

**AUBURN PUBLIC SCHOOLS  
MINUTES from March 11, 2020  
School Committee Meeting  
5 West Street, 7:00 p.m.**

**In attendance:**

George Scobie  
Jessie Harrington  
Gail Holloway  
Meghan McCrillis

**Absent:**

Dottie Kauffman

Maryellen Brunelle  
Beth Chamberland

**Students:**

Aaron Zheng

Alli Schoenfeldt

**Visitor:** Mr. Dan Delongchamp

**Call to order and Pledge to the Flag:**

At 7:00 p.m., Mr. Scobie asked if anyone else was taping the meeting; there being none, he asked that everyone join him in the Pledge of Allegiance to the Flag.

**Citizens' Comments:** None

**Student Representatives Report:**

In Alli's absence, Aaron gave her report: She stated that since she last reported, she and Griffin Handfield went to UMASS Amherst with Congressman McGovern, as part of his Youth Congress, to tour their 100% green building, which she noted is basically a recycling bin but in building form. Everything runs on recycled substances. For example, when it rains, the water is filtered into this BIG filtering system and ultimately used for drinking water! She noted there was so much more, but the whole reason why they toured it in the first place was because we discussed topics in regards to climate change.

Secondly, Alli noted that the AHS National Honor Society is extremely excited for the induction next week. Being the President, she has really been looking forward to this day. She noted that tomorrow, March 12th, is the All Town Band Concert and also the last day of finals too!

Aaron reported that the Model UN had a very successful conference at Boston College High School over the prior weekend. They have lots of new members and the conference was a lot of fun. He noted that both he and Kael Briesacher won awards on their committees. He noted that the Class of 2021 held the first "Teacher Fight Night," which was really fun and very successful. He provided an explanation of what it entailed. He noted the International Club was looking forward to providing the International Luncheon for staff on the Staff Development scheduled for March 13th. He noted that the previous weekend's Special Olympics at Auburn High School were an amazing event for everyone attending, whether volunteering or participating.

Aaron was thanked for providing an excellent report.

**Minutes**

Mrs. Harrington made a motion to approve the minutes of the meetings held on February 26th. Mrs. Holloway seconded the motion and it was unanimously approved.

## **SPECIAL RECOGNITIONS:**

### **New Auburn High Principal**

Mr. Daniel Delongchamp was in attendance at the meeting to be recognized and introduced to the Committee as the new principal of Auburn High School effective July 1, 2020.

Mr. Delongchamp has spent the past 26 years in Sutton as a special educator and assistant principal at both the middle and high school levels. He is a 1989 graduate of Auburn High School and has the highest reverence for AHS and the District. Dr. Brunelle noted that she looks forward to his experience and knowledge guiding Auburn High School to even further heights in the years to come and offered him her congratulations. She also thanked the Interview Team for spending their day on Saturday, February 29<sup>th</sup> interviewing the nine selected candidates.

Mr. Delongchamp stated that it was an incredible honor for him to be able to lead in the place where he began, noting that a lot of what he is today is because of what Auburn High School is all about and he was excited to get started. The Committee members offered him their congratulations.

### **AHS Art Students**

Dr. Brunelle recognized twelve Auburn Public School students who had been chosen to have their artwork displayed at the Central MA Regional Youth Art Month Exhibit in the Higgins Education Wing of the Worcester Art Museum from March 1st - March 22, 2020.

Dr. Brunelle congratulated the students and their art teachers, as did the Committee:

#### **AHS Student Exhibitors:**

Jayne Regan  
Avery Bishop  
Brian Bailey  
Crystalis Lavergne  
Mrs. Bastien, Art Teacher

#### **AMS Student Exhibitors:**

Van Nguyen  
Lexi Sens  
Ivy Bowser  
Candace Blanchard  
Mrs. Starbard, Art Teacher

#### **SWIS Student Exhibitors:**

Brody Coughlin  
Ava Herrie  
Ava McKellick  
Delia Lambert  
Mrs. Bieksha, Art Teacher

## **EXECUTIVE SESSION MINUTES FOR APPROVAL ONLY:**

September 18, 2019

October 10, 2019

November 18, 2019

Dr. McCrillis made a motion to approve and not release the above-named Executive Session Minutes; Mrs. Harrington seconded the motion and it was unanimously approved.

## **EXECUTIVE SESSION MINUTES FOR APPROVAL AND RELEASE:**

January 8, 2019

January 23, 2019

February 20, 2019

March 21, 2019

June 11, 2019

May 7, 2019

July 30, 2019

October 15, 2019

December 18, 2019

Mrs. Holloway made a motion to approve and release the above-named Executive Session Minutes; Mrs. Harrington seconded the motion and it was unanimously approved.

## **SUPERINTENDENT'S MEMO:**

### **Upcoming Out of State Field Trips**

Dr. Brunelle provided a list of upcoming field trips that were out-of-state and one that was to Costa Rica. In keeping with guidance from Governor Baker to cancel all international trips, Dr. McCrillis made a

motion to postpone approval of the Costa Rica trip to April 2021, this to try to preserve refunds that parents may be eligible for; Mrs. Holloway seconded the motion and it was unanimously approved.

After discussion and in light of Governor Baker's press conference announcing a State of Emergency and to halt out-of-state travel if possible, the Committee agreed to cancel all field trips through the end of the school year. Dr. McCrillis made a motion to do so; Mrs. Holloway seconded the motion and it was unanimously approved.

The Committee also agreed to suspend all group gatherings until further notice or revised guidance from Governor Baker is issued, this to include any local field trips. Mrs. Harrington made a motion to do so; Mrs. Holloway seconded the motion and it was unanimously approved. The Committee noted that it saddens them to cancel these events and they would do their best to make it up to the students; however, the pandemic is going to get worse before it gets better so to cancel is necessary.

#### **Donation from Auburn Chamber of Commerce**

Dr. Brunelle notified the Committee that she recently received a check in the amount of \$429, a donation from the Auburn Chamber, this from the 50-50 raffle proceeds during the course of 2019. She noted that this money will be split among our schools for general education needs and it was her recommendation that the Committee accept this donation with gratitude.

Mrs. Harrington made a motion to accept with gratitude the donation in the amount of \$429 from the Auburn Chamber of Commerce; Mrs. Holloway seconded the motion and it was unanimously approved.

#### **Donation from DCU Credit Union**

Dr. Brunelle shared that she had been notified by Mrs. Kerry LeBreton, Media Specialist for Bryn Mawr and Pakachoag Schools, that the DCU Credit Union, through their DCU for Kids Foundation, were donating 50 Logitech Wired iPad keyboards to help with her work with the primary students. Dr. Brunelle noted that this was an amazing donation and it was her recommendation that the Committee accept it with gratitude. She gave kudos to Mrs. LeBreton for submitting the request.

Mrs. Harrington made a motion to accept with gratitude the donation of 50 Logitech iPad keyboards from the DCU for Kids Foundation; Mrs. Holloway seconded the motion and it was unanimously approved.

#### **Enrollment Projections**

Dr. Brunelle provided the projected enrollment for next school year as of March 4<sup>th</sup>, noting that Kindergarten numbers were likely to increase as we have been receiving several new registrations each week.

#### **AHS AP Students**

Dr. Brunelle noted that as the student representatives shared at the last meeting, the AHS AP students were trained to work with the Town Clerk, Mrs. Deb Gremo, at the Massachusetts Primary on Tuesday, March 3<sup>rd</sup>. Spencer Kennard, their teacher, received an email from Mrs. Gremo following the event, in which she stated that the students were a great help and all seemed to enjoy the experience of seeing how an election works. She was extremely thankful that they volunteered. Mr. Kennard shared that the students had an amazing time and thought it was a great experience.

#### **UNFINISHED BUSINESS:**

##### **FY 2021 Draft Budget**

Dr. Brunelle provided copies of the Leadership Team's recommended changes to the FY 2021 Draft Budget, this to bring the budget into line with the request of the Town Manager and Chief Financial Officer. She noted that these recommended changes are what they feel comfortable recommending, but they will continue to review it and bring forward any potential revised recommendations at an upcoming

budget. The Committee felt that it was a lean budget as presented and that it would be extremely hard to go any lower.

Dr. McCrillis made a motion to approve the revised recommended FY 2021 Budget at \$27,730,341, which represents a 2.96% increase over the FY 2020 budget; Mrs. Holloway seconded the motion and it was unanimously approved.

#### **NEW BUSINESS:**

##### **New Superintendent's Contract**

This agenda item was tabled to the meeting scheduled for March 25th.

##### **Finance Committee Meeting**

Dr. Brunelle noted that she and Mrs. Wirzbicki will be presenting the FY 2021 Draft Budget to the Finance Committee on Wednesday, March 18<sup>th</sup> and that they would provide an update at the next meeting.

##### **AHS Musical "Little Mermaid," April 3-5, 2020**

Dr. Brunelle noted that given the guidance from Governor Baker, the senior class musical of "Little Mermaid" would have to at least be postponed until later in the school year. Conversations need to take place with those running the play and it is too early to tell what is going to happen.

#### **TEACHING/LEARNING REPORT:**

##### **Tiered Focused Monitoring Review**

Dr. Chamberland shared with the Committee that during the 2018-2019 school year, Auburn participated in a Tiered Focused Monitoring Review conducted by the Department's Office of Language Acquisition (OLA). She noted that the purpose of the Tiered Focused Monitoring Review was to monitor compliance with regulatory requirements focusing on English Learner Education. At that time there were several areas that were considered partially implemented and to which Auburn was required to provide updates. The areas included program placement and structure, parental notification and follow up for a change in classification, licensure requirements and program evaluation. Dr. Chamberland noted that the updates have been made to our program with the support and assistance of the EL tutors at each building and the data gathering by Karyn Berkowicz. The updates have been appropriately reported to DESE and no further reporting is required.

