

Millbury School Committee

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MILLBURY, MASS.

**Date:** March 28, 2018

**Meeting  
REGULAR SESSION  
Minutes**

**Present:** Mrs. Nietupski, Chairperson,  
Mrs. Teixeira, Mr. Wilbur, Mrs. Vigneau, Nicholas Lazzaro, Student Council  
Representative, Mrs. Bellville, Director of Curriculum, Ms. Ryan, Office of Pupil Services,  
Mr. Bedard, Business Manager, and Mr. Myers, Superintendent of Schools

**Absent:** Mr. Kevin Plante, Vice Chairperson

**Location:** Millbury Jr. /Sr. High School Media Center

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Mrs. Nietupski opened the meeting at 7:05pm. The Pledge of Allegiance was recited.

**1. Review and Approval of the Regular Session Minutes of March 14, 2018.**

Mrs. Nietupski asked for any changes, additions or deletions to the Regular Session Minutes of March 14, 2018. Mr. Wilbur made a motion to approve the minutes from the March 14, 2018 meeting, seconded by Mrs. Teixeira. All approved (4-0).

**2. Review and Approval of the Executive Session Minutes of February 28, 2018**

Mrs. Nietupski asked for any changes, additions or deletions to the Executive Session Minutes of February 28, 2018. She stated that any changes or deletions would have to take place in Executive Session. Mrs. Vigneau made a motion to approve the minutes from the February 28, 2018 meeting, seconded by Mr. Wilbur. All approved (4-0).

**3. Review and Approval of the Workshop Session Minutes of February 20, 2018.**

Mrs. Nietupski asked for any changes, additions or deletions to the Workshop Session Minutes of February 20, 2018. Mrs. Teixeira made a motion to approve the minutes from the February 20, 2018 workshop, seconded by Mrs. Vigneau. All approved (4-0).

**4. Report of the Administration**

**a. Report of the School Council**

Student Ethan McDuffie updated the School Committee on various clubs activities and upcoming events.

**b. Report of the Director of Pupil Services**

Ms. Ryan stated that on Saturday, March 24, the 5<sup>th</sup> Annual Special Needs Resource Fair was held in the cafeteria of the Elmwood Street School.

Ms. Ryan stated that the high school has joined other districts in becoming a Unified Sports district. Unified Sports is an entity of Special Olympics, in which students with disabilities are paired with a typical peer to participate in weekly sports practices and competitions with area districts. Jason

Avakian is the head coach of the unified track and field team along with Devyn Jackson as the assistant coach.

Ms. Ryan stated that April 2<sup>nd</sup> is Autism Awareness Day. She stated that on April 24 the Community Service Learning Youth Advisory and the English as a Second Language Program will host a night of cultural celebrations, tasty treats, and an exploration of all the countries represented in Millbury at the Immigration Celebration at the Millbury Jr. /Sr. High School.

Ms. Ryan stated that the McKinney-Vento Homeless Assistance Act ensures that homeless children and youth have equal access to the same free and appropriate public education as provided to other children and youth. Homeless children are described as lacking a fixed, regular, and adequate nighttime residence, including:

- Sharing the housing of other persons due to the loss of housing, economic hardship or a similar reason (also referred to as doubling up)
- Living in motels, hotels, trailer parks, or campgrounds
- Living in cars, parks, public places, shelters
- Migratory children

These children have a right to immediate enrollment, free or reduced lunch, and transportation. Parents/Guardians have the right to maintain enrollment in the community in which they became homeless or in the community that they are staying.

Students in DCF custody were categorized as homeless, however this is no longer the case. The Foster Care Point of Contact and the DCF representative are to engage in a collaborative conversation so that decisions regarding enrollment are made in the best interest of the child. Whether it is best for the child to remain in their current district or enroll in the district where the child is living.

Ms. Ryan stated that the decision to place a student with special needs out of district is not an easy one and is a last resort. It is also done in a thoughtful manner. When a special education team develops an Individualized Education Program (IEP) it is a legal binding document outlining the services, accommodations, modifications and placement needed for the student to access his/her education in the least restrictive environment, or placement.

The process of exploring out of district placements includes:

- Sending referral packets to at least three programs, when possible.
- While a program may be designed to support the referred student there is no guarantee that the students will be accepted for multiple reasons.
- Parents and a district representative tour the placement.

Program tuitions vary in cost depending on the type of specialized supports the student requires. The cost may increase if additional supports are needed. Transportation is not included in the tuition cost. Mr. Bedard stated that the tuitions for the out of district placements are regulated by the state and that individual districts do not negotiate prices. He also stated that collaborative schools are not regulated by the state, the board of directors determines the tuitions.

**c. District Learning Plan**

Mr. Myers stated that the District Learning Plan has replaced the District Improvement Plan and a draft is enclosed in the packet. He stated that the Learning Plan will be used to guide district

initiatives, teacher and administrators goals, and the School Committee goals. He stated that all goals will be in alignment and that you could draw a line through all goals across the district.

