

**Millbury Public Schools
School Committee**

Regular Session
Meeting Minutes

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MILLBURY, MASS.

Date: February 8, 2023

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

Members Present: Mrs. Jennifer Nietupski, Chairperson
Mr. Christopher Wilbur, Vice-Chairperson
Mrs. Julia Lagerholm, Member
Mr. Nicholas Lazzaro, Member
Mrs. Jessica Bristol, Member

Administrators Present: Mr. Kofi Agyeman, Director of Facilities
Mr. Richard G. Bedard Jr., Assistant Superintendent for Finance & Operations
Mr. Jeffrey Berthiaume, Director of Instructional Technology
Ms. Lizz Boutiette, Director of Curriculum and Instruction
Mr. Gregory Myers, Superintendent of Schools
Ms. Kate Ryan, Director of Pupil Services
Mr. Andrew Tuccio, Principal, R.E. Shaw School

This meeting was recorded and broadcasted by Millbury's Public Access Channel.

Mrs. Nietupski called the meeting to order at 7:03 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 February 1, 2023, seconded by Mr. Lazzaro. The motion passed (5-0).

Review and Approval of Executive Session Minutes

Mrs. Lagerholm motioned to accept the executive session meeting minutes of February 1, 2023, seconded by Mr. Lazzaro. The motion passed (5-0).

Report of the Administration

a. Millbury's Project 351 Ambassador: Aiden Octavius

Mr. Patrick Mara, Assistant Principal of the Jr. High School introduced Aiden Octavis, Millbury's ambassador to this year's Project 351. Aiden spoke to the Committee stating how grateful he was to have been chosen and explained the core mission of Project 351. He enjoyed meeting the other 351

students who donated their time to help 6000 people who are less fortunate and are in need of assistance.

Finance and Operations

a. Overview of Jr./Sr. High School Roof Status and Maintenance Plan

Mr. Kofi Agyeman, Director of Facilities, provided background on the condition of the Jr./Sr. High School roof along with current and planned efforts to maintain the roof membrane. He informed the Committee that the roof at the Jr./Sr. High school is 20 years old with a warranty that ended five years ago. Requirements for a new roof have changed dramatically. MSBA is not currently accepting requests for assistance and it does not look like they will be any time soon. In 2019, we had an assessment done for a new roof for \$1.6 million. Currently, the cost is closer to \$6-7 million. He said that the roof is in need of replacement. Currently, his staff are doing as much patch work as possible until a solution is found.

b. Discussion of Fiscal Year 2024 Programmatic and Capital Needs

Mr. Bedard answered questions about the FY'24 Proposed School Budget. The budget hearing notice ran on February 1st and February 6th. The technology warrant article will be used to replace old equipment and purchase needed technology for new courses. The school facility security warrant article will be used to install a keyless entry system at both Elmwood and the Jr./Sr. High School

c. Town ADA Transition Plan and Self-Evaluation

Mr. Bedard provided an overview of the Town's recent work to complete a self-evaluation of its ADA compliance. Consultants will visit, inspect, and report on all town properties in terms of accessibility. Once they have reviewed our policies and procedures and visited all locations, the consultant will provide the town and school with a report and recommendations.

d. DESE Procurement Review

Mr. Bedard reviewed the results of a DESE review of the District's procurement practices. As part of our ESSER funding approval process with DESE, we were required to submit a copy of our current procurement policies and procedures for large capital expenditures that we planned to fund through ESSER. The audit verified that our procurement procedures are in compliance with federal, state, and local procurement regulations.

Unfinished Business

a. Report on the Raymond E. Shaw Building Project

Mr. Myers reviewed the current status of both phases of the Shaw School building project, noting the playground area is almost complete, but not yet ready for students to use; the canopy cover for the school entrance has been delivered and will be installed in the coming week; the building committee is exploring options for widening the driveway where it turns by the ball field to improve traffic

flow; the turf fabric has been delivered and is being installed; the project will likely be complete before baseball begins on March 20th.

- b. School Start Time- Review of Benefits/Challenges of Establishing Later Start Times for Adolescents
Mr. Myers briefly reviewed research on the impact that later school start times have on adolescent well-being, academic performance, and behavior. He spoke of the 2020 analysis of four options: Swap, Push, Reduce, and Same.

New Business

- a. Proposed amendments to various Policies- *Vote Requested*
- b. Policy DBC: Budget Deadlines and Schedules
 - c. Policy DBD: Budget Planning
 - d. Policy DD: Grants, Proposals, and Special Projects
 - e. Policy DIE: Audits
 - f. Policy DJE: Procurement Requirements

Mrs. Lagerholm made a motion to adopt the proposed amendments to Policy DBC, DBD, DD, DIE, DJE as a slate, seconded by Ms. Bristol. The motion passed (5-0).

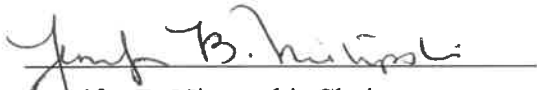
Executive Session

No Executive Session was held

Adjourn

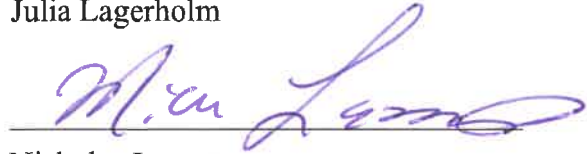
At 8:45pm, Mr. Wilbur made a motion to adjourn the meeting, seconded by Mrs. Lagerholm. The motion passed (5-0)

Approved:

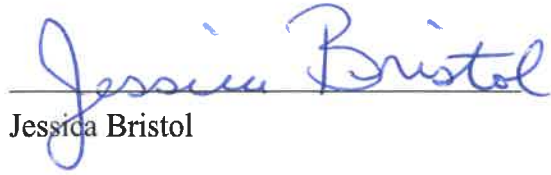

Jennifer B. Nietupski, Chairperson

Christopher J. Wilbur, Vice Chairperson

Julia Lagerholm

A handwritten signature in purple ink, appearing to read "Nicholas Lazzaro", written over a horizontal line.

Nicholas Lazzaro

A handwritten signature in blue ink, appearing to read "Jessica Bristol", written over a horizontal line.

Jessica Bristol