

Millbury School Committee

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Date: June 13, 2018

2018 OCT 11 PM 2:37

Meeting  
REGULAR SESSION  
Minutes

MILLBURY, MASS.

**Present:** Mrs. Nietupski, Chairperson, Mr. Wilbur, Vice Chairperson  
Mrs. Vigneau, Mrs. Lagerholm, Mrs. Bellville, Director of Curriculum, Ms. Ryan, Director of Pupil Services, Mrs. Bennett, Millbury High School Principal, Mr. Lowe, Millbury High School Assistant Principal, Mrs. Friedman, Shaw School Principal, Mr. Hall, Elmwood Street School Principal, Mr. Nicholas Lazarro, Student Council Representative, Mr. Bedard, Business Manager, and Mr. Myers, Superintendent of Schools

**Absent:** Mrs. Teixeira

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

**Time:** 7:00 pm

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Mrs. Nietupski opened the meeting at 7:02pm. The Pledge of Allegiance was recited.

**1. Review and Approval of the Regular Session Minutes of May 23, 2018.**

Mrs. Nietupski asked for any changes, additions or deletions to the Regular Session Minutes of May 23, 2018. Mr. Wilbur made a motion to approve the minutes from the May 23, 2018 meeting, seconded by Mrs. Lagerholm. All approved (4-0).

**2. Review and Approval of the Special Session Minutes of May 31, 2018.**

Mrs. Nietupski asked for any changes, additions or deletions to the Regular Session Minutes of May 31, 2018. Mrs. Lagerholm made a motion to approve the minutes from the May 31, 2018 meeting, seconded by Mrs. Vigneau. All approved (4-0).

Mrs. Nietupski stated that the Committee would move to Old Business C – Review of Policy – Proposed Amendments 2<sup>nd</sup> Reading.

- AC – NONDISCRIMINATION
- ACA – NONDISCRIMINATION OF THE BASIS OF SEX
- ACAB – SEXUAL HARASSMENT
- ACE – NONDISCRIMINATION ON THE BASES OF HANDICAP

Mr. Wilbur made a motion to accept Policy AC, ACA, ACAB and ACE with amendments, seconded by Mrs. Lagerholm. All approved (4-0).

**1. Report of the Administration**

**a. Secretary's Award for Excellence in Environmental Education**

Senator Moore presented The Environmental Council led by Mrs. Terry Hamilton with the Massachusetts Secretary's Award for Excellence in Energy and Environmental Education. Samantha Stafinski is the Council's President, Angelina Fenuccio is the Vice President, Taylor

Samuelson is the Secretary, Gianna Borowski is the Treasurer, and the Recycling Coordinator is Alexis Rocananti.

**b. Student Council Advisory Council Presentation**

Nicholas Lazzaro gave a second semester Powerpoint presentation on the Student Advisory Council activities. He also thanked Mrs. Arend for being the Advisor of the SCA for past five years.

**c. Elmwood Street School Special Olympics**

Ms. Bicchieri gave a Powerpoint presentation on the Special Olympics that took place at the Elmwood Street School on June 11, 2018 with the intensive special needs students in pre-k and kindergarten. She stated that program consisted of three different events, the torch ceremony, the eye of the tiger dance, and the relay races. She stated that she would like to expand the program next year to include other grades.

**d. Co-Teaching Update**

Mrs. Friedman along with Mrs. Sullivan, Mrs. Vaillancourt, Mrs. Desrosiers and Ms. Landry co-teaching teachers from the Shaw School reported on the first year of co-teaching at the Shaw School. The teachers stated that the program was a lot of work and could be difficult as times, but their students have grown academically and socially significantly during the first year. Mrs. Friedman stated that the program has far exceeded her expectations in the first year.

**e. District Learning Plan**

Mr. Myers stated that the leadership team has identified major goals and initiatives for the next three years in the District Learning Plan. He also stated that the District Learning Plan is a foundation for the three schools to create their own School Learning Plan.

