

Millbury School Committee

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Date: March 8, 2017

Meeting
REGULAR SESSION
Minutes

17 APR -7 AM 9:33
MILLBURY, MASS.

Present: Mrs. Nietupski, Chairperson
Mrs. Vigneau, Mrs. Teixeira, Mr. Wilbur
Mr. Myers, Superintendent of Schools
Mr. Bedard, Business Manager
Mrs. Bellville, Director of Curriculum,
Ms. Kate Ryan, Office of Pupil Services
Mrs. Tara Bennett, Jr. /Sr. High School Principal
Mr. Nicholas Lazzaro, Student Advisory Council Representative

Absent: Mr. Kevin Plante, Vice Chairperson

Time: 7:00 p.m.

Location: High School Media Center

The Pledge of Allegiance was recited.

1. Review and Approval of the Regular Session Minutes of February 15, 2017.

Mrs. Nietupski asked for any changes, additions or deletions to the Regular Session Minutes of February 15, 2017. Mrs. Teixeira made a motion to accept the minutes of February 15, 2017 and it was seconded by Mrs. Vigneau. All approved (4-0).

Mrs. Nietupski stated that they would move New Business to the beginning of the meeting. Mr. Marlborough stated that the Lion's Club is requesting the use of Windle Field beginning on June 25th and ending on July 10th these dates include setting up the carnival and clean up after the carnival. Mr. Bedard and Mr. Halacy, along with a Lion's Club member, will tour the field looking for any damages after July 10th. Mr. Marlborough stated that the Lion's Club would be responsible for any damages and would return Windle Field in the same condition.

Mr. Wilbur made a motion to approve the Lion's Club request for using Windle Field for the carnival 6/25 through 7/10 and Mrs. Vigneau seconded the motion. All in favor. (4-0).

Mr. Marlborough also requested the use of the high school lobby for registrations for the July 4th road race agreeing to the custodian fee associated with the use of school property.

Mr. Wilbur made a motion to approve the use of the high school lobby for registrations for the July 4th road race and Mrs. Teixeira seconded the motion. All in favor (4-0).

2. Report of the Administration

a. Junior High School Data Meeting Update

Mr. Chris Degon and Ms. Sue Tarallo, Data Coaches from the Jr./Sr. High School updated the School Committee on how teachers are using the *Data in Action* protocol to review assessment data to identify

instructional and learning gaps. A PowerPoint presentation detailed the 5-Step Process and the timeline of *Data Into Action*. A discussion took place regarding the length of time it took to determine a student's learning gap. This update supports the School Committee's second goal (Ensure that data is used to effectively support student growth and achievement).

b. Core Values, Beliefs and Learning Expectations Presentation

Mrs. Bennett, Mr. Lowe and Mr. Palano gave a PowerPoint Presentation regarding the newly adopted core values, beliefs about learning and learning expectations, and provided the School Committee with an overview of the development process and how the CVBE will be used to promote teaching and learning.

c. Office of Pupil Services Update

Mid-Cycle Review Update:

Ms. Ryan stated that the District submitted the second corrective action progress report on January 30th. She reminded the School Committee that the District needed to correct one Special Education Criterion, 18B, specifically, the District needed to tighten the timeline between when an IEP meeting is held and when the IEP is mailed to the family. Under regulations, the IEP must be mailed within 10 school days. Evidence submitted to DESE in September reflected improvement; however, we are not fully compliant. Twenty-five student records were reviewed, all reflected full compliance. However, review of the internal tracking form, showed that the District continues to demonstrate areas of non-compliance. In some cases, this exceeded 16 days. Further review found the root cause to be that the IEPs were either with the liaison for additional edits or the special education clerks were not receiving them in a timely manner from the Team Chairs. Ms. Ryan stated that she will continue to monitor the internal tracking form, as will the building principals. Ms. Ryan stated that she is sure the District will have this corrected and be in full compliance for our next progress report due April 28th. The District must be fully compliant by May 24th.

On Saturday, March 25th, the 4th Annual Special Needs Resource Fair will be held at the Elmwood St. School in the cafeteria from 10am-12pm. The fair is free and open to the public. Many of the vendors and agencies from previous fairs will be returning, as well as many new providers. H & H Dance Academy is one of our new vendors. They now offer a specialized dance program through Rhythm Works, which will begin this spring. Families will also be able to register for Challenger Baseball and TOPS Soccer. Our Best Buddies chapter will also be onsite.

Millbury will be partnering with the Grafton Public Schools for the annual basic rights presentation. This will be held March 30th from 7:00pm to 9:00pm in Grafton. The exact location will be shared very soon.

Grant Update:

Ms. Ryan stated that the **274 Grant: Special Education Program Improvement Grant** entitles the District to \$13,918 and has been allocated to support a co-teaching model at the Shaw School.

