



Northbridge Public Schools

Northbridge School Committee

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

Michael LeBrasseur, Chairperson, mlebrasseur@nps.org,
Brian Paulhus, Bethany Cammarano, Steven Falconer, Robert Dziekiewicz

Northbridge Public Schools School Committee Meeting Tuesday, April 14, 2020 7:00PM

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Meeting ID

meet.google.com/taw-bweb-iph

Phone Numbers

(US)+1 205-832-1470

PIN: 622 039 623#

This meeting is being held remotely in accordance with the Governor of Massachusetts' March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law G.L. c. 30A, Section 20

- I. Call to Order (7:00)
- II. Statement regarding Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law
- III. Attendance
- IV. Statement of Audio and Video Recording
- V. Statement of Mission
- VI. Public Comment (7:05)

Comments for this meeting may be emailed in advance of the 7:00 p.m. start time to school_committee@nps.org. All comments will be recorded in the record, and all attempts will be made to mention them live during the meeting. Any emails received during the meeting before the public comment period ends will also be attempted to be mentioned.

- VII. Superintendent's Report (7:10)
- VIII. Consent Agenda (7:15)
 - A. School Committee Meeting Minutes from March 10, 2020
 - B. School Committee Meeting Minutes from March 24, 2020
 - C. Warrant 40-36s 3/5/2020 \$177,192.45
 - D. Warrant 40-38s 3/19/2020 \$479,935.83
 - E. Warrant 40-40s 4/2/2020 \$210,171.93

It is the policy of the Northbridge Public Schools not to discriminate on the basis of race, color, gender, religion, national origin, sexual orientation, gender identity, disability, age, or homelessness in its educational programs, services, activities, or employment.

- F. Jim Morrisette's Oil Burner Services Inc. - Donation to the Balmer Food Pantry to support families in need during the COVID19 pandemic - \$1,000
 - G. Blackstone Valley Physical Therapy Services, Inc. – Donation - the proceeds from a raffle to the Balmer Food Pantry - \$281.00
- IX. Action Items (7:20)
 - A. Athletic/Club Fee Changes
- X. Discussion (7:25)
 - A. School Committee Self Evaluation
 - B. School Choice
 - C. Transportation Contract Amendment (COVID-19 Impact)
 - D. Transportation Fees (COVID-19 Impact)
- XI. Information (7:40)
 - A. Approved SC Budget Subcommittee Minutes 10-7-2019
 - B. Approved SC Budget Subcommittee Minutes 2-11-2020
 - C. Approved SC Budget Subcommittee Minutes 3-3-2020
- XII. School Committee Individual Comments (7:45)
- XIII. Adjournment (7:50)



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Michael LeBrasseur, Chairperson, mlebrasseur@nps.org,
Brian Paulhus, Bethany Cammarano, Steven Falconer, Robert Dziekiewicz

Northbridge Public Schools School Committee Meeting Minutes Tuesday, March 10, 2020 7:00PM Northbridge High School Media Center

I. Call to Order (7:00)

II. Attendance

Michael LeBrasseur	Present
Bethany Cammarano	Absent
Steven Falconer	Present
Brian Paulhus	Present
Robert Dziekiewicz	Present

Also in attendance Superintendent Amy McKinstry, Director of Business and Finance Melissa Walker, and Student representative Ruby Holtz

III. Pledge of Allegiance

IV. Statement of Audio and Video Recording

V. Statement of Mission

VI. Open Public Hearing for FY21 Budget

A motion was made by Steven Falconer to open the public hearing for FY21 Budget. The motion was seconded by Brian Paulhus. The vote was taken by roll call vote and the following votes were recorded:

Michael LeBrasseur	Yes
Bethany Cammarano	Absent
Steven Falconer	Yes
Brian Paulhus	Yes
Robert Dziekiewicz	Yes

4 members having voted in the affirmative

0 members having voted in the negative

The motion was accepted with a roll call vote of 4-0.

A. FY21 Budget Presentation

Amy McKinstry and Melissa Walker presented an abbreviated version of the FY21 Budget Presentation that was presented at the March 3, 2020 school committee meeting. The presentation is available for viewing on the district website at nps.org – school committee – public meeting presentations

B. Public Comment on Budget

Alicia Boudreau, NTA member, parent of a High School sophomore and the Northbridge High School Library Media Specialist and Michelle Muscatell, Balmer and Middle School Librarian as well as town resident, came to the podium for public comment. Alicia Boudreau shared concerns over the proposed elimination of the currently split Balmer and Middle School Librarian position. Expressed concerns about the proposed running of the Balmer and Middle School libraries being run by volunteers.

Mary Contino, former librarian at Northbridge High School and Middle School for 30+ years. Mary shared her comments and concerns over the proposed elimination of the split Balmer and Middle School librarian position.

