.0	5	112	22.4	
Total	15.4	80	1963	24.5	
Last Name	Course Name	Term	Section Number	Class Size	Average Class Size
Brown	World Civilization	FY 16-17	17	19	
Brown	World Civilization	FY 16-17	5	23	
Carpentier	World Civilization	FY 16-17	19	22	
Carpentier	World Civilization	FY 16-17	16	24	
Charest	World Civilization	FY 16-17	1	23	
Charest	World Civilization	FY 16-17	2	22	
Charest	World Civilization	FY 16-17	7	21	
DiFrancesca	World Civilization	FY 16-17	4	23	
DiFrancesca	World Civilization	FY 16-17	3	22	
Doherty	World Civilization	FY 16-17	12	22	
Doherty	World Civilization	FY 16-17	15	23	
Gray	World Civilization	FY 16-17	22	23	
Gray	World Civilization	FY 16-17	18	21	
Rigberg	World Civilization	FY 16-17	6	23	
Rigberg	World Civilization	FY 16-17	20	23	
Scheer	World Civilization	FY 16-17	11	22	
Scheer	World Civilization	FY 16-17	8	23	
Smith	World Civilization	FY 16-17	9	24	
Smith	World Civilization	FY 16-17	13	23	
Smith	World Civilization	FY 16-17	21	23	
Wright	World Civilization	FY 16-17	10	24	
Wright	World Civilization	FY 16-17	14	23	22.5
Carpentier	US History I	FY 16-17	8	21	
Doherty	US History I	FY 16-17	1	21	
Fitzgerald	US History I	FY 16-17	6	19	
Fitzgerald	US History I	FY 16-17	3	19	

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Last Name	Course Name	Term	Section Number	Class Size	Average Class Size
Hertel-Therrien	US History I	FY 16-17	4	22	
Quinn	US History I	FY 16-17	10	21	
Quinn	US History I	FY 16-17	2	19	
Scheer	US History I	FY 16-17	7	19	
Scheer	US History I	FY 16-17	5	19	
Wright	US History I	FY 16-17	9	22	20.2
Burke	US History I Honors	FY 16-17	2	24	
Burke	US History I Honors	FY 16-17	1	25	
Carpentier	US History I Honors	FY 16-17	9	19	
Carpentier	US History I Honors	FY 16-17	4	24	
Hertel-Therrien	US History I Honors	FY 16-17	3	20	
Hertel-Therrien	US History I Honors	FY 16-17	8	19	
Quinn	US History I Honors	FY 16-17	7	24	
Quinn	US History I Honors	FY 16-17	5	24	
Wright	US History I Honors	FY 16-17	6	24	
Wright	US History I Honors	FY 16-17	10	19	22.2
Burke	US History II	FY 16-17	1	18	
Grady	US History II	FY 16-17	5	20	
Grady	US History II	FY 16-17	6	19	
Grady	US History II	FY 16-17	4	17	
Rigberg	US History II	FY 16-17	3	17	
Rigberg	US History II	FY 16-17	2	17	18.0
Aloisi	US History II Honors	FY 16-17	2	23	
Aloisi	US History II Honors	FY 16-17	1	23	
Fitzgerald	US History II Honors	FY 16-17	3	20	
Fitzgerald	US History II Honors	FY 16-17	5	26	
Grady	US History II Honors	FY 16-17	6	23	
Grady	US History II Honors	FY 16-17	4	26	
Smith	US History II Honors	FY 16-17	7	26	23.9
Aloisi	*US History II: American Studies & Honors	FY 16-17	1	25	
Aloisi	*US History II: American Studies & Honors	FY 16-17	2	24	
Brown	*US History II: American Studies & Honors	FY 16-17	3	26	
Brown	*US History II: American Studies & Honors	FY 16-17	4	24	24.8
Brown	AP US History	FY 16-17	1	27	
Smith	AP US History	FY 16-17	2	28	27.5
Charest	*Economics & Honors	S1	1	24	
Charest	*Economics & Honors	S1	2	25	
Charest	*Economics & Honors	S2	2	28	25.7
Scheer	*Global Studies & Global Studies Honors	S1	1	18	18.0
Aloisi	*American Government & Honors	S1	1	22	
Aloisi	*American Government & Honors	S2	2	19	20.5
Scheer	*America and the World Today & Honors	S1	1	28	28.0

Class Size Report

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Last Name	Course Name	Term	Section Number	Class Size	Average Class Size
Burke	*Psychology & Psychology Honors	S1	1	27	
Burke	*Psychology & Psychology Honors	S1	2	26	
Burke	*Psychology & Psychology Honors	S1	3	28	
Burke	*Psychology & Psychology Honors	S2	4	28	
Charest	*Psychology & Psychology Honors	S2	6	27	27.2
Doherty	*Sociology & Sociology Honors	S1	2	27	
Doherty	*Sociology & Sociology Honors	S1	1	28	
Quinn	*Sociology & Sociology Honors	S2	3	28	
Doherty	*Sociology & Sociology Honors	S2	4	28	27.8
Rigberg	*The World at War	S1	1	28	
Rigberg	*The World at War	S2	2	25	26.5
Mulryan	World Religions	S2	1	21	21.0
Gray	AP Psychology	FY 16-17	2	26	
Gray	AP Psychology	FY 16-17	1	24	
Gray	AP Psychology	FY 16-17	3	26	
Hertel-Therrien	AP Psychology	FY 16-17	4	27	
Hertel-Therrien	AP Psychology	FY 16-17	5	26	25.8
Fitzgerald	AP Human Geography	FY 16-17	1	21	21.0
**These classes are offered at combined levels.					

