

**School Committee
Meeting Book**

**March 4, 2020
7:00 pm**

**Town Hall -100 Maple Avenue
Selectmen's Meeting Room**



**SHREWSBURY PUBLIC SCHOOLS
SCHOOL COMMITTEE MEETING**

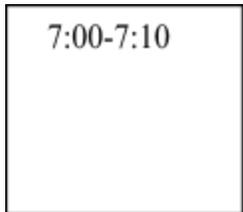
AGENDA

**March 4, 2020 7:00pm
Town Hall—Selectmen’s Meeting Room
100 Maple Avenue**

Items

Suggested time allotments

I.	Public Participation	
II.	Chairperson’s Report & Members’ Reports	
III.	Superintendent’s Report	
IV.	Time Scheduled Appointments:	
V.	Curriculum	
VI.	Policy	
A.	Revised Policy on Public Participation at School Committee Meetings: Second Reading & Vote	7:10 – 7:20
B.	Interdistrict School Choice: Recommendation for 2020-2021 School Year	7:20 – 7:30
VII.	Finance & Operations	
A.	Fiscal Year 2020 Budget: Update	7:30 – 7:40
B.	Fiscal Year 2021 Budget: Recommended Cost Reductions	7:40 – 8:05
C.	Fiscal Year 2021 Fees: Recommendation	8:05 – 8:15
D.	Public Hearing on Fiscal Year 2021 Budget & School Choice	8:15 – 8:40
E.	Interdistrict School Choice for 2020-2021: Vote	8:40 – 8:45
F.	Fiscal Year 2021 Fees: Vote	8:45 – 8:55
G.	Acceptance of Grant Funding: Vote	8:55 – 9:00
VIII.	Old Business	
IX.	New Business	
X.	Approval of Minutes	9:00 – 9:05
XI.	Executive Session	
XII.	Adjournment	9:05



Next regular meeting: March 18, 2020



SHREWSBURY PUBLIC SCHOOLS SCHOOL COMMITTEE MEETING

ITEM NO: I Public Participation MEETING DATE: 3/4/20

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
Mr. Jon Wensky, Vice Chairperson
Dr. B. Dale Magee, Secretary
Ms. Lynsey Heffernan, Committee Member
Mr. Jason Palitsch, 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: **3/4/20**

BACKGROUND INFORMATION:

ACTION RECOMMENDED:

MEMBERS & STAFF AVAILABLE FOR PRESENTATION:



**SHREWSBURY PUBLIC SCHOOLS
SCHOOL COMMITTEE MEETING**

ITEM NO: **V. Curriculum**

MEETING DATE: **3/4/20**

BACKGROUND INFORMATION:

ACTION RECOMMENDED:

STAFF AVAILABLE FOR PRESENTATION:



**SHREWSBURY PUBLIC SCHOOLS
SCHOOL COMMITTEE MEETING**

ITEM NO: **VI. Policy**

MEETING DATE: **3/4/20**

**A. Revised Policy on Public Participation at School Committee Meetings:
Second Reading & Vote**

BACKGROUND INFORMATION:

A first reading of a draft of revised Policy 123: Public Participation at School Committee Meetings was held at the School Committee meeting on February 12, 2020 and the draft was posted afterward for public viewing and comment. The intent of the policy is to provide clarity regarding the opportunity to hear from members of the school community on relevant matters, and to establish rules and procedures to do this that are consistent with state and federal free speech laws. Ms. Fryc and Mr. Palitsch comprise the Policy Subcommittee. This is the second reading of the policy. Copies of the revised policy and the existing policy are enclosed.

ACTION RECOMMENDED:

That the Committee vote to approve revised Policy 123: Public Participation at School Committee Meetings.

COMMITTEE MEMBERS/STAFF AVAILABLE FOR PRESENTATION:

Ms. Sandra Fryc, Chairperson
Mr. Jason Palitsch, Committee Member
Dr. Joseph M. Sawyer, Superintendent of Schools

DRAFT

PUBLIC PARTICIPATION AT SCHOOL COMMITTEE MEETINGS

All regular and special meetings of the School Committee shall be open to the public. Executive sessions will be held only as prescribed by the Statutes of the Commonwealth of Massachusetts.

The School Committee desires members of the Shrewsbury community to attend its meetings so that they may become better acquainted with the operations and the programs of the Shrewsbury Public Schools. In addition, the Committee would like the opportunity to hear the wishes and ideas of members of the Shrewsbury community on matters within the scope of their authority. These matters include the school district's budget, the performance of the Superintendent, and the educational goals and policies of the Shrewsbury Public Schools.

In order that all members of the community who wish to be heard before the Committee have a chance and to ensure the ability of the Committee to conduct the District's business in an orderly manner, the following rules and procedures are adopted consistent with state and federal free speech laws:

1. At the commencement of each regularly scheduled School Committee meeting, any individual or group representative will be invited to address the Committee. The length of the public participation segment shall be no longer than fifteen (15) minutes unless otherwise determined by the Chairperson. Prior to the beginning of the meeting, speakers should give their names and the issues they wish to discuss to the School Committee Chairperson who will recognize them in the same order as submitted.
2. All speakers are encouraged to present their remarks in a respectful manner.
3. Speakers must begin their remarks by stating their name, town or city of residence, and affiliation. All remarks will be addressed through the Chair of the meeting.
4. Public participation shall concern items that are within the scope of the School Committee's authority. Therefore, any comments involving staff members or students must concern the educational goals, policies, or budget of the Shrewsbury Public Schools, or the performance of the Superintendent.
5. Assuming that four (4) or fewer speakers sign up to engage in public comment, each speaker will be allowed three (3) minutes each to present their material. If five (5) or more speakers sign up to engage in public comment, then each speaker will be allowed two (2) minutes each to present their material. No more than six (6) speakers will be accommodated at any individual meeting.

