

**Millbury School Committee Meeting  
REGULAR SESSION  
Minutes**

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MILLBURY, MASS

**Date:** June 11, 2014

**Present:** Mrs. Nietupski, Chairperson; Mr. Plante, Vice Chairperson; Mrs. Vigneau; Mrs. Teixeira; Mrs. Harris-Keddy; Mrs. Hitchcock, Superintendent of Schools; Mr. Bedard, Business Manager; Gianna Okuliczki, Student Advisory Council

**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. Review and Approval of May 14, 2014 Regular Session Minutes and Special Session Meeting Minutes of April 16, 2014**

Mrs. Nietupski asked for any changes, additions or deletions to the Regular Session Minutes of May 14, 2014.

Mrs. Vigneau made the motion to approve, seconded by Mr. Plante. All in favor (3-0).

Mrs. Nietupski asked for any changes, additions or deletions to the Special Session Minutes of April 16, 2014.

Mrs. Vigneau made the motion to approve, seconded by Mr. Plante. All in favor (3-0).

**2. Welcome to New Member**

Mrs. Nietupski publically thanked all of the five school committee candidates for their interest in filling the vacancy left by Mr. William Borowski. Mrs. Heather Harris-Keddy was selected for the one year term by a joint session of the School Committee and the Board of Selectmen.

Also, since senior Ryan Mercier of the Student Advisory Council has graduated, sophomore Gianna Okuliczki was welcomed as his replacement.

**3. Report of the Administration**

**a. Wheelabrator Symposium Presentation**

Mrs. Hitchcock welcomed the seventh and eighth grade students who participated in the Wheelabrator Symposium in Florida. Under the direction of teachers Mr. Mark Sutphen, Mr. John Hillier and Mrs. Sherrie Morin and Millbury students Raeanne Bazin, Emily Weagle, Rosie Youssef, Eva Youseff, Lacy Miner, Emma Romeo, Emily Weagle, Myles Hebert, Amanda Fay and Thomas Machacz provided a PowerPoint presentation along with explanation of their project, *Methods of Growing and Sustaining Hydroponic*

*Vegetable Gardens*. The students were also selected for a Skype session with Fabien Cousteau due to the nature of their project.

Mrs. Hitchcock noted invitations were included in the packets for the Underclassmen Awards occurring on Monday, June 16 at 8:00 a.m. at the Millbury Junior/Senior High School.

**b. Congratulations to Mr. Ron Silvestri, MHS Head Baseball Coach for Reaching 500 Wins**

Mrs. Hitchcock recognized Coach Silvestri on his achievement of reaching 500 wins during his coaching career in Millbury.

**c. Previously Approved SC/SEIU Contract for 7/01/2014 – 6/30/2017 to be Signed**

Mrs. Hitchcock noted the approval of the SEIU Local 888 contract from 7/1/2014 to 6/30/2017. She requested signatures of the committee, other than new member Heather Harris-Keddy. The committee will receive a fully executed copy of the contract.

**AVC Fourth Quarter Report**

Mrs. Hitchcock referred to the Fourth Quarter Report of the Assabet Valley Collaborative included in the packet. The report contained a budget narrative put together on May 30, 2014, which was approved by the Board of Directors, of which Mrs. Hitchcock is a member. The report includes actions put into place based upon recommendations of the Special Education Administrators and the Board of Directors.

**4. Budget**

**a. Acceptance of Donations:**

\$2,173.53 from Saint-Gobain Manufacturing Company for 2 Technology Carts –

**Vote Required**

\$500.00 from Target to purchase books for the Shaw Library – **Vote Required**

Mr. Bedard recommended the committee vote to approve the two donations totaling \$2,173.53 from the Saint-Gobain Manufacturing Company for the purchase of two technology carts to be used at the R.E. Shaw Elementary School. Shaw teachers Ms. Magnant and Ms. Merrill along with Principal Friedman applied for the grant.

Mr. Bedard recommended the committee vote to approve the \$500.00 donation from Target.com to purchase library books for the R.E. Shaw Elementary School.

Mrs. Nietupski requested a motion to accept the donation of \$2,173.53 from the Saint-Gobain Manufacturing Company. Mrs. Vigneau made the motion to accept, seconded by Mr. Plante. All in favor (5-0).

