

**Millbury Public Schools  
School Committee**

Regular Session  
Meeting Minutes

2024 FEB 29 AM 11:43

Date:	February 14, 2024
Location:	Millbury Memorial Jr./Sr. High School Library/Media Center
Members Present:	Mrs. Jennifer Nietupski, Chairperson Ms. Kristen Birch, Member Ms. Jessica Bristol, Member Mrs. Sarah Murray, Member Ms. Courtney Wilbur, Student Representative to the School Committee
Administrators Present:	Mr. Richard G. Bedard Jr., Assistant Superintendent for Finance & Operations Ms. Elizabeth Boutiette, Director of Curriculum and Instruction Mr. Christopher Lowe, Principal, Millbury Memorial Jr./Sr. High School Mr. Gregory Myers, Superintendent
Contributing Guests:	George Maringo, Class of 2026 Nathan Souza, Class of 2025

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

At 7:09PM, 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 minutes of January 24, 2024, seconded by Mrs. Murray. The motion passed (4-0).

**Report of the Policy Subcommittee**

- a. Review of updated Policy KHBA: Signage on School Property  
This new policy indicates that only school officials, recognized student groups, and school-affiliated organizations may display signage on school property. Exceptions may be considered on a case by case basis depending on relevance and appropriateness.
- b. Review of new Policy KCD: Community Use of Digital Resources  
This new policy outlines appropriate considerations for the public use of digital resources. At this point, only our guest wifi is open for public use, but this policy also covers any future use of the network or devices by the public.

c. Review of new Policy EFC: Universal Free School Meals

The revised policy recognizes the District's commitment to provide universal free meals to students.

d. Review of Amended Policy EFE: Civil Rights Complaint Policy for Child Nutrition Programs

This new policy outlines complaint procedures for anyone experiencing discrimination in the District's School Food and Nutrition Program based on race, color, national origin, age, sex, or disability. This policy is required by the USDA.

Ms. Bristol motioned to accept the changes to Policies KHBA, KCD, EFC, AND EFE as a slate, seconded by Ms. Birch. The motion passed (4-0).

## **Finance and Operations**

a. Discussion of Fiscal Year 2025 Programmatic and Capital Needs: proposed FY'25 Budget

Mr. Bedard and Mr. Myers provided class sizes for PreK and grades 9-12 that were previously requested. Mrs. Murray asked when full day PK classes were offered. Mr. Bedard said he would look into it but we have been offering this for quite some time.

Mr. Bedard also spoke on the Chapter 70 funding and how much the district is receiving. The draft numbers with an enrollment of 1646 students would put us at a 4.2% increase in our budget to \$9,003,143.00 with an increase of 1.7% to the town side totalling \$150,384.00. 34% of our budget is paid by the state and the remainder comes from the town side.

b. Student Activity Subaccount Listing: Annual Review and Approval

Mr. Bedard reviewed the student activities subaccount listings and answered questions from the Committee. Student activity accounts may be used for funds raised by student organizations which will be expended by those student organizations for their benefit. While not required by DESE or MGL, it is a best practice for the School Committee to approve each student activity. He recommended adding a new freshman class of 2027 and removing the Wheelabrator Club account and lifeskills account.

Mrs. Murray motioned to accept the student activity subaccount listings with the addition of a new freshman class and removal of the Wheelabrator and lifeskills account, seconded by Ms. Birch. The motion passed (4-0).

c. Acceptance of \$920 Donation from the Millbury Credit Union

Mr. Bedard asked the Committee to consider accepting a donation of \$920 from the Millbury Credit Union for the suggested purpose of Supporting Millbury's Community Service Learning Program. The district will deposit the MCU funds into the High School Donation account.

Ms. Bristol motioned to accept the donation of \$920 from the Millbury Credit Union, seconded by Ms. Birch. The motion passed (4-0).

d. Acceptance of \$10,000 Donation from the Millbury Credit Union

Mr. Bedard asked the Committee to consider accepting a donation of \$10,000 from the Millbury Credit Union for the suggested purpose of Supporting Education Partnerships with the Carpenter's Union. The district will deposit the MCU funds into the High School Donation account.

Ms. Bristol motioned to accept the \$10,000 donation from the Millbury Credit Union, seconded by Ms. Birch. The motion passed (4-0).

Mrs. Nietupski asked to have thank you letters sent on behalf of the Committee for the generous donations.

**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 on the R.E. Shaw school and stated that our OPM and Contractor have made significant progress with the interim building inspector to finalize an occupancy permit for Shaw. NGrid's solar array impact study for the Shaw school is due to conclude on February 19, 2024. At that point, NGrid will likely allow us to activate Shaw's solar array.

**New Business**

a. Preliminary approval for Student Council Overnight Field Trip to Cape Cod

Mr. Christopher Lowe, Principal of Millbury Jr./Sr. High School, asked the Committee to consider granting preliminary approval for the Student Council to attend the annual Massachusetts Association of School Councils Conference in Hyannis from March 6-8, 2024. Approximately 16 students are likely to attend along with both advisors, Ms. Morin and Mrs. Cronin. Students will be transported together in the Woolie Wagon. If granted preliminary approval, Mr. Lowe will attend the Committee's February 28 meeting with a final itinerary and attendance numbers and request final approval for the trip.

Ms. Birch motioned to provide preliminary approval for the Student Council overnight field trip to Cape Cod, seconded by Ms. Bristol. The motion passed (4-0).

b. Appointment of Christine Warren as Civil Rights Officer for Child Nutrition Programs

Mr. Myers asked that Mrs. Warren's appointment as the District's Civil Rights Officer be amended to include supervision of our Child Nutrition Programs.

Ms. Birch motioned to accept the amendment, seconded by Mrs. Murray. The motion passed (4-0).

c. Consideration of School Year 2024-2025 Calendar

Mr. Myers presented the proposed FY24-25 school year calendar. Mr. Myers will share an alternate

draft that includes two full weeks of winter vacation to be discussed at the next meeting.

Mrs. Murray requested that the Committee consider inviting the GSA to attend a future meeting to provide an update similar to Student Council's periodic updates.

Mrs. Nietupski requested a tour of the high school at a future meeting, since a tour was not available in the fall.

Ms. Bristol requested an update on the junior high school roof conditions.

### **Adjourn**

At 8:04 PM, Ms. Bristol motioned to adjourn the regular session, seconded by Ms. Birch. The motion passed (4-0).

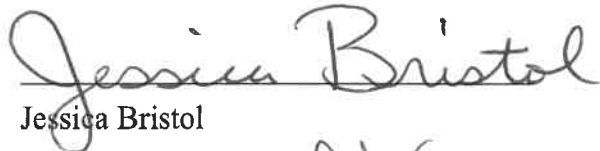
Approved:



Jennifer B. Nietupski, Chairperson



Christopher Wilbur, Vice Chairperson



Jessica Bristol



Sarah Murray



Kristen Birch