

**Millbury School Committee Meeting
REGULAR SESSION
Minutes**

MILLBURY JUNIOR
SENIOR HIGH SCHOOL

16 MAR 17 AM 8:56

MILLBURY, MASS.

Date: January 27, 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
Mrs. Thompson, Assistant Principal of Junior High School
Mrs. DeLucia, Director of Guidance

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 January 13, 2016 and Executive Session Minutes of January 6, 2016 and January 13, 2016

Mrs. Nietupski asked for any changes, additions or deletions to the Regular Session Minutes of January 13, 2016. Mr. Plante made the motion to approve, seconded by Mr. Wilbur. All in favor (5-0).

Mrs. Nietupski noted any changes, additions or deletions to the Executive Session Minutes of January 6, 2016 will have to be made in Executive Session. Mr. Wilbur made the motion to approve, seconded by Mrs. Vigneau. All in favor (5-0).

Mrs. Nietupski noted any changes, additions or deletions to the Executive Session Minutes of January 13, 2016 will have to be made in Executive Session. Mrs. Vigneau made the motion to approve, seconded by Mrs. Teixeira. All in favor (5-0).

2. Report of the Administration

a. Student Council Report

Millbury Student Council Secretary, Kelsie Cummings, and Student Council Treasurer, John Reumann, updated the Committee on recent and upcoming school events.

b. Environmental Council Presentation

Mr. Myers welcomed Mrs. Terry Hamilton and members of Millbury's Environmental Council to update the Committee on their recent activities and initiatives. The Council is celebrating their 25th anniversary this year and includes 31 students from grades 8-12. The Council spoke of the following activities and initiatives taking place this school year:

- Community Clean-Up of Howe Avenue on October 23rd collecting 15 bags of trash
- Donation of money to the Heifer International Project to purchase sheep and honey bees to support a family in need
- Escorted parents at both Parents' Nights on September 17th and January 14th

- Collect white paper and plastic water bottles for recycling at both the Junior and Senior High on a weekly basis
 - Collect empty ink cartridges for recycling
 - Participated in the Tri-Town Energy Fair on October 3rd
 - Met with Energy Manager, Doreen DeFazio, on strategies to conserve energy at home and at school
 - Met with DPW Director, Rob McNeil, to discuss recycling initiatives
 - Promoted installation of hydration systems at the high school to deter using plastic water bottles
 - Toured Millbury's Solar Farm on McGrath Road along with Rick Bedard, Business Manager, and Bruce Chapman, Regional Operations manager of First Wind
- The members shared their positive personal experiences as part of the Council along with their satisfaction of helping the environment.

c. Project 351

Mrs. Anne Thompson, Jr. High School Assistant Principal, introduced Morgan Cronan as Millbury's ambassador to this year's Project 351 held on January 16, 2016. This one-day event unites 8th graders from every city and town in Massachusetts. Governor Baker met with the students and spoke on the importance of making a positive difference in their community.

d. MHS Program of Studies

Mrs. Bennett, Principal of Millbury Junior/Senior High School, and Mrs. DeLucia, Director of Guidance, presented a PowerPoint overview of the proposed 2016-2017 Program of Studies and proposed changes to graduation requirements. These proposed changes include the following highlights:

Business:

- Computer applications remains a graduation requirement as a semester course vs. a full-year course. Students will take this during the 9th or 10th grade year. The reason for this change is to increase student schedule flexibility while still providing the necessary technology skills needed for college and career.
- Many courses are now semester based allowing for more student participation and further development of skills in areas such as digital publishing, artistic digital design, photography, and video production.
- Elective offerings in many courses have been opened to grades 9-12.

English:

- Seniors will take a semester writing course and a semester based senior seminar to fulfill their fourth year English Language Arts graduation requirement. New courses for senior seminar include World Drama, Horror, Literature of the American West, and Hero's Journey.
- Students in grades 10-12 have English elective offerings including Script Writing, Literature in Film and current courses such as Public Speaking and Journalism.
- Advanced Placement English courses are available to grades 11 and 12.

Fine Arts:

- Comprised of Performing Arts and Visual Arts
- Performing: Ensemble full-year course (consists of band and chorus), Music Theory and Productions
- Visual: Art Exploration semester

PE, Health & Wellness:

- Moving to a Wellness based curriculum (to include body, mind and soul vs. physical activity)
- All classes semester in length

Science:

- Adapting curriculum to New Generation Science Standards
- Biology for all students in 9th grade; Chemistry for all students in 10th grade
- Project Lead the Way – Introduction to Engineering Design (IED) engineering program where students learn and apply design process. It uses hand-on, project-based learning engaging students on multiple levels, exposes them to new curriculum opportunities, and provide a solid STEM (Science, Technology, Engineering, Math) foundation.
- Semester based lab courses: Astronomy, Environmental Science, Meteorology , Environmental Policy and Ethics
- Human Anatomy and Human Physiology semester courses

Social Studies:

- AP History moving to one-year course. Current students will complete their two-year AP History track in 16-17. The reason for this change is to increase participation in AP course.