6. Large groups addressing the same topic are encouraged to consolidate their remarks and/or select a spokesperson to comment during public participation.
7. Speakers may not assign their time to another speaker, and in general, extensions of time will not be permitted. However, speakers who require reasonable accommodations on the basis of a speech-related disability or who require language interpretation services may be allotted a total of five (5) minutes to present their material. Speakers must notify the School Committee Chair by telephone or email at least 48 hours in advance of the meeting if they wish to request an extension of time for one of these reasons.
8. The Chair reserves the right to terminate speech which is not Constitutionally protected because it constitutes true threats, incitement to imminent lawless conduct, comments that were found by a court of law to be defamatory, and/or sexually explicit comments made to appeal to prurient interests. Verbal comments will also be curtailed once they exceed the time limits outlined in paragraphs 5 and 7 of this policy and/or to the extent they exceed the scope of the School Committee's authority.
9. Written comments may be presented to the School Committee before or after the meeting for the Committee members review and consideration at an appropriate time.
10. Public participation is not a time for debate or response to comments by the School Committee. Comments made during public participation do not reflect the views or the positions of the School Committee. The constitutional free speech rights of participants in public participation will be respected.

This policy will be reviewed within five years of revision.

POLICY FAMILY	SCHOOL COMMITTEE MEETINGS (BYLAWS)	123
<p data-bbox="162 262 406 388"><u>123.</u> Public Participation at School Committee Meetings</p> <p data-bbox="227 1270 341 1333">Amended 12/6/95</p> <p data-bbox="186 1701 381 1732">Adopted 9/28/94</p>	<p data-bbox="446 262 1453 346">All regular and special meetings of the School Committee shall be open to the public pursuant to the Open Meeting Law G.L. Chapter 39, Section 23B. Executive sessions will be held only as prescribed by that statute.</p> <p data-bbox="446 388 1445 514">The School Committee encourages citizens of the district to attend its meetings so that they may become better acquainted with the operations and the programs of the Public Schools. In addition, the Committee wishes to expand the opportunities to hear the thoughts and ideas of the public regarding the operations and the programs of the Public School System.</p> <p data-bbox="446 556 1404 640">In order to provide maximum opportunity to all citizens who wish to be heard before the Committee and to insure the ability of the Committee to conduct its business in an orderly manner, the following rules and procedures are hereby adopted:</p> <ol data-bbox="495 651 1461 1984" style="list-style-type: none"> 1. At the commencement of each regularly scheduled School Committee meeting, any individual or group representative will be invited to address the Committee. The length of the public participation segment shall be no longer than fifteen (15) minutes unless otherwise determined by the Chairperson. Prior to the beginning of the meeting, speakers should give their names and the issues they wish to discuss to the School Committee Chairperson who will recognize them in the same order as submitted. 2. Speakers will be allowed no more than three (3) minutes to present their material with any additional time being extended at the discretion of the presiding Chairperson. 3. Topics for discussion may include those items listed on the School Committee Meeting Agenda for that evening, or any school related matters with the proviso that the School Committee will insure that proper channels of communication by the public through the teaching staff and administration will be observed as prescribed by School Committee Policy. 4. Improper conduct and remarks will not be allowed. Any speaker who uses defamatory or abusive language or engages in improper conduct after fair warning, will be immediately gavelled out of order and will lose all privileges to address the Committee. 5. All remarks will be addressed through the Chairperson of the meeting. 6. Speakers may offer objective criticism of the Schools' operation and/or programs, but in public session, the Committee will not entertain personal complaints regarding school personnel or other members of the school community. Complaints involving staff members must follow administrative channels as outlined in School Committee policy. 7. Written comments may be presented to the School Committee before or after the meeting for the Committee members review and consideration at an appropriate time. 8. All matters will be taken under advisement by the School Committee. Committee members will not engage in debate with speakers over issues presented. However, Committee members may choose to comment on issues raised. Administrative staff may be called upon to correct any factual errors in statements made. 9. In addition to the period available at the beginning of each School Committee meeting, the public will be invited to comment on specific issues being discussed by the School Committee at any evening meeting during the Committee's discussion of that issue. The length of public participation or of any individual speaker's comments shall be determined by the Chairperson of the School Committee and that the decision will be strictly adhered to. 	



**SHREWSBURY PUBLIC SCHOOLS
SCHOOL COMMITTEE MEETING**

ITEM NO: **VI. Policy**

MEETING DATE: **3/4/20**

B. Interdistrict School Choice: Recommendation for 2020-2021 School Year

BACKGROUND INFORMATION:

The enclosed update provides background information and a current status on receiving students participating in the School Choice program. The recommendation for 2020-2021 is to not open any new seats for School Choice students due to space limitations.

