

**Millbury Public Schools  
School Committee**

*Regular Session  
Meeting Minutes*

21 FEB -0 AM 9:18

Date: September 23, 2020

Present: Mrs. Jennifer Nietupski, Chairperson  
Mr. Chris Wilbur, Vice Chairperson  
Mrs. Julia Lagerholm, Member  
Mr. Nick Lazzaro, Member  
Mrs. Jessica Bristol, Member  
Ms. Kate Ryan, Director of Pupil Services  
Mr. Richard Bedard, Jr., School Business Manager  
Mr. Gregory Myers, Superintendent of Schools

Location: Millbury Jr/Sr/ High School Media Center

Time: 7:00pm

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Mrs. Nietupski opened the meeting at 7:00 PM and led the audience in reciting the Pledge of Allegiance.

**1. Review and Approval of September 9, 2020 Meeting Minutes**

Mrs. Lagerholm made a motion to accept the minutes of September 9, 2020 seconded by Mr. Lazzaro. All approved (5-0).

Mr. Wilbur made a motion to accept the Executive Session minutes of September 9, 2020, seconded by Mrs. Lagerholm. All approved (5-0).

**2. Report of the Administration**

**a. Update on the reopening of schools this fall**

Mr. Myers provided an overview of last week's staggered school opening. He stated that he has received positive feedback from teachers and administration regarding the opening. Mr. Myers stated that the protocols for lunches, buses, wearing masks, and keeping high-touch areas clean are being practiced throughout the district. Mr. Myers stated that the union president stated that the opening of schools far exceeded his expectations regarding safety.

**i. Personnel Update**

Mr. Myers updated the Committee on personnel, stating that there are nine leave of absences at the present time. Four of the leave of absences pertain to maternity; one leave pertains to FMLA, one leave pertains to EFLMA, another pertains to extended child rearing, and the other two are year-long leaves.

**ii. Enrollment by cohort**

Mr. Myers reviewed an enrollment report organized by cohort. He stated that 15% of students in K-12 are enrolled in Cohort D remote learning, 17% are Elmwood Street School students and 19% are Shaw Elementary School students. Mr. Myers stated that he along with principals have been receiving parent requests to move their children from remote to hybrid.

Depending on space constraints, parents may be told that students will be placed on a waiting list for approximately three weeks depending on the grade level, as this creates a logistical ripple effect. Mr. Myers stated that relatively higher enrollments in 3rd and 6th grade make it difficult to accommodate returning Cohort D students. He stated that some teacher's schedules consist of all remote classes and other teacher's schedules consist of part-time remote learning and therefore it is difficult to create new classrooms for students from Cohort D to move to hybrid learning.

Mr. Myers stated that the October 1st enrollment will be significantly lower because some families opted to homeschool their children. He stated that remote learning students are part of our enrollment, however homeschooled students are not and this may affect next year's grant amounts.

Mr. Bedard stated that transportation ridership is lower than anticipated. There are monitors on all buses and that there are on average 8 to 10 students on the morning buses. Mr. Bedard stated that more students ride the buses in the afternoon and that two of the afternoon routes have twenty to twenty-two students.

Mr. Bedard stated that before and aftercare programs have very low enrollment, however programs are being offered at Elmwood and Shaw. He stated that the staffing has been reduced to match the enrollment.

iii. Meeting schedule for reopening advisory committee, as established by the Memorandum of Agreement (MOA)

Mr. Myers stated that it was agreed by the MTA and School Committee to meet every other week to check in and discuss anything that was not anticipated in the reopening of schools. Mr. Myers stated that a building representative, the union president and the leadership team will meet every other week. If an issue arises that needs negotiation the School Committee will meet with the MTA.

iv. Food Services

Mr. Myers stated that the federal government has given us the ability to supply free lunch and breakfast to all our students through December 31st. The "grab and go" lunch program will take place on Mondays and Wednesday between 11:30-12:00 for all children up to 21 years of age free of cost. He stated that name or grade level is not needed as we only have to report to the Department of Secondary and Elementary Education the number of meals given. Mr. Myers stated that we are working on a late afternoon or early evening pick up option to accommodate families schedules. Mr. Bedard stated that the next School Committee meeting will be held at Elmwood and Food Services Director, Mrs. Stephanie Barstow, will give the School Committee a report. Mr. Bedard stated that Assumption School's enrollment numbers are so low that we could not deliver lunches anymore. They were offered meals that they would have to pick up. Mr. Bedard will ask Mrs. Barstow to look into the possibility of delivery lunches again because their enrollment is much larger.

