



**School Committee  
Meeting**

**June 3, 2015**

**7:00 pm**

**Town Hall  
Selectmen's Meeting Room**



SHREWSBURY PUBLIC SCHOOLS  
SCHOOL COMMITTEE MEETING  
AGENDA  
June 3, 2015 7:00pm  
Town Hall—Selectmen's Meeting Room



<u>Items</u>	<u>Suggested time allotments</u>
I. Public Participation	7:00 – 7:10
II. Chairperson's Report & Members' Reports	
III. Superintendent's Report	
IV. Time Scheduled Appointments	
A. Elementary Student Presentation	7:10 – 7:25
B. Elementary School Improvement Plans: Report & Vote	7:25 – 8:00
C. Food Services: Annual Report	8:00 – 8:20
V. Curriculum	
A. PARCC Testing: Report	8:20 – 8:40
VI. Policy	
A. Updated Policy on Employment Eligibility: First Reading	8:40 – 8:50
VII. Budget	
VIII. Old Business	
IX. New Business	
A. Superintendent's Contract: Vote	8:50 – 8:55
X. Approval of Minutes	8:55 – 9:00
XI. Executive Session	9:00 – 9:30
A. Potential discussion of collective bargaining negotiations with cafeteria workers association and/or paraprofessionals association; potential discussion of negotiations with non-represented employees	
XII. Adjournment	9:30

**Next regularly scheduled meeting: June 10, 2015 7:00pm**



**SHREWSBURY PUBLIC SCHOOLS**  
School Committee



**ITEM NO: I. Public Participation**

**MEETING DATE: 6/3/2015**

**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 Mr. John Samia, 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:**

Mr. John Samia, Chairperson  
Ms. Sandra Fryc, Vice Chairperson  
Ms. Erin Canzano, Secretary  
Dr. B. Dale Magee, Committee Member  
Mr. Jon Wensky, 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



**ITEM NO: IV. Time Scheduled Appointment**  
**A. Elementary Student Presentation**

**MEETING DATE: 6/3/2015**

**SPECIFIC STATEMENT OR QUESTION:**

Will the School Committee hear a presentation by elementary students on the Shrewsbury Writing Project?

**BACKGROUND INFORMATION:**

1. Elementary students and educators will present information and examples that demonstrate the impact of the Shrewsbury Writing Project on the growth of students' writing skills.

**ACTION RECOMMENDED:**

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

**STAFF AVAILABLE FOR PRESENTATION:**

Grade Pre-K: Mackenzie Johnson, Parker Road Preschool

Grade K: Mellany Apolinario, Coolidge School

Grade 1: Kayla Bailey, Beal School

Grade 2: Navya Sharman, Eliza Nickerson, and Brady DiPilato, Spring St. School

Grade 3: Advait Bhowmik, Floral St. School

Grade 4: Vasily Rogaev, Walter J. Paton School



**SHREWSBURY PUBLIC SCHOOLS**  
School Committee



ITEM NO: **IV. Time Scheduled Appointment**                      MEETING DATE: **6/3/2015**  
**B. Elementary School Improvement Plan: Report & Vote**

**SPECIFIC STATEMENT OR QUESTION:**

Will the School Committee hear reports and vote on the 2013-2015 School Improvement Plans (SIP) for Parker Road Preschool, Beal Early Childhood Center, Calvin Coolidge, Floral Street, Spring Street and Walter J. Paton Schools?

**BACKGROUND INFORMATION:**

1. In 2013 the district shifted from a model of annual School Improvement Plans to School Improvement Plans that span a two-year time frame. These plans include common goals across elementary schools.
2. The elementary school administration will be providing an update on the progress made towards the goals outlined in the 2013-15 School Improvement Plans.
3. The Elementary School Councils have developed proposed new School Improvement Plans with goals for the next two school years, which are enclosed.

**ACTION RECOMMENDED:**

That the School Committee review and vote to approve the 2015-2017 Elementary School Improvement Plans.

**STAFF AVAILABLE FOR PRESENTATION:**

Ms. Wendy Bell, Principal, Walter J. Paton School  
Ms. Amy Clouter Principal, Calvin Coolidge School  
Ms. Lisa McCubrey, Principal, Floral Street School  
Ms. Lisa Robinson, Director of Parker Road Preschool  
Mr. Chris Girardi, Principal, Beal Early Childhood Center  
Mr. Bryan Mabie, Principal, Spring Street School



**SHREWSBURY PUBLIC SCHOOLS**  
School Committee



**ITEM NO: IV. Time Scheduled Appointment**  
**C. Food Services: Annual Report**

**MEETING DATE: 6/3/15**

**SPECIFIC STATEMENT OR QUESTION:**

Will the School Committee hear an annual report on the Food Services program for 2014-2015?

**BACKGROUND INFORMATION:**

1. Each spring an annual report on the status of the Food Services program is provided. Ms. Nichols and Ms. Wirzbicki will provide this report. Please see the enclosed document for details.

**ACTION RECOMMENDED:**

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

**STAFF AVAILABLE FOR PRESENTATION:**

Ms. Cecelia Wirzbicki, Director of Business Services  
Ms. Beth Nichols, Director of Food Services



To: School Committee  
Re: 2014-2015 Food Service Department Executive Summary

### Overview

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

### Offerings

The Food Service Department offers:

- A School Lunch Program for grades K-12
- Breakfast at the Coolidge, Middle and High Schools
- Kindergarten and Preschool Snack Program
- Catering and Vending Services.

### Staff

The Department employs a Food Service Director, a 25 hour per week Administrative Assistant and 39 Union Employees, 21 of whom are full time staff (over 20 hours and benefit eligible) and 18 of whom are part time. All employees participate in trainings throughout the school year, are Serve Safe certified and in addition are certified in Allergen Training. This year, 20 employees participated and became certified in a Red Cross Training: Restaurant Emergency Training. Also all Managers maintained their Level I Certification through the national office of the School Nutrition Association, which requires 30 hours of professional development every 3 years.

Each year the Department mentors an intern from Framingham State University's Coordinated Program in Dietetics for 9 weeks. This year the department welcomed Sarah Hamel, who completed productivity studies, modified recipes, conducted staff trainings and wrote much of the content of the bimonthly email, "What's on the Menu".

### Menus

Many menu choices are offered daily at the various schools. Students are able to use the salad/fruit bars with the purchase of a meal or as a meal in itself. A variety of fresh fruits and vegetables are offered daily. All grains offered are whole grain products. Minimal a-la-carte items are sold in the district and meals are prepared on site. All meals served meet USDA nutritional requirements. The staff serves approximately 2300 lunches daily. Our Menus are posted online, in each school cafeteria and in local newspapers.

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*The Shrewsbury Public Schools in partnership with the community, will provide students with the skills and knowledge for the 21<sup>st</sup> century, an appreciation of our democratic tradition, and the desire to continue to learn throughout life.*

## **Marketing**

A district wide bimonthly email: "What's on the Menu?" is emailed to all school families in Shrewsbury. The bi-monthly issues feature: Nutritional Information, Menu Highlights, and Special Promotions on ticket purchases and POS incentives, Ticket Drawings for Prizes, Drawing Winners, Themed Events and Department News. Many families have taken advantage of the money saving promotions. The monthly drawings and promotions have helped promote our program to families.

The Elementary families will be surveyed this year to help the department to assess the Elementary Lunch Program. The data and feedback received will help to improve the program and drive participation.

## **Program Recognition**

This year the Shrewsbury Food Service was ranked #3 in the state.

"Shrewsbury Public Schools topped a recent list of the best cafeteria foods in Massachusetts Public Schools. Shrewsbury came out number 3 in a list of 50; Shrewsbury received a ranking of 3.8 out of 5."

Niche School District Rankings released the results of its survey, also published by WCVB, which rated schools' food by a variety of methodologies.

"High rankings indicate that the students are happy with the quality and variety of food options and that the administration is invested in students."

This year the Shrewsbury Food Service ranked #43 in the United States.

"This is Mac McKay from SMART Temps. I wanted to take a brief second to Congratulate YOU and your staff on being in Niche.com's Top 100 School Nutrition Programs." Niche.com based the ranking on the following criteria:

*"...ranks 3,868 school districts based on district spending statistics and more than 580,000 opinions on food from 215,000 students and parents. A high ranking indicates the district offers a variety of healthy, quality food options, accommodates various dietary preferences like vegan and gluten-free, and the students rate the quality of food favorably."*

## **Legislation**

The final rule for Professional Standards for School Nutrition Program Personnel which was mandated by the Healthy, Hunger-free Kids Act of 2010 has been finalized and becomes effective on July 1, 2015. This Standard annually requires: 8 hours of Director training, 6 hours for Managers and Staff working over 20 hours per week and 4 hours for Staff working under 20 hours per week in the 2015-2016 school year. The annual required training hours will increase in the 2016-2017 school year to: 12 hours of Director training, 10 hours of Manager training, 6 hours for Staff working over 20 hours per week and 4 hours of training for Staff working less than 20 hours per week. The anticipated labor cost in 2016 for this training is \$4,039, in addition to the cost of trainings. Due to inflation we project these costs to increase in the 2017 school year.