John Swayze speaking on behalf of the Northbridge Teacher's Association (NTA) to share some comments and concerns from the members regarding the FY21 proposed Budget. They are appreciative that the budget does not actually result in a net reduction of classroom teachers. Some of the concerns are the reorganization over Title 1 at Balmer. Another concern is over the proposed loss of a computer teacher at the high school. Members had questions that were presented to the committee however, Michael LeBrasseur, school committee chairperson stated that school committee does not respond during public comment but would take the questions under advisement and try to provide responses at a later date. 1. Will the new Title 1 literacy specialist positions work directly with the students or is this a coaching position? 2. There is no mention that the resource room teacher at Balmer will be eliminated and that teacher be reassigned, is this still occurring?

Talia Berkowitz is a town resident, parent of students, and an Inclusion Preschool Teacher. Talia expressed concerns with the elimination of the assistants especially at the Balmer school and with taking the paraprofessional out of the inclusion classroom.

VII. Close Public Hearing

A motion was made by Steven Falconer to close the public hearing for FY21 Budget. The motion was seconded by Brian Paulhus. The vote was taken by roll call vote and the following votes were recorded:

Michael LeBrasseur	Yes
Bethany Cammarano	Absent
Steven Falconer	Yes
Brian Paulhus	Yes
Robert Dziekiewicz	Yes

4 members having voted in the affirmative

0 members having voted in the negative

The motion was accepted with a roll call vote of 4-0.

VIII. Public Comment

No Public Comments

IX. Superintendent Report (7:30)

Amy McKinstry shared information and highlights of events and happenings around the district. She also spoke about the current situation with COVID-19 and the Governor declaring a state of emergency. The full report is available to read on the district website at nps.org - District Information – Superintendents Page – Superintendent Reports for School Committee.

X. Consent Agenda (7:35)

A. School Committee Meeting Minutes from March 3, 2020

B. Warrant 40-34s 2/20/2020 \$245,828.90

A motion was made by Brian Paulhus to accept items from the Consent Agenda as presented. The motion was seconded by Steven Falconer. The vote was taken by roll call vote and the following votes were recorded:

Michael LeBrasseur	Yes
Bethany Cammarano	Absent
Steven Falconer	Yes
Brian Paulhus	Yes
Robert Dziekiewicz	Yes

4 members having voted in the affirmative
0 members having voted in the negative
The motion was accepted with a roll call vote of 4-0.

XI. Action Items

A. NHS Program of Studies

A motion was made by Brian Paulhus to accept NHS Program of Studies as presented. The motion was seconded by Steven Falconer. The vote was taken by roll call vote and the following votes were recorded:

Michael LeBrasseur	Yes
Bethany Cammarano	Absent
Steven Falconer	Yes
Brian Paulhus	Yes
Robert Dziekiewicz	Yes

4 members having voted in the affirmative
0 members having voted in the negative
The motion was accepted with a roll call vote of 4-0.

B. Polyfoam Donation to HS Food Pantry - \$300

A motion was made by Steven Falconer to the Polyfoam Donation to HS Food Pantry - \$300 as presented. The motion was seconded by Brian Paulhus. The vote was taken by roll call vote and the following votes were recorded:

Michael LeBrasseur	Yes
Bethany Cammarano	Absent
Steven Falconer	Yes
Brian Paulhus	Yes
Robert Dziekiewicz	Yes

4 members having voted in the affirmative
0 members having voted in the negative
The motion was accepted with a roll call vote of 4-0.

XII. Discussion (7:45)

A. FY21 Budget

Michael LeBrasseur pointed out how we have tried to look out in the future a year beyond. Michael asked to talk about the inclusion questions that came up. Amy McKinstry talked about their equity approach across the district looking at all IEP's, all grade levels. In doing so the goal is that the special education students are to have the most highly educated person in front of them at all times. They are looking to meet the needs of the students with 2 teachers instead of a single teacher and single aid. Still

keeping a good number of the instructional aids

B. Budget Subcommittee Update

Budget sub met prior to the 3-3-20 SC meeting and talked primarily about fees, athletics, parking, clubs, and transportation. Talked about scenarios about where we could make modifications to the fee structures. The next budget subcommittee meeting is scheduled for 3-24-20. Steven Falconer wanted to see if we could get a message out to the families to inform families that we are offering the 3rd sport for no fee this school year.

C. Policy Subcommittee Update

Policy subcommittee meeting was reschedule, no update.

D. Student Opportunity Act – Plan

Amy McKinstry talked about the Student Opportunity Act – Plan. The documentation is available in the packet for review.

E. Line item transfer – Athletics

Melissa Walker spoke about the line item transfer. The funds would pay for the athletic banners which are in need of updating and it is recommended that they be replaced.

XIII. Information (7:55)

A. School Attending Report

No comments or questions

XIV. School Committee Individual Comments

Brian Paulhus is looking forward to the Dodgeball Tournament being held Thursday, March 12th.

Michael LeBrasseur wanted to share a “save the date” from the school building committee March 25th at 9am will be a school building topping off ceremony for the new school. More information to come. Our next meeting will be March 24.

