



# Northbridge Public Schools

## Northbridge School Committee

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

Michael LeBrasseur, Chairperson, [mlebrasseur@nps.org](mailto:mlebrasseur@nps.org), Joseph Strazzulla, Vice-Chairperson,  
Michael Clements, Kate Tracy, Randi Zanca

### Northbridge Public Schools School Committee Meeting Minutes Tuesday, May 24th, 2015 7:00 PM Northbridge High School Media Center

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- I. Call to Order (7:00)
- II. Attendance

Michael Clements	Present
Mike LeBrasseur	Present
Joseph Strazzulla	Present
Kate Tracy	Present
Randi Zanca	Present

Also in attendance were Superintendent Catherine Stickney, Business Manager Melissa Walker, and Student Representative Connor Nowlan.

- III. Pledge of Allegiance
- IV. Statement of Audio and Video Recording
- V. Statement of Mission
- VI. School Committee Reorganization

- a. Chairperson

A motion was made by Joseph Strazzulla to nominate Michael LeBrasseur as Chairperson. The motion was seconded by Randi Zanca. The vote was taken by roll call and the following votes were recorded:

Michael Clements	Yes
Mike LeBrasseur	Yes
Joseph Strazzulla	Yes
Kate Tracy	Yes
Randi Zanca	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. Vice-Chairperson

A motion was made by Kate Tracy to appoint Joseph Strazzulla as Vice-Chairperson. The motion was seconded by Michael Clements. The vote was taken by roll call and the following votes were recorded:

Michael Clements	Yes
Mike LeBrasseur	Yes
Joseph Strazzulla	Yes
Kate Tracy	Yes
Randi Zanca	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. Secretary

A motion was made by Randi Zanca to appoint Kate Tracy as Secretary. The motion was seconded by Joseph Strazzulla. The vote was taken by roll call and the following votes were recorded:

Michael Clements	Yes
Mike LeBrasseur	Yes
Joseph Strazzulla	Yes
Kate Tracy	Yes
Randi Zanca	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.

d. Budget/Negotiation Committee

A motion was made by Michael LeBrasseur to appoint Michael LeBrasseur and Joseph Strazzulla to the budget/negotiation subcommittee. The motion was seconded by Kate Tracy. The vote was taken by roll call and the following votes were recorded:

Michael Clements	Yes
Mike LeBrasseur	Yes
Joseph Strazzulla	Yes
Kate Tracy	Yes

Randi Zanca 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.

e. Cable Corporation Board of Directors Representative

A motion was made by Kate Tracy to appoint Randi Zanca as Cable Corporation Board of Directors Representative. The motion was seconded by Joseph Strazzulla. The vote was taken by roll call and the following votes were recorded:

Michael Clements	Yes
Mike LeBrasseur	Yes
Joseph Strazzulla	Yes
Kate Tracy	Yes
Randi Zanca	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.

f. Building, Planning, and Construction Committee Representative

A motion was made by Randi Zanca to appoint Joseph Strazzulla as the Building, Planning, and Construction Committee Representative. The motion was seconded by Kate Tracy. The vote was taken by roll call and the following votes were recorded:

Michael Clements	Yes
Mike LeBrasseur	Yes
Joseph Strazzulla	Yes
Kate Tracy	Yes
Randi Zanca	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.

g. Green Representative

A motion was made by Joseph Strazzulla to appoint Randi Zanca as the Green Committee Representative. The motion was seconded by Michael Clements. The vote was taken by roll call and the following votes were recorded:

Michael Clements	Yes
Mike LeBrasseur	Yes

Joseph Strazzulla	Yes
Kate Tracy	Yes
Randi Zanca	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.

h. Safety Representative

A motion was made by Michael LeBrasseur to appoint Paul Halacy as Town Safety Committee Representative. The motion was seconded by Randi Zanca. The vote was taken by roll call and the following votes were recorded:

Michael Clements	Yes
Mike LeBrasseur	Yes
Joseph Strazzulla	Yes
Kate Tracy	Yes
Randi Zanca	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.

i. Solar Committee Representative

A motion was made by Michael LeBrasseur to appoint Melissa Walker as the Solar Committee Representative. The motion was seconded by Kate Tracy. The vote was taken by roll call and the following votes were recorded:

Michael Clements	Yes
Mike LeBrasseur	Yes
Joseph Strazzulla	Yes
Kate Tracy	Yes
Randi Zanca	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.

j. Southern Worcester County Educational Collaborative Board Member

A motion was made by Kate Tracy to appoint Catherine Stickney, as the Southern Worcester County Educational Collaborative Board Member. The motion was seconded by Randi Zanca. The vote was taken by roll call and the following votes were recorded:

Michael Clements	Yes
Mike LeBrasseur	Yes
Joseph Strazzulla	Yes
Kate Tracy	Yes
Randi Zanca	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.

k. Warrants (3)

A motion was made by Mike LeBrasseur to appoint Randi Zanca, Joseph Strazzulla, and Michael LeBrasseur as warrant signers. The motion was seconded by Kate Tracy. The vote was taken by roll call and the following votes were recorded:

Michael Clements	Yes
Mike LeBrasseur	Yes
Joseph Strazzulla	Yes
Kate Tracy	Yes
Randi Zanca	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.

l. Weekly Payroll

A motion was made by Michael LeBrasseur to appoint Randi Zanca as the committee member to sign the weekly payroll. The motion was seconded by Kate Tracy. The vote was taken by roll call and the following votes were recorded:

Michael Clements	Yes
Mike LeBrasseur	Yes
Joseph Strazzulla	Yes
Kate Tracy	Yes
Randi Zanca	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.

m. Connor Nowlan was announced as the Student Advisory member and Student Reporter

VII. Recognitions:

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.

Catherine Stickney and the School Committee recognized Mrs. Lisa Gogolinski, Mrs. Donna Taylor, and Mr. Doug Ashby as the Northbridge Promising Practices recipients.

VIII. Public Comment

None.

IX. Superintendent's Report

Seniors are taking finals and begin graduation festivities on Thursday evening with their Baccalaureate at St. Patrick's. Another year has flown by again!

The past two weeks have been filled with field trips and experiential learning. We have finished MCAS and have sent them off for scoring. Our transitional activities have started with eighth graders visiting the career academies, and art students visiting the high school. We will continue with step up days over the course of the next two weeks.

In anticipation of step up days, Mr. Zywiec and I are hosting a coffee at NMS tomorrow at 8:30 for parents to come and tour the building and ask questions about the programs.

We have been very busy with interviews for the MS Principal position. I'd like to thank the following individuals for serving on the interview committee:

Student Rep	Hunter Frates
Student Rep	Abigail MacKay
Teacher	Jackie Sullivan
MS Admin	Chris Barry
MS Support Staff	Laura Capistran
MS Parent	Brian Paulhus
MS Parent	Jennifer Rice
NTA	Cindy Bourgelas
Dir. of Curr	Amy McKinstry
Dir of PPS	Kathy Perry
Balmer Admin.	Karlene Ross
School Committee	Mike LeBrasseur

and Melissa Walker who is assisting with final interviews.

We will host a meet and greet for the candidates at 5:30 prior to the MS spring concert on Thursday evening. Families will be able to provide input as to the candidate of their choice.

The First graders are celebrating Memorial Day with wonderful assemblies this week. I strongly encourage families to attend this heart-warming celebration.

The Northbridge Coalition has met to talk about our work going into the upcoming year to support the community.

We have been working with the Social Library to prepare for summer reading and read around the town. Thank you to A Better Northbridge - our new bike rack at the MS has arrived, and we have bike helmets for students who need them. Please call the district office.

Tomorrow night is a kick-off for summer reading at the Social Library they will be raffling off a bicycle at that event.

We are preparing for our bike safety rodeo to celebrate summer on June 17th at Northbridge High School. We will be looking to honor our two students who passed away from NHS this year, and I am working with MS students to organize this event.

Our end of the year assessment data is coming in, and we are so proud of the efforts of our students and staff. We are eager to share that with you at an upcoming meeting. We are still working hard to finish out the year strong!

X. Consent agenda

- a. School Committee Regular Meeting Minutes from 7pm on May 10, 2016
- b. Warrant 36-44s 4/28/16 \$268,221.01
- c. Warrant 36-46s 5/12/16 \$234,667.16

A motion was made by Joseph Strazzulla to accept the consent agenda as presented. The motion was seconded by Michael Clements. The vote was taken by roll call vote and the following votes were recorded:

Michael Clements	Yes
Mike LeBrasseur	Yes
Joseph Strazzulla	Yes
Kate Tracy	Yes
Randi Zanca	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. Action items:

Donation of Guitar to Northbridge Middle School Music Program from Ms. Kerrie Hendee in honor of Nicole Lavallee

A motion was made by Randi Zanca to accept the Donation of a Guitar to the Northbridge Middle School Music Program from Ms. Kerrie Hendee in honor of Nicole Lavallee. A motion was seconded by Kate Tracy. The vote was taken by roll call vote and the following votes were recorded:

Michael Clements	Yes
Mike LeBrasseur	Yes
Joseph Strazzulla	Yes
Kate Tracy	Yes
Randi Zanca	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.

