

**Millbury School Committee Meeting
REGULAR SESSION
Minutes**

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MILLBURY, MASS.

Date: April 25, 2012

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 Junior Senior High School Media Center

Mrs. Hitchcock opened the Regular Session Meeting at 7:00 p.m.

1. Reorganization of the School Committee

Mrs. Hitchcock welcomed back Mr. William Borowski to the School Committee. Mrs. Hitchcock entertained a nomination for Chairperson of the School Committee. Mr. Borowski nominated Mrs. Nietupski for the position, seconded by Mr. Plante. All in favor (5-0). Mrs. Nietupski entertained a nomination for Vice Chairperson. Mr. Plante nominated Mr. Borowski for the position, seconded by Mr. Corey. All in favor (5-0). Mrs. Nietupski entertained a nomination for Recording Secretary for the Executive Session Minutes of the committee. Mr. Corey nominated Mr. Plante for the position, seconded by Mr. Borowski. All in favor (5-0).

Mrs. Nietupski extended thanks on behalf of the school committee to Mrs. Vigneau for her last two years of service as Chairperson of the committee. She also congratulated Mr. Plante on his re-election to the committee and welcomed back Mr. Borowski on his return as a member of the committee.

2. Approval of the Regular Session Minutes of 4/11/2012 and Executive Session Minutes of 4/11/2012

Mrs. Nietupski requested a motion to approve the Regular Session Minutes of April 11, 2012. Mr. Corey made a motion to accept seconded by Mrs. Vigneau. All in favor (3-0-2) with Mr. Plante and Mr. Borowski abstaining. Mrs. Nietupski requested a motion to approve the Executive Session Minutes of April 11, 2012. Mr. Corey made a motion to accept seconded by Mrs. Vigneau. All in favor (3-0-2) with Mr. Plante and Mr. Borowski abstaining.

3. Student Council Report

Mrs. Hitchcock reported an error made at the last school committee meeting in regard to the Student Council Report. The report is given at the last meeting of the month. Kaitlyn

Twomey, President of the Millbury Junior/Senior High School Student Council, brought the committee up to date on all recent events at the high school.

4. Report of the Administration

a. Freshman Academy Awards – Friday, April 27th 8:00 a.m.

Mrs. Hitchcock announced the Freshman Academy Awards will be presented on Friday, April 27th at 8:00 a.m. in the auditorium of Millbury Junior/Senior High School. She noted this is a quarterly event and a wonderful opportunity for all to support the freshman class and recognize their parents.

b. Student Government Day Reminder and Plans – Friday, April 27th

Mrs. Hitchcock reminded the committee of the plans for Student Government Day on Friday, April 27th. The event will begin at 9:00 a.m. with students shadowing the selected members of the town and school departments, followed by a 10:00 a.m. mock school committee meeting held in the high school media center.

c. First Annual College and Career Fair

Mrs. Hitchcock reported on the First Annual College and Career Fair held on Friday, April 13, 2012 at the high school. Junior High students had the opportunity to meet with representatives of 35 various colleges along with technical vocational schools, the military and career panels. Mrs. Hitchcock complimented the high school guidance department for their efforts in this successful event.

d. Educational Initiatives and Updates

Mrs. Hitchcock provided a look back to the governing of schools and changes made over the past 7-8 years. The amount of new mandatory initiatives set forth by the Department of Elementary and Secondary Education has added instructional leader to the role of the school principal. One of the initiatives is the evaluation system for all educators. Mrs. Hitchcock outlined the new system and the rigorous process involved for principals. Millbury has accepted funding from the Race to the Top grant for the initiative which means the first phase must be implemented by September 1, 2012. In order to ensure compliance, Mrs. Hitchcock requested the committee look at reorganizing staff to provide the proper support to building principals:

Elmwood: Fill the .5 FTE Assistant Principal and combine with the .5 FTE Director of Early Childhood position, resulting in a 1.0 FTE Assistant Principal.

Shaw: Start with the .5 FTE Assistant Principal already approved in the budget. If Chapter 70 money for Millbury is increased by \$70,000, the other .5 FTE will be added resulting in a 1.0 FTE Assistant Principal. If the Chapter 70 money is not approved, the position will be reviewed for inclusion in the FY 2014 budget.

Jr. High School: The current 1.0 FTE Assistant Principal at the Junior High will be able to assist evaluation of shared staff with the Senior High.

Sr. High School: The evaluation of 55 professionals will be able to be shared with the Jr. High School Assistant Principal.

Only administrators will be allowed to evaluate educational staff. Members of the same bargaining unit are not able to evaluate each other.

