

Northbridge Public Schools

Northbridge School Committee

87 Linwood Avenue, Whitinsville, Massachusetts 01588 (508) 234-8156 FAX (508) 234-8469 www.nps.org

Shannon Canoy, Chairperson, scanoy@nps.org, Jill Leonard, Vice-Chair, jleonard@nps.org,
Heather Alden, halden@nps.org, Jonathan Canoy, jcanoy@nps.org, Carl Cowen,
ccowen@nps.org

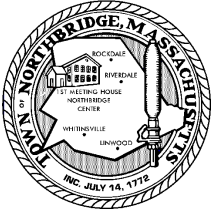
Northbridge Public Schools School Committee Meeting Agenda Tuesday, November 28th, 2023 7:00PM Northbridge High School Media Center

- 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 (7:15PM)
- VIII. Presentations
- IX. Consent Agenda (7:30PM)
 - A. Joint SC & BOS Meeting Minutes 11/14/2023
 - B. School Committee Meeting Minutes 11/14/2023
 - C. Warrant 24-19 11/16/2023 \$32,091.04
 - D. Warrant 24-20 11/22/2023 \$281,661.41
- X. Discussion (7:35PM)
 - A. FY25 Budget Parameters/Timeline
 - B. Orientation PD for SC - Workshop
 - C. Replacement of High School Domestic Hot Water Storage Tank
 - D. NHS Ski Club Field Trip 2/3/2024
- XI. Public Comment (8:00PM)
- XII. Action
- XIII. Information
- XV. Adjournment (8:15PM)

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.

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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Northbridge Public Schools

Joint Board of Selectmen and School Committee Meeting

Tuesday, November 14th, 2023 5:30PM

Northbridge High School Media Center

I. Call to Order (5:40PM)

In attendance were:

School Committee:

Shannon Canoy

Jill Leonard

Heather Alden

Jonathan Canoy

Board of Selectmen:

Thomas Melia

Charles Ampagoomian

Russell Collins

Brian Paulhus

Thomas Begin

Also in attendance were Superintendent Amy McKinstry, Director of Business and Finance Melissa Walker, and Town Clerk Linda Zywiec

II. Explanation of Procedure

A. Only one candidate in the room at a time

B. Each will be asked the same question by the same person in the same order.

III. First Candidate: Carl Cowen.

A. What are the Main Priorities Facing the District?

- i. The District runs well overall. Over the last few years, the main issue has been attracting and retaining talent. This seems to be an ongoing problem across many districts. This isn't something that a quick

infusion of money will fix. Good teachers seem to move on, and if it is not because of a major increase in pay, it is because of the culture in the district. The district needs to focus on attracting and retaining quality staff.

- B. Most Important Characteristics of a School Committee? Of a School Committee Member?
- i. Working in a collaborative and cohesive manner. They are responsible to the community and need to have the best interests of the community and students in mind when making decisions.
 - ii. Being a good team member. Known how to switch between being a leader and a follower at times. Your view point isn't the only one and everyone has their own and needs to be able to discuss it.
- C. What do you understand the role of the School Committee to be and how will you communicate that to the Community?
- i. Oversight of the office of the Superintendent, Oversight and setting priorities of the Budget for the district, Overview and Development of Policies for the district.
- D. What Past/Present connections to the district do you have?
- i. Daughter is currently a Senior in the District, and has been in district for her whole education. Pleased with the experience she has had. He has tried to be involved whenever possible. Was part of the committee to help find a new NMS Principal, was on School Council, and the Strategic Planning '21-'24 parent council. Was an assistant track coach.
- E. What is the most important aspect of your personal or professional life that you will bring to the position?
- i. After Military service, worked in the JRTC program in a RI high school. Was on the Leadership team at the High School and worked alongside teachers and Admins in the school to face many challenges.
- F. What Core Values should be imparted to the students? How should that be implemented?

