



Northbridge Public Schools

Northbridge School Committee

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Northbridge Public Schools School Committee Meeting Agenda Monday, August 28, 2023 7:00PM Northbridge High School Media Center

- I. Call to Order
- II. Pledge of Allegiance
- III. Attendance
- IV. Statement of Audio and Video Recording: Will not be recorded as Richard Vallee cannot make the meeting.
- V. Statement of Mission
- VI. Superintendent's Report
- VII. Consent Agenda (7:10)
 - A. Warrant 24-07 8/24/2023 \$51,452.60
- XI. Public Comment (7:15)
- XII. Action (7:25)
 - A. NPS District Handbook - 2023-2024
[Final Draft - Handbook 2023-2024](#)
 - B. Middle School Kitchen Serving Line
- XIII. Information
- XV. Adjournment (7:30)

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

**Agenda Item
For School Committee Meeting of
August 22, 2023**

SUBJECT: Replace Middle School Kitchen Serving Line

Person(s) preparing Agenda Item: Melissa Walker

Title: Director of Business & Finance

Listing of Attachments (supporting documentation):

BACKGROUND: The current serving line in the Middle School Kitchen/Cafeteria does not function properly. One side of the serving line does not work at all. Currently, staff put food on trays and put those trays in the warmers to keep the food at the proper temperature. Staff then serve the students out of the warmers as opposed to directly from the serving line. This causes a slowdown on the express side and does not display the food in an easily identifiable way. The other side of the serving line does work, but it is very old and it only has warming functions, not cooling functions. While the warming functions work, they do not turn on or turn off easily. Additionally, because there are no cold wells on either side of the serving line, staff need to display salads, sandwiches, fruits and vegetables on trays on top of ice sheets to keep the food at proper temperature. They also have to put the food into the refrigerators between meals to ensure that it keeps cold. A new serving line would have both warm and cold wells. This would allow the students to see what food is available, as well as allow staff to display it in a more aesthetically pleasing way, which can result in additional participation. A new serving line will keep the food at a safe and proper temperature without all of the extra steps staff currently have to take.

STATUS: We had applied for a grant back in the spring for funding to replace the Middle School serving line. Unfortunately, we were informed towards the end of July that our project was not selected to be funded. Upon notification that Universal Free meals would be continuing, it was decided to recommend the replacement of the Middle School serving line from funds currently available in the Food Service Revolver. The additional participation and reimbursement through universal free meals has resulted in an increase in available funds in the food service revolver and such funds may be utilized for capital improvements within the kitchens for the betterment of the food service program.

FINANCIAL IMPLICATION: The quotation that we have received to replace the current Middle School serving line with two hot and two cold serving stations is \$51,826.62.

RECOMMENDATION: That the School Committee approve purchasing a replacement Middle School Serving Line, and that such replacement is paid for with available funds in the Food Service Revolver.

Recommended by: 

Recommended by the Superintendent: 