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Special Programs		Special Programs		
	FTE	# of Sections	# of Students	Avg. Class Size
Williams	0.1	N/A	N/A	N/A
Huynh (VHS)	0.2	N/A	40	N/A
Last Name	Course Name	Term	Section Number	Class Size
Huynh	VHS AP Art History	FY 16-17	1	1
Huynh	VHS AP Economics: Micro and Macro	FY 16-17	1	1
Huynh	VHS AP Economics: Micro and Macro	FY 16-17	14	1
Huynh	VHS AP Economics: Micro and Macro	FY 16-17	4	1
Huynh	VHS AP Economics: Micro and Macro	FY 16-17	6	1
Huynh	VHS AP Economics: Micro and Macro	FY 16-17	3	2
Huynh	VHS AP Economics: Micro and Macro	FY 16-17	2	1
Huynh	VHS AP Economics: Micro and Macro	FY 16-17	5	1
Huynh	VHS AP Govern & Politics: U.S.	FY 16-17	2	1
Huynh	VHS AP Govern & Politics: U.S.	FY 16-17	3	2
Huynh	VHS AP Govern & Politics: U.S.	FY 16-17	1	2
Huynh	VHS Biotechnology	S1	1	2
Huynh	VHS Contemporary Issues in Amer. Law	S1	1	1
Huynh	VHS Criminology Honors	S1	1	1
Huynh	VHS Forensic Science	S1	1	1
Huynh	VHS Genes & Diseases Honors	S1	3	1
Huynh	VHS Genes & Diseases Honors	S1	2	1
Huynh	VHS Genes & Diseases Honors	S1	1	1
Huynh	VHS Kindergarten Apprentice Teacher	S1	1	1
Huynh	VHS Pre-Vet Medicine Honors	S1	1	1
Huynh	VHS Screenwriting Fundamentals	S1	1	1
Huynh	VHS American Popular Music	S2	1	1
Huynh	VHS Constitutional Law Honors	S2	1	1
Huynh	VHS Criminology Honors	S2	2	1
Huynh	VHS Engineering for Sustainable Ener	S2	1	1
Huynh	VHS Genes & Diseases Honors	S2	4	1
Huynh	VHS Genes & Diseases Honors	S2	5	1
Huynh	VHS Marketing & the Internet	S2	1	1
Huynh	VHS Modern Middle East	S2	1	1
Huynh	VHS Psychology of a Crime Honors	S2	1	1
Huynh	VHS US History 1754-1877	S2	1	1
				35

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Visual Arts 7		Visual Arts			
	FTE	# of Sections	# of Students	Avg. Class Size	
Butler	1.0	10	170	17.0	
Cobb	1.0	8	133	16.6	
Fox	1.0	10	209	20.9	
LeBlanc	0.4	3	58	19.3	
Williams	0.9 + .1 VHS	9	146	16.2	
Total	4.3	40	716	17.9	
Last Name	Course Name	Term	Section Number	Class Size	Average Class Size
Cobb	Art Intro	S1	2	22	
Cobb	Art Intro	S1	5	22	
Cobb	Art Intro	S1	3	22	
LeBlanc	Art Intro	S1	1	21	
Williams	Art Intro	S1	4	12	19.8
Butler	Ceramics	S2	6	18	
Butler	Ceramics	S1	3	18	
Butler	Ceramics	S2	4	18	
Butler	Ceramics	S1	1	18	
Butler	Ceramics	S2	5	18	
Butler	Ceramics	S1	2	18	
Williams	Ceramics	S2	9	18	
Williams	Ceramics	S2	10	17	
Williams	Ceramics	S1	8	18	
Williams	Ceramics	S1	7	18	17.9
Butler	Ceramics II and Sculpture	S2	3	18	
Butler	Ceramics II and Sculpture	S1	2	12	
Butler	Ceramics II and Sculpture	S1	1	18	
Butler	Ceramics III and Sculpture	S2	1	14	15.5
Fox	Creative Sketchbooks	S1	1	22	
Fox	Creative Sketchbooks	S1	2	22	22.0
Williams	Photography	S2	4	16	
Williams	Photography	S1	1	15	
Williams	Photography	S2	3	16	
Williams	Photography	S1	2	16	15.8
LeBlanc	Printmaking	S2	1	18	18.0
Cobb	Digital Imaging	S2	1	22	
Cobb	Digital Imaging	S2	8	21	
Fox	Digital Imaging	S2	7	22	
Fox	Digital Imaging	S2	6	15	
Fox	Digital Imaging	S2	9	21	
Fox	Digital Imaging	S1	3	22	

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Last Name	Course Name	Term	Section Number	Class Size	Average Class Size
Fox	Digital Imaging	S1	4	22	
Fox	Digital Imaging	S1	5	20	20.3
Cobb	Digital Imaging II	S2	1	8	11.0
Fox	Mixed Media	S2	2	21	
Fox	Mixed Media	S2	1	22	21.5
LeBlanc	Studio I	FY 16-17	1	19	19.0
Cobb	Studio II Honors	FY 16-17	1	11	11.0
Cobb	AP Studio Art/Drawing	FY 16-17	1	5	5.0



**SHREWSBURY PUBLIC SCHOOLS
SCHOOL COMMITTEE MEETING**

ITEM NO: **V. Curriculum**

MEETING DATE: **11/16/16**

SPECIFIC STATEMENT OR QUESTION:

BACKGROUND INFORMATION:

ACTION RECOMMENDED:

STAFF & STUDENTS AVAILABLE FOR PRESENTATION:



**SHREWSBURY PUBLIC SCHOOLS
SCHOOL COMMITTEE MEETING**

ITEM NO: **VI. Policy**

MEETING DATE: **11/16/16**

A. Revised Policy on Fingerprint Background Checks: Second Reading & Vote

SPECIFIC STATEMENT OR QUESTION:

Will the Committee hear a second reading of a Revised Policy 635A on Fingerprint Background Checks and vote to approve?

BACKGROUND INFORMATION:

1. On October 24, 2014 the Shrewsbury School Committee updated its background check policy (Policy 635A) to incorporate new guidelines regarding fingerprint based background checks for all school personnel.
2. Last spring the Department for Elementary and Secondary Education released updated guidance regarding contents for policies governing fingerprint based background checks. This new guidance contains numerous changes from the previous version. Included is a copy of the policy with the proposed changes.
3. The Committee heard a first reading of the Revised Policy at the School Committee meeting on November 9, 2016.

ACTION RECOMMENDED:

That the School Committee hear the second reading of a Revised Policy 635A on Fingerprint Background Checks and vote to approve.

COMMITTEE MEMBERS/STAFF AVAILABLE FOR PRESENTATION:

Mr. Jon Wensky, School Committee, Member of Policy Subcommittee
Ms. Erin Canzano, School Committee, Member of Policy Subcommittee
Dr. Joseph M. Sawyer, Superintendent of Schools
Ms. Barbara Malone, Director of Human Resources

Background Checks (635A) Adopted 10.14.2014; Revised 10.19.2016

***Shrewsbury Public Schools'* □Policy Governing Fingerprint-Based Criminal History Record Information (CHRI) Checks Made for Non-Criminal Justice Purposes**

This policy is applicable to any fingerprint-based state and national criminal history record check made for non-criminal justice purposes and requested under applicable federal authority and/or state statute authorizing such checks for licensing or employment purposes. Where such checks are allowable by law, the following practices and procedures will be followed.

