

**Millbury School Committee Meeting  
REGULAR SESSION  
Minutes**

RECEIVED  
TOWN CLERK  
14 SEP 26 AM 9:50  
MILLBURY, MASS

**Date:** August 20, 2014

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

**Time:** 6:00 p.m.

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

Mrs. Nietupski called the meeting to order at 6:00 p.m. followed by the Pledge of Allegiance.

**1. Introduction of Gregory B. Myers as the new Superintendent – followed by public reception at 7:00 p.m.**

Mrs. Nietupski introduced Mr. Gregory B. Myers as the new Superintendent of Schools.

**2. Review and Approval of July 8, 2014 Regular Session Meeting Minutes**

Mrs. Nietupski asked for any changes, additions or deletions to the Regular Session Minutes of July 8, 2014. Mrs. Teixeira made the motion to approve, seconded by Mrs. Vigneau. All in favor (3-0)

**3. Report of the Administration**

**a. Introduction of Gianna Okuliczki, Student Advisory Council**

Mr. Myers informed the committee that Ms. Gianna Okuliczki, representative for the Student Advisory Council, was unable to attend and will be introduced at the next meeting.

**b. Opening Day Updates**

Mr. Myers informed the committee that all staff hiring is complete and that seventeen new teachers and specialists were welcomed to the district.

Mr. Myers updated the committee on the Town's election day access to the gymnasium at the Millbury Junior/Senior High School. Mr. Myers met with Principal Mandy Vasil and Millbury Town Clerk Jayne Davolio to address safety concerns. It was decided to close the front door entrance and main back entrance and limit the entry/exit to the door to the right of the track entrance located in the back of the

building beginning with the September 9<sup>th</sup> State Primary. A list of projected election dates up to June of 2016 was provided.

Mr. Myers noted that all bus routes are now posted on the district and school websites. It was advised that any transportation concerns be addressed with the building principal and then the central office.

A listing of proposed school committee dates was provided which includes a tour of Elmwood Street School at the September 24<sup>th</sup> meeting and a tour of the R.E. Shaw School at the October 22<sup>nd</sup> meeting. A date will be selected for the tour of the Millbury Jr./Sr. High School and provided at the September 10<sup>th</sup> meeting.

**c. Report on New Teacher Orientation**

Mrs. Bellville, Director of Curriculum, Instruction and Assessment, updated the committee on the agenda for new teachers to the district. A follow-up report will be presented at the September 10<sup>th</sup> meeting

**d. Report on Summer Professional Development**

Mrs. Bellville provided an outline of professional development opportunities that were offered during the summer. A complete listing of the Professional Development training which took place on August 26, 2014 will be provided in the September 10<sup>th</sup> school committee packet.

**e. Grant Update for FY'15**

A memo from Mrs. Bellville and Kate Ryan, Director of Pupil Services, outlined the status of Approved Grants for FY'15. The memo noted the amount of reductions from FY'14 to FY'15 in the Kindergarten Grant, Title I Grant and the IDEA (Federal Special Education Entitlement Grant) for a total reduction of \$7,255. Mrs. Bellville noted that our grant funding is decreasing even though our low income numbers are increasing in the district.

**4. Budget**

**a. Review of Facility/Maintenance Project Updates**

Mr. Bedard referred to his maintenance memo outlining the maintenance updates over the summer:

- Driveway sealing at Millbury Jr./Sr. High School including filling cracks and line painting. Mark-A-Lot from Holbrook was the low bidder at a cost of \$20,650. Funding came out of the Student Parking Fees Revolving Account. The district takes in approximately \$5,000 per year at \$100/per parking space.
- Catch Basins in all three school parking lots were cleaned and repaired.
- Air conditioning units were installed at the R.E. Shaw School under the IEP requirement of a Shaw Student. Mr. Bedard noted that these units will be moved to higher grades along with the student.

