

Millbury School Committee Meeting
REGULAR SESSION
Minutes

Date: November 9, 2011

Present: Mrs. Vigneau, Chairperson, Mr. Corey, Vice Chairperson, Mr. Plante,
Mr. Clawson, Mrs. Nietupski, Mrs. Hitchcock, Superintendent of Schools,
Mr. Bedard, Business Manager

Time: 7:00 p.m.

Location: Elmwood Street School Community Room

Mrs. Vigneau asked for a moment of silence in memory of Brittany Knowlton, former student, and Bob Evers, former teacher:

1. Approval of the Regular Session Minutes of 10/26/11 and Executive Session Minutes of 9/21/11

Mrs. Vigneau asked for a motion to accept the Regular Session Minutes of October 26, 2011. Mr. Clawson made a motion to accept and Mr. Corey seconded the motion. Mrs. Nietupski abstained from the vote. All in favor (4-0-1).

Mrs. Vigneau deferred the vote on the Executive Session Minutes of September 21, 2011 to the Executive Session following this meeting. Mr. Plante abstained from the vote. All in favor (4-0-1).

2. Report of Administration

a. Elmwood Presentation

Sue Frederick, Principal of Elmwood Street School, welcomed the committee with student artwork, compliments of Ms. Hedlund's art class, along with a handout of Elmwood Street School enrollment figures and initiatives for the school year. Ms. Frederick reviewed the initiatives with the committee. Prior to the Regular Session, Ms. Frederick provided members with a tour of the building. She discussed with the committee the different program areas and reviewed some capital improvement requests.

A copy of "The Elmwood Echo" was also provided. The school publication is also available electronically with four editions anticipated for the school year. Mrs. Vigneau requested other editions when available and thanked Ms. Frederick for the tour. Mrs. Hitchcock acknowledged the work done with the literacy initiatives at Elmwood have contributed to them making AYP for the 2011 MCAS testing.

b. John and Abigail Adams Scholarship Recipients

Mrs. Hitchcock read the names of the 28 juniors of Millbury High School who were the recipients of the John and Abigail Adams Scholarship for 2011. This award provides free

tuition to most state colleges and universities for seniors scoring high on the MCAS test. A press release was also sent to the Millbury Sutton Chronicle for publication.

c. Advanced Placement Honor Roll Award to Millbury High School

Mrs. Hitchcock announced that she received notice from The College Board that Millbury Junior Senior High School received an award for either expansion of AP courses and/or improved scores over the past year. She cited that Millbury High School AP courses have remained the same with 6 AP courses currently offered. Millbury was awarded the honor along with 367 other communities in the country.

d. Millbury Public Schools' Per Pupil Expenditures

Mrs. Hitchcock provided information to the committee which Mr. Bedard downloaded from the DESE website for FY 08/09/10. Information for FY 11 is not yet available since it is still being calculated. All total expenditures are looked at with charge backs from the town. Millbury's expenditures per pupil for the past three years are \$11,015 in FY'08, \$11,734 in FY'09 and \$12,410 in FY'10. Per pupil expenditures have increased over the past three years by 5.8 percent. This information also includes all grants received. A comparison list was provided for all communities in the state. Mr. Bedard mentioned that he has included the state median for all districts which is \$12,449 per pupil.

e. November 10, 2011 – Professional Development Day

Mrs. Hitchcock informed the committee of the plans for Professional Development Day. Staff in both the Elmwood and Shaw Schools in Grades 3-6 will be trained in the MAP (Measures of Academic Progress) assessment tool. This is being implemented as part of the district's literacy plan to provide student progress periodically throughout the year. She noted a high correlation between the MCAS and MAP assessments. At a later date, the MAP assessment will be incorporated into the high school. Mrs. Vigneau asked about high school's plans for the day. Mrs. Hitchcock stated staff will be working on accessing Google and Google Docs and also working with their department leaders. The elementary school staff will be training on behavior management which will include the Instructional Assistants.

Mrs. Hitchcock mentioned other districts that have chosen to eliminate their Professional Development days because of the storm related school closings. The district could not delay the training for implementation of this assessment at this time, but noted it will be the last full day of Professional Development for this school year.

f. Discussion Pertaining to This Year's School Calendar and Possible Alterations

Mrs. Hitchcock noted that due to the three no school days so far this year, the school year was scheduled to end on June 13 and is now scheduled to end on Monday, June 18th. If all five snow days are used, the last school day will be Wednesday, June 20, 2012. If necessary, ending on Friday, June 22 will offer two more snow days. However, she cannot see us going beyond that date. The district may be looking at school being held on Saturday(s) or one day of vacation if necessary. The Commissioner of Education has stated there will be no waivers for the days used thus far.

Mrs. Hitchcock provided the committee with a final copy of the Millbury School Committee and the Millbury Teachers' Association contract. The draft copy was provided previously for review. Since there were no revisions requested Mrs. Hitchcock provided a final copy for signatures. The contract was signed by Mrs. Vigneau, Chairperson and Mr. Corey, Vice Chairperson. Mrs. Vigneau requested a copy of the contract once it is signed by the President of the Teachers' Association.

