

**Millbury Public Schools
School Committee**

*Regular Session
Meeting Minutes*

TOWN CLERK
2020 JUL 30 AM 9:27
MILLBURY, MASS.

Date: February 26, 2020

Present: Mrs. Jennifer Nietupski, Chairperson
Mr. Chris Wilbur, Vice Chairperson
Mrs. Sue Teixeira, Member
Mrs. Julia Lagerholm, Member
Mr. Nick Lazzaro, Member
Mr. Ryan Kurkiewicz, Student Council Representative
Ms. Kate Ryan, Director of Special Education
Mr. Rick Bedard, School Business Manager
Mr. Greg Myers, Superintendent

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

Time: 7:00pm

Mrs. Nietupski opened the meeting at 7:10 PM. After the Pledge of Allegiance was recited, Mrs. Nietupski welcomed new member, Mr. Nicholas Lazzaro, to the School Committee. She stated that both the Board of Selectmen and School Committee unanimously approved Mr. Lazzaro's appointment to fill Mrs. Prior's vacant seat on the School Committee until the April 28 election.

1. Public Hearing – Fiscal Year 2021 School Budget

Mrs. Nietupski opened a hearing to solicit feedback from the public regarding the proposed Fiscal Year 2021 School Budget as required by MGL CH71§38N. No members of the public present at the meeting elected to comment and Mrs. Nietupski closed the hearing.

2. Review and Approval of Meeting Minutes

a. Regular Session Minutes of February 12, 2020.

Mrs. Nietupski asked for corrections to the Regular Session Minutes of February 12, 2020. Hearing none, Mr. Wilbur motioned to approve the minutes from the February 12, 2020 meeting, seconded by Mrs. Teixeira. Approved, 4-0 with Mr. Lazzaro abstaining.

b. Executive Session Minutes of February 12, 2020.

Mrs. Nietupski asked that if corrections were needed to the Executive Session Minutes of February 12, 2020 they would be done in Executive Session. Hearing none, Mr. Wilbur motioned to approve the Executive Session minutes, seconded by Mrs. Teixeira. Approved, 4-0 with Mr. Lazzaro abstaining.

3. Report of the Administration

a. Report of the Student Advisory Council

Ryan Kurkiewicz ('20) and Elizabeth Mitchell ('22) provided an update on the work of the Student Advisory Council, including work done by Regional SAC and a discussion regarding a school start time video and student survey, which are nearly complete. Mr. Kurkiewicz also described how students were afforded the opportunity to register / pre-register to vote thanks to

the school's partnership with the Town Clerk's office. Mr. Myers suggested the Council look into RSAC concerns about student anxiety and the role school start times might play.

b. Partnership with Shrewsbury Youth and Family Services

Mr. Myers updated the School Committee on the District's partnership with Shrewsbury Youth and Family Services (STFS), including a recent meeting with representatives from SYFS to discuss the implementation of a vaping cessation program. Mr. Myers also stated that the District received \$5,000 from the Central Massachusetts Regional Public Health Alliance to support this partnership, all of which will be sent directly to SYFS. Mr. Myers stated that we have \$10,000 for the Vaping Cessation Program (24 seats) and \$5,000 for counseling support from SYFS. A presentation will be held during parent conferences to inform parents of the Vaping Cessation Program.

- Additional Item: Tuesday, March 3, 2020 will be a half-day of school for students which will open up parking in the afternoon for voting.

4. Budget

a. Proposed FY2021 Capital Warrant Articles

Mrs. Nietupski reviewed the first Warrant Article (technology): *To see if the Town will vote to raise and appropriate or transfer from available funds and/or borrow the sum of \$185,000 to fund the School Department the purchase the technology, software, infrastructure and other technology equipment across the district or take any action thereon.* Mr. Bedard stated that this is year two of a 3-year plan that will address four areas: in-house 1:1, desktop updates, update to classroom whiteboards, and upgrades to the server. Mrs. Lagerholm motioned to approve the warrant article for technology in the amount of \$185,000, seconded by Mr. Wilbur. All approved (5-0).

Mrs. Nietupski reviewed the second Warrant Article (District-wide Type A School Bus): *To see if the Town will vote to raise and appropriate or transfer from available funds and/or borrow the sum of \$65,000 to fund the School Department to purchase a district-wide Type A School bus, or taken any action thereon.* Mr. Bedard investigated the possibility of a 3-year lease rather than buying a bus outright -- payments would be approximately \$23,000 per year. Mr. Bedard stated that it would be more financially feasible to use the Town's free cash for this Warrant Article. Mrs. Lagerholm motioned to approve the second warrant article for a Type A School bus for \$65,000, seconded by Mr. Wilbur. All approved (5-0).

b. Approval of Fiscal Year 2021 Budget – Vote Required

Mrs. Nietupski stated that the school budget presented is \$23,285,221, which is a 2.48% increase over last year's budget. Mr. Wilbur explained that while he approves of the proposed budget, he would abstain from voting on category 2000 due to a conflict of interest. Mrs. Nietupski thanked the administration for a comprehensive and fiscally responsible budget.

- Mrs. Lagerholm motioned to approve category 1000 (administration) for \$696,862, seconded by Mrs. Teixeira. All approved (5-0).
- Mrs. Lagerholm motioned to approve category 2000 (Instruction) for \$16,109,545, seconded by Mrs. Teixeira (4-0, with Mr. Wilbur abstaining).
- Mrs. Lagerholm motioned to approve category 3000 (Other Services) for \$2,487,571, seconded by Mrs. Teixeira. All approved (5-0).

- . Mrs. Lagerholm motioned to approve category 4000 (Operations and Maintenance) for \$1,788,403, seconded by Mrs. Teixeira. All approved (5-0).
- . Mrs. Lagerholm motioned to approve category 9000 (Programs with Other Systems) for \$1,964,106, seconded by Mrs. Teixeira. All approved (5-0).
- . Mrs. Lagerholm motioned to approve the Windle Field category in the amount of \$13,000, seconded by Mrs. Teixeira. All approved (5-0).
- . Mrs. Lagerholm motioned to approve School Committee salaries in the amount of \$10,224, seconded by Mrs. Teixeira. All approved (5-0).
- . Mrs. Lagerholm motioned to approve the High School Athletic Department line in the amount of \$215,510, seconded by Mrs. Teixeira. All approved (5-0).

c. FY2020 Quarterly Expenditure Report

Mr. Bedard reviewed an Expenditure Report through February 19, 2020, explaining that anything starting with 001.1 addresses administration and 001.2 addresses instruction. Mr. Bedard stated that the Human Resource line has a surplus balance because the Town's HR Director is now the interim Town Manager and we are not obligated to pay our portion of his salary for the remainder of the year. Expenditures for unemployment compensation stands at \$24,689 through seven months and will likely be over budget by the end of the year. School Committee legal fees, which include the Melanson and Heath audit and attorney fees for personnel and special education is over budget due to the athletic field site plan review, and Athletic Field Project "out of pocket" expenses for permitting fees.

Special Education contracts for therapy are primarily for OT and PT from French River. Mr. Bedard stated that Long Term Substitutes must have a separate account from day to day subs according to the Department of Elementary and Secondary Education. He stated that there are only four maternity leaves this year which is down from last year's six, and sixteen from the year before. He also stated that the day-to-day sub account will not have encumbrances as we don't yet know what days substitutes will be used; therefore, there will be more expenditures from this account. The tuition reimbursement account is trending up this year (85 reimbursements) because this is the first year of contract and because of newer staff looking to move across columns. The average reimbursement is \$269. Transportation for Special Education is over by \$47,674. Homeless transportation has decreased but will likely increase before the next report. Heating and utilities are down 17%. Mr. Bedard stated that there will be funds available in these accounts to help pay down any accounts with overages. The Special Projects Account has been used to address roof issues, gym floor refinishing, facilities assessments for Elmwood and the High School, LED installation in the junior high school, and the cleaning of science lab drains. Ms. Ryan gave an update on out-of-district enrollments, stating that we have 26 students placed in five "out-of-district" programs with an additional four students pending.

