

**Millbury Public Schools
School Committee**

Regular Session
Meeting Minutes

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MILLBURY, MASS.

Date: May 11, 2022

Members Mrs. Jennifer Nietupski, Chairperson
Present: Mrs. Julia Lagerholm, Member
Ms. Jessica Bristol, Member
Ms. Michelle Cherfils, Student Representative

Administrators Mr. Richard Bedard, Jr., Assistant Superintendent for Finance and Operations
Present: Ms. Elizabeth Boutiette, Director of Curriculum, Instruction, and Assessment
Mr. Gregory Myers, Superintendent of Schools
Ms. Kate Ryan, Director of Pupil Services

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

Review and Approval of Meeting Minutes

Ms. Bristol motioned to accept the April 27, 2022 regular session meeting minutes, seconded by Mrs. Lagerholm. The motion was approved (3-0).

Mrs. Lagerholm noted that the May 3, 2022 meeting minutes incorrectly state that Mrs. Nietupski participated virtually when she was in fact present at the meeting.

Mrs. Lagerholm motioned to accept the May 3, 2022 regular session meeting minutes with the understanding that the above correction would be made, seconded by Ms. Bristol. The motion was approved (3-0).

Report of the Administration

- a. Proposed Revision to the Assabet Valley Collaborative (AVC) Capital Reserve Fund
Mr. Myers asked the Committee to consider increasing the cap on AVC's Capital Reserve Plan from \$772,000 to \$1,500,000 in order to allow AVC's Board of Directors to fund the reserve up to the new maximum for the purpose of maintaining AVC's facilities.

Mrs. Lagerholm motioned to accept the revision to the Assabet Valley Collaborative Reserve Fund, seconded by Ms. Bristol. The motion was approved (3-0).

- b. Review of the District's Current COVID-19 Infection Data & Trends
Ms. Ryan provided the Committee with an update on COVID-19 infection data & trends in the district. There have been 48 reported positive cases in the district since April 27.. Staff members are

still participating in pool testing on a weekly basis. Take-home tests are not being sent home as of the end of April, but tests are still available for those who would like to test on their own.

Finance and Operations

a. Review of Approved Town Meeting Articles Affecting the School Department

Mr. Bedard reviewed the four articles from Town Meeting that directly affect the School District, including the approved FY23 school budget, renewed authorization of the District's revolving account, and the allocation of \$30,000 for the purchase for marching band equipment and \$225,000 for technology upgrades.

b. Review of Potential Chapter 70 (State Funding for Schools) Increase

Mr. Bedard updated the Committee on a potential increase in Chapter 70 minimum per-pupil funding, which may increase from \$30 per student to \$60 per student, resulting in an additional \$48,540 in Chapter 70 funding for Millbury. Mr. Bedard has discussed with Mr. Hendricks about allocating those funds to the School Department at the fall Town Meeting if the House Ways and Means Committee's version is passed.

c. Outdoor Classroom Projects at Elmwood and Millbury Memorial: Update on Construction Progress

Mr. Bedard provided the Committee with an update on two capital projects currently underway. The Elmwood project, which is located near the baseball field, is nearly complete. The Jr./Sr. High School project is located at the far end of the stadium bleachers and is still under construction. In addition, four maple trees have been planted near the high school's athletic complex to help with the aesthetics and erosion control.

d. Proposed Renovations to Millbury Memorial's Fitness Room: Design & Proposed Timeline

Mr. Bedard shared details of a proposed renovation of the fitness room at the Jr./Sr. High School, which would be paid for by ARPA funding. The original plan was to renovate both the fitness room and the foods classroom, but cost estimates are so high that the project was narrowed to include only the fitness room. The fitness room project will go out to bid in the near future. However, if estimates are accurate, the project will likely be postponed until we have a more favorable bidding environment. Mr. Myers will be meeting with Mr. Hendricks later this week to discuss the scope and cost before we move forward.

Mrs. Lagerholm asked if there was a deadline for spending the ARPA funds. Mr. Bedard said there was a deadline but this will not affect the funding of this project.

e. Dorothy Manor Lease: Update on OneSchool Global's Tentative Timeline to Vacate

OneSchool Global, the District's current tenant at the Dorothy Manor School, plans to vacate the building this December. Rental receipts from this lease agreement are deposited in the Dorothy Manor revolving account and are used to offset maintenance costs for the building and certain custodial salaries. In FY 2023, \$25,000 of the Dorothy Manor revenue was allocated to the grounds/maintenance budget. Mr. Bedard anticipates the FY23 OneSchool revenue and the July 1st revolving balance to be enough to pay for the \$25,000 budgeted items.

Unfinished Business

a. Report on the Shaw School Building Project

Mr. Myers spoke of the progress at the new school and was happy to share that we are on time and under budget. He invited the Committee to tour the new school before its May 25 meeting to view the changes that have happened since their last visit.

b. Superintendent Evaluation: Review of Process and Timeline

Mr. Myers provided the committee with summary documents of his goals and evidence for each of the indicators to review. The Committee reviewed the timeline for evaluating the superintendent. Committee members agreed to submit their evaluations to Mrs. Lagerholm in time for the May 25 meeting.

New Business

a. Annual Review and Appointment of School Attorney


Mr. Myers asked the Committee to consider reappointing Murphy, Hesse, Toomey, & Lehan LLP of Quincy, MA as the District's Legal Representative for the coming 2022-2023 School Year.


Ms. Bristol motioned to reappoint MHT&L as the District's legal representative for the coming school year, seconded by Mrs. Lagerholm. The motion was approved (3-0).


8. Adjourn


At 7:38 PM, Mrs. Lagerholm motioned to adjourn the regular session without further discussion, seconded by Ms. Bristol. The motion was approved (3-0).

Approved:


Jennifer B. Nietupski, Chairperson


Christopher J. Wilbur, Vice Chairperson


Julia Lagerholm


Nicholas Lazzaro

Jessica Bristol