XV. Adjournment (7:54 p.m.)

The motion was made by Brian Paulhus to adjourn the meeting and move into Executive Session Pursuant to Massachusetts General Laws Chapter 30A Section 21(a) for the Following Purpose Not to Return to Open Session:

- A. Purpose (3) to Discuss Strategy with Respect to Collective Bargaining with Union Personnel:
Food Services Staff; Custodial Staff; Instructional Assistants. The motion was seconded by Steven Falconer. A vote was taken by roll call and the following votes were recorded:

Michael LeBrasseur	Yes
Bethany Cammarano	Absent
Steven Falconer	Yes
Brian Paulhus	Yes
Robert Dziekiewicz	Yes

4 members having voted in the affirmative
0 members having voted in the negative
The motion was accepted with a roll call vote of 4-0



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Michael LeBrasseur, Chairperson, mlebrasseur@nps.org,
Brian Paulhus, Bethany Cammarano, Steven Falconer, Robert Dziekiewicz

Northbridge Public Schools School Committee Meeting Minutes Tuesday, March 24, 2020 6:15PM Remote Google Hangout Meet

- I. Call to Order (6:18)
- II. Statement regarding Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law
- III. Attendance

Michael LeBrasseur	Present
Bethany Cammarano	Absent
Steven Falconer	Present
Brian Paulhus	Present
Robert Dziekiewicz	Present

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

- IV. Executive Session Pursuant to Massachusetts General Laws Chapter 30A Section 21(a) for the Following Purpose, Returning to Open Session:
 - A. Purpose (2) to conduct collective bargaining with the NTA, specifically to hear the NTA Level III grievance; and
 - B. Purpose (3) to discuss strategy with respect to collective bargaining, specifically to deliberate and determine a response to the NTA Level III grievance.

The motion was made by Michael LeBrasseur to adjourn the meeting and move into Executive Session Pursuant to Massachusetts General Laws Chapter 30A Section 21(a) for the Following Purpose Returning to Open Session:

- A. Purpose (2) to conduct collective bargaining with the NTA, specifically to hear the NTA Level III grievance; and
- B. Purpose (3) to discuss strategy with respect to collective bargaining, specifically to deliberate and determine a response to the NTA Level III grievance. The motion was seconded by Brian Paulhus.

The vote was taken by roll call vote and the following votes were recorded:

Michael LeBrasseur	Yes
Bethany Cammarano	Absent
Steven Falconer	Yes

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Brian Paulhus Yes

Robert Dziekiewicz Yes

4 members having voted in the affirmative

0 members having voted in the negative

The motion was accepted with a roll call vote of 4-0.

V. Return to Open Session (7:00)

VI. Statement regarding Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law

VII. Statement of Audio and Video Recording

VIII. Statement of Mission

IX. Public Comment

Comments for this meeting may be emailed in advance of the 7:00 p.m. start time to school_committee@nps.org. All comments will be recorded in the record, and all attempts will be made to mention them live during the meeting. Any emails received during the meeting before the public comment period ends will also be attempted to be mentioned.

Four emails were received. Inquiries were around the budget and instructional aid positions. All emails were responded to by either School Committee Chairperson Michael LeBrasseur or Superintendent Amy McKinstry.

X. Consent Agenda

A. School Committee Meeting Minutes from March 3, 2020

B. Donation – The Middle School Booster Club - \$7,750.00

A motion was made by Brian Paulhus to accept items from the Consent Agenda as presented. The motion was seconded by Steven Falconer. The vote was taken by roll call vote and the following votes were recorded:

Michael LeBrasseur Yes

Bethany Cammarano Absent

Steven Falconer Yes

Brian Paulhus Yes

Robert Dziekiewicz Yes

4 members having voted in the affirmative

0 members having voted in the negative

The motion was accepted with a roll call vote of 4-0.

XI. Action Items

A. FY21 Budget - \$28,851,528.00

A motion was made by Brian Paulhus to approve the FY21 Budget - \$28,851,528.00 as presented. The motion was seconded by Robert Dziekiewicz. The vote was taken by roll call vote and the following votes were recorded:

Comments made before the vote:

Superintendent Amy McKinstry addressed and answered some questions that were asked during the public hearing re: budget on 3-10-2020.

School committee member, Steven Falconer expressed concerns re: reorganization of positions and changes

with instructional aids as well as the elimination of a position of the photography teacher at the High School.

Michael LeBrasseur	Yes
Bethany Cammarano	Absent
Steven Falconer	No
Brian Paulhus	Yes
Robert Dziekiewicz	Yes

3 members having voted in the affirmative

1 members having voted in the negative

The motion was accepted with a roll call vote of 3-1.

B. Student Opportunity Act – Plan

A motion was made by Brian Paulhus to approve the Student Opportunity Act-Plan as presented. The motion was seconded by Steven Falconer. The vote was taken by roll call vote and the following votes were recorded:

Michael LeBrasseur	Yes
Bethany Cammarano	Absent
Steven Falconer	Yes
Brian Paulhus	Yes
Robert Dziekiewicz	Yes

4 members having voted in the affirmative

0 members having voted in the negative

The motion was accepted with a roll call vote of 4-0.

