

# Northbridge Public Schools

## Northbridge School Committee

87 Linwood Avenue, Whitinsville, Massachusetts 01588 (508) 234-8156 FAX (508) 234-8469 [www.nps.org](http://www.nps.org)

Shannon Canoy, Chairperson, [scanoy@nps.org](mailto:scanoy@nps.org), Jill Leonard, Vice-Chair, [jleonard@nps.org](mailto:jleonard@nps.org),  
Heather Alden, [halden@nps.org](mailto:halden@nps.org), Jonathan Canoy, [jcanoy@nps.org](mailto:jcanoy@nps.org), Carl Cowen,  
[ccowen@nps.org](mailto:ccowen@nps.org)

### Northbridge Public Schools School Committee Meeting Agenda Tuesday, January 23rd, 2024 7:00PM Northbridge High School Media Center

- I. Call to Order (7:00PM)
- II. Pledge of Allegiance
- III. Attendance
- IV. Statement of Audio and Video Recording
- V. Statement of Mission
- VI. Student Representative Report (7:05PM)
- VII. Superintendent's Report (7:10PM)
- VIII. Presentations (7:15 PM)
  - A. Superintendent's Mid-Cycle Progress Presentation
- IX. Consent Agenda (7:30PM)
  - A. School Committee Minutes 1-9-2023
  - B. Warrant 24-27 1/11/2024 \$219,618.30
  - C. Warrant 24-28 1/18/2024 \$ 46,139.21
- X. Discussion (7:35PM)
  - A. Superintendent's Mid-Cycle Progress Report
  - B. Preschool Tuition Rates 2024-2025
- XI. Public Comment (7:45 PM)
- XII. Action
  - A. Capital Plan
- XIII. Information
  - A. Yondr Stats - MS/HS

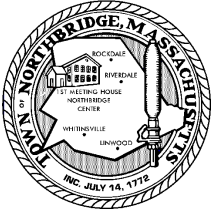
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B. Early PTS

XIV. Adjournment (8:15 PM)

**Note: The listing of matters are those reasonably anticipated by the Chair which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law. Also, the timeframe for each topic is a general guideline and may not be strictly adhered to.**

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[ccowen@nps.org](mailto:ccowen@nps.org)

### Northbridge Public Schools School Committee Meeting Agenda Tuesday, January 9th, 2024 7:00PM Northbridge High School Media Center

- I. Call to Order (7:00PM)
  - II. Pledge of Allegiance
  - III. Attendance
- |                |         |
|----------------|---------|
| Jill Leonard   | Present |
| Jonathan Canoy | Present |
| Heather Alden  | Absent  |
| Shannon Canoy  | Present |
| Carl Cowen     | Present |

Also in attendance were Superintendent Amy McKinstry and Director of Business and Finance Melissa Walker

- IV. Statement of Audio and Video Recording
- V. Statement of Mission
- VI. Student Representative Report (7:05PM)

DECA Competition tomorrow and Thursday in Worcester, weather dependent. Boy's Basketball team fell short to Oxford, 51-67. Girl's Varsity won 45-38 on Monday. Track team competes tomorrow. Food Pantry hosting event and collecting non-perishable food items and gift cards until 1/11. Can be dropped off to Guidance or Main office at HS. Have collected 30 items so far, with goal of 100 items. New or Used shoes can be donated to Robotics team, where they will be donated to those in need in other countries. Buddy Tutor program is open for registration. HOSA offering CPR certification class, partnered with fire

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department. 2 year certificate. \$65 dollars to register and open to the whole community, but you have to pre-register. Monday and Friday will be days off school.

#### VII. Superintendent's Report (7:10PM)

Free Path day on Friday for Seniors. Any senior applying to instate universities can do so for free on Friday. NES already planning for the 5<sup>th</sup> grade end of year celebration. They are looking for volunteers to assist with activities, food, and fundraising. There will be a Planning Meeting at the NES Cafeteria from 6-8PM on Jan 22 for interested parents.

