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MILLBURY, MASS.

**Millbury School Committee Meeting  
REGULAR SESSION  
Minutes**

**Date:** November 20, 2019

**Present:** Mrs. Nietupski, Chairperson, Mr. Wilbur, Vice Chairperson, Mrs. Teixeira, Mrs. Lagerholm, Ryan Kurkiewicz, Student Council Representative, Ms. Ryan, Director of Special Education, and Mr. Myers, Superintendent

**Absent:** Mrs. Prior and Mr. Bedard, Business Manager

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

**Time:** 7:00 pm

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Mrs. Nietupski opened the meeting at 7:10pm with the Pledge of Allegiance. Mrs. Nietupski congratulated the football team on their win at Tyngsboro. She stated that they will play at Grafton High School at 1:00pm on Saturday, November 23<sup>rd</sup> against Ashland. Mrs. Nietupski congratulated the girls' soccer team and stated that they will play at Foley Stadium in Worcester on Saturday, November 23<sup>rd</sup> at 10:00am.

Mrs. Nietupski stated that both the Shaw School Project and the Athletic Fields Project was approved by ballot and both projects will move on to the next phase.

**1. Review and Approval of the Regular Session Minutes of October 22, 2019**

Mrs. Nietupski asked for any changes, additions or deletions, to the Regular Session Minutes of October 22, 2019. Mrs. Teixeira made a motion to approve the minutes from the October 22, 2019 meeting, seconded by Mrs. Lagerholm. All approved (3-0).

**2. Review and Approval of the Regular Session Minutes of November 6, 2019**

Mrs. Nietupski asked for any changes, additions or deletions, to the Regular Session Minutes of November 6, 2019. Mrs. Lagerholm made a motion to approve the minutes from the November 6, 2019 meeting, seconded by Mrs. Teixeira. All approved (3-0).

**3. Review and Approval of the Executive Session Minutes of November 6, 2019**

Mrs. Nietupski asked for any changes, additions or deletions, to the Executive Session Minutes of November 6, 2019. She stated that if any changes, additions, or deletions are needed they must be done in Executive Session. Mrs. Teixeira made a motion to approve the Executive minutes from the November 6, 2019 meeting, seconded by Mrs. Lagerholm. All approved (3-0).

**4. Review and Approval of the Regular Session Minutes of November 12, 2019**

Mrs. Nietupski asked for any changes, additions or deletions, to the Regular Session Minutes of November 6, 2019. Mrs. Lagerholm made a motion to approve the minutes from the November 6, 2019 meeting, seconded by Mrs. Teixeira. All approved (3-0).

## 5. Report of the Administration

### a. Election Day Update

Mr. Myers stated that the election was held in the high school gymnasium on November 19<sup>th</sup> and due to the efforts of Ms. Jayne Davolio, Town Clerk, it went very smoothly.

### b. Update from the Office of Pupil Services

Ms. Ryan updated the Committee on the newsletters she has created to help increase communication, support professional development, and raise awareness within the District. *SPrEaD* is a weekly newsletter for special education staff. *Pupil Services Quarterly* is a newsletter that shares information pertaining to all special education services.

Ms. Ryan addressed the enrollment pattern for the last 3 years:

	October 2017	October 2018	October 2019
<b>Total Enrollment</b>	1,734	1,692	1,700
<b>EL's</b>	58	75	77
<b>Students w/IEP's</b>	290	253	303
<b>Students w/504's</b>	80	95	107
<b>Out of District</b>	19	26	29

Ms. Ryan stated that the increase in 504's reflects the District moving to be more compliant in supporting our students with medical needs. Students that have medical conditions, such as; asthma, allergies, heart conditions, concussions, etc. require the that the District holds a Section 504 Eligibility meeting. The 504 Team reviews the data to determine if the medical condition has a significant impact on a major life function.

Ms. Ryan stated that Millbury Public Schools continues to be a low incidence District, as our numbers are under 100. There are presently 77 active English Language Learners; active indicates that these students require direct services from a licensed English as a Second Language teacher. She stated that the population consists of 19 languages, with the four major languages being Portuguese, Spanish, Arabic, and Vietnamese.

Ms. Ryan stated that the annual Immigration Celebration is tentatively scheduled for Tuesday, April 28, 2020 from 5:30-7:30pm.