C. Line item transfer – Athletics

A motion was made by Brian Paulhus to approve the Line Item Transfer- Athletics as presented. The motion was seconded by Michael LeBrasseur. The vote was taken by roll call vote and the following votes were recorded:

Michael LeBrasseur	Yes
Bethany Cammarano	Absent
Steven Falconer	Yes
Brian Paulhus	Yes
Robert Dziekiewicz	Yes

4 members having voted in the affirmative

0 members having voted in the negative

The motion was accepted with a roll call vote of 4-0.

XII. Discussion

A. Budget subcommittee update

Michael LeBrasseur wanted to share that the budget subcommittee voted to recommend the school committee modify athletic and club fees for FY21 budget school year. The modifications include a reduction in athletic fees at the high school from the 1st sport = \$225, 2nd sport = \$150, 3rd sport = \$100, a decrease overall. Included in the recommendation is a reduction in the club fees, currently \$35 per club with a cap at 2 clubs, down to \$25 per club with a cap at 2 clubs.

XIII. Information

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A. Responses to Questions Asked at Public Hearing Re: Budget

Superintendent Amy McKinstry shared responses to the questions prior to the FY21 Budget vote.

XIV. School Committee Individual Comments

School Committee members shared their individual comments.

Next meeting will be Tuesday, April 14, 2020

Next School Building Committee meeting will be Tuesday, April 21, 2020

XV. Adjournment (7:35)

The motion was made by Brian Paulhus to adjourn the meeting. The motion was seconded by Steven Falconer.

A vote was taken by roll call and the following votes were recorded:

Michael LeBrasseur Yes

Bethany Cammarano Absent

Steven Falconer Yes

Brian Paulhus Yes

Robert Dziekiewicz Yes

4 members having voted in the affirmative

0 members having voted in the negative

The motion was accepted with a roll call vote of 4-0

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

**Agenda Item
For School Committee Meeting of
April 14, 2020**

SUBJECT: Donation

Person(s) preparing Agenda Item: Melissa Walker

Title: Director of Business and Finance

Listing of Attachments (supporting documentation):

BACKGROUND: Jim Morrisette's Oil Burner Services Inc. donated \$1,000 to the Balmer Food Pantry to support families in need during the COVID19 pandemic.

STATUS: The check has been issued.

FINANCIAL IMPLICATION: The funds have been used to purchase food for families in need.

RECOMMENDATION: That the School Committee accepts the donation, with gratitude.

Recommended by: Melissa Walker

Recommended by the Superintendent: _____

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

**Agenda Item
For School Committee Meeting of
April 14, 2020**

SUBJECT: Donation

Person(s) preparing Agenda Item: Melissa Walker

Title: Director of Business and Finance

Listing of Attachments (supporting documentation):

BACKGROUND: Blackstone Valley Physical Therapy Services, Inc. has donated the proceeds from a raffle - \$281.00 - to the Balmer Food Pantry.

STATUS: The check has been issued.

FINANCIAL IMPLICATION: The funds have been used to purchase food for families in need.

RECOMMENDATION: That the School Committee accepts the donation, with gratitude.

Recommended by: Melissa Walker

Recommended by the Superintendent: _____

FY21 Fee Reduction

Athletic Fee Calculation

		Current		Proposed	
Estimated Participation		1: \$250 2: \$250 3: \$0		1: \$225 2: \$150 3: \$100	
1 Sport	129	250	32,250	225	29,025
2 Sports	61	500	30,500	375	22,875
3 Sports	28	500	14,000	475	13,300
Maximum Fee Collection			76,750		65,200
F&R %			25%		25%
Expected Fee Collection			57,563		48,900
MS Fees for playing up			3,375		3,375
Total Athletic Fee Revenue			60,938		52,275
				Decrease in Revenue	
FY21 Revenue Budgeted		61,000			(8,725)

Club Fee Calculation

		Current		Proposed	
Estimated Participation		\$35/capped at 2		\$25/capped at 2	
Balmer	115	35	4,025	25	2,875
MS	315	35	11,025	25	7,875
HS	210	35	7,350	25	5,250
				Decrease in Revenue	
FY21 Revenue Budgeted		22,400			(6,400)

FY21 Athletic Revolver Revenue Reduction

(15,125)

Northbridge School Committee Self Evaluation

1. Governance

Mark only one oval per row.

