

**Millbury School Committee Meeting  
REGULAR SESSION  
Minutes**

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MILLBURY, MASS.

**Date:** November 19, 2015

**Present:** Mrs. Nietupski, Chairperson; Mr. Plante, Vice Chairperson  
Mrs. Vigneau, Mrs. Teixeira, Mr. Wilbur  
Ms. Gianna Okuliczki, Student Advisory Council  
Mr. Myers, Superintendent of Schools  
Mr. Bedard, Business Manager  
Mrs. Bellville, Director of Curriculum, Instruction & Assessment

**Time:** 6:30 p.m.

**Location:** R.E. Shaw Elementary School Media Center

Mrs. Nietupski called the meeting to order at 6:30 p.m. followed by the Pledge of Allegiance.

**1. Review and Approval of the Regular Session Minutes of October 28, 2015 and Executive Session Minutes of October 28, 2015**

Mrs. Nietupski asked for any changes, additions or deletions to the Regular Session Minutes of October 28, 2015. Mr. Plante made the motion to accept, seconded by Mr. Wilbur. All in favor (5-0).

Mrs. Nietupski noted any changes, additions or deletions to the Executive Session Minutes of October 28, 2015 will have to be made in Executive Session. Mrs. Vigneau made the motion to accept seconded by Mrs. Teixeira. All in favor (5-0).

**2. Report of the Administration**

Mr. Myers acknowledged the accomplishments of the Millbury fall sports teams.

**a. PD Update**

Mrs. Bellville updated the Committee on the two full days of professional development held on October 9<sup>th</sup> and November 3<sup>rd</sup>. The next professional development day will be a half day on Tuesday, December 15<sup>th</sup>.

**b. PARCC / MCAS Update**

Mrs. Bellville presented a PowerPoint on the long awaited PARCC scores along with MCAS results. Students in grades 3-6 took the paper-based PARCC in ELA and Math, while students in grades 7 and 8 took the computer-based PARCC in ELA and Math. Students in grade 10 took the MCAS in ELA and Math, and students in grades 5, 8, 9 and 10 took the MCAS assessment in Science and Technology/Engineering.

Mrs. Bellville noted that the PARCC assessment was administered in March of 2015 and we are just receiving the results which do not include any item analysis.

Mrs. Bellville explained the scoring of PARCC levels 1-5 compared to MCAS. Unlike MCAS, Level 1 (not meeting expectations) is the worst score for PARCC. Parents of students in grades 3-8 will receive a breakdown in the reading and writing components of the PARCC testing. Mrs. Bellville correlated the differences in the traditional MCAS question opposed to

PARCC. Mrs. Bellville will continue to work with Ms. Ryan to review resources and supports for the High Needs populations.

Mrs. Bellville stated that the District will be “held harmless” because we opted for PARCC last year. After the spring of 2017, the state will be moving to the next generation MCAS, which will be a combination of PARCC items and MCAS, and computer-based state assessments will be implemented by spring of 2019. Massachusetts will remain a member of the PARCC consortium.

Sample tests are available online at the PARCC website for every grade level. The proposed combined test (MCAS 2.0) will stay aligned with the Common Core.

**c. Review of the Assabet Valley Educational Collaborative (AVC) 1<sup>st</sup> Quarter Report**

Mr. Myers provided the first quarter report from AVC with programmatic highlights, while the full financial report will be made available to the Committee prior to January 1, 2016. Mr. Myers emphasized the depth of student services that are provided by the Collaborative to its members at a cost savings along with professional development provided to our teachers.

**Safety Update**

Mr. Myers reported on a follow-up parent night to the safety drill held at the Elmwood School last month. Principal Hall, Assistant Principal Burke and School Resource Officer Oliveri provided a comprehensive overview at an evening session on November 2, 2015.

**d. Proposed Athletic Field Renovation Plan Update**

Mr. Myers invited Pat Mara, Director of Athletics, to update the Committee on the work with Gale Associates and the steps required moving forward in Phase I. The estimated cost of Phase I is \$11,700, which includes the site survey and schematic layout. Members of the Millbury Booster Club attended the meeting to present their donation of \$6,000 toward this phase. Mr. Mara emphasized the importance of using the winter months for fund raising through the Booster Club and private donors in order to move forward in the spring for the planning and design under Phase 2. Phase 3 will involve the release and awarding of the project and Phase 4 will involve the actual construction and renovation of the fields. Mr. Mara announced anticipation of seeking resources from the Town at the Town Meeting in May of 2017, with the projection of completion of the project by September of 2018.

