

MINUTES

SCHOOL COMMITTEE MEETING

Location: 5 West Street, School Committee Room

May 17, 2023 6:00 p.m.

In Attendance:

Jessie Harrington

Meghan McCrillis

Brooke Wrenn

Samantha Raphael

Beth Chamberland, Superintendent

Karen Ballway

Jennifer Stanick, Pakachoag Principal

Lisa Williams, Pakachoag Teacher

Kenley Bunn - Student

Grace Garabedian - Student

Annie Hunt - Student

Noah Sparling - Student

Aimee & Aaron Bunn - parents, 6 Diane Ave

Rachel , David & Annabell Garabeian - parents & sibling of Grace, 23 Davis Road

Lisa Sparling - parent, 29 Curtis Street

Absent

Alan Keller

Cecelia Wirzbicki

Zoom

Ally McGill

CALL TO ORDER:

Beth Chamberland called the meeting to order at 6:00p.m.

Meghan McCrillis read out loud the Auburn Public School Vision & Commitment.

Dr. Chamberland said she would accept nominations from the School Committee members for a Chairperson.

Meghan McCrillis made a motion to appoint Jessie Harrington as Chairperson of the School Committee for the time period May 17, 2023 through May 21, 2024. Samantha Raphael second the motion.

Roll call vote:

Brooke Wrenn - yes

Samantha Raphael - yes

Meghan McCrillis - yes

Jessie Harrington - yes and accepted

Jessie Harrington requested nominations for Vice Chairperson.

Samantha Raphael made a motion to appoint Meghan McCrillis as Vice Chairperson of the School Committee for the time period May 17, 2023 through May 21, 2024. Brooke Wrenn seconded the motion.

Roll call vote:

Brooke Wrenn - yes

Samantha Raphael - yes

Jessie Harrington - yes

Meghan McCrillis - yes and accepted

Jessie Harrington read the following: *"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 At one point, the Superintendent in regional schools was the secretary by statute (I believe that statute was repealed in the 1960s).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."

Jessie Harrington: Based on this statement, it is my recommendation that once again we do not appoint a member of the School Committee as Secretary, instead leaving that responsibility to Mandy Williams, Confidential Secretary to the Superintendent.

Samantha Raphael made the motion to appoint Mandy Williams as School committee secretary. Brooke Wrenn seconded the motion.

Mandy Williams accepted.

CITIZENS' COMMENTS: None

SPECIAL RECOGNITIONS:

Dr. Chamberland:

The second annual School Day Games will take place at Auburn High School on May 18th at 9:15am. The staff has worked so hard to put this together, it is sure to be a great day.

Minutes: 4/5/23

Jessie Harrington entertained a motion to accept the minutes from 4/26/23.

Brooke Wrenn made a motion to accept the minutes from 4/26/23. Samantha Raphael seconded the motion, it was unanimously approved.

STUDENT REPRESENTATIVES REPORT:

Ally McGill & Isabella Faber

- AP testing just wrapped up; Math MCAS testing was yesterday and today for Sophomores
- Tomorrow is the annual "School Day Games" with the Special Olympics where our Unified Students compete in a variety of events
- Also tomorrow the Class of 2025 is hosting a fundraising at Panera to raise money for their class
- Spring sports seasons are wrapping up!
 - Girls and Boys Tennis are competing in the Central Mass tournaments

- Girls and Boys Track had their SWCL meets yesterday and today
- Girls and Boys Lacrosse recently had their Senior Night Games
- Boys Baseball has their senior night tonight
- Additionally for athletics next Wednesday May 31st will be the Senior Athletes Award Night!
- More Senior Stuff!
 - Last Day of Classes will be next Tuesday May 23rd
 - Senior Events
 - High Meadows 5/26
 - Overnight 5/30
 - Boston Harbor Dinner Dance Cruise 6/1
 - Graduation 6/2

This being the last meeting for Ally McGill, the committee thanked her and wished her well.

