

Millbury School Committee

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MILLBURY, MASS.

**Date:** January 25, 2017

**Meeting  
REGULAR SESSION  
Minutes**

**Present:** Mrs. Nietupski, Chairperson, Mr. Plante, Vice Chairperson  
Mrs. Vigneau, Mrs. Teixeira, Mr. Wilbur  
Mr. Myers, Superintendent of Schools  
Mr. Bedard, Business Manager  
Ms. Ryan, Director of Pupil Services  
Mrs. Bellville, Director of Curriculum  
Mr. Nicholas Lazzaro, Student Advisory Council Representative  
Mrs. Bennett, High School Principal

**Time:** 7:00 p.m.

**Location:** High School Media Center

Mrs. Nietupski called the meeting to order at 7:00pm. Mr. Myers made a brief statement regarding the passing of custodian, Eric Dempsey followed by a moment of silence.

The Pledge of Allegiance was recited.

**1. Review and Approval of the Regular Session Minutes of January 11, 2017 and Executive Session Minutes of January 11, 2017.**

Mrs. Nietupski asked for any changes, additions or deletions to the Regular Session Minutes of January 11, 2017. Mrs. Vigneau stated that there was a typo on page 2 which should be changed to "charged". Mr. Wilbur made the motion to approve the minutes from the January 11, 2017 with the change and it was seconded by Mrs. Vigneau. All in favor (5-0).

Mrs. Nietupski noted any changes, additions or deletions to the Executive Session Minutes of January 11, 2017 will have to be made in Executive Session. Mr. Plante made the motion to approve, seconded by Mrs. Vigneau. All in favor (5-0).

**2. Report of the Administration**

**a. Student Council Report**

Rachael Hjort and John Reumann of the Millbury School Council gave a brief update as to the recent events at the high school and the upcoming events for February such as the Winter Carnival.

**b. AVC Building Purchase Update**

Mr. Myers updated the Committee on the progress that AVC has made to purchase new office space in Marlborough, MA. On January 6, the Assabet Valley Collaborative Board of Directors voted to approve the terms of a mortgage for the purchase of two business condominium units (Suite 125 and Suites 130) at 28 Lord Road in Marlborough, MA.

The Mortgage terms:

Agreed upon purchase price (pending inspection): \$895,000

Down payment: \$179,000 (20%)

Principal: \$716,000

The mortgage will provide financing to AVC for the acquisition of real property including 9,559 square feet of space that includes administrative and professional offices, training space for adults and young adult students, and a large training center that can serve up to 100 participants simultaneously. The office spaces will be used by AVC administrators and consultants to perform the work of operating the organization. In addition, for large events, AVC has historically rented space from local hotels increasing the cost significantly – passed on to participants through fees.

**c. MHS Program of Studies**

Mrs. Tara Bennett, Principal of the Millbury Junior Senior High School, along with Mrs. Stephanie Delucia, Guidance Counselor, gave a PowerPoint presentation for the Millbury High School Program of Studies for the upcoming 2017-2018 school year. Mrs. Bennett highlighted the following new courses added for the 2017-2018 school year:

1. Accounting I (College Prep)
2. Accounting II (Honors)
3. Advanced Placement Computer Science Principles (Advanced Placement)
4. Wellness I (College Prep)
5. Applied Chemistry (College Prep)
6. We The People (College Prep or Honors)
7. Research Skills (College Prep)

School Committee members asked questions about the new offerings.

**d. Millbury Parents Club Update**

Mrs. Rachel Decatur updated the School Committee regarding the support they have given all three schools. Mrs. Decatur also announced that the next fundraiser will be an adult evening held at the Felter’s Mills in Millbury.

**e. Proposed School Calendar 2017-2018**

The proposed 2017-2018 school calendar reflects a 187-day school year. (182 instructional days), includes a proposed fourth ½ Professional Development Day in order to provide more time for critical tasks, including curriculum work, completing the self-study for our upcoming accreditation visit, vertical teaming, and other professional development activities. The required 990 instructional hours will still be met with the addition of a fourth ½ Professional Development Day. Mrs. Bennett stated that snow late days (delays) do not reduce the hours on learning.

**Survey of how many ½ Professional Days are used by our neighboring towns.**

- Auburn = 3 half days for Professional development
- Sutton = 6 half days for Professional development
- Grafton = 7 half days for Professional development.

It was decided that at the next School Committee meeting on February 1<sup>st</sup> the proposed 2017-2018 school calendar will be discussed and it was also decided that a new symbol would be used to distinguish a nonprofessional development half day for the entire district.

