

**Millbury School Committee Meeting
REGULAR SESSION
Minutes**

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MILLBURY, MASS.

Date: December 12, 2012

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

Time: 7:00 p.m.

Location: Millbury Jr./Sr. High School Media Center

Mrs. Nietupski called the meeting to order at 7:00 p.m followed by the Pledge of Allegiance.

1. Approval of the Regular and Executive Session Meeting Minutes of 11/28/2012

Mrs. Nietupski asked for any changes, additions or deletions to the Regular Session Minutes of November 28, 2012.

Mr. Borowski made a motion to approve, seconded by Mr. Plante. All in favor (5-0).

Mrs. Nietupski stated if there are any changes, additions or deletions to the Executive Session Minutes of November 28, 2012 they will have to be made in the next Executive Session.

Mrs. Vigneau made a motion to approve, seconded by Mr. Borowski. All in favor (5-0).

2. Report of the Administration

a. New Format for Website

Mrs. Hitchcock announced the new format for the Millbury Public Schools Website. The site is similar to the town's website and will be more user-friendly and informative. Mrs. Hitchcock welcomed the public to contact the central office with any feedback. Mrs. Nietupski questioned using the site for Connect Ed messages. Mrs. Hitchcock will check into that possibility.

b. Other, as needed

Bag 2 School

Mrs. Hitchcock commended the Millbury Parents Club, under the direction of Judy Bastarache, for their recent fundraiser "Bag 2 School" on Saturday, November 3, 2012. Bags of clothing were donated and then weighed to determine the dollar amount. This year, the event brought in 9,250 tons of clothing at a profit of \$1,385 for Millbury schools.

Two New DESE Initiatives

Mrs. Hitchcock reported that the district is continuing to receive new initiatives from the Department of Elementary and Secondary Education:

- RETELL – This initiative focuses on Rethinking Equity and Teaching for English Language Learners. Mrs. Hitchcock noted that a few years back, every teacher working with ELL students was required to have category training. The new plan is that by the year 2014, a plan needs to be developed to train every single educator that instructs one or more ELL student in any of the four content areas. The training for RETELL involves a 45-hour course, which can be done online. The district may look into the “train the trainer model,” which may require some professional development days and training in the summer months for staff. This initiative is not optional and is categorized by need.
- Massachusetts Kindergarten Entry Assessment – Every district now uses a tool for kindergarten screening. DESE now wants everyone using the same instrument for measurement. A committee at DESE will choose one from four different assessments currently being reviewed.

3. Budget/Facilities

a. Maintenance Update

Mr. Bedard reported on the following maintenance projects:

- The Millbury Fire Chief has allowed the school district to wait until spring to install the asphalt paving behind the Classroom Imagine Room exit at the Shaw School.
- Through funding from the Green Communities Grant, automated temperature controls from Honeywell are scheduled to be installed in Millbury High School prior to the Christmas break.
- The removal of the asbestos from piping at Dorothy Manor has been completed and the area inspected for air quality. The district is currently obtaining pricing to insulate the pipes.
- Mr. Bedard is working with Pat Mara, Athletic Director, and Mandy Vasil, Principal of Millbury Jr./Sr. High School, on soliciting pricing for some improvements to the baseball field and aligning the foul poles. More details will follow.

Mr. Bedard also addressed items from the recent meeting of the Energy Advisory Committee, of which he is a member:

- A representative from Weston and Sampson reported the results of the feasibility student of Butler Farm on the possibility of installing a wind turbine on the property. After the one year study, the results indicate there is not enough wind to support the turbine.
- Mr. Bedard stated that Ms. Connors, the Town Planner, reported on the status of where we stand with saving 20 percent in energy costs over 5 years through the Green Communities Grant. Mr. Bedard informed the committee that it's been only 3 years in, and the savings have already reached 14 percent. The news is optimistic especially since there are 2 more years to get to the remaining 6 percent.

He indicated the reported savings of 14 percent does not include the LED lights installed at the high school or the new Honeywell temperature regulating controls.

