

**Millbury School Committee Meeting
REGULAR SESSION
Minutes**

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16 MAR 17 AM 8:56
MILLBURY, MASS.

Date: January 13, 2016

Present: Mrs. Nietupski, Chairperson; Mr. Plante, Vice Chairperson
Mrs. Vigneau, Mrs. Teixeira, Mr. Wilbur
Ms. Gianna Okuliczki, Student Advisory Council
Mr. Myers, Superintendent of Schools
Mr. Bedard, Business Manager
Mrs. Bellville, Director of Curriculum, Instruction & Assessment
Ms. Ryan, Director of Pupil Services
Mrs. Bennett, Principal of Millbury Jr./Sr. High School
Mr. Bresnahan and Mrs. Thompson, Assistant Principals of MHS
Mr. Hall, Principal of Elmwood Street School
Mr. Burke, Assistant Principal of Elmwood Street School

Time: 7:00 p.m.

Location: Millbury Junior/Senior High School Media Center

Mrs. Nietupski called the meeting to order at 7:00 p.m. followed by the Pledge of Allegiance.

1. Review and Approval of the Regular Session Minutes of December 9, 2015 and Executive Session Minutes of December 9, 2015

Mrs. Nietupski asked for any changes, additions or deletions to the Regular Session Minutes of December 9, 2015. Mr. Wilbur made the motion to approve, seconded by Mr. Plante. All in favor (5-0).

Mrs. Nietupski noted any changes, additions or deletions to the Executive Session Minutes of December 9, 2015 will have to be made in Executive Session. Mr. Wilbur made the motion to approve, seconded by Mr. Plante. All in favor (5-0).

2. Report of the Administration

a. 2016 WCSA Superintendents Scholar Award Luncheon

Mr. Myers and Millbury Junior / Senior High School principal, Tara Bennett, attended the Worcester County Superintendents Association Scholars Luncheon held at WPI on January 5, 2016. Millbury senior, Noah McDuffie, was formally recognized for his scholarly achievements. Noah will be joining the February 10th meeting and will be recognized by the Committee and by Senator Moore. The Millbury girls' soccer team will also be recognized for winning the state championship in their division at the February meeting.

b. Blackstone Valley Tech – Admissions Policy Change

Mr. Myers updated the Committee on a change in the application process for Blackstone Valley Tech. The change shifts a portion of the application process away from academic achievement to attendance. In the past, candidates could earn up to 35 points out of 100 for scholastic achievement. The change reduces this number by 5 points in order to increase the maximum number of points possible for attendance from 10 to 15. Our guidance counselors are working with students on this change. Mr. Myers noted that 43 applications were

submitted to BVT in 2014 with 13 students accepted, 9 attended and 1 returned. In 2015, 56 applications were submitted with 11 students accepted, 10 attended and 1 returned.

c. Administration of Naloxone - Update

Mr. Myers updated the Committee on the District's plan to allow nursing staff to keep in stock and administer Narcan. This is a result of the Committee's approval and standing orders from our school physician. Ms. Ryan has arranged for a free training for our nurses on March 8th, along with the nurse from Assumption School. This is the final step required before we contact our medical supply vendor. There will be two doses purchased for each building and the opportunity to trade in our supply to emergency rooms and restock every year at a small cost paid through state grants.

3. Budget

a. FY 2017 Proposed School Budget – Discussion

Mrs. Nietupski noted the FY 2017 proposed school budget will be available on the school's website.

Mr. Myers and Mr. Bedard presented a PowerPoint on the overview of the FY 2017 proposed school budget. The FY 2017 proposed budget of \$20,647,200 represents a 3.35% (\$669,114) increase over the FY 2016 operating budget. The breakdown of the proposed FY 2017 budget by spending categories includes Personnel 74%, SPED Contracts/Tuitions 7%, Transportation 8%, Utilities and Operations 5%, and Discretionary Expenses 6%.

Mr. Myers noted that the Personnel category includes step and lane increases for employees. The Transportation category includes a 3% increase in our Special Education transportation and a 5.1% increase from AA transportation.

Mr. Myers reported the spike in Special Education out of district placements has come down this year and students that have moved or aged out impacts a saving in the budget. A realized savings in utilities and operations and the net use of energy resources has resulted in a decline in energy consumption. Mr. Bedard stated the District, as a partner of the Green Communities, has reduced electricity by 19% in all three schools.

The programmatic needs of the district include a 1.0 FTE Human Resources officer to be shared with the Town, a district wide 1.0 FTE ELL tutor to meet the minimum compliance requirements of DESE for our growing ELL population, a 1.0 FTE Early Childhood Coordinator (position eliminated in FY 2009) to track and report data and address the growing programs, a 1.0 FTE Special Education teacher (this position was eliminated in FY 2014), and reinstatement of a 1.0 FTE Facilities Director (this position was reduced in FY 2014).