SUPERINTENDENT'S REPORT:

Spotlight on Students:

Auburn Municipal Scholarship Recipient

Dr. Chamberland: The Auburn Municipal Scholarship Committee is pleased to announce that its eleventh annual scholarship in the amount of \$1,000.00 has been awarded to Sydney Mercadante, an Auburn High School senior who will be attending Wentworth Institute of Technology in the fall to study Biology/Applied Science.

While all applicants for the scholarship were certainly worthy, Sydney's application stood out and was selected based on the following criteria: strong scholastic record, high moral character, exceptional extra-curricular activities, participation and leadership in extra-curricular activities, strong community involvement, and a need for financial assistance.

The Municipal Scholarship fund is able to be awarded due to the generosity of Auburn taxpayers. It is derived from donations made by Auburn residents on their quarterly real estate tax bills. All funds raised go directly to Auburn graduates who meet the criteria established by the Scholarship Committee in keeping with MGL Chapter 60, Section 3(c). Residents are encouraged to consider making a contribution via an upcoming tax bill so that the Municipal Scholarship can continue to be awarded annually. Thank you.

Pakachoag - 1st grade Animal Habitats

Dr. Chamberland:

Animals...from birds to bears...they are everywhere!

Our first-grade students learned about habitats and the animals that live there. They created dioramas, which were hands-on projects to showcase their knowledge and understanding. The students were engaged from start to finish. The students presented their projects.

Mrs. Stanick, Principal

Ms. Williams, first grade teacher

Kenley Bunn - student

Grace Garabedian - student

Annie Hunt - student

Noah Sparling -student

UNFINISHED BUSINESS:

FY 2024 Budget

Dr. Chamberland: On Tuesday, May 2, 2023, the FY 2024 budget of \$ 30,137,276 which reflects a 4% increase was approved by Town Meeting, the Finance Committee and the Selectboard. This differs from the 4.35% increase approved by the School Committee on January 4, 2023. The difference of \$ 100,000 or .35% reflects the unanticipated increase in special education private school tuition for students in out of district placements as determined by the Operational Services Division of the Commonwealth of Massachusetts Executive Office for Administration and Finance. I remain hopeful for additional state funding but this may require the utilization of funds from the School Department's Special Education Stabilization account for approximately \$ 100,000 if the state does not provide comparative relief.

Jessie Harrington entertained a motion to approve the FY 2024 Budget of \$ 30,137,276 which is a 4% increase from FY 2023 understanding that later this year we may need to access the Special Education Stabilization account to meet the unanticipated out of -district special education costs.

Brooke Wrenn made a motion to approve the FY 2024 Budget of \$ 30,137,276 which is a 4% increase from FY 2023 understanding that later this year we may need to access the Special Education Stabilization account to meet the unanticipated out of district special education costs. Samantha Raphael seconded the motion, it was unanimously approved.

Jessie Harington asked how much was in the fund.

Dr. Chamberland: \$500,000.00

Jessie Harrington: Does surplus go in at the end of the year?

Dr. Chamberland: Yes

Superintendent Goals Update

Dr. Chamberland: In your packet you will find updated information related to the Superintendent's performance goals for this school year. The updates reflect significant, if not comprehensive progress in each of the goal areas. I welcome your feedback and your thoughts for next school year related to my goals and areas of focus. I have also included the results of the 360 Leadership Survey that was completed by my direct reports through the NSIP program. The survey was completed anonymously by all of the principals, along with Alan Keller, Asst. Superintendent, Greg Walton, Director of Pupil Services, Cecelia Wirzbicki, Business Manager, Joe Fahey, Director of Facilities and Eric Bouvier, Director of Technology and at the time, Janice King, Director of Food Services. To allow you time to review this information, we will revisit this item at the next meeting. I welcome any questions you may have.

Returning Student Registration & Residency Check Points

Dr. Chamberland: As you know, we opened our Returning Student Registration process on Friday, May 5th. The process has gone smoothly thus far and we have received significant positive feedback about the process. We have provided assistance to some families but it has been a very manageable number of issues to address. As of May 11th, we have 504 students for whom information has been updated. Families at the Residency Checkpoint grades have also been successful in uploading the requested residency information. As you know, the deadline for completion of this information is Friday, June 16th.

