

## Millbury School Committee Minutes

**Date:** January 13, 2010

**Present:** Ms. Brady-Pojani, Chairperson, Mr. Clawson, Vice Chairperson, Mr. Corey, Mrs. Vigneau, Ms. Swenson, High School Principal, Ms. Simanski, Shaw Elementary School Principal, Ms. Frederick, Elmwood Street School Principal, Mrs. Molnar, Director of Pupil Services, Mr. Rapose, Director of Curriculum, the Finance Committee, Mr. Bedard, Business Administrator, and Mrs. Hitchcock, Superintendent

**Absent:** Mr. Borowski

**Location:** High School Media Center

**Time:** 7:00 pm

### **Tour of the Millbury Junior/Senior High School – 6:30 pm**

Mrs. Swenson, Principal of the Millbury Junior Senior High School led the School Committee members on a tour of the high school. Mrs. Swenson pointed out the lockers that needed to be replaced. She also pointed out that a walkway was needed outside the building for students being dropped off in the morning. Mrs. Swenson stopped in the art room to look at students' artwork and then showed the School Committee members the tables in the Foreign Language rooms that were repaired. The tour ended with a presentation of the Robotics Team preparing for their competition. Students John Capolli and Nicole Machaz, as well as Mr. Rawley and Mr. Trivedi, MHS staff, were on hand during the presentation to answer questions. The presentation will be shown on the cable network.

Ms. Brady-Pojani began the meeting at 7:20 pm.

### **Approval of Regular Session Minutes**

Ms. Brady-Pojani asked for a motion to approve the minutes from the December 9<sup>th</sup> meeting. Mr. Corey stated that a correction under New Business on the last page that he had requested a 21E be done on the soil at Windle Field. Mr. Corey made a motion to approve the minutes with the correction and Mrs. Vigneau seconded the motion. All approved (4-0).

## **Report of the Administration**

Mrs. Hitchcock stated that the Robotics presentation will be shown on the cable network for the community to see. She also stated that the program is looking for a company or two to sponsor this program and volunteers that could donate some time to help the students prepare for tournaments.

Mrs. Hitchcock stated that they have been working on the Federal Race to the Top Initiative grant for the past month. She stated that this grant has a quick application turnaround and that it is designed to help school systems in the country close the achievement gap population of low income, Title I and Special Education students and to better prepare these students for college. Mrs. Hitchcock stated that this is a mission that fits with our mission to improve teaching and quality of learning for our students. She also stated that the MA Department of Education has stated that approximately 185 districts have decided to participate. If we are awarded the grant a portion the money will be used for Professional Development Day to provide resources and help to improve the quality of instruction.

Mrs. Hitchcock stated that she recommends that the School Committee members vote to approve the Business Department Field Trip to New York City on April 16<sup>th</sup>. Mrs. Donna Saucier along with 5 chaperones will accompany the students to the Financial District. The students in the past have enjoyed this trip and they may not have access to such places as the New York Stock Exchange, the Financial Building and the Rockefeller building. Ms. Brady-Pojani asked for a motion to approve this field trip. Mr. Clawson made a motion and Mr. Corey seconded the motion. All approved (4-0). Ms. Brady-Pojani asked Mrs. Hitchcock to send a thank you letter to Mrs. Saucier.

Mrs. Hitchcock stated that a state-wide fee survey update has been included in the School Committee member's packets. The most recent survey as of December 15, 2009 has reported that 187 districts have an athletic/activity fee and that 96 districts have a bus fee. Ms. Brady-Pojani stated that this information may be used as a tool as we proceed with the budget.

## **Capital**

Mrs. Hitchcock stated that the Capital Improvement List in the School Committee member's packet is the same list that they have seen previously, in which, she has requested that they vote on the priority of the projects, should money become available. The District wide priorities, beginning with number one are the ADA doors at the Shaw Elementary school, the 188 lockers that need replacing at the high school, transportation routing software and updating the Elmwood Street School back playground to be handicap accessible. Ms. Brady-Pojani asked if there would be any cost saving with regards to the transportation routing software. Mr. Bedard responded that with this software he may be able to collapse bus routes which would save money. It would also be helpful for parents and staff in determining bus routes and bus stops. It was also stated

that the last page regarding food service equipment would come from the food service budget. This was listed only to make the School Committee members aware that much of the food service equipment is original to the buildings and will need to be replaced in the near future. Mrs. Hitchcock stated that she is not looking to put these items on a warrant article. She also stated that there are about 7 or 8 pages of projects that does not make sense to prioritize as they may change to a higher or lower priority over time. She would like to be prepared if any money becomes available. Mr. Clawson stated that if these items are what the schools need that we will support them. Mr. Corey made a motion to approve the items prioritized 1-4 and Mr. Clawson seconded the motion. All approved (4-0).

### **FY 2011 School Budget**

Mrs. Hitchcock began the presentation of the 2011 budget by addressing all the residents and she expressed her appreciation of the support of the past budget. She stated that she knew before coming to Millbury what an excellent school district and that the residents valued education. She also stated that due to the support they have given in the past the students of Millbury have benefited greatly from the services they have been provided.