Anyone is welcome to attend. NES Winter Band/Chorus concert on Jan. 25<sup>th</sup> at 7PM in NES Gymnasium. PTA Meeting Jan. 17<sup>th</sup> at 7PM. NMS Community Closet will be open at 2:15 Jan 10<sup>th</sup>. NMS School Council Meeting Jan. 10<sup>th</sup> at 2PM. Parent meeting Jan 17<sup>th</sup> at 6:30PM, in person and virtually. Coffee Chat with Principal Jan 18<sup>th</sup> at 2:15PM.

Buddy Tutor has 33 high school students signed up. Signups still open. The amount of students who wanted tutoring was overwhelming after it was opened up to parents to sign their children up. This year, teachers will make recommendations for what students need tutoring, and only grades 4-8 rather than 2-8, as the former are the ones doing MCAS. If there are additional openings after the teacher recommendations, it will be opened to 5<sup>th</sup> grade first, as they take 3 MCAS tests this year, then it will be opened to the 8<sup>th</sup> graders, who had the lowest MCAS scores last year and have 3 tests as well.

Jan 10<sup>th</sup>, John and Abigail Adams breakfast. In preparation for the Strategic Planning which will happen in February, pushing out the "Portrait of a Graduate" Survey to the High School Students. First time in about 10 years. Getting the students feedback on their experiences and what they want changed to be better. They can submit a video or fill out the survey. It is being done in class, and can be done at home. Will be some key data for designing the new plan. Sent out emails to staff and parents for volunteers for Strategic Plan design team. Has 9 people who have signed up. Big Smiles mobile Dentist coming back in March. Friday March 15<sup>th</sup> at NES, Monday March 25<sup>th</sup> NMS, Thursday March 28<sup>th</sup> at NHS. Signups were sent out. Parents can reach out to nurses to sign up as well. PD day on Friday, Jan 12<sup>th</sup>. 2<sup>nd</sup> Quarter will be finishing Jan 22<sup>nd</sup>, Report cards available Jan. 29th.

#### VIII. Presentations (7:15 PM)

##### A. Pupil Personnel/SpEd Program Update

The Northbridge Public Schools ensures equal employment and educational opportunities for its employees and students and does not discriminate on the basis of race, color, religion, national origin, sex or sexual orientation, gender identity (M.G.L. c. 151B and 151C, Title VI, Title VII and Title IX), or on the basis of disability (Section 504 of the Rehabilitation Act of 1973/ADA) or homelessness. In addition, the Northbridge Public Schools does not discriminate against its employees on the basis of age (M.G.L. 151B/ADEA) on the basis of veteran's status, or genetic information.

Three Big Items: Tier Focused Monitoring (TFM), Specialized Reading Instruction Training, New IEP Forms.

This year was onsite review for Tier B Monitoring: Community and parent Engagement, School Facilities, Licensure, Professional Development, IEP Implementation, Time and learning, Equal Opportunity and Access. Completed via District Self-Assessment done in July (before she arrived), Parent Survey, and Review of Statewide reports and Data. This was reviewed by TFM Chair Charles Agong, who works for the Department of Primary and Secondary Education. Visited District on Dec. 19<sup>th</sup>. District will receive a Draft Report within 45 days of that visit, and will have 10 days to respond to the report. Within 60 working days of December 19<sup>th</sup> will receive final report detailing anything the district needs to work on and improve. Next onsite is '26-'27 with Tier A: Student Identification, IEP Development, Programming and Support Services, Equal Opportunities, Parent Involvement, Student Record Review. Much more involved, and more about Special Education rather than Civil Rights. Department of Ed have teased out ELL and Homeless Education.

Specialized Reading Instruction Training: Many parents shared concerns about reading instruction in town, especially in regards to students with disabilities who are struggling to read, write, and spell. Came up in Interviews and Surveys as part of TFM. This gap isn't something that can happen overnight, or even the regular PD days. Looking on doing summer training and additional trainings over the next school year. Looking to start using the Orton-Gillingham (OG) approach. Direct, explicit, multi-sensory, structured, sequential, diagnostic and prescriptive way to teach literacy. Practiced as an approach, not a system or program. Can be implemented by Licensed Special and General Education Teachers who are trained in the approach. They do not need to be certified, but do need to be trained. Certification Program is very lengthy, and very few staff want to engage in the full certification, as it is very time consuming and very expensive. Trying to find a way to navigate the cost with the Leadership Team, but also need the interest for the full program first. Training can be done in a far shorter time. Contracting with a credible vendor to get the training.

Jill Leonard asked: If staff are interested, are you open to them going for the certification? Has staff shown interest in full cert? None have come forward to say they are interested, and

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a few from before she joined the district are still going for it, and the district is working with them. Her experience, most staff don't see it all the way through, as they don't have the time/funds to do all of it. Looking for a vendor old district used that offered many small steps in the OG method for training.

New Individualized Education Program Forms: Department of Ed rolled out in Early 2023. Rolling out the new IEP forms next school year. They focus attention on gathering children's strengths, weaknesses, and goals. Forms are less redundant and far more user and parent friendly. Current IEP form, blank as is, is not at a readability level for most parents. Holding multiple parent sessions in person and virtual. First parent session was December 13<sup>th</sup> virtually. More will be held. Brief session during PD Day on Friday for Special Ed department about the new forms. Jan through April will do trainings for the Special Ed department on the forms. Starting end of Jan, information sessions for General Ed Staff. In Fall, more education for general ed teachers and other staff to learn more about the forms. Will not update IEPs all at once. Will only update Current IEPs once the IEPs come up for renewal. Have all of next school year to get them changed. New form is Landscape rather than Portrait. First trainings will be a simple finding exercise to familiarize themselves with the form. Stripped the document of all of the jargon.

IX. Consent Agenda (7:30PM)

- A. School Committee Meeting Minutes 12/12/2023
- B. Warrant 24-24 12/21/2023 \$209,471.21
- C. Warrant 24-25 12/28/2023 \$437,484.11
- D. Warrant 24-26 1/4/2024 \$58,034.08
- E. William's Family Donation to Food Bank
- F. Boston Tech Donation to Robotics Team
- G. Central Mass Wrestling Inc. Donation to Wrestling Team
- H. Blackstone Valley HS Hockey Co. Donation to Hockey Team

A motion was made by Jill Leonard to approve the Consent Agenda. It was seconded by Jonathan Canoy.

Jill Leonard	Yes
Heather Alden	Absent
Shannon Canoy	Yes

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Jonathan Canoy                      Yes

Carl Cowen                              Yes

The motion was passed with a vote of 4-0

X.      Discussion (7:35PM)

        A. Capital Plan Review

5 year Capital Plan, 2025-2029. Capital Projects for the next 5 years. In the FY25 column, want to have a discussion about asking for money for these projects.

NMS – Auditorium Stage Lift for accessibility as there is no room for an appropriate ramp and only has stairs.

NMS- Loading Dock leveler replacement. Current one is too old, rusted, and corroded to continue to be repaired. \$16 thousand for the lift and instillation

NMS- Bathroom Renovations. Majority of restrooms need renovation in the doors, toilets, plumbing, pipes, floor supports, sinks.

NMS/NHS Wireless Access points. More expensive than listed, closer to \$76 thousand, but there is a 60% discount from the state, so the cost is closer to \$34 Thousand, plus a commission to the company that gave the discount and installed. Currently have Aerohive access points. Aerohive purchased by Extreme Networks in 2019. While current access points work, they no longer receive updates. Network infrastructure had to be updated before access points could be updated. NES was built with Extreme Networks.

Lasalle Field – Baseball/Softball renovations. Infields need to be balanced and refinished. Surface issues are causing fielding and safety issues, as well as drainage issues. Also looking to adjust the backstops. Baseball backstop is worn, Softball is too small and does not extend far enough. Getting a quote from a company for the cost of the fields. Unsure if this will qualify for Community Preservation Funds, but will look into it.

