

MINUTES

SCHOOL COMMITTEE MEETING

Location: 5 West Street, School Committee Room

October 4, 2023 6:00 p.m.

In Attendance:

Absent

Zoom

Jessie Harrington

Meghan McCrillis

Brooke Wrenn

Samantha Rapahel

Stef Parker

Beth Chamberland, Superintendent

Alan Keller, Assistant Superintendent

Cecelia Wirzbicki, Business Manager

Greg Walton, Director of Pupil Services

Greg Desto, AMS Principal

Jennifer Stanick, Pak Principal

Ali Shankle - AMS Teacher

Rachel Loew - AMS Team Chair

Charlene Plona - AMS IA

James Clark - AMS Teacher

Jennifer & Hunter Osborn - 6 Dale Ave - Student Spotlight

Laurie & Alyssa Bonneau - 85 Rockland Road - Student Spotlight

Maryellen & Avery Charest - 3 Windsor Ave - Student Spotlight

Nancy Long, Jeremiah Young & Henrietta Jacquez - 432 Oxford Street N -- Student Spotlight

Beth, Jack & Anthony Crossman - 34 Franklin Street - Student Spotlight

Eric Richards - 13 Ravine Drive - Citizen - Student Spotlight

CALL TO ORDER:

Jessie Harrington called the meeting to order at 6:00p.m.

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

CITIZENS' COMMENTS: None

SPECIAL RECOGNITIONS:

Dr. Chamberland: Today, at Auburn Youth and Family Services, the Rise, Evolve and Encore programs were selected to receive the 2023 Auburn Children's Friend Award by the AYFS Board of Directors. This award is based on the work the students and staff in these programs have done to support the distribution of food and clothing by AYFS to the community while also helping to maintain the cleanliness of the AYFS facility.

Dr. Chamberland congratulated the AMS staff and students present for receiving National Banner recognition from Special Olympics North America. She introduced Middle School Principal Gregg Desto to say a few words.

Mr. Desto said a few words about the program and read the letter that was sent to the school and is in the packet. He introduced the staff and students in attendance. He thanked the staff, families, students and partner athletes for such a successful program. He then showed a brief video highlighting the program.

Minutes: 8/23/23, 9/6/23 & 9/20/23

Jessie Harrington entertained a motion to accept the minutes from 8/23/23, 9/6/23, 9/20/23

Meghan McCrillis made a motion to accept the minutes from 8/23/23, 9/6/23 and 9/20/23. Samantha Raphael seconded the motion, it was unanimously approved.

SUPERINTENDENT'S REPORT:

STUDENT REPRESENTATIVES REPORT: None

Unfinished Business:

Beginning of the Year Transition Surveys

Dr. Chamberland: As discussed at a previous School Committee meeting, we created and shared a survey with families and with teachers regarding the transition events we hold to help students to transition to a new school year. I am sharing the results of the surveys here with you along with recommendations for next year that we will work on with staff.

- Families prefer having a step up day
- Families & Teachers prefer families to know the teachers name for next year prior to summer break.
- Families prefer access to classrooms before the first day of school (K-2)
- Families prefer curriculum night (K-2)
- Families prefer know your school night (3-5)
- K-2 teachers like having the students in the day before school, but found it difficult.
- What does 6-12 need

All members agreed it was a good idea to send out the survey.

Samantha Raphael asked, is there a reason why we stopped curriculum night?

Jennifer Stannick said we haven't had the attendance we would have liked in the past few years so we made it a family event and it was well attended.

Samantha Raphael voiced a concern for so many night events for staff.

Dr. Chamberland said it is in the AEA contract that staff will attend these events and it is spread out through the year.

Meghan McCrillis said it was great to see her own children so comfortable with teachers this early in the year.

Jessie Harrington asked when will the survey go out to grades 6-12?

Dr. Chamberland said she will work with the principles to set that up.

Samantha Rapahel asked how it would go out?

Dr. Chamberland said through email.

New Business

Presidential Election/PDD for Staff - No School for Students

Dr. Chamberland: The next presidential election will take place on Tuesday, November 5, 2024. While the full school calendar for 2024-2025 has not been created or presented to the Committee, we are asking that you vote to designate Tuesday, November 5, 2024 as a full Professional Development Day for staff. This will allow us to secure a dynamic presenter for that day for all staff at Auburn Middle School while allowing the townspeople the use of Auburn High School as the election site without interruption to the school day.

Jessie Harrington entertained the motion to designate Tuesday, November 5, 2024 as a full Professional Development Day for staff.

Brooke Wrenn made a motion to designate Tuesday, November 5, 2024 as a full Professional Development Day for staff. Samantha Raphael seconded the motion, it was unanimously approved.

Comprehensive Health and Physical Education Framework

Dr. Chamberland: In your packet you will find a copy of the Comprehensive Health and Physical Education Framework released by the Department of Elementary and Secondary Education earlier this week. Our staff, the principals, and Mr. Keller are currently reviewing the new framework for implementation in Auburn. As with all frameworks, we carefully review not only the materials to be used to support the teaching of the topics but also the content in the framework itself to ensure it supports the Strategic Plan and goals of the Auburn Public Schools.

Jessie Harrington: I was able to get through most of it, nothing controversial or groundbreaking.

Dr. Chamberland: The big focus is on mental health and physical actions. It was last updated in 1999.

Jessie Harrington: We will handle the sexual education piece as a district as we have always done and parents have the option to opt-out of that piece.

