

**Millbury Public Schools  
School Committee**

*Regular Session  
Meeting Minutes*

2020 OCT -01 AM 8:42

Date: May 28, 2020

Present: Mrs. Jennifer Nietupski, Chairperson  
Mr. Chris Wilbur, Vice Chairperson  
Mrs. Sue Teixeira, Member  
Mrs. Julia Lagerholm, Member  
Ms. Kate Ryan, Director of Pupil Services  
Ms. Lizz Boutiette, Director of Curriculum, Instruction, and Assessment  
Mr. Rick Bedard, School Business Manager  
Mr. Greg Myers, Superintendent of Schools

Absent: Mr. Nick Lazarro, Member

Location: This meeting was held virtually using Zoom. The Zoom invitation link was included on the meeting agenda, which was posted publicly.

Time: 7:00pm

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Mrs. Nietupski opened the meeting at 7:00 PM.

**1. Review and Approval of Meeting Minutes**

a. Regular Session Minutes of May 13, 2020

Mrs. Nietupski asked if any corrections, additions, or deletions to the Regular Session Minutes of May 13, 2020 were necessary. Hearing none, Mrs. Lagerholm motioned to approve the minutes from the May 13 meeting, seconded by Mrs. Teixeira. Mr. Wilbur -YES, Mrs. Lagerholm -YES, Mrs. Teixeira - YES, Mrs. Nietupski - YES. All approved 4-0.

b. Executive Session Minutes of May 13, 2020.

Mrs. Nietupski asked if any corrections, additions, or deletions to the Executive Session Minutes of May 13, 2020 were necessary. Hearing none, Mrs. Lagerholm made a motion to approve the Executive Session Minutes of May 13, 2020 seconded by Mrs. Teixeira. Mr. Wilbur -YES, Mrs. Lagerholm -YES, Mrs. Teixeira - YES, Mrs. Nietupski - YES. All approved 4-0. All approved (4-0).

**2. Report of the Administration**

a. COVID 19: Update on School Operations

Mr. Myers updated the Committee on the formation of an advisory committee for the reopening of school this fall. The advisory committee will use the CDC's and the Governor's general guidelines for reopening along with more specific guidance from DESE that will be issued mid-June. Mr. Myers stated that the Committee will:

- Establish practices to ensure social distancing from bus stops to the using the cafeteria;
- Identify specialized equipment necessary for reopening;
- Establish precautions for person with compromised health conditions;

- Recommend schedules for continuous cleaning in each building;
- Determine protocol for checking symptoms and for addressing persons with symptoms;
- Review and Recommend modified schedule to allow for social distancing.

Mr. Myers stated that the Committee would have a kick-off meeting in the beginning of June and a working meeting in mid-June. Ms. Ryan stated that the head nurse is looking into the ordering of thermometers. Mr. Myers stated that this also includes masks, plexi-glass etc. He also stated that we will keep track of all purchases as they may be reimbursed by the state. Mrs. Lagerholm and Mr. Wilbur volunteered to serve on the Advisory Committee.

A discussion took place regarding transportation and social distancing. It was stated that an additional bus might be needed for some routes. It was also stated that Colorado College may be a good model for the high school to follow social distances.

Mrs. Nietupski stated that Engineering and Science will no longer be part of the MCAS testing. Mr. Myers stated that the Commissioner may be using this time to reevaluate the MCAS schedule and paring it down. He stated that the sophomores will take the MCAS test next year. Other alternatives are being put into place for juniors and seniors that have not passed the test.

#### b. Return to Work for Employees

Mr. Myers stated that the custodians have been back for a few weeks and are social distancing. He stated that the technology staff has returned to update new computers and secretaries have returned to work on May 28 with staggered schedules. Mrs. Nietupski stated that all feedback the School Committee has heard has been positive.

### 4. Budget

#### a. Donation from Congressman Jim McGovern

Mr. Myers stated that Congressman Jim McGovern helped to hand out lunches and wanted to help out financially. He donated a check to the food services for \$900.00. Mr. Wilbur made a motion to accept the \$900 donation from Congressman Jim McGovern, seconded by Mrs. Lagerholm. Mr. Wilbur -YES, Mrs. Lagerholm -YES, Mrs. Teixeira - YES, Mrs. Nietupski - YES. All approved 4-0.

#### b. Fiscal Year 2021 Budget

Mr. Myers updated the School Committee on the forecasted shortfall in state-aid for FY21. He stated that the Town Manager has asked the School Department to eliminate \$400,000 from their budget. Mr. Myers stated that the reduction will affect personnel by \$95,000 through attrition. He stated that there will be no lay-offs.. Mr. Myers stated that \$245,000 will be cut in non-personnel operating budget, and a \$60,000 reduction in the technology warrant article. Mr. Bedard will provide a worksheet for the changes to the FY2021 Budget at the next meeting.

Update: Mr. Myers stated that Mr. Bedard is working on negotiating the contract with VanPool. Mr. Myers stated that he did not know of all districts in the cohort with AA Transportation signed their contract amendment but he did stated that if we did not sign it they would let the leases expire on our buses and would not be there in the fall.

### 5. Old Business

- a. Confirmation of Previous School Committee Votes Taken During Remote Meetings.  
Mrs. Nietupski stated that the Attorney General has clarified that all votes taken during a remotely-held meeting must be made by roll call.

Mrs. Nietupski made the following motion: "I move that each person through this roll call vote is confirming that they voted yes to all votes taken at the March 25, 2020 meeting:

- Accept the minutes of March 11, 2020 regular session minutes;
- Accept the District's Three-Year Plan;
- Pay hourly employees through the duration of the COVID19 shutdown."

The motion was seconded by Mrs. Lagerholm. Mr. Wilbur - Yes, Mrs. Teixeira - Yes, Mrs. Lagerholm - Yes, Mrs. Nietupski - Yes (4-0)

Mrs. Nietupski made the following motion: "I move that each person through this roll call vote is confirming that they voted yes to all votes taken at the April 8, 2020 meeting:

- Accept the minutes of March 25, 2020 regular session minutes;
- Accept the Executive Minutes from March 11, 2020;
- Accept the annual revolving account update."

The motion was seconded by Mrs. Lagerholm. Mr. Wilbur - Yes, Mrs. Teixeira - Yes, Mrs. Lagerholm - Yes, Mrs. Nietupski - Yes (4-0)

Mrs. Nietupski made the following motion: "I move that each person through this roll call vote is confirming that they voted yes to all votes taken at the April 29, 2020 meeting:

- Accept the minutes of April 8, 2020 regular session minutes;
- Accept the Executive Minutes from April 8, 2020;
- Charge costs from the School District's operating budget to offset deficits in the School Lunch and Aftercare accounts;
- Rejected bids for the amenities building so that the Field Build Subcommittee can revise the project scope in hopes of attracting lower bids at a future date."

The motion was seconded by Mrs. Lagerholm. Mr. Wilbur - Yes, Mrs. Teixeira - Yes, Mrs. Lagerholm - Yes, Mrs. Nietupski - Yes (4-0)

Mrs. Nietupski made the following motion: "I move that each person through this roll call vote is confirming that they voted yes to all votes taken at the May 13, 2020 meeting:

- Accept the minutes of April 29, 2020 regular session minutes;
- Accept the Executive Minutes from April 29, 2020;
- Accept the Student Activity Account sub-account listing;
- Accept the AA Transportation contract amendment stipulating a payment of 75% of the norm regular transportation costs during the school closure;
- Award the horizontal portion of the field renovation project to Green Acres Landscape for the base bid only at the contract price amount of \$3,836,737;
- Accept the 2020-2021 School Committee meeting calendar."

The motion was seconded by Mrs. Lagerholm. Mr. Wilbur - Yes, Mrs. Teixeira - Yes, Mrs. Lagerholm - Yes, Mrs. Nietupski - Yes (4-0)

- b. Report on the Millbury Jr/Sr. High School Field Renovation Project

Mr. Myers stated that Green Acres Landscaping is moving heavy trucks onto the High School Campus and has built a construction fence around the project. He stated that Mr. Bedard sent

letter to employees and residents informing them of the closure. Mr. Myers stated that a camera has been installed to capture the project as a construction time lapse video. Mr. Myers stated that bids for the Amenities Project was posted on May 26th and we will receive new bids by June 10th.

**c. Report on the Shaw School Building Project**

Mr. Myers stated that the Materials Working Group met on May 14th to review exterior signage for both the driveway entrance and school building, reviewed exterior window color options, interior classroom palettes, and grade-level concepts, including themes related to the Blackstone River. Mr. Myers stated that the full Committee met on May 20th to review preliminary choices from the materials working group and submitted responses to MSBA to the detailed design documents. Mr. Myers stated that today we received information that the final budget has been formally approved. He also stated that June 22 we will submit to the MSBA 60% project on construction documents.

**6. New Business**

**a. Annual Review and Appointment of School Attorney**

Mr. Myers stated that he recommends that the School Committee vote to appoint Murphy, Hesse, Toomey, and Lehan to serve as the school's attorney. Mrs. Teixeira made a motion to appoint Murphy Hesse, Toomey and Lehan to serve as the School's attorney, seconded by Mrs. Lagerholm. Mr. Wilbur -YES, Mrs. Lagerholm -YES, Mrs. Teixeira - YES, Mrs. Nietupski - YES. All approved 4-0.

It was stated that at the next meeting the Annual Review of the Superintendent will take place.

**7. Executive Session**

**8. Future Topics**

**a. Committee Reorganization (July 6, 2020)**

**9. Next Meeting: June 10, 2020          Regular SC Meeting, 7PM**

**\*\*This meeting will be held virtually using Zoom\*\***

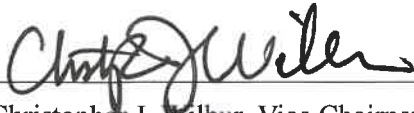
**10. Adjourn**

Mr. Wilbur made a motion to adjourn the meeting, seconded by Mrs. Teixeira. Mr. Wilbur -YES, Mrs. Lagerholm -YES, Mrs. Teixeira - YES, Mrs. Nietupski - YES. All approved 4-0.

Approved:

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Jennifer B. Nietupski, Chairperson



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Christopher J. Wilbur, Vice Chairperson



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Julia Lagerholm



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Nicholas Lazzaro