	5 Strongly Agree	4 Agree	3 Disagree	2 Strongly Disagree	1 Don't Know
1. The committee's policies are clear and up-to-date.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2. The committee has adopted a mission statement.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
3. The committee regularly evaluates its progress relative to the goals and objectives that have been adopted.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
4. The committee refrains from involvement in the administration of the school system.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
5. The committee members take part in educational workshops and conferences to help them make informed decisions.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

2. 6. Governance Comments

3. Operations*Mark only one oval per row.*

	5 Strongly Agree	4 Agree	3 Disagree	2 Strongly Disagree	1 Don't Know
7. Roles of committee officers are defined in committee policy and understood by all members.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
8. New members receive introductory training and orientation when they join the committee.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
9. Procedures and protocols for committee operations are published and understood.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

4. 10. Operations Comments

5. Member Relations*Mark only one oval per row.*

	5 Strongly Agree	4 Agree	3 Disagree	2 Strongly Disagree	1 Don't Know
11. Members treat each other with courtesy and respect.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
12. All members are encouraged to voice opinions and take positions on issues.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
13. Members respect the will of the majority and support decisions once they are made.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
14. Members share pertinent information with each other to prevent surprises and promote informed decision making.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
15. Members "do their homework" and come prepared to make decisions.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
16. Members understand the role of the individual as part of the whole group.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

6. 17. Member Relations Comments

7. Committee/Superintendent Relations*Mark only one oval per row.*

	5 Strongly Agree	4 Agree	3 Disagree	2 Strongly Disagree	1 Don't Know
18. The committee regularly evaluates the superintendent using a mutually agreed-upon process.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
19. The types and frequency of communications are agreed to in advance.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
20. The superintendent is accessible to committee members.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
21. Committee members contact the superintendent when seeking information.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
22. The superintendent informs the committee of major personnel decisions.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
23. The superintendent and committee treat each other with mutual respect and professionalism.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
24. Both the committee and the superintendent operate on a "no-surprises" model.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

8. 25. Committee/Superintendent Relations Comments

9. Strategic Planning and Fiscal Management*Mark only one oval per row.*

	5 Strongly Agree	4 Agree	3 Disagree	2 Strongly Disagree	1 Don't Know
26. A long term, strategic plan exists and is regularly reviewed.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
27. All constituencies of the school district are involved in the strategic planning process.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
28. The budget process is documented and published.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
29. Budgets are developed based on needs, from the "bottom-up."	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
30. The committee, as a group, presents and advocates the budget to the community.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
31. The committee receives regular reports with budget and financial status for the school system.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

10. 32. Strategic planning and Fiscal Management Comments

11. Community Relations*Mark only one oval per row.*

	5 Strongly Agree	4 Agree	3 Disagree	2 Strongly Disagree	1 Don't Know
33. The committee has a public relations plan for the school system	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
34. The committee encourages the inclusion of community members in as much decision making as possible.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
35. The committee works cooperatively with other branches of municipal government.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
36. The school system regularly reports its own progress and accomplishments.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

12. 37. Community Relations Comments

13. Conduct of Meetings*Mark only one oval per row.*

	5 Strongly Agree	4 Agree	3 Disagree	2 Strongly Disagree	1 Don't Know
38. Committee members receive sufficient information far enough in advance to prepare for meetings.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
39. Public input is welcomed, and is done according to an established policy.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
40. Full and sufficient debate is allowed.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
41. Discussion is focused on issues, not personalities.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
42. The physical setting is conducive to productive discussion and decision making.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
43. Meetings are frequent enough to prevent overcrowded agendas.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

14. 44. Conduct of Meetings Comments

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Transportation Services

Massachusetts General Law Chapter 71, Section 68 requires free public transportation for students only if they are in grades K-6 and only if they live more than two miles from the school they are entitled to attend.

The Northbridge School Committee has set the following mileage guidelines:

All Students Grades K through 4:

- Students who live more than 2 miles from school: Eligible for free bus transportation by law
- Students who live more than 1 mile, but not more than 2 miles from school: Eligible for bus transportation, subject to bus fee
- Students who live 1 mile or less from school: Not eligible for bus transportation from home residence

Grades 5 and 6:

- Students who live more than 2 miles from school: Eligible for free bus transportation by law
- Students who live 2 miles or less from school: Not eligible for bus transportation from home residence

Grades 7 through 12:

- Students who live more than 2 miles from school: Eligible for bus transportation, subject to bus fee
- Students who live 2 miles or less from school: Not eligible for bus transportation from home residence

Eligibility

Eligibility for transportation services is determined by the location of the student's home in relation to the school to which the student is assigned, and does not entitle the student to door-to-door service. If a student is not eligible for transportation as provided for by this policy, the parent/guardian is responsible for assuring that the student gets to and from school safely.

Students with special needs who attend out of district placements (outside the Town of Northbridge) and ride special vehicles or vans are NOT subject to the mileage boundaries or the fee. Students with special needs who attend Northbridge Public Schools are subject to the mileage boundaries and the fee under the same provisions as other students unless they have "special transportation" by a "special vehicle" indicated in their individualized plan (I.E.P). Students with special needs with these two provisions in their I.E.P. will be transported regardless of mileage and are NOT subject to the fee. Students who have a 504 plan are subject to the fee under the same provisions as all other students.

Bus Routes and Stops

School bus stops will be at centralized locations. Students are not entitled to street-by-street or door-to-door pickup and/or delivery. All routes and stops will be determined using these guidelines:

- Bus capacity
- Length of bus routes and travel time
- Distance that an eligible student would be required to walk to a bus stop, which will not exceed the statutory limit of one mile
- Grade of student(s) to be transported
- Student's individual Education Plan (IEP) or 504 plan

Buses will not travel into cul-de-sacs or travel on unapproved town roads.