Mrs. Nietupski requested a motion to accept the \$500.00 donation from Target. com.

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

Thank you letters were requested for the Saint-Gobain Manufacturing Company, Target.com, and also to Ms. Magnant and Ms. Merrill for their initiative with the grant.

**b. Approval of the French River and TEC Educational Collaborative Bid Results – Vote Required.**

Mr. Bedard informed the new school committee members of Millbury's membership in the French River Educational Collaborative. Twenty-three school districts are part of the collaborative. A survey of needs is collected from the members and major supply items are put out to bid for the best pricing. The Millbury district uses the French River bids on copy paper, classroom supplies, technology supplies, custodial supplies and athletic supplies. Once the bidding process is completed, each member district is required to vote to accept the bids.

Mr. Bedard noted the TEC Educational Collaborative procures bids for the school lunch program for the purchase of milk and other food service supplies.

Mr. Bedard requested the committee vote to accept the bids from the French River Collaborative and TEC Collaborative.

Mrs. Nietupski requested a motion to approve the bids. Mrs. Vigneau made the motion to accept both of the bids, seconded by Mr. Plante. All in favor (5-0).

### **c. Review of Revolving Accounts**

Mr. Bedard provided a Revolving Account Summary through April 30, 2014. He noted this report is given quarterly and shows all of our Revolving Accounts. Monies coming in and expended out of each account are to be used only for that particular account. Mr. Bedard noted the Athletic Revolving account of \$42,476.71 has gone up since the beginning of the year, but now that the local funds have run out the amount will start to be reduced in this account. The Student Parking account has a balance of \$28,729.00, and funds will be used over the summer months to maintain the school parking lots.

Mrs. Hitchcock added for the sake of new members that under the Dorothy Manor account, some of our maintenance salaries are an offset of this account depending upon the amount of time they are actually at Dorothy Manor.

Mrs. Vigneau questioned if a cafeteria substitute to service all buildings can come out of the School Lunch account. Mrs. Hitchcock clarified that the School Committee did not approve hiring a substitute, rather the Central Office will advertise for substitutes as needed and an additional stipend for cafeteria workers will be awarded for buildings that cannot find a substitute for that particular day. Mrs. Hitchcock and Mr. Bedard agreed that not finding a cafeteria substitute is a rare occurrence.

On behalf of the committee, Mr. Bedard congratulated the town's Finance Director, Mr. Brian Turbitt, on his new position as Finance Director in Nantucket.

### **5. Old Business**

Mrs. Nietupski announced the four candidates for Superintendent chosen by the selection committee: Dr. Christopher Casavant, Business Administrator of the Gardner Public Schools; Mr. Craig Levis, Director of Special Education in Smithfield, Rhode Island; Mr. Gregory Myers, Principal of Quaboag Regional Middle-High School; and Dr. Gary Reese, Assistant Superintendent of Woburn Public Schools. Individual interviews are

scheduled for Tuesday, June 17 and Wednesday, June 18, beginning at 6:00 p.m., and are open to the public.

Mrs. Nietupski noted the questions for the candidates provided by the Massachusetts Association of School Committees (MASC) are considered the agenda for the meeting and communication on the questions are allowed prior to the interviews. The final list of questions is due to MASC by Friday, June 13, 2014.

Mrs. Vigneau referred the new members to the MASC guide of questions for superintendent interviews. Mr. Plante stated that these will help the members in formulating their questions. Mrs. Vigneau questioned a meeting time to discuss the site visits with the other three members of the committee. Mr. Plante noted that discussion of the site visits should not occur until after the interviews. He noted a consensus of people attending the site visits can be brought back to the members following the interviews. Mrs. Vigneau questioned when the committee will meet following the interviews on June 17 and June 18. Mrs. Nietupski noted they will meet at the regular scheduled meeting on June 25, 2014.

Mrs. Hitchcock noted that time should be allowed for discussion after the interviews through Executive Session. She also noted that the committee may find that the selection process may be easier than expected.

It was agreed that the interviews will be televised, as they are part of an open meeting.