- A new water pump and circulator was installed at the Shaw School's water entry point to ensure consistent hot water in the building.
- Mr. Bedard informed the committee that Mr. Bellville, IT Director, has been working closely with an outside electrician on finishing the installation of equipment needed for Wi-Fi in the district, funded through the town under the technology warrant article.
- Gale Associates has been conducting an athletic field analysis at Millbury Jr./Sr. High School, Elmwood and Windle Field at a cost of \$8,000 funded through the Athletic Revolving Account. Mr. Bedard anticipates a final report within the next few months.
- Grounds staff have re-lined and marked the Shaw and Elmwood Street parking lots.

Mrs. Nietupski asked for an update on the policy for staff to bring their own technology device to school. Mr. Myers noted that the Staff BYOD policy is in works and staff will be encouraged to bring in their own devices. The only request is that they keep their building principals informed and share best practices. The next step will be for Students BYOD, which is still being worked through. Mrs. Bellville noted the Student Acceptable Use Policy is outdated and in need of updating for this coming school year.

#### **b. Transportation Update**

Mr. Bedard will provide another update at the September 10<sup>th</sup> meeting. He noted that all routes from AA Transportation have been posted on the district and school websites as well as in the Chronicle. A change to the routes now include the p.m. times for student drop off.

### **5. Old Business**

#### **a. Vote to Approve the Superintendent as the Voting Member of the Southern Worcester County and Assabet Valley Collaboratives' Executive Boards for the 2014-2015 school year**

Mr. Myers noted this is an annual Vote annual to represent best interest of the district. It was decided to take two consecutive votes.

Mr. Plante made the motion to approve Mr. Myers as the voting member of the Southern Worcester County Collaborative for the 2014-2015 school year, seconded by Mrs. Vigneau. All in favor 5-0.

Mr. Plante made the motion to approve Mr. Myers as the voting member of the Assabet Valley Collaborative for the 2014-2015 school year, seconded by Mrs. Teixeira. All in favor 5-0.

### **6. New Business**

Upon the arrival of Gianna Okuliczki, Mr. Myers had the opportunity to formally introduce and welcome her to the board. Gianna is a member of the Class of 2016, a dedicated student with rigorous coursework including several AP courses. She is

involved with Math Team Peer Education, a member of Cross Country and Track looking forward to Winter Carnival.

**7. Future Topics/Events**

- a. **Review of 2014/2015 District Goals**
- b. **Introduction of Administrators and New Educational Staff**
- c. **Student Handbooks**
- d. **Professional Development Review**
- e. **MCAS Results**
- f. **PARCC Update**

- 8. Next Meeting:**     **September 3, 2014 (Posted Meeting) MHS Media Center**  
                                  **4:00 p.m. – 6:00 p.m. (New School Committee Member**  
                                  **Training)**  
                                  **6:00 p.m. - 8:00 p.m. (Transition to New Superintendent)**

**September 10, 2014 – MHS Media Center**

**9. Adjourn for Reception for New Superintendent**

The regular session was adjourned at 6:30 p.m.

**10. Reconvene to move into Executive Session**

Mrs. Nietupski asked for a roll call vote as follows: *“The School Committee will vote to move into Executive Session, in accordance with MGL Chapter 30A, S21 (a) (1) to discuss the reputation, character, physical condition or mental health of an individual.”*

Mrs. Teixeira – yes

Mrs. Vigneau – yes

Mrs. Nietupski –yes

Mr. Plante – yes

Mrs. Harris-Keddy – yes

The regular session will be reconvened to close out the regular session meeting following the Executive Session.

Respectfully submitted,

*Sandra Femino*

Sandra Femino

Executive Assistant to the Superintendent

Approved:

Kevin O'Leary

Joshua M. Vigeo

Susan Taylor

Robert M. Mansfield

Items in Packet:

Draft of Regular Session Minutes of 7/8/2014

Election Notification to All Voters & Schedule of Election Dates

2014-2015 Proposed School Committee Dates

Memo from J. Bellville Re: Summer Professional Development and Curriculum Work

Memo from J. Bellville and K. Ryan Re: FY'15 Grant Update

Memo from R. Bedard Re: Maintenance Memo

Items for Executive Session