The School Committee is required to hold an annual School Choice Hearing and vote on whether or not they wish to accept any School Choice students from other communities for the upcoming school year. The hearing will take place later in tonight's meeting and will satisfy the requirements of Massachusetts General Law Chapter 76, Section 12B which requires a public hearing prior to a potential School Committee vote to not participate in or to otherwise restrict the provisions of the interdistrict School Choice program. The Committee will vote on whether or not to participate in School Choice following the public hearing.

ACTION RECOMMENDED:

That the School Committee hear the report and hold a public hearing later in the meeting in order to listen to feedback on the topic of the potential for participation in interdistrict School Choice in the 2020-2021 school year.

COMMITTEE MEMBERS/STAFF AVAILABLE FOR PRESENTATION:

Dr. Joseph M. Sawyer, Superintendent of Schools

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



Shrewsbury Public Schools

Patrick C. Collins, Assistant Superintendent for Finance & Operations

20 February 2020

To: School Committee

Subj: SCHOOL CHOICE [RECEIVING] UPDATE AND RECOMMENDATION FOR
2020-2021 SCHOOL YEAR

Background

In the 2016-2017 school year, the School Committee voted to open up 30 School Choice seats in the district per the grade levels in the chart below. The rationale was that this limited number of seats distributed across four grade levels would have little impact on class sizes but create a much-needed recurring revenue stream.

Grade Level	Students
Grade 2	9
Grade 4	6
Grade 5	5
Grade 6	10
Maximum Allowed	30

During that year, we enrolled a total of 28 students through a lottery process. In that first year, one of the 28 students un-enrolled early in the year leaving us with 27 students.

Current Status

During the 2017-2018 school year one student un-enrolled and another student moved into Shrewsbury, leaving us with a total of 25 students since that time. This year those students are enrolled in grades as shown below.

Grade Level	Students
Grade 4	1
Grade 5	7
Grade 7	4
Grade 8	3
Grade 9	10
	25

Recommendation for 2020-2021 School Year

Given the space limitations at all schools and grade levels, we recommend that no new School Choice seats be opened for the 2020-2021 school year. The current School Choice students will create \$125,000 in revenue for the FY21 year with no additional costs to our budget.



**SHREWSBURY PUBLIC SCHOOLS
SCHOOL COMMITTEE MEETING**

**ITEM NO: VII. Finance & Operations
A. Fiscal Year 2020 Budget: Update**

MEETING DATE: 3/4/20

BACKGROUND INFORMATION:

Mr. Collins will present an update on the status of the Fiscal Year 2020 Budget. The enclosed report provides a high-level one page summary by budget category. Mr. Collins will summarize this information and answer questions at the meeting.

ACTION RECOMMENDED:

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

STAFF AVAILABLE FOR PRESENTATION:

Mr. Patrick Collins, Assistant Superintendent for Finance & Operations



Shrewsbury Public Schools

Patrick C. Collins, Assistant Superintendent for Finance & Operations

20 February 2020

To: School Committee

Subj: FY2020 BUDGET STATUS UPDATE

Attached you will find a FY20 Budget Status Update. It is a recap of our \$66,302,041 district appropriated budget as approved by Town Meeting. You will recall that this plan provided for a modest 3.37% increase over FY19.

The enclosed report retains the reporting format started in FY16 which expands the reportable categories from 11 to 19 while remaining to be a high-level, one-page summary.

For context it is important to note that reported expenditures and encumbrances are as of 02/20/2020 which is 58% of the way through our fiscal year and 57% into the school year.

The FY20 budget is stable and I would expect a modest year-end surplus based on current and projected spending trends.

I am projecting that we will be slightly under budget in most salary and wage categories due to vacancies and personnel changes. However, we were over budget in Summer Special Education wages [Category A6] due to the programmatic needs of that student population and our requirement to provide services.

We are running over budget in Special Education Transportation [Category B2] due to additional students receiving out of district placements during the school year and unexpected specialized transportation for an out of district student. We still await billing from Assabet Valley Collaborative for all of our out of district transportation costs for the months of November through present and that will be another marker to check our budget versus actual expenditure trend.

I am projecting a surplus in Special Education Tuitions [Category C1] at this point but that area of expense is volatile and subject to change as the year progresses. I have factored in known remaining placements for the rest of this year based upon verified referrals from the Special Education Office.

With respect to Vocational and Recovery High School Tuitions [Category C2], we had five more students enroll at Assabet valley Regional Technical High School than budgeted. To date, no students have enrolled at Recovery High School. On a net basis, we will be over budget in this category.

At this early point in the fiscal year, it's expected that most "discretionary" budgets [Categories D1 through D8] for textbooks, materials, and equipment will turnback 5% of their budgets based upon guidance from Central Office and given our known FY21 budget gap.

We have undertaken other austerity measures such as strictly limiting conferences and carefully reviewing the need to fill any vacant position.

It is projected that we will end the fiscal year with a surplus of 1.4%, a very small margin, which equates to approximately \$903,000. In developing the FY21 annual budget, we used the original surplus estimate of \$600,000 [from November 2019] to lower our special education out of district tuition budget. As a result, there is now an additional projected \$303,000 available to assist in closing the FY21 overall budget gap.