## **6. New Business**

### **a. Superintendent's Recommendation to SC Regarding Selecting PARCC and/or MCAS – Vote Required**

Mrs. Hitchcock addressed the Considerations Discussed Regarding Implementing MCAS and/or PARCC Assessments Moving Forward, which will also be placed on the district and school websites:

- Superintendents' Association Attorney views this as a decision leaning heavily toward *Policy* and requiring the support and vote of the district's School Committee
- June 30, 2014 is the 1<sup>st</sup> deadline if the school district selects PARCC, in its entirety or partially, and wishes to have a guarantee that PARCC will be available to the district
- October 1, 2014 is the 2<sup>nd</sup> deadline if the district has not made a selection between MCAS or PARCC previously and at this point, the Pearson Company is unable to guarantee PARCC will be available
- If PARCC is selected, districts have the ability to select paper-and-pencil or electronic versions
- If PARCC is selected, then testing in grades 3-8 is mandatory; grades 9 and 11 are optional
- Without exception, students in grade 10 *must* take the MCAS
- Students in grades 9 and 11 *may* take the MCAS
- 5<sup>th</sup> grade is required to take the Science test and it is only available in the MCAS version

- Selecting MCAS for one building and PARCC for another is acceptable; however the entire building must administer the same version, MCAS or PARCC, selected by the school district for all grades contained within that building
- If PARCC is selected for spring 2015, both the Performance-Based and also the End-of-the-Year Assessment in English Language Arts and Math will be administered
- Districts which choose PARCC may select the paper-and-pencil *or* the electronic version
- If PARCC is selected by the deadline of June 30, 2014, the district will have until October 1, 2014 to choose either the paper-and-pencil or the electronic version
- If PARCC is selected, school districts will have their accountability level *Held Harmless*, meaning that the level cannot decline and can only remain the same or increase (Levels 1, 2, 3, 4, and 5)
- Schools administering MCAS will be classified into a level as always and will NOT be *Held Harmless*
- Schools MAY be required to pay a fee for every student to participate in PARCC in 2-4 years
- MCAS will no longer occur in 3-4 years

Mrs. Hitchcock announced that the district has decided to go with PARCC for students in grades 3-8. She noted the main reasons as having the technology which ran very well during the field tests, and the hiring of an additional Instructional Technology teacher. She also noted the district has almost an entire year to prepare our students on using the technology for the tests. The paper-and-pencil test was chosen for grades 3-6, as more time is needed to ensure these students are comfortable with the technology. Mrs. Hitchcock noted that in choosing PARCC, it says to our students, staff and parents that this curriculum is far more complex than the old curriculum frameworks. The Leadership Team concurs that at some point in time, we need to know where are major gaps are going to be. The first year will provide that opportunity, as the second year of PARCC will not allow us to be *Held Harmless*. Grades 7 and 8 will do the electronic version of PARCC, since they have been using the MAP assessment for a number of years. Grades 9, 10, and 11 will do only MCAS.

Mrs. Teixeira questioned if we are bound to PARCC after the June 30, 2014 date. Mrs. Hitchcock noted we are bound to PARCC for the coming year, but a decision by the Board of Education will be made sometime next year if they are going to continue with PARCC.

Mrs. Teixeira questioned if grades 7 and 8 are considered the same building as the high school. Mrs. Hitchcock noted they are not considered separate entities for MCAS, as the report is returned as the Junior/Senior High School. In this particular case, we are able to split up PARCC and MCAS only because we cannot split up grades 3-8.

Mrs. Teixeira expressed her concern with this being the first year of PARCC with the field test and no results reported. Mrs. Hitchcock noted that information is too anecdotal at this point, but we are prepared in our district with the technology necessary for

PARCC. Also, if MCAS is not going to remain in a few years and PARCC is adopted, we would be taking a step backward by staying with MCAS. Mrs. Hitchcock noted that tracking progress of the students at this point will be difficult, and that the MAP assessment is being redeveloped to include the Common Core and will be a better way to determine progress. Mrs. Teixeira noted that it is a plus that MAP is currently used in Millbury.