I. Requesting CHRI checks

Fingerprint-based CHRI checks will only be conducted as authorized by M.G.L. c. 71, §38R and 42 U.S.C. § 16962, in accordance with all applicable state and federal rules and regulations, and in compliance with M.G.L. c. 6, §§ 167-178 and 803 CMR §§ 2.00, *et seq.* If an applicant or employee is required to submit to a fingerprint-based state and national criminal history record check, he/she shall be informed of this requirement and instructed on how to comply with the law. Such instruction will include information on the procedure for submitting fingerprints. In addition, the applicant or employee will be provided with all information needed to successfully register for a fingerprinting appointment [e.g., Identogo web site address, Provider Identification Number (Provider ID)].

Shrewsbury Public Schools has considered the following factors in determining whether to conduct discretionary fingerprint-based background checks:

- *Likelihood of direct and unmonitored contact with students*
- *Duration of potential contact*
- *The ability of employees to limit potential for unmonitored contact*

After considering the factors listed above the Shrewsbury School Committee:

- *Will require overnight field trip volunteers to submit to the CHRI fingerprint background check*
- *Will require volunteers who may have extended, direct unmonitored contact with students (e.g. volunteer athletic coaches, volunteer club advisors, etc.) to submit to the CHRI fingerprint background check*
- *Will require Municipal employees who are based within or who frequently perform work in the schools and who may have direct unmonitored contact with students (e.g. custodians, maintenance workers, etc.) to submit to the CHRI fingerprint background check*

- *Will require all individuals in a teacher preparation program who are performing student teaching, classroom observations, or other pre-practicum activities to submit to the CHRI fingerprint background check*
- *Will require individuals not covered by other provisions of the statute or this policy, who will provide services to the Shrewsbury Public Schools, to submit to the CHRI fingerprint background check if the Superintendent of Schools, Director of Human Resources, or a designee determine it is necessary based on the factors listed above*
- *Will not require field trip volunteers without an overnight component to submit to the CHRI fingerprint background check*
- *Will not require classroom volunteers to submit to the CHRI fingerprint background check*
- *Will not require contractors/subcontractors to submit to the CHRI fingerprint background check, unless such individual will be working with students in a role where the Superintendent of Schools, Director of Human Resources, or a designee determine it is necessary based on the factors listed above*
- *Will appoint the School Committee chair, with the assistance of the Director of Human Resources, to review the results of the CHRI background check of the Superintendent of Schools*
- *Will require the Superintendent of Schools to review the CHRI background check of the Director of Human Resources*

II. Access to CHRI

All CHRI is subject to strict state and federal rules and regulations in addition to Massachusetts CORI laws and regulations. CHRI cannot be shared with any unauthorized entity for any purpose, including subsequent hiring determinations. All receiving entities are subject to audit by the Massachusetts Department of Criminal Justice Information Services (DCJIS) and the FBI, and failure to comply with such rules and regulations could lead to sanctions. Title 28, U.S.C, § 534, Pub. L. 92-544 and Title 28 C.F.R. 20.33(b) provide that the exchange of records and information is subject to cancellation if dissemination is made outside of the receiving entity or related entities. Furthermore, an entity can be charged criminally for the unauthorized disclosure of CHRI.

III. Storage of CHRI

CHRI shall only be stored for extended periods of time when needed for the integrity and/or utility of an individual's personnel file. Administrative, technical, and physical safeguards, which are in compliance with the most recent CJIS Security Policy, have been implemented to ensure the security and

confidentiality of CHRI. Each individual involved in the handling of CHRI is to familiarize himself/herself with these safeguards.

In addition to the above, each individual involved in the handling of CHRI will strictly adhere to the policy on the storage, retention and destruction of CHRI.

IV. Retention and Destruction of CHRI

Federal law prohibits the repurposing or dissemination of CHRI beyond its initial requested purpose. Once an individual's CHRI is received, it will be securely retained in internal agency documents for the following purposes *only*:

- Historical reference and/or comparison with future CHRI requests,
- Dispute of the accuracy of the record
- Evidence for any subsequent proceedings based on information contained in the CHRI.

CHRI will be kept for the above purposes in the Director of Human Resources office, which is locked when the Director of Human Resources is not present.

When no longer needed, CHRI and any summary of CHRI data must be destroyed by shredding paper copies and/or by deleting all electronic copies from the electronic storage location, including any backup copies or files. An employee of Shrewsbury Public Schools must supervise the shredding of paper copies of CHRI if an outside vendor is used for this purpose.

IV. CHRI Training

An informed review of a criminal record requires training. Accordingly, all personnel authorized to receive and/or review CHRI at Shrewsbury Public Schools will review and become familiar with the educational and relevant training materials regarding SAFIS and CHRI laws and regulations made available by the appropriate agencies, including the DCJIS, **along with the web-based training system known as CJIS Online (www.CJISonline.com)**.

V. Determining Suitability

*In determining an individual's suitability, the following factors will be considered **when reviewing information received from CHRI**:*

- *The nature and gravity of the crime and the underlying conduct*
- *The time that has passed since the offense*
- *The age of the individual at the time of the offense*

- *Conviction and/or completion of any sentence*
- *Nature of the position held or sought*
- *Number of offenses*
- *Any relevant evidence of rehabilitation or lack thereof*

A record of the suitability determination will be retained. The following information will be included in the determination:

- a. The name and date of birth of the employee or applicant;
- b. The date on which the school employer received the national criminal history check results; and,
- c. The suitability determination (either "suitable" or "unsuitable").

A copy of an individual's suitability determination documentation must be provided to another school employer, or to the individual, upon request of the individual for whom the school employer conducted a suitability determination.

VI. Adverse Decisions Based on CHRI (Previously section VII)

If inclined to make an adverse decision based on an individual's CHRI, Shrewsbury Public Schools will take the following steps prior to making a final adverse determination:

- Provide the individual with a copy of his/her CHRI used in making the adverse decision;
- Provide the individual with a copy of **the Shrewsbury Public Schools** CHRI Policy;
- Provide the individual the opportunity to complete or challenge the accuracy of his/her CHRI; and
- Provide the individual with information on the process for updating, changing, or correcting CHRI.

A final adverse decision based on an individual's CHRI will not be made until the individual has been afforded a reasonable time, *but no more than 30 calendar days*, to correct or complete the CHRI.

VIIA. Secondary Dissemination of CHRI (Previous section VIII)

If an individual's CHRI is released to another authorized entity, a record of that dissemination must be made in the secondary dissemination log. The secondary dissemination log is subject to audit by the DCJIS and the FBI.

The following information will be recorded in the log:

1. Subject Name;
2. Subject Date of Birth;
3. Date and Time of the dissemination;

4. Name of the individual to whom the information was provided;
5. Name of the agency for which the requestor works;
6. Contact information for the requestor; and
7. The specific reason for the request.

VIIIB. Relying on Previous Suitability Determination. (Previously Section VI).