Samantha Rapahel: It is important to give parents the option to opt-out of certain topics.

Policy Updates

Dr. Chamberland presented the following policy updates to the committee for a first reading.

Policy DA - Fiscal Management Goals - First Reading

Policy DB - Annual Budget - First Reading

Policy DBD - Budget Planning - First Reading

Policy DBG - Budget Adoption Procedures - First Reading

Policy DD - Grants, Proposals, And Special Projects - First Reading

Policy DIE - Audits - First Reading

Policy D I - Fiscal Accounting and Reporting - First Reading

Policy DJ - Purchasing - First Reading

Policy DJA - Purchasing Authority - First Reading

Policy DJE - Procurement Requirements - First Reading

Dr. Chamberland: It is important to mention that even if the policy is out of date, the procedure we have followed is not.

October 1 Enrollment

Dr. Chamberland presented the committee with the October 1st enrollment report that is in the packet.

Parent Teacher Conferences

Dr. Chamberland: In an effort to maximize family opportunities to attend Parent Teacher Conferences, the schedule will run as noted below. We have moved the evening portion of the conferences to Wednesday, November 8th in the event that there are families going out of town for the long weekend starting on Thursday, November 9th in honor of Veteran's Day.

Wednesday-Nov 8th

AHS 5:00-7:00

AMS 5:00-7:00

Elementary 5:00-7:00

Thursday-Nov 9th

AHS 12:00-2:00

AMS 12:30-2:30

Elementary 1:00-3:00

Donations

Dr. Chamberland: You will find two letters in your packet accepting donations from Carl Storz and Shaw's Supermarket. We continue to be grateful for the generous support of the community.

Jessie Harrington entertained the motion to accept with gratitude the school supplies donated by Carl Storz as well as the monetary funds received from Shaw's Supermarket from their Give Back Where it Counts Program.

Samantha Rapahel made a motion to accept with gratitude the school supplies donated by Carl Storz as well as the monetary funds received from Shaw's Supermarket from their Give Back Where it Counts Program. Brooke Wrenn seconded the motion, it was unanimously approved.

Use of Facilities Update

Dr. Chamberland: In the coming weeks, I will be meeting with Town Youth Sports Organizations to review the Use of Facilities currently in place. It is becoming increasingly difficult to manage the use of the high school and middle school facilities as more and more groups look to use the facilities for additional time. This usage is having a negative impact on our high school and middle school athletic teams. As this issue is further investigated, the School Committee may be asked to update the policies and fees related to the use of our facilities.

The committee agreed that it should be looked at as well as review the fee schedule for Pappas Field.

Upcoming Events

Dr. Chamberland went over the list of upcoming events in the agenda that can be found on the district calendar on the district website.

TEACHING AND LEARNING REPORT:

Alan Keller: On September 14, The Department of Elementary and Secondary Education released official 2023 MCAS accountability data to districts, and on September 19 released it to the public. Although we are in the preliminary stages of examining this data, tonight I would like to share initial trends and observations and at the November 1 School Committee meeting offer a deeper dive into areas of strength and growth in our schools according to the 2023 MCAS.

- The school will get the results out to families next Friday.
- There is a lot of work to be done to get us back to the 2019 levels.
- The state is aware and has a 4 year plan.
- Powerpoint slides are provided in this packet.

BUSINESS/FINANCIAL REPORT:

Year to Date Budget Report

Mrs. Wirzbicki provided a year to date budget report dated September 27, 2023 for the committee to review.

Budget Transfers

Mrs. Wirzbicki provided a listing of Budget Transfers dated September 27, 2023 between the same series for your information and between different series for which she is seeking approval.

Jessie Harrington entertained the motion to *approve the list of Transfers dated September 27, 2023, as presented by the Business Manager.*

Meghan McCrillis made a motion to *approve the list of Transfers dated September 27, 2023, as presented by the Business Manager.* Samantha Raphael seconded the motion, it was unanimously approved.

FY2025 and FY2029 CIP

Mrs. Wirzbicki: Town Manager Kazanovicz has requested the submission of Capital Improvement Budgets for FY2029 as well as a reconfirmation of the FY2025 Capital Budgets previously submitted. Mrs. Wirzbicki and Mr. Fahey have met with the Building Principals to discuss future capital needs in their buildings and have formulated a budget for FY2029. In addition the FY2025 CIP budget was reviewed and modified. The Capital Budgets for both years are in the packet and require a vote of approval in order to be sent over to the Town by the October 6, 2023 deadline.

Jessie Harrington entertained a motion to approve the Capital Improvement Budgets for FY2029 and FY2025 as presented by the Business Manager.

Brooke Wrenn made a motion to approve the Capital Improvement Budgets for FY2029 and FY2025 as presented by the Business Manager. Meghan McCrillis seconded the motion, it was unanimously approved.

Dr. Chamberland said due to personal reasons she would not be able to attend the next scheduled meeting and asked the committee to cancel the next scheduled school committee meeting on October 18, 2023.

Jessie Harrington entertained a motion to cancel the October 18, 2023 school committee meeting.

Meghan McCrillis made a motion to cancel the October 18, 2023 school committee meeting. Samanth Raphael seconded the motion, it was unanimously approved.

There was no executive session needed so Jessie Harrington entertained a motion to adjourn for the evening.

Samantha Raphael made a motion to adjourn for the evening. Brooke Wrenn seconded the motion, it was unanimously approved.

Meeting adjourned at 7:02pm.