Two new projects Beyond FY25: Sandblast and Paint NHS above ground Oil Tank (no price, waiting for quote from company) Repair/Replace rubber track surface in High School Fieldhouse. Last rainstorm, water came up and lifted the surface. Do not have a price yet.

Other items on the plan have been on the plan before, they have just been moved forwards.

Where does the funding come from? If the committee agrees on the plan, they will submit the plan to the Town Manager, and they will know if there are funds that can be allocated. If there is funding, the items will become Articles the School Committee votes to put on the

May Town Meeting. Sometimes there are grants that come after the fact. If the articles only get partial funding, then the funding can be allocated to them for later.

#### B. Student Council Field Trip

Molly O'Brien advisor of student council. This is an annual trip for the Council. Leadership conference in March 3 day/2 night conference with workshops, motivational speeches, special events, awards, state officer elections, and leadership activities. Will be taking 12 student delegates. Registration Deadline of Feb. 2<sup>nd</sup>. Moved to Action.

#### XI. Public Comment (7:45 PM)

#### XII. Action

A motion was made by Carl Cowen to approve the Field Trip. It was seconded by Jonathan Canoy.

Jill Leonard	Yes
Heather Alden	Absent
Shannon Canoy	Yes
Jonathan Canoy	Yes
Carl Cowen	Yes

The motion was passed with a vote of 4-0

#### XIII. Information

#### XIV. Adjournment (8:15PM)

A motion was made by Carl Cowen to adjourn. It was seconded by Jonathan Canoy.

Jill Leonard	Yes
Heather Alden	Absent
Shannon Canoy	Yes
Jonathan Canoy	Yes
Carl Cowen	Yes

The motion was passed with a vote of 4-0

**Note: The listing of matters are those reasonably anticipated by the Chair which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law. Also, the timeframe for each topic is a general guideline and may not be strictly adhered to.**



PK Tuition Comparison - Proposed Increase SY 2024-2025

Town	Full Day Tuition	# days	Full Day Tuition 4 Day Equivalent
<b>Northbridge</b>	<b>\$4,275</b>	<b>4</b>	<b>\$4,275</b>
Grafton	\$6,500	5	\$5,200
Douglas	\$6,600	5	\$5,280
Millbury	\$6,750	5	\$5,400
Uxbridge	\$7,000	5	\$5,600
Hopedale	\$6,680	4	\$6,680
Mendon Upton			

Proposed Rate	Pre-pay
<b>\$5,300</b>	<b>\$5,100</b>

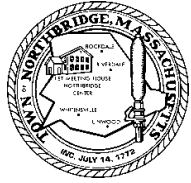
Town	Tuition Half Day AM	# days	Half Day AM 4 Day Equivalent
Douglas	\$3,300	5	\$2,640
<b>Northbridge</b>	<b>\$2,700</b>	<b>4</b>	<b>\$2,700</b>
Millbury	\$2,700	4	\$2,700
Grafton	\$3,000	4	\$3,000
Hopedale (4.5 hrs)	\$5,694	4	\$3,163
Uxbridge	\$4,000	5	\$3,200
Douglas	\$2,420	3	\$3,227
Uxbridge	\$2,500	3	\$3,333
Mendon Upton	\$3,400	4	\$3,400
Douglas	\$1,760	2	\$3,520
Hopedale	\$3,456	3	\$4,608

Proposed Rate	Pre-pay
<b>\$2,900</b>	<b>\$2,800</b>

Town	Tuition Half Day PM	# days	Half Day PM 4 Day Equivalent
Millbury	\$3,125	5	\$2,500
<b>Northbridge</b>	<b>\$2,502</b>	<b>4</b>	<b>\$2,502</b>
Douglas	\$3,300	5	\$2,640
Uxbridge	\$3,800	5	\$3,040
Uxbridge	\$2,350	3	\$3,133
Grafton	\$4,000	5	\$3,200
Douglas	\$2,420	3	\$3,227
Mendon Upton	\$4,250	5	\$3,400
Douglas	\$1,760	2	\$3,520

