

**Millbury School Committee Meeting  
REGULAR SESSION  
Minutes**

**Date:** April 29, 2015

**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  
Ms. Ryan, Director of Pupil Services

**Time:** 7:00 p.m.

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

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

**1. School Committee Reorganization**

Mrs. Nietupski thanked Heather Harris-Keddy for her year of service finishing out Mr. Borowski's term. She congratulated Mr. Plante on his reelection to the Committee and welcomed new member, Mr. Christopher Wilbur.

**School Committee Chairperson Nomination**

- Mr. Myers chaired the meeting and took nominations for School Committee chairperson. Mr. Plante nominated Mrs. Nietupski as chairperson, seconded by Mrs. Teixeira. All in favor (5-0).

**School Committee Vice Chairperson Nomination**

- Mrs. Nietupski chaired the meeting and took nominations for School Committee vice chairperson. Mrs. Teixeira nominated Mr. Plante as vice chairperson, seconded by Mrs. Vigneau. All in favor (5-0).

**School Committee Secretary Nomination**

- Mrs. Nietupski stated the School Committee secretary position will be revisited at a later date for the purpose of negotiating the superintendent's contract.

**School Committee Member Authorized to Sign Payroll Warrants**

- Mrs. Nietupski noted that Mr. Plante is the current School Committee member authorized to sign payroll warrants. Mr. Plante agreed to continue as the authorized member to sign payroll warrants. Mrs. Teixeira made a motion to authorize Mr. Plante to sign payroll warrants, seconded by Mrs. Vigneau. All in favor (5-0). Mrs. Nietupski requested volunteers for the alternate position. Mrs. Vigneau volunteered. Mr. Plante nominated Mrs. Vigneau as the alternate School Committee member authorized to sign payroll warrants, seconded by Mr. Wilbur. All in favor (5-0).

## **2. Review and Approval of the April 8, 2015 Regular Session Meeting Minutes and Executive Session Meeting Minutes of April 8, 2015**

Mrs. Nietupski asked for any changes, additions or deletions to the Regular Session Minutes of April 8, 2015. Mrs. Vigneau made the motion to approve, seconded by Mr. Plante. All in favor (4-0).

Mrs. Nietupski tabled the Executive Session Minutes of April 8, 2015 until the May 27<sup>th</sup> meeting in order to follow up on a question to Dorothy Presser from MASC at the policy subcommittee meeting on May 21st.

## **3. Report of the Administration**

### **a. Student Council Report**

Anna Army reported on recent and upcoming school events.

### **b. Millbury Parents' Club**

Mr. Myers welcomed Judy Bastarache, Elmwood media specialist and president of the Millbury Parents' Club. Mrs. Bastarache provided an overview of recent fundraisers and upcoming events sponsored by the Parents' Club. Funds raised are used to support field trips, "Go Bags", ALICE speakers, and The Herren Project anticipated for next school year.

Mrs. Bastarache acknowledged the community support for the upcoming 2<sup>nd</sup> annual 5K and Fun Run, which made close to \$10,000 the first year. The event is scheduled for Sunday, May 31<sup>st</sup>, and the Club is taking online and paper registrations.

### **c. Writing Update – Empowering Writers**

Mrs. Bellville updated the Committee on the highly regarded writing program. The district established a Literacy Committee six years ago to establish a literacy plan in every building. Members include Mrs. Bellville and Kate Ryan from the District; Elmwood staff: Andy Hall, Gilda Hannen, Liz Trahan, and Joan Bellerose; Shaw staff: Miriam Friedman, Brenda Platts, Jessica Pontbriand, Cheryl Schonberg, and Kim Orrell; Millbury Jr./Sr. High staff: Mandy Vasil, Christine Slater, John Hillier, Marissa Cote, Tim Rucho and Karin Raffa. The Empowering Writers program was adopted to identify writing as a critical need in the district.

### **d. Donation from the Michael T. Ellsessar Memorial Fund**

Mr. Myers informed the Committee that the District will be receiving a new automated external defibrillator from the Michael T. Ellsessar Memorial Fund in memory of Michael Ellsessar. Michael's parents will be presenting the new defibrillators to several schools as part of a special ceremony at Sutton High School on May 8<sup>th</sup>. Mr. Myers requested permission to send a letter of thanks to the Ellsessars and will include this as an agenda item at the next Committee meeting to vote to accept the generous gift.

### **Additional Items:**

#### **Relocation of Wheelabrator Symposium**

Mr. Myers informed the Committee that due to recent protests in downtown Baltimore, the Wheelabrator Symposium has been moved to the Sheraton Columbia Town Center Hotel in Columbia, Maryland from Monday, May 4 until Thursday, May 7. All presentations will take place in the hotel conference center.