Policy Updates

Dr. Chamberland presented the following policy updates for a second reading:

Policy AC - Non-Discrimination Policy Including Harassment and Retaliation - Second Reading

Policy ADDA - Background Checks - Second Reading

Policy AE - Commitment to Accomplishment - Second Reading

NEW BUSINESS:

Appointment of Civil Rights Coordinator for 2023-2024

Dr. Chamberland: Noting that each school district must have a Civil Rights Coordinator to whom staff or parents may register a complaint if they believe their civil rights have

been violated, it is my recommendation that Alan Keller, Assistant Superintendent serve in this capacity for the 2023-2024 school year.

Jessie Harrington entertained a motion to appoint Alan Keller as the Civil Rights Coordinator for the Auburn Public Schools for the 2023-2024 school year.

Samantha Rapahel made a motion to appoint Alan Keller as the Civil Rights Coordinator for the Auburn Public Schools for the 2023-2024 school year. Brooke Wrenn seconded the motion, it was unanimously approved.

Alan Keller was not present to accept the appointment, Dr. Chamberland accepted on his behalf.

Appointment of Title IX Coordinator for 2023-2024

Dr. Chamberland: Noting that each school district must have a Title IX Coordinator to whom staff or students may register a complaint if they have been sexually discriminated against, it is my recommendation that Alan Keller, Assistant Superintendent serve in this capacity for the 2023-2024 school year.

Jessie Harrington entertained a motion to appoint Alan Keller as the Title IX Coordinator for the Auburn Public Schools for the 2023-2024 school year.

Samantha Rapahel made a motion to appoint Alan Keller as the Title IX Coordinator for the Auburn Public Schools for the 2023-2024 school year. Brooke Wrenn seconded the motion, it was unanimously approved.

Alan Keller was not present to accept the appointment, Dr. Chamberland accepted on his behalf.

Policy Updates

Dr. Chamberland presented the following policy updates for a first read.

Policy BDFA-E - School Improvement Plan- First Reading

Policy BDF - Advisory Committees to the School Committee - First Reading

Policy Removal

Policy BEDB - E - First Reading

Policy BEDB - First Reading

Policy BDC - First Reading

Policy BJ - First Reading

Assabet Valley Collaborative Approved Tuition Rates & Fees for FY'24

Dr. Chamberland: In your packet you will find the approved tuition and fees for the Assabet Valley Collaborative that were approved by the Board of Directors on Friday, April 28, 2023. This is being shared with you as a requirement of MGL Chapter 40 Section 4e.

Preschool and Kindergarten Registration for 2023-2024

Dr. Chamberland: Preschool and Kindergarten Registration continues to receive new registrations for the upcoming school year. Preschool has received an unprecedented number of applications for the upcoming year. We currently have (37) 3 year olds enrolled with 8 remaining open spots. (55) full day four year old registrations with 5 remaining open spots and (14) half day four year old registrations with 6 remaining open spots. We are putting all new registrations on a waiting list as we must maintain open spots for students who will transition to our preschool from Early Intervention throughout the school year.

Bryn Mawr and Pakachoag School each have 67 students currently enrolled for the incoming Kindergarten class. We encourage any Auburn resident with a child who will turn 5 by September 1st to register for kindergarten. The earlier we receive registrations, the more able we are to effectively plan for the upcoming school year.

Jessie Harrington: Do we accept out of town kindergarten registration?

Dr. Chamberland: No, we do not. School choice is for grades 6-12.

Jessie Harrington: We have received many inquiries in light of the situation in Leicester. We sympathize with families, but we only have so many available school choice openings.

Dr. Chamberland: Yes, we received many applications after the March 31st deadline. School choice applicants had already been awarded their spot, we only had 30 available slots to fill. Before accepting the late applications, we already had a significant waitlist. If any of the families awarded a school choice space decline, we will first move to our original waitlist. If after that there are still open slots, we will move to late applicants.