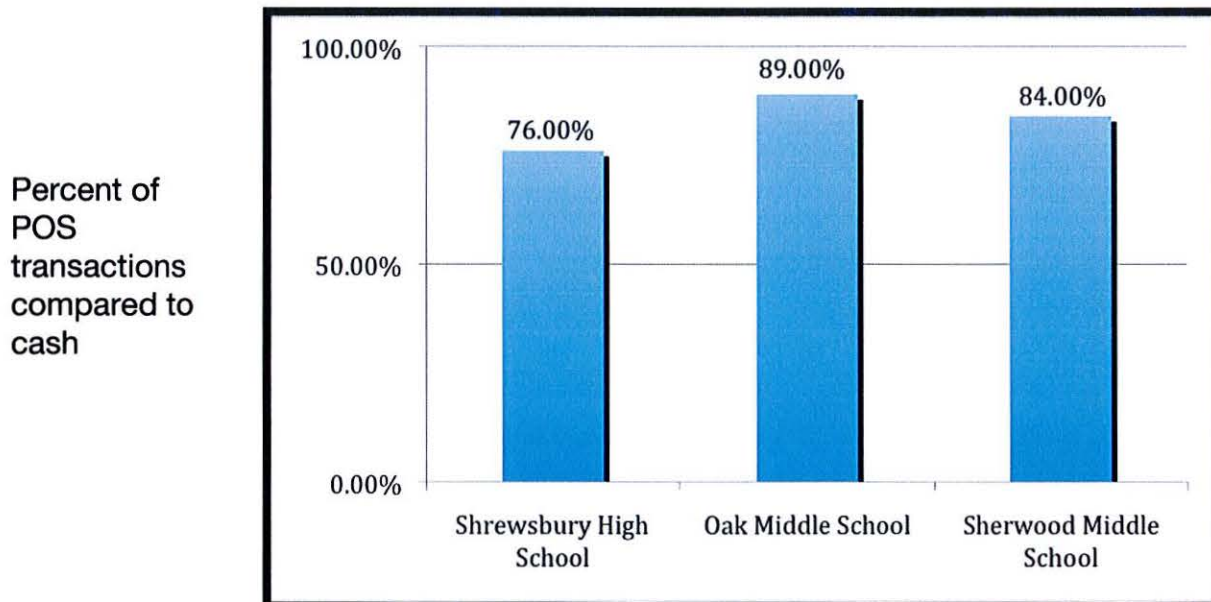
The new **Federal Smart Snacks in School rules** took effect this current school year. These rules require that all competitive food and beverages sold or offered at any school comply with specific nutrition standards. Massachusetts already had nutrition standards in place: Massachusetts 105 CMR 225.000. These standards exceed the minimum federal regulations. The only change is the Federal Rules are in effect from 12AM prior to the school day where as the Massachusetts standard was 1/2 an hour before school started.

There is a proposed new bill: **Healthy School Meal Flexibility Act** being considered by the Senate. The bill proposes to change the 100% whole grain requirement back to 50% and prevent the USDA from requiring further sodium reductions below the current levels.

### Point of Sale (POS)

Meal Magic is the Point of Sale System being used at the Middle and High Schools. This system was launched at the Middle Schools in October 2013 and at the High School in February 2014. The Point of Sale System allows students and school staff the flexibility to use cash or a debit system. The system also offers parents the convenience of prepaying any amount of cash on their child's account and the convenience of not needing cash. It also provides confidentiality for free and reduced students. Account debits are faster than cash transactions. Bimonthly promotions are marketed and offered to increase money on account transactions. Disappointingly the new system has not increased, but rather has remained about the same as compared to last year. However there has been an increase in prepaid sales over cash transactions at the Middle and High Schools. Currently 84% of transactions at Sherwood, 89% of transactions at Oak and 76% of transactions at the High School are account versus cash sales. Parents and students who eat school meals are embracing the convenience of a cashless system at the Middle and High Schools.

### Point of Sales (POS) Transactions

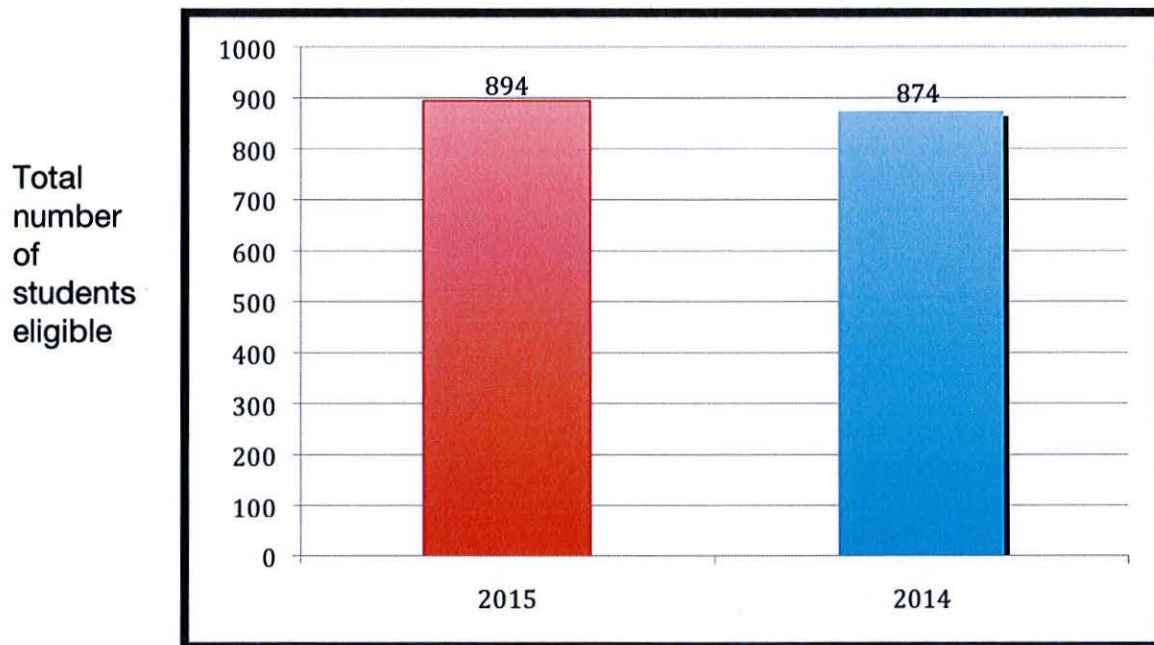


### District Free and Reduced

In 2015 the free and reduced eligible lunch percentage has increased slightly in Shrewsbury Public Schools from **874** total students in 2014 to **894** total students for 2015 (15.3% in FY2014 as compared to 15.7% in FY2015).

In 2014 **628 students** were free eligible and **246 students** reduced eligible as compared to FY2015, **684 students** were free eligible and **210 students** were reduced eligible.

### Students in the District Qualifying for Free or Reduced Meals



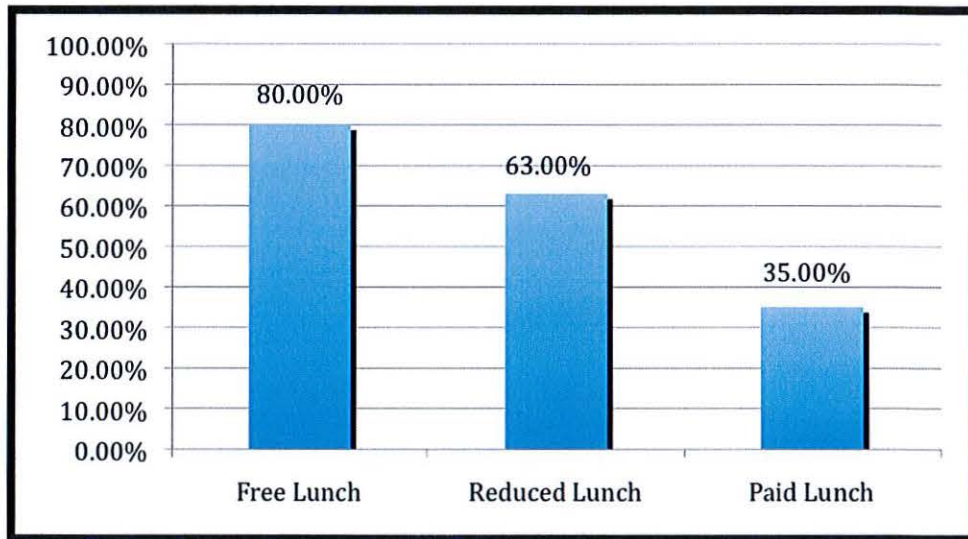
## Participation

District lunch participation (which includes the number of free, reduced and full price lunches served for the year divided by the number of serving days, divided by the average daily attendance) has remained the same this year at 40%.

Participation in meal categories for FY2015 are as follows:

- Free lunch participation is projected to be 80% of eligible students.
- Reduced lunch participation is projected to be 63% of eligible students.
- Paid lunch participation is projected to be 35% of eligible students.

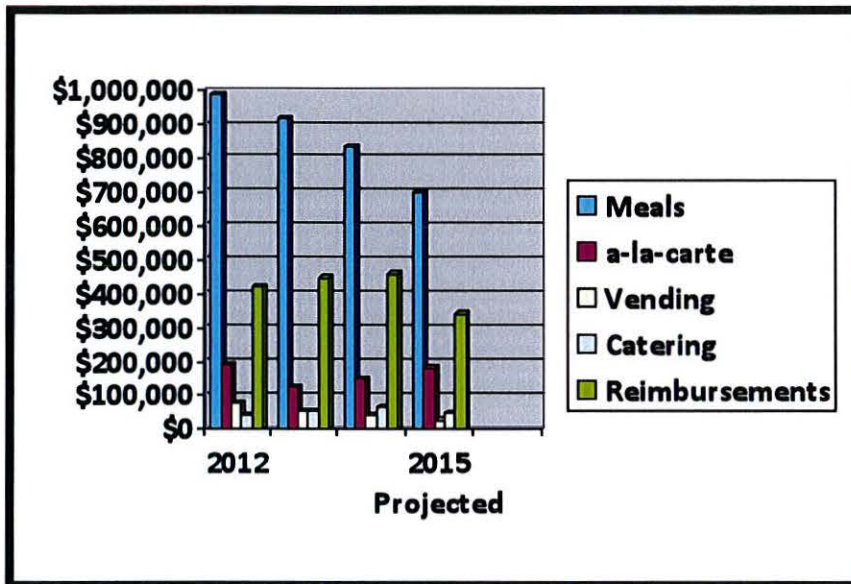
Percent of students participating



## Breakfast Program

Shrewsbury Public Schools was designated a Massachusetts School Breakfast Champion District for the 2015 school year. The Department of Elementary and Secondary Education challenged schools to increase their Breakfast participation in the 2015 school year by 35%. Shrewsbury Public Schools has successfully met the challenge and continues to work on increasing participation for this program. This year through April 2015, 11,261 breakfasts have been served in the district.