- B. Most Important Characteristics of a School Committee? Of a School Committee Member?
- i. 1) District and School Mission/Vision focused. Comes from Leadership, but needs whole community buy in. 2) High Expectations for district 3) Tools and Measures to make sure the District is meeting the goals. 4) Effective and Effectively implemented Curriculum and Instruction. 5) Finance and Operation Oversight and Efficiency. 6) Helping shape Staff and Student mindsets to meet the District Mission.
 - ii. Passion for Kids. Job is to support and Guide system. Need data to be able to do so. Need to get a feel for the school yourself and be present at the schools. Need to listen to families.
- C. What do you understand the role of the School Committee to be and how will you communicate that to the Community?
- i. Not here to push individual agenda, but what is best for the students. Need to get information from all sources to help guide the decisions the School Committee makes.
- D. What Past/Present connections to the district do you have?
- i. Moved here 12 years ago. Children are not at NPS. One goes to a Private School and another is School Choices out. Not here for her children, but for the district in general. Has seen more support for schools in recent years. Has not heard talk about student misbehavior at NPS and is ready to take the district to the next step.
- E. What is the most important aspect of your personal or professional life that you will bring to the position?
- i. Has been studying the Analytics of schools for 20 years since No Child left Behind. Has done work at the Federal, State, and Private levels to work with schools and how to improve needed areas. Has a PhD in Education. There is no one fix, but several effective pieces for continued improvements in Satisfaction and Achievement she can bring in.
- F. Develop Plan to comfort Fears the Students may have about School/Life?

- i. Asked if there is a Curriculum in place for Social/Emotional Learning. Knows of PD for staff to help set a safe and welcoming climate to accept others. Once this is implemented, see how the students react to it and what needs to be aligned to allow the outcomes to be the most positive impact.
- G. Do you Support or not Support having a Police Officer act as the Resource Officer?
 - i. Sees the Pros and Cons. Pros: Establish feeling of Safety between students and Police. Cons: Some students may feel unsafe depending on their prior contact with the Law and their families. In this district, the cons do not outweigh the pros of having the officers in the buildings. Would like for the weapons to not be on school grounds.
- H. Are there any Grade levels that it is more important for a Resource Officer to interact with?
 - i. All are important when it comes to having the resource officer be present.
- I. What is your Educational Philosophy and how does it align with Demographic Changes?
 - i. ILP (Individual Learning Plans) at Scale. Giving the Younger Students more time to learn about the things that interest them to accelerate learning. Giving them more freedom to choose what they learn helps them to learn faster. Also offering the ability to shadow and have internships at local businesses/trades. Helping to understand what the students are looking for and how to efficiently help them do it.
- J. What are some of the most positive things you have seen about the district? What are some of the biggest issues that need to be addressed?
 - i. The most positive thing about the district is the very dedicated teachers in the district. Wants to see them given opportunities to be leaders and receive more organic recognition, as that will help retain talent.

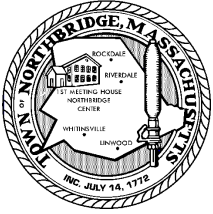
- ii. Reading comprehension from K-4 because of the Pandemic. It is a difficult skill to learn and the students need support and resources pro-actively to build them up. Structured supports feel more “Fail before Support is received”, but we should be giving supports before failure happens.

V. Voting

Both candidates were brought in and it was determined that with a total of 9 people between the voting members, the first to reach 5 votes would be the next member of the School Committee.

A Motion was made by Jonathan Canoy to appoint Carl Cowen to the open position. This was seconded by Tom Begin. Carl Cowen received 6 votes: 2 from the School Committee, and 4 from the Board of Selectmen.

XV Adjournment



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

Also Present were Superintendent Amy McKinstry and Director of Business and Finance Melissa Walker.

There was a Change to leadership in the School Committee with the addition of the new member.

A motion was made by Heather Alden to appoint Shannon Canoy as the Chairperson. It was seconded by Jill Leonard.