When an individual for whom a school employer or the Department of Elementary and Secondary Education has made a suitability determination applies to work for Shrewsbury Public Schools, Shrewsbury Public Schools may rely on a favorable suitability determination, if the following criteria are met:

- *The suitability determination was made within the last seven years; and*
- *The individual has not resided outside Massachusetts for any period longer than three years since the suitability determination was made; and either*
- *The individual has been employed continuously for one or more school employers or has gaps totaling no more than two years in his or her employment for school employers; or*
- *If the individual works as a substitute employee, the individual is still deemed suitable for employment by the school employer who made a favorable suitability determination. Shrewsbury Public Schools will request that the initial school employer provide documentation that the individual is still deemed suitable for employment by the initial school employer. If such documentation is not received Shrewsbury Public Schools will require the employee/applicant to submit to another CHRI background check*

In any instance where Shrewsbury Public Schools relies on a suitability determination made by another school employer or by the Department of Elementary and Secondary Education, Shrewsbury Public Schools will retain the following documentation:

- *A copy of the documentation received from the school employer or agency that made the relied-upon suitability determination, and;*
- *Documentation establishing that the individual met the criteria for suitability for employment by the relied-upon school district*

Shrewsbury Public Schools may choose to perform a new national criminal history check on an individual rather than rely on a previous suitability determination. In this circumstance, Shrewsbury Public Schools will bear the cost of the new national criminal history check.

VIII. Local Agency Security Officer

Each NCJA receiving CHRI is required to designate a Local Agency Security Officer (LASO).

An individual designated as LASO is:

- An individual who will be considered part of the NCJA's "authorized personnel" group.
- An individual that has completed a fingerprint-based background check and found appropriate to have access to CHRI
- An employee directly involved in evaluating an individual's qualifications for employment or assignment

Shrewsbury Public Schools LASO is Barbara A. Malone, Director of Human Resources

The LASO is responsible for the following:

- Identifying who is using or accessing CHRI and/or systems with access to CHRI
- Identifying and documenting any equipment connected to the state system
- Ensuring that personnel security screening procedures are being followed as stated in this policy
- Ensuring the approved and appropriate security measures are in place and working as expected
- Supporting policy compliance and ensuring the DCJIS Information Security Officer (ISO) is promptly informed of security incidents

When changes in the LASO appointment occur, Shrewsbury Public Schools shall complete and return a new LASO appointment form. The most current copy of the LASO appointment form will be maintained on file indefinitely by the agency.

IX. Personnel Security

All Personnel

All personnel requiring access to CHRI must first be deemed "Authorized Personnel." Prior to being allowed access to CHRI, such individuals shall complete a fingerprint-based CHRI background check. The DCJIS will review and determine if access is appropriate. Access is denied if the individual has ever had a felony conviction, of any kind, no matter when it occurred. Access may be denied if the individual has one or more recent misdemeanor convictions.

In addition to the above, an individual believed to be a fugitive from justice, or having an arrest history without convictions, will be reviewed to determine if access to CHRI is appropriate. The DCJIS will take into consideration extenuating circumstances where the severity of the offense and the time that has passed would support a possible variance.

Persons already having access to CHRI and who are subsequently arrested and/or convicted of a crime will:

- Have their access to CHRI suspended until the outcome of an arrest is determined and reviewed by the DCJIS in order to determine if continued access is appropriate
- Have their access suspended indefinitely if a conviction results in a felony of any kind
- Have their access denied by the DCJIS where it is determined that access to CHRI by the person would not be in the public's best interest

Whenever possible, access to CHRI by support personnel, contractors, and custodial workers will be denied. If a need should arise for such persons to be in an area(s) where CHRI is maintained or processed (at rest or in transit); they will be escorted by, or be under the supervision of, authorized personnel at all times while in these area(s).

Personnel Termination

The LASO shall terminate access to CHRI immediately upon notification of an individual's termination of employment.

- Notification shall occur in writing, with a specified date for last day of employment
- The terminated employee shall have no access to the physical records or to the electronic CHRI website after employment ends (keys to the physical CHRI records will be submitted to the Superintendent of Schools or the Director of Human Resources on the last day of employment). Access to email, which may contain CHRI information, will also be terminated. CHRI/electronic access of any kind will be disconnected within 24 hours of the individual's written last day of employment
- If the LASO is the terminated employee, the Superintendent of Schools will be designated as the new LASO for Shrewsbury Public Schools, until such time as the Superintendent determines that a new LASO shall be appointed

In addition to the above, the LASO shall notify the DCJIS of the termination of any individual authorized to access CHRI who is also a SAFIS-R user. This notification shall be made immediately upon the termination of the user and shall be accomplished by emailing a SAFIS-R User Designation Form with the "Remove" checkbox checked to the DCJIS SAFIS Unit at safis@state.ma.us

Personnel Transfer

Individuals with access to CHRI who have been reassigned or transferred shall have their access reviewed by the LASO to ensure access is still appropriate. If continued access is determined to be inappropriate, the LASO shall immediately suspend access following the steps below:

- Barbara A. Malone, Director of Human Resources/LASO, will review access to CHRI. If the Director of Human Resources is not available, access to CHRI will be reviewed by the Superintendent of Schools

- Review will be initiated upon receipt of transfer notice, in writing, by the Director of Human Resources, or the Superintendent of Schools
- If deemed appropriate by the LASO, the transferred employee shall have no access to the physical records or to the electronic CHRI website after transfer (keys to the physical CHRI records will be submitted to the Superintendent of Schools or the Director of Human Resources on the last day of employment in the previous role). CHRI access will be disconnected within 24 hours of the individual's written last day of employment in the previous role
- If the LASO is the transferred employee, the Superintendent of Schools will be designated as the new LASO for Shrewsbury Public Schools, until such time as the Superintendent determines that a new LASO shall be appointed

In addition to the above, the LASO shall notify the DCJIS of the transfer of any individual authorized to access CHRI who is also a SAFIS-R user. This notification shall be made immediately upon the transfer of the user and shall be accomplished by emailing a SAFIS-R User Designation Form with the "Remove" checkbox checked to the DCJIS SAFIS Unit at safis@state.ma.us

Persons found non-compliant with state or federal laws, the current FBI CJIS Security Policy, DCJIS policies or regulations, or other applicable rules or regulations, including Shrewsbury Public Schools information security policies, will be formally disciplined. Discipline can include, but may not be limited to, counseling, the reassignment of CHRI responsibilities, dismissal, civil penalties, or prosecution. Discipline will be based on the severity of the infraction and at the discretion of the Superintendent of the Shrewsbury Public Schools and/or the the Chief Security Officer of the Massachusetts State Police.

