

**MINUTES**

**SCHOOL COMMITTEE MEETING**

**Location: 5 West Street, School Committee Room**

**May 18, 2022 6:30 p.m.**

**In Attendance:**

Jessie Harrington

Gail Holloway

Meghan McCrillis

Samanth Raphael

Brooke Wrenn

Beth Chamberland

[Cecelia Wirzbicki](#)

[Karen Ballway](#)

[Susan Lopez](#)

The Njuguna Family - 323 Oxford Street North

Lisah, Lianna, Raphael, Gertrude, Samuel

The Majkut Family - 68 Pakachoag Street

Nicole, Adam, Hunter, Alex

**Absent**

**Zoom**

Alli McGrill

Jasmyn Gates

**CALL TO ORDER:**

Jessie Harrington called the meeting to order at 6:30 p.m.

Dr. Chamberland opened the meeting by announcing will accept nominations from the School Committee members for a Chairperson. Once voted, he or she will take charge of the meeting and entertain motions for the position of Vice Chairperson. Once decided, the meeting will continue as noted below.

**Recommended motion:**... to appoint **Jessie Harrington** as Chairperson of the School Committee for the time period May 18, 2022 through May 16, 2023.

Gail Holloway made a motion to appoint Jessie Harrington as Chairperson of the School Committee for the time period May 18, 2022 through May 16, 2023. Meghan McCrillis seconded the motion, it was unanimously approved.

Jessie Harrington accepted the nomination and is honored and privileged to serve.

Jessie Harrington entertained a motion to appoint a Vice Chairperson.

**Recommended motion:**...to appoint **Meghan McCrillis** as Vice Chairperson of the School Committee for the time period May 18, 2022 through May 16, 2023.

Gail Holloway made a motion to appoint Meghan McCrillis as Vice Chairperson of the School Committee for the time period May 18, 2022 through May 16, 2023. Samantha Raphael seconded the motion, it was unanimously approved.

**Beth Chamberland made the following statement:**

Please note the following received from MASC:

*“By statute (Chapter 71 section 36) the School Committee appoints a secretary. This is the person who is responsible for keeping the minutes of the meetings. The vast majority of School Committees use either a member of the Superintendent’s office staff or a third party secretary in this role. It is not recommended that School Committee members serve in this capacity as it is exceedingly difficult to take minutes and participate in the business of the School Committee. That being said, there are many School Committees that, by policy, appoint a member to serve as either secretary or clerk in a somewhat ceremonial role as a third officer beyond the Chair and Vice Chair. At one point, the Superintendent in regional schools was the secretary by statute (I believe that statute was repealed in the 1960s). We highly recommend that the secretary to the School Committee be either a member of the Superintendent’s office support staff or that the Committee directly hire/contract with a third party for this role.”*

Beth said based on the above, it is my recommendation that once again you not appoint a member of the School Committee as Secretary, instead leaving that responsibility to Mandy Williams, Confidential Secretary to the Superintendent.

Jessie Harrington entertained a motion to appoint [Mandy Williams](#) as School Committee Secretary.

Gail Holloway made a motion to appoint Mandy Williams of the School Committee for the time period May 18, 2022 through May 16, 2023. Brooke Wrenn seconded the motion, it was unanimously approved.

### **INTRODUCTION OF NEW MEMBERS-WELCOME**

Dr. Chamberland welcomed two new members to the School Committee. She provided the Committee and the Community with a brief introduction.

**Samantha Raphael:** Samantha and her husband moved to Auburn over 6 years ago. She is the mother of two girls, Fraya and Sydney. Fraya is in 3rd grade at SWIS and Sydney is in Kindergarten at Pakachoag. She has a Masters degree in Teaching and has been a Middle School Social Studies teacher for the past 15 years in Spencer, MA. Education has been, is and always will be a huge part of her life and a priority. She looks forward to working with the current committee, the parents, teachers and staff in the district.

