

**Millbury Public Schools
School Committee**

Regular Session
Meeting Minutes

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MILLBURY, MASS.

Date: September 13, 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
Mrs. Sarah Murray

Administrators Present: 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. Christine Warren, Director of Special Education

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

At 7:02PM, Mrs. Nietupski called the meeting to order and led the Committee in reciting the Pledge of Allegiance.

Review and Approval of Meeting Minutes

Mr. Wilbur made a motion to accept the minutes of the joint meeting with the Board of Selectmen and the School Committee, seconded by Ms. Bristol. The motion passed (4-0).

Ms. Bristol motioned to accept the regular session meeting minutes of August 23, 2023, seconded by Mr. Wilbur. The motion passed (4-0).

Report of the Administration

- a. Introduction of Courtney Wilbur (Class of 2024), Student Representative to the School Committee
Mr. Myers introduced Senior Courtney Wilbur, the Committee's Student Representative for the 2023-2024 School Year. Courtney will attend our meetings as an ex-officio, non-voting member of the school committee. Courtney is excited to be part of the committee and hopes to advocate for the students of Millbury.
- b. Report on School Openings and Unofficial Enrollment Totals
Mr. Myers updated the Committee on the first days of school this year. He reported unofficial student enrollment figures to date. Official enrollment is calculated by DESE annually on 10/1/23. The current total for PreK is 73 students. Even with the addition of another PK classroom this year,

we still have families on a waitlist. He mentioned that our Kindergarten teachers are appreciative for having the extra class as they have noticed the difference it's making in preparing students for K.

c. Overview of 2023-2024 Professional Learning Days and Professional Learning Plan Options

Ms. Boutiette, Director of Curriculum, Instruction, and Assessment, provided the Committee with a description of the Professional Learning Plan options available to staff members. The district offered two full PD days prior to the start of school. There are three full PD days scheduled in October, January, and March, and three half PD days scheduled for October, February, and March. Ms. Boutiette stated that all staff members have the option of choosing their own path. There are also facilitated learning pathways which is an option for teachers to have their professional learning supported by a facilitator. Some of these guided options include NAMI mental health supports pathways, Diversity, Equity, Inclusion and Belonging pathway, and Fostering UDL through technology pathway.

d. Update from the Director of Instructional Technology on Maintenance, Changes, & Improvements

Mr. Berthiaume, Director of Instructional Technology, provided the Committee with an update on technology maintenance projects and improvements to technology in preparation for this school year. Mr. Berthiaume mentioned a new staff member, Daniel Locke, who will be working primarily at Elmwood and Shaw. We also had two interns this summer that were able to assist the IT team. Over the summer, the IT department updated infrastructures and building improvements including a network overhaul, camera installations, set up of interactive panels in Shaw classrooms, new STEM equipment (3D printers and a laser engraver), replacing 16 LCD projectors, bell system updates, phone system updates, and an LCD projector in the weight room. Our student information system (Aspen) has been updated by now offering online student registration. This update allows parents to log into a webportal, register their child, and make any updates to their child's contact information.

e. Overview of One8 Foundation Applied Learning Programs

Ms. Boutiette provided the Committee with an overview of the Jr./Sr. High School's participation in the One8 Foundation Applied Learning Programs. The five core features of applied learning; 1) Student work is centered on solving complex, real-world problems; 2) The curriculum prioritizes developing deep content knowledge as well as students' cognitive and non-cognitive competencies; 3) Students achieve mastery through the use of intentional processes that require them to iterate, persist and learn from failed attempts; 4) The learning experience incorporates an expectation that students collaborate or seek out additional information in order to define and solve the problem; and 5) In the upper grades, lessons frame problems from the perspectives of professionals in associated fields to help students see potential college and career connections.

Finance and Operations

a. School Transportation: School Year Opening and Ridership Update

Mr. Bedard, Assistant Superintendent for Finance and Operations, reported on the District's school transportation program status and provided an update on student ridership. We have 14 regular buses and two mini buses servicing 1400-1500 students. Mr. Bedard rode on the buses the first day of

school, as he usually does, to gauge if there are too large a number of students on any given bus. There have been a few bus stop issues that he is working on but overall, we are in good shape.

- b. Review of FY'22 Agreed Upon Procedures Audit for MHS Student Activities Account Conducted by Roselli, Clark & Associates, CPA

Mr. Bedard reviewed a recent audit report for the MHS Student Activities account and highlighted notable aspects. Auditors made no findings for six of the seven audited categories, but noted in the "Class, Inactive Accounts, and Deficits" category that there are a number of clubs that show no recent activity. Auditors recommend that we review all club balances and identify the truly inactive accounts and dispose of these balances in accordance with School Committee policy.

Unfinished Business

- a. Raymond E. Shaw School Construction Project: Timeline for Completion and Budget Status of Phase I (School Building Construction) and Phase II (Playing Fields Construction)

The multi purpose scoreboard has been installed. The most notable update since the Committee's last meeting is the release of the Shaw School from NGrid's lengthy and costly solar generation impact group study thanks to the advocacy of Senator Michael Moore.

- b. Windle Field Tennis/Pickleball Courts Project: Update on Design Procurement

Mr. Bedard updated the Committee on recent work to restart the Windle Field tennis and pickleball court project, which will utilize the existing tennis court location Mr. Bedard has solicited design proposals and will update the Committee at the next meeting.

New Business

- a. Superintendent Evaluation: Discussion of Process and Timeline for School Year 23-24

The Committee determined that it would review the evaluation process using a workshop meeting, as it did last year.

- b. Consideration of School Committee Goals for School Year 23-24

The Committee determined that it would determine goals using a workshop meeting, as it did last year

Mrs. Nietupski informed the public of an open seat on the School Committee due to the resignation of Ms. Jamie Jurgiel. Interested parties may submit a letter of interest to Christopher Naff, Chair of the Board of Selectmen, and copy Jayne Davolio, Town Clerk, and Mrs. Nietupski by September 22, 2023.

Executive Session

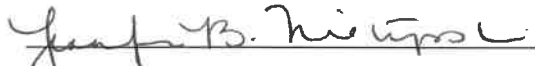
The Committee moved into Executive Session in accordance with MGL Chapter 30A, §21(a)3 to discuss strategy with respect to litigation since an open meeting may have a detrimental effect on the School Committee's litigating position.


At 8:27 PM, Mrs. Nietupski motioned to move into executive session. Roll call vote: Mr. Wilbur- YES, Ms. Bristol- YES, Mrs. Murray- YES, Mrs. Nietupski- YES. (4-0)


Adjourn

At 9:22 PM, without further discussion, Mr. Wilbur motioned to adjourn the regular session, seconded by Mrs. Bristol. The motion passed (4-0).

Approved:


Jennifer B. Nietupski, Chairperson


Christopher J. Wilbur, Vice Chairperson


Sarah Murray


Jessica Bristol