When an individual is sanctioned for such non-compliance, the LASO shall notify the DCJIS Chief Security Officer in writing of the infraction(s) and of the discipline imposed within 5 business days. Additionally, if the discipline imposed includes denying access to CHRI and the individual is also a SAFIS-R User, the LASO shall immediately notify the DCJIS by emailing a SAFIS-R User Designation Form with the "Remove" checkbox checked to the DCJIS SAFIS UNIT at safis@state.ma.us.

X. Media Protection

All media containing CHRI is to be protected and secured at all times. The following is established and to be implemented to ensure the appropriate security, handling, transporting, and storing of CHRI media in all its forms.

Media Storage and Access

Electronic and physical CHRI media shall be securely stored within physically secured locations or controlled areas. Access to such media is restricted to authorized personnel only and shall be secured at all times when not in use or under the supervision of an authorized individual.

Physical CHRI media:

- Is to be stored by itself within an area designated for CHRI physical records

- Is to be maintained within a lockable filing cabinet, drawer, closet, office, safe, vault or other secure container

Electronic CHRI media:

- Is to be secured through encryption as specified in the FBI CJIS Security Policy
- Electronic storage media devices (such as discs, CDs, SDs, thumb drives, DVDs, etc.) are to be maintained within a lockable filing cabinet, drawer, closet, office, safe, or vault, or other secure container

Media in Transit (Electronic and/or Physical)

Should the need arise to move any form of CHRI media, including physical CHRI media (paper/hard copies) and electronic CHRI media (e.g., laptops, computer hard drives, or any removable, transportable digital memory media, such as magnetic tape or disk, optical disk, flash drives, external hard drives, or digital memory card), outside of the secured location or controlled area, the transport of the CHRI media will be conducted by authorized personnel **only**.

Shrewsbury Public Schools has established and implemented the following security controls to prevent compromise of the data while in transit:

- Only the LASO or designated SAFIS-R user will handle and transport CHRI media
- Transport shall only occur upon written approval of the LASO
- Transport shall only occur within a locked, secure area, accessible only to the LASO or SAFIS-R user for the duration of the transport
- The media is to remain in the physical possession of the designated authorized employee until the CHRI media is delivered to its intended destination

Electronic Media Sanitization and Disposal

Once electronic CHRI media is determined to be no longer needed by the agency, it shall be sanitized and disposed of appropriately. This includes, but is not limited to, devices used to store electronic CHRI and/or used for dissemination (fax machines, scanners, computers, laptops, etc.). The devices shall be sanitized prior to disposal, recycling, or reuse by other non-authorized personnel.

The sanitization of CRHI media will be conducted in the following manner:

Shrewsbury Public Schools Procedures:

- The LASO shall witness sanitization of the media.
- Sanitization method will be determined by the Superintendent of Schools
- Sanitization will occur on a schedule determined by the Superintendent of Schools

Disposal of Physical Media

Once physical CHRI media (paper/hard copies) is determined to be no longer needed by the agency, it shall be destroyed and disposed of appropriately. Physical CHRI media shall be destroyed by shredding, cross cut shredding, or incineration. Shrewsbury Public Schools will ensure such destruction is witnessed or carried out by authorized personnel.

Shrewsbury Public Schools Procedures:

- The LASO, Director of Human Resources, or Human Resources Representative shall witness or conduct disposal
- Disposal will be conducted by shredding
- Disposal will be conducted on a schedule determined by the Superintendent of Schools

XI. Incident Response

The security of information and systems in general, and of CHRI in particular, is a top priority for Shrewsbury Public Schools. Therefore, we have established operational incident handling procedures for instances of an information security breach. It is each individual's responsibility to adhere to established security guidelines and policies and to be attentive to situations and incidents which pose risks to security. Furthermore, it is each individual's responsibility to immediately report potential or actual security incidents to minimize any breach of security or loss of information. The following security incident handling procedures must be followed by each individual:

Shrewsbury Public Schools Procedures:

- Verbal reports of incidents shall be made as soon as practical to the LASO (Director of Human Resources), but no later than 24 hours at a maximum, from the time of the incident. If the LASO is not available verbal reports shall be made to the Superintendent of Schools
- The LASO, the Superintendent of Schools, or designee shall gather all relevant information, including but not limited to: the security breach that is thought to have occurred, the time and date as best can be determined of the security breach, the scope of the security breach, and possible causes of the security breach. Such information will be shared with the Superintendent of Schools in determining next steps, including steps outlined elsewhere in this policy
- Any incidents of security breaches will be logged with date, time, nature of incident, and outcome in a physical log kept by the LASO

In addition to the above, the LASO shall report all security-related incidents to the DCJIS ISO within 48 hours. The LASO shall complete an NCJA Security Incident Report Form and shall email it to the DCJIS ISO at safis@state.ma.us

XII. Controlled Area

As required by DCJIS and FMI regulations and policies, controls have been established and implemented in order to ensure a physically secured location for CHRI media. Shrewsbury Public Schools has designated to a locked file cabinet in the Director of Human Resources' office as a controlled area for the purpose of day to day access and storage of CHRI

In addition, the following security controls are in place:

- Access is limited to the controlled area during CHRI processing times to authorized personnel approved by Shrewsbury Public Schools to access or view CHRI
- CHRI will be locked and secured to prevent unauthorized access to the extent possible when unattended
- Information system devices and documents containing CHRI will be positioned in such a way as to prevent access or viewing by unauthorized individuals

The following passages from the previous policy shall be REMOVED:

IX. Reporting to Commissioner of Elementary and Secondary Education

Pursuant to M.G.L. ch 71, § 71R and 603 CMR 51.07, if *Shrewsbury Public Schools* dismisses, declines to renew the employment of, obtains the resignation of, or declines to hire a licensed educator or an applicant for a Massachusetts educator license because of information discovered through a state or national criminal record check, *Shrewsbury Public Schools* shall report such decision or action to the Commissioner of Elementary and Secondary Education in writing within 30 days of the employer action or educator resignation. The report shall be in a form requested by the Department and shall include the reason for the action or resignation as well as a copy of the criminal record check results. *Shrewsbury Public Schools* shall notify the employee or applicant that it has made a report pursuant to 603 CMR 51.07(1) to the Commissioner.

Pursuant to M.G.L. ch 71, § 71R and 603 CMR 51.07, if *Shrewsbury Public Schools* discovers information from a state or national criminal record check about a licensed educator or an applicant for a Massachusetts educator license that implicates grounds for license action pursuant to 603 CMR 7.15(8)(a), *Shrewsbury Public Schools* shall report to the Commissioner in writing within 30 days of the discovery, regardless of whether *Shrewsbury Public Schools* retains or hires the educator as an employee. The report must include a copy of the criminal record check results. The school employer shall notify the employee or applicant that it has made a report pursuant to 603 CMR 51.07(2) to the Commissioner and shall also send a copy of the criminal record check results to the employee or applicant.