SHREWSBURY PUBLIC SCHOOLS
 FY20 BUDGET STATUS REPORT
 as of 20 FEBRUARY 2020

School Committee Recap Sheet	Description	FY20 Budget	YTD Actual	Encumbrance	Remaining Balance	Year End Projection	Dollar Variance	Percent Variance	Notes
A1	Administrative Central Office, Principals & Unit B	\$ 3,272,594	\$ 2,095,092	\$ 1,168,378	\$ 9,124	\$ 3,270,532	\$ 2,062	0.1%	Running very close to budget
A2	Unit A (Teachers & Nurses)	\$ 41,584,811	\$ 20,500,195	\$ 20,500,195	\$ 584,421	\$ 41,090,389	\$ 494,422	1.2%	Small positive variance due to personnel changes
A3	Aides/ABA/Paraprofessionals	\$ 7,330,858	\$ 3,895,272	\$ 2,980,690	\$ 454,896	\$ 6,921,962	\$ 408,896	5.6%	Positive variance due to vacancies & staff turnover
A4	Secretaries, Technology & Other Non-Represented	\$ 2,371,080	\$ 1,310,530	\$ 950,182	\$ 110,368	\$ 2,323,815	\$ 47,265	2.0%	Backfilled courier position w/ half time position
A5	Substitutes - Daily, Long Term & Sub Nurses	\$ 900,900	\$ 374,878	\$ -	\$ 526,022	\$ 730,100	\$ 170,800	19.0%	Running high on day-to-day/ low on long-term subs
A6	Other Wages (See Note 1)	\$ 784,500	\$ 591,812	\$ -	\$ 192,688	\$ 806,112	\$ (21,612)	-2.8%	Ran over on required summer school aides/ABAs
A7	Employee Benefits	\$ 351,750	\$ 139,953	\$ -	\$ 211,797	\$ 347,453	\$ 4,297	1.2%	Projecting close to budget overall
B1	Regular Education & Voke Transportation	\$ 2,528,985	\$ 2,191,161	\$ 305,071	\$ 32,753	\$ 2,524,231	\$ 4,754	0.2%	Running very close to budget
B2	Special Education Transportation	\$ 706,300	\$ 488,411	\$ 451,433	\$ (233,544)	\$ 941,300	\$ (235,000)	-33.3%	Add'l unanticipated out of district transport costs
C1	Special Education Tuitions (See Note 2)	\$ 1,356,803	\$ 913,160	\$ 304,387	\$ 139,256	\$ 1,217,546	\$ 139,257	10.3%	Assumes planned use of \$4.9M Circuit Breaker funding
C2	Vocational & Recovery H.S. Out of District Tuitions	\$ 1,648,786	\$ 859,656	\$ 859,656	\$ (70,526)	\$ 1,719,312	\$ (70,526)	-4.3%	5 more students enrolled at Assabet than budgeted
D1	Administrative Contracted Services	\$ 611,833	\$ 444,187	\$ 151,000	\$ 16,646	\$ 631,412	\$ (19,579)	-3.2%	Variety of small overages in multiple accounts
D2	Educational Contracted Services	\$ 679,910	\$ 362,209	\$ 406,662	\$ (88,961)	\$ 784,910	\$ (105,000)	-15.4%	Increased SPED contract services
D3	Textbooks/Curriculum Materials	\$ 201,104	\$ 130,771	\$ 9,999	\$ 60,334	\$ 191,049	\$ 10,055	5.0%	Assumes 5% turnback of site-based funds
D4	Professional Development	\$ 255,082	\$ 143,718	\$ 23,961	\$ 87,403	\$ 242,332	\$ 12,750	5.0%	Assumes 5% turnback of site-based funds
D5	Educational Supplies & Materials	\$ 273,689	\$ 141,388	\$ 48,655	\$ 83,646	\$ 260,005	\$ 13,684	5.0%	Assumes 5% turnback of site-based funds
D6	Other Miscellaneous (i.e. Off. Supp., Ref. Mat.)	\$ 786,716	\$ 544,413	\$ 138,044	\$ 104,259	\$ 747,380	\$ 39,336	5.0%	Assumes 5% turnback of site-based funds
D7	Equipment	\$ 571,340	\$ 551,725	\$ 2,534	\$ 17,081	\$ 571,340	\$ -	0.0%	Assumes \$0 turnback
D8	Utilities - Telephone Exp.	\$ 85,000	\$ 68,808	\$ -	\$ 16,192	\$ 78,000	\$ 7,000	8.2%	Assumes same pattern of use charges
	Total:	66,302,041	35,747,339	28,300,847	2,253,855	65,399,180	902,861	1.4%	
	Percentages		53.9%	42.7%	3.4%	98.6%			

Note 1 Other Wages includes clubs/activities stipends, custodian & police details, extra duty & mentoring stipends, Summer Special Education salaries, and crossing guards.

Note 2 SPED Tuition is net \$4.9M use of Special Education Circuit Breaker Reimbursement funding.



**SHREWSBURY PUBLIC SCHOOLS
SCHOOL COMMITTEE MEETING**

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

MEETING DATE: **3/4/20**

B. Fiscal Year 2021 Budget: Recommended Cost Reductions

BACKGROUND INFORMATION:

In January, Dr. Sawyer filed his recommended budget for Fiscal Year 2021, which proposed an increase of \$4,277,873 to the School Department's town appropriation, or 6.45%.

Since that time, the Town Manager, Mr. Kevin Mizikar, filed his initial budget, which projects a School Department appropriation of \$1,366,281, or 2.06%. This creates a gap of \$2.9 million between the amount the School Department needs to carry forward its current program and what is initially projected.