- | | |
|----------------|---------|
| Jill Leonard | Yes |
| Heather Alden | Yes |
| Shannon Canoy | Abstain |
| Jonathan Canoy | Yes |
| Carl Cowen | Yes |

The motion was passed with a vote of 4-0

A motion was made by Shannon Canoy to appoint Jill Leonard as Vice Chair. It was seconded by Jonathan Canoy.

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

The motion was passed with a vote of 4-0

A motion was made by Jill Leonard to appoint Heather Alden as the Secretary. It was seconded by Jonathan Canoy.

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

The motion was passed with a vote of 4-0

IV. Statement of Audio and Video Recording

V. Statement of Mission

VI. Student Representative Report

Student Representative was not able to make it to the meeting.

VII. Superintendent's Report

Report cards came out last week as the first Quarter is already over. There is a half day for the students tomorrow, followed by afternoon Parent Teacher Conferences, as well as some in the evening to discuss parental concerns. Tonight is Health Night at the High School for winter sports. HOSA completed their first Blood drive last week. The students were in charge of registration and monitoring student recovery. There were a lot of people who signed up to donate. 61 gave blood in total, and 68 were registered. Next blood drive will be May 1st, 2024. Senior Class Comedy night will be 11/18/2023 at 8:00PM at Uxbridge progressive Club. Information is located on the Class Page and in the RAMs Report. NHS School Council is having each grade gather food for the annual food drive. Asking for non-perishable donations from the community. Bring them to the high school during school hours.

Marcus Riley placed 2nd at MIAA Division 3 Cross Country Championship and signed a Letter of Intent to go to Michigan State and run Division 1 Track, which was broadcasted. Andrew Zollo, High School Math Teacher, won the Blackstone Valley Promising Practices award. Over the next week will be the final football games of the season. NMS Council is currently gathering donations of socks, stuffed animals, and blankets for their contest between November 13th – December 8th. The winning homeroom gets a Hot Cocoa & donut Breakfast. Community can donate to Community Closet at the NMS.

NES Boosterthon is done. \$21,271 were raised for NES. Top two donation earning students from each grade get to Silly String Principals Hoffman and Allen. The video will be posted to the School's Facebook group. NES Still needs IA's. The District needs substitutes, and College students coming back from school for the holidays will be helpful. 11/15 PTA is meeting at 7PM. 11/15 SEPAC is also meeting at 7PM. 11/15 6-8PM additional Parent Teacher Conferences at NMS. 11/16 NMS Holding principal's Coffee from 9:15AM-10:15AM. NES School Council meeting 11/16 at 3:30PM. 11/16 NHS Parent Teacher Conferences. 11/20/2023 7:00PM National Honors Society Induction at NHS. 11/21 NHS Powderpuff Game 6PM. 11/22 is an Early Release Day.

VIII. Presentations

A. 2023 MCAS Results and Action Plans

Director of Curriculum Jill Healy informed that all of the principals would talk about the individual plans for the schools. In comparison to the state, 10th Grade ELA (English Language Arts) was slightly over state average, while Math was slightly under, and STE (Science and Technology) was 13% under the state average. Grades 3-8 were all between 5%-10% under the state average. In comparison to our previous years, most of the scores from all grades were lower in 2023 than they were in 2022, sometimes by more than 10 points. Additionally, when taking a look at overall trends from the past 6 years, the trend shows no growth or loss. Grades 3-5 ELA took an overall hit with COVID as learning decreased. With Math, the dip came in 2021, and has been increasing, with ELA the dip was in 2022. Science has an overall downward trend in all the schools, while Math is showing some evidence of recovery and ELA is leveling off.

NES – Had a meeting with all of the K-5 Teachers. Included K-2 to help show how their Foundational education will help later. They dissected the information to find where the exact issues were so they could more accurately target the failings.