A parent/guardian or responsible person designated by the parent/guardian must be at the bus stop for the drop-off of all kindergarten through grade 4 students. A parent/guardian may write a note granting permission for his/her child to be dropped off and left at the bus stop without an adult being present. If no note is received, and no responsible person is at the bus stop, kindergarten through grade 4 students will not be dropped off and will be transported back to the school.

It is the responsibility of the parent/guardian to ensure safe passage of his/her child over roadways to an established bus stop. It is the responsibility of the parent/guardian to ensure the safety of his/her child at the established bus stop. The district's responsibility begins when the child boards the bus at the pickup location and ends when the child disembarks the bus at the assigned drop off location.

Students must be picked up and dropped off at the same bus stop location five days a week. Whichever bus stop a student is picked up at in the morning, must be the same bus stop the student is dropped off at in the afternoon. A note requesting the student take the bus to/from a different bus stop on any given day is not acceptable.

Exceptions to any of the above guidelines may be made at the discretion of the Superintendent.

Fees

The School Committee may make bus transportation available on a fee-for-service basis to students who do not qualify for free bussing under state law, on a space-available basis.

- The School Committee will establish the level of service and fees for the next school year.
- Fees will be due during the month of May, and the District will notify parents and guardians of the specific due date each year.
- All fees will be due on or before the annually established due date.

- The Bus Privilege Fee is set at \$200 per student with a family cap of \$600. This fee is subject to change upon School Committee vote.
- A late fee of \$50 per student with a family cap of \$100 will be assessed for registrations submitted after 4PM on the first Friday in June.
- Online registration and electronic payment are recommended.
- Students who qualify for free or reduced price lunch are entitled to free transportation provided that all necessary forms have been submitted and approved. Students who qualify for free or reduced price lunch are still required to register for school bus transportation, and will be subject to the late fee if all necessary documentation is not submitted by the required deadline.
- Bus fees are not refundable and will not be prorated for partial years or one-way transportation. Refunds will only be issued on a case by case basis subject to the approval of the Superintendent for requests made one week prior to the start of the school year. A processing fee of \$25 per student with a family cap of \$50 will be deducted from the refund.

Request/Complaint Procedure

Requests/complaints must be submitted in writing to the transportation coordinator. A response will be provided within five (5) school days of receipt. In accordance with the Massachusetts General Law, a complaint concerning the district's compliance with the law may be made to the Massachusetts Department of Elementary and Secondary Education, 75 Pleasant Street, Malden, MA 02148-4906.

LEGAL REFS.: M.G.L. 40:5; 71:7A; 71:68; 71B:5

Memorandum of Understanding (Between)
Northbridge Public School (the District)
and Vendetti Motors, Inc. (the Contractor)

April 14, 2020

WHEREAS, the Parties understand that this national and state emergency is a time of great stress as a result of the COVID-19 crisis, and are committed to working closely and collaboratively together in the best interests of all of our students, families, and staff; and

WHEREAS, on March 15, 2020, Massachusetts Governor Charles D. Baker issued an Order suspending all normal, in-person instruction for all public and private elementary and secondary schools; and

WHEREAS, the ability to return historically reliable regular scheduled to and from school transportation services is essential to restarting school once permitted to reopen, and

WHEREAS, the Department of Elementary and Secondary Education (“DESE”) and the Federal Office of Management & Budget (OMB) have encouraged Districts to make payments for transportation services not provided during this forced shut down, and,

WHEREAS, the District seeks to offer partial payment of the contracted [daily] per diem rate, to the extent practicable, to ensure no breaks in service when school reopens; and

WHEREAS, the Parties wish to acknowledge the intent of the COVID-19 stimulus relief package relative to school bus transportation, with specific emphasis on maintaining bus drivers’ employment during this national and state emergency.

NOW THEREFORE, the Parties, for good and valuable consideration, agree as follows:

1. **Introductory “Whereas” Clauses:** The introductory “Whereas” clauses above are incorporated into the Parties’ Agreement.
2. **Period of Agreement:** This Agreement is in effect through June 30, 2020 and covers all periods of time when the Commonwealth is in a state of emergency due to the COVID-19 crisis, and/or when the District is closed for student instruction as a result of the COVID-19 crisis.
3. **Consideration:** In consideration for the waiver of rights in this Agreement, the Parties agree to the following:
 - a. In compliance with local, state and federal health authority guidelines and attempting to keep employees safe, unless and until directed otherwise, are directed to be ready to return to the regularly scheduled work hours for school transportation when school reopens.

- b. For all days in the 2019-2020 school year that school is closed due to the COVID-19 crisis, the Contractor agrees to accept 82.5% of the regular daily rate [to and from school] for any dates where services have not been provided. The total dollar value shall be quantified using the following calculation. (Note: this example assumes no further transportation for the remainder of the school year).

