

AUBURN SCHOOL COMMITTEE
MINUTES from Tuesday, July 30, 2019
School Committee Room, 5:30 p.m.

In attendance:

George Scobie
Jessie Harrington
Dottie Kauffman
Gail Holloway
Meghan McCrillis

Maryellen Brunelle
Beth Chamberland
Cecelia Wirzbicki

Call to Order and Pledge:

At 5:30 p.m., Mr. Scobie called the meeting to order and asked if anyone was recording the meeting; there being none, he asked that everyone join him in the Pledge of Allegiance to the Flag.

Citizens' Comments: None

Approval of Regular Meeting Minutes:

June 5, 2019 and June 11, 2019

Mrs. Kauffman made a motion to approve the minutes of the June 5th and June 11th meetings; Mrs. Holloway seconded the motion and it was unanimously approved.

Superintendent's Report:

AHS Field Trip to Brown University, RI

Mrs. McCrillis made a motion to approve the AHS Model UN trip to Brown University in Providence, RI in November 2019; Mrs. Holloway seconded the motion and it was unanimously approved.

Safer Schools Grant

Dr. Brunelle announced to the Committee that Auburn has been awarded \$48,000 from the Safer Schools and Communities "Local Equipment and Technology" Grant opportunity offered by the Executive Office of Public Safety and Security's Office of Grants and Research. This grant will be used to upgrade the security cameras and needs to be spent by December 31st. Dr. Brunelle thanked the Safety Advisory Team, Mrs. Wirzbicki and Mr. Bouvier; as well as members of the Town's Administration: Mrs. Jacobson, Mr. Kazanovicz, Mr. Coyle and Mr. Fairbanks; Mr. Marino from IT; and Officer Starkus and Sergeant Lemon of the Police Department for their work being part of the team on this project.

SPED Stabilization Fund

Dr. Brunelle shared a memo from Mrs. Wirzbicki regarding the SPED Stabilization Funds: that an additional \$25,000 was deposited into that account from FY19 savings leaving a balance of \$351,540.04 in the account; and also that we will need to access this fund in the amount of \$70,087.20 for one unanticipated and unbudgeted student placement outside of the District in the 2019-2020 school year. This will need the Board of Selectmen's approval as well. This is a one-time request for this student because if the out of district placement is needed the following year; it will have to be budgeted for.

Mrs. Kauffman made a motion to approve the withdrawal of funds in the amount of up to \$70,087.20 from the SPED Stabilization Fund to cover the cost of "Student 2020-1's" unanticipated and unbudgeted for placement outside of the District; Mrs. Holloway seconded the motion and it was unanimously approved.

Obsolete Equipment

Dr. Brunelle noted that Mr. Bouvier had submitted a memo requesting that some technology equipment be deemed obsolete for disposal purposes.

Mrs. Kauffman made a motion to approve deeming 20 computer CPUs; 20 monitors; 8 printers and 2 battery backup units obsolete so that they can be offered to other Town Departments and AYFS prior to disposal. Mrs. Holloway seconded the motion and it was unanimously approved.

Unfinished Business:

Eastland Housing Project

Dr. Brunelle provided a memo from Mrs. Wirzbicki and Mr. Fahey regarding a Development Coordinating Group (DCG) meeting that had been held on July 17th regarding an update of the Reserve at Ashworth Hill/Eastland Housing Project. As detailed in the memo, the project has increased by 25% with 320 units now, all rental units. The projection of an additional 56 children becoming a part of the Auburn Public Schools at the projects culmination, it is now estimated that there will be an additional 67 children across the grades when the project is at full capacity. The reason for this increase is that it is financially better for Eastland Housing Project.

Dr. Brunelle noted that this updated information has been shared with NESDEC.

The project will likely start in the winter or early spring of 2021.

It is understood that Eastland Housing will help the community with some things in return, with the Committee members seeking additional information on whether a list of things for consideration might be generated in a public forum.

Dr. Brunelle stated that she would seek more information and share it with the Committee at an upcoming meeting.

AED Update

Dr. Brunelle noted for the Committee that she had received a check that day as a donation for an AED, this from Andy Paquette and his wife from their business, TMSolutions. She asked for the Committee's official acceptance of it. Mrs. McCrillis made the motion to accept it with gratitude; Mrs. Holloway seconded the motion and it was unanimously approved.

Dr. Brunelle also noted that she had some exciting news to share with the Committee: that, while the budget is not final until signed by Governor Baker, it does advance local priorities including \$50,000 to update lighting, banners and signage in Drury Square within the Town of Auburn and an additional \$15,000 was allocated within the state budget to purchase and install automated external defibrillators (AEDs) at athletic fields, playgrounds, and town-owned facilities in Auburn. Auburn Youth and Family Services will also receive \$10,000 to address needs in the community including counseling, after-school and summer programs, and a food pantry, all wonderful news. She thanked Senator Moore and Representative Frost for their tremendous and ongoing support.

