

**Millbury Public Schools
School Committee**

*Regular Session
Meeting Minutes*

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MILLBURY, MASS.

Date: January 26, 2022

Members Present: Mrs. Jennifer Nietupski, Chairperson
Mr. Christopher Wilbur, Vice Chairperson
Mrs. Julia Lagerholm, Member
Mr. Nicholas Lazzaro, Member
Mrs. Jessica Bristol, Member
Ms. Michelle Cherfils, Student Council Representative

Administrators Present: Mr. Richard Bedard, Jr., Assistant Superintendent for Finance and Operations
Mr. Jeff Berthiaume, Director of Instructional Technology
Ms. Elizabeth Boutiette, Director of Curriculum, Instruction, and Assessment
Mr. Gregory Myers, Superintendent of Schools

Contributing Guests: Ava Jendrysik (Class of 2025)
Allison Kimball (Class of 2025)
Officer Keith Gasco

Location: Virtual Zoom meeting
Meeting ID: 848 1044 3585

Time: 7:00pm

Mrs. Nietupski called the meeting to order at 7:01PM.

1. Review and Approval of Meeting Minutes

- a. Mr. Wilbur motioned to accept the Regular Session minutes of January 12, 2022, seconded by Mr. Lazzaro. Mrs. Nietupski held a roll call vote: Mrs. Lagerholm - YES, Mr. Lazzaro - YES, Mr. Wilbur - YES, Mrs. Nietupski - YES. The motion was approved (4-0).
- b. Mrs. Lagerholm motioned to accept the Executive Session minutes of January 12, 2022, seconded by Mr. Lazzaro. Mrs. Nietupski held a roll call vote: Mrs. Lagerholm - YES, Mr. Lazzaro - YES, Mr. Wilbur - YES, Mrs. Nietupski - YES. The motion was approved (4-0).

2. Report of the Administration

a. Report of the Student Council

Ava Jendrysik ('25) and Allison Kimball ('25) provided the Committee with an update on recent and upcoming events at the Jr./Sr. High School, including preparations for winter and spring carnival, the start of this winter's ski club, the drama club's spring musical ("Grease"), and an update on the boys and girls basketball season.

b. Current COVID-19 Infection Data and Trends, Pooled Testing and Test-and-Stay Data

Mr. Myers provided the Committee with an updated overview of COVID-19 infection rates and trends for students and staff in the District, stating there have been a total of 604 cases to date with 334 in January alone. Recent trends are showing a drop in cases. The second covid clinic was held at Elmwood on January 18, 2022, with a total of 174 doses given. The District has partnered with DESE to receive at-home tests for families who wish to participate. Those who are part of the at-home testing should only report positive tests to their school nurse.

c. 1st Semester Update from the School Resource Officer on School and District Safety

School Resource Officer Keith Gasco provided the Committee with an overview of safety initiatives conducted this fall and others planned for this spring, including ongoing ALICE training for staff and students, the regular testing of all panic buttons, and lock down drills. The newly designed vestibule at Elmwood has been working well and a similar two-step entry design should be considered for the Jr./Sr. High School.

Ms. Bristol asked about things in place to protect students against students. Mr. Gasco said the students are taking advantage of “see something, say something” so that adults are able to intervene.

Mr. Lazzaro asked if there are any other programs designed to address sexual violence for both males and females. Mr. Lazzaro referenced the S.A.E. program and asked about internet safety.

Mr. Wilbur asked how much time he is able to spend at each school. Officer Gasco said 70 % of his time is spent at the high school and the remainder is split between the other two schools. He also mentioned that we are looking into getting another SRO.

4. Finance and Operations

a. Discussion of Proposed Fiscal Year 2023 Budget

Mr. Myers, Mr. Bedard, Ms. Boutiette, and Mr. Berthiaume addressed questions and clarified details regarding the FY’23 proposed school budget and warrant articles, including:

Athletic Synthetic Turf: Reduction Grounds Crew

We still have an obligation at the Dorothy Manor School and Windle Field and will need employees for snow plowing.

Guidance DESE Fund 2700: page 11 up from \$29,628 to \$64,900

This captures the iReady program which was paid from the ESSER grant that we want to add to our budget.

Shaw Maintenance: Less maintenance costs with New Shaw School.

Certain budgeted maintenance costs have declined in light of the new Shaw School, but HVAC and maintenance for the other schools in this year's budget is extremely stretched.

Student Activity Stipends: Mr. Bedard included a listing of all the Student Activity Stipends paid last year. There are 43 clubs at the High School and three at Shaw. Six of these clubs are new over the past couple years.

Certified Nurse Assistants: We will likely need to maintain our current Certified Nurse Assistants next year, but this cost will be part of ESSER funding.