- Acceptance of donations will be moved to the next agenda.

5. Old Business

a. Camp Bournedale Field Trip

Mr. Tuccio requested final approval for 136 6th graders to attend Camp Bournedale from April 6th – 10th. Mr. Wilbur motioned to approve, seconded by Mrs. Lagerholm. All approved (5-0).

b. School Start Times

Mr. Myers stated that Keryn Reno is doing her Capstone WPI project on School Start Times and will research four start time options for the Committee and will present her findings to the School Committee on April 8th. Her presentation will represent the close of phase 2 (phase 1 was a research review and phase 3 will be community feedback on a preferred option).

c. Millbury Jr./Sr. High School Athletic Field Renovation Project

Mr. Myers stated that the project specs have been advertised but there will be a slight delay in attaining all permitting -- the Planning Board and Conservation Committee has continued their hearing because they need more time to review plans. Mr. Bedard stated they are proceeding with bids for everything except the building. Bids are due March 19th.

d. Shaw School Project Update

Mr. Myers stated that the MSBA has approved the Project Budget and Scope for the project. In terms of Building Committee is making decisions on interior and exterior materials. Each timeline milestone is completed or slightly ahead of schedule. Now that the MSBA has approved the project budget, the Town now has access to reimbursements from the MSBA.

e. Tentative 2020-2021 School Calendar

Mr. Myers reviewed the proposed calendar. Mr. Wilbur motioned to accept the 2020-2021 School Calendar, seconded by Mrs. Teixeira. All approved (5-0).

6. New Business

Mrs. Nietupski inquired about a discussion item from the previous meeting -- BVT students participating in Millbury's marching band and chorus programs -- and whether information from Douglas was available. This item has been tabled to the next meeting.

Mrs. Nietupski suggested scheduling a policy sub-committee meeting to review MASC revisions to policy. Mr. Myers stated that he will provide the sub-committee members copies of the old and new policies and a meeting will be scheduled in April to review all changes. This item will appear on the next meeting agenda.

Mrs. Nietupski asked about preparations regarding the COVID-19 virus, including how the District would accommodate the possibility of an extended school closure. Mr. Myers stated that he received an advisory from the Department of Public Health, which the District is following, and has posted it on the District's website and a letter is going home to families to update them on procedures regarding keeping children with fevers at home and the importance of handwashing. Mr. Myers also stated that students in grade 6 through 12 have 1:1 devices and that Google classrooms can be set up for students to learn from home. This item will appear on the next meeting agenda.

7. Executive Session

Pursuant to M.G.L. chapter 30A, §12(a) 3., the committee will consider voting to enter executive session in order to discuss strategy with respect to collective bargaining with SEIU Local 888 because discussing in open meeting may have a detrimental effect on the Committee's bargaining position and the Chair so declares.

Mrs. Nietupski took a roll call vote:

Mrs. Teixeira - YES

Mrs. Lagerholm - YES

Mrs. Nietupski - YES

Mr. Wilbur - YES

Mr. Lazzaro - YES

8. Future Topics

- a. Review of Student Opportunities Act 3-Year District Plan (March 11, 2020)
- b. Consider Voting to accept the SOA 3-Year District Plan (March 25, 2020).

9. Next Meeting: March 11, 2020

Regular SC Meeting, MHS Media Center, 7PM

10. Adjourn

Mrs. Nietupski stated that after the Committee closes the executive session, it will re-open and then adjourn the regular session without engaging in further consideration of business of any kind.


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


Nicholas Lazzaro