

**Millbury Public Schools
School Committee**

Regular Session
Meeting Minutes

2024 JAN 25 PM 3: 54

MILLBURY, MASS.

Date: January 10, 2024

Location: Millbury Memorial Jr./Sr. High School

Members Present: Mrs. Jennifer Nietupski, Chairperson
Mr. Christopher Wilbur, Vice Chairperson
Ms. Kristen Birch, Member
Ms. Courtney Wilbur, Student Representative to the School Committee

Administrators Present: Mr. Richard G. Bedard Jr., Assistant Superintendent for Finance & Operations
Mr. Jeffrey Berthiaume, Director of Informational Technology
Ms. Elizabeth Boutiette, Director of Curriculum and Instruction
Mr. Gregory Myers, Superintendent of Schools
Mr. Patrick Mara, Assistant Principal, Millbury Memorial Jr./Sr. High School
Mrs. Christine Warren, Director of Special Education

Contributing Guests: Ms. Jennifer O'Connell, Chair of the Finance Committee
Mr. Charles Cooper, Finance Committee Member
Mr. Kevin Kuphal, Finance Committee Member
Ms. Judith O'Connor, Finance Committee Member
Mr. William Pratt, Finance Committee Member
Mr. Russell Wells, Finance Committee Member

This meeting was recorded and broadcasted by Millbury's Public Access Channel.

At 7:00PM, Mrs. Nietupski called the meeting to order and led the Committee in reciting the Pledge of Allegiance.

Review and Approval of Meeting Minutes

Ms. Birch motioned to accept the Regular Session minutes of December 13, 2023, seconded by Ms. Bristol. The motion passed (4-0).

Report of the Policy Subcommittee

a. Review of Amendments to Policy DJ: Purchasing

The Massachusetts Association of School Committees (MASC) proposes changes to clarify the responsibility for developing the purchasing program of the district.

- b. Review of Amendments to Policy DJA: Purchasing Authority
MASC proposes changes to add legal limitations of a public contract, with a note on the process for longer contracts.
- c. Review of Amendments to Policy DJE: Procurement Requirements
MASC proposes the following amendments to DJE: add the requirement of a public procurement process for any contract with the district; eliminate language that is not allowed under Chapter 30B regarding rejection of bids; add how a contract is awarded in line with 30B requirements; and add language regarding the possible use of request for proposals.

Mr. Wilbur made a motion to accept changes to Policy DJ, DJA, and DJE as a slate, seconded by Ms. Bristol. The motion passed (4-0).

Report of the Administration

- a. Assabet Valley Collaborative: Annual Audit Report
Mr. Myers shared the annual audit report of the Assabet Valley Education Collaborative.
- b. Southern Worcester County Education Collaborative Annual Report
Mr. Myers shared the annual report of the Southern Worcester County Education Collaborative, which included FY23 highlights, challenges, and major priorities.

Finance and Operations

- a. Presentation of Fiscal Year 2025 Programmatic and Capital Needs; Proposed FY 25 Budget

The Town Financial Committee joined the School Committee to discuss the FY25 budget. Chairperson Jen O'Connell opened their meeting at 7:05pm with a motion by Mr. Pratt, seconded by Mr. Cooper.

Mr. Myers provided an overview of the proposed FY25 budget, including the major cost drivers behind the 3.94% increase (contractual increases, elimination of ESSER funding, reduction in dependence on O.O.D. programs, and improvements student and staff safety). The proposed budget is \$26,340,641.

Mr. Myers and Mrs. Warren explained that adding two new BCBA's would help to reduce out-of-district placements, thereby reducing out-of-district expenses.

Mr. Bedard presented key financial assumptions within the FY25 budget and explained reasons behind increases and decreases for several line items.

Members of the Finance Committee, the School Committee, and school district administrators discussed aspects of the proposed budget.

At 9:21pm, Mr. Pratt motioned to adjourn the meeting of the Finance Committee, seconded by Mr. Cooper.

Unfinished Business

- a. Raymond E. Shaw School Construction Project: Timeline for Completion and Budget Status of Phase I (School Building Construction) and Phase II (Playing Fields Construction)

Mr. Myers updated the Committee on the R.E. Shaw school and stated that National Grid's solar array impact study for the school is due to conclude on February 19, 2024. At that point, it is likely they will allow us to activate Shaw's solar array.

- b. Bid Results for Door Replacement/Security Upgrade Project

Mr. Bedard reviewed the single bid received by the District for the door replacement and security upgrade project from Antonelli Construction. Antonelli Construction has done work for the district and completed a project at the original Shaw School. Mr. Bedard recommended that the School Committee consider accepting the bid and awarding the contract to Antonelli Construction of Worcester, MA.

Mr. Wilbur motioned to accept the bid from Antonelli Construction for the door replacement/security upgrade project without the alternates, seconded by Ms. Bristol. The motion passed (4-0).


New Business

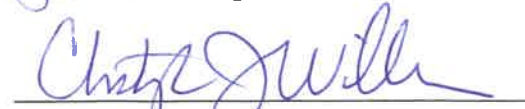
Dates to Remember

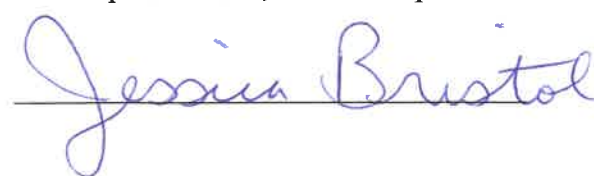
Adjourn

At 9:28 PM, Mr. Wilbur motioned to adjourn the regular session, seconded by Ms. Birch. The motion passed (4-0).

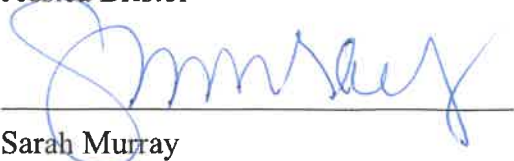
Approved:


Jennifer B. Nietupski, Chairperson


Christopher Wilbur, Vice Chairperson



Jessica Bristol

A handwritten signature in blue ink, appearing to read 'Smurray', is written over a horizontal line.

Sarah Murray

Kristen Birch