Mrs. Hitchcock stated that the following programmatic assumptions are what guided the development of the Millbury Public Schools' 2011 budget proposal. She also stated that she has sincerely never presented such a lean budget in the 15 years that she has presented budgets. She stated that the Administrative Team has worked hard to provide you with a nearly level funded budget for FY2011. The increase is .69%, less than one percent. There are no new programs, no new staff, and no new initiatives. Mrs. Hitchcock stated that many districts will reduce related arts staff and that we will not do this provided we get the support we need. She also stated that PBIS is an ongoing success story that was implemented in the Shaw Elementary School and the Junior High School and to the high school on a limited basis. Fundraising will continue to sustain this program and will include all grade levels. Mrs. Hitchcock also stated that the district will always be on the look out for grants that apply to our mission. She also stated that the district will continue to provide services to increasing Limited English Proficient students.

Mrs. Hitchcock stated that there is Medicaid Reimbursement, over and above the school's \$90,000, which is provided directly to the town. She also stated that the circuit breaker is given by the state for high end and costly Special Education students. The preschool tuition fee pays a portion of the Instructional Assistants salaries and supplies. The high school parking fees that were voted on last year is to date \$5,545 and will go directly into the maintenance of the driveway and parking lot. The Parents' Club has donated \$38,000 to provide transportation for field trips without this money field trips would have to be reduced. Wheelabrator donated \$2,500 for the Destination Imagine teams to compete in nationals. These teams would not have been able to go to nationals without this donation. After care fees are competitive on the low end with other communities. Dorothy Manor is leased to a day care provider and that money is used to offset custodial salaries.

The cost for sending Special Education students out of district changes each year. We do not know who may move into our district that may need to be placed in an out of district school. The costs are different depending on what type of out of district school the student will need either a residential home, a day school or a collaborative school. It also depends on what time of year a student registers for school in Millbury. If it is after April 1<sup>st</sup> the district the student is coming from is financially responsible if it is after July 1<sup>st</sup> we are responsible financially and anytime during the year that a student moves into Millbury we are responsible immediately financially.

Mrs. Hitchcock stated that this is the third year in a row that instructional supplies have been reduced and that we cannot reduce that any further.

Mr. Bedard stated that we are in the second year of a three year contract with the transportation company and are required to pay the increase. He also stated that our own mini bus is on its last leg and will have to be replaced.

Mrs. Hitchcock stated that the Athletic budget has been included and that there have been no changes. The lease for Dorothy Manor will end in 2011 and will have to be addressed. She also stated that legal services will increase as well.

Ms. Brady-Pojani stated that this is the first review of the FY2011 budget and it will be reviewed many times.

Mrs. Hitchcock publicly thanked the principals, directors, and staff for doing a tremendous job with very little in resources and for again holding this budget down to a .69% increase.

### **Old Business**

The third reading of the Facility Use Policy showed no changes and Ms. Brady-Pojani asked for a motion to approve the new Facility Use Policy. Mr. Clawson made a motion and Mr. Corey seconded the motion. All approved (4-0). The policy will go into effect as of June 30<sup>th</sup> and there are new rates for facility rentals.

Mr. Bedard stated that the Town of Millbury owns Windle Field and that property donation can only be accepted by the town. The School Department is considered the care takers. Mr. Bedard also stated that the soil should be tested after many years of fireworks displays. He also stated that a 21E is a lot of work and money and it is also more of an obligation on the School Department's part to respond to a problem. He recommended that testing the soil would cost \$5,000. He would take half of the money from the Windle Field Account and half of the money from the Revolving Accounts. The land is still frozen, therefore, the testing would be done after the thaw. It was stated that the School Committee would table the vote until the next meeting, however, if a vote was needed earlier Mr. Bedard could contact the School Committee before the next meeting. The School Committee stated it wanted to hear the recommendation of the Windle Field Advisory Committee.

**New Business**

Nothing to report.

Ms. Brady-Pojani stated that they would be going into Executive Sessions for teacher contract negotiations would like to vote. Mr. Corey – yes, Mr. Clawson – yes, Mrs. Vigneau – yes, and Ms. Brady-Pojani – yes.

Teacher Negotiations

Ms. Brady-Pojani adjourned the meeting at 8:29 pm and stated that they would not be coming back to the regular session.

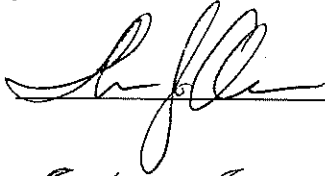
Respectfully submitted,

Donna Lane  
School Committee Clerk

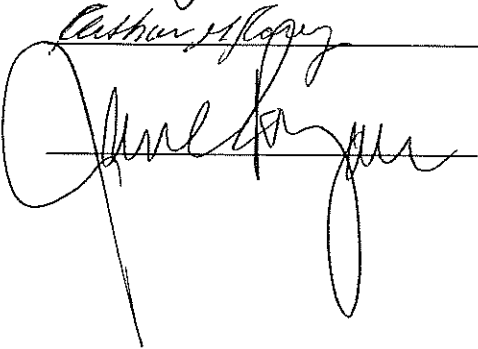
Approved:



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