**f. School Learning Plan**

Mrs. Bennett presented the High School's Learning Plan. She stated that all three principals, each school's Student Council and school leaders collaborated on each of the school's Learning Plans. Mrs. Bennett presented the Millbury High School Learning Plan, Mrs. Friedman presented the Shaw Elementary School's Learning Plan, and Mr. Hall presented the Elmwood Street School's Learning Plan.

**g. High School Handbook**

Mr. Lowe reviewed the changes that will take place in the 2018-2019 Student Handbook at the Millbury Jr./Sr. High School. A discussion regarding the change in consequences if a student is seen with vaping and/or electronic devices. Mr. Lowe stated that he researched other school districts before making these recommendation. The new consequence will be discussed with students during first day assemblies. Mr. Wilbur suggested adding a section in regards to staff members available to student's regarding mental health concerns. Mr. Wilbur made a motion to approve the Junior/Senior School Student Handbook and it was seconded by Mrs. Lagerholm. All approved (4-0).

**h. Elementary Schools Handbooks**

Mr. Myers stated that the elementary handbooks had changes that reflected the new policies, residency, and new start and end times for both schools due to the elimination of one bus.

#### 4. Budget

##### a. Before School Program

Mr. Bedard stated that thirty families expressed interest in a before school program. He stated the program will be held at the Elmwood Street School and will run from 6:30 -8:38 am. Mr. Bedard also stated that students in grades 4, 5, and 6 may also register for the program.

#### 5. Old Business

##### a. Master Plan Project Update

Mrs. Vigneau stated they have received 1000 surveys. She also stated that seventy people attended the first public forum. Mrs. Vigneau stated that they will be having more public forum on different aspects of the master plan.

##### b. Shaw Project Update

Mr. Myers stated that they will be presenting to the MSBA panel regarding their choices for Design Firms based upon the request for proposals the district received on June 19<sup>th</sup>. He stated that the Committee has identified two of the four firms as exemplary: Miller Dyer Spears and Turowski2 Architecture.

##### c. Annual Review of Superintendent

Mrs. Nietupski read the following annual evaluation for the Superintendent. In the School Committee's evaluation of the Superintendent, it is agreed that he EXCEEDED progress toward the Professional Practice and District Improvement goals and MET progress in the Student Learning goal. Further, the School Committee continues to rate the Superintendent at EXEMPLARY or moving towards EXEMPLARY I all four standards: Instructional Leadership, Family and Community Engagement, Professional Culture and Management and Operations.

The overall rating achieved by the Superintendent for SY 2017-2018 is trending to EXEMPLARY with a rating of HIGH impact on student learning.

Direct support of this ranking is the district's improving standardized test scores and the achievement of the lowest dropout rate in Central Massachusetts.

Goal 1: Increase the consistency and effectiveness of supervision and evaluation: The Committee's comments indicate that they are satisfied with the effort being exerted regarding the use of all of the data collected throughout the year. Adjustment of the scheduling of professional development time and common planning time has allowed for better analysis of the data collected. Implementation of best teaching strategies and the ability to have peer-to-peer communication between staff members has allowed for the data to direct student instruction. Rising standardized test scores are a direct measurement of this success. Through his attendance at data meetings, visitation to classrooms and participation in district learning walks, the Superintendent has been able to continue to direct the calibration of the educator evaluation process used in the district.

Goal 2: Integration of social/emotional learning: The Committee agrees with Mr. Myers that incorporation of social/emotional learning will allow us to develop more prepared student. Mr. Myers has brought this program into the district via a program offered through Holy Cross College. Mr. Myers was able to bring back to the district the ability to develop and implement a plan to integrate social/emotional learning into the district's improvement plan. The incorporation of these standards will be measured in future years by successful student achievement.

Goal 3: RADAR: Last year Mr. Myers was invited to participate in the two-year program designed to promote strategic budgeting decisions, RADAR. This is the second year of that program. Mr. Myers faced a difficult budget year in the design of the FY2019 budget that again was transparent, goal orientated and mindful of the overall fiscal health of the town. The Committee appreciated the hard work that was done in the preparation of this year's budget.