Special Education:

- Inclusion of College Prep 2 level course in alignments with CP 1 curriculum

Junior High:

- Science curriculum = Physical/Earth/Life in 8th grade resulting in adjustment to 6th and 7th grade curriculum
- Focus on writing skills in quarter orbital
- Exploring possibility of offering 8th grade accelerated French and Spanish
- Focus on computer skills in quarter orbital
- Health/Wellness and PE orbital semester base each year

Mrs. Bennett noted there are no proposed changes to the Math curriculum. The new schedule will provide a rotating schedule and long period block for all students, as well as accelerated options for students in grade 8. Mr. Myers noted many of the proposed changes are based on feedback from parents and teachers.

Mrs. Bennett stated that a parent night to introduce the schedule and new opportunities for students will be held in February.

Mrs. Bennett addressed the proposed changes to graduation requirements:

Subject	Current Requirements	Class of 2020 Requirements
English	4 years	4 years
Math	4 years	4 years
Science	3 years	3 years (lab-based)
SS	1 year World history, 2 years US history	3 years
World Lang	none	2 years (some language)
Health	1 year	1 course (semester)
Computer App	1 year	1 course
PE	4 years	4 years
Fine Arts	None	1 year (FY or 2 semester courses)

Mrs. Bennett noted there is no increase in staff budgeted for next year. She also stated the Program of Studies change will be done in conjunction with block scheduling. Amendments to the graduation requirements will depend on the budget. The change in World Language can be accommodated for one year with the current staff. Under the new proposed requirements, all students will be required to take 35 credits next year. The information will be presented to the Committee in policy form for two readings and approval.

e. January Professional Development Day Update

Mrs. Bellville updated the Committee on the last full day of professional development held for staff on Friday, January 15, 2016. There were a variety of menu options with staff presentations from our own staff held throughout the district.

f. Assessment Update

Mrs. Bellville updated the Committee on the different assessments and dialogues on data in the District. The Academic Support Grant will help to support tutoring services for students in grades 11-12 failing the Math MCAS and who will retake the test in March. Data meetings were recently held at the Shaw School with interventions dropped or added based on the need of students. Elmwood data meetings addressed building themes on a stronger focus on fluency, continuation of Daily 5, and a higher order of thinking skills.

g. Educator Evaluation Update

Mrs. Bellville briefed the Committee on the work of the Educator Evaluation Committee. The guiding principles of the educator evaluation are to be fair, consistent, collaborative, and focused on improvement. Mrs. Bellville noted their focus is on a new requirement of student and staff feedback using the Panorama survey instrument with modifications helpful to the District. Teachers may choose to share results with their evaluators but the surveys are really used as a guide to set professional practice and student learning goals.

h. Review of Southern Worcester County Educational Collaborative 2nd Quarter Report

Mr. Myers provided the Committee with the 2nd Quarter Report of the Southern Worcester County Educational Collaborative in keeping with Massachusetts General Laws Chapter 40, Section 4E. The report includes programmatic and financial updates for review.

i. Safety Update

Mr. Myers briefed the Committee on recent safety initiatives in the District. The District will be following the protocol set by the Massachusetts State Police upon receipt of threats delivered by automated telephone calls. Our SRO, Nikki Oliveri, has been working with personnel to prepare personnel should they receive such threats.

In addition, the Junior Senior High School conducted a successful safety drill in collaboration with officers from the Millbury, Paxton and Oxford police departments. In collaboration with the Uxbridge Police Department, the District conducted an unauthorized visitor drill at both elementary schools. While there are still some areas needing work, both schools are holding debriefing sessions at their faculty meetings.

3. Budget

a. FY 2017 Proposed School Budget – Discussion

Mr. Bedard addressed specific questions raised at the January 13th meeting. He clarified the increase in the Elmwood teacher line reflects the addition of an Early Childhood Coordinator position, the anticipation of not having the Kindergarten grant funds in our budget and the educational salary column moves in addition to the step increases.

The increase in the technology line reflects a history of the district wide technology budget not keeping up with the needs of our technology plan. There was also discussion on how much of the school's operating budget is for Special Education. Mr. Bedard provided a comparison with neighboring district's budgets on their Special Education budget from the most current FY2013 DESE data. He believes that the 19.7 % in FY2013 for Millbury has increased with the FY 2014 and FY 2015 budgets.

Mr. Bedard noted receiving word that the Governor's Chapter 70 Aid budget results in a small increase of \$20 per student in Millbury.

Mr. Bedard informed the Committee that while we are not looking for an increase in our Preschool program rates, we will be offering a 4-day program that will be prorated at \$520 per month.