3. Budget

a. Review of DRAFT Indirect Cost Agreement

Mr. Bedard referred the members to the Draft of the Indirect Cost Agreement. This information involves school and town costs related to education. The lack of the Indirect Cost Agreement has been part of the audit finding from the DESE End of the Year Report. The Draft describes the methodology used to determine each cost. Mr. Bedard will be working with the Town Manager and Finance Director to finalize the agreement.

b. Priority List for 2012 Warrant Articles

Mrs. Hitchcock and Mr. Bedard developed the list of Capital Improvement Projects which was provided for the members. Mr. Bedard noted the number one priority is technology for all three schools at a projected cost of \$75,000 for the domain server and \$30,000 for back up devices for a total of \$105,000. The second priority is replacing the mini-bus for Special Education and preschool students at a cost of \$45,000. He recommended this be done either through a warrant article or lease agreement, but that it be done right away. The third priority is to recoat the running track at the high school at a cost of \$40,000. Finally, the exterior bleachers at the high school are badly in need of replacement. The cost for this project ranges from \$65,000 per unit (4 units will cost \$260,000). Mr. Corey agreed with the deplorable shape of the bleachers and urgent need of repair. He suggested possibly condemning some of the sections. Mrs. Hitchcock noted that recoating the track as the third priority is important because of the maintenance factor involved.

Mr. Plante expressed his appreciation of the list and suggested for financial reasons replacing only two sections of the bleachers at this time. Mr. Bedard concurred. Mr. Bedard noted other projects not on the list are being explored including the steps in front of Elmwood Street School, which may be financed through the maintenance budget.

4. Old Business

No old business items were discussed.

5. New Business

a. Acceptance of \$1,160 Donation from Wheelabrator for Portable AED and \$500 Donation for the Junior High Energy Program – Vote Required

Mr. Bedard informed the committee of the donation of an additional portable AED which will be used by the athletic department. A vote is required for this donation. A vote is also required to accept \$500 for the Junior High School energy program.

Mr. Corey made a motion to accept the \$1,160 for the portable AED unit, which was seconded by Mr. Clawson. All in favor (5-0).

Mr. Corey made a motion to accept \$500 for the Junior High School energy program, which was seconded by Mr. Plante. All in favor (5-0).

Mrs. Vigneau congratulated four Millbury freshman recognized in the Millbury Daily News as part of the Youth Leadership Academy from the Blackstone Valley Chamber of Commerce Education Foundation. Tea Bourdeau, Jessica Sharon, Haleigh Gallant, and Jenny Quan were this year's recipients. Mrs. Vigneau requested that congratulatory notes be written to these students.

Mr. Vigneau also thanked Ms. Frederick for the tour and presentation of her building.

Executive Session

At 7:50 p.m., Mrs. Vigneau stated that in accordance with Chapter 30A, Section 21 (a) (3) of the MA General Laws, the Millbury School Committee will vote to move into

Executive Session for the purpose of discussing negotiations with non-union personnel.

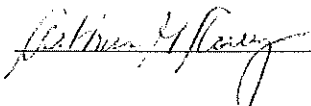
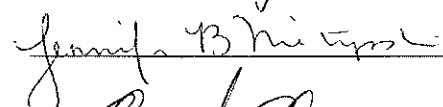
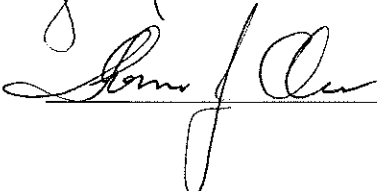
A roll call vote was taken. Mr. Plante – yes, Mr. Corey – yes, Mrs. Vigneau – yes, Mr. Clawson – yes, Mrs. Nietupski – yes. All in favor (5-0).

Respectfully submitted,

Sandra Femino

Executive Assistant to the Superintendent

Approved:

Items in Packet:

Regular Session Minutes of 10-26-11

Executive Session Minutes of 9-21-11

Letter from Principal C. Brown dated 10-31-11 (John & Abigail Adams Scholarship)

Email from H. Ayres, College Board, dated 10-29-11

Per Pupil/Total Expenditures for FY08, FY09, FY10 and MA Per Pupil Expenditures FY10

Memo from R. Bedard dated 11-2-11 (Draft of Indirect Cost Agreement)

Capital Improvement Project List Updated 11-1-2011

DRAFT –Agreement of Millbury School Committee and Millbury Teachers' Association

Letter from T. Hayes, Municipal Secretary, dated 10-25-11 on Public Hearing dated 11-8-11

Copy of Thank You Note from J. Nietupski

Vacancy Postings (2)

Executive Session Packet:

Copy of Superintendent S. Hitchcock's Contract (signed)

First Reading 1/12/05 and Second Reading 1/26/05 on Evaluation of the Superintendent

Handout(s) at Meeting:

Elmwood Street School Enrollment/Initiatives

"The Elmwood Echo" (1st edition)