Mrs. Harris-Keddy questioned if the fifth graders will take the Science MCAS as well as the PARCC. Mrs. Hitchcock noted that there is no Science assessment with PARCC. Mrs. Harris-Keddy noted that PARCC is a timed test, where MCAS is not, and asked if students will be prepared for this timed test. Mrs. Bellville noted that all students who have taken the field test had completed the test within the time frame allowed. Mrs. Harris-Keddy questioned the concerns with time and learning for the amount of time necessary for this testing. Mrs. Hitchcock noted that she has shared her concerns with the Superintendents' Association in writing stating that the district will not participate in other testing. We are taking teachers away from students for a significant amount of time just to do the testing, so any future testing is unconscionable and believes that is why a Resolution has been sent out to School Committee Chairs for approval prior to June 30, 2014.

Mrs. Harris-Keddy questioned Mr. Bedard on the cost of the PARCC assessment and how the district will budget for same. Mr. Bedard stated that MCAS does not cost us anything at this time, but that we may be required to pay for PARCC eventually (3-4 years out). There is not enough information at this time.

Mrs. Nietuspki stated that the Superintendent's recommendation for Millbury is PARCC for grades 3-8 with grades 3-6 pencil and pen and 7-9 electronic version, MCAS will be administered in the Sciences and currently, MCAS will be administered until the graduating class of 2018, which is next year's ninth graders.

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

**b. Approval of the Final Southern Worcester County Educational Collaborative Agreement – Vote Required**

Mrs. Hitchcock noted that under the new collaborative regulations, all collaboratives put together an agreement in order to ensure specific membership responsibilities for communities and Board of Directors, transparency of operations, and DESE oversight. It identifies the governing structure which is the Board composed of Superintendents, the advisory committee which is the Special Education Administrators, financial responsibilities and budget development, billing for tuition and services, and addresses the treasurer's duties and responsibilities. It defines the process for collaborative borrowing of loans or mortgages. She stated this process has been in place for one year with the legal office of DESE and each of the collaboratives' own legal services.

Mrs. Hitchcock requested the committee agree to move forward, as the agreement is approved by DESE. Once voted, a signature of the Chairperson is requested.

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

Mrs. Nietupski signed the agreement.

Mrs. Hitchcock noted that the minutes will need to reflect the discussion of SWCEC proposal to purchase a building in Dudley, Massachusetts, that is currently used as their central office as well as The Grow behavioral program, which includes Millbury students. The building is approximately 19,000 square feet which is adequate for current use. The purchase of the property will result in an annual cost savings to the collaborative of \$92,488. SWCEC currently leases the building for \$190,828 per year, and the mortgage will be \$98,340. Mrs. Hitchcock and other members are expecting some of the \$92,488 savings will come back to each of the member communities as a result of a reduction in tuitions over time. Minor renovations will have to be made in the area of \$100,000 to \$150, 000. She noted there is no vote required, but discussed for informational purposes only.

### **Resolution**

Mrs. Hitchcock spoke of the DESE mandates, which have been discussed in prior meetings, with many of them unfunded. If more testing is to be required with assessments being prescribed, it will impact the ability for our teachers to instruct our students.

Mrs. Hitchcock noted that a resolution has been emailed to several superintendents, which is believed to be from the Massachusetts Association of School Superintendents, with the hope to gain support through school committee vote by June 30, 2014.

Mrs. Hitchcock read the resolution as follows:

“Whereas it is the duty of the school committee to set policies for the education of the children in our community; and

Whereas as reported by MASS Executive Director Tom Scott, based on information available on the Massachusetts Department of Elementary and Secondary Education website, between 1996 and 2008 (13 years), there was a total of 4,055 documents (312 on average per year) that required action by local school districts in response to externally imposed mandates and regulation, yet that number increased drastically to a total of 5,382 documents (an average of 1077 per year) between 2009-2013.

Whereas educators in our community are having difficulty carrying out their responsibilities due to this rising tide of state mandates, including most recently, a state teacher evaluation system, “district-determined measures,” and PARCC field testing, requiring educators to respond first to bureaucratic requirements rather than classroom instruction; therefore

We call on the state Board of Elementary and Secondary Education to refrain from adding new test mandates and other initiatives and to revisit the mandates already imposed on districts with a view to reducing interference with classroom instruction, thus allowing educators to do their work. “

Mrs. Hitchcock asked for any questions prior to recommending the committee support the resolution.