**Brooke Wrenn:** Brooke and her husband Scott have lived in Auburn for close to 20 years. She is the mother of two girls, Madison and Kennedy. Brooke's husband grew up in Auburn, it was clear to them both that they wanted to raise their family here. Brooke worked as an ABA assistant at the Mary D. Stone School for 9 years prior to having her daughter Madison. Brooke's mother-in-law, Beth Johnson, worked for the Auburn Public Schools for many years and retired in 2008 as the principal of the Mary D. Stone School. Mrs. Johnson instilled the saying, "Practice Kindness Everyday", into her staff and students and this is a saying that her family strives for every day. Brooke was a member of the Auburn Rotary Club from 2000-2008 and served as secretary, Vice President and President during her time as a member. Brooke received the Paul Harris award from the Auburn Rotary Club in 2007 and also served on the scholarship committee. Brooke was the founder of the Elizabeth Johnson Memorial Scholarship in 2017. After taking time off to spend with her family, Brooke went back to work in real estate and last year she made the decision to buying into Emerson Realtors here in Auburn

**CITIZENS' COMMENTS:** None

### **SPECIAL RECOGNITIONS:**

Dr. Chamberland announced that the High School Production of Newsies has been nominated for several TAMY awards. The TAMYs are modeled after the TONY awards and recognize exceptional accomplishments in the production and performance of musical theater in area high

schools. There were 20 productions from schools across the state entered this year including productions from Bancroft, Chelmsford, Hudson, Shrewsbury, Wachusett, and Worcester Academy. Awards will be announced at the gala on June 12. This is an incredible accomplishment and I am unbelievably proud of these amazing students.

They have been nominated in the following categories

Best Overall Production: Small School Division  
Best Supporting Actor: Kweku Akese  
Best Featured Actress: Zoey Brouillette  
Best Chorus  
Best Production Number: Seize the Day  
Best Stage Crew  
Technical Excellence: Lighting  
Best Costumes, Hair, and Makeup  
Visual Excellence  
Best House Experience  
Rising Star Award: Naomi Durost  
Not Your Average Chorus Member: Ashlie Pelletier

**Minutes:** Executive Session Minutes 1/19/22, 2/16/22, 3/16/22,4/14/22

Jessie Harrington entertained a motion to accept the executive session minutes from 1/19/22, 2/16/22, 3/16/22, 4/14/22.

Meghan McCrillis made a motion to accept the executive session minutes from 1/19/22, 2/16/22, 3/16/22, 4/14/22. Gail Holloway seconded the motion, it was unanimously approved.

### **STUDENT REPRESENTATIVES REPORT:**

[Ally McGill](#) and [Jasmyn Gates](#)

- MCAS
- Prom
- Sports
- Senior Events

This will be Jasmyn's last meeting due to Senior events and graduation. The committee thanked her for her commitment and for bringing life and laughter to the meetings. They wished her well in college.

### **SUPERINTENDENT'S REPORT:**

#### **Spotlight on Students**

In response to hearing and seeing the suffering occurring in Ukraine, Lisah Njuguna, a 5th grade student at SWIS and Hunter Majkut, a 3rd grade student at SWIS were compelled to 'do something'. They approached the administration separately, with the idea to have a school-wide community service project to help the people of Ukraine. This was the beginning of what became a community collection of hundreds of medical supplies, over the course of a month, that was sent directly to people in need. Dr. Chamberland invited Lisah, Hunter and their families to the meeting. Hunter and Lisah spoke to the committee and the committee thanked and praised them for their efforts.

### **COVID 19 Summary**

Dr. Chamberland stated we have reported an increase in positive cases. But we are staying the course and being vigilant.

### **UNFINISHED BUSINESS:**

#### **FY'23 Budget Update**

Dr. Chamberland reported that on Tuesday, May 3rd, we passed our FY '23 budget of \$28,870,214.33. This represents a 3.15% increase over the FY22 budget of \$27,988,540.45. She stated she sent a letter of thanks to Town Meeting members for their support of this year's budget as presented and thanked our Town Administration, Board of Selectmen, and Finance Committee, as well, for their tremendous support.

Jessie Harrington also thanked the town for their support.

### **CLEE Full Equity Report**

Dr. Chamberland shared the final Equity Audit report from the Center for Leadership in Educational Equity. She also gave a brief summary of the findings. These being compiled after extensive data analysis, surveys, and focus group interviews. This item will be on the next School Committee agenda to allow time for the members to review the findings and ask questions. This report will play a large role in the Strategic Plan Update that will begin on May 24th to ensure that every student receives what he or she needs to be successful.