## Revenue Break Down



**2015 Projected A-la-carte and Vending sales seem to be increasing - more student acceptance of regulations**

### Financials

The School Food Service Department is projected to have a year ending loss of (\$44,138) and a revolving account balance of (\$24,019). Projected Revenue has increased \$18,169 for FY 15 compared to year-end 2014. Food costs have stayed the same at 49% as a percentage of sales compared to last year. Staff has managed food costs well, as the prices of food and the cost of implementing the new regulations have both increased. Changes to the Commodity Program this past year have allowed us to use all of our entitlement dollars, which helped to maintain food costs. The cost of labor for FY15 increased due to a 2% union negotiated increase. Two staff positions were eliminated in May when two staff resigned. These positions will not be filled in an effort to reduce labor costs. Other costs, (Uniforms, Equipment Purchases, Equipment Repair, Delivery Charges, Office Supplies etc.) which account for 9% have stayed about the same in 2015.

	<u>FY12</u>	<u>FY 13</u>	<u>FY 14</u>	<u>FY 15</u> <u>Projected</u>
<b><u>Beginning Balance</u></b>	\$96,429	\$56,809	\$70,435	\$20,119
<b><u>Revenue</u></b>	\$1,722,620	\$1,600,498	\$1,553,118	\$1,571,287
<b><u>Labor</u></b>	\$845,262	\$765,621	\$695,875	\$762,802
<b><u>Food</u></b>	\$729,083	\$680,559	\$764,721	\$715,302
<b><u>Other</u></b>	\$187,894	\$140,692	\$142,839	\$137,321
<b><u>Total Expense</u></b>	\$1,762,239	\$1,586,874	\$1,603,435	\$1,615,425
<b><u>Surplus/(Deficit)</u></b>	(\$39,620)	\$13,624	(\$50,316)	(\$44,138)
<b><u>Ending Balance</u></b>	\$56,809	\$70,435	\$20,119	(\$24,019)

\*FY12 \$180,000 in Health Insurance Benefits included in Labor

\*FY13 \$130,200 in Health Insurance Benefits included in Labor

\*FY14 \$130,200 in Health Insurance Benefits included in Labor

\*FY15 Projected \$129,752 in Health Insurance Benefits included in Labor

### **Challenges**

Many variables can impact the Food Service Program. The Department is faced with the effect the economy has on participation and revenue as well as legislation that continues to impact overall participation and revenue. Food prices are rising and are expected to continue to rise next year. A lot of our equipment is old and we continuously face repair and replacement costs. Labor cost will likely increase pending the results of contract negotiations. Currently only 11 of the 21 benefit eligible employees are enrolled in the Town Health Insurance Plans. If those eligible decided to enroll in a health insurance plan, the Food Service Department would need to incur those costs.

### **Lunch Prices**

Lunch prices are \$3.00 at the Elementary School, \$3.25 at the Middle School, \$3.50 at the High School and Adult lunch price is \$4.00. Lunch prices were last raised \$.25 in the 2012-2013 school year. A price increase of \$.25 is recommended for FY 2016. The prices would increase to \$3.25 at the Elementary School, \$3.50 at the Middle Schools, \$3.75 at the High School and \$4.25 for an Adult lunch. The increase is recommended to offset increasing labor costs, along with a projected 6% increase for food and 11% for health insurance. Historically participation has dropped the first two months after prices are raised and then returns to the same participation level prior to the increase. Currently Elementary School students purchase a meal with cash or a prepaid meal ticket and Middle and High School students pay cash or debit their POS account.

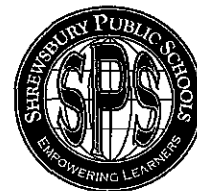
**Goals**

- Direct and oversee a high quality and financially stable program.
- Implement all nutritional standards and programming mandated by the National and State School Lunch Program.
- Increase Program Participation
- Continue to build on present marketing campaign

**Thank you for your continued support!!**



SHREWSBURY PUBLIC SCHOOLS  
School Committee



ITEM NO: V. Curriculum  
A. PARCC Testing: Report

MEETING DATE: 6/3/2015

SPECIFIC STATEMENT OR QUESTION:

Will the School Committee hear a report regarding the PARCC assessment administration this spring?

BACKGROUND INFORMATION:

1. In the spring of 2014, the School Committee voted to use the Partnership for Assessment of Readiness for College and Careers (PARCC) assessment this year as part of the Department of Elementary and Secondary Education's trial to determine whether to adopt PARCC or revise MCAS.
2. The Elementary and Secondary Education Board will vote next fall regarding what testing program to adopt statewide and is currently accepting public feedback regarding this issue. This report will provide an update to the School Committee regarding the PARCC assessment in order to inform the Committee in advance of any comments it wishes to submit to the ESE Board.
3. Because of confidentiality requirements, specific information on test items may not be shared. However, general impressions based on the experiences Shrewsbury students and educators have had with the PARCC, as well as logistical issues, will be presented.

ACTION RECOMMENDED:

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

STAFF AVAILABLE FOR PRESENTATION

Ms. Mary Beth Banios, Assistant Superintendent

# Reflections and Recommendations on PARCC

Today you will research electricity and consider some of the methods used in science texts and videos to support different purposes. First, you will read an article that explains some general principles of electricity. Next, you will watch a video about fun ways to learn about electricity circuits. Finally, you will read an article that explains how different materials conduct electricity. As you review these sources, think about the purpose of each and the role that explanations, demonstrations, and/or descriptions of experiments play in communicating that purpose. At the end of the task, you will be asked to write an essay.

Watch the video *Hands-On Science with Squishy Circuits*. Then answer the questions.

Hands-On Science with Squishy Circuits  
by AnnMarie Thomas



## Part A

In segment 1:14–1:17 of *Hands-On Science with Squishy Circuits*, what does the word **commercial** mean?

- A. used at home
- B. created with others
- C. produced for sale
- D. made widely known

## Part B

Which detail from *Hands-On Science with Squishy Circuits* **best** supports the answer in Part A?

- A. "... we spent a summer looking at different play-dough recipes . . . ." (0:39–0:42)
- B. "... these recipes probably look really familiar . . . ." (0:43–0:45)
- C. "... pretty standard ingredients you probably have in your kitchen . . ." (0:47–0:49)

Report to the School Committee  
June 3, 2015

Mary Beth Banios  
Assistant Superintendent of Schools



## Background

In the spring of 2014, the School Committee voted to use the Partnership for Assessment of Readiness for College and Careers (PARCC) assessment during the 2014-15 school year as part of the Department of Elementary and Secondary Education's trial to determine whether to adopt PARCC or revise MCAS. Specifically, the decision was to use the PARCC test in grades 3-8, but not at the high school. The district will have completed all administrations of PARCC by Friday, May 29th. In order to provide the Committee with feedback around the PARCC assessment and the district's experience with its administration, a survey was sent to all staff members who were involved in either the paper-based or electronic administration of this assessment. The feedback from the 139 staff members who responded to this survey are included in this report.

The Elementary and Secondary Education Board will vote next fall regarding what testing program to adopt statewide and is currently accepting public feedback regarding this issue. Along with receiving written feedback, the Board is holding 6 hearings across the state to gather public input. This report is intended to update the School Committee regarding the PARCC assessment in order to inform the Committee in advance of any comments it wishes to submit to the ESE Board.

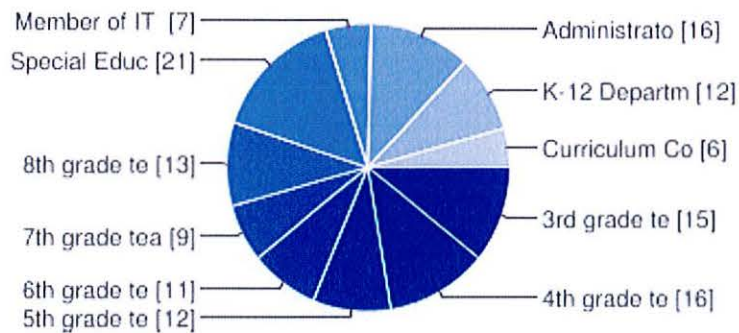
Because of confidentiality requirements, specific information on test items may not be shared. However, general impressions based on the experiences Shrewsbury students and educators have had with the PARCC practice questions, as well as logistical issues, will be presented in this report.