Dr. Sawyer will present a cost reduction plan that would reduce about 60% of this budget gap for the School Committee's consideration.

ACTION RECOMMENDED:

That the School Committee review the recommended cost reductions and provide feedback.

STAFF AVAILABLE FOR PRESENTATION:

Dr. Joseph M. Sawyer, Superintendent of Schools



**SHREWSBURY PUBLIC SCHOOLS
SCHOOL COMMITTEE MEETING**

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

MEETING DATE: **3/4/20**

C. Fiscal Year 2021 Fees: Recommendation

BACKGROUND INFORMATION:

At the School Committee meeting on February 12, 2020, Mr. Collins presented information for fees related to busing, athletics, and student activities (including music lessons), and illustrated potential adjustments to these fees for fiscal year 2021. A memo from Dr. Sawyer with his recommendations for fee adjustments for Fiscal Year 2021 will be provided under separate cover. A vote on adjustments to fee rates will take place later in the meeting.

ACTION RECOMMENDED:

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

STAFF AVAILABLE FOR PRESENTATION:

Dr. Joseph M. Sawyer, Superintendent of Schools

Mr. Patrick Collins, Assistant Superintendent for Finance and Operations



**SHREWSBURY PUBLIC SCHOOLS
SCHOOL COMMITTEE MEETING**

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

MEETING DATE: **3/4/20**

D. Public Hearing on Fiscal Year 2021 Budget & School Choice

BACKGROUND INFORMATION:

The public and members of the School Department are invited to provide input to the Committee and the administration regarding the FY21 Budget and/or School Choice.

Regarding the FY21 Budget, this public hearing meets the requirements of Massachusetts General Law Chapter 71, Section 38N, which requires school districts to provide an opportunity for members of the public to be heard regarding the proposed school district budget.

Regarding School Choice, this hearing will satisfy the requirements of Massachusetts General Law Chapter 76, Section 12B which requires a public hearing prior to a potential School Committee vote to not participate in or to otherwise restrict the provisions of the interdistrict School Choice program. The Committee will vote on whether or not to participate in School Choice following the public hearing.

ACTION RECOMMENDED:

That the Committee hold a public hearing in order to listen to feedback on the topic of the FY21 Budget and on the topic of the potential for participation in interdistrict School Choice in the 2020-2021 School Year.

STAFF AVAILABLE FOR PRESENTATION:

Dr. Joseph M. Sawyer, Superintendent of Schools

Mr. Patrick Collins, Assistant Superintendent for Finance and Operations



**SHREWSBURY PUBLIC SCHOOLS
SCHOOL COMMITTEE MEETING**

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

MEETING DATE: **3/4/20**

E. Interdistrict School Choice for 2020-2021: Vote

BACKGROUND INFORMATION:

The Shrewsbury Public Schools has only participated in school choice in the past on a limited basis when the capacity existed to enroll students without requiring additional resources. A public hearing was held earlier this evening to satisfy the requirements of Massachusetts General Law Chapter 76, Section 12B which requires a public hearing prior to a potential School Committee vote to not participate in or to otherwise restrict the provisions of the interdistrict School Choice program. Prior to the public hearing Mr. Collins gave a report and advised that the School Department administration's recommendation for 2020-2021 is to not open any new seats for School Choice students due to space limitations.

ACTION RECOMMENDED:

That the Committee vote to not participate in interdistrict school choice for the 2020-2021 school year.

STAFF AVAILABLE FOR PRESENTATION:

Dr. Joseph M. Sawyer, Superintendent of Schools

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



**SHREWSBURY PUBLIC SCHOOLS
SCHOOL COMMITTEE MEETING**

ITEM NO: **VII. Finance & Operations**
F. Fiscal Year 2021 Fees: Vote

MEETING DATE: **3/4/20**

BACKGROUND INFORMATION:

At the School Committee meeting on February 12, 2020, Mr. Collins presented information for fees related to busing, athletics, and student activities (including music lessons), and illustrated potential adjustments to these fees for fiscal year 2021. Earlier in tonight's meeting Dr. Sawyer made recommendations for fee adjustments for Fiscal Year 2021. A public hearing on the FY21 Budget was also conducted earlier in tonight's meeting.

ACTION RECOMMENDED:

That the School Committee vote to approve the adjustments to fee rates for Fiscal Year 2021 as illustrated in the Superintendent's recommendation memo.

STAFF AVAILABLE FOR PRESENTATION:

Dr. Joseph M. Sawyer, Superintendent of Schools

Mr. Patrick Collins, Assistant Superintendent for Finance and Operations



**SHREWSBURY PUBLIC SCHOOLS
SCHOOL COMMITTEE MEETING**

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

MEETING DATE: **3/4/20**

G. Acceptance of Grant Funding: Vote

BACKGROUND INFORMATION:

The Committee will be asked to vote to accept two grants this evening.

The first is a grant of \$2,500 from the MA State Treasurer's Financial Education Innovation Fund to support Shrewsbury High School's "Credit for Life" fair this spring. The purpose of the grant is to expand the financial literacy of public school students to assist them in navigating the typical financial-related decisions facing young high school graduates.

The second is a targeted grant whose purpose is to support the work of Local Education Agencies (LEAs) identified with significant disproportionality in special education for the 2019-2020 school year and LEAs that are at-risk of identification with significant disproportionality in special education for the 2020-2021 school year. The Department of Elementary and Secondary Education (DESE) notified our district of disproportionality identification in August 2019. LEAs identified in significant disproportionality in 2019-2020 are eligible to receive up to \$8,000, and this is the amount Shrewsbury has been awarded.