Mrs. Vigneau questioned Mr. Bedard if the schools are the biggest users of electricity and are we saving the most? Mr. Bedard reported that Elmwood School and Millbury Jr./Sr. High School are the biggest energy users and the biggest savings are a result of the recent lighting and retrofitting projects. Mrs. Hitchcock acknowledged Mr. Bedard for his part in initiating energy savings in the district.

Mr. Corey inquired the status of the bleacher project at the high school field. Mr. Bedard stated he is working with the Athletic Director and Principal of the high school to obtain information on the different bleachers available along with the costs. Plans are also being developed to update the concession stand. More information will follow.

b. Revolving Accounts

Mr. Bedard provided information on the Revolving Accounts through November 30, 2012. These accounts are specific to funding received and are not part of the regular school budget.

He noted the School Lunch Revolving Account is ending higher than started, which will help in the needed equipment purchase of a freezer/refrigerator at Shaw. This item is estimated to cost around \$25,000 - \$30,000. There is a possibility of purchasing a unit under a 3-year lease program.

4. Old Business

a. Amend Town's Motor Vehicle Purchasing Policy – Vote Required

Mr. Bedard noted that in order to continue to be part of the Green Communities Program, we are required to have a Vehicle Purchasing Policy that includes a listing of exempt vehicles along with non-exempt vehicles. Mr. Borowski made a motion to accept the amendment, seconded by Mr. Corey. All in favor (5-0).

Mrs. Nietupski asked if there was anything else under Old Business.

Mrs. Vigneau questioned the status of enrollment in the Math Boot Camp and the Virtual High School, if Mrs. Vasil was prepared to offer the information. Mrs. Vasil stated that only 8 students took advantage of the Math Boot Camp but that this will help to boost their scores in the Accuplacer testing. The VHS enrollment is now at capacity.

Mrs. Hitchcock informed the committee that the Shaw School recently received a \$1,000 check from Bob's Discount Furniture. They have asked that these funds be deposited in the Shaw Student Activities Account. This donation came from the corporation due to the fact that one of the parents of a Shaw student is employed by Bob's Furniture. Mrs. Hitchcock will write a thank you note from the committee and recommended the approval of the \$1,000 donation.

Mr. Borowski made a motion to accept the donation, seconded by Mr. Corey. All in favor (5-0).

5. New Business

There were no New Business items.

6. Future Topics/Events

a. 3-Year Technology Plan

7. Executive Session -

At 7:20 p.m., Mrs. Nietupski requested a roll call vote in order to move into Executive Session:

"In accordance with MGL Chapter 30 A, S 21 (3), the Millbury School Committee will vote to move into Executive Session to discuss strategy with respect to collective bargaining."

She noted that following the Executive Session meeting, the regular open meeting will be opened for the purpose of adjourning with no other business conducted.

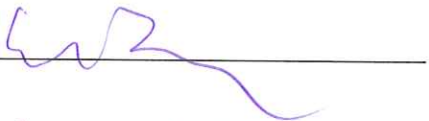
Roll Call:

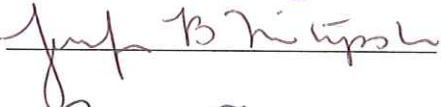
- Mrs. Vigneau: Yes
- Mr. Corey: Yes
- Mrs. Nietupski: Yes
- Mr. Borowski: Yes
- Mr. Plante: Yes


**8. Next Meeting: January 9, 2013 - Presentation of the FY'14 School Budget
January 23, 2013**


9. Adjourn

Respectfully submitted,
Sandra Femino
Sandra Femino
Executive Assistant to the Superintendent
Approved:









Items in Packet:

Draft of Regular Session Minutes of 11/28/2012
Draft of Executive Session Minutes of 11/28/2012
Memo from R. Bedard dated 12/5/2012 on Fuel Efficient Motor Vehicle Policy Revision
Revolving Account Summary dated 11/30/2012
Photocopy of the newly purchased Mini #1 bus
Millbury High School Class Sizes for 2012-2013
Town/School Dept. Contract Comparisons
Millbury Memorial Jr./Sr. High School 2012-2013 Winter Athletic Schedule
Reflector, Winter 2012, Issue 2