



Northbridge Public Schools

Northbridge School Committee

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Erin Donahue, Chairperson, Edonahue@nps.org
Kathryn Atchue, Allan Richards, Jill Leonard, Heather Alden

Northbridge Public Schools School Committee Meeting Minutes Tuesday, September 27, 2022 7:00PM Northbridge High School Media Center

- I. Call to Order: The Meeting of the Northbridge School Committee was called to order by Erin Donahue at 7:02 PM.
- II. Pledge of Allegiance
- III. Attendance

Erin Donahue	Present
Kathryn Atchue	Present
Allan Richards	Present
Jill Leonard	Present
Heather Alden	Present

Also in attendance were Superintendent Amy McKinstry, Director of Business and Finance Melissa Walker, and the Director of Pupil Personnel Services, Gregory Rosenthal.

- IV. Statement of Audio and Video Recording
- V. Statement of Mission
- VI. Public Comment
- VII. Student Representative Report

Student Representative Sarah Cowen provided the following updates:

Student body:

This past Wednesday, September 21st, the Class of 2024 hosted their annual Dodgeball Tournament in the field house. All grades were welcome to participate and spectators were also welcome to come and support the competing teams. After entertaining and very competitive rounds, the winning team was Crud versus the World with the runners-up being the Hovsepians. Thank you to the teams who participated and who supported the Class of 2024 as well as our referees Gary Bunis, Shelby Cannon, and Britnei Chen.

This past Tuesday, September 20th, students from all grade levels traveled to Nantasket Beach to participate in an education beach clean-up. In total, 40 helpful students participated in this field trip and contributed to sustaining a clean environment by picking up trash for about two hours. Students also had a fun time climbing rocks, combing the beach, and overall enjoyed improving the wellbeing of our local coast.

Clubs:

Students who are members of the Students Against Destructive Decisions have been participating in the SADD Seatbelt Selfie Contest for the second year in a row which promotes both driver and passenger safety. Several members of the NHS community and the Northbridge Police Department have been Direct Messaging their selfies to SADD's Instagram, (sad@nhs), to get a chance to win one of the three Dunkin Donuts gift cards. We wish the SADD members the best of luck in this contest and hope to spread both school spirit and road safety across the Northbridge community.

Athletics:

Our Athletics teams have been keeping up their great work over the past several weeks and have served the Rams proud. This past Saturday, our Varsity Football team played against Nipmuc and won 28-14. Our NHS fans loved to see this win and were showing their support through their Whiteout theme. Our girls field hockey team also had a great win yesterday against Oxford with a score of 14-0 and has continued to have several wins in their previous games. Our Varsity Boys Soccer team had a game last night against Oxford as well and pulled through with a win of 2-1. The Girls Varsity soccer team also did an amazing job against Oxford with another win of 7-0. Our JV girls soccer team has been keeping up this streak with a score of 6-0 against Uxbridge, and winning another game for us last week. Yesterday, our golf team also did a great job against Oxford as well with a great score of 151-127. Last week, our cross country team went up against Bartlett at home and through their great efforts, won their second meet of the season. Amazing job to all of our sports teams over the past several weeks and keep up the great work!

Extra Events:

This week, NHS hosted its summer reading luncheon where students who participated could come together and discuss their reading in the Media Center. Here, students and staff enjoyed pizza and salad while having engaging conversations about the books *The Hate You Give*, *I Must Betray You*, and *When You Get the Chance*.

VIII. Superintendent's Report

Superintendent McKinstry reminded students and staff that 9/28 was a half day for students and a PD day for staff. Superintendent McKinstry also provided the following updates:

NES: The PTA is hosting a Trunk or Treat event on Saturday 10/22 from 11 AM – 1 PM. Anyone who wants to decorate a trunk and pass out candy can reach out to Kristin Mahony-Pick or any member of the PTA. They are also gearing up for the NES booster-thon. This year, it's the Spring Street Fun Run which will be a 13 day program. It will be this semester's biggest fundraiser and will take place on October 17 at NES. The funds raised from this event will go

toward enrichment programs, educational tools and materials, and media center enhancements. Their goal is to raise \$20,000. For additional information or to sign up their student, parents can do so on mybooster.com. The Northbridge Junior Baseball League is going to be hosting a “Night Under the Lights” at the American Legion complex from 4-9 PM on Saturday October 1. Everyone is invited and there are several fun activities planned. Many of our NPS staff and students will be attending. Superintendent McKinstry said that it would be a great way to help build community with community partners. NES and NMS are also having a spirit week. School pictures at NES will be on October 18-19 and more information will be sent to families very soon in their newsletter. During the PD day at NES 9/28, the instructional assistants will be doing advanced lock down. Superintendent McKinstry noted that there has been a lot of safety training across the buildings and this year and all staff including custodians, food service, instructional assistants and support staff will be trained. The PD day for preschool teachers will focus on PBIS and data collection The Connect and Pathways staff will be working on the alignment of their programming while the regular education and special education staff will be working on curriculum alignment.