b. Update on Special Education Grants

Ms. Ryan gave an update on Special Education grants, including the IDEA (federally-funded) grant. She also explained the approximate share for federal grants for homeschool and

Assumption School students. Ms. Ryan updated the School Committee on the *262 Early Childhood Grant* which provides funds for 3, 4, and 5 year-olds to ensure they receive appropriate special educational and related services.

### 3. Finance and Operations

#### a. Facilities Update

Mr. Bedard stated that an indoor air quality test was conducted in all three school buildings and the results were favorable. The test determined how many times per hour air is exchanged in each room. Guidelines recommend an exchange of place 3 to 6 times per hour. Mr. Bedard stated that the high school and Elmwood Street School have average air exchanges of 6 or 7 times per hour and the Shaw School averages 10 to 12 times per hour. This test took place in unoccupied buildings. Mr. Bedard stated that the second test will be done in an occupied building and it will be looking to determine the air quality. It will measure temperature, humidity, CO, and CO2.

Mr. Bedard stated that the Green Communities Grant has provided the town with five grants over the last ten years totaling \$1,083,089. He stated that the School Department has received \$277,391,000. The current project is for the high school for a total of \$67,383.

Mr. Myers stated that HVAC company has opened all the dampers to allow outside air into the buildings. He stated that the custodians begin air circulation much earlier in the morning. Mr. Bedard stated that they are encouraging everyone to open windows in the rooms.

### 5. Unfinished Business

#### a. Report of the Millbury Jr./Sr. High School Field Renovation Project

Mr. Myers stated that the field renovation project remains under budget and a little ahead of schedule with a contingency budget of 3.7%. Mr. Myers stated that the amenities building has been framed and roofed and the indoor work will begin shortly. He also stated that the asphalt has been poured for the track but must cure for 30 days before the rubberized material can be laid down. He stated that the speakers and scoreboard have been installed.

#### b. Shaw School Project Update

Mr. Myers stated that the Building Committee met on September 16th and finalized the agreement with the Blackstone Valley Shoppes to allow access for the construction vehicles. He also stated that the Planning Board made their final decision by passing the appeals process. Mr. Myers stated that the next phase will be the prequalification process. He stated that we received 11 general contractors proposals and 104 subcontractors proposals. Mr. Bedard stated that Hill International and Turowski2 are very pleased with the proposals. Mr. Bedard stated that he attended the Board of Selectmen meeting because Verizon is partitioning for an easement for running a new wire for telephone access to the new Shaw School. Mr. Bedard stated that the Board of Selectmen have agreed to the easement. Mr. Myers stated that in December they will have completed 100% of the construction documents and will begin the bidding process. He stated that they are on schedule to receive construction bids on February 17, 2021.

### 6. New Business

#### a. Proposed proprietary item for the RE Shaw School Building Project - Vote Requested

Mr. Bedard recommended to the School Committee to approve School Guard Glass as a proprietary item for the Shaw School project. Mr. Bedard stated that this is special glass for windows and doors for security purposes. Mr. Wilbur made a motion to approve School Guard Glass as a proprietary item for the Shaw School project, seconded by Mrs. Lagerholm. All approved (5-0).

b. Notification of Assabet Valley Collaborative's Property Purchase

Mr. Myers stated that Shrewsbury High School has been leasing a space for a program Assabet Valley Collaborative has been running, however, Shrewsbury High School can no longer lease this space. As a result, AVC bought two suites at 28 Lord Road, Marlborough, MA and will renovate the spaces into an educational space and will finance this property through a bank in Marlborough. He stated that they will be paying off a mortgage of \$268,500 instead of paying rent.

c. Policy Sub Committee

Mr. Lazzaro, Chairperson of the Policy Committee, stated that the Committee had a second reading for the following policies:

- EBC-S: Policy on COVID - Related Issues
- EBCFA: Face Coverings
- IHBHE: Remote Learning
- JBB: Educational Equity

Mr. Lazzaro stated that the Committee reviewed Policy JLCB (Immunizations of Students), Policy IC/ICA (School Year School Calendar), Policy JLD (Guidance Program), Policy JP (Studente Gifts and Solicitations), Policy IE (Organization of Instruction) and Policy IHA (Basic Instructional Program) and decided to table the policies for more discussion.

d. 2nd Reading and Acceptance of Policies EBC-S, EBCFA, and IHBHE.

