

Millbury School Committee Minutes

Date: December 8, 2010

Present: Mrs. Vigneau, Chairperson, Mr. Corey, Vice Chairperson, Mr. Clawson, Mr. Plante, Mrs. Nietupski, Mr. Fleming, High School Principal, Mr. Bedard, Business Administrator, and Mrs. Hitchcock, Superintendent

Location: High School Media Center

Time: 7:00 pm

Mrs. Vigneau brought the meeting to order at 7:00 pm.

Approval of Regular Session Minutes

Mrs. Vigneau asked for a motion to approve the minutes from the November 10th meeting. Mr. Clawson made a motion to accept the minutes from the November 10th meeting and Mr. Corey seconded the motion.

Approval of Executive Session Minutes

Mrs. Vigneau asked for a motion to approve the Executive Session Minutes from October 13, 2010. Mr. Corey made a motion to accept the minutes and Mr. Clawson seconded the motion. Vote 5-0. Mrs. Vigneau asked for a motion to approve the Executive Session Minutes from October 26, 2010. Mr. Corey made a motion to approve the Executive Session minutes from November 11, 2010 and Mr. Clawson seconded the motion. Vote 5-0. Mrs. Vigneau asked for a motion to approve the Executive Session minutes from the November 17, 2010 meeting. Mr. Corey made a motion to accept the Executive Session minutes and Mr. Clawson seconded the motion. Vote 5-0. It was agreed to hold the minutes from the November 18, 2010 Executive Session meeting for clarification.

Report of the Administration

Mrs. Hitchcock introduced Mr. Andrew Hall, the new Vice Principal of the Millbury Junior/Senior High School, to the School Committee.

Mrs. Hitchcock gave an update on the Race to the Top Grant. She stated that the entire package had been submitted to DESE. Mrs. Hitchcock stated that the grant contained five goals that would be worked on over the next four years.

Anti-Bullying Prevention Policy

Mrs. Hitchcock stated that the Bullying Prevention and Intervention Plan was included in the School Committee member's packets. Mrs. Hitchcock stated that the hearing is scheduled for next Wednesday (12/15/10) at 5:30 pm at the high school media center if anyone was interested in attending. Mrs. Hitchcock stated that the document will be fully reviewed. In addition, the Bullying Prevention and Intervention Plan will be posted on each of the three school's websites and the Central Office website.

Mrs. Hitchcock stated that the government had passed a law on May 2, 2010 that schools must have a Bullying Prevention and Intervention Plan after two students had taken their own lives due to being bullied. All MPS staff members in all three buildings attended a training program. The law states that bullying is an act that is repeated, not a one-time offense, that causes harm or is a concern for the safety of a student. If a parent calls to report a bullying situation it is our obligations to fully investigate the issue. The Principals in each building are responsible for these investigations. Mrs. Hitchcock stated that the Task Force consisted of teachers, counselors, the President of the MTA, parents and a member of the Leadership Team. A discussion took place regarding programs that have already been instituted into the schools. Mrs. Nietupski inquired if PBIS was going to be incorporated at the Elmwood Street School. Mrs. Hitchcock stated that PBIS is geared more to grade levels 4, 5 and up, however, Elmwood has begun to use Woolie Cards as positive reinforcements for the students caught performing good behaviors. It was also stated that Rachel's Project would be added to the list of programs at the high school.

Mrs. Hitchcock gave a review of the Federal and State Grants. A listing of the 2010 and 2011 entitlement and discretionary grants with a brief description of the purpose for each grant and how the money may be used was included in the School Committee members' packets.

The selection process for the High School Principal and Director of Curriculum, Instruction and Assessment has begun. Ms. Simanski, Principal Shaw Elementary School will chair the Search Committee for the principal position at the high school. The anticipated screening will start on January 18th, 2011. The screening process for the Director of Curriculum will follow shortly after. Mrs. Hitchcock stated that both positions will begin on July 1, 2011.

