

**Millbury School Committee Meeting
REGULAR SESSION
Minutes**

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MILLBURY, MASS.

Date: August 28, 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

Moment of Silence for Bonnie Dawicki

Mrs. Hitchcock remembered Bonnie Dawicki as one of Millbury's finest Special Education teachers, who passed at age 52 on August 12, 2013. Bonnie taught Special Education for 26 years in grades 7/8, and will be greatly missed by her students and colleagues. Mrs. Hitchcock noted that Bonnie was known to make a difference for her students and their graduating from high school. The high school brought in staff to share their remembrances of Bonnie. The district will provide a small memorial service in the future and a token to stand somewhere on the property of the Junior/Senior High School.

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

1. Approval of Regular Session Meeting Minutes of 7/10/2013

Mrs. Nietupski asked for any changes, additions or deletions to the Regular Session Minutes of July 10, 2013.

Mr. Borowski made the motion to approve, seconded by Mr. Corey. All in favor (5-0).

2. Report of the Administration

Mrs. Hitchcock clarified the Massachusetts' School Building Assistance program to address recent questions pertaining to the funding from Rush Gaming for a new Raymond E. Shaw School if the proposed slot parlor in Millbury is approved. Mrs. Hitchcock stated that "It is absolutely not true." While she agreed there is a need for a new Shaw building, there is a process in Massachusetts for funding through the School Building Assistance Agency. She noted that based on the size of the school and demographics, the costs can range from 35-40 million dollars. The district would receive 60% reimbursement leaving the other 40% the responsibility of the taxpayers. She has had no conversation with Rush Gaming. A new school is listed on the capital improvement plan for 2019, although Mrs. Hitchcock feels it need to be addressed sooner as there is a multi-step process to get on the state list.

a. Opening Day Updates

Mrs. Hitchcock reported that all went well today for the first day of school for students in grades 1-12. She noted that Kindergarten classes will begin on Thursday, August 29, and that Preschool classes will begin on Tuesday, September 3, 2013. Principals reported that all went well in their buildings. There are 129 students registered to start Kindergarten, which is lower than the 140-144 range in previous years. Mrs. Hitchcock noted that we typically do acquire more students over time.

b. Report on New Teacher Orientation

Mrs. Hitchcock informed the committee there are nine new teachers to Millbury this year. They attended the New Teacher Orientation on August 22 and 23, 2013. The orientation focused on pairing them with their mentors, the functions of the Central Office positions, training on Civil Rights and technology use. They were also allotted time to meet with their mentors in their respective buildings. Mrs. Hitchcock has received positive feedback from staff on the introduction of the new mentor program.

c. Professional Development Review – 8/27/13

Mrs. Hitchcock referred the committee to the schedule in their packets on the professional development that occurred on August 27, 2013, noting there are five full days of PD in Millbury this year. A large portion of the day focused on the new teacher evaluation system. During this school year, we are required to evaluate the remaining 50% of teachers who were not evaluated last year. This was important information for administrators, as well as a refresher for those already on the plan. The day also included CPR and restraint training, Civil Rights work, and some math training on the new math series for grades K-8.

Mr. Borowski questioned the N/A noted for the staff group of Classroom Imagine. Mrs. Hitchcock will explore this further. Mrs. Hitchcock commended Mrs. Jennifer Bellville, the new Director of Curriculum, Instruction and Assessment, on her work with developing the Professional Development Day.

d. Student Handbooks

Mrs. Hitchcock referred to the three school handbooks distributed at the meeting. Changes to the handbooks were provided. She noted it may be preferable to review and discuss them at the next meeting.

Mrs. Hitchcock addressed a recent inquiry from a school committee member on the kindergarten enrollment. Also, she noted that all seniors have passed the MCAS tests. There are, however, three students who have moved into the district that have not passed. These students will be provided with the same level of support.

Mrs. Hitchcock stated she has been informed by the Commissioner of Education's Office that Millbury will be a PARC pilot school (Partnership for Assessment of Readiness for College and Careers). This is a common assessment used to evaluate student performance electronically. It is not known yet if just one school or the entire district

will be involved. Mrs. Hitchcock noted the Millbury taxpayers provided \$175,000 to improve the district's infrastructure for technology. This pilot program could not have occurred here without this improvement. She expected to hear more by September 4th, and will inform the committee.

A copy of the Superintendent's welcome message was provided. This message is on the homepage of the district website. Information from MASC on the Common Core State Standards and an article from the Worcester Telegram & Gazette were also provided. Mrs. Hitchcock noted that this information will be uploaded to the school website.

Mr. Borowski acknowledged the gracious support of the town for the warrant article for technology, and asked if all computers have been purchased and installed. Mrs. Hitchcock stated that our IT Director, Mr. Rob Bellville, is on the agenda for the next school committee meeting and will update at that time.

3. Budget

a. Review of Facility/Maintenance Project Updates

Mr. Bedard referred to his maintenance memo. He reported on the following projects at the R.E. Shaw School:

- The R.E. Shaw conference room project is now completed, making a more safe and secure environment. Pictures were included for review.
- The asbestos on the pipes in the boiler room at Shaw has been removed over the summer. An outside contractor ran tests for proper air quality. The pipes will need to be reinsulated during the next few weeks.
- The bidding process for the ADA bathroom project is underway, with new bid openings expected soon.

Mrs. Hitchcock noted there is a new computer lab at Shaw, which has been furnished with new furniture.

Mr. Bedard highlighted projects at the other two schools: HVAC work has been done at both Elmwood Street School and Millbury Jr./Sr. High School to upgrade the temperature control system

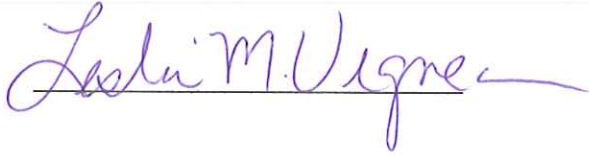
b. Transportation Update

Mr. Bedard stated that all bus routes were posted in the Millbury-Sutton Chronicle. They are also listed under the Parent section of the Business/Finance tab on our school website.

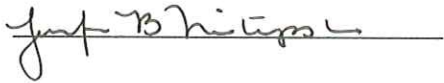
Mr. Borowski requested the annual appeal to the Board of Selectman to have sidewalks cleared after snowstorms for the students who walk to school. Mr. Bedard agreed.

Mr. Bedard also emphasized to the community the importance of bus safety. Motorists are not to pass a school bus when the lights are flashing and the arm is extended. Any infractions should be reported to the police department or the school's business office.

Approved:







Items in Packet:

Draft of Regular Session Minutes of 7/10/2013
2013-2014 Proposed School Committee Dates
Professional Development Day Schedule for 8/27/2013
SWCEC Quarterly Reports (July – September 2012, October – December 2012, January – March 2013)
Memo from R. Bedard dated 8/22/2013 on Maintenance
Letter from R. Bedard dated 7/15/2013 to Worc. County Sheriff Lew Evangelidis

Handouts at Meeting:

Copy of Superintendent's Welcome for 2013-2014 School Year
MASC article "User's Guide to the Common Core"
Worcester Telegram & Gazette's article "What are the Common Core State Standards?"
3 Handbooks (2013-2014) (Elmwood, RE Shaw School, Millbury Jr./Sr. High School)