

Millbury Public Schools School Committee

Regular Session Meeting Minutes

2023 JAN 13 AM 10:25
MILLBURY, MASS
TOWN CLERK

Date: October 12, 2022

Members Christopher Wilbur, Vice Chairperson
Present: Mrs. Julia Lagerholm, Member
Mr. Nicholas Lazzaro, Member
Ms. Fatma Al-Bargash, Student Representative

Administrators Mr. Gregory Myers, Superintendent of Schools
Present: Mr. Richard G. Bedard Jr., Assistant Superintendent for Finance and Operations
Ms. Elizabeth Boutiette, Director of Curriculum and Instruction
Mr. Jeffrey Berthiaume, Director of Instructional Technology
Mr. Christopher Lowe, Principal, Millbury Memorial Jr./Sr. High School
Mr. Andy Hall, Principal, Elmwood Street School
Mr. Corey Burke, Assistant Principal, Elmwood Street School

Mr. Wilbur called the meeting to order at 7:16 PM and led the Committee in reciting the Pledge of Allegiance.

Review and Approval of Meeting Minutes

Mrs. Lagerholm motioned to accept the regular session meeting minutes of September 28, 2022, seconded by Mr. Lazzaro. The motion passed (4-0).

Report of the Administration

a. Introduction of New Elmwood Street School Staff

Mr. Andy Hall, Principal of Elmwood Street Elementary School introduced new staff to the School Committee, including Ms. Lauren Fay, Ms. Kaila Morgan, Ms. Erin McCarthy, Ms. Jennifer Farrington, Ms. Casie Gurlitz, Ms. Emily Santos, Mrs. Kerry Gobron, Ms. Kristine Krakowski and Ms. Anna Crocker.

b. Review of Advanced Placement Courses Available to 10th Graders

Ms. Boutiette informed the committee of AP courses that are available to high school sophomores, which include AP Environmental Science, AP United States History, AP Statistics, and AP Psychology.

- c. Review/Discussion of Career Training Opportunities for Millbury Juniors and Seniors with the North Atlantic States Carpenters' Training Center in Millbury.

Mr. Lowe, Principal of Millbury Jr./Sr. High School shared information about the newly-formed relationship between the High school and the North Atlantic States Carpenters' Training Center in Millbury. This relation has allowed us to send up to twelve students from grades 7-12 to four different Shop Fridays, which include a comprehensive tour of the facility, an overview of the curriculum and an opportunity for hands-on shop experience facilities by the Training Center staff.

Later this Fall, Millbury will have the chance to enroll up to twelve Juniors and Seniors in a pre-apprenticeship program. Students will attend shop every other Friday. Successful completion of this program will provide students with preferential admission status to the Training Centers apprenticeship program after they graduate with credit towards certain training modules.

Mr. Lowe thanked Tom Pitcher, Director, Rachel Richards, Curricular Liaison, and Eric Martine, Shop Liaison from the Carpenters Union who have all been a crucial part to allowing this opportunity for our students. Mr. Myers also thanked Senator Moore who helped launch this opportunity and is providing funding for another minibus to help transport students to and from the facility.

Finance and Operations

- a. Fiscal Year 2022 DESE School End-Of-Year Report

Mr. Bedard provided the Committee with an overview of the FY22 end of year financial report.

Mrs. Nietupski, Jennifer Barrett and Mr. Myers will need to sign the certification form for the report to be officially submitted.

- b. Revised Indirect Cost Agreement Review

Mr. Bedard shared an updated copy of the indirect cost agreement between the District and the Town. These indirect cost agreements document certain expenses charged to the District in return for services, such as employee health insurance and workers' compensation premiums. Our most recent independent audit from Melanson & Heath recommended an update to this agreement in order to more accurately reflect true costs. This agreement has not been updated since 2011. The Superintendent and Town Manager will need to approve the finalized agreement.

- c. Technology Warrant Article Expenditures to Date

Mr. Berthiaume, Director of Instructional Technology, provided the Committee with an overview of how the \$225,000 technology warrant article from last May's Town meeting has been spent. The district took part in the e-Rate Program which allows for reimbursement for specific equipment.

- d. Fiscal Year 2024 Operating Budget Development Timeline- *Vote Requested*

Mr. Bedard shared a proposed timeline for the development of the District's FY24 operating budget.

In the beginning of December, each school will present their budget to the central office to review and compile and a proposed budget will be available by January 11, 2023. There will be a financial planning meeting with representatives of the Board of Selectmen and the Finance Committee this December to go over what the picture of 2024 expenditure will look like. The School Committee will use portions of their meetings in January and February to discuss the budget in more detail; a public hearing will be held on February 22.

Ms. Bristol made the motion to accept the Fiscal year 2024 operating budget development timeline, seconded by Mr. Lazzaro. The motion passed (4-0).

Unfinished Business

a. **Report on the Raymond E. Shaw Building Project**

The new Shaw School ribbon cutting is scheduled for Saturday, October 29th at 10:00 in the morning. New school tours will be part of the ribbon cutting.

Phase 1 Status:

- Solar panels were successfully installed on the school's roof on Friday
- The bus loop will be ready for use by the end of October
- The playground will be ready for use in early November

Phase 2 Status:

- Excavation, drainage, and leveling of turf field subgrade ongoing
- Artificial turf will be installed mid-November
- The field will be ready for baseball this spring

b. **Superintendent's Goals for 2022-2023- *Vote Requested***

Mr. Myers asked the Committee to consider accepting three proposed goals for the school year.

Goal 1: Improve the quality and quantity of feedback that administrators receive through a more meaningful, streamlined evaluation process.

Goal 2: Engage parents and the community across the district in meaningful ways that provide greater voice on a range of topics and improved understanding of school operations

Goal 3: Engage parents and the community in regular, two-way communication about issues important to them

Mr. Lazzaro asked about the wording of goals 2 and 3 and whether they were distinct enough to be separate goals. He also requested a more detailed description of action steps and benchmarks. Mr. Myers will provide the Committee with additional information about his goals at the next meeting.

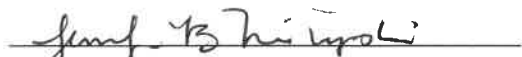
Mr. Lazzaro motioned to table the Superintendent's Goals for 2022-2023 till the next meeting to include action steps for each goal. The motion passed (4-0).

Mr. Lazzaro asked if Mr. Lowe could present on the innovations pathways program at a future meeting.

Adjourn

At 9:17 PM, Mrs. Lagerholm motioned to adjourn the regular session without further discussion, seconded by Mr. Lazzaro. The motion passed (4-0).

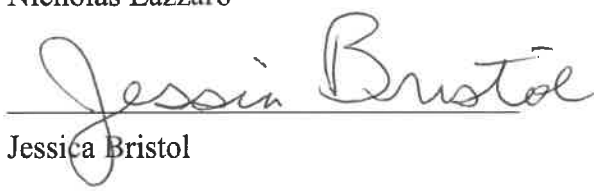
Approved:


Jennifer B. Nietupski, Chairperson

Christopher J. Wilbur, Vice Chairperson


Julia Lagerholm


Nicholas Lazzaro


Jessica Bristol