

**Millbury School Committee Meeting
Proposed 2014 School Budget Hearing
And REGULAR SESSION
Minutes**

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Date: February 27, 2013

Present: Mrs. Nietupski, Chairperson, Mr. Borowski, Vice Chairperson,
Mrs. Vigneau, Mr. Corey, Mr. Plante, Mrs. Hitchcock, Superintendent
of Schools, Mr. Bedard, Business Manager

Time: 7:00 p.m.

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

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

1. Approval of the Regular Meeting Minutes of 2/13/2013 and the Executive Session Minutes of 2/6/2013 and 2/13/2013

Mrs. Nietupski asked for any changes, additions or deletions to the Regular Session Minutes of February 13, 2013.

Mr. Borowski made the motion to approve, seconded by Mrs. Vigneau. All in favor (4-0-1). Mrs. Nietupski stated if there are any changes, additions or deletions to the Executive Session Minutes of February 6, 2013 and February 13, 2013 they will have to be made in the next Executive Session.

Mrs. Vigneau made the motion to approve the Executive Session Minutes of February 6, 2013, seconded by Mr. Corey. All in favor (5-0).

Mr. Borowski made the motion to approve the Executive Session Minutes of February 13, 2013, seconded by Mrs. Vigneau. All in favor (4-0-1).

2. Proposed 2014 School Budget Hearing (This item followed the Student Council Report.)

Mr. Borowski made the motion come out of the Regular Session and open the Proposed 2014 School Budget Hearing, seconded by Mr. Corey. All in favor (5-0).

Mrs. Hitchcock briefly recapped the original budget presentation to talk about the highlights and the proposed increase. The FY'14 proposed budget has been submitted to the Town Manager in the amount of \$19,084,286 representing a 4.9% increase over the FY'13 budget. This increase totals \$894,847.

Mrs. Hitchcock spoke on the following major areas of increase:

- Contractual Obligations totaling \$706,200, representing 78.9% of the budget
- Technology Hardware & Software totaling \$100,000, representing 11.1% of the budget (NOTE: This does not include the proposed Technology Warrant Article of \$175,000).
- Reduction of Federal DOE Grants totaling \$53,700, representing 6.0% of the budget

(NOTE: This amount was included in the local budget in the event that the legislature does not settle by March 1, 2013. These funds are required to continue employing staff under the Title 1 and Special Education grants.)

- New Position (Technology teacher at the Raymond E. Shaw Elementary School) at \$48,000, representing 5.3% of the budget
- Transportation Contract totaling \$29,200, representing 3.2% of the budget

Mrs. Hitchcock invited members of the audience to speak on the proposed budget. The audience abstained to comment.

Mr. Borowski made the motion to close the Proposed 2014 School Budget Hearing, seconded by Mr. Corey. All in favor (5-0).

3. Report of the Administration

a. Student Council Report

Seniors Guy Vigneau and Shanna Hudgin updated the committee on recent and upcoming events at Millbury Junior/Senior High School.

b. Guidance Information

Mrs. Hitchcock reported on the requested information about the Millbury Junior/Senior High School Guidance Department. She stated the American School Counselors' Association recommends a counselor/student ratio of 250:1. Millbury employs a total of 3.6 FTE Guidance Counselors for grades 7-12, for an average ratio of 215:1. This demonstrates that Millbury's guidance department has adequate staffing at well above the national standard. Although there are 260 students at the Junior High School with a ratio of 260:1, there are no obligations at that level for the college application process. Most of the guidance work is done with a larger group within a classroom setting based on preparing for college or acceptance into Blackstone Valley Technical School.

Other concerns expressed that counselors were unaware of the common application process. This situation came from a counselor moving from the Junior High setting where no college applications are done. That situation has been rectified.

The other concern was counselor's knowledge of the FAFSA (Free Application for Federal Student Aid) regulations. The Guidance Department at Millbury High School schedules an outside source to speak at Millbury Junior/Senior High School to parents and students on FAFSA regulations, which is attended by all guidance counselors. Mrs. Hitchcock recommended that if any parent has a concern with the Guidance Department to please make an appointment to see Principal Vasil of Millbury Junior/Senior High School.

4. Budget/Facilities

a. Approval of FY'14 Proposed School Budget – Vote Required

Mr. Borowski asked for confirmation of \$18,988,250 as the final number of the FY'14 Proposed Budget. Mr. Bedard concurred with the amount less Medicaid of \$96,036 (which is under a warrant article).