Mrs. Teixeira made the motion to support the resolution, seconded by Mrs. Harris-Keddy. All in favor (5-0).

Mrs. Vigneau asked if any of the seniors were taking Summer School. Mrs. Hitchcock noted that 3 students are enrolled and there will be a graduation ceremony at the end of the session. The committee will be notified of the graduation date.

Mr. Plante made a motion on behalf of the committee to send Millbury senior Ryan Mercier of the Student Advisory Council a letter of thanks for all of his hard work this past year.

Mrs. Nietupski recognized Mrs. Hitchcock's seven years in Millbury as the Superintendent of Schools by reciting the following:

"19.2 million, the number of dollars in the fiscal year 2015 budget that she is leaving to her successor, 1800 is the approximately number of students currently under her care in the three schools today, 800 is the number of Millbury graduates who have met graduation criteria under her 7 year tenure, 302 is the number of faculty and staff for whom she is responsible as boss, mentor and HR Director, 38 years of public school service over a distinguished career in multiple school systems, 7 is the number of years as the Chief Operating Officer of Millbury Public Schools, for which we are very grateful. We wish Susan from the School Committee and the district a wonderful retirement filled with gardening and travel. We'd like to thank you very much."

Mrs. Nietupski presented her with a plaque, which was read by Mrs. Hitchcock. Mrs. Hitchcock thanked the committee for their support of the years and their work in the interest of the children of Millbury.

#### **7. Executive Session, if needed**

At 8:50 p.m., Mrs. Nietupski announced that the committee will vote to move into executive session *in accordance with M.G.L. Chapter 30 A, Section 21 (a) (3) to discuss strategy for negotiations with the new Superintendent*. A roll call vote was taken: Mrs. Harris-Keddy – yes, Mrs. Teixeira – yes, Mrs. Vigneau – yes, Mr. Plante – yes, and Mrs. Nietupski – yes.

Once the executive meeting is complete, the regular session meeting will be opened to adjourn the meeting.

#### **Next Meeting:**

June 17 and June 18, 2014 – 6:00 p.m. MHS Media Center to Interview Superintendent Finalists in Open Meeting.

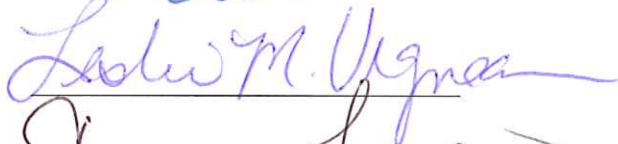
July 8, 2014 @ 5:30 p.m. – Superintendent's Conference Room



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

Approved:

  
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**Items in Packet:**

Draft of Regular Session Minutes of 5/14/2014  
Draft of Special Session Minutes of 4/16/2014  
Copy of SEIU, Local 888 Contract for July 1, 2014-June 30, 2017  
Memo dated 5/30/2014 from R.Bedard Re: Acceptance of Donations  
Memo dated 5/30/2014 from R.Bedard Re: French River and TEC Educational Collaborative Bid Results  
Revolving Account Summary – 4/30/2014  
Considerations Discussed Regarding Implementing MCAS and/or PARCC Assessments Moving Forward  
Southern Worcester County Educational Collaborative (SWCEC) Agreement  
SWCEC Financial Impacts Related to Purchasing the 185 Southbridge Road, Dudley, MA Property  
Approved Summer Camps as of 5/27/2014  
Millbury Jr./Sr. High School Environmental Council Newsletter: Spring 2014  
MHS “The Reflector” Summer 2014  
MASC letter dated 5/27/2014 Re: The School Committee Policy Authority to Establish Whether PARCC or MCAS Should be Administered in the Spring of 2015  
Assabet Valley Collaborative Executive Director’s Budget Message dated 5/30/2014  
Invitation to Underclassmen Awards at MHS

**Hand Outs at Meeting:**

“Revised” Considerations Discussed Regarding Implementing MCAS and/or PARCC Assessments Moving Forward  
Resolution regarding DESE Mandates