Mrs. Vigneau, School Committee Chairperson asked that fundraising be placed on the agenda for tonight. Mrs. Hitchcock stated that she had included in the School Committee members' packets a list of fundraisers that had been approved by her for 2009 – 2010. A discussion took place regarding the Fundraising Policy. It was stated that Mr. Turcott had asked for approval to run a raffle at the St. Charles on Saturday to benefit the boys' basketball team. Mrs. Hitchcock stated that she had approved this fundraiser for the football team. It was stated that the boys would not be involved in the raffle. Mr. Corey stated the policy specified that the Superintendent would be the one responsible for approving or not approving fundraising activities. He stated that Mrs. Hitchcock has done an admiral job regarding all fundraising activities and he did not feel that this

situation needed to come to the School Committee. He also stated that he did not think this raffle is violating the policy. Mrs. Vigneau stated that she just wanted to make sure everyone was on the same page. Mr. Plante stated that he attended the raffle that benefited the football team and that no students were involved at all with the raffle. A discussion took place regarding fundraising for the athletic teams and starting a booster club for all sports. Mr Turcott briefly spoke to the School Committee thanking them for their support.

Mrs. Hitchcock stated that Mrs. Nietupski had asked at a previous meeting if the students going on the field trip would be left alone to find their own meals. Mrs. Hitchcock stated that Mr. Friedman and the three chaperones will break into groups and an adult will accompany all groups of students.

Budget

Mr. Bedard stated that a spreadsheet was included in the School Committee members' packets regarding the school revolving accounts from July 1st through November 10th. Mr. Bedard stated that revenues on revolving accounts must be used for those specific purposes. Most accounts are maintaining a consistent balance except for a decrease in the AfterCare revolving account. We will be discussing that further in an upcoming meeting.

Maintenance Update

Mr. Bedard stated that the Dorothy Manor School has an outside water leak. After investigating it was determined that the water leak is in a pipe that runs from the building to the road and that it is the owner's responsibility. We solicited bids to replace the pipe and the low bid is for \$1,975 and will come out of the Dorothy Manor account. The Pakachoag Acres Day Care lease is up on June 30, 2011 and we are currently soliciting requests for a new lease agreement.

Mr. Bedard stated that he, Mr. Hanratty and Mrs. Nietupski met with the Army Corps of Engineer to go over some of the details of the Army Corps of Engineers application. He stated that there are two groups that would be involved with the Master Plan, the horizontal group works on all the earth moving paving and demolition work and the vertical group will work on the building and construction. Each group may be available for this project at different times. Both groups are deploying so the work will not begin until over a year. The Army Corps of Engineers will need construction-ready blueprints.

There is an air conditioning compressor on the roof at the high school that is not working. We are soliciting bids and would like to complete the work before the warm weather is here. The elevator at the high school has no way of lowering and opening in case of emergency, such as power loss. We need to have a battery back-up installed according to the Millbury Fire Department. The cost is \$2,943.60 and will come of our regular maintenance budget. The sound booth that the Carpenters' School built in the back of the high school auditorium has been completed. The woodwork matches the oak wood walls in the auditorium. It was completed the work in a timely fashion. Best Buy provided the

new audio equipment for the sound booth. Mrs. Vigneau asked that a thank you be sent to the Carpenters School, as a thank you was already sent to Best Buy.

Old Business

Mrs. Vigneau stated that email has worked nicely for Mrs. Hitchcock to inform the School Committee of events that happen in the schools. However, as for asking for the opinions of the other School Committee members and there responses coming though to me before I had the chance to make my own opinion, that I don't agree with. I love email for communication and for FYI's but I don't like using it for questions to School Committee members.

Mrs. Vigneau stated that Student Government Day were very well. It was fun having a mock School Committee meeting and the students did a wonderful job making an agenda.

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 collective bargaining with the SEIU, Local 888. Into executive session will return to close the meeting. A roll call vote was taken. Mr. Plante – yes, Mr. Corey – yes, Mrs. Vigneau – yes, Mr. Clawson – yes, Mrs. Nietupski – yes.

Items:

- Memo – Regarding Maintenance Projects
- Memo - Regarding New Special Education Tuition Costs
- Memo - Regarding Grants
- Fundraising Activity List 2009 – 2010
- Revolving Account Summary
- Bullying Prevention and Intervention Plan

Respectfully submitted,

Donna Lane
School Committee Clerk

Approved:




