

## Millbury School Committee Minutes

**DATE:** February 4, 2009

**PRESENT:** Ms. Brady-Pojani, Chairperson, Mr. Thomas Clawson, Vice Chairperson, Mr. Corey, Mr. Borowski (7:10PM), Mrs. Vigneau, Mr. Bedard, Business Administrator, Dr. Gary Reese, Curriculum Coordinator, Mrs. Karen Molnar, Special Education Director, Mrs. Linda Swenson, Principal, Mrs. Riitta Bolton, Principal, Mrs. Susan Frederick, Principal and Mrs. Hitchcock, Superintendent.

**TIME:** 7:00 pm

**LOCATION:** Millbury High School Media Center

### Approval of Regular Meeting Minutes

Ms. Brady-Pojani asked for a motion to approve the minutes of the January 14, 2009 meeting. Mr. Corey made a motion to accept the minutes and Mr. Clawson seconded the motion. Voted in favor 3-0-1. Ms. Vigneau abstained. Mr. Borowski was not present at the time.

### Report of the Administration

Mrs. Hitchcock stated that Mrs. Swenson, Principal of the Millbury Jr./Sr. High School drafted a letter to be sent home to all high school families regarding the Proper Use of Technology, including cell phones.

Mr. Clawson made a motion to approve Mrs. Hitchcock as the School Committee's Voting Designee to the Southern Worcester County Educational Collaborative through June 30<sup>th</sup>. Mr. Corey seconded the motion. All approved. Mr. Borowski was not present for the vote. (4-0)

Mrs. Hitchcock stated that it may be necessary to change the date for the Professional Development Day because of the ELL training which is required by the Department of Education. Brown University which does this training for free cannot come on this day and to do the training on another would require hiring substitutes which would be at a significant cost. Mrs. Hitchcock stated that she would make sure the parents had a month's notice. Mrs. Vigneau stated that the schools should be lenient regarding absenteeism that day.

Mrs. Hitchcock stated that Mr. Borowski had asked if the town had notified the School Department regarding Shovel-Ready Construction Projects. Mrs. Hitchcock stated that she spoke to Mr. Spain today and that one million dollars worth of the projects had been submitted and that the School Department had not been invited to submit any projects.

Mr. Spain had indicated that the Drainage Project had been included. Mrs. Hitchcock stated that the state and federal grants are for two fiscal years and that they cannot pick up the salary of a position previously paid for in the budget.

Mr. Borowski and Mrs. Vigneau volunteered to serve on the Charter Review Committee.

Mrs. Hitchcock stated that the Community Service Learning Grant breakfast was a wonderful event and that a wide range of projects and ages were represented. Students from kindergarten through the high school liaisons and interns will participate in the programs.

### **Budget**

Mr. Bedard stated that the only bid received was from JH McCarty (Atlantic Express). It is a three year contract with a fixed cost with no fuel rate adjustment. The bid is in order with insurance papers and bid bonds. The expiring contract rate is 261.00 per bus per day. The new contract is 279.00 which is a 6.6% increase. There will be a 3.5% increase in 2011 and again in 2012. The after school bus cost of \$150.00 per bus was negotiated down to \$75.00 per day. Ms. Brady-Pojani asked about the license and CORI checks for the drivers. Mr. Bedard stated that this was in the contract. Ms. Brady-Pojani asked for a motion to accept the contract with JH McCarty. Mr. Borowski made a motion to accept the contract and Mr. Corey seconded the motion. All approved. (5-0)

Mrs. Hitchcock stated that the equipment addenda item was removed from the High School budget.

The School Committee members voted not to take a pay increase for school committee salaries. All approved. (5-0)

Mr. Friedman presented the Athletic Budget. He explained that the Athletic Budget in years past had not included salaries for coaches and the Athletic Director. A discussion regarding gate receipts took place regarding the salaries for ticket takers. Mr. Friedman stated that the gate receipts at football and basketball games were worth the salaries of the ticket takers. He also explained the 92% increase for medical expenses. The requirement of EMT's, trainers or a doctor at home football games. He also stated that due to the success of the sports program the teams are playing in district games that require additional funds which were not previously funded. A discussion regarding the hockey program with Auburn took place. There are eight students playing hockey. Last year the cost was \$800.00 per student. The cost of a student playing football is 312.00 per student. Mr. Friedman also stated that he hires two policemen for every home football game, one for each basketball game, one for night soccer games and four for the Thanksgiving game. He is looking into not having a police officer at midweek basketball games and asking a faculty member to help out.

Mr. Friedman also explained the Equipment / Maintenance 5.5% increase. He also discussed the cost of busing and that previously 10 games had been budgeted for without including playoffs. He also explained the cost of supplies, awards, dues and fees.

Mr. Bedard stated that the new format was not to confuse people but to allow them to see the big picture. He also stated that the cost is \$425.00 per student based on 590 athletics.

Mrs. Hitchcock stated that the administrative team had made a prioritized list and have made a commitment to cut supplies and materials. The four known retirees have been factored in.

Ms. Brady-Pojani asked Mrs. Swenson if the low enrollment classes this year have been looked into. Mrs. Swenson stated that French 4 and 5 will be combined. There will be AP Chemistry offered in the fall. The Child Development Practicum has to be offered, however, it will be determined in the fall if it is needed.

Mrs. Frederick stated that the preliminary kindergarten enrollment is approximately 103 students but that we expect more leading up to the summer.

Mrs. Hitchcock stated that the warrant articles have not been submitted to town hall she wanted the School Committee members to see the list and to make sure the appropriate language was used.

Mr. Bedard reported on the Drainage Project Phase II article III. He talked to a few neighbors and two were pleased with Phase I and two wanted the Phase II to be completed. The two neighbors that want Phase II completed were very vocal. They stated that their vegetables gardens were wiped out and that their basements are getting water in them. Mr. Bedard stated that the Department of Public Works director Mr. McGarry will help with this project.

The second article 10,000 for desks and chairs for Shaw School. Mr. Bedard stated that he looked into getting donations for desks and chairs at the Shaw Elementary School.

The first warrant article is the same as last year pertaining to Medicaid reimbursement.

### **Old Business**

Nothing to Report.

### **New Business**

Mr. Bedard reported on the 403B, a volunteer retirement plan. The IRS's new guidelines state that vendors must share this information. The plan will offer this service to all employees including part time employees at no extra charge to the School Department. This will become effective January 1, 2009. Mr. Bedard will be finalizing the vendor list next week. Mr. Clawson made a motion to accept this plan. Mr. Borowski seconded the motion. All approved (5-0). Mr. Clawson inquired about any associated administrative

costs. Mr. Bedard stated there is a one-time conversion charge of \$850 and a \$250 charge for the Plan Document. The annual costs for the third party administrator will be paid by the 403 (b) vendors. Mr. Bedard stated that the school department conferred with the town on the conversion process.

Ms. Brady-Pojani asked for a motion to go into Executive Session for the purpose of contract negotiations. Mr. Clawson made the motion. Mr. Corey seconded. All approved 5-0.

*Executive Session*

Mr. Clawson made a motion to come out of Executive Session. Mr. Corey seconded the motion. All approved 5-0.

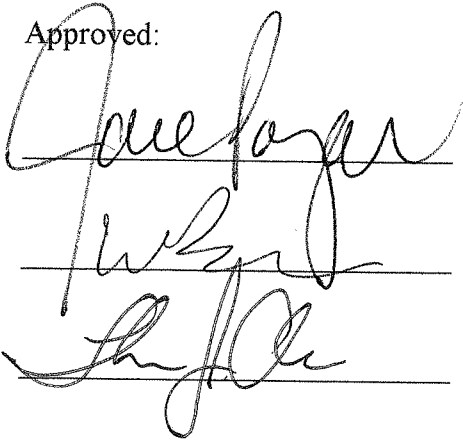
There was a general discussion on the likelihood of the state meals/hotel tax passing, Town Manager's 1.3 million dollar potential deficit, the levy limit and health insurance contribution rates.

Mr. Borowski made a motion to adjourn. Mr. Corey seconded. All approved 5-0. Meeting adjourned at 8:40PM.

Respectfully submitted,

Donna Lane  
School Committee Clerk

Approved:



The image shows three handwritten signatures, each written over a horizontal line. The first signature is the most prominent and appears to be 'Corey'. The second signature is less legible but appears to be 'Clawson'. The third signature is also less legible but appears to be 'Borowski'. There is a fourth horizontal line below the third signature, which is empty.