Mr. Borowski made a motion to approve the FY'14 Proposed School Budget, seconded by Mrs. Vigneau. All in favor (5-0).

b. Chapter 70 Information for the Millbury Public Schools

Mr. Bedard addressed the Chapter 70 information provided through the Department of Elementary and Secondary Education's website. He noted that these are the Governor's preliminary numbers on Chapter 70 aid for Millbury. The numbers may change once it goes through The House. He is encouraged on the 8.12% increase in Chapter 70 aid from FY'13. Mr. Borowski questioned if the 8.12% increase takes into account the potential reallocation of full day kindergarten funding discussed at a previous meeting. Mrs. Hitchcock stated the results are not in yet on the kindergarten funding, and agreed that it is something to watch.

Mrs. Nietupski requested a motion to vote on the additional wording on two of the Warrant Articles presented at the February 13, 2013 School Committee Meeting to include "*and or borrow the sum of*" under the School Department Technology Warrant Article and the School Department Math Textbook Adoption Warrant Article.

Mr. Borowski made a motion to approve the revised wording, "To see if the Town will vote to raise and appropriate or transfer from available funds *and or borrow the sum* of \$175,000 to fund for the School Department for district wide technology equipment, or take any action thereon.", seconded by Mr. Plante. All in favor (5-0).

Mrs. Hitchcock spoke through the Chair stating these are probably the two most important warrant articles submitted to the town in a number of years. There has been no funding available in our supply line in recent years. Our technology infrastructure and the math textbook adoption are in critical need of funding. She suggested that parents attend the Annual Town Meeting on May 7, 2013 to support these important warrant articles.

Mr. Borowski made a motion to approve the revised wording, "To see if the Town will vote to raise and appropriate or transfer from available funds *and or borrow the sum* of \$103,588 to fund for the School Department for the new math textbook adoption, or take any action thereon.", seconded by Mr. Plante. All in favor (5-0).

5. Old Business

a. Second Reading of the Policy on Disposition of Student Active Class and Inactive Funds – Vote Required

Mr. Borowski made a motion to approve the Second Reading of the Policy on Disposition of Student Activity Class and Inactive Funds, seconded by Mr. Corey. All in favor (5-0).

b. Vote to Approve Revision of 2013-2014 Calendar

Mrs. Hitchcock informed the committee of a mistake made on the school calendar approved at the last meeting. The dates for April vacation were misplaced on the first calendar. The vacation always follows Patriot's Day. The revised calendar lists April vacation as April 21-25, 2014. Once approved, the revised calendar will be sent to all staff.

Mr. Borowski made a motion to approve the revised 2013-2014 school calendar, seconded by Mrs. Vigneau. All in favor (5-0).

6. New Business

a. Vote to Approve the Donation of Old JV Soccer Uniforms to Sierra Leone

Mr. Bedard informed the committee of the recent purchase of Varsity Soccer uniforms. The current Varsity uniforms will be given to the Junior Varsity soccer team. The seventy-five current JV uniforms were purchased in 1991 and have nominal value. Our Athletic Director, Mr. Pat Mara, has requested the school committee vote to approve donating the older JV Soccer uniforms to the African country of Sierra Leone. There is currently a student from Sierra Leone attending Millbury High School. Mr. Bedard suggested a vote to declare these JV Soccer uniforms as surplus and to donate them to Sierra Leone. Mr. Borowski made the motion to approve the donation of the old JV Soccer uniforms to Sierra Leone, seconded by Mrs. Vigneau. All in favor (5-0).

7. Future Topics/Events

a. 3 Year Technology Plan

b. New Millbury Public Schools' Mentoring Program

c. Future Meeting to be Held at Elmwood

8. Executive Session – if needed

Mrs. Nietupski made a motion at 7:25 p.m. to move into Executive Session *"In accordance with MGL Chapter 30 A, S 21 (3), the Millbury School Committee will vote to move into Executive Session to discuss strategy with respect to collective bargaining."*

Roll Call:

Mrs. Vigneau	Yes
Mr. Corey	Yes
Mrs. Nietupski	Yes
Mr. Borowski	Yes
Mr. Plante	Yes

9. Next Meeting: **March 13, 2013**
 March 27, 2013

10. Adjourn

The Regular Session Meeting will be convened for adjournment following the Executive Session.

Respectfully submitted,

Sandra Femino

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Executive Assistant to the Superintendent

Approved:







Items in Packet:

Draft of Regular Session Minutes of 2/13/2013

Draft of Executive Session Minutes of 2/6/2013 and 2/13/2013

FY'14 Chapter 70 Preliminary Summary for Millbury

Proposed Policy JJFA – Student Activities, Disposition of Class Funds and Inactive Student Activity Funds

Letter from R. Bedard to R. Spain dated 2/20/2013/Copy of FY'14 School Department ATM Warrant Articles

Handouts at Meeting:

School Committee Voted FY14 Budget

FY 2014 School Department ATM Warrant Articles

Revised Draft of 2013-2014 Millbury School Calendar

Memo from K. Ryan dated 2/26/2013 on Negotiations