ELA: Reading Comprehension, context clues, inferencing, Vocabulary. Action Plan: Partner Stories for Close reads, and not watering the reading down. More independent reading of longer passages to build up reading Stamina (SRSD is helping with that). Numbering the Paragraphs in Texts so its is easier to refer to the exact paragraph in citations. Integration of Grammer convention Skills and explicit teaching of vocabulary. Doing practice Tests online with the Program Galileo.

Math: Fractions, Multi-step Word Problems, and Math Vocabulary. Action Plans: Teach Fraction Sooner. Explicit vocabulary instructions. Embed Word problems into the Daily practice. Bar modeling. Math Fact Fluency Plan (not just rote memorization, but understanding the abstract behind the math). Online practice Tests on Galileo. The practice tests will help the students get used to taking tests and taking them online, and the program Galileo allows for tests to be made around Standards easier and allows the teachers to more easily see where the students need help the most.

NMS – Teachers are working their PLCs and CPTs to adjust the Unit and lesson plans to allow for more instruction on each grade level for each subject area. One of the main takeaways was that reading stamina needed to be worked on, as many students are reading questions and skimming for answers, but not comprehension. They also want to promote more reading at home too. The ELA Teachers will be providing a 2 week intensive unit of instruction prior to the ELA MCAS that addresses the standards that need work that were identified during the MCAS analysis. The WIN blocks are on 8 week rotations and will be adding additional supports. There will be an MCAS Remediation bootcamp that will run after school targeted for each grade for students who need the most supports (failed to receive a qualifying score). While not mandatory, it is highly recommended. They do have transport and bussing arranged to help increase access.

School Committee is glad to see that all of the subjects are focusing on reading Stamina, as they need to go independent sooner to get past that initial struggle of independent reading.

NHS –

Tier 1: Staff Analyzed the Data to figure out where and why students under-performed. Reorganized units and changes were made in each department to adjust and align cohorts. Additionally, Social Studies is changing writing and reading expectations to mirror those of the ELA department so the students are held to the same standards more often and get more practice.

Tier 2: Adding Additional RAMS blocks to give students targeted intervention in the classes they need for the extended time of the blocks. The initial trial of the RAMS blocks has been a success and the program is being expanded and extended. MCAS Bootcamp for students who failed the test previously, as they need it to graduate. There will also be additional bootcamps prior to each MCAS test to prep the students. Some local restaurant's, including Harry's Famous Pizza, have donated coupons for free meals, and these are being given out to the students who show up and actively participate in the bootcamp to help provide additional incentive and help remove another barrier to learning. For the bootcamps prior to the tests, the students who need the specific bootcamps will spend 2-3 half days at the bootcamps, with Teachers pulled in to help them. The teachers will rotate in during their Free Periods.

Additionally, the district will be doing Acceleration Academy's through Grants in February and April Vacations. This will be for Grades 3-10 Math, and will be increasing the depth of understanding of the subjects.

Jill offered some factors to account for some of the drop in scores and what they are doing to rectify those. The Subject Area's that struggle the most across the board are those that involve reading for comprehension and writing. The Changes to curriculum will reflect the need for an increase in reading Stamina and Comprehension. They also want to increase the number of non-fiction sources the students are reading from. NMS has changed their model and schedule Post-COVID. Student attendance rates have dropped, from around 98% present to around only 90% present over the past few years. Already this year, some new initiatives taken at the High School are showing great results. Staff Turnover and lack of retention has made this difficult, as entire departments have had to be replaced with old hires leaving and new ones needing to be found. Over the past few years, there has been 20%-25% staff turnover. This is a national issue, not just a Northbridge issue. Jill wanted to reiterate that they do not teach to the test, as the state has been looking to move away from

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the test for a few years, but will not do so until a reliable replacement has been found, as the test is still helpful for evaluating the district's teaching performance.

IX. Consent Agenda

A. School Committee Meeting Minutes 10/10/2023

A motion was made by Heather Alden to approve the minutes. It was seconded by Jonathan Canoy.

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

The motion was passed with a vote of 5-0

B. ERA Key Realty Food Pantry Donation

A motion was made by Heather Alden to approve donation reception. It was seconded by Jonathan Canoy.