Memos from Mr. Collins regarding both grants are enclosed.

ACTIONS RECOMMENDED:

That the Committee vote to accept the \$2,500 grant funds noted as the "State Treasurer's Financial Education Innovation Fund."

That the Committee vote to accept the \$8,000 grant funds noted as "FY2020: Significant Disproportionality in Special Education Targeted Federal Program Improvement Grant."

STAFF AVAILABLE FOR PRESENTATION:

Dr. Joseph M. Sawyer, Superintendent of Schools

Mr. Patrick Collins, Assistant Superintendent for Finance and Operations



Shrewsbury Public Schools

Patrick C. Collins, Assistant Superintendent for Finance & Operations

20 Feb. 2020

To: School Committee

Subj: VOTE TO ACCEPT STATE GRANT FUNDS FOR FINANCIAL LITERACY

Purpose:

The purpose of this grant is to expand the financial literacy of public school students to assist them in navigating the typical financial-related decisions facing young high school graduates.

Please see the attached award notification letter for more information.

Eligibility:

All school districts are eligible to apply for these funds.

Funding Type:

State Office of the State Treasurer, Office of Economic Empowerment

Funding:

Grants funds will be used to partially fund costs associated with Shrewsbury High School's "Credit for Life" Fair this spring.

Grant Project Duration:

Upon Approval – 06/30/2020

Recommended Vote to Accept Funds:

It is recommended that the School Committee vote to accept the funds using the following motion:

"I move that the Committee accept the \$2,500 grant funds noted as the "State Treasurer's Financial Education Innovation Fund".



The Commonwealth of Massachusetts
Office of the State Treasurer
Office of Economic Empowerment
Boston, Massachusetts 02108-1608

Deborah B. Goldberg
Treasurer and Receiver General

Alayna Van Tassel
Executive Director

November 25, 2019

Jean-Marie Johnson
Shrewsbury High School
64 Holden St
Shrewsbury, MA 01545

Dear Jean-Marie Johnson,

Congratulations! It is my pleasure to notify you that Shrewsbury High School has been awarded \$2,500 from the State Treasurer's Financial Education Innovation Fund. This grant is designated to support a "Credit for Life" fair in your community. The program offers an exciting and effective opportunity for students to learn how to make real world, personal financial decisions around saving, spending, and budgeting based on one's career and lifestyle.

Funding for this award has been provided by the Office of Consumer Affairs and Business Regulation through its Division of Banks settlement from alleged unlawful lending practices. This award is subject to the conditions outlined in the grant application, as well as the completion and delivery of the enclosed Standard Contract and W-9 Form. These forms should be sent to the Office of Economic Empowerment (One Ashburton Place, 12th Floor, Boston, MA 02108) by Friday, December 6, 2019.

Please contact Christine Callahan, the Business Manager, at [617-367-9333](tel:617-367-9333) x 613 if you would like to discuss our program further or if you have any questions. Again, congratulations, and thank you for making a commitment to enhance financial education in our state.

Best regards,

A handwritten signature in blue ink, appearing to read "Deborah B. Goldberg".

Deborah B. Goldberg
Treasurer and Receiver General



Shrewsbury Public Schools

Patrick C. Collins, Assistant Superintendent for Finance & Operations

20 Feb. 2020

To: School Committee

Subj: VOTE TO ACCEPT NEW TARGETED GRANT FUNDS

Purpose:

The purpose of this targeted grant is to support the work of Local Education Agencies (LEAs) identified with significant disproportionality in special education for the 2019-2020 school year and LEAs that are at-risk of identification with significant disproportionality in special education for the 2020-2021 school year. The Department of Elementary and Secondary Education (DESE) notified our district of disproportionality identification in August 2019.

Priorities:

The Individuals with Disabilities Education Act (IDEA) outlines requirements pertaining to significant disproportionality and the related fiscal implications. States are required to identify significant disproportionality in LEAs by race and ethnicity in special education identification, placement, and discipline.

IDEA requires that any school district identified with significant disproportionality must take specific actions to address that disproportionality, including targeting expenditures from the following year's IDEA Part B grant for these activities. Specifically, a district identified with significant disproportionality is required to:

- review and, if appropriate, revise policies, practices, and procedures (PPPs) to ensure compliance with the requirements of IDEA;
- publicly report on the revision of PPPs; and
- set aside 15 percent of its total IDEA Part B allocation and spend those funds on providing [comprehensive coordinated early intervening services](#) (CCEIS or Comprehensive CEIS) to address factors contributing to the significant disproportionality. Comprehensive CEIS is used to serve, particularly, but not exclusively, students in those groups significantly disproportionate from age three through grade 12 with *and* without disabilities.

The purpose of this grant is to provide funds to support identified and at-risk LEAs' participation in trainings and a professional learning community sponsored by DESE during FY20, and the related analysis and planning activities that will occur outside of sessions convened by DESE. For identified LEAs, this work is in service to planning for CCEIS activities that must occur in school year 2020-2021 to address root causes of significant disproportionality and to support the population(s) of students affected by it. At-risk LEAs may use funds to cover costs to participate in sessions convened by DESE and other related activities in school year 2019-2020.