Current Daily Rate for Regular Day & Lift/Mini Bus Transportation:

\$369.86 per day per Regular Day Bus

\$461.39 per day per Lift/Mini Bus

Discounted Daily Rate for days transportation is not provided during the COVID-19 closure:

$\$369.86 \times 82.5\% = \305.13 per day per Regular Day Bus

$\$461.39 \times 82.5\% = \380.65 per day per Lift/Mini Bus

Discount per day per bus during the closure:

$\$369.86 - \$305.13 = \$64.73$ discount per day per Regular Day Bus

$\$461.39 - \$380.65 = \$80.74$ discount per day per Lift/Mini Bus

Calculate the dollar value discount for one day of Transportation:

NPS Regular Day: $\$64.73/\text{day} \times 13 \text{ buses} = \841.49

WCS Regular Day: $\$64.73/\text{day} \times 1 \text{ bus} = \64.73

Lift/Mini Day: $\$80.74/\text{day} \times 3 \text{ buses} = \242.22

Multiply the daily discount by the number of days each month that transportation is not provided:

NPS Regular Day: March $\$841.49 \times 11 = 9,256.39$
April $\$841.49 \times 16 = 13,463.84$
May $\$841.49 \times 20 = 16,829.80$
June $\$841.49 \times 15 = 12,622.35$

WCS Regular Day: March $\$64.73 \times 11 = 712.03$
April $\$64.73 \times 16 = 1,035.68$
May $\$64.73 \times 20 = 1,294.60$
June $\$64.73 \times 15 = 970.95$

Lift/Mini Day: March $\$242.22 \times 11 = 2,664.42$
April $\$242.22 \times 16 = 3,875.52$
May $\$242.22 \times 20 = 4,844.40$
June $\$242.22 \times 15 = 3,633.30$

Subtract the amount to be discounted off the corresponding month's bill – the March discount and April discount will be subtracted off the April bill:

NPS Regular Day:	April	\$ 86,547.24 - 22,720.23 =	\$63,827.01
	May	\$ 86,547.24 - 16,829.80 =	\$69,717.44
	June	\$ 86,547.24 - 12,622.35 =	\$73,924.89

WCS Regular Day:	April	\$ 6,657.48 - 1,747.71 =	\$ 4,909.77
	May	\$ 6,657.48 - 1,294.60 =	\$ 5,362.88
	June	\$ 6,657.48 - 970.95 =	\$ 5,686.53

Lift/Mini Day:	April	\$ 24,915.06 - 6,539.94 =	\$18,375.12
	May	\$ 24,915.06 - 4,844.40 =	\$20,070.66
	June	\$ 24,915.06 - 3,633.30 =	\$21,281.76

- c. The above calculations depict the monthly discount and total monthly bill if schools were to remain closed for the remainder of the 2019 - 2020 school year. If school re-opens and transportation resumes during the 2019-2020 school year, these calculations will be adjusted accordingly.
 - d. Monthly bills for April, May and June shall be reissued reflecting the number of days transportation was or was not provided.
 - e. School transportation drivers shall receive no less than their regular pay rate multiplied by the number of standard hours applicable to the daily transportation route.
 - f. The Contractor shall submit weekly documentation mutually acceptable to the parties, signed and certified by the owner or duly authorized person, with sufficient detail to verify wage payments to drivers during this forced shutdown to serve as backup for their monthly invoice.
 - g. If Contractor receives funds under the Coronavirus, Aid, Relief and Economic Security Act (CARES), and such funds are used to pay wages described in section "f." above, that are not required to be repaid, the District will be notified and allowed to renegotiate the impact of the receipt of such funds. The Contractor agrees to provide a statement (certified by its accountant) that it did not benefit from stimulus funds provided by the CARES Act as it relates solely to Vendetti Bus Company.
 - h. Payment for services not received shall begin as of March 13, 2020, and end with the expiration language below.
4. **Expiration:** The Parties agree that this Agreement will end at the conclusion of the 2019-2020 school year or when the 2019-2020 school year school forced closure ends, whichever occurs first. The 180-day regular school year is still in effect and the District will not be obligated to pay more than 180 regular school days in this amendment.
 5. **Waiver of Rights:** The Contractor agrees not to seek any further payment for services not rendered or otherwise challenge the provisions this amendment through any legal or

administrative process, after this agreement is fully executed, and after all parties have fully complied with all terms.

6. **Precedent:** The Parties agree that this Agreement shall not be used to demonstrate a practice or create a precedent in any other matter.