**“I am hopeful about PARCC in the sense that these "glitches" will be worked out and with time students and teachers will become more comfortable with the set up and content expected on PARCC. Other teachers and myself work hard all year teaching our students high level thinking and strategies and I would like to see this translated onto PARCC. I think we need to allow ourselves and our students some time to become accustomed to PARCC. Also, I think twice a year was a lot and really interfered with my instruction time. I had to make cuts in my activities and curriculum...”**

*- Shrewsbury Teacher*

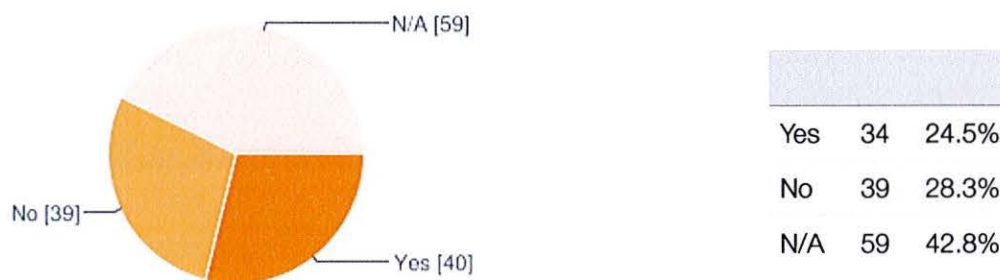
# Survey Results

## Who responded to the survey?



## Curriculum Alignment

Do you feel that have have had a reasonable amount of time and training to make the curricular and instructional shifts associated with the new Mathematics standards?



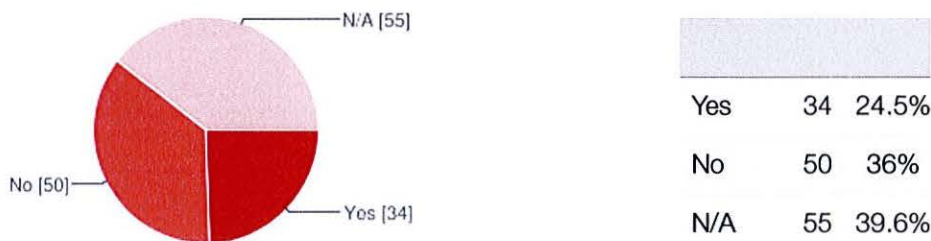
### Representative Comments:

“More time was needed with the new math program for both teachers and students. Teachers needed more time to learn and modify the program. Students needed more time to adjust to the new expectations.”

“Since we just began a new math program, I believe it will take a few years for the scope and sequence to be developed in order for the students to have exposure to all of the materials that will be on PARCC.”

“In teaching students with Special Needs, there is much instruction that needs to be done in building independent ability to solve multi-step math word problems accurately. Typically, students with Learning Disabilities are not yet at grade level expectations with their skills, and having students take an assessment designed for typically-developing students, with reduced accommodations and modifications (as limited by the state) has certainly been a challenge.”

**Do you feel that you have had a reasonable amount of time and training to make the instructional shifts associated with the new ELA standards?**



**Representative Comments:**

“We have begun work updating our curriculum maps to reflect the changes with the new standards and PARCC testing. Some of the content students will be assessed on is not content taught at the 5th grade level. We are adding A LOT of new content to our curriculum which means everything has to shift. Many ELA standards will be embedded in the Social Studies curriculum because there is simply too much content to teach/assess during ELA. Our department needs much more time to effectively plan and organize all of the standards and how to assess them.”

“Time is needed to understand the standards and adjust my reading program. I need to find more paired texts and develop writing assignments that pull the two together.”

“We have spent the year working on the math changes, and would definitely benefit from some separate time for English curriculum.”

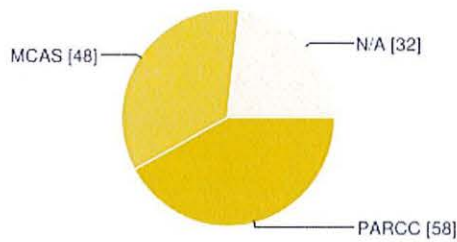
“I think it would be hugely beneficial to have access to essay samples for the three different types on the PARCC test (narrative, research, and literary analysis). This way, teachers can see what PARCC is expecting of students!”

“We were not familiar with the content of the PARCC questions in order to prepare our students.”

“It would have been great to start preparing to take PARCC in the beginning of the year. We only really started the discussion about a month or two in advance. Had I known all of the

expectations in the beginning of the year, I would have taught certain units and lessons differently or sooner.”

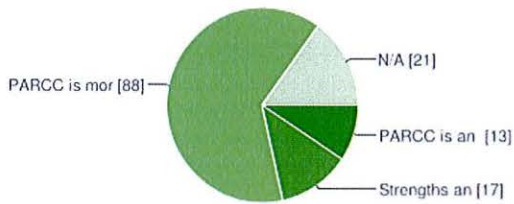
Having administered both PARCC and MCAS, which assessment do you believe is more aligned with the instructional direction of the Shrewsbury Public Schools?



Assessment	Count	Percentage
PARCC	58	42%
MCAS	48	34.8%
N/A	32	23.2%

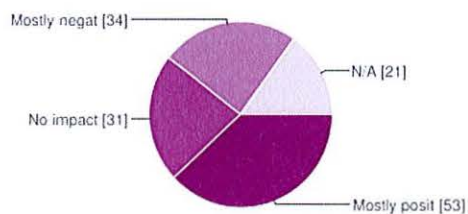
## Frequency and Timing of PARCC

How do you compare the overall frequency and time spent on the PARCC vs. MCAS assessment?



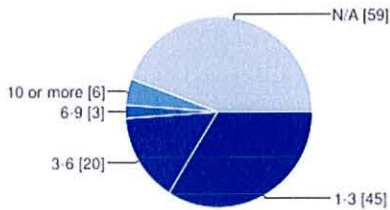
Comparison	Count	Percentage
PARCC is an improvement	13	9.4%
Strengths and challenges are about equal	17	12.2%
PARCC is more difficult	88	63.3%

How would you best describe the overall impact of PARCC being a timed test?



Impact	Count	Percentage
Mostly Positive	53	38.1%
No Impact	31	22.3%
Mostly Negative	34	24.5%
N/A	21	15.1%

**If you are a classroom teacher, approximately how many students in your class ran out of time during testing?**



1-3	45	33.8%
3-6	20	15%
6-9	3	2.3%
10 or more	6	4.5%
N/A	59	44.4%

**Representative Comments:**

- “I think many of our students felt rushed on day one of both ELA and Math and there was a definite difference in the number of texts to read and the number of math problems to answer from one day to the next. I know for some students the stress of knowing they were being timed hurt them. These are high achieving kids who do not qualify for the extended time and so their scores may be affected because of stress. On the flip side, MCAS testing had gotten out of hand. We were to the point where a 60 minute test session was taking ALL day because students were taught to think and rethink their answers. Personally, I think if we can find a reasonable number of questions per day and keep it timed, it produces less stress on the building as a whole and kids are not losing nearly as much instructional time. Third and Fourth graders at the elementary level were losing almost a week of instructional time in March and then again in May to take the MCAS tests. During PARCC, they tested until 10:30 and then went on with their days.”
- “Teaching the skill of time management was key this year. I feel that this needs to begin in the early grades (K - 2) so they are prepared aware that there are time limits when they begin testing in third grade. When asking the students which they preferred (4th graders had taken MCAS last year), they liked the PARCC test better as they felt that they could sustain their focus better given the time limits. They shared they were happy we worked on time management this year. As a teacher, I felt that the PARCC tests did not impact my instructional day the way MCAS had in the past. MCAS would impact an entire day of instruction each day, while PARCC was only for a portion of the day. I was happy that there was only one test session per day.”
- The feedback that I received from students regarding the timed aspect of PARCC was that it caused more anxiety for the majority. As mandated testing is already a hugely stressful event for many students, I would love to see the elimination of time limits.
- The math testing was not nearly as bad in terms of time, it was realistic. But ELA was a mess for the earlier testing in the year. There was not NEARLY enough time for the students to read and reread passages, plan responses and write them. Most of my class ran out of time and didn't finish. We teach them to highlight, take notes, reread, etc. and there's no time for these best practices!

- “The time it took out of teaching the curriculum has been very challenging. While I like the rigor of the test, the number of days we had to use for testing has impacted my teaching and the students' learning.”

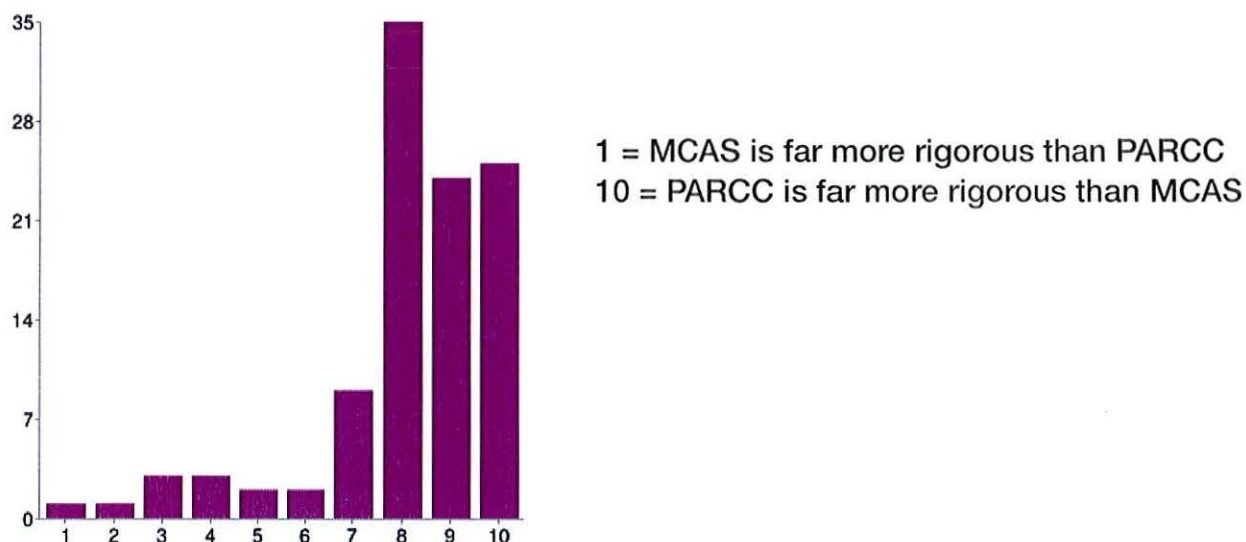
**Shrewsbury's response to the frequency and amount of testing required by PARCC was echoed across many PARCC trials. On May 20th, a vote was taken by the Governing Board of PARCC to have one testing window with the goal of reducing the testing time by 90 minutes. This was a welcomed adjustment to the testing schedule.**