New Business:Transition Coordinator/Job Coach

With a push from DESE to provide transition programs for a targeted population of students, Dr. Chamberland, Mrs. Reidy and Dr. Brunelle worked on putting together a job description for a Transition Coordinator/Job Coach. There would be no cost to add this position as it will be filled by an internal candidate so there would be no financial impact to the budget. Dr. Brunelle sought the Committee's approval.

Mrs. Kauffman made a motion to approve the job description as presented; Mrs. Holloway seconded the motion and it was unanimously approved.

Southern Worcester County Educational Collaborative (SWCEC)

Dr. Brunelle shared that Mr. Allen Himmelberger has been hired as the Interim Executive Director for the Southern Worcester County Educational Collaborative in the wake of the resignation of Beth Fitzmaurice, this for the upcoming school year and she noted that she expects it to be a positive year for the program.

Upcoming Events

While noting that there were still plenty of weeks of summer left, Dr. Brunelle stated that we are looking ahead to the Open Houses, soon welcoming staff and students and to soon get back into high gear for the new school year.

Teaching/Learning:New Teacher Orientation

Dr. Chamberland thanked the Committee and the Interview Team for having faith in her to do the job, and she also noted that Dr. Lauzé gave great support to her during her transition from Principal to Superintendent.

She noted that she was excited to welcome new staff on August 20th, with all new teachers having been assigned a mentor who they will meet with on that day. They will also get a tour of the buildings in a yellow school bus, with administrators providing presentations at each stop.

Opening Days, August 26th and 27th

Dr. Chamberland noted that she was looking forward to welcoming the staff back on Opening Day, August 26th, with August 27th being designated as a professional development day.

There followed a short discussion and explanation about the role of mentors.

Business/Financial:Omnibus Transfers #2, #3, and #4

For information purposes, Mrs. Wirzbicki provided copies of Omnibus transfers #2, 3 and 4.

School Department Memos to Town Hall

Mrs. Wirzbicki shared memos she had recently sent to Town Hall regarding the FY 2019 School Department Articles - 023002 in the amount of \$15,045.52 be carried over for use in FY 2020; Prior Year Articles - 063002 in the amount of \$230,201.60 be carried forward for use in FY 2020; and FY 2019

Carry Forward Request of \$58, 649.66 from funds previously encumbered as expenses to be carried over to FY 2020 to be paid out in full.

CIP Balances

Mrs. Wirzbicki shared a memo with an attachment showing the current balances for the School Department Capital Improvement Program (CIP). She noted that at the September 18th meeting of the School Committee, Mr. Fahey, Director of Facilities and Maintenance, will be in attendance to provide an update on the summer CIP projects undertake.

Massachusetts School Buying Group Bids Awarded 2019-2020

Mrs. Wirzbicki included a memo from Mrs. Janice King, Director of Food Services, regarding the Massachusetts School Buying Group Bid Awards for 2019-2020 and seeking the Committee's approval of the Grocery and Frozen Foods bid from Thurston Foods for one year only, this being in the best interest of the School Department.

Mrs. Kauffman made that motion; Mrs. Holloway seconded it and it was unanimously approved.

Personnel:

Transition Coordinator/Job Coach Job Description

Having already approved the position earlier in the meeting, Mrs. Kauffman made a motion to approve the job description for the new position of Transition Coordinator/Job Coach; Mrs. Holloway seconded the motion and it was unanimously approved.

Being a new position, the Committee requested that the person assigned to the role attend a School Committee meeting in the future to apprise them of it.

At 6:06 p.m., there being no further business to discuss in Open Session, Mrs. Holloway made a motion to adjourn to Executive Session per MGL Chapter 30, Section 21(a) (2) to conduct strategies for negotiations with union and non-union personnel; Mrs. Kauffman seconded the motion and a roll call vote was taken:

Mrs. McCrillis - Yes; Mrs. Kauffman - Yes; Mrs. Holloway - Yes; Mrs. Harrington - Yes; Mr. Scobie - Yes

Respectfully submitted,



Ailaine Zautner
Recording Secretary

Referenced Documents:

Minutes of June 5 and 11, 2019-08-28

AHS Field Trip

EB Memo re Obsolete Equipment

CW/JF Memo re Reserve at Ashworth Hill/Eastland Housing Project

RR Memo re Transition Coordinator/Job Coach

Omnibus Transfers 2, 3 and 4

CW Memo re FY 2019 Carry Forward Request

CW Memo re FY 2019 School Department Articles – 023002

CW Memo re SPED Stabilization Fund

CW Memo re CIP Balances plus spreadsheet of balances

JK Memo re MA School Buying Group Bids Award

Transition Coordinator/Job Coach