Agreed to April 14, 2020 by:

For the Contractor:

Joseph Vendetti, President/Owner

Date: _____

For Northbridge Public Schools:

Amy McKinstry, Superintendent

Date: _____

Transportation Contract - Estimated Impact During COVID-19 Closure

	Regular Day Bus	Mini/Lift Bus
Daily Rate Per Bus	369.86	461.39
% of daily rate paid during closure	82.5%	82.5%
Adjusted Daily Rate	305.13	380.65
Credit per Day Per Bus	64.73	80.74
Number of Buses	14	3
Total Credit Per Day	906.22	242.22

# of Days Closed March 13 - May 4	28		Total Credit
Calculated Credit	25,374.16	6,782.16	32,156.32

# of Days Closed March 13 - June 19	62		Total Credit
Calculated Credit	56,185.64	15,017.64	71,203.28

Transportation Fee - Refund Discussion

\$200 annual transportation fee (not factoring in \$50 late fee)	up to 180 days of service = per diem of:	\$	1.11
	up to 10 months of service = monthly of :	\$	20.00

1. Daily pro-ration

Days service not provided	28	62
Daily refund	1.11	1.11
Total Refund	31.08	68.82

2. Monthly pro-ration

Months service not provided	1.5	3.5
Monthly refund	20.00	20.00
Total Refund	30.00	70.00

3. Flat fee refund - for example, a flat fee refund of 50.00

Estimated Refund Calculation

Approximate # of refunds*	361	361	361
Refund amount	30.00	50.00	70.00
Total refund	10,830	18,050	25,270

*Actual number of refunds will need to be calculated on an individual basis to take into account family caps, payment plans, currently enrolled students, etc.



Northbridge Public Schools

Northbridge School Committee

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

Michael LeBrasseur, Chairperson, mlebrasseur@nps.org, Brian Paulhus, Vice-Chairperson,
Bethany Cammarano, Steven Falconer, Robert Dziekiewicz

School Committee Budget Subcommittee

Monday, October 7, 2019 6:00PM

Administration Building Conference Room

I. Call to Order (6:00pm)

II. Attendance:

Michael LeBrasseur	Present
Steven Falconer	Present

Others present:

Amy McKinstry, Interim Superintendent of Schools

Melisa Walker, Director, Business & Finance

III. Discussion:

- a. FY19 Budget Review/Recap
- b. FY20 Budget Update
- c. FY21 Guidance
 1. Level services with consideration for strategic investments if possible, and reorganizations based on priority and student needs
 2. Plans to revisit student fees throughout the district

IV. Adjournment: Michael LeBrasseur made a motion to adjourn.

The motion was seconded by Steven Falconer

The vote was taken by roll call vote and the following votes were recorded:

Michael LeBrasseur	Yes
Steven Falconer	Yes

The motion was accepted with a roll call vote of 2-0.

V. The School Committee budget sub-committee meeting was adjourned at 7:22 pm.



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Michael LeBrasseur, Chairperson, mlebrasseur@nps.org, Brian Paulhus, Vice-Chairperson,
Bethany Cammarano, Steven Falconer, Robert Dziekiewicz

School Committee Budget Subcommittee Tuesday, February 11, 2020 5:30PM Northbridge High School Media Center

I. Call to Order (5:37pm)

II. Attendance:

Michael LeBrasseur	Present
Steven Falconer	Present

Others present:

Amy McKinstry, Interim Superintendent of Schools

Melisa Walker, Director, Business & Finance

III. Discussion:

- a. Athletic Transfer / Uniforms – proposal to utilize available coaching funds (Boys Lacrosse and Strength & Conditioning) to purchase uniforms for softball, girls' soccer and boys' and girls' track /cross country
- b. Reviewed proposed FY20 Indirect Costs from the town
- c. Reviewed updated FY21 Budget -- \$222,531 reductions to proposed level-services budget to close gap to available revenue (based on update from the town manager for a 2% increase in appropriation (\$476k)

IV. Adjournment: Michael LeBrasseur made a motion to adjourn. The motion was seconded by Steven Falconer

The vote was taken by roll call vote and the following votes were recorded:

Michael LeBrasseur	Yes
Steven Falconer	Yes

The motion was accepted with a roll call vote of 2-0.

V. The School Committee budget sub-committee meeting was adjourned at 6:43 pm.



Northbridge Public Schools

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Michael LeBrasseur, Chairperson, mlebrasseur@nps.org, Brian Paulhus, Vice-Chairperson,
Bethany Cammarano, Steven Falconer, Robert Dziekiewicz

School Committee Budget Subcommittee

Tuesday, March 3, 2020 6:00PM
Northbridge High School Media Center

I. Call to Order (6:09pm)

II. Attendance:

Michael LeBrasseur	Present
Steven Falconer	Present

Others present:

Amy McKinstry, Interim Superintendent of Schools

Melisa Walker, Director, Business & Finance

III. Discussion:

- a. Reviewed current district fee structures, other area district fees, recent participation and revenue
- b. Discussed various scenarios to modify fees across the district, considering athletics, clubs, HS parking and transportation

IV. Adjournment: Michael LeBrasseur made a motion to adjourn.

The motion was seconded by Steven Falconer

The vote was taken by roll call vote and the following votes were recorded:

Michael LeBrasseur	Yes
Steven Falconer	Yes

The motion was accepted with a roll call vote of 2-0.

V. The School Committee budget sub-committee meeting was adjourned at 6:52 pm.