## Pros and Cons of On-Line Testing

- “All students seemed to be very engaged during testing. Many students used the flag feature to remind them to revisit topics. Students who have trouble with tracking or transferring answers did not have issues with the online test.”
- “Being a 1-1 district, I believe the online testing makes more sense for our students as they are learning online each day.”
- “The available online tools were helpful to the students.”
- “Easier to manage - no stacks of paper, "off-limits" rooms, etc. Quicker turn-around of scores. Cheaper and more environmentally friendly. greater flexibility for quick modification of test content. Greater selection of question type - use of videos, graphics, sound, etc”
- “One major con of online testing is the numerous disruptions due to loss of connection. A few of my students iPads also froze often if they were doing too much highlighting. I feel that these disruptions really impact the student's focus. There are also many more distractions when using the iPad such as being able to change the backgrounds, highlight different colors, move the ruler around etc. As a special education teacher I saw a lot of my students struggling to resist playing with these features.”
- “The technical issues that arose were a serious distraction to the testing. If a student got "bumped out" due to wifi issues it was a fairly lengthy process to get them back into the test. This not only took time away from the student but it also caused a distraction to other students around them. Another serious problem was that students' work deleted occasionally. The student would then have to go back and redo their response.”
- “Keyboard logistics required much staff time. Bugs in the math equation editor and some test items caused problems for some students”
- “Adds several more possible points of failure over a paper/pencil test - requires more hands on deck - requires more supplies from the school (stands, keyboards) that have a cost.”
- “I feel that not being able to record the numerous glitches leaves IT Support with hands tied and made the process of getting issues resolved unnecessarily long. Please note that I did appreciate PARCC specialist coming to the school and working with us.”

## Rigor and Expectations

How does the rigor of the PARCC exam compare to the rigor of the MCAS exam?



Representative Comments:

1. "PARCC math questions require more problem solving thinking. The ability to have different tools allows students to demonstrate their knowledge in a versatile manner. The questions are more free response so the students cannot just choose an answer and move on."
2. "For some questions, students have to construct responses using multiple sources of information. This synthesis of information involves high level skills."
3. "There is MUCH more writing and conceptual understandings tested."
4. "The lack of multiple choice questions required the students to come up with their own answer, no guessing."
5. "The language used in the PARCC math assessment was very difficulty for both regular and special education students. Also, the special education students were not allowed to use any of the accommodations they use in the classroom on a daily basis..."

## Additional Considerations

It is anticipated that the Massachusetts Association of School Superintendents (MASS) will speak to the purpose of Statewide standardized assessment, its use within the context of additional assessments within districts, and of its impact on teaching and learning. It is likely that this group will take the position that the primary purpose of these assessments is to drive teaching and learning and to help ensure that all districts and student populations are equitably served. While district and school accountability is an important factor, it is secondary to the two drivers noted above.

It is further anticipated that MASS will promote the idea that the next generation of assessments should be a lever for curriculum change with an increased emphasis on the development of higher order thinking that allow students to transfer their learning to new situations and problems.



## Recommendations for the Committee's Consideration

Based on the feedback received from our Shrewsbury educators, along with dialogues with other Superintendents and Assistant Superintendents on the topic of the next generation of assessments, the Committee may want to consider offering the following recommendations to the Board. The majority of these recommendations relate to the implementation of the next generation of assessments, regardless of whether these assessments come from PARCC or are the next iteration of MCAS.

### **Overall Recommendations for the Next Generation of Assessments**

1. New assessment systems should target critical abilities such as research, analysis and synthesis of information, experimentation and evaluation, communication in multiple formats, collaboration, modeling, design, and complex problem solving through authentic performance based tasks. The assessment should provide a good model for classroom practice. The previous state assessment did not meet all of these criteria, PARCC shows promise in this area.
2. Further reduce the amount of time dedicated to statewide testing, especially in light of the work districts have been doing to design common assessments (District Determined Measures) The value derived from standardized assessments should be weighed against the amount of time it takes away from instruction, both in terms of actual days and hours and in terms of the inevitable disruption to teaching and learning that it creates.
3. Provide additional time and funding for the curricular and instructional shifts necessary to meet the standards in the new Massachusetts English Language Arts and Mathematics Frameworks
4. Further explore the accessibility of PARCC for Special Education students. Can the assessment be adaptive, where students are able to show a full range of what they know and are able to do whether they are performing above or below grade level? Are the accommodations appropriate?
5. Release a significant amount of test items and proficient exemplars so that educators can better understand the tasks and the level of work students are being asked to attain.
6. Provide an on-going feedback loop and a hiatus on using results for accountability until new assessments can be fully vetted and refined by the field.

### **If the Board Decides to Adopt PARCC as its Next Generation of Assessments**

1. Provide additional time for testing sessions that require significant writing or that require solving complex multi-step problems.

### **Recommendations for Shrewsbury if the Board Votes to Move Forward with PARCC Next Year**

1. Purchase enough keyboards for all middle level students. This would significantly reduce the disruptions to instruction that the middle level experienced during this pilot phase.



SHREWSBURY PUBLIC SCHOOLS  
School Committee



ITEM NO: VI. Policy

MEETING DATE: 6/3/2015

A. Updated Policy on Employment Eligibility: First Reading

SPECIFIC STATEMENT OR QUESTION:

Will the School Committee hear a first reading of an updated policy on employment eligibility?

BACKGROUND INFORMATION:

1. Policy #301: Family Relationships and Employment sets out expectations regarding the employment of relatives of School Committee and administrators.
2. Upon the advice of the district's legal counsel, it is advisable to update this policy. Please see the enclosed memorandum and proposed amendments.

ACTION RECOMMENDED:

That the School Committee hear a first reading of an updated policy on employment eligibility.

STAFF AVAILABLE FOR PRESENTATION:

Dr. Joseph M. Sawyer, Superintendent of Schools



# Shrewsbury Public Schools

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Joseph M. Sawyer, Ed.D.  
Superintendent

May 27, 2015

To: School Committee  
From: Joe Sawyer  
Re: Proposed Revision to Policy #301

When Mr. Wensky announced his candidacy for the open seat on the School Committee, I consulted with the district's legal counsel relative to Policy #301: Family Relationships and Employment (see enclosed), as Mr. Wensky's mother is a longtime school nurse at the Beal Early Childhood Center.

Our counsel's opinion was clear: a) Mr. Wensky, as a qualified citizen of the town, had the right to run for public office, and b) if he were to be elected, this could not affect the employment status of Mrs. Wensky, whose hiring many years ago and subsequent service were obviously unrelated to her son's decision to serve on the School Committee. Essentially, the legal standing of the individuals in this situation trumps the current School Committee policy language that addresses family relationships between Committee members and employees.

However, counsel also indicated that, under state ethics law, Mr. Wensky must recuse himself in any matters related to collective bargaining and votes on any contract that involves salary, benefits, or other employment matters directly related to his family member (although once a contract is established through collective bargaining, he may vote to approve the overall budget, with the exception of the line item that includes his relative's compensation). Further, Mr. Wensky should carefully consider whether any other matter before the Committee may have an indirect effect on his family member and whether a reasonable person would view a vote as being influenced by that relationship. If yes, he should recuse himself; if no, he may proceed, but should file a disclosure statement with the Town Clerk indicating that he has made this analysis and has concluded that he would not be influenced by the family relationship in the matter.

Counsel also recommended that the language in the policy should be revisited, since it is overly broad and does not hold up under circumstances such as these. As such, I am recommending to the School Committee that it revise the policy as proposed on the enclosed document, so that it aligns with the state's legal framework for such issues, including clarifying that the superintendent appoints, as opposed to recommends, employees.

I am bringing this recommendation directly to the Committee as the Policy Subcommittee has yet to be re-established after the Committee's recent post-election reorganization, and because I believe this issue should be addressed in a timely manner. I suggest that the Committee discuss this proposed change at its June 3 meeting and vote to amend the policy at its June 10 meeting. Please advise with any questions.