##### **SBIRT**

Dr. Chamberland shared that in order to help prevent students from starting to use alcohol, marijuana and other drugs, or to intervene with early use, Auburn Public Schools' counselors and nursing staff will once again be providing an interview-based screening for 8th and 9th grade students about the use of these substances. This SBIRT screening (Screening, Brief Intervention & Referral to Treatment) utilizes the most commonly used substance use screening tool for adolescents in Massachusetts, the CRAFFT II, developed by experts at Boston Children's Hospital. She noted that the confidential student screening sessions will be brief (approximately 5 minutes) and conducted in private, one-on-one sessions with a guidance counselor or the school nurse. Students who are not using substances will have their healthy choices reinforced by the screener. Any students who report using substances, or whose responses indicate a risk for future substance use, will be given brief feedback to encourage healthy choices. If needed, the student will be referred to APS counseling staff for further evaluation and other treatment services. Dr. Chamberland also noted that parents are given the option to have their child opt out of the screening.

##### **Schedule and Offerings for March 13, 2020 PD Day**

Dr. Chamberland provided a schedule of offerings for the upcoming March 13th Full Professional Day focused on Taking Care of Yourself is Part of Taking Care of Others.

## **BUSINESS/FINANCIAL REPORT:**

### **Board of Selectmen - Approved use of SPED Stabilization Funds**

On behalf of Mrs. Wirzbicki, Dr. Brunelle noted that the Board of Selectmen unanimously approved the request for use of Special Education Stabilization Funds at their meeting on Monday, March 9th.

### **Year to Date Budget Report**

Mrs. Wirzbicki provided a year to date budget report as of March 3, 2020.

### **Transfers**

Mrs. Wirzbicki provided a listing of transfers both within the Series and between the Series and, on her behalf; Dr. Brunelle requested the Committee's approval of those between the Series.

Mrs. Harrington made a motion to approve the transfers between the Series as presented; Mrs. Holloway seconded the motion and it was unanimously approved.

### **Revolving Account Update**

Mrs. Wirzbicki provided an updated list of Revolving dated March 3, 2020 for the Committee's review. Dr. Brunelle noted that Mrs. Wirzbicki would like a vote of acceptance of the list of School Department Revolving Accounts, this being required each year by the School Committee.

Mrs. Holloway made a motion to accept and approve the list of Revolving Accounts as presented; Dr. McCrillis seconded the motion and it was unanimously approved.

### **End of Year Auditor's Report**

Mrs. Wirzbicki provided a copy of the FY2019 End of Year Audit Report. On her behalf, Dr. Brunelle noted that there were a few minor findings, but she was happy to report that the amendments have been posted with the Department of Elementary and Secondary Education and all issues have been completely resolved.

### **Student Activity Account Approvals**

Mrs. Wirzbicki provided a current listing of the current Sub Accounts for each of the School's Student Activities Accounts for the Committee's review and, on her behalf, Dr. Brunelle asked for a vote of the Committee's acceptance of the list as presented, this being required yearly as part of the Student Activities Guidelines.

Mrs. Harrington made a motion to accept and approve the current list of Student Activity Sub Accounts as presented; Mrs. Holloway seconded the motion and it was unanimously approved.

### **Bus Application**

Dr. Brunelle reminded the audience that the bus application for next school year was available and would be sent home to every student in hard copy with their report cards on March 20, 2020. She noted that, as of March 6<sup>th</sup>, 307 students have signed up for a bus pass, compared to this time last year when there were 206.

## **POLICIES:**

**IHAM, Health Education with tracking for update 3-11-2020**

**IHB, Special Instructional Programs and Accommodations with tracking for update 3-11-2020**

**IHBEA, English Learner Education with tracking for update 3-11-2020**

**JCA, Assignment of Students to Schools with tracking for update 3-11-2020**

**JF, Schools Admissions Policy with tracking for update 3-11-2020**

**JHD, Exclusions and Exemptions from School Attendance for update 3-11-2020**

Dr. McCrillis made a motion to approve the above-named policies as presented; Mrs. Holloway seconded the motion and it was unanimously approved.

**JC, Attendance Areas on First Reading**

Mrs. Holloway made a motion to approve policy, JC, Attendance Areas on First Reading; Mrs. Harrington seconded the motion and it was unanimously approved.

**EXECUTIVE SESSION:**

At 8:18 p.m., Mrs. Holloway made a motion to enter Executive Session per MGL Chapter 30, Section 21(a) (2) to conduct strategies for negotiations with union and non-union personnel; Dr. McCrillis seconded the motion and a roll call vote was taken:

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

Respectfully submitted,

Ailaine Zautner  
Recording Secretary

**Referenced Documents:**

Minutes from February 26th

Executive Session Minutes for Approval Only: 9/18/2019; 10/10/2019; 11/18/2019

Executive Session Minutes for Approval and Release: 1/8/2019; 1/23/2019; 2/20/2019; 3/21/2019; 6/11/2019; 5/7/2019; 7/30/2019; 10/15/2019; 12/18/2019

Addendum to Superintendent's Memo with Budget Reduction Scenarios

Thank you to Auburn Chamber

Schedule for 3/13/20 PD Day

Year to Date Budget Report

Transfers

Revolving Account Update

End of Year Auditor's Report

Student Activity Approvals

Policies: IHAM/IHB/IHBEA/JCA/JF/ JHD/JC all for update; JC on 1st Reading