### **Acknowledgement of Jessica Sharon**

Mr. Myers acknowledged Millbury senior, Jessica Sharon, for her work through the Blackstone Valley Youth Leadership Program to clean up Windle Field under the guidance of Town Clerk, Jayne Davolio. Ms. Sharon requested any balances remaining from the fundraisers will be used for improvements to the softball fields in the district. A letter of thanks to Jessica was requested from the Committee.

### **Millbury Town Election**

Mr. Myers informed the Committee that 2,208 registered voters (25% of registered voters in Millbury) voted on Tuesday, April 28<sup>th</sup>.

### **Regional Youth Health Survey Results**

Mr. Myers provided a memo to the Committee and a summary of the 2013 Regional Health Survey results. This survey is given to students every other year and results are shared with the Millbury Board of Health.

## **4. Budget**

### **a. FY2016 Budget Proposal – Vote Required**

Mr. Bedard presented a revised FY2016 budget proposal to include a \$210,000 reduction from the original vote. A detailed summary sheet was provided with recommendations to address the \$210,000 gap. The newly proposed budget of \$19,885,050 (after Medicaid) represents a 3.41% increase over FY2015.

Mrs. Nietupski requested a motion to accept the new FY2016 budget amount of \$19,885,050 to present at the Annual Town Meeting on May 5, 2015. Mr. Plante made the motion to accept, seconded by Mrs. Teixeira. All in favor (5-0).

Mr. Bedard noted the restoration of the kindergarten grant will not affect the operating budget for FY 2016.

## **5. Old Business**

### **a. Policy Subcommittee Update**

Mrs. Teixeira updated the Committee on the Policy Subcommittee's April 16<sup>th</sup> meeting. They are reviewing sections E (Support Services) and F (Facilities Development), and have put section D (Fiscal Management) on hold until the May 21<sup>st</sup> meeting.

### **Voting Signs / Letter of Interest to MSBA**

Concerns were raised on the visibility of entrance signs for voters amongst the political signs. Mr. Myers will address this concern with Town Clerk, Jayne Davolio. Mrs. Nietupski stated the Committee will begin educating the community and seeking approval from the Board of Selectmen for a Statement of Interest (SOI) to the Massachusetts School Building Authority in April of 2016 for a new Shaw School.

## **6. New Business**

### **a. Millbury Jr./Sr. High School Principal Search**

Mr. Myers updated the Committee on the principal search. The search closed on Friday, April 24<sup>th</sup>, with 46 applications. Ms. Kate Ryan is chairing the search committee. Mr. Myers intends to introduce the new principal at the June 10<sup>th</sup> meeting.

### **Superintendent's Evaluation**

Mrs. Nietupski reported on the timeline for the superintendent's evaluation. Mr. Myers provided the Committee with evidence of his goals along with comments and examples of evidence to the superintendent evaluation rubric to the Committee members for review. Further evidence may be requested from the superintendent and all evaluating members will complete their evaluations for the May 27<sup>th</sup> meeting. Mrs. Nietupski will present the aggregate report to the public at the June 10<sup>th</sup> meeting. Mrs. Harris-Keddy may participate in the evaluation, while Mr. Wilbur may only offer input as a parent stakeholder for this evaluation.

### **7. Executive Session (if needed)**

### **8. Future Topics/Events**

- a. **Review and Acceptance of Section A of School Committee Policies**
- b. **Marching Band Presentation**
- c. **School Choice Vote**
- d. **Superintendent's Evaluation**

- 9. Next Meeting:**     May 5, 2015, 6:30 p.m. – Special Session of Millbury School Committee  
                              May 5, 2015, 7:00 p.m. – Annual Town Meeting, MHS Auditorium  
                              May 13, 2015, 7:00 p.m. – Millbury Jr./Sr. High School Media Center

### **10. Adjourn**

Mrs. Nietupski requested a motion to adjourn the meeting at 7:50 p.m. Mr. Plante made the motion, seconded by Mr. Wilbur. All in favor (5-0).

Respectfully submitted,

*Sandra Femino*

Executive Assistant to the Superintendent

Approved:

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*Susan Seymour*

*Jennifer B. Nichols*

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*Kevin Land*

*Christy Miller*

Items in Packet:

Draft of Regular Session Meeting Minutes of 4/8/2015

School Committee Voted FY16 Budget

Superintendent's Evaluation Packet

Hand Outs at Meeting:

Regional Youth Health Survey Results

Town of Millbury Annual Report FY 2014

Town of Millbury Finance Committee FY2016 Recommendations for Town Meeting