Mr. Corey questioned the impact of eliminating the position of the Director of Early Childhood. Mrs. Hitchcock explained that many of those responsibilities fall under the role of Assistant Principal and that many school districts handle it in this manner. Mr. Corey asked for clarification on the addition of the .5 FTE Assistant Principal at the Shaw School. Mrs. Hitchcock indicated if the additional Chapter 70 funding from the House Ways and Means is approved, the position will be bumped to a 1.0 FTE. If the funding is not approved, it will be a recommendation for the FY 2014 budget.

Mr. Borowski stated that results of the staff evaluations and professional development days may mean supplementary work for administrators. Mrs. Hitchcock agreed that the evaluation process has very specific goal setting related to academic performance of students. Goal setting will happen with principals offering class coverage to a teacher in order to observe other classrooms and perhaps making available sessions out of town on instructional practice. The administrative team will make sure that our professional development is related to the general goals set.

Mr. Borowski assumed the accreditation tasks from the DESE will also be required. Mrs. Hitchcock reported that the Compliance Review is in process now requiring significant compilation of documents. The NAEYC team will be back for the accreditation of the Preschool and Kindergarten. The high school principal is now in the process of writing the report for his NEASC accreditation team.

e. MASC Training – May 23rd – 5:00-7:00 p.m.; School Committee Responsibilities

At the request of committee members, Mr. Borowski has arranged training prior to the May 23rd Regular Session meeting. The training will focus on school committee responsibilities and role defining of the superintendent and committee members.

Mrs. Hitchcock requested to speak on an additional item not listed on the agenda. She has been approached by Besian Kodra, Social Studies teacher at the high school, and Principal Chuck Brown to support a request for a student trip to France and Spain during the next school year. Mr. Kodra has held a preliminary meeting with parents with approximately 24 interested students. Mrs. Hitchcock stated this is a school committee decision and will provide information for the May 9th meeting.

Mr. Corey requested a letter of congratulations be sent to the members and volunteers of the Music Department who attended the competition in New York City. Mrs. Hitchcock agreed and will address the letter to Mr. Ferreira for him to distribute.

5. Budget

a. Revolving Account Updates

Mr. Bedard brought the committee up to date on the Revolving Accounts. He noted the Dorothy Manor Revolving ending balance at \$77,261.41 and that bids are being solicited next week for repaving the parking lot. This will bring the balance down approximately \$20,000 as well as make good improvements on the property.

Mr. Bedard reported the Athletic Revolving started at \$11,534.04 and is currently at \$33,263.85. The athletic budget is drawn from the local money at the beginning of the year and expenditures for the remaining of the school year will come out of this revolving account. He stated that all other accounts are similar to before.

6. Old Business

Mrs. Vigneau requested a tour of the high school since it has not been done for two years. Mrs. Hitchcock agreed to have it on the agenda for a May meeting.

7. New Business

Mr. Borowski referred to Mr. Corey's request at the last meeting for alternate paths for students who are not accepted into Blackstone Valley Tech. Mr. Corey suggested meeting with Mrs. Hitchcock for researching a solution. Mrs. Hitchcock indicated she will put on a future agenda to brainstorm ideas.

8. Executive

Session (if needed)

No Executive Session was held.

9. Next Meeting	May 1, 2012	6:30 p.m. Special Session Principal's Conference Room 7:00 p.m. Town Hall Meeting High School Media Center
	May 9, 2012	7:00 p.m. MHS
	May 23, 2012	7:00 p.m. MHS

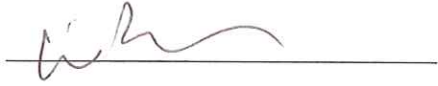
10. Adjourn

Mrs. Nietupski requested a motion to adjourn at 7:47 p.m. Mr. Borowski made the motion to adjourn seconded by Mr. Corey. All in favor (5-0).

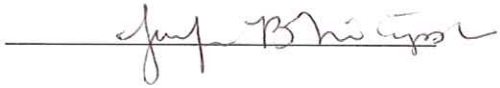
Respectfully submitted,

Sandra Femino
Executive Secretary to the Superintendent

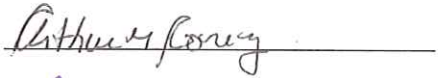
Approved:



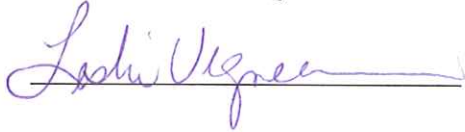
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A handwritten signature in black ink, appearing to be "John B. ...", written over a horizontal line.



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Items in Packet:

Draft of Regular Session Minutes of 4/11/2012

Draft of Executive Session Minutes of 4/11/2012

Legislative Bulletin dated 4/12/2012 on House Ways and Means FY2013 Budget Recommendations

General Laws: Chapter 71, Section 36A

Revolving Account Summary – 3/31/2012

Items distributed at Meeting:

Student Government Day (Friday, April 27th) Participants

School Committee Director for 2012/13