

**Millbury Public Schools  
School Committee**

**Regular Session  
Meeting Minutes**

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2023 AUG 24 AM 10:16  
MILLBURY, MASS

Date: June 14, 2023

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

Members Present: Mr. Christopher Wilbur, Vice Chairperson  
Ms. Jessica Bristol, Member  
Ms. Jamie Jurgiel, Member  
Mr. Nicholas Lazzaro, Member

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

Contributing Guests: Mr. Keith Gasco, School Resource Officer  
Mrs. Julia Lagerholm  
Mrs. Alicen Murray

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

At 7:00PM, Mr. Wilbur called the meeting to order and led the Committee in reciting the Pledge of Allegiance.

**Review and Approval of Meeting Minutes**

Ms. Bristol motioned to accept the regular session meeting minutes of May 24, 2023, seconded by Mr. Lazzaro. The motion passed (4-0).

Ms. Bristol motioned to approve the executive session minutes of May 24, 2023, seconded by Mr. Lazzaro. The motion passed (4-0).

**Report of the Administration**

- a. Recognition of Millbury High School's Hershey Open Advanced Varsity Champion Cheer Team  
Head coach Allison Murray provided a brief recap of the team's trip to the Hershey Open National Cheer Competition in April. The team competed in the School Cheer Advanced Varsity Division, placed first in their division, and became the Hershey Open Advanced Varsity Champions. After the

tournament, the team enjoyed a pizza party with another Massachusetts team and spent the day at Hershey park enjoying the rides.

The Committee recognized the team's achievement and awarded each cheerleader with a personalized sweatshirt.

b. Spring Semester Safety Presentation from School Resource Officer Keith Gasco

School Resource Officer Keith Gasco provided the Committee with an update on safety initiatives across the District. Some specific items that were mentioned were the ongoing safety training. SRO Gasco regularly attends conferences to stay up to date and bring improved ways to implement in the schools. All classrooms now have number decals located on the outside of their classrooms to help authorities when arriving on site to locate specific areas. There will be a Fall Safety Forum on September 9 at the start of school. A community stay in place is now in effect and has been used a few times this year. The new key card security system is in the works and only authorized employees with a key card will be able to enter the buildings.

Mr. Lazzaro asked if we might be able to start sending out text messages as well as phone messages when a problem arises. SRO Gasco said that this is a possibility. He also asked about online safety training. SRO Gasco said we can look into having the DA's office present to students about this specific issue and the severity of online issues.

c. Spring i-Ready Assessment

Ms. Boutiette, Director of Curriculum, Instruction, and Assessment, provided an overview of spring i-Ready growth data for the Committee, highlighting areas of strength and opportunities for further improvement. One of the major achievements was at Elmwood Street school where they have been able to almost close the gap on literacy in these specific areas. District-wide math achievements have increased as well. Instructional Coaches and Ms. Boutiette have already been working on steps for next year. They are planning start of the year intervention groups, training tutors in Orton-Gillingham, adding reading courses for next year, monitoring of summer regression, Tier 1 instructional support, and expanding data chats.

Mr. Wilbur asked if surrounding towns have instructional coaches like Millbury. Mr. Myers and Ms. Boutiette both said some do but not in the capacity that we do. Mr. Lazzaro asked what implementations are in place for students at the high school level who seem to have lower results. Ms. Boutiette mentioned that they are looking to implement new strategies and training for the students next year.

d. Assabet Valley Collaborative Quarterly Report

Mr. Myers provided the Committee with AVC's fourth quarterly report of the school year. This report is provided four times a year to all Districts who are part of the Assabet Valley Collaborative.

## **Finance and Operations**

a. Review and Ratification of SEIU Local 888's Contract for 2023-2026

Mr. Bedard, Assistant Superintendent for Finance and Operations, along with School Committee members Mr. Wilbur and Ms. Bristol provided an overview of the SEIU Local 888 contract negotiations and recommended that the Committee consider approving the new, three year agreement, which will become effective on July 1, 2023. Mr. Bedard mentioned some of the changes to the SEIU contract including a 5½% increase over three years, increase in vacation and sick time, OPEB payments, and increases in cafeteria hourly rate and hours worked per day.

Ms. Bristol made a motion to accept the new SEIU Local 888 contract, seconded by Mr. Lazzaro. The motion passed (4-0).

b. **FY 2023 School Operating Budget Expenditure Report**

Mr. Richard Bedard, Assistant Superintendent for Finance and Operations, provided clarity on two line items that School Committee members inquired about. The Contractual line for Tutors, which has seen a steep increase in FY2023 expenditures, has been increased from \$10,000 to \$33,000 and the Homeless Transportation line, which has also seen a steep increase in FY 2023 expenditures, has been increased from \$24,500 to \$26,500. These line items will need to be monitored very closely in FY2024 as it can be cyclical from year to year.

**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 that the playground area is nearly complete. The climbing rope feature is installed as well as the extra padding for the slides. The erosion on the first base side of the baseball field is being worked on and corrections to the turf field are ongoing and the baseball/soccer scoreboard has been designed and ordered. A meeting was held today with the contractors who also agreed that the field will need more work done before it is turned over to the school.

**New Business**

a. **Annual Review of the Superintendent of Schools**

Mrs. Julia Lagerholm shared the aggregated results of the Superintendent's performance evaluation for the 2022-2023 school year. Mr. Myers's overall rating is proficient. Input from all stakeholders was positive. Overall, relationships and making people feel heard are his greatest strengths and he understands the staff and their needs. He is approachable and promotes horizontal leadership. He believes and is supportive of a family first district. Some areas of improvement included communication within the leadership team, risk-taking, following through, and being direct.

b. **Annual Approval of the Jr./Sr. High School Student Handbook**

MGL Chapter 71 §37H and Policy CHCA (Approval Of Handbooks and Directives), requires the School Committee to approve modifications to the Jr./Sr. Student Handbook and also requires that the School Committee receive an overview of modifications to the Shaw and Elmwood Student Handbooks. There are no substantive changes to the handbook.

Ms. Bristol made a motion to accept the approval of the Jr./Sr. High School Student Handbook, seconded by Mr. Lazzaro. The motion passed (4-0).

- c. Review of the Raymond E. Shaw Elementary School Student Handbook  
There are no substantive changes to the handbook. A vote was not required.
- d. Review of the Elmwood Street Elementary School Student Handbook  
There are no substantive changes to the handbook. A vote was not required.
- e. Report of the Policy Subcommittee: Second Reading of Policy KFC (Field Use)  
Mr. Lazzaro described the update to the Policy KFC-R that addresses use of the new Shaw School's Turf Field, the update to the charge for lighting as well as changes to the cost for non-profit organizations as well as prices for town constituents.

Ms. Bristol made a motion to accept the changes to Policy KFC-R, seconded by Mr. Lazzaro. The motion passed (4-0).

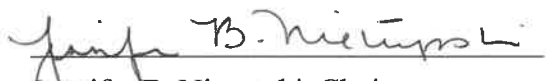
#### **Executive Session**


None

#### **Adjourn**


At 8:39PM, Ms. Bristol motioned to adjourn the meeting, seconded by Mr. Lazzaro. The motion passed (4-0).


Approved:

  
Jennifer B. Nietupski, Chairperson

  
Christopher J. Wilbur, Vice Chairperson

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Nicholas Lazzaro

  
Jessica Bristol



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Jamie Jurgiel