### c. Southern Worcester County Education Collaborative Annual Report

Mr. Myers updated the Committee on the Southern Worcester County Education Collaborative (SWCEC).

## 4. Budget

### a. Fiscal Year 2021 Budget Planning Meeting

Mr. Myers stated that the first meeting took place on November 7<sup>th</sup> with Acting Town Manager and the Finance Director. He stated that reviewed a very preliminary summary of the District's programmatic assumptions, including contractual personnel and transportation obligations. Mr. Myers stated that at the suggestion of Mr. Kelley they will collaborate on a cover letter for both the School Committee and Board of Selectman to show a united front to both committees. He stated that they plan to meet regularly during budget development. The next meeting is scheduled for November 26<sup>th</sup>.

## 5. Old Business

### a. School Start Times

Mr. Myers stated that we have received various surveys that were used in Grafton. He stated that he would tweak some of the questions and send it out to the members of School Committee for feedback. A discussion took place regarding community feedback regarding school start times.

### b. Field Renovation

Mr. Myers stated that the Field Renovation Project was approved. He stated that this project has been in the planning stage for the past seven years. He stated that the project will begin as soon as possible. Mrs. Nietupski stated that she would like to commend Mr. Pat Mara for his continued effort for this project and for his excellent presentation.

### c. Shaw Building Project Update

Mr. Myers stated that on November 19<sup>th</sup> during the special election, voters supported the project with 1,103 in favor to 398 opposed. Mr. Myers stated that a Building Committee meeting will be held on November 21<sup>st</sup> to discuss the Introduction of new Project Director, Paul Kalous, who has replaced Joe Naughton, review DESE approved modifications to schematic design, to review project scope and budget agreement, and to scheduled next steps.

## 6. New Business

### a. Town Manager Search Committee

Mrs. Nietupski stated that the town needed a person designated to represent the School Committee on the Town Manager Search Committee. Mr. Myers volunteered to be on the Search Committee as representative of the School Committee.

**Additional Item:** Mr. Myers stated that Tracy Novick, a Field Representative from MASC will facilitate a workshop in the high school library on superintendents' evaluation process on December 11<sup>th</sup> at 6:00pm.

## 7. Executive Session

*The School Committee will vote to move into Executive Session, in accordance with MGL Ch. 30A §21(a) 3: To discuss strategy with respect to collective bargaining or litigation. If an open meeting may leave a detrimental effect on the government's bargaining or litigating position, and the chair so declares.*

Mrs. Teixeira – Yes

Mrs. Lagerholm – Yes

Mrs. Nietupski – Yes

Mr. Wilbur – Yes

Mrs. Nietupski stated that when the Committee returns to the open session they will adjourn the meeting with no further discussion.

**Next Meeting – December 11, 2019**

**Regular School Committee MHS Media Center 7:00p**

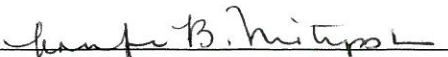
Respectfully submitted,

*Donna Freitas*

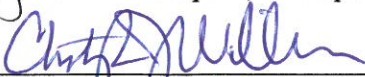
Donna Freitas

Executive Assistant to the Superintendent

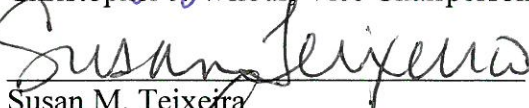
Approved:



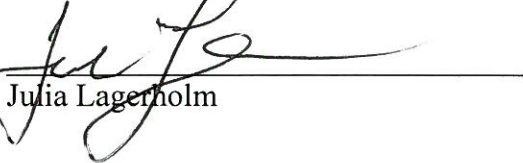
Jennifer B. Nietupski, Chairperson



Christopher J. Wilbur, Vice Chairperson



Susan M. Teixeira



Julia Lagerholm

Items in Packet:

Agenda

Regular Minutes 10/22/2019

Regular Minutes 11/6/2019

Executive Minutes 11/6/2019

Regular Minutes 11/12/2019

SWCEC Annual Report 2019

Pupil Services Quarterly

Grafton Surveys Later Start Times

Special Town Meeting Warrant

Shaw School Building Committee Agenda