This policy will be reviewed five years from the policy effective date.



**SHREWSBURY PUBLIC SCHOOLS
SCHOOL COMMITTEE MEETING**

ITEM NO: **VI. Policy**

MEETING DATE: **11/16/16**

B. Revised Policy on Physical Restraint of Students: Second Reading & Vote

SPECIFIC STATEMENT OR QUESTION:

Will the Committee hear a second reading of a Revised Policy 325 on Physical Restraint of Students and vote to approve?

BACKGROUND INFORMATION:

1. The district has procedures for restraint prevention and behavior supports regarding appropriate responses to student behavior that may require immediate intervention. These procedures are reviewed annually and provided to program staff and made available to parents of enrolled students.
2. Included is a copy of the policy with the proposed changes.
3. The Committee heard a first reading of the Revised Policy at the School Committee meeting on November 9, 2016.

ACTION RECOMMENDED:

That the Committee hear a second reading of a Revised Policy 325 on Physical Restraint of Students and vote to approve.

COMMITTEE MEMBERS/STAFF AVAILABLE FOR PRESENTATION:

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

POLICY FAMILY	TEACHERS-RESPONSIBILITIES	325
<p><u>325.</u></p> <p>Prevention of Physical Restraint and Requirements If Used</p> <p>Adopted 3/6/02</p>	<p>The Shrewsbury Public Schools complies with the DOE restraint regulations, 603 CMR 46.00 et seq. ("Regulations"), to the extent required by law. According to their terms, the Regulations apply not only at school but also at school-sponsored events and activities, whether or not on school property. A brief overview of the Regulations is provided below</p> <p>Physical restraint, including prone restraint where permitted, shall be considered an emergency procedure of last resort except when a student's behavior poses a threat of assault, or imminent, serious, physical harm to self or others and the student is not responsive to verbal directives or other lawful and less intrusive behavior interventions, or such interventions are deemed to be inappropriate under the circumstances.</p> <p>The district shall have procedures for restraint prevention and behavior supports regarding appropriate responses to student behavior that may require immediate intervention. These procedures will be reviewed annually and provided to program staff and made available to parents of enrolled students.</p> <p>SPS has various methods for preventing student violence, self-injurious behavior, and suicide, including time-out and de-escalation of potentially dangerous behavior occurring among groups of students or with an individual student. Resources include:</p> <ol style="list-style-type: none"> 1.Functional Behavior Assessment to hypothesize what environmental variables may be contributing to the identified behavior of concern. 2.Development of individualized behavior support plans. 3.The application of time out procedures (where appropriate) as part of the student's individualized behavior support plan. 4.Trainings for mental and behavioral health, such as "Mental Health First Aid". 5.Verbal de-escalation and restraint training, such as " Strategies of Limiting Violent Episodes (S.O.L.V.E.). 6.Access to district wide Clinical Coordinators and consulting Child Psychiatrist. 7.Early Intervening Team (EIT), Student Support Team (SST) are groups made up of district personnel who problem solve and implement procedures prior to the clinical team being called in. <p>Physical restraint shall not be used:</p> <ol style="list-style-type: none"> (a) As a means of discipline or punishment; (b) When the student cannot be safely restrained because it is medically contraindicated for reasons including but not limited to asthma, seizures, cardiac condition, obesity, bronchitis, communication-related disabilities, or risk of vomiting; (c) As a response to property destruction, disruption of school order, a student's refusal to comply with a program rule or staff directive, or verbal threats when those actions do not constitute a threat of assault, or imminent, serious, physical harm; or (d) As a standard response for any individual student. No written individual behavior plan or individualized education program (IEP) will include use of physical restraint as a standard response to any behavior. Physical restraint is an emergency procedure of last resort. <p>Shrewsbury Public Schools does not authorize the use of medication restraint, mechanical restraint, prone restraint (unless permitted pursuant to 603 CMR 46.03 (1)(b)), seclusion (as defined below) or the use of physical restraint in a manner inconsistent with 603 CMR 46.00.</p> <p>Prone restraint is prohibited in Shrewsbury programs except on an individual student basis.</p> <p>Mechanical restraint and medication restraint is prohibited.</p> <p>Seclusion means the involuntary confinement of a student alone in a room or area from which the student is physically prevented from leaving. Seclusion does not include a time-out as defined in 603 CMR 46.02.</p> <p>Time-out is not prohibited</p> <p>Time-out means a behavioral support strategy developed pursuant to 603 CMR 46.04(1) in which a student temporarily separates from the learning activity or the classroom, either by choice or by direction from staff, for the purpose of calming. During time-out, a student will be continuously observed by a staff member. Staff will be with</p>	<p>Continued on next page.</p>

the student or immediately available to the student at all times. The space used for time-out will be clean, safe, sanitary, and appropriate for the purpose of calming. Time-out will cease as soon as the student has calmed. If a student has not calmed and the time-out may need to exceed 30 minutes, the principal or designee must be contacted in order to approve extending the time-out beyond this timeframe.

There are two situations in which time out procedures may be used:

- 1.If it has been outlined in the student's individualized behavior support plan and consented to by their parent/guardian.
- 2.If the student's behavior requires the immediate removal from a classroom environment due to the student demonstrating an acute/aberrant behavior that creates an emergency situation. Time out should not last longer than 20 minutes before adults assisting the student attempt to verbally redirect the student and de-escalate the situation. Only in the presence of a building administrator or designee can the time out procedure be employed for longer than 20 minutes.

The Regulations do not prevent a teacher, employee or agent of the District from using reasonable force to protect students, other persons or themselves from assault or imminent serious harm or from restraining students as otherwise provided in the Regulations.

At the beginning of each school year, the principal of each building or his or her designee will identify program staff who are authorized to serve as a school-wide resource to assist in ensuring proper administration of physical restraint. These staff must have participated or will participate in in-depth training in the use of physical restraint.

Such training shall be competency-based and at least 16 hours in length, with a 6 hour refresher training occurring annually thereafter. The curriculum will teach a variety of methodologies that an individual may need to control in an emergency situation (i.e. if a student's behavior is escalating). Also, the curriculum will identify a variety of de-escalation strategies (i.e. Action responses—ask clarifying questions; Listening responses—body language, confirmation).

Methods for engaging parents in discussions about restraint prevention and the use of restraint solely as an emergency procedure:

- 1.Parent Strategies class is offered each year. Clinical Coordinators and Child Psychiatrist focus on prevention and understanding behavior and functions of behavior. Mental health issues and strategies are discussed as well.
2. Behavior plans are reviewed with parents as part of a school based team. Plans emphasize positive behavioral supports and methods to increase appropriate and/or alternative behavior. If it is required for parents to understand emergency intervention, the team will meet with the parents to demonstrate what it looks like and feels like.