ESSER III Breakdown: Ms. Boutiette provided further information on the ESSER III grant funding over the next two fiscal years, including efforts to remove items from ESSER to add back into the operating budget. She also referenced a number of digital learning tools that are paid for through ESSER.

MSBA Roof Repairs: Mr. Bedard clarified that needed Millbury does not qualify for MSBA's Accelerated Repair Program since our roofs are not yet 25 years old.

b. Review of Proposed Fiscal Year 2023 Warrant Articles – *Vote Requested*

Mr. Bedard provided an overview and rationale for two FY'23 proposed warrant articles. First, as part of a multi-year investment plan, the District proposes a warrant article in the amount of \$225,000 for the purpose of improving district hardware and networking.

Ms. Bristol motioned to approve the first warrant, seconded by Mr. Wilbur. Mrs. Nietupski held a roll call vote: Mrs. Bristol - YES, Mrs. Lagerholm - YES, Mr. Lazzaro - YES, Mr. Wilbur - YES, Mrs. Nietupski - YES. The motion was approved (5-0).

Mr. Bedard described a proposed warrant article in the amount of \$30,000 for the purpose of replacing old and/or damaged musical instruments and marching band equipment.

Mr. Wilbur motioned to approve the warrant, seconded by Mr. Lazzaro. Mrs. Nietupski held a roll call vote: Mrs. Bristol - YES, Mrs. Lagerholm - YES, Mr. Lazzaro - YES, Mr. Wilbur - YES, Mrs. Nietupski - YES. The motion was approved (5-0).

Mr. Bedard stated that it is possible that a third warrant article may be needed for the purpose of repairing or replacing the hot water tank at the Jr./Sr. High School. The District is currently utilizing a temporary hot water tank at the school since the current tank is in disrepair and inoperable. Estimated repair costs are \$54,000.

c. Fiscal Year 2022 Expenditure Report Update

Mr. Bedard reviewed the most current FY'22 expenditure report, which includes all expenditures and encumbrances through January 18, 2022.

d. FY 2023 Budget Transfer - *Vote Requested*

Mr. Bedard asked the Committee to consider transferring \$139,402.00 from the "Program with Other Systems" (Special Education Tuitions) line (fund code 9000) to the "Operations and Maintenance" line (fund code 4000). During the closing of the FY 2022 school operating budget,

Mr. Bedard proposed using these available funds to pay for the Elmwood Street School hot water tank installation and the Millbury Jr./Sr. High School cafeteria dishwasher. Both of those projects have been completed and total \$124,415.35. The remaining \$14,986.65 will be used for other completed maintenance projects.

Mr. Wilbur motioned to approve the budget transfer, seconded by Mr. Lazzaro. Mrs. Nietupski held a roll call vote: Mrs. Bristol - YES, Mrs. Lagerholm - YES, Mr. Lazzaro - YES, Mr. Wilbur - YES, Mrs. Nietupski - YES. The motion was approved (5-0).

e. Project Bread Grant – *Vote Requested*

Mr. Bedard informed the Committee of a recent grant award in the amount of \$5,000 for the food services department. Grant funding will be used to replace / update certain kitchen equipment, such as cold food pans and lids, cutting boards and knives, commercial food processors, etc.

Ms. Bristol motioned to accept the recent grant award, seconded by Mrs. Lagerholm. Mrs. Nietupski held a roll call vote: Mrs. Bristol - YES, Mrs. Lagerholm - YES, Mr. Lazzaro - YES, Mr. Wilbur - YES, Mrs. Nietupski - YES. The motion was approved (5-0).

f. Gift of the Class of 2021 – *Vote Requested*

Mr. Bedard asked the Committee to consider accepting a gift of \$8,313.15 from the Class of 2021 for the suggested purpose of funding a digital marquee for the Jr./ Sr. High School. If approved, the sign will bear a placard reading “Gift of the Class of 2021.”

Ms. Bristol motioned to accept the gift from the Class of 2021, seconded by Mrs. Lagerholm. Mrs. Nietupski held a roll call vote: Mrs. Bristol - YES, Mrs. Lagerholm - YES, Mr. Lazzaro - YES, Mr. Wilbur - YES, Mrs. Nietupski - YES. The motion was approved (5-0).

g. Outdoor Classrooms Bid Award – *Vote Requested*

Mr. Bedard asked the Committee to award Green Acres Landscape and Construction of Lakeville, MA a contract to construct two outdoor classroom spaces (one at the Jr./Sr. High School and one at Elmwood). Green Acres was one of eleven bidders on this project, and submitted the lowest bid of the group at \$112,555. If the Committee awards a contract to Green Acres, work will likely begin early this spring and conclude before the end of the school year.