Ms. Ryan stated that the **298 Grant** supports preschool students with special needs. The District received \$1400. These funds will be used to host a Preschool Literacy Night on March 21st from 4:00pm–6:00pm for preschool students and their families. The District will also host a STEM night for preschool students and their families.

Ms. Ryan stated that the **240 Grant** supports salaries, contractual services, supplies and materials, as well as conferences. The District has engaged the services of Assabet Valley Collaborative in various forms: music therapy for one of our sub separate classrooms, job coach training for staff at the

junior/senior high school, as well as a program review of our life skills/transition class. Funds have also been used to purchase tablets and iPads for use with staff and students.

Ms. Ryan stated that the **262 Grant** funds continue to cover the salaries of instructional assistants working with 3-5 year old students with disabilities and paid to send preschool staff members to a Zones of Regulation training.

ESL Department

Ms. Ryan stated that in January, the ESL department staff held another successful PAC meeting for the District's ESL families. During this meeting, staff explained ACCESS testing, as well as shared information about adult ESL classes offered through Literacy Tutors of America. Through a CSL grant, the ESL teachers will be working with staff members, students and families to hold the annual Immigration Celebration. This event will be held on April 11th from 6:00-8:00pm. The District's ELL students participated in ACCESS testing in January. Results will be available in June. These scores, as well as classroom performance have been key data points in determining the ESL services for students.

d. AVC 2016 Annual Report

In keeping with MGL Ch.40§4E Mr. Myers presented an overview of the 2016 annual report of the Assabet Valley Collaborative.

3. Budget

a. Town Health Insurance Update

Mr. Bedard updated the School Committee regarding the town health insurance. He stated that Fallon has submitted a 16% increase in the health insurance, which is unacceptable. He stated that the Insurance Advisory Committee is looking into other insurance plans.

Mr. Bedard stated that the State DPW will begin the demolition of the northbound bridge on Route 146 that is over Elm Street near the center of town starting March 12th. This work will be closing off underneath the bridge during the hours of 9:00pm to 5:00am. This task will last about two to three weeks. They have already re-routed the northbound 146 cars over to the southbound bridge. This should not alter the day time traffic for the community to school or any bus routes. During the day, you will still be able to travel below the bridge with two way traffic lanes. Mr. Bedard stated if for any reason this alters daytime travel the District has a contingency plan.

4. Old Business

a. Shaw Building Project Update

Mr. Myers updated the School Committee on the timeline given to the District from the MSBA. He also stated that there are three specific items that the District must do for the MSBA.

1. Sign contract with MSBA
2. Formation of the Building Committee
3. Education Profile.

Mr. Myers stated that there will be open houses at Shaw for anyone that would like a tour of the building.

b. Memorandum of Understanding (MOU)

Mr. Myers stated that the Reduction In Force (RIF) language in the teacher’s contract must be amended by law. He stated that seniority is not the first priority for a recall to a teacher it will now be job performance.

5. New Business

6. Executive Session (if needed)

Mrs. Nietupski stated that the School Committee would be going into Executive Session to discuss strategy with respect to collective bargaining or litigation, if an open meeting may have a detrimental effect on the government’s bargaining or litigating position, and the Chair so declares. Mrs. Nietupski took a roll call:

- Mrs. Teixeira – Yes
- Mrs. Vigneau – Yes
- Mrs. Nietupski – Yes
- Mr. Wilbur - Yes

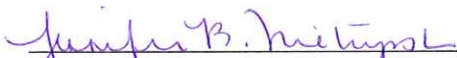
6. Next Meeting:

- March 22, 2017 Regular Meeting at Millbury Jr. /Sr. High School Media Center 7:00pm
- March 15, 2017 Policy Sub Committee Meeting Superintendent’s Conference Room 5:00pm
- March 29, 2017 Negotiations SEIU at Millbury Jr. /Sr. High School M/C 5:00pm

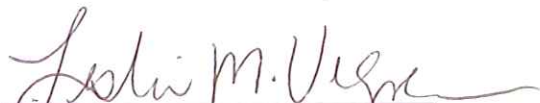
7. Adjourn


Respectfully submitted,
Donna Freitas
Donna Freitas
Executive Assistant to the Superintendent

Approved:


Jennifer Nietupski, Chairperson

Kevin Plante, Vice Chairperson


Leslie Vigneau


Susan Teixeira


Christopher Wilbur

Items in Packet:

Minutes from 2/15/2017

Letter from the Lion's Club

Letter to Attorney Peter Keenan

MSBA Building Committee Form

Assabet Valley Collaborate Annual Report

4th Annual Special Needs Resource Fair Flyer

Handouts

Superintendent's Comments

Upcoming Events