

**Millbury School Committee Meeting  
REGULAR SESSION  
Minutes**

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TOWN CLERK  
12 OCT -4 AM 9:15  
MILLBURY, MASS.

**Date:** July 11, 2012

**Present:** Mrs. Nietupski, Chairperson, Mr. Borowski, Vice Chairperson, Mrs. Vigneau, Mr. Corey, Mr. Plante (5:35PM), Mrs. Hitchcock, Superintendent of Schools, Mr. Bedard, Business Manager

**Time:** 5:30 p.m.

**Location:** Superintendent's Conference Room, 12 Martin Street

At 5:32PM Mrs. Nietupski opened the meeting.

**1. Approval of the Regular Session Minutes of June 13, 2012 and Executive Session Minutes of June 13, 2012**

Mrs. Nietupski asked if there were any changes, additions or deletions from the Regular Session Minutes of June 13, 2012. Mr. Bedard stated that he amended the minutes to reflect the vote that was taken on the trade-in of the old mini-bus when we purchase the new one. Mr. Bedard supplied the committee with the amended version. Mr. Borowski made a motion as amended to approve, seconded by Mrs. Vigneau. All in favor (4-0-1). Mr. Plante not present for this vote.

Mrs. Nietupski asked if there were any changes, additions or deletions from the Executive Session Minutes of June 13, 2012. Mr. Borowski made a motion to approve, seconded by Mrs. Vigneau. All in favor (5-0).

**2. Approval of Line Item Transfers in the FY 2012 Budget**

Mr. Bedard discussed four documents that were included in the school committee packet, all regarding the closing of the FY 2012 School Operating Budget.

1. FY 2012 End of Year Closing Memo
2. Preliminary Financial Statement, ending June 30, 2012
3. FY 2011-12 Encumbrances
4. FY 2012 Budget Transfers

Mr. Bedard stated the FY 2012 School Operating Budget of \$17,549,534, including Medicaid reimbursement, has a closing ending balance after expenditures and encumbrances of \$1,229.85. These funds revert back to the town's general fund. The amount is slightly less than last year.

The total appropriation encumbrance is \$880,661.35, which includes teacher summer salaries of \$800,876.59. Mr. Bedard explained that many teachers choose to receive their pay over the summer months even though the school year is over. All the payments are charged to FY 2012.

Mr. Bedard discussed the line items needed for transfers, as indicated on the cover memo and in the budget transfer document. Budget transfers were needed into Administration, Other Services and Operations/Maintenance. Budget decreases were made in Instruction, Program with Other Systems and School Committee Salaries. The School Committee discussed the transfers. Mr. Bedard stated that "Other Services" was primarily student transportation and included the increase cost of out of district, homeless and wheelchair required transportation. Mr. Bedard also mentioned details of maintenance projects that were required over the school year.

Mr. Bedard stated the special education tuition pre-payments for next year is \$82,825.40. A discussion took place regarding the value of having the pre-payments. Mrs. Hitchcock said that in the past the amount was a lot higher. She also said the pre-payments have helped the district this past year when we had additional students placed out of district. Mr. Bedard stated that last year the amount was \$106,788.58.

The School Committee also discussed the encumbrance amount.

There were three votes taken on closing FY 2012:

1. Mrs. Nietupski asked for a motion to accept the FY 2011-12 Encumbrance report as stated in Mr. Bedard's 7/11/12 memo. Mr. Borowski made a motion and Mr. Plante seconded the motion. All in favor (5-0).
2. Mrs. Neitupski asked for a motion to accept the FY 2012 Budget Transfers Decreases, as outlined in the Budget Transfer Request. Mr. Borowski made a motion and Mr. Plante seconded the motion. All in favor (5-0).
3. Mrs. Neitupski asked for a motion to accept the FY 2012 Budget Transfers Increases, as outlined in the Budget Transfer Request. Mr. Borowski made a motion and Mr. Plante seconded the motion. All in favor (5-0).