Goal 4: Safety: Deliberate and mindful implementation of a very ambitious safety program has brought the district to the stage where a full relocation drill was completed this year. While no district ever wants to have to employ the safety drills, Mr. Myers has brought the district to a position where we are very well prepared. The Committee feels Mr. Myers continues to give safety the full consideration it requires and continues to build excellent relationships with the safety and town personnel needed to keep our students and staff safe.

Goal 5: Shaw Feasibility Study: After a successful statement of interest to the MSBA and positive debt exclusion vote to fund the feasibility study this goal was added to the Superintendents list (and will hopefully until the completion of a new school project). Mr. Myers has kept the process on task and ahead of schedule. He oversaw the formation of the Feasibility Committee and is an active member of the committee. He continuously gives updates of the progress of the committee at School Committee meetings and attends Board of Selectman meetings quarterly to provide updated information to the board and the broader community audience.

Mr. Myers should be commended for his dedication to the students of Millbury. In all aspects of his professional practice he keeps the well-being and success of our students his main goal. He has formulated a vision for the district, fully communicated the goals and works tirelessly to achieve them.

More details and specific examples can be found in the individual assessments of the Superintendent's performance evaluation but are too numerous to include here. Mrs. Nietupski stated that this aggregated document and the supporting records are part of the public record and are available in the Central Office.

#### Supporting Documents:

2018 Superintendent Evaluation

Superintendent Goals 17-18

Superintendent's Comments and Examples of Evidence

EoC Summative Evaluation Report KP

EoC Summative Evaluation Report LV

EoC Summative Evaluation Report ST

EoC Summative Evaluation Report CW

EoC Summative Evaluation Report JN

EoC Summative Evaluation Report JL

## 6. New Business

### 6. Executive Session

Mrs. Nietupski stated that the Committee would be moving into Executive Session. *In accordance with Chapter 30 A, Section 21 (a) (3) of the MA General Laws, the Millbury School Committee will vote to move into Executive Session to conduct strategy sessions in preparation for negotiations with non-union personnel and to conduct collective bargaining sessions or contract negotiations with non-union personnel.*

Mrs. Nietupski took a roll call.

Mrs. Lagerholm – Yes  
Mrs. Vigneau – Yes

Mrs. Nietupski – Yes  
Mr. Wilbur - Yes

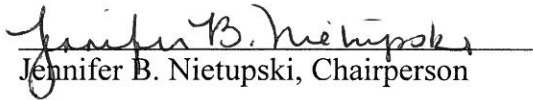
## 7. Adjourn

### Next Meeting:

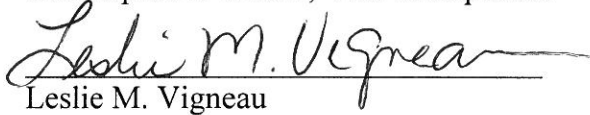
June 27, 2018 – Millbury Jr. /Sr. High School Media Center at 7:00pm

Respectfully submitted,  
*Donna Freitas*  
Donna Freitas  
Executive Assistant to the Superintendent

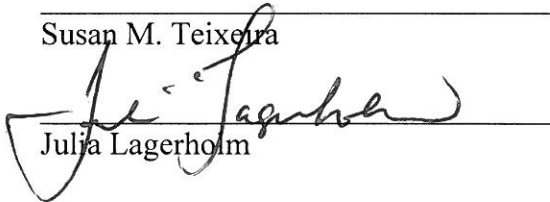
Approved:

  
Jennifer B. Nietupski, Chairperson

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Christopher J. Wilbur, Vice Chairperson

  
Leslie M. Vigneau

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Susan M. Teixeira

  
Julia Lagerholm

### Items in Packet:

Agenda  
Regular Minutes 5/23/2018  
Special Session Minutes 5.31.2018  
Jr./Sr. High School Learning Plan  
Shaw Elementary School Learning Plan  
Shaw Elementary School's Handbook Changes  
Jr./Sr. High School's Handbook Changes  
Jr./Sr. High School Handbook  
Letter to Mr. Keith Nastasia