

**Millbury Public Schools
School Committee**

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2023 AUG 24 AM 10:16

Regular Session
Meeting Minutes

MILLBURY, MASS.

Date: July 5, 2023

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

Members Present: Mrs. Jennifer Nietupski, Chairperson
Mr. Christopher Wilbur, Vice Chairperson
Ms. Jessica Bristol, 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

Contributing Guests: Peyton Perry, Class of 2024
Emma McRae, Class of 2024

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

At 5:08PM, Mrs. Nietupski called the meeting to order and led the Committee in reciting the Pledge of Allegiance. Mrs. Nietupski then held a moment of silence in memory of Claire Despres.

Review and Approval of Meeting Minutes

Ms. Bristol motioned to accept the regular session meeting minutes of June 14, 2023, seconded by Mr. Wilbur. The motion passed (3-0).

Report of the Administration

- a. Millbury Jr./Sr. High School Environmental Council, 2023 Recipient of the Mass Envirothon Community Engagement Award
Peyton Perry (24') and Emma McRae (24') provided the Committee with an overview of their award-winning Envirothon project "Climate Change in Your Community." Millbury was one of five high school teams in Massachusetts to receive the Mass Envirothon Community Engagement Award in recognition of their project at this year's Massachusetts Envirothon. The girls are looking to bring back the school's composting club, which would help to reduce carbon emission in the community.

Finance and Operations

- a. Fiscal Year 2023 Close-out Financial Report

Mr. Bedard, Assistant Superintendent for Finance and Operations, reviewed the FY 2023 school operating budget close-out financial report. The budget was closed out at \$24,402,721 with a remaining budget of \$1,649.92.

b. Fiscal Year 2023 Budget Transfers

Mr. Richard Bedard, Assistant Superintendent for Finance and Operations, reviewed the FY 2023 School Operating Budget transfers needed to close-out the budget. There are two deficit categories that required the School Committee approval for budget transfers “in”; Instruction for \$281,000 and Operations and Maintenance for \$397,300. There are five categories with surpluses that require School Committee approval for budget transfers “out”; Administration for \$54,000; Other services for \$88,500; Programs with other systems for \$519,200; Windle Field for \$8,000 and Athletic Budget for \$8,600. This report will be submitted to the Town Finance Director by July 15, 2023.

Mr. Wilbur made a motion to approve the Fiscal Year 2023 Budget Transfers. Seconded by Ms. Bristol. The motion passed (3-0).

c. Fiscal Year 2023 Outstanding Encumbrances

Mr. Richard Bedard, Assistant Superintendent for Finance and Operations, reviewed the FY 2023 School Operating Budget Outstanding Encumbrances, which totals \$2,178,460.06. This balance is due largely to teachers choosing to receive their FY2023 paychecks over 12 months rather than 10. As a result, there are four paychecks that are under Payroll Encumbrance because they have not been paid yet.

Mr. Wilbur made a motion to approve the FY 2023 Outstanding Encumbrances. Seconded by Ms. Bristol. The motion passed (3-0).

d. French River Education Collaborative Bid Results (General Supplies)

Mr. Richard Bedard, Assistant Superintendent for Finance and Operations, recommended that the Committee consider accepting bids for copy paper, classroom supplies, technology supplies, athletic supplies and custodial supplies for the Fiscal Year 2024. There is no cost for member school districts to participate in this process. Due to the large consolidated supply amounts and the very competitive nature of the FREC procurements, each bid was very competitive with many vendors vying for business.

e. The Education Cooperative (TEC) Bid Results (Lunch Program)

Mr. Richard Bedard, Assistant Superintendent for Finance and Operations, recommended that the Committee consider accepting bids for school lunch supplies for the Fiscal Year 2024. We have utilized the school lunch bid through TEC for many years.

*Items d. and e. were taken as one vote. Mr. Wilbur made a motion to accept the FREC and TEC bids. Seconded by Ms. Bristol. The motion passed (3-0).

f. The Barr Foundation “Meeting the Moment: Transforming the High School Experience” Grant

Mr. Myers recommended that the Committee consider accepting a grant award in the amount of \$100,000 from the Barr Foundation. Participation in the Barr Foundation's Meeting the Moment school improvement initiative will challenge our assumption about how schools work and inform our understanding of what is possible as we prepare our students to realize their full potential at each grade level. We will have a blueprint for redesigning our district to better meet the individual's needs of our students. This blueprint will turn our *Vision of a Learner* into action.

Ms. Bristol made a motion to accept the grant from the Barr Foundation. Seconded by Mr. Wilbur. The motion passed (3-0).

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 complete. Corrections to wiring installation are being negotiated; not all rooms require rewiring and the project will receive a credit. The current Shaw driveway is being removed and a new driveway is being constructed/paved; the corner near the field is being widened; the nature trail through the woods is being reworked after some punch list items were found; corrections to the turf field are ongoing and the baseball/soccer scoreboard has been designed and ordered.

Mrs. Nietupski asked about installing a speed bump or grooves on the long driveway at Shaw to slow down the speed of folks entering/exiting the school. Mr. Bedard agreed that this is an important safety feature and was working with the design team to address this issue.

New Business

a. Consideration of School Choice Request

The Committee considered a request from a school employee to allow her son to continue his enrollment at Elmwood next year through school choice. He will be entering first grade, which has a relatively low enrollment.

Mr. Wilbur made a motion to approve the enrollment request of a school employee with the Committee voting on parameters in the Fall regarding school choice in other grades. Seconded by Ms. Bristol. The motion passed (3-0).

b. Consideration of 2024 International Trip to Portugal

On behalf of Mr. Lowe, Jr./Sr. High School Principal, and Mr. Besian Kodra, High School Social Studies Teacher, Mr. Myers requested that the Committee consider granting preliminary approval for a trip to Portugal in April 2024. The preliminary approval will allow Mr. Kodra to survey students' interest and begin planning for the trip. The cost of the trip is \$3,659 with a \$100-off early enrollment discount.

Mr. Wilbur made a motion for preliminary approval of the 2024 International trip to Portugal. Seconded by Ms. Bristol. The motion passed (3-0).

c. I.A.s and A.B.A.s Intent to Organize with the SEIU

Mr. Myers informed the Committee that the District's Instructional Assistants and ABAs have demonstrated sufficient interest (50%+1) to organize with the SEIU. This group represents about seventy employees. They were previously hired and paid according to an annual benefit summary sheet.

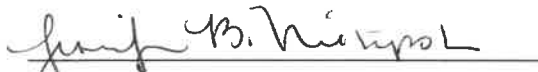
Executive Session

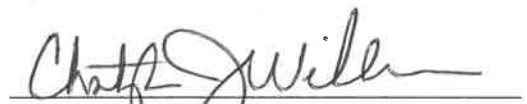
None

Adjourn


At 6:10PM, Mr. Wilbur motioned to adjourn the meeting, seconded by Ms. Bristol. The motion passed (3-0).

Approved:


Jennifer B. Nietupski, Chairperson


Christopher J. Wilbur, Vice Chairperson

Nicholas Lazzaro


Jessica Bristol


Jamie Jungiel