A notice will be placed in the Milbury-Sutton Chronicle on the February 24th public hearing for the FY 2017 budget.

Mr. Myers noted that Senator Moore will be attending the February 10th meeting as well as the April 13th meeting to report on the Governor's budget.

b. Maintenance Update

Mr. Bedard outlined the recent maintenance projects in the District. The gymnasium floor at the Millbury Junior/Senior High School was recently screened and resurfaced along with the installation of a new water fountain in the gym. Ongoing improvements are being made to the Elmwood Street School sewer pump station, which is expected to be brought on-line during February vacation. The gymnasium floor at Elmwood was screened and resurfaced during the December break. The security system at the R.E. Shaw School has been installed. There is also repair work planned for the driveway catch basins along the driveway. Repairs to the cafeteria ceiling to alleviate flaking paint were also made at the Shaw school. Mr. Bedard noted the district wide upgrade to the Wide Area Network (WAN) at all three schools will be scheduled after obtaining a permit for the tower installations from the Millbury Planning Board.

Mr. Bedard updated the Committee on the State elevator inspections and fines. Our District has two expired certificates due our elevator maintenance contractor not filing for an inspection in a timely manner. The District has appealed through the help of our legal counsel and the fine was recently lowered from \$40,000 per unit to \$10,000 per unit. Mr. Bedard stated there is now an appeal to contend this was the responsibility of the elevator maintenance company and that the fine proves a financial hardship to the District. Mr. Bedard noted thirteen known school districts involved in such an appeal in the State. He also recommends that we engage Senator Moore to intervene, if possible, as the state is going after the District rather than the vendor.

c. Expenditure Report Update

Mr. Bedard updated the Committee on District expenditures to date for FY 2016. He noted that the mild winter has resulted in substantial savings in heating, snow plowing and overtime costs for custodians. The ongoing oil burner problem at the Elmwood School was noted as a concern, but fortunately the replacement is being supported by the Town Manager as a Town warrant article.

d. Acceptance of POBCO Donation – Vote Required

Mr. Bedard requested the Committee accept a donation of \$2,000 from POBCO Platics, Inc. toward the purchase of state championship jackets for the Millbury girls' soccer team. Mrs. Nietupski requested a motion to approve the donation. Mr. Wilbur abstained from vote. Mrs. Vigneau made the motion to accept, seconded by Mrs. Teixeira. All in favor (4-0).

Mr. Bedard reported hearing from the Massachusetts School Building Authority on the Statement of Interest to move forward on the deficiencies at the Shaw school. The deadline for submission is April 8, 2016 and requires approval from the School Committee, Board of Selectmen, Superintendent of Schools and Town Manager.

4. Old Business

a. Policy Subcommittee Update

Mrs. Teixeira reported on the progress made at the January 21st Policy Subcommittee Meeting. They are Subcommittee is continuing to review Section J (Student's Rights and Responsibilities). The next meeting is scheduled for February 25, 2016. Mrs. Teixeira noted the Subcommittee anticipates bringing some policies to the Committee soon for review to move forward with the approval process.

5. New Business

6. Executive Session

At 9:25p.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 (*anticipated 2/10/2016*)
- b. 2016 Superintendent Scholar Award (*anticipated 2/10/2016*)
- c. Senior Final Exams Half Days – Vote Required (*anticipated 2/10/2016*)
- d. Superintendent's Formative Assessment (*anticipated 2/10/2016*)
- e. Camp Bournedale Overnight Field Trip – Vote Required (*anticipated 2/24/2016*)

8. Next Meeting: February 10, 2016 – 7:00 p.m. MHS Media Center

9. Adjourn

The regular meeting session will be adjourned following executive session.

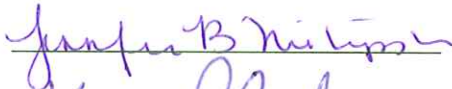
Respectfully submitted,

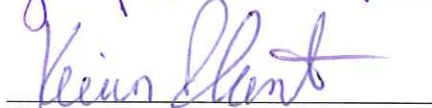
Sandra Femino

Sandra Femino

Executive Assistant to the Superintendent

Approved:









Items in Packet:

Draft of January 13, 2016 Regular Session Meeting Minutes
Draft of January 6, 2016 Executive Session Meeting Minutes
Draft of January 13, 2016 Executive Session Meeting Minutes
SWCEC 2nd Quarter Report
Memo from R. Bedard dated January 21, 2016 Re: FY2017 Budget Questions
Memo from R. Bedard dated January 27, 2016 Re: Maintenance Memo
FY2016 Expenditure Report
School Committee Goals 2015-2016
Thank you letter

Handout at Meeting:

Information on the Environmental Council
Millbury Jr./Sr High School Program of Studies Highlights 2016-2017
Assessment/Data Update
Educator Evaluation Committee