Ms. Bristol motioned to award the contract to Green Acres, seconded by Mr. Wilbur. Mrs. Nietupski held a roll call vote: Mrs. Bristol - YES, Mrs. Lagerholm - YES, Mr. Lazzaro - YES, Mr. Wilbur - YES, Mrs. Nietupski - YES. The motion was approved (5-0).

h. Declaration of Surplus Materials – *Vote Requested*

Mr. Bedard asked the Committee to consider declaring as surplus certain math and science textbooks, which are dated, worn, and are no longer of value. Each title has already been either discontinued or replaced with a newer edition.

Mrs. Lagerholm motioned to declare the surplus of materials, seconded by Mr. Wilbur. Mrs. Nietupski held a roll call vote: Mrs. Bristol - YES, Mrs. Lagerholm - YES, Mr. Lazzaro - YES, Mr. Wilbur - YES, Mrs. Nietupski - YES. The motion was approved (5-0).

5. Unfinished Business

a. Report on the Shaw School Building Project

Mr. Myers updated the Committee on the new project, including the ongoing plumbing, mechanicals, and electric work on the first floor. Drywall is nearly complete on the second floor and interior painting has started. Bids are being reviewed for Furniture, Fixtures, and Equipment and moving companies, which will be awarded in February. The project is two weeks behind schedule due to supply chain delays, poor weather, and staff sickness, but will still be ready for teachers and students in August. There will be an update to the public with a virtual event letting folks see what has happened from start to the current time.

b. Report of the Policy Subcommittee - *Votes Requested*

Mr. Lazzaro provided the Committee with an update to proposed changes to Policy KFC-R: and Field Use Policy - Fees and Available Fields and Policy KHB: Advertising Policy.

Mr. Lazzaro motioned to table Policy KFC-R in order to review the price for club rentals, seconded by Ms. Bristol. Mrs. Nietupski held a roll call vote: Mrs. Bristol - YES, Mrs. Lagerholm - YES, Mr. Lazzaro - YES, Mr. Wilbur - YES, Mrs. Nietupski - YES. The motion was approved (5-0).

Mr. Wilbur made the motion to approve policy KHB, seconded by Mrs. Lagerholm. Mrs. Nietupski held a roll call vote: Mrs. Bristol - YES, Mrs. Lagerholm - YES, Mr. Lazzaro - YES, Mr. Wilbur - YES, Mrs. Nietupski - YES. The motion was approved (5-0).

6. New Business

a. Superintendent's Annual Goals: Mid-Year Update

Considering the late hour, Mrs. Nietupski asked to move this item to the next meeting.

b. School Committee's Annual Goals: Mid-Year Update

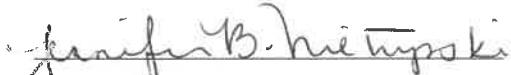
Considering the late hour, Mrs. Nietupski asked to move this item to the next meeting.

7. Executive Session

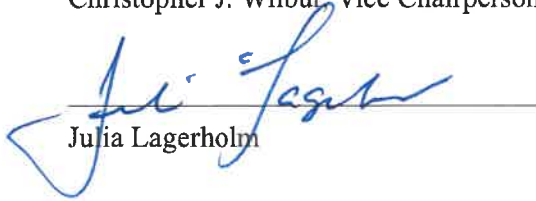
At 9:16PM, The Committee moved into Executive Session in accordance with MGL Chapter 30A, §21(a)4 to discuss the deployment of security personnel or devices or strategies thereto with School Resource Officer Keith Gasco and in accordance with MGL Chapter 30A, §21(a)3 to discuss strategy with respect to collective bargaining with the Millbury Teachers Association because an open meeting may have a detrimental effect on the Committee's bargaining position.

Mrs. Nietupski held a roll call vote: Mrs. Bristol - YES, Mrs. Lagerholm - YES, Mr. Lazzaro - YES, Mr. Wilbur - YES, Mrs. Nietupski - YES. The motion was approved (5-0).

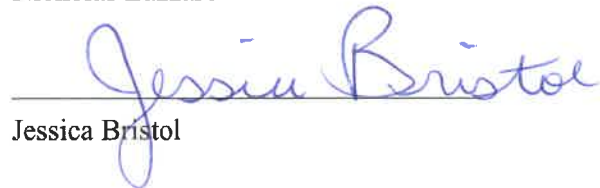
Approved:


Jennifer B. Nietupski, Chairperson

Christopher J. Wilbur, Vice Chairperson


Julia Lagerholm

Nicholas Lazzaro


Jessica Bristol