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

The motion was passed with a vote of 5-0

C. Warrant 24-14	10/12/2023	\$303,789.37
D. Warrant 24-15	10/19/2023	\$ 71,159.49
E. Warrant 24-16	10/26/2023	\$254,232.03
F. Warrant 24-17	11/02/2023	\$162,536.59
G. Warrant 24-18	11/09/2023	\$259,807.51

A motion was made by Heather Alden to approve the warrants. It was seconded by Jonathan Canoy.

Jill Leonard	Yes
Heather Alden	Yes
Shannon Canoy	Yes

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Jonathan Canoy Yes

Carl Cowen Yes

The motion was passed with a vote of 5-0

X. Discussion

A. Post-Grad Program Field Trips - 12/8/2023 & 5/3/2024

No questions. Moved to Action

B. Class of 2024 Senior Trip Field Trip

No Questions. Moved to Action

C. Facility Rental: Custodial Overtime Rates

Updating the standard rate for janitorial overtime charged to people renting facilities.

Currently, the rate is a fixed rate because it is easier for the renters to budget when they know how much they will pay, and there is no one specific custodian who works when facilities are rented. At this time, the highest steps of janitors who regularly work these overtime shifts are making more per hour than we are charging the renters. Want to increase the rates to between \$45-\$60 per hour, as the highest rate at 1.5 pay is \$44.16. However, this could increase in coming years, and pre-emptively changing the rate will help prevent this from being a problem each year. We don't want to overcharge, just make sure that we are not undercharging.

Moved to Action to Vote on

D. Reorganization of Positions: BT & IA to RBT (Registered Behavior Tech)

Currently have 4 Behavior Techs (BT) at NES and one IA position that is no longer needed in the capacity that it was originally needed. The plan is to change that IA position into a BT so there are a total of 5, and have 2 of the BTs get training and certification to be Registered Behavior Techs, which can provide more services to fill the current needs. Will increase the wages of the IA position when it shifts to a BT, as well as the RBT when changed from the BT. The funding will come through a special grant this year, but it is unclear if we will have the special grant next year.

Moved to Action.

E. FY23 Budget Recap

Melissa Walker gave the presentation. FY23 came 1.1 million under budget. Received additional Grant Funds in October, meaning the district took in over 2 million in Grants,

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35K more than anticipated. Used far less of Revolver budget than anticipated. Most of the 1.1 million we were under was because of salary changes. This is people leaving at a higher rate of pay and the newer people who take their place having a lower rate of pay, and when positions are unfilled, there is payments during that time we do not make, and lowers the actual budget used. There was increase to the Transportation costs and external tuition over FY23 than anticipated. Utilities came in under budget due to less usage and more renewable energy credits. Actual Revolver accounts increased due to larger PK class, PK Summer School, and Some School Choice increase. The SPED increment grant funding also increased. The district also qualified for Extraordinary relief for the Circuit Breaker reimbursement.

For FY24, updated projections show the district is trending at about \$656 thousand under budget. More spending is coming from Grants, meaning the Revolvers used to balance the budget are having less money removed from them. With updating the new Starting balance of the Revolvers and the shift in expenses and revenue means that the Revolvers are projected to end 1.4 million higher than expected.

PK Tuition has increased. We have had a small increase in School Choice. The SPED increment funds have risen again. We still qualify for the Circuit Breaker reimbursement. Athletic and Transportation costs have increased. The accounts for Turf use and School Building use are now separate as they should have been previously.

Expenses are down overall because the new hires have lower salaries than the people they replaced, sometimes positions are sitting empty, which does reduce the amount that is spent. However, there have been some Lane Changes, increasing salaries for a few people, some of the people who have left have used the Sick Time buyback. Out of District payments and transportation may come in over budget, but we have Grant Funding to cover that.