Mr. Myers introduced a new position in the budget of a 1.0 FTE Elementary Team Chair to be responsible for all IEP meetings in collaboration with the two school psychologists at Elmwood and Shaw schools.

Mr. Myers noted the next two school committee meetings will include further budget discussion with the final Public Hearing of the proposed FY 2017 budget on February 24, 2016.

Mr. Bedard addressed the financial assumptions of the proposed FY 2017 budget. He noted the personnel category includes six known retirements, five resignations and three leaves of absence (teacher salaries are included as they are expected to return). Consideration of

increases in both regular and Special Education transportation, reduction in our out-of-district Special Education placements, utility savings from energy conservation and solar credits, accounting for unemployment compensation, and including the funding received previously from the Kindergarten grant are all included in the proposed budget.

b. Proposed Items to Consider for Warrant Articles

Mr. Bedard briefed the Committee on the following items they may wish to consider for warrant articles:

Elmwood Street School boilers	\$190,000
Exterior bleachers at Millbury Jr./Sr. High School	\$ 75,000
Classroom / lab computers (including "mobile labs")	\$184,000

These items are part of the Town's capital budget request comprised of all Town department requests.

Mr. Bedard provided an explanation of how the FY 2017 budget line items are organized, noting any decreases/increases in specific line items.

Mr. Wilbur requested an additional column be added to the October 1 enrollment sheet depicting average class size by grade (elementary level).

c. Acceptance of Donation from Mike Krull – Vote Required

Mr. Bedard requested the Committee vote to accept a donation from Michael Krull of Dan's Truck Service and Repair for a tractor attachment valued at \$1444.99 to help maintain the athletic fields. Mrs. Nietupski requested the motion. Mrs. Vigneau made the motion to accept, seconded by Mrs. Teixeira. All in favor (5-0).

A copy of the thank you letter to Mr. Krull was included in the packet.

d. Acceptance of Donation of RedCat Audio System – Vote Required

Ms. Ryan reported that Elmwood instructional coach, Mrs. Trahan, attended a professional development conference for Title I administrators at which she won a RedCat audio system valued at \$1100. Mrs. Trahan donated the system to the District. It is used to amplify the teacher's voice for students with speech and language disabilities. Ms. Ryan noted that this brings our inventory to five RedCats at the Elmwood Street School.

Mrs. Nietupski requested a motion to accept the donated RedCat audio system.

Mr. Wilbur made the motion to accept, seconded by Mrs. Vigneau. All in favor (5-0).

A thank you letter to Mrs. Trahan was requested on behalf of the Committee.

4. Old Business

5. New Business

a. Master Plan Committee Nomination

Mrs. Nietupski noted that Mrs. Vigneau was nominated and has accepted to serve on the Town's Master Plan Committee. Mr. Plante made the motion to approve, seconded by Mrs. Teixeira. All in favor (5-0).

Mrs. Vigneau requested that a hard copy of all district wide events be included in the Committee packets.

6. Executive Session

At 8:15 p.m., Mrs. Nietupski requested a roll call vote to move into executive session. *The School Committee will vote to move into Executive Session, in accordance with MGL Chapter 30A, Section 21(a), 3, to discuss strategy options in anticipation of upcoming collective bargaining with the Millbury Teachers' Association.*

- Mrs. Teixeira - Yes*
- Mrs. Vigneau – Yes*
- Mrs. Nietupski – Yes*
- Mr. Plante – Yes*
- Mr. Wilbur - Yes*

7. Future Topics/Events

- a. 2015-2016 National Merit Scholar Award**
- b. 2016 Superintendent Scholar Award**
- c. Senior Final Exams Half Days – Vote Required**
- d. Camp Bournedale Overnight Field Trip – Vote Required**

8. Next Meeting: January 27, 2016 – 7:00 p.m. MHS Media Center

9. Adjourn

The regular meeting session will be adjourned following executive session.

Respectfully submitted,
Sandra Femino
Sandra Femino
Executive Assistant to the Superintendent

Approved:

Janifer B. Nietupski

Kevin Hart

Lester M. Vigneau

Christy J. Wilbur

Items in Packet:
Draft of December 9 2015 Regular Session Meeting Minutes
Draft of December 9, 2015 Executive Session Meeting Minutes
Copy of Proposed FY 2017 School Budget
Form A, Town of Millbury Capital Budget Request Form
Memo from L. Connors dated December 21, 2015 Re: Master Plan Committee
Thank you letter

Handout at Meeting:
PowerPoint presentation of Proposed FY 2017 School Budget