NMS: Has curriculum night from 6-7:30 PM on 9/28. Mr. Diorio will have everyone meet in the auditorium for 10-15 minutes so that he can explain how the evening is going to go and to give families updates. The parents will follow their student’s schedule and will have 10-15 minutes per class to meet with their child’s teacher. Student council will be helping people find their way around the building. The annual fun run 5k will be held Sunday October 2. Everyone is welcome to participate and the cost is \$10 per person with a \$40 per family cap. Each entry includes a t shirt, ice cream and one raffle ticket. Please contact Laura Capistran at the NMS to donate. The race starts at 10 AM and will be led by the NPD.

Superintendent McKinstry discussed the Northbridge Association of Church’s holiday program which provides Thanksgiving food baskets and clothing, toys and gift cards at Christmas. Please contact the schools for information. Requests need to be made by October 11, especially for Thanksgiving baskets.

NPS has partnered with Big Smiles to provide in-school dental care. The NMS students will be holding their clinic on 12/16, and NES’ clinic will be held on 12/19. Additional information has been sent to parents and follow up emails will be sent as reminders.

NMS PD on 9/28 will have staff working on aligning programming in the Connect and Pathways programs and all other staff will be working on curriculum alignment.

NHS: PD on 9/28 will include safety training using soft rounds and table talk ALICE discussions with Officer DeJordy. The students will participate in safety trainings as well on Thursday 9/29 and will practice boarding up the rooms and blocking doors. Friday 9/30 marks the middle of first quarter. Infinite Campus will be updated with the student’s grades. Parents should log in to Infinite Campus to view their student’s progress.

IX. Consent Agenda

A. School Committee Meeting Minutes from August 31, 2022

A motion was made by Kathryn Atchue to approve the School Committee Minutes from August 31, 2022. The motion was seconded by Heather Alden. The vote was taken by role call and the following votes were recorded:

Erin Donahue	Yes
Kathryn Atchue	Yes
Allan Richards	Yes
Jill Leonard	Yes
Heather Alden	Yes

5 members having voted in the affirmative
0 members having voted in the negative
The motion was accepted with a roll call vote of 5-0

B. Warrant 43-12s 09/15/2022 \$228,015.68

A motion was made by Kathryn Atchue to Approve Warrant 43-12s dated 9/15/2022 in the amount of \$228,015.68. The motion was seconded by Jill Leonard. The vote was taken by role call and following votes were recorded:

Erin Donahue	Yes
Kathryn Atchue	Yes
Allan Richards	Yes
Jill Leonard	Yes
Heather Alden	Yes

5 members having voted in the affirmative
0 members having voted in the negative
The motion was accepted with a roll call vote of 5-0

C. Middlesex Savings Bank Donation

A motion was made by Kathryn Atchue to Accept Middlesex Savings Bank Donation. The motion was seconded by Jill Leonard. The vote was taken by role call and following votes were recorded:

Erin Donahue	Yes
Kathryn Atchue	Yes
Allan Richards	Yes
Jill Leonard	Yes
Heather Alden	Yes

5 members having voted in the affirmative
0 members having voted in the negative
The motion was accepted with a roll call vote of 5-0

IX. Discussion

A. School Committee Goals

Erin Donahue read the current Northbridge Public School's PS Mission and opened it up for discussion and asked the Committee for their input on things that they many want to add or take away from the statement. Member Kathryn Atchue felt that the current statement is simple and aligns with what the School Committee's responsibility and roles are. Kathryn is in favor of keeping the mission statement the way it is. Member Heather Alden agreed and mentioned that she has researched and the mission statement is standard across districts across the nation and she is in favor of keeping the current mission statement. Heather Alden felt that it is important to say that she does appreciate when emails are sent to the Committee with questions and concerns, keeping the Committee abreast of what is going on in the district allows the Committee to meet the goals more effectively and also ensures that the policy is being followed through on. The mission statements helps to outline exactly what the Committee's responsibilities are. Once policies are set, it becomes the job of the administrators from Amy down to implement the policies that the committee approved. Moved to action for next meeting.