*Mrs. Vigneau left the meeting at 7:25 p.m.*

Mr. Mara clarified to the Committee that the site survey is in place for the life of the site. Mr. Beard noted that the master plan with Gale Associates is an ongoing process of back and forth developments with communication on findings along the way.

**Public Records Law in Massachusetts**

Mr. Myers reported recent articles on Town agencies not releasing executive session minutes. The School Department reviews these executive minutes on a regular schedule and is in compliance with the Records Law by voting annually on which sessions are permissible to release to the public.

### 3. Budget

#### a. Acceptance of Booster Club Donation – Vote Required

Mr. Bedard requested the formal acceptance of the Booster Club donation of \$6,000 to offset the cost of Phase I of the proposed athletic field renovation plan. Mrs. Teixeira made the motion to accept, seconded by Mr. Wilbur. All in favor (4-0).

#### b. Acceptance of Donation from Jeffrey and Laura Waxman – Vote Required

Mr. Bedard requested approval to accept a \$500 donation from Jeffrey and Laura Waxman for Millbury High School's "High Five" student incentive program. The donation will be deposited in the high school's student activity account. Mrs. Teixeira made the motion to approve, seconded by Mr. Plante. All in favor (4-0).

Thank you letters will be sent to the Waxmans and the Millbury Booster Club.

#### c. Revolving Account Update

Mr. Bedard provided an updated report through the end of October 2015. This report notes balances and receipts and expenses to date including the ending balances.

#### d. Parent's Club Revolving Account Distribution of Funds

Mr. Bedard informed the Committee that while reviewing the Town's revolving accounts with the Town's finance director, they discovered an older revolving account that has not been used for many years. The Parent's Club revolving account is now completely separate from the school department accounts. Mr. Bedard recommended closing this revolving account and distributing the balance of \$7,643.23 to the Parents' Club. Mr. Plante made the motion to approve, seconded by Mr. Wilbur. All in favor (4-0).

#### Clarification on Conversion to Natural Gas at Shaw School

Mr. Bedard clarified that converting to natural gas at the Shaw School is not in front of the school, but at the entrance on Elmwood Street. For public record, it may be closer to converge with an easement from the mall.

### 4. Old Business

#### a. Restraint Policy – Second Reading and Approval

Mrs. Nietupski requested any additions or deletions to the Restraint Policy. There were none. Mr. Wilbur made the motion to approve, seconded by Mrs. Teixeira. All in favor (4-0).

### 5. New Business

#### a. Disclosure – Jennifer Nietupski

Mrs. Nietupski stated that her daughter has applied to be a substitute teacher in Millbury and, therefore, she will file a conflict of interest with town clerk, Jayne Davolio.

#### b. Wellness Policy ADF – Proposed Amendment for Future Consideration

Mr. Myers shared a recommendation with the Committee from the Millbury Board of Health on the topic of Naloxone and the effort to make sure first responders are trained to administer it to reverse the effects of an opioid overdose on school property. Mr. Myers will provide model language from MASC with 2 readings and will seek approval from the Committee if this is something the Committee wants to pursue. While the District SRO is already trained as the

first responder, it makes sense to explore training of the nursing staff. The consensus of the Committee is to move forward with this amendment.

**6. Executive Session (if needed)**

**7. Future Topics/Events**

a. **Senior Final Exams Half Days – Vote Required**


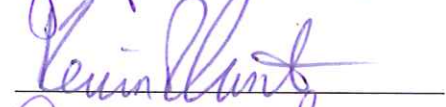
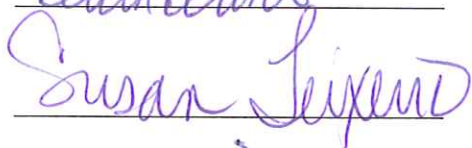
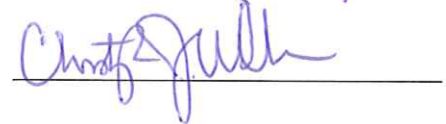
**8. Next Meeting: December 9, 2015 – MHS School Tour/ 6:30 p.m.  
Meeting – MHS Media Center / 7:00 p.m.**

**9. Adjourn**

The regular meeting session was adjourned 7:47 a.m. Mr. Plante made the motion to adjourn, seconded by Mrs. Teixeira. All in favor (4-0).

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

Approved:

Items in Packet:

Draft of October 28, 2015 Regular Session Meeting Minutes  
Draft of October 28, 2015 Executive Session Meeting Minutes  
AVC 1<sup>st</sup> Quarter Report  
Revolving Account Summary through 10/30/2015  
Memo from R Bedard Re: Parents' Club Funds Distribution

Handout at Meeting:

PowerPoint: MCAS/PARCC 2015