- Summary of Root-Cause Analysis Findings and Barriers
  - The understanding and implementation of student-centered engagement strategies by educators is lacking and/or inconsistently implemented
  - The mindsets, biases, and expectations of some educators impact the opportunities of historically underrepresented students

- There is a lack of shared responsibility among all adults in the district to engage in culturally conscious and social-emotional practices that support the well-being and safety of each and every student
- The voices and perspectives of all stakeholders in the district are not heard or represented (curricular material, extracurricular opportunities, forums, etc.)
- There is a lack of staff diversity
- There is a lack of processes and structures in place to test different ideas for improvement
- Areas of Strength
  - Overall student academic achievement and growth
  - Setting direction for a safe and inclusive culture within the learning environments to improve outcomes for each and every student
  - Educators' equity consciousness and commitment to creating a transformative learning culture
  - Educators' awareness of the need for equity-centered data practices

## **NEW BUSINESS:**

### **Assabet Valley Collaborative Financial Report**

Dr Chamberland shared the approved tuition and fees for the Assabet Valley Collaborative that were approved by the Board of Directors on Friday, April 29, 2022. This is shared as a requirement of MGL Chapter 40 Section 4e.

### **Fine Arts Out of State Field Trips**

Ginny Bailey presented a proposed trip for the Rocket Marching Band to attend Magic Music Days in Walt Disney World, April 18 - 22, 2023.

Jessie Harrington entertained a motion to approve the proposed Rocket Marching Band Field Trip to Florida for the purpose of attending the Magic Music Days in Walt Disney World

Gail Holloway made a motion to approve the proposed Rocket Marching Band Field Trip to Florida for the purpose of attending the Magic Music Days in Walt Disney World. [Samantha Raphael](#) seconded the motion, it was unanimously approved.

Ginny Bailey presented a proposed field trip to Carnegie Hall in New Your City for the High School Chamber Singers to perform, March 8 -12, 2023.

Jessie Harrington entertained a motion to approve the proposed field trip to Carnegie Hall in New Your City for the High School Chamber Singers to perform, March 8 -12, 2023.

Meghan McCrillis made a motion to approve the proposed field trip to Carnegie Hall in New Your City for the High School Chamber Singers to perform, March 8 -12, 2023.

Gail Holloway seconded the motion, it was unanimously approved.

The following policies were presented with changes for their first reading.

**Updated Bullying Policy - 1st Reading Information**

**Updated Restraint Policy- 1st Reading Information**

**Updated Staff Conduct Policy - 1st Reading Information**

**TEACHING AND LEARNING REPORT:**

**MCAS and Advanced Placement Participation**

Dr. Chamberland shared the following information:

- Students at Auburn High School, Auburn Middle School and Swanson Road Intermediate have been participating in the MCAS tests. Very few technology related issues and students were encouraged to try their best. DESE reports there will be some relief with the accountability related to growth calculations and chronic absenteeism metrics. DESE will be forthcoming with more information on both of those items.
- AP Participation at Auburn High School is robust. We have 197 students taking 300 exams this year. Below is a breakdown of the coursework our students are participating in. Additionally, we have 94 students taking 2 or more AP classes.

Portfolios:

AP 2-D Art & Design = 6

AP Drawing = 1

Exams:

AP Biology = 25

AP Calculus AB = 8

AP Calculus BC = 7  
AP Computer Science A = 9  
AP English Language & Composition = 28  
AP Environmental Science = 18  
AP French Language and Culture = 8  
AP Music Theory = 5  
AP Physics 1 = 29  
AP Physics 2 = 5  
AP Psychology = 44  
AP Spanish Language and Culture = 8  
AP Statistics = 23  
AP United States Government and Politics = 38  
AP United States History = 38

### **Pre-k and Kindergarten Registration**

Dr. Chamberland reported Preschool and Kindergarten registration for the 2022-2023 school year is now open. The Auburn Integrated Preschool already has 68 four year old students and 28 three year old students registered for next year. Pakachoag currently has 64 students enrolled for kindergarten with Bryn Mawr having 84 students. We will continue to monitor these numbers and we encourage anyone who will be registering their child for preschool or kindergarten to do so as soon as possible as we will begin class placement soon.