Mr. Wilbur made a motion to accept policy EBC-S, Policy on COVID - Related Issues, seconded by Mr. Lazzaro All approved (5-0).

Mr. Lazzaro made a motion to accept Policy EBCFA on Face Coverings, seconded by Mr. Wilbur. All approved (5-0).

Mr. Lazzaro made a motion to approve IHBHE on Remote Learning, second by Ms. Bristol. All approved (5-0).

Mrs. Nietupski stated that the Policy manual is located on the School Committee website and searchable by keywords.

e. Equity Action Cycle

Mr. Myers discussed the implementation of an equity action cycle for the 2021-2021 school year. As part of this proposal, an equity steering committee will be formed to:

- Develop an equity action plan that articulates a clear purpose, action steps, and desired outcomes
- Develop and propose a policy statement indicating the district's commitment to equality

- Guide professional development focused on equity
- Assist in the review and revision of the curriculum to ensure its alignment with the district's commitment to equity
- Review assessment data to identify and help address achievement gaps among subgroups
- Report progress to the School Committee periodically
- Participate in the DESE's Culturally Responsive Practice Leadership Academy

- f. **School Committee Representative to Culturally Responsive Practice Leadership Academy**  
Mr. Myers stated that the district received a grant from the Department of Secondary and Elementary Education to work with other similar school districts for two years to culturally encourage students. Mr. Myers stated that they would like a School Committee member to serve on the Committee for making decisions regarding curriculum, School Committee policies, the hiring and firing of the superintendent, and the building of the school department's budget.

A discussion took place regarding Millbury High School as a spot for SAT testing site on October 14, 2020. Mr. Myers stated that this was a great opportunity for Millbury. He stated that it would be possible to host the SATs on Wednesday, October 14, 2020 and that the Director of Guidance is looking into this opportunity. Mr. Myers stated that the students would be kept six feet apart.

#### 7. Executive Session

The Committee considered moving into Executive Session in accordance with MGL Chapter 30A, §21(A)3 to discuss strategy with respect to collective bargaining with the School Business Manager because an open meeting may have a detrimental effect on the bargaining position of the School Committee and the chair so declared.

A roll call vote was taken. Mrs. Lagerholm - YES, Mr. Lazzaro - YES, Mr. Wilbur - YES, Mrs. Bristol - YES, Mrs. Nietupski - YES. All in favor.

#### 8. Future Topics

- a. Consider elimination Policy JLD: Guidance Program, Policy JP: Student Gifts and Solicitations, Policy IE: Organization of Instruction, and Policy IHA: Basic Instructional program (October 14, 2020)
- b. Discussion of 2020-2021 Superintendent Goals (October 14, 2020)
- c. Discussion of 2020-2021 School Committee Goals (October 14, 2020)
- d. Introduction of Elmwood Street Elementary School faculty members (October 14, 2020)
- e. Introduction of Jr./Sr. High School faculty members (October 28, 2020)
- f. Introduction of new RE Shaw School faculty members (November 4, 2020)
- g. FY 2022 Budget Timeline (November 4, 2020)

**9. Next Meeting:** October 14, 2020      Tour of Elmwood Street School 6:30pm  
Meeting 7pm Elmwood Street School

**10. Adjourn** - Mrs. Nietupski stated that the meeting will close after the Executive Session without discussing further business.

Approved:

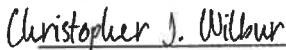
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Jennifer B. Nietupski, Chairperson

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Christopher J. Wilbur, Vice Chairperson

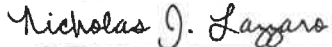
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Nicholas Lazzaro

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Jessica Bristol