

**Millbury Public Schools
School Committee**

Regular Session
Meeting Minutes

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2023 OCT 12 AM 11:11
MILLBURY, MASS.

Date: September 27, 2023

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

Members Present: Mrs. Jennifer Nietupski, Chairperson
Ms. Jessica Bristol, Member
Mrs. Sarah Murray, Member
Ms. Kristen Birch, Member

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

Contributing Guests: Gradyn Frankel, Class of 2025
Gizelle Campos, Class of 2025

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

At 7:01PM, Mrs. Nietupski 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 September 13, 2023, seconded by Mrs. Murray. The motion passed (4-0).

Ms. Bristol motion to accept the Executive Session minutes of September 13, 2023, seconded by Mrs. Murray. The motion passed (4-0).

Report of the Administration

a. Report of the Student Council

Student Council Members Gradyn Frankel (Class of 2025) and Gizelle Campos (Class of 2025) provided the Committee with an update on recent and upcoming events at the Jr./Sr. High School, including a report on the opening of school and a summary of athletic team accomplishments.

b. Programmatic Update: Virtual High School (VHS) and Advanced Placement Course offerings

Ms. Boutiette, Director of Curriculum, Instruction, and Assessment, provided the Committee with an overview of current VHS and AP course offerings. We currently have 21 students enrolled in VHS courses, such as Criminology, Investing in the Stock Market, Business and Personal Law, Forensic Science, Art History, and Pre-Veterinary Medicine.

Advanced Placement courses are designed for students who are preparing for college and carry a greater weight than our honors courses. Students will take the AP exam at the end of their semester and can apply those credits towards their college course credits. Some of the courses that we offer in the District are AP Calculus, AP Chemistry, AP Computer Science Principles (VHS), AP English Language Arts and Literature, AP Language and Culture, AP Statistics, AP Biology, AP Environmental Science, AP US History, AP US Government and Politics, and AP Physics (VHS).

Finance and Operations

- a. Acceptance of \$1,000 Donation from the Town Fair Tire Foundation for the Suggested Purpose of Classroom and Field Trip Enrichment Activities at the Elmwood Street School

Mr. Bedard, Assistant Superintendent for Finance and Operations, asked the Committee to consider accepting a donation from the Town Fair Tire Foundation in the amount of \$1,000 for the suggested purpose of funding classroom and field trip enrichment activities at the Elmwood Street Elementary School.

Ms. Bristol motioned to accept the donation from Town Fair Tire, seconded by Ms. Birch. The motion passed (4-0). Mrs. Nietupski asked that administration send a letter of thanks to Town Fair Tire for their generous donation.

- b. Overview of the Fiscal Year 2025 Budget Timeline

Mr. Bedard, Assistant Superintendent for Finance and Operations, provided the Committee with an overview of the fiscal year 2025 budget development calendar. Notable milestones include the presentation of a proposed budget to the School Committee on January 10, 2024, a School Committee vote to approve on February 28, 2024, and final acceptance at the May 6, 2024 Town Meeting.

- c. Request to Declare as Surplus: Snow Sander and Assembly

Mr. Bedard, Assistant Superintendent for Finance and Operations, asked the Committee to consider declaring as surplus a snow sander and assembly unit. This item is inoperable and has no resale value. If declared as surplus, the facilities department will dispose of it as scrap metal and deposit any proceeds with the Town of Millbury.

Mrs. Murray motions to declare the sander surplus, seconded by Ms. Birch. The motion passed (4-0).

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)

Mr. Myers updated the Committee about 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. National Grid now wants us to participate in an individual study to find out if we are going to impact their grid.

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. Design proposals have been submitted from Huntress Associates Landscape Architecture and Carolyn Cooney & Associates. Both designers have done work for the district before. Carolyn Cooney and Associates came in with the lowest bid and we are working on putting together a contract and purchase order.

c. Update on the Door Replacement/ Fob System Installation Project at Elmwood and Jr./Sr. High

Mr. Bedard updated the Committee on the door replacement and fob system installation at the Jr./Sr. High School and Elmwood. Mr. Agyeman, Mr. Berthiaume, and Mr. Bedard have developed project specs for potential vendors to review for bidding. There are 14 critical doors that need to be replaced between Elmwood and the Jr./Sr. High School to ensure the doors are closing properly. The estimated timeline for completion is likely sometime this spring.

New Business

a. Request to use the High School Parking Lot for 4th of July Parade Kickoff

Mr. David Delaney, asked the Committee to consider approving the use of the High School parking lot as an assembly and kickoff point for this summer's Fourth of July parade with a tentative date of July 6, 2023. The parade was approved by the Board of Selectmen at the September 12, 2023 meeting.


Ms. Bristol made a motion to approve the request to use the High School Parking lot for the 4th of July Parade Kickoff, seconded by Mrs. Murray. The motion passed (4-0).


Mrs. Nietupski mentioned that she and other members of the district received an invitation to attend a meeting of member schools regarding BVT's budget. The meeting is scheduled for October 26, 2023 and is open to all school committee members to attend.


Adjourn

At 7:43 PM, Ms. Bristol motioned to adjourn the regular session, seconded by Mrs. Murray. The motion passed (4-0).


Approved:


Jennifer B. Nietupski, Chairperson


Christopher J. Wilbur, Vice Chairperson


Jessica Bristol


Sarah Murray


Kristen Birch