**d. Freshman in Action – Service Day**

Mr. Myers stated that on Friday, April 6 the Freshman Class will be split into groups of 10 to 12 students, supervised by a teacher and will travel by bus to different areas of the town to complete community service projects that will positively impact our community. Along with providing a helpful service to the town, students will benefit from engaging in teamwork, learning new skills, and becoming more involved in the community. Mr. Myers stated that this was made possible through the generous donations from the Martin Richard Foundation, Millbury High School Community Service Learning and the Millbury Parents Club. Mr. Myers stated that AA Transportation will transport the students and teachers free of charge. This project was facilitated and developed by Mr. Besian Kodra. He will attend a future School Committee meeting to share the experiences of the day.

**4. Budget**

**a. FY2018 Expenditure Quarterly Report**

Mr. Bedard stated that he would highlight various items for the School Committee. The first item Mr. Bedard highlighted was the human resources director's salary, which is under budget since Mr. Kelley started in November. The next item was the School Committee's legal fees, special education legal fees, and audit fees. Mr. Bedard commented on the Teacher Salary and the Sped Summer School Program. Mr. Bedard stated that that the Department of Elementary and Secondary Education wanted substitutes to be reported as day-to-day or long term subs separately. A sub is considered long term after 30 days. He also stated that we have had 15 maternity leaves this year. Mr. Bedard stated that Instructional Assistants have been hired throughout the year. He also stated that the teacher tuition reimbursement line item is very low and the Instructional coaches have their own line this year as was required by DESE. In the past the coaches were included in the teachers' line item. Mr. Bedard reported on the Technology Equipment, Guidance Summer Salaries, and Transportation costs for Norfolk Aggie, homeless students, and collaborative students. He also reported on School Lunch, Graduation, Student Resource Officer, Custodial Salaries, Utilities, Windle Field, and Collaborative Tuitions.

**b. FY2019 Budget Update**

A discussion took place regarding the potential FY2019 budget reductions. Mr. Myers stated that the School Department must cut two to three positions in order to meet the Town Manager's recommendation. Nicholas Lazzaro stated that he thought the School Committee should have looked more into charging athletic fees. Mrs. Nietupski stated that the School Committee had already stated that they would look into the pros and cons of charging activity fees for the FY2020 budget.

**5. Old Business**

**a. Town Master Plan**

Mrs. Vigneau stated that the survey has been received by the community and they will begin public forums after the surveys have been returned.

**b. Shaw Project Update**

Mr. Myers stated that last week the MSBA reviewed the OPM Selection process and will review our contract with Hill International. He stated that the MSBA has scheduled the Shaw Project for the OPM Panel meeting on April 2.



**c. Music Trip – Vote Required**

Mr. Ferreira stated that he will have 52 students and 10 adults participating in the Music Trip to Philadelphia on April 26<sup>th</sup> through April 29<sup>th</sup>. Mr. Wilbur made a motion to approve the music trip to Philadelphia, seconded by Mrs. Vigneau. All approved (4-0).

**6. Executive Session**

**7. Adjourn**

Mrs. Nietupski asked for a motion to adjourn. Mr. Wilbur made a motion to adjourn, and it was seconded by Mrs. Teixeira. All approved (4-0)

**Next Meeting:**

April 11, 2018– Millbury Jr. /Sr. High School Media Center at 7:00pm

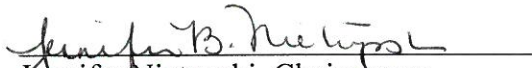
Respectfully submitted,

*Donna Freitas*

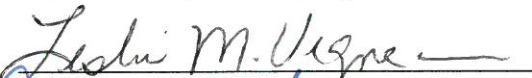
Donna Freitas

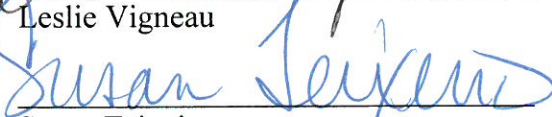
Executive Assistant to the Superintendent

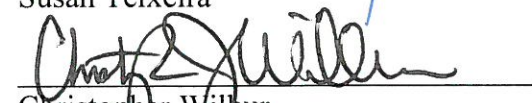
Approved:

  
Jennifer Nietupski, Chairperson

Kevin Plante, Vice Chairperson

  
Leslie Vigneau

  
Susan Teixeira

  
Christopher Wilbur

Items in Packet:

Agenda

Regular Minutes 3.14.2018

Minutes Workshop 2/20/2018

Minutes Executive Session 2/28/2018

Comparison of Total Education vs. General Town Budget

FY2018 Expenditure Quarterly Report

Leadership Team Budget Reductions Worksheet

Email

Superintendent's Comments