### **Class of 2022 Commencement**

Dr. Chamberland shared Graduation for the Class of 2022 will take place on June 10, 2022, at 6:30pm on Memorial Field. We are excited to celebrate approximately 170 graduates who will cross the stage for their diploma that evening after many years of hard work, dedication and having made it through a pandemic. There is a scheduled rain date of June 11, 2022.

### **BUSINESS/FINANCIAL REPORT:**

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

Mrs. Wirzbicki provided a year to date budget report dated May 11, 2022 for review.

#### **Budget Transfers**

Mrs. Wirzbicki provided a listing of Budget Transfers dated May 11, 2022, between the same series for information, along with a listing of transfers between different series for which she sought approval.

Jessie Harrington entertained a motion *to approve the list of Transfers dated, May 11, 2022, as presented by the Business Manager.*



[Meghan McCrillis](#) made a motion to approve the list of Transfers dated, May 11, 2022, as presented by the Business Manager. Brooke Wrenn seconded the motion, it was unanimously approved.

### **End of Year 2021 Auditor's Report**

Mrs. Wirzbicki provided a copy of the 2021 End of Year Audit Report. There were a few minor findings but she is happy to report that the necessary amendments have been posted with the Department of Elementary and Secondary Education. The Audit also addressed issues pertaining to the Chart of Accounts and the Indirect Cost Agreement, which have been brought forward to the Town Accountant. The School Department will work in conjunction with the Town to address these matters.

### **Grant Acceptance**

District Attorney Joseph D. Early, Jr's Office has awarded a grant entitled "#The Endd 2022" (Teens Helping to Educate about the Effects and Negligence of Drunk Driving) in the amount of \$1,000 to Auburn High School to support a Post Prom Activity for students..

*Jessie Harrington entertained a motion to accept with gratitude the \$1,000 Grant made to Auburn High School from District Attorney Early's Office.*

*Gail Holloway made a motion to accept with gratitude the \$1,000 Grant made to Auburn High School from District Attorney Early's Office. [Samantha Raphael](#) seconded the motion, it was unanimously approved.*

### **Omnibus**

Mrs. Wirzbicki included a memo requesting omnibus approval. As has become practice, this approval allows the Business Manager and Superintendent to work on closing out the FY2022 Appropriated Budget and then to bring the transfers to the committee at a meeting after the fact.

*Jessie Harrington entertained a motion to approve the granting of Omnibus approval to make transfers through the close out of FY2022.*

*Gail Holloway made the motion to approve the granting of Omnibus approval to make transfers through the close out of FY2022. [Brooke Wrenn](#) seconded the motion, it was unanimously approved.*

### **Revolving and Special Funds Update**

Mrs. Wirzbicki provided an updated listing of Revolving and Special Fund balance for information.

### **Executive Session:**

To discuss the bargaining position with non-union personnel that could be compromised if discussed in open session. We will not return to open session.

At 7:30pm Jessie Harrington entertained the motion to enter executive session to discuss the bargaining position with non-union personnel that could be compromised if discussed in open session. We will not return to open session.

Gail Holloway made the motion to enter executive session to discuss the bargaining position with non-union personnel that could be compromised if discussed in open session. We will not return to open session. Samantha Raphael seconded the motion, it was unanimously approved.

**Adjournment**  
***Roll Call Vote***

Respectfully submitted,

Mandy Williams

Recording Secretary

**Referenced Documents:**

**Executive Session Meeting Minutes for 1/19/22, 2/16/22, 3/16/22, 4/14/22**

**CLEE FULL Equity Report**

**Assabet Valley Collaborative Financial Report**

**Updated Bullying Policy**

**Updated Restraint Policy**

**Updated Staff CONduct Policy**

**Year to Date Report Dated 5/11/22**

**End of Year 2021 Auditor's Report**

**Revolving and Special Funds Update**

**Budget Transfers Dated 5/11/22**

**Approved 6-1-22**