It was suggested that the last day for kindergarten students be June 1<sup>st</sup> because the teachers are involved in screening the incoming kindergarten students and the district would not have to hire substitute teachers.

**f. SEIU Request to Engage in Negotiating**

Mr. Myers stated that on January 20<sup>th</sup> his office received a formal request from the SEIU to enter into negotiations for a new bargaining agreement. The current agreement expires on June 30, 2017.

**3. Budget**

**a. Community Service Learning Donation**

Mr. Bedard stated that a vote was required to accept a donation in the amount of \$785.00 from the Millbury Credit Union for the “Chain of Lights” gift basket raffle. Mrs. Nietupski asked for a vote to accept the \$785.00. A motion was made by Mr. Wilbur to accept the donation of \$785.00 and it was seconded by Mr. Plante. All in favor (4-0-1). Mrs. Vigneau abstained.

**b. Student Activity Account Bill Schedule Approval Process**

Mr. Bedard stated he would like to make a change under the Municipal Modernization Act and have one School Committee member be the signor on all Student Activity Account bill schedules only. Mr. Plante made a motion to have Mrs. Vigneau be the signor on the School Activity Account bill schedules and Mr. Wilbur will be the alternate signor and Mrs. Teixeira seconded the motion. All approved (5-0).

**b. FY 2018 Proposed School Budget**

Mr. Myers stated that the Shaw Elementary School is looking to reinstate two part time Title I Tutors which were cut last year because of the coaching positions. It has been determined that part time tutors verses full time tutors were more beneficial to the students as they would only be scheduled to be in the school when they will be with students. It also lowers the cost to the town as they will not be receiving benefits. Mrs. Bellville provided a handout.

Mr. Bedard stated that he would like to announce that a draft of FY’18 budget is on the website. The budget is also available for anyone to pick up at Central Office. He also stated that he and Mr. Myers met with Town Manager, Mr. Dave Marciello, and Finance Director, Mrs. Katie McKenna on January 20<sup>th</sup> and provided them with a complete overview of the proposed FY’18 budget.

Mr. Bedard also reported on the Governor’s FY18 Preliminary Chapter 70 Aid and Net School Spending Requirements. He also stated the Public Hearing notice has been posted.

Mr. Plante stated that it was too early in the budget process to consider any cuts to the proposed FY’18 school budget and that the School Department should wait for budget information from the state and make adjustments if necessary.

**4. Old Business**

**a. Field Subcommittee Update**

Mr. Wilbur stated that he met with Gale Associates along with Mr. Myers, Superintendent, Mr. Bedard, Business Administrator, Mrs. Bennett, Millbury High School Principal, and Mr. Mara, Athletic Director regarding the use of the Elmwood Street School campus for a baseball field and a multi-purpose rectangular field. He stated that the meeting went well and they are trying to decide what would be the best options.

**5. New Business**

a. Mrs. Nietupski asked for the Instructional Coaches to come to a future meeting to update the School Committee on data and what steps have been taken toward instruction.

**6. Next Meeting:** February 1, 2017 – MHS Media Center 7:00pm

Mrs. Nietupski stated that she would like to vote to move into executive session in accordance with MGL CH 30A S.21(a) 3 for the purpose of discussing 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 stated that they would move back into the open meeting to adjourn but nothing else would be discussed.

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

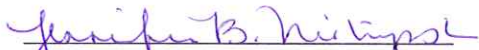
Respectfully submitted,

*Donna Freitas*

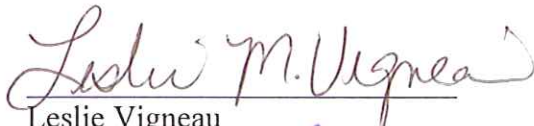
Donna Freitas

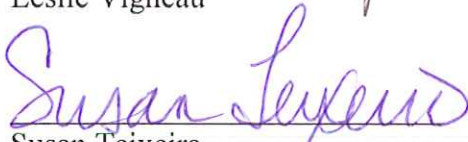
Executive Assistant to the Superintendent

Approved:

  
Jennifer Nietupski, Chairperson

  
Kevin Plante, Vice Chairperson

  
Leslie Vigneau

  
Susan Teixeira

  
Christopher Wilbur

Items in Packet:

Regular Session Minutes – 1/11/2017  
Executive Session Minutes – 1/11/2017  
Superintendent's Comments  
Letter to Paula Woelfel from Millbury Credit Union  
Proposed 2017-2018 School Calendar  
Assabet Valley Collaborative Building Purchase Update  
SEIU Letter Agreement to open negotiations  
Upcoming Events - February

Handouts

New Courses – MHS Program of Studies  
Title I Tutors – Part time/Full Time