B. Vote as Surplus: Middle School Cafeteria Tables

Director of Business and Finance, Melissa Walker, discussed the need for the cafeteria tables at the NMS to be replaced and that funding was secured at the Spring Town Meeting in May to do that. To discard the tables, the committee would have to vote them as surplus. Melissa Walker noted that they had received an email from BVT indicating that they were disposing of their cafeteria tables which meet the criteria for the tables that are being looked at for the NMS. It is possible that NPS will be taking those tables instead of buying them if they're still in good working condition. Currently there are 33 cafeteria tables and 230 cafeteria chairs that need to be voted on as surplus so that they can be disposed of. Of the 33 tables, 11 are going to be thrown away as they are not in good condition but the other ones are probably still useable and will be offered to other town departments or local nonprofits. Erin Donohue wanted to confirm that the discussion was about moving the tables to surplus and not acquiring the BVT tables.

C. Additional Staffing Request: Instructional Assistant

Director of Pupil Personnel Services, Greg Rosenthal, requested 3 additional Instructional Assistant positions and provided an explanation as to why each position was needed and summarized the classroom placement and responsibilities for each position. Melissa Walker noted that although the total salaries would need to be added to the budget, the bottom line of the budget would not be affected due to a vacant HS physics teacher position that will not be filled. Allan Richards asked if a decision had to wait until the next meeting. Kathryn Atchue commented that she was pleased that the decision was data driven. Jill Leonard noted that money did not have to be reallocated and Mr. Richard said that the sooner boots are on the ground, the better. The unanimous decision was made to move the staffing request to an Action Item for that evening instead of waiting until the next School Committee meeting on 10/11. Mr. Rosenthal wanted to put on record that all service delivery grids are being met and that the 1:1 change is being covered at the moment.

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.

A motion was made by Kathryn Atchue to Approve the Additional Staffing of three Instructional Assistants. The motion was seconded by Jill Leonard. The vote was taken by role call and following votes were recorded:

Erin Donahue	Yes
Kathryn Atchue	Yes
Allan Richards	Yes
Jill Leonard	Yes
Heather Alden	Yes

5 members having voted in the affirmative
0 members having voted in the negative
The motion was accepted with a roll call vote of 5-0

X. Action

A. Approval of Superintendent's Draft Goals

A motion was made by Jill Leonard for Approval of Superintendent's Draft Goals. The motion was seconded by Heather Alden. The vote was taken by role call and following votes were recorded:

Erin Donahue	Yes
Kathryn Atchue	Yes
Allan Richards	Yes
Jill Leonard	Yes
Heather Alden	Yes

5 members having voted in the affirmative
0 members having voted in the negative
The motion was accepted with a roll call vote of 5-0

B. Nominating School Committee Member Heather Alden to the Wellness Committee

A motion was made by Jill Leonard to Nominate School Committee Member Heather Alden to the Wellness Committee. The motion was seconded by Kathryn Atchue. The vote was taken by role call and following votes were recorded:

Erin Donahue	Yes
Kathryn Atchue	Yes
Allan Richards	Yes
Jill Leonard	Yes
Heather Alden	Yes

5 members having voted in the affirmative

0 members having voted in the negative
The motion was accepted with a roll call vote of 5-0

XI. Information

A. Staffing Update

Superintendent McKinstry said that she would email the information to the SC members on 9/28 as the information was changing. Erin Donahue requested an update on the status of the open special education positions and the Superintendent provided an overview of the open positions and spoke of various strategies to fill the positions. Kathryn Atchue spoke about retired teachers returning on a part time basis to potentially work 2 days a week. Superintendent McKinstry is looking into reaching out to retirees to see if this is an option for them. Erin Donahue asked about the possibility of adding employment information to the marquees at the NMS and the Town Hall. Kathryn Atchue asked about the possibility of hosting a job fair with surrounding districts.

XII. School Committee Individual Comments

Heather Alden gave a shout out to the new PTA board and promoted the Fun Run. Jill Leonard thanked the advisors of clubs, student council, class advisors and the chaperones of the homecoming dance. She is thrilled that there are so many club options available to students.

Kathryn Atchue is very happy that the School Committee has a mission statement. She requested that the mission statement be included in emails.

Erin Donahue spoke about the importance of PBIS and the positivity it brings out. She also talked about the Fun Run.

XIII. Adjournment

A motion was made by Heather Alden to adjourn the meeting. The motion was seconded by Kathryn Atchue. The vote was taken by role call and following votes were recorded:

Erin Donahue	Yes
Kathryn Atchue	Yes
Allan Richards	Yes
Jill Leonard	Yes
Heather Alden	Yes

5 members having voted in the affirmative
0 members having voted in the negative

The meeting was adjourned at 7:42 PM.