Eligibility:

Local Education Agencies identified with significant disproportionality in special education for the 2019-2020 school year and LEAs that are at-risk of identification with significant disproportionality in special education for the 2020-2021 school year.

Funding Type:

Federal U.S. Department of Education

Funding:

LEAs identified in significant disproportionality in 2019-2020 are eligible to receive up to \$8,000 and this is the amount Shrewsbury has been awarded.

Grants funds are to be used to support identified districts' work in planning for implementing CCEIS in school year 2020-2021 and for at-risk district in later school years. Districts may use funds to participate in planned activities hosted by DESE, data and root cause analyses, planning, consultation, and related activities determined by the LEA based on their unique needs.

Grant Project Duration:

Upon Approval – 08/31/2020

Recommended Vote to Accept Funds:

It is recommended that the School Committee vote to accept the funds using the following motion:

“I move that the Committee accept the \$8,000 grant funds noted as FY2020: Significant Disproportionality in Special Education Targeted Federal Program Improvement Grant Fund Code: 258B”



**SHREWSBURY PUBLIC SCHOOLS
SCHOOL COMMITTEE MEETING**

ITEM NO: **VIII. Old Business**

MEETING DATE: **3/4/20**

BACKGROUND INFORMATION:

ACTION RECOMMENDED:

MEMBERS/STAFF AVAILABLE FOR PRESENTATION:



**SHREWSBURY PUBLIC SCHOOLS
SCHOOL COMMITTEE MEETING**

ITEM NO: **IX. New Business**

MEETING DATE: **3/4/20**

BACKGROUND INFORMATION:

ACTION RECOMMENDED:

STAFF AVAILABLE FOR PRESENTATION:



**SHREWSBURY PUBLIC SCHOOLS
SCHOOL COMMITTEE MEETING**

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

MEETING DATE: **3/4/20**

BACKGROUND INFORMATION:

The minutes from the School Committee Meeting held on February 12, 2020 are enclosed.

ACTION RECOMMENDED:

That the Committee accept the minutes from the School Committee Meeting held on February 12, 2020.

STAFF AVAILABLE FOR PRESENTATION:

Ms. Sandra Fryc, Chairperson

Dr. B. Dale Magee, Secretary

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

MINUTES OF SCHOOL COMMITTEE MEETING

Wednesday, February 12, 2020

Present: Ms. Sandy Fryc, Chairperson; Dr. B. Dale Magee, Secretary; Ms. Lynsey Heffernan; Mr. Jason Palitsch; Mr. Patrick Collins, Assistant Superintendent for Finance and Operations; Dr. Jane Lizotte, Assistant Superintendent for Community Partnerships & Well-Being; Ms. Meg Belsito, Assistant Superintendent for Student Services; Ms. Barb Malone, Executive Director of Human Resources; and Dr. Joseph Sawyer, Superintendent of Schools.

Not present: Mr. Jon Wensky, Vice Chairperson.

A complete audio/visual recording of this meeting is available on the Shrewsbury Public Schools website.

The meeting was convened by Ms. Fryc at 7:02 pm.

I. Public Participation

None.

II. Chairperson's Report & Members' Reports

Ms. Heffernan reported that she attended the AP (Advanced Placement) Information Night held recently at Shrewsbury High School (SHS) and was impressed by the resources and staff available, and the number of attendees.

III. Superintendent's Report

Dr. Sawyer congratulated the SHS Esports Rocket League team on capturing their second consecutive State Championship; reported the upcoming Topping Off Ceremony at the new Beal School Building site; acknowledged the 100th Day of School for Shrewsbury Public School students; and commended students at Walter J. Paton School for performing over 6,000 acts of kindness during the national Great Kindness Challenge.

IV. Time Scheduled Appointments:

A. SHS Government Class Project with Municipal Departments: Student Presentation

Dr. Lizotte introduced presenters Mr. John Aloisi, Teacher, Social Sciences, and SHS grade 12 students Andrew Pitney, Jacob Tran, and Matt Scearbo; and acknowledged Town Manager Mr. Kevin Mizikar, Assistant Town Manager/ED Coordinator Ms. Kristen Las, and multiple municipal leaders for partnering with students on the project. Mr. Aloisi described the objectives of the program, and noted how students shared information and provided reflections on what

they learned. The students described their individual topics, advised which municipal offices they partnered with, and shared what they learned about local government.

Committee members noted the value of interacting with local government officials, and of providing project-based learning experiences for students, and asked clarifying questions about student participation and next steps for the program. The students were invited up to be recognized by the Committee and Dr. Sawyer, and presented with certificates.

V. Curriculum

None.

VI. Policy

A. Revised Policy on Public Participation at School Committee Meetings: First Reading

Ms. Fryc and Mr. Palitsch comprise the Policy Subcommittee. Ms. Fryc provided background information on the rationale for reviewing the policy and noted they had received input from legal counsel; Mr. Palitsch advised it had been 25 years since the policy was amended, noted that recent litigation and court rulings prompted the review, and added that the proposed policy draft's specificity regarding when the Chair can terminate speech differed significantly from that of the existing policy.

Committee members asked clarifying questions about the timing and formality of requests from the public to participate. Dr. Sawyer added that the proposed policy did not include language some other districts use limiting public participation on topics not yet addressed in a meeting by the Committee. Ms. Fryc noted that the feedback from the Committee on the draft would be discussed at the next Policy Subcommittee meeting.