Supplies show a large discrepancy in projected and actual because the Elementary School was new and only had a few months from the prior year to project a full year's usage, and the forecasting was off, letting it come in under budget. Will be setting more guidelines for purchasing of supplies.

XI. Public Comment

Brandon King, 75 Shell Drive. – Great Budget Reports. Feels that having the MCAS be a graduation requirement is a disservice to the students, because if they fail, they still move on

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and start learning difference things, but still have to take a test on topics they have clearly not learned well enough. Upset that Beth is not on the School Committee as she audits and helps realign schools for a living. It took him a lot to convince her to come and interview for the position.

XII. Action

A motion was made by Heather Alden to approve the Increased Custodial Overtime Charge Rates. It was seconded by Jonathan Canoy.

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

The motion was passed with a vote of 5-0

A motion was made by Heather Alden to approve the reorganization of positions. It was seconded by Jonathan Canoy.

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

The motion was passed with a vote of 5-0

A motion was made by Heather Alden to approve Field Trips. It was seconded by Jonathan Canoy.

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

The motion was passed with a vote of 5-0

A. Open subcommittee seats – appointments

Budget Subcommittee – Heather Alden and Carl Cowen

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- Policy Subcommittee – Jonathan Canoy and Heather Alden
- Negotiations Subcommittee – Shannon Canoy and Carl Cowen
- Building planning and Construction – Shannon Canoy
- Community Preservation Committee – Jill Leonard
- Field Committee – Heather Alden
- Green Committee – Melissa Walker
- Safety Committee – Richard Wetherbee II
- Curriculum Committee – Jill Leonard and Jonathan Canoy
- Wellness Committee – Heather Alden
- Southern Worcester County Education Collaborative – Amy McKinstry
- Warrants – Shannon Canoy
- Payroll – Shannon Canoy

XIII. Information

A. SWCEC - Quarter 1 Report

Only 2 of our students are at Grove. They are in a good financial place, with 7 students enrolled and looking for one more. Still looking to swap PD services with them (They teach us PD for handling students with special needs and we help them with curriculum) to keep PD costs down.

XV Adjournment

A motion was made by Jill Leonard to adjourn. It was seconded by Heather Alden.

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

The motion was passed with a vote of 5-0

FY2025 Budget Timeline

Date	Action
November 28, 2023	School Committee Meeting: School Committee discusses/votes budget parameters
November 29, 2023	Leadership Team Meeting: Budget Discussion with Site Based Managers
December 14-22, 2023	Site manager meetings - Managers meet with and submit detailed budget to Superintendent
<i>January 24, 2024</i>	<i>Release of Governor's Proposed Budget (4th Wednesday in January)</i>
February 6, 2024	Budget Workshop: Draft Budget Review and Q&A with site based managers regarding proposed budget binders
TBD	Budget Sub-Committee Meeting: Review available revenue and expenses
TBD	Budget Sub-Committee Meeting: Review available revenue and expenses
<i>March 1, 2024</i>	<i>Warrant Closes at Noon - Last day to submit articles for May Town Meeting</i>
March 12, 2024	School Committee Meeting: Presentation of Superintendent's Recommended FY25 Budget
TBD	Meeting with Finance Committee - Budget Presentation
March 26, 2024	School Committee Meeting/Public Hearing: Superintendent presents recommended budget to School Committee & Public
April 9, 2024	School Committee Meeting: School Committee votes final approval of budget
May 7, 2024	Spring Annual Town Meeting

Budget Parameters: Level Services with necessary adjustments factoring in the loss of ESSER
 Reorganization of positions/programs to align with current needs (net neutral)
 Further review upon notice of available revenue

**SCHOOL COMMITTEE
AGENDA ITEM SUMMARY
(ACTION ITEM)**

**Agenda Item
For School Committee Meeting of
November 28, 2023**

SUBJECT: Replacement of High School Domestic Hot Water Storage Tank

Person(s) preparing Agenda Item: Melissa Walker

Title: Director of Business & Finance

Listing of Attachments (supporting documentation):


BACKGROUND: The domestic hot water storage tank located in the boiler room at the High School is starting to leak along the bottom. The tank is original to the building, and this type of tank typically has a 15 to 20 year life expectancy (water quality dependent). The tank needs to be dismantled, removed, and replaced.