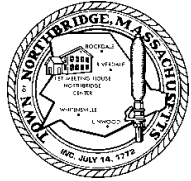
Proposed Rate	Pre-pay
<b>\$2,750</b>	<b>\$2,650</b>

Town	Registration Fee	Proposed Rate
<b>Northbridge</b>	<b>\$25</b>	<b>\$50</b>
Douglas (4 year olds)	\$50	
Uxbridge	\$50	
Millbury	\$270 deposit non refundable	



**Town of Northbridge**  
**Five Year Capital Plan 2025 - 2029**  
**Facilities Maintenance, Repairs and Upgrades**

Department: School Department					
	2025	2026	2027	2028	2029
<b>ADMINISTRATION BUILDING</b>					
Replace Storm Windows And Screens				68,200	
Repair Front Stone Wall					47,250
Heating/Cooling Efficiency - Minisplits/VR Units				30,000	
Repave Driveway And Parking Lot					39,950
<b>NORTHBRIDGE ELEMENTARY SCHOOL</b>					
<b>MIDDLE SCHOOL</b>					
Abate Asbestos in Designated Areas for Compliance		50,000	245,000	25,000	25,000
Auditorium Renovation		500,000			
Auditorium Stage ADA Lift	7,000				
Air Conditioning Computer Labs				150,000	
Window Replacement			1,200,000		
Door/Door Frame Replacement					
Loading Dock Lift Replacement	22,000				
Repave Center And Loading Dock Parking Lots			75,000		
Rekey Classroom Lock Mechanisms		17,924			
Bathroom Renovations	150,000	150,000			
Wireless Accesspoints Update	21,643				
Replace Classroom Furniture (Two Classrooms Per Year)		12,000	12,000	12,000	12,000
Painting (Refer To Paint Plan For Locations)		25,000	25,000	25,000	25,000
<b>HIGH SCHOOL</b>					
Painting (Refer To Paint Plan For Locations)		15,000	15,000	15,000	15,000
Rekey Interior Door Locks		6,722			
Sandblast and Paint Oil Tank					
Update Building Management System		15,000			
Repair/Replace Fieldhouse Track					
Wireless Accesspoints Update	21,643				
Repair Work to HS Upper Fields		40,000			



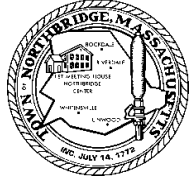
## Town of Northbridge

### Five Year Capital Plan 2025 - 2029

#### Facilities Maintenance, Repairs and Upgrades

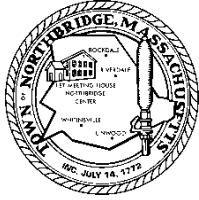
Department: School Department					
	2025	2026	2027	2028	2029
<b>LASELL FIELD</b>					
Pave Driveway And Parking Lot At Garage			25,200		
Replace Backstop On Baseball Field					
Renovate Baseball Infield	102,500				
Replace Backstop & Add Fencing on Softball Field					
Renovate Softball Infield					
<b>Department Subtotal</b>	<b>324,786</b>	<b>831,647</b>	<b>1,597,200</b>	<b>325,200</b>	<b>164,200</b>

placeholder - waiting on quote



**Town of Northbridge**  
**Five Year Capital Plan 2025 - 2029**  
**Capital Equipment**

<b>Department: School Department</b>					
	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>	<b>2029</b>
<b>Out of District Van replacement</b>		<b>24,500</b>			
<b>Department Subtotal</b>	<b>-</b>	<b>24,500</b>	<b>-</b>	<b>-</b>	<b>-</b>



**Town of Northbridge**  
**Five Year Capital Plan 2025 - 2029**  
**Facilities Construction Projects**

Department: School Department	2025	2026	2027	2028	2029
<b>Description</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>	<b>2029</b>
<b>Department Subtotal</b>	-	-	-	-	-