VII. Finance & Operations

A. Special Education Fiscal Year 2021 Budget: Report

Ms. Meg Belsito, Assistant Superintendent for Student Services, and Ms. Meghan E. Bartlett, Assistant Director of Special Education & Pupil Personnel Services gave the report. Ms. Belsito and Ms. Bartlett took turns describing areas of focus for the Department; student demographics; disability categorizations; placement options and associated statistics; budget information; out of district enrollment history, enrollments, and costs; funding information (including a recent change to the use of a federal special education grant); contracted services information; extended school year services; staffing information; and recommended strategic investments, including the addition of two adjustment counselors at the elementary level to assist students having social, emotional, and/or behavioral issues.

Committee members asked clarifying questions about out of district placements; differences between public and private day settings and how their rates are set; gauging the level of need for additional adjustment counselors; and changes to the use of funding from the federal special education grant. Dr. Sawyer recognized Ms. Bridget Nichols, Team Chair, Parker Road Preschool, who was in the audience, and noted the great work being done on behalf of Special

Education students and their families, and all students, by SPS staff working in a multitude of roles.

B. Fiscal Year 2021 Transportation, Athletic, & Activity Fees: Options & Discussion

Mr. Patrick Collins and Mr. Jason Costa, Director of Athletics, gave the report. Mr. Collins described the decision-making process, gave FY20 budget estimates for fee revenues, and noted assumptions about the impact of fee increases. For transportation, Mr. Collins provided the FY20 average cost per pupil relative to the total cost of the services; fee option scenarios for FY21 including additional new revenue that would be generated; and bus fee comparisons with other districts. For athletics, he noted sources of funding (with Mr. Costa acknowledging funding from the SHS Athletics Boosters and Friends of Shrewsbury Crew) including athletic fee revenue, fee option scenarios for FY21 including additional new revenue that would be generated, and fee comparisons with surrounding communities; provided details on a potential interscholastic sport fee at Oak Middle School which could be implemented as early as Spring 2020, potential service and cost reductions relative to reduced schedules and transportation (detailed by Mr. Costa), and potential revenue generating ideas. For music fees (which pay 100% of the cost of services), Mr. Collins noted current rates and proposed rate increase scenarios.

Committee members asked clarifying questions about music lesson rates, planning athletic schedules, and transportation to Assabet Valley Regional Technical High School; requested breakdowns of athletic costs by various criteria; and requested additional information and scenarios that illustrate the impact to families from fees that are being imposed. They discussed the potential for concerns about simultaneously reducing athletic schedules while raising fees, and about safety if bus transportation to events is reduced, and noted a preference for raising fees incrementally on a regular basis to address inflation versus implementing less-frequent, larger increases.

VIII. Old Business

None.

IX. New Business

None.

X. Approval of Minutes

Without objections from the Committee, the minutes from the School Committee Meeting held on February 5, 2020 were accepted as distributed.

XI. Executive Session

A. For the purpose of reviewing and acting upon a student residency issue

B. For the purpose of collective bargaining with the Shrewsbury Education Association, Unit A

C. For the purpose of collective bargaining with the Shrewsbury

Paraprofessional Association

D. For the purpose of negotiations with non-represented staff

E. For the purpose of reviewing, approving, and/or releasing executive session minutes

Ms. Fryc requested a motion to adjourn to Executive Session for the purposes of: reviewing and acting upon a student residency issue; collective bargaining with the Shrewsbury Education Association, Unit A, collective bargaining with the Shrewsbury Paraprofessional Association, and negotiations with non-represented staff, where deliberation in an open meeting may have a detrimental effect on the bargaining position of the public body; reviewing, approving, and/or releasing executive session minutes; and return to Open Session only for the purpose of adjourning for the evening. On a motion by Dr. Magee, seconded by Ms. Heffernan, on a roll call vote: Dr. Magee, yes; Mr. Palitsch, yes; Ms. Heffernan, yes; and Ms. Fryc, yes, the School Committee voted to adjourn to executive session at 9:10 pm.

XII. Adjournment

On a motion by Mr. Palitsch, seconded by Ms. Heffernan, the committee unanimously agreed to adjourn the meeting at 10:03 pm. Roll call votes were as follows: Mr. Palitsch: yes; Ms. Heffernan: yes; Dr. Magee: yes; Ms. Fryc: yes.

Respectfully submitted,

Elizabeth McCollum, Clerk

Documents referenced:

1. SHS Class Project with Town Manager Report
2. SHS Class Project with Town Manager Slide Presentation
3. Existing School Committee Policy 123
4. Draft Updated School Committee Policy 123
5. Special Education FY21 Budget Report
6. Special Education FY21 Budget Slide Presentation
7. FY21 Fee Report Slide Presentation
8. MA Public School Fee Survey compiled by Dick and Sharon Hawkins
9. Athletic Fee Comparison compiled by Midland Wachusett League Athletic Directors
10. Set(s) of minutes as referenced above



**SHREWSBURY PUBLIC SCHOOLS
SCHOOL COMMITTEE MEETING**

ITEM NO: **XI. Executive Session**

MEETING DATE: **3/4/20**

BACKGROUND INFORMATION:

ACTION RECOMMENDED:

STAFF AVAILABLE FOR PRESENTATION:

ITEM NO: **XII. Adjournment**