STATUS: Using state contract TRD-01, three quotes to remove and replace the existing tank with another 500 gallon, glass lined tank were requested. The lowest quote received came in at \$32,950. Lead time is approximately 8 weeks. If approved, the project could be scheduled for February vacation week. The project timeframe would be three days and no hot water would be available during this time.

FINANCIAL IMPLICATION: Instead of adding to, or transferring from elsewhere in the operating budget at this point in time (i.e. salary line items), funds to replace this DHW storage tank will initially come from the existing maintenance operating budget. \$10,000 will be transferred from the equipment repairs line and \$20,600 will be transferred from the contracted services repairs line into the equipment replacement line. If, as we move further into the school year, more repair expenses come up than can be covered within the planned maintenance budget, a future request may come to the school committee to transfer funds across budget categories.

RECOMMENDATION: That the school committee approve the replacement of the domestic hot water storage tank at the High School.

Recommended by: _____



Recommended by the Superintendent: _____



Northbridge High School
Field Trip application

Check all that apply. In-State Trip _____ Out-of-State Trip Over-night Trip _____

Sponsoring Teacher: Andrew Zollo Date of request: 11-21-2023

Destination(s): (Please be specific) Pico Mountain, Vermont

Name of participating club, class, activity, NHS Ski Club

Anticipated Number of Students: 40 Number of Chaperones: 3

Date(s) of trip: Times – From 5:00 a.m. 2-3-2024 To 7:30 p.m. 2-3-2024

How will this Field Trip accomplish curriculum enhancement? (Attach a separate sheet if needed)

List a minimum of two learning objectives: (Attach a separate sheet if needed)

N/A → held on a Saturday

Transportation: (Please detail) Coach from FTI

Cost: (Please detail) ≈\$55 for transportation + ≈\$55 for ticket ≈\$110 / student

Names of Adults/Teachers participating: Andrew Zollo, Scott Sponseller, Nate Lamay

Note: All substitute coverage needed must be sent to Dept. Chair and Dean of Students at least 1 week prior.

I have discussed this field trip with the sponsoring teacher and believe its educational value warrants my recommendation. N/A

Signature of Department Chairperson [Signature]

Date —

Approval of Principal [Signature]

Date 11/21/23

Approval of Superintendent [Signature]

Date 11/22/23

Overnight/Out-of-state trip - If checked - Trip must go before school committee for approval

Comments: _____

Lunchroom Notification: Yes - Date _____ Lunch/food plans for trip : _____

Nurse Notification Signature: _____ Date: _____

Notification of other affected staff: _____ Dept. Chair Dean of Students _____

**SCHOOL COMMITTEE
AGENDA ITEM SUMMARY
(ACTION ITEM)**

Agenda Item # _____
For School Committee Meeting of
11/28/2023

SUBJECT: Food Pantry Donation by Pleasant Street Christian Reformed Church

Person(s) preparing Agenda Item: Catherine Green

Title: Food Pantry Club Advisor

Listing of Attachments (supporting documentation): copy of check, letter from the donor.


BACKGROUND:

STATUS:

RECOMMENDATION: That the School Committee approve the donation.

Financial Implication:

Recommended by: 

Recommended by the Superintendent: 



10/31/2023

To: Lauren Hubbell & Catherine Green / Northbridge H.S Food Pantry

Greetings from Pleasant Street Christian Reformed Church!

We pray that you are all healthy and well.

I just realized that I haven't sent our quarterly support for April, July, and October this year. Please find the enclosed check in the amount of \$900.00 for 3 quarters this year. Thank you for your work to serve our community.

Sincerely,

Dexter Greene (Deacon)

508-234-9541 (Home Phone)