The School Committee members signed the encumbrance report and budget transfers.

### **3. Old Business**

#### **Third Reading of the No Idling of Motor Vehicles on School Grounds Policy**

Mrs. Nietupski asked for a motion for a vote on the third reading of the No Idling of Motor Vehicles on School Grounds Policy. Mrs. Vigneau made a motion and Mr. Plante seconded the motion. All in favor (5-0).

#### **Second Reading of the Proposed School Admissions Policy**

Mrs. Nietupski asked for a motion for a vote on the second reading of the School Admissions Policy. Mrs. Vigneau asked that the School Admissions policy have the word "Residency" in the title. A discussion took place regarding the wording and school committee classification system. Mrs. Hitchcock said the current wording is consistent with how the Massachusetts Association of School Committee recommends classifying policies.

It was decided that the next School Committee meeting would be Wednesday, August 29, 2012 in the MHS Media Center. The meeting after that would be Wednesday, September 12, 2012. Mrs. Nietupski asked Mrs. Hitchcock to plan the three school tours during the fall.

Mr. Corey asked about the condition of the baseball field when it rains. Specifically, at the lip of the infield where the stone dust meets the grass. Mr. Bedard said he would investigate.

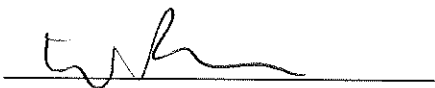
Mr. Plante asked about the condition of Windle Field after the Lions' Club carnival use. Mr. Bedard stated it was much better than last year and there were no major ruts. There were no major rain storms during the carnival that would have caused tire marks.

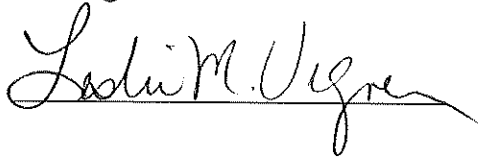
Mrs. Vigneau donated basketball netting for Elmwood Street School because she noticed on one of her walks that they were missing. She also noticed some chalk graffiti on the back of Elmwood Street School. She discussed this with Ms. Frederick. Mrs. Vigneau also started a discussion about Graduation and the keynote speaker. Committee members said they weren't very pleased with the keynote speaker.

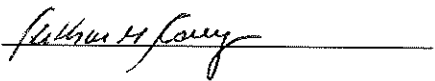
At 6:45PM Mrs. Nietupski asked for a motion to adjourn the meeting. Mr. Borowski made a motion to adjourn and Mr. Plante seconded the motion. All in favor (5-0).

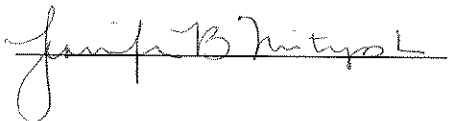
Respectfully submitted,  
Richard G. Bedard, Jr.  
School Business Manager

Approved:









**Items in Packet:**

Draft of Regular Session Minutes of 6/13/2012

Draft of Executive Session Minutes of 6/13/2012

Memo from R. Bedard dated 7/11/12 FY 2012 End of Year Closing

Memo from R. Bedard dated 7/11/12 FY 2011-12 Encumbrances

Preliminary Financial Statement, 6/30/12, R. Bedard

FY 2012 Budget Transfer Request, R. Bedard

Draft of Policy Regarding Motor Vehicle Idling on School Grounds

Draft of School Admissions Policy

Letter to School Committee Members dated 6/15/12 from Tony V. Clarizio

Letter to School Committee from Tish Hayes, Municipal Secretary dated 7/2/12 regarding a Public Hearing

E-mail dated 6/22/12 from Bruce and Shari (last name unknown)

Copy of outstanding achievement letters to Jamie Pelchat, Shivani Patel, Jessica Sharon, Tea Bourdeau, Haleigh Gallant, Jenny Quan, Julia L'Esperence and Emily Dane

Copy of Thank You Letter to Peter DiCecco