XII. Discussions:

a. Donation of Scoreboard from Northbridge Boosters/Unibank

The Northbridge High School Booster Club wrote a letter on behalf of the Booster Club asking Unibank to sponsor or donate a new scoreboard to replace the current one. Unibank sent a check to replace the scoreboard in the amount of \$18,500.00.

Action Item:

A motion was made by Kate Tracy to approve the Scoreboard Donation. A motion was seconded by Michael Clements. The vote was taken by roll call vote and the following votes were recorded:

Michael Clements	Yes
Mike LeBrasseur	Yes
Joseph Strazzulla	Yes
Kate Tracy	Yes
Randi Zanca	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. Reorganization of Balmer Special Education Staffing

Catherine Stickney discussed the reorganization of the Balmer Pathways Program. Catherine stated that they would like to restore the Special Ed teacher position and reduce the following positions: Behavior Tech, Lead Tech stipend, and two paraprofessionals.

c. Extended Care Program Update

Catherine Stickney stated that we have issued the RFP, and we have contacted providers that have reached out to us. All necessary posting requirements and advertising pieces have been met. In conjunction with the RFP, we posted the Program Administrator position. We received five applications with one viable applicant. This applicant does not meet all requirements, and we are still in discussion with the individual. We are asking the committee to hold approving the job description. The RFP went out on May 23<sup>rd</sup>, and responses are due June 8<sup>th</sup>.

d. Food Service Management Company RFP

Melissa Walker stated that the Food Service RFP was issued on April 18<sup>th</sup> and responses were due on May 9<sup>th</sup>. Three companies took specs out and only one company submitted a proposal. Aramark responded to the proposal. We recommend that the School Committee award the RFP to Aramark for the upcoming school year. It is a one-year contract with two one-year options for review. This will be an action item for the next meeting.

e. Policy for Security Cameras (ECAAF)

Michael LeBrasseur stated that this is the second reading of this policy. This will be an action item for the next meeting.

f. Policy for Food in the Classrooms (ADFA)

Randi Zanca stated that more kids are having issues related to allergies. We currently have a protocol, and this would change it to a policy. A policy gives it more legitimacy in terms of being restrictive and disciplinary. This was brought forth from the nursing unit and Health and Wellness Committee. This was written due to the increasing amount of food being brought into classrooms for celebratory purposes. Catherine recommended that she take it back to the Health and Wellness Committee.

g. Policy for Non-Discrimination on the Basis of Gender Identity

Catherine Stickney stated that the administrators have been discussing the need for this policy for about two years. Our Nurse Leader brought together a subcommittee, and we have been working very closely with the DESE since October on this policy. A very similar policy has been implemented in a few other schools. MASC does not have a model policy, yet as they have not taken a stand on this policy.

h. Policy for the School Committee (BB)

This policy needs to be updated from the charter. Changes will be made for the next meeting.

i. Schedule for Summer Meetings and Workshops

Joseph Strazzulla discussed the need for a five-year plan. We should develop a financial plan for where we are going to be in five years and how are we going to get there. Joseph stated that we need to be very clear and transparent about what the role of the School Committee is, along with the Building Committee, and to articulate what the financial challenges are. Michael LeBrasseur will reach out in regards to workshops and dates.

j. Quarterly Report from SWCEC

This is the regular periodic update that we are required to review.

XIII. School Committee Individual Comments

Connor Nowlan- Last Friday was the seniors last day of school, so it is very quiet. Finals are this week, and Senior activities are next week.

Randi Zanca- Informational Items for next week- PR minutes. Thank you to Dr.Stickney for attending all of the meetings.

Kate Tracy- MS Booster Club is hosting their annual golf tournament Saturday, June 18<sup>th</sup> at Whitinsville Golf Club. There is still room available for golfers. Information is available on the MS website. There is a link to the Booster page.

XIV. Adjournment (9:00 P.M.)

The motion was made by Kate Tracy to enter into executive session for the purpose of Discussing Strategy Regarding Collective Bargaining and Contract Negotiations with Northbridge Teachers' Association and AFSCME Council 93, Local 1709, Unit A and - not to reconvene in open session. The motion was seconded by Joseph Strazzulla. The vote was taken by roll call vote and the following votes were recorded:

Michael Clements            Yes

Mike LeBrasseur            Yes

Joseph Strazzulla           Yes

Kate Tracy                    Yes

Randi Zanca                  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.