Class of 2023 Commencement

Dr. Chamberland: Graduation for the Class of 2023 will take place on June 2, 2023 at 7:00pm on Memorial Field. We are excited to celebrate our approximately 186 graduates who will cross the stage for their diploma that evening after many years of hard work and dedication. In the event of rain, commencement will take place indoors to ensure that any planned family celebrations are not disrupted. Mr. Delongchamp will make that determination on Tuesday, May 30, 2023 based on the weather forecast.

Grade 8 Promotion Ceremony

Dr. Chamberland: The Grade 8 Promotion Ceremony will take place on June 16, 2023. The Dragons Team ceremony will take place at 8:30am and the Phoenix Team at 10:00 am. This is a positive and moving event and more specific information will be shared with families very soon.

TEACHING AND LEARNING REPORT:

Alan Keller was not present, Dr. Chamberland read his report.

On May 9th, we hosted "Future Educator Signing Day," an event designed to bring attention to our graduating seniors pursuing a degree in education. Over 50 members of the Auburn community attended including Ms. Harrington, members of the administrative team, families of students, and the educators named by students as influential to each of them. In addition, Brian Devine, Director of Educator Licensure from the Department of Education joined in the celebration of these students and the field of education.

After inspiring comments from Dr. Chamberland and Mr. Delongchamp, students shared the schools that they will be attending and their inspiration to pursue education.

Congratulations to the following students:

- Abigail Gaudreau who will be attending Bridgewater State University to study Elementary Education
- Sofia DiDonato who will be attending University of Massachusetts Amherst to study Elementary Education
- Mackenzie Mackin who will be attending Fitchburg State University to study Special Education
- Mallory Graves who will be attending University of Massachusetts Amherst to study Elementary Education
- Molly O'Shea who will be attending Westfield State to study Math and Secondary Education
- Neal Grosvenor who will be attending University of Southern Maine to study Music Education

- Jacksen Bolduc who will be attending Worcester State University to study Chemistry and Secondary Education
- Anthony Gervasi who will be attending Bridgewater State University to study Secondary Education

The influential educators named by these students: Ms. Arciprete, Mrs. Thompson, Mrs. Jarvis, Mrs. Guittarr, Mrs. Ballway, Ms. Bailey, Mr. Eisenhower, Mr. Bartlett and Mrs. Bolduc.

Special thank you to Mrs. Ackley, Mrs. LaBeaume, and Mrs. Jarvis for their efforts in making this a special day.

Jessie Harrington: It was well one, I enjoyed it.

BUSINESS/FINANCIAL REPORT:

Omnibus Approval

Dr. Chamberland: Mrs. Wirzbicki has included a memo requesting omnibus approval. As has been practice, this approval allows the Business Manager and Superintendent to work on closing out the FY2023 Appropriated Budget and bring all transfers to the committee after the fact.

Jessie Harrington entertained a motion to *approve the granting of Omnibus approval to make transfers through the close out of FY2023*.

Samantha Raphael made a motion to *approve the granting of Omnibus approval to make transfers through the close out of FY2023*. Brooke Wrenn seconded the motion, it was unanimously approved.

Executive Session:

Sighting no executive session needed, at 6:57pm Jessie Harrington entertained the motion to adjourn for the evening.

Meghan McCrillis made the motion to adjourn for the evening. Brooke Wrenn seconded the motion, it was unanimously approved.

Meeting adjourned at 6:57pm.

Roll Call Vote
Adjournment

Respectfully submitted,

Mandy Williams

Recording Secretary

Referenced Documents:

Meeting Minutes for 4/26/23

Superintendent's Performance Goals

360 Leadership Survey

Policy AC - Non-Discrimination Policy Including Harassment and Retaliation

Policy ADDA - Background Checks

Policy AE - Commitment to Accomplishment

Policy BDFA-E - School Improvement Plan

Policy BDF - Advisory Committees to the School Committee

Policy AE - Commitment to Accomplishment

Policy BEDB-E

Policy BEDB

Policy BDC

Policy BJ

Assabet Valley Collaborative Approved Tuition Rates & Fees for FY'24

Omnibus Memo

APPROVED 6/21/23