Reporting Requirements When a Restraint Occurs:

1.All physical restraints and/or time out procedures will be documented via the SPS Incident Report Form. In addition all physical restraints will be reported on an annual basis to DESE via the Restraint Reporting Form or as directed by the department.

2. Informing parents. The principal will make reasonable efforts to verbally inform the student's parents as soon as possible of the restraint, and no more than 24 hours following the event, and will also notify the parent by written report sent either within three school working days of the restraint to an email address provided by the parent for communications about the student, or by regular mail postmarked no later than three school working days of the restraint. If the parent of a student receives report cards and other necessary school-related information in a language other than English, the written restraint report will be provided to the parent or guardian in that language. The principal will provide the student and the parent an opportunity to comment orally and in writing on the use of the restraint and on information in the written report.

Continued on next page.

3. Individual student review. The principal of the program will conduct a weekly review of restraint data in order to identify students who have been restrained multiple times during the week.

4. Administrative review. The principal will conduct a monthly review of school-wide restraint data.

5. Report all restraint-related injuries to the Department. When a physical restraint has resulted in an injury to a

student or staff member, the principal will send a copy of the written report to the Department postmarked no later than three (3) school working days of the administration of the restraint. The principal will also send the

Department a copy of the record of physical restraints maintained by the principal for the 30-day period prior to the date of the reported restraint.

~~5) Report all physical restraints to the Department. Every school will collect and annually report data to the Department regarding use of physical restraints in a manner and form directed by the Department.~~

Complaints and investigations regarding restraint practices are covered by District Policy 132, Steps for Handling Complaints. At this time, if parents of a student have concerns/complaints about SPS policy and/or procedures regarding physical restraint and/or the use of time out procedures, they should contact the building administrator and the Director of Special Education and Pupil Personnel Services to file concerns/complaints and/or initiate an investigation on a particular student.

The above procedures and guidelines will be reviewed annually with school personnel and shared with students and parents. During the first month of school, all staff review the revised restraint prevention and behavior support policy as part of the online district wide compliance training. Any new employee will, also, review the restraint prevention and behavior support policy within one month of their hire date. All policies and procedures are available to parents through the district website, schools and department offices. A copy of the regulations can be obtained from the Director of Special Education and Pupil Personnel Services, who can be reached at (508) 841-8660.

A copy of the regulations of Department of Education may also be obtained at the following website:
www.doe.edu/lawsregs/603cmr46.html

This policy will be reviewed within five years of its last revision.



SHREWSBURY PUBLIC SCHOOLS SCHOOL COMMITTEE MEETING

ITEM NO: **VI. Policy**

MEETING DATE: **11/16/16**

C. Revised Policy on Substance Abuse & Education: Second Reading & Vote

SPECIFIC STATEMENT OR QUESTION:

Will the Committee hear a second reading of a revised Policy 751 on substance abuse and a new Policy 542 on education of substance abuse prevention and vote to approve?

BACKGROUND INFORMATION:

1. Recent changes in state law requires updating of this policy.
2. At the School Committee meeting on November 9, 2016, Dr. Sawyer recommended that Policy #751 on the prohibition of substance use and possession be updated, and that a new policy #542 be created to indicate the district will comply with state and federal mandates regarding substance use prevention education, and the Committee heard a first reading of both.
3. Included are copies of the policies with the proposed changes.

ACTION RECOMMENDED:

That the Committee vote to approve a Revised Policy 751 on Prohibition of the Use of Alcohol, Tobacco/Nicotine, and Drugs by Students, and a new Policy 542: Prevention Education Regarding of the Use of Alcohol, Tobacco/Nicotine, and Drugs by Students.

COMMITTEE MEMBERS/STAFF AVAILABLE FOR PRESENTATION:

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

Policy 751: Prohibition of the Use of Alcohol, Tobacco/Nicotine, and Drugs by Students
Proposed revisions - November 16, 2016

A student shall not, regardless of the quantity, use or consume, possess, buy or sell, or give away any beverage containing alcohol; any tobacco or nicotine product, including vapor/E-cigarettes; marijuana; steroids; or any controlled substance. The School Committee prohibits the use, consumption, possession, purchase, or sale of alcohol, tobacco products, or drugs by students on school property or at any school function, regardless of where such function may be located.

Additionally, any student who is under the influence of drugs or alcoholic beverages prior to, or during, attendance at or participation in a school-sponsored activity, will first be assessed to determine whether emergency medical assistance is required. A student found in this condition will be barred from that activity and may be subject to disciplinary action and/or referral to law enforcement. A student in this situation will be referred to the school administration, who will arrange notification of the student's parent/guardian. In a timely manner after the incident, the student will be referred to both a school nurse and a school counselor in order to provide support for the student and to determine whether the student and the student's family should be advised to seek outside professional help for issues related to potential drug or alcohol abuse or dependence.

Students in possession of a controlled substance as defined in Chapter 94C, including, but not limited to, marijuana, cocaine, and heroin, may be subject to expulsion from the school, per MGL Chapter 71, Section 37H. If a student is determined to be distributing illegal drugs on school property or at a school function, the student will be referred to law enforcement. Searches of students and student property, and seizure of substances including alcohol, tobacco/nicotine devices, and controlled substances, may be conducted when such search and/or seizure is deemed necessary by a school administrator who has a reasonable suspicion that a student possesses a prohibited substance in order to preserve the safety of students and order in the school. School administrators will utilize discretion regarding whether to involve law enforcement in cases where students are found to be in possession of a prohibited substance. Lockers, which are school property, are subject to searches by the school's administration and staff. On occasion, law enforcement officers and school administration will employ trained drug-sniffing dogs to check school property for prohibited substances, including classrooms, lockers, and parking lots.

This policy shall be posted on the district's website and notice shall be provided to all students and parents of this policy in accordance with state law. Additionally, the district shall file a copy of this policy with the Massachusetts Department of Elementary & Secondary Education in accordance with law in a manner requested by the agency.

This policy will be reviewed within five years of its most recent revision.

Policy 542: Prevention Education Regarding of the Use of Alcohol, Tobacco/Nicotine, and Drugs by Students

Proposed new policy - November 16, 2016

In accordance with state and federal law, each Shrewsbury Public School shall provide age-appropriate, developmentally appropriate, evidence-based alcohol, tobacco/nicotine, and drug prevention education.

The alcohol, tobacco/nicotine, and drug prevention education shall address the legal, social, and health consequences of alcohol, tobacco/nicotine, and drug use, with emphasis on non-use by school-age children. This education also shall include information about effective techniques and skill development for delaying and abstaining from using, as well as skills for addressing peer pressure to use alcohol, tobacco, or drugs.

The objectives of this program focus on healthy decision-making:

- To prevent, delay, and/or reduce alcohol, tobacco, and drug use among children and youth.
- To increase students' understanding of the legal, social, and health consequences of alcohol, tobacco, and drug use.
- To teach students self-management skills, social skills, negotiation skills, and refusal skills that will help them to make healthy decisions and avoid alcohol, tobacco, and drug use.

The School Committee delegates decisions regarding specific curricula and educational methods to be used to district educators, subject to the approval of district administrators.

This policy shall be posted on the district's website and notice shall be provided to all students and parents of this policy in accordance with state law. Additionally, the district shall file a copy of this policy with the Massachusetts Department of Elementary & Secondary Education in accordance with law in a manner requested by the agency.

This policy will be reviewed within five years of adoption.



**SHREWSBURY PUBLIC SCHOOLS
SCHOOL COMMITTEE MEETING**

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

MEETING DATE: **11/16/16**

A.Beal Early Childhood Center Building Project Town Meeting

Recommendation: Vote

SPECIFIC STATEMENT OR QUESTION:

Will the Committee vote in support of Article 5 included in the Special Town Meeting warrant for December 5, 2016?

BACKGROUND INFORMATION:

1. A Special Town Meeting will convene on December 5, 2016 to vote on a warrant article appropriating funds for the Beal Early Childhood Project Feasibility Study.
2. It is expected that the recommended amount will be \$1.2 million and that the 50.16% reimbursement from the Massachusetts School Building Authority [MSBA] will apply so the town's net cost would be +/- \$600,000 if the appropriation were fully expended.
3. Mr. Collins recommends that the Committee vote to affirm this appropriation as a body so as to demonstrate its support.

ACTION RECOMMENDED:

That the Committee vote to support Article 5 on the December 5, 2016 Special Town Meeting Warrant that would provide \$1.2 million in funding for the Beal Early Childhood Center Feasibility Study and allow the community to move into Module 2 of the MSBA building process.

STAFF AVAILABLE FOR PRESENTATION:

Mr. Patrick Collins, Assistant Superintendent for Finance and Operations



Shrewsbury Public Schools

Patrick C. Collins, Assistant Superintendent for Finance & Operations

9 November 2016

To: School Committee

Subj: RECOMMENDATION TO VOTE IN SUPPORT OF ARTICLE 5 INCLUDED IN THE SPECIAL TOWN MEETING WARRANT FOR DECEMBER 5, 2016

As you know from previous reports and updates, a Special Town Meeting will convene on December 5, 2016 to vote on a warrant article appropriating funds for the Beal Early Childhood Project Feasibility Study. We expect the recommended amount will be \$1.2M and that the 50.16% reimbursement from the Massachusetts School Building Authority [MSBA] will apply so the town's net cost would be +-\$600,000 if the appropriation were fully expended.

Since this is the School Committee's last meeting before the Special Town meeting, we are recommending that you vote to affirm this appropriation as a body so as to demonstrate your support.

If this appropriation is approved, then we expect to be on the MSBA Board of Directors agenda for their February 15, 2017 meeting [their next regularly scheduled meeting] seeking their approval to move from Module 1, Eligibility Period to Module 2, Forming the Project Team. The primary objectives in Module 2 are to solicit and hire an Owner's Project Manager [OPM] and architect to assist us in completing the Feasibility Study.

ARTICLE 5

To see if the Town will vote to appropriate, borrow or transfer from available funds, an amount of money to be expended under the direction of the Beal Early Childhood Center Building Committee for a feasibility study for the renovation, expansion and/or replacement of the Beal Early Childhood Center located at 1-7 Maple Avenue, as shown on Assessor's Tax Map Plate 22, Lot 158000, for which feasibility study the Town may be eligible for a grant from the Massachusetts School Building Authority. The MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any costs the Town incurs in connection with the feasibility study in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the Town, or to take any other action in relation thereto.

Recommended Motion:

I move that we vote to support Article 5 on the December 5, 2016 Special Town Meeting Warrant that would provide \$1.2M in funding for the Beal Early Childhood Center Feasibility Study and allow us to move into Module 2 of the MSBA building process.



**SHREWSBURY PUBLIC SCHOOLS
SCHOOL COMMITTEE MEETING**

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

MEETING DATE: **11/16/16**

B. Athletic Sponsorship Funding from Central One Federal Credit Union: Vote to accept

SPECIFIC STATEMENT OR QUESTION:

Will the Committee vote to accept a donation from Central One Federal Credit Union for Athletic Sponsorship funding?

BACKGROUND INFORMATION:

1. Central One Federal Credit Union has made a donation of \$20,000 as part of the district's athletic sponsorship program.

ACTION RECOMMENDED:

That the Committee vote to accept the donation of \$20,000 from Central One Federal Credit Union for Athletic Sponsorship funding.

STAFF AVAILABLE FOR PRESENTATION:

Dr. Joseph M. Sawyer, Superintendent of Schools



**SHREWSBURY PUBLIC SCHOOLS
SCHOOL COMMITTEE MEETING**

ITEM NO: **VIII. Old Business**

MEETING DATE: **11/16/16**

SPECIFIC STATEMENT OR QUESTION:

BACKGROUND INFORMATION:

ACTION RECOMMENDED:

MEMBERS/STAFF AVAILABLE FOR PRESENTATION:



**SHREWSBURY PUBLIC SCHOOLS
SCHOOL COMMITTEE MEETING**

ITEM NO: **IX. New Business**

MEETING DATE: **11/16/16**

SPECIFIC STATEMENT OR QUESTION:

BACKGROUND INFORMATION:

ACTION RECOMMENDED:

STAFF AVAILABLE FOR PRESENTATION:



**SHREWSBURY PUBLIC SCHOOLS
SCHOOL COMMITTEE MEETING**

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

MEETING DATE: **11/16/16**

SPECIFIC STATEMENT OR QUESTION:

BACKGROUND INFORMATION:

ACTION RECOMMENDED:

STAFF AVAILABLE FOR PRESENTATION:

Ms. Sandra Fryc, Chairperson

Mr. Jon Wensky, Secretary



**SHREWSBURY PUBLIC SCHOOLS
SCHOOL COMMITTEE MEETING**

ITEM NO: **XI. Executive Session**
A. For the purpose of negotiations

MEETING DATE: **11/16/16**

SPECIFIC STATEMENT OR QUESTION:

Will the School Committee enter into executive session for the purpose of discussing negotiations with represented and/or non-represented employees, 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

ITEM NO: **XII. Adjournment**