**Shrewsbury School Committee**  
**Policy #301: Family Relationships and Employment**  
**Proposed Amendments**

<b>Existing Policy</b>	<b>Proposed Amended Policy</b>
<p>Family relationships will at no time be a factor in the employment, assignment, evaluation or promotion of personnel. For the purposes of this policy, a “relative” is defined as a parent, child, spouse, domestic partner, sibling, parent-in-law, sibling-in-law, child-in-law or stepchild.</p> <p>1. The school district shall employ neither a relative of the superintendent or school committee member, nor assign a relative of a principal as an employee at the principal's school.</p> <p>2. The employment of a relative of a central office administrator requires the recommendation of the superintendent and two weeks written notice to the school committee.</p> <p>3. In no instance will an employee be assigned to a position in which he or she would be supervised or evaluated by a relative.</p>	<p>Family relationships will at no time be a factor in the employment, assignment, evaluation or promotion of personnel. For the purposes of this policy, a “relative” is defined as a parent, child, spouse, domestic partner, sibling, parent-in-law, sibling-in-law, child-in-law or stepchild.</p> <p>1. The school district shall not employ a relative of the superintendent.</p> <p>2. The school district shall not hire a relative of a school committee member. If a relative of a school committee member was employed by the school district prior to the committee member’s election, the individual’s employment status shall not be affected by the election. If such an individual continues to be employed after a relative begins serving on the school committee, the school committee member must recuse him/herself from matters that directly affect the relative, such as collective bargaining, and the committee member must determine whether to recuse him/herself or file a disclosure with the town clerk on other matters that might indirectly affect the relative. (M.G.L. Chapter 268A).</p> <p>3. The school district shall not assign a relative of a principal as an employee at the principal's school.</p> <p>4. The superintendent shall provide two weeks written notice to the School Committee prior to appointing a relative of a central office administrator as a School Department employee.</p> <p>5. In no instance will an employee be assigned to a position in which he or she would be supervised or evaluated by a relative.</p>



SHREWSBURY PUBLIC SCHOOLS  
School Committee



ITEM NO: VII. Budget

MEETING DATE: 6/3/2015

SPECIFIC STATEMENT OR QUESTION:

BACKGROUND INFORMATION:

ACTION RECOMMENDED:

STAFF AVAILABLE FOR PRESENTATION:



SHREWSBURY PUBLIC SCHOOLS  
School Committee



ITEM NO: **VIII. Old Business**

MEETING DATE: **6/3/2015**

SPECIFIC STATEMENT OR QUESTION:

BACKGROUND INFORMATION:

ACTION RECOMMENDED:

STAFF AVAILABLE FOR PRESENTATION:



SHREWSBURY PUBLIC SCHOOLS  
School Committee



ITEM NO: **IX. New Business**  
**A. Superintendent's Contract: Vote**

MEETING DATE: **6/3/2015**

**SPECIFIC STATEMENT OR QUESTION:**

1. Will the School Committee vote to authorize an updated employment contract with the Superintendent of Schools?

**BACKGROUND INFORMATION:**

1. A vote of the School Committee is required to authorize the Chair to approve an updated employment agreement with the Superintendent of Schools.
2. The updated contract will reflect a cost of living adjustment of 1.75% and an extension of the length of the contract so that it runs for five years (from July 1, 2015 through June 30, 2020).

**ACTION RECOMMENDED:**

That the School Committee vote to authorize the Chair to sign an updated employment agreement with the Superintendent of Schools, effective July 1, 2015, that provides a 1.75% cost of living salary adjustment and extends the length of the contract to June 30, 2020.

**SCHOOL COMMITTEE PRESENTATION:**

Mr. John Samia, Chair





SHREWSBURY PUBLIC SCHOOLS  
School Committee



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

MEETING DATE: 6/3/2015

SPECIFIC STATEMENT OR QUESTION:

Will the School Committee approve the minutes of the School Committee meeting on April 27, 2015, May 6, 2015, and May 13, 2015?

BACKGROUND INFORMATION:

1. Ms. Canzano has reviewed the minutes and they are enclosed.

ACTION RECOMMENDED:

That the School Committee approve the minutes of the School Committee meetings on April 27, 2015, May 6, 2015, and May 13, 2015.

STAFF AVAILABLE FOR PRESENTATION:

Mr. John Samia, Chairperson  
Ms. Erin Canzano, Secretary

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

**MINUTES OF SCHOOL COMMITTEE MEETING**

**MONDAY, APRIL 27, 2015**

Present: Dr. B. Dale Magee, Chairperson; Mr. Jason Palitsch, Vice Chairperson; Ms. Erin Canzano, Secretary; Ms. Sandra Fryc, Mr. John Samia, Dr. Joseph Sawyer, Superintendent; Ms. Mary Beth Banios, Assistant Superintendent; Ms. Cecelia Wirzbicki, Director of Business Services; Ms. Barbara Malone, Director of Human Resources

The meeting was convened at 7:00 PM by Dr. B. Dale Magee

**I. Superintendent's Report:**

**A. Superintendent's News Updates**

Dr. Sawyer shared some brief student activities updates with the School Committee. He said he was very pleased to report that the Shrewsbury High School (SHS) Robotics Team participated in the world championship competition in St. Louis during April school vacation week. Dr. Sawyer said the Robotics Team was eligible to compete in the world championship competition because they earned the Chairman's Award at the regional competition at Worcester Polytechnic Institute (WPI).

Dr. Sawyer told the School Committee that he had the opportunity to attend the Curiosity Challenge event at MIT yesterday and see five Shrewsbury district students compete. He said the Curiosity Challenge is part of the Cambridge Science Festival. Dr. Sawyer congratulated the Shrewsbury students on their accomplishments and great work.

**B. Fiscal Year 2016 Superintendent's Revised Budget Recommendation**

Dr. Sawyer thanked the team of Shrewsbury district staff members and administrators who worked on putting together the budget recommendation. He shared information about state funding with the School Committee and explained how this relates to the revised budget recommendation. Dr. Sawyer said that according to the state, the Circuit Breaker program is fully funded. He said that overall the state funding situation has improved for the Shrewsbury district, although not substantially. Dr. Magee asked Dr. Sawyer if he could comment on the bottom line and share information about how much more funding the Shrewsbury district will receive from the state. Dr. Sawyer said it is expected that the Shrewsbury district will receive \$200,000-\$300,000 more than was originally projected for the budget. He mentioned the strategic priorities for the Shrewsbury district that the Fiscal Year 2016 budget recommendation will support: provide a world class education; engage and challenge all students; promote health and wellness; enhance learning through technology; and increase value to the community. Dr. Sawyer reminded the School Committee that the Fiscal Year 2016 Budget priorities are to sustain the current level of personnel and programming and meet mandates in cost-effective ways. Dr. Sawyer told the School Committee that the numbers from the Fiscal Year 2016 budget recommendation have been adjusted and updated as of

April 2015. He discussed the cost of carrying current personnel forward and said the change is mainly due to the lower projected cost for teachers, now estimated at about \$150,000 less than in January 2015. Dr. Sawyer said that overall the budget needed to take personnel forward is now about \$190,000 less than was projected in January. He said the updated budget recommendation and the total cost to carry personnel forward is \$1,484,644. School Committee members asked questions about why this is the case and Dr. Sawyer and Ms. Malone said they have received news earlier this year about teachers' contracts not being renewed due to a variety of factors including performance. Factors for teachers' choosing to leave include job changes, relocations and teachers deciding not to return to their positions after maternity leaves. Dr. Sawyer discussed the operational costs with the School Committee members and referenced the documents illustrating details for the Fiscal Year 2016 Budget Recommendation. Dr. Sawyer shared that the total operational costs are \$661,866 and this figure is based on updated projected tuition costs, projected Circuit Breaker state reimbursement costs, costs mitigated by shifts in digital materials, updated projections, and the use of alternate funding sources. Dr. Sawyer told the School Committee that he is pleased to share that the School Department will be able to sustain its program in Fiscal Year 2016 with a relatively small increase of \$1,259,241 or 2.20% in appropriated funds. He said that looking forward to the future regarding the fiscal year budgets, the volatility of the special education program may come into play and this may be an important factor next year. Dr. Sawyer said the goal for the Shrewsbury district is to maintain the investment in education. He said the School Department wants to do this in a way that meets students' needs and is most cost effective.

Dr. Magee thanked Dr. Sawyer for making an excellent presentation. He asked the School Committee members if they had any questions or comments about the Superintendent's revised Fiscal Year 2016 budget recommendation. Mr. Samia commented on sustainability. He said he thinks this budget delivers what the School Department and School Committee said would be delivered to the community. Mr. Samia discussed technology and mentioned the initiative to roll out new technology to include grades 5<sup>th</sup> through 12<sup>th</sup> in the district. He said he is excited about the innovation in the schools and about how this will positively impact learning in the classroom. Mr. Samia asked Dr. Sawyer about the difference in the projection for teacher cost from January to April, and if this is similar to other fiscal years. Ms. Malone answered the question and said that the district received information early this year about contract renewals and non-renewals. Ms. Fryc asked a question about a budget line item for infrastructure. Dr. Sawyer said the good news is that some of the infrastructure moves the School Department has made during the past few years have been positive for the long-term budget. Ms. Canzano said she thinks the hard work the district has done with innovation in the last few years has been positive for the budget. Mr. Palitsch commented that he thinks this is a very lean budget and the School Department is doing a good job sustaining the program. Dr. Magee commented that this was a very good presentation and this points out the fact that the school system runs on many sources of money. He said the way to continue to avoid problems is through innovation. Dr. Magee asked Dr. Sawyer if he thought the School Committee should vote this evening on the budget recommendation. Dr. Sawyer said yes, if the School Committee is in support, he would recommend that they vote on the budget recommendation. Dr. Magee requested a motion to accept the 2016 Fiscal Year Budget Recommendation from Dr. Sawyer. On a motion by Mr. Samia, seconded by Mr. Palitsch, the School Committee voted unanimously to approve the 2016 Fiscal Year Budget Recommendation from Dr. Sawyer.

## **II. Adjournment**

Dr. Magee requested a motion to adjourn the School Committee meeting for April 27, 2015. On a motion by Mr. Palitsch, seconded by Mr. Samia, the School Committee members voted unanimously to adjourn the School Committee meeting for April 27, 2015 at 7:45 PM.

Respectfully submitted  
Christine Taylor, Clerk

Documents referenced:

- 1) Fiscal Year 2016 Superintendent's Revised Budget Recommendation: Report
- 2) Updated Fiscal Year 2016 Budget Recommendation: Memo
- 3) Fiscal Year 2016 Line Item Budget: Spreadsheet Illustration

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

**MINUTES OF SCHOOL COMMITTEE MEETING**

**WEDNESDAY, MAY 6, 2015**

Present: Mr. John Samia, Chairperson; Ms. Sandra Fryc, Vice Chairperson; Ms. Erin Canzano, Secretary; Dr. B. Dale Magee; Mr. Jon Wensky; Dr. Joseph Sawyer, Superintendent; Ms. Mary Beth Banios, Assistant Superintendent; Ms. Cecelia Wirzbicki, Director of Business Services; Ms. Barbara Malone, Director of Human Resources

The meeting was convened at 7:05 PM by Dr. Joseph Sawyer, Superintendent of the Shrewsbury Public Schools. The Superintendent of Schools called the meeting to order according to the guidelines of School Committee Policy 112 for the first meeting following the Town election.

Dr. Sawyer congratulated Mr. Jon Wensky who ran unopposed for the open School Committee member seat.

**I. Election of Officers**

Dr. Sawyer requested and accepted nominations for the Chairperson of the School Committee. Dr. Magee nominated Mr. Samia for the Chairperson of the School Committee and Ms. Sandra Fryc seconded the motion. The School Committee members voted unanimously to elect Mr. Samia as Chairperson of the School Committee. As the elected Chairperson of the School Committee, Mr. Samia requested nominations for the position of Vice Chair for the School Committee. Ms. Canzano nominated Ms. Fryc for the position of Vice Chair of the School Committee and Dr. Magee seconded the motion. The School Committee members voted unanimously to elect Ms. Fryc as Vice Chair of the School Committee. Mr. Samia requested nominations for the position of Secretary for the School Committee. Ms. Fryc nominated Ms. Canzano for the position of Secretary of the School Committee and Dr. Magee seconded the motion. The School Committee members voted unanimously to elect Ms. Canzano as Secretary of the School Committee.

**II. Public Participation**

None

**III. Chairperson's Report and Members' Reports**

Ms. Canzano said that she wanted to share with the School Committee and the community that she was able to attend the Gold Medal Ceremony for the Massachusetts Instrumental and Choral Conductor's Association (MICCA) where the Honors Women's Choir performed at Mechanics Hall on April 26<sup>th</sup>. Ms. Canzano congratulated the participants, shared that they did an amazing job, and said the participants were a wonderful representation of the Performing Arts program from Shrewsbury High School. Ms. Canzano had the opportunity to visit a 4<sup>th</sup> grade class at Spring Street School on Community Reading

Day. She said that she and members of the 4<sup>th</sup> grade class had a really good discussion about technology. Ms. Canzano said that the students shared a lot of information about using the iPad, including what is going well with the iPad program and what could be done better.

Mr. Samia thanked Dr. Magee for serving in his role as the Chairperson of the School Committee over the last fiscal year. He said that Dr. Magee did a great job throughout the year which included the town vote for the override. Mr. Samia said he wanted to again publicly thank Mr. Palitsch for service to the School Committee and service to the community. Mr. Samia welcomed Mr. Wensky to the School Committee.

#### **IV. Superintendent's Report**

Dr. Sawyer congratulated Mr. Samia on being named Chairperson of the School Committee and congratulated the other elected School Committee officers. Dr. Sawyer thanked Dr. Magee for doing an outstanding job as Chairperson of the School Committee. Dr. Sawyer invited the Shrewsbury community to the SHS Arts Festival on Thursday, May 7<sup>th</sup>. He said the art work the students do is tremendous. Dr. Sawyer commended and thanked the Oak Middle School mixed 7<sup>th</sup> and 8<sup>th</sup> grade choir for their great performance with the Spring Street School 4<sup>th</sup> grade chorus. Dr. Sawyer said the joint concert that was held that evening was an outstanding example of the Shrewsbury Schools' music programs.

Dr. Sawyer shared that twelve students from SHS advanced science fair to the regional competition that was held at Worcester Polytechnic Institute in March. He said nine of these students advanced to the state fair which was held at the Massachusetts Institute of Technology (MIT) this past weekend. He acknowledged the 10<sup>th</sup> and 11<sup>th</sup> grade students who received awards and recognition at the state level. Dr. Sawyer congratulated members of the SHS Track Team for their great accomplishments at the national Penn Relays.

#### **V. Time Scheduled Appointments**

##### **A. Shrewsbury High School Senior Scholars Presentation**

Mr. Samia and Dr. Sawyer welcomed the SHS Senior Scholars. Dr. Sawyer said that he was very pleased to have had a chance to have breakfast with the Senior Scholars. He said that it is great to have the Senior Scholars and some of their family members at the School Committee meeting this evening. Dr. Sawyer shared brief highlights of each student's accomplishments and then each of the 11 Senior Scholars made statements. Senior Scholars spoke about their experiences, thanked teachers and family members, and shared updates about their future plans after graduating from SHS. School Committee members commented on the tremendous accomplishments of the students, thanked the parents and family members, and said that the students' ability to balance academic rigor and engage in community service is an incredible accomplishment. School Committee members encouraged students to give of themselves and to truly make a difference. Dr. Sawyer recognized that Mr. Bazydlo was in attendance at the meeting and Mr. Bazydlo congratulated the students and thanked the parents for all their support. Dr. Sawyer commended the 11 Senior Scholars being honored this evening, recognized the many SHS students who demonstrate great talent and accomplishments, and thanked the teachers in the district for their excellent work and their support of students. The Senior Scholars were invited to shake hands with the School Committee members and received tokens of appreciation.

##### **B. Charter School Enrollment: Report**

Dr. Sawyer presented a report to the School Committee members on Charter School enrollment. He said that attending charter schools is one of two ways that students living in Shrewsbury can attend a public school outside of the Shrewsbury school district. He said the total number of Shrewsbury school district students choosing to attend charter schools peaked in 2011 at 144 and the number of Shrewsbury students choosing to attend charter schools has declined steadily since this time. Dr. Sawyer shared that the number of students in the Shrewsbury Schools for Fiscal Year 2016 that are projected to attend charter schools is 81. Dr. Sawyer said that if the numbers of students in the Shrewsbury district attending charter schools had remained high, there would be more money diverted from the Shrewsbury school district budget. Dr. Sawyer said that as the Superintendent he does not begrudge any family from making a choice, but wants families to feel that there is a world class education offered through the Shrewsbury Public School system. Ms. Canzano asked Dr. Sawyer if he could explain in a simple way to the School Committee and the community about how charter school tuitions worked in relation to the Shrewsbury district budget. Dr. Sawyer shared the rates that were being charged for each charter school attended by students who live in the Shrewsbury district. He said the Chapter 70 Funding formula is different for students at different grade levels. Dr. Sawyer explained that the reimbursement formula has nothing to do with the individual students. Dr. Magee commented that he thinks it is important to innovate. He commented that the less reliant the Shrewsbury district is on reimbursements, the better it is for the school district. Mr. Samia said that Dr. Sawyer and the School district personnel and staff members have done a good job innovating and thinking outside the box to get things done. Mr. Samia said the fiscal study committee did a study a few years ago. He said that the results of the fiscal study demonstrated that participants feel that the school district provides thoughtful opportunities to keep students in the district to achieve their educational and personal goals. Dr. Sawyer said that the funding formulas for charter schools are not equal to the economies of scale. He shared that the funds for students attending charter schools comprise about 1.7 % of the total school district budget. Dr. Sawyer said that even when small numbers of students leave the district to attend charter schools it affects the funding and budget.

## **VI. Curriculum**

None

## **VII. Policy**

None

## **VIII. Budget**

### **A. Fiscal Year 2015 Budget Update: Report**

Ms. Wirzbicki updated the School Committee Members on the Fiscal Year 2015 year-to-date budget status. She thanked her team for helping and doing a great job with the budget work. Ms. Wirzbicki shared with the School Committee that the year-end projection for the Fiscal Year 2015 budget is expected to land on target at \$57,196,278. Ms. Wirzbicki shared details with the School Committee and discussed the year-end projection for the Fiscal Year 2015 budget. She explained that some off-setting for the budget was done by moving resources in the revolving accounts. Ms. Wirzbicki told the School Committee members that some Circuit Breaker reserve funding would be added to the Fiscal Year 2015

budget in order to end the year on target. Mr. Samia asked a question about the cost for substitutes in the district, as this expense category for Fiscal Year 2015 is above the projected budget line item allocation. He asked if there is any concern that the Fiscal Year 2016 Budget Recommendation is light in the categories of resources allocated for projected substitute costs. Ms. Malone responded to Mr. Samia's question. She said that there are many staff members having babies, taking maternity leaves, and this is one of the examples of why substitutes are employed in the district. Dr. Sawyer commented that sometimes the costs for substitute salaries and the cost savings on the portions of maternity leaves where staff members are not receiving salaries balance out in the budget.

#### **IX. Old Business**

None

#### **X. New Business**

None

#### **XI. Approval of Minutes**

None

#### **XII. Executive Session**

##### **A. Potential discussion of collective bargaining negotiations with cafeteria workers association and/or paraprofessionals association**

Mr. Samia requested a motion for the School Committee to adjourn to executive session for the purposes of discussing collective bargaining negotiations with cafeteria workers association and/or paraprofessionals association. On a motion by Mr. Wensky, seconded by Ms. Fryc, on a roll call vote: Dr. Magee, yes; Mr. Wensky, yes; Ms. Canzano, yes; Ms. Fryc, yes; Mr. Samia, yes; the School Committee voted to adjourn to executive session for the purposes of discussing collective bargaining negotiations with the cafeteria workers association and/or paraprofessionals association.

#### **XIII. Adjournment**

Mr. Samia requested a motion to adjourn the School Committee meeting for May 6, 2015. On a motion by Dr. Magee, seconded by Ms. Fryc, the School Committee members voted unanimously to adjourn the School Committee meeting for May 6, 2015 at 9:05 PM.

Respectfully submitted  
Christine Taylor, Clerk

Documents referenced:

- 1) Guidelines of School Committee Policy 112: Instructions
- 2) SHS Seniors Scholars Recognition: Student Biographies
- 2) Charter School Enrollment & Tuition Report and Slide Presentation
- 4) Fiscal Year 2015 Budget Update: Report



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

**MINUTES OF SCHOOL COMMITTEE MEETING**

**WEDNESDAY, MAY 13, 2015**

Present: Mr. John Samia, Chairperson; Ms. Sandra Fryc, Vice Chairperson; Ms. Erin Canzano, Secretary; Dr. B. Dale Magee, Mr. Jon Wensky, Dr. Joseph Sawyer, Superintendent; Ms. Mary Beth Banios, Assistant Superintendent; Ms. Cecelia Wirzbicki, Director of Business Services; Ms. Barbara Malone, Director of Human Resources

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

**I. Public Participation**

None

**II. Chairperson's Report and Members' Report**

Mr. Wensky said he attended the SHS Art Festival and that everyone involved should be commended on a job well done. Mr. Samia mentioned that the FY16 school budget will be presented at the Town Meeting next week and voted on during the meeting. He wanted to highlight that the Shrewsbury school district is seeking approval for a FY16 budget of \$58,455,519.

**III. Superintendent's Report**

Dr. Sawyer shared news about national recognition awards that Sherwood Middle School has received in a few areas including character education at schools, student leadership and writing. He congratulated the students, teachers and school administrators.

**IV. Time Scheduled Appointments**

**A. Shrewsbury High School Service Learning Presentation**

Mr. Bazydlo, Principal, Shrewsbury High School, and Sarath Mohan, SHS Class of 2015, presented a report to the School Committee about the SHS Service Learning Program. Mr. Bazydlo shared information for the goals of the SHS Service Learning Program. Sarath shared information about the purpose and function of the Program. In addition, Sarath shared highlights about the benefits that students experience from volunteering and participating in the Service Learning Program. Mr. Bazydlo discussed the SHS 10,000 Hour Challenge for community service. He shared that this challenge was designed by the SHS Class of 2012. Mr. Bazydlo and Sarath discussed additional highlights of the SHS Service Learning Program, including the awards for service. Mohan shared examples of students' perspectives about their experiences participating in the program. Mr. Bazydlo thanked Sarath for putting together the slide show for this presentation, commented that Sarath is an outstanding representative of the SHS senior class and the Shrewsbury community and wished him well when he attends Northeastern University next year.

Committee members made various comments about the value of the program and requested that information regarding the opportunities available to students through this program as well as the types of organizations that benefit from the program be shared with community.

### **B. Sherwood & Oak Middle Schools School Improvement Plans: Report & Vote**

Dr. Jane O. Lizotte, Principal, Sherwood Middle School and Dr. Ann Jones, Principal, Oak Middle School presented a report to the School Committee for the 2015-2017 Sherwood and Oak Middle Schools School Improvement Plans. Dr. Lizotte and Dr. Jones provided an update on the progress made towards the goals outlined in the 2013-2015 School Improvement Plans and discussed outcomes related to plan goals. They thanked the members of the Sherwood and Oak Middle School Councils for their work developing proposed goals for the 2015-2017 Sherwood and Oak Middle Schools School Improvement Plans. Dr. Jones shared that the work of the curriculum coordinators is very important in order to meet the goals of the school improvement plans. In addition, Dr. Lizotte added that the special education directors in the district work closely with the curriculum coordinators and principals. She said this collaborative work is very important for helping to meet goals defined by the school improvement plans. Drs. Lizotte and Jones discussed the new 2015-2017 School Improvement Plans and described some changes from the 2013-2015 School Improvement Plans. They explained that some of the proposed changes are based on survey data collected from parents. Drs. Lizotte and Jones shared some highlights and examples from survey data collected from parents of students at the Sherwood and Oak Schools. They also shared that the teaming model at the middle schools has been a positive experience for students to work with adult mentors. Dr. Lizotte said that she and Dr. Jones are very happy with the number of families who responded to the surveys. Committee members asked Drs. Jones and Lizotte questions about the survey data and the goals for the School Improvement Plans. Dr. Sawyer recognized the importance of effective communication channels between the Shrewsbury and Oak Middle Schools and thanked the members of the Sherwood and Oak Middle School Councils for their hard work and contributions to the School Improvement Plans.

Mr. Samia requested a motion to approve the 2015-2017 Sherwood and Oak Middle Schools School Improvement Plans. On a motion by Ms. Fryc, seconded by Dr. Magee, the School Committee Members voted unanimously to approve the 2015-2017 Sherwood and Oak Middle Schools School Improvement Plans.

### **V. Curriculum**

None

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### **VI. Policy**

None

### **VII. Budget**

#### **A. Fiscal Year 2016 Tuition and Fees Discussion**

Dr. Sawyer shared a brief update about the Fiscal Year 2016 Tuition and Fees and made references to the information in the packets received by the School Committee members. He said that it is not atypical for some families in the Shrewsbury district to spend more than a \$1,000 a year for school tuition and fees. Dr. Sawyer said he foresees proposing an inflationary increase for the school food service meal costs to

the School Committee Members in early June 2015. He said that other than the potential increase in food service prices, he is recommending to maintain the current level for tuition and fees and take no action for the next fiscal school year.

Committee members asked various questions about the number of people who will be staying with the personal technology program as the fee is being phased out, and about the administration costs for the personal technology program. Ms. Banios estimated that it was a little higher than was anticipated and she thinks it is around the 50% mark. Ms. Banios said there is an outreach program that will be implemented to reach out to families who have not yet responded regarding participation in the program. Dr. Magee asked Ms. Banios about what contributions will be made to the Fiscal 2016 budget. Ms. Banios said there will be revenues and costs. Dr. Magee asked if the estimate was more than \$100,000. Dr. Sawyer said the current estimate is approximately \$100,000 and this will be adjusted based on the fees received for the program. Mr. Samia asked about the administration costs for the personal technology program. Ms. Banios explained that some apps for the program need to be purchased. He commented that this is a good news story because fees for the personal technology program are no longer required.

#### **VIII. Old Business**

None

#### **IX. New Business**

None

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

Mr. Samia requested a motion to approve the minutes of the School Committee Meeting for April 29, 2015. On a motion by Ms. Fryc, seconded by Dr. Magee, the School Committee members voted unanimously to approve the minutes of the School Committee Meeting for April 29, 2015.

#### **XI. Executive Session**

##### **A. Potential discussion of collective bargaining negotiations with the cafeteria workers association and/or the paraprofessionals association**

Mr. Samia requested a motion for the School Committee to adjourn to executive session for the purposes of discussing collective bargaining negotiations with the cafeteria workers association and/or the paraprofessionals association. On a motion by Mr. Fryc, seconded by Dr. Magee, on a roll call vote: Dr. Magee, yes; Mr. Wensky, yes; Ms. Canzano, yes; Ms. Fryc, yes; Mr. Samia, yes; the School Committee voted to adjourn to executive session for the purposes of discussing collective bargaining negotiations with the cafeteria workers association and/or the paraprofessionals association.

#### **XII. Adjournment**

Mr. Samia requested a motion to adjourn the School Committee meeting for May 13, 2015. On a motion by Dr. Magee, seconded by Ms. Fryc, the School Committee members voted unanimously to adjourn the School Committee meeting for May 13, 2015 at 9:17 PM.

Respectfully submitted  
Christine Taylor, Clerk

Documents referenced:

- 1) SHS Service Learning Report and Slide Presentation
- 2) Sherwood and Oak Middle Schools School Improvement Plans Report and Slide Presentation
- 3) Tuition and Fees in Fiscal Year 2016: Report
- 4) Shrewsbury School Committee Priorities and Guidelines for Fiscal Year 2016
- 5) Budget Development: Memo
- 6) Minutes for the April 29, 2015 School Committee Meeting



SHREWSBURY PUBLIC SCHOOLS  
School Committee



ITEM NO: XI. **Executive Session**

MEETING DATE: 6/3/2015

SPECIFIC STATEMENT OR QUESTION:

Will the School Committee enter into executive session in order to discuss collective bargaining negotiations with the cafeteria workers association and/or paraprofessionals association, and/or negotiations with non-represented employees, where deliberation in an open meeting may have a detrimental effect on the School Committee's bargaining position?

BACKGROUND INFORMATION:

1. The Massachusetts Open Meeting Law allows public bodies to enter executive session to discuss strategy with respect to collective bargaining and negotiations where deliberation in an open meeting may have a detrimental effect on the bargaining position of the public body.

ACTION RECOMMENDED:

That the School Committee vote to enter into executive session in order to discuss collective bargaining negotiations with the cafeteria workers association and/or paraprofessionals association, and/or negotiations with non-represented employees, where deliberation in an open meeting may have a detrimental effect on the School Committee's bargaining position.

STAFF AVAILABLE FOR PRESENTATION:

Ms. Barbara A. Malone, Director of Human Resources  
Dr. Joseph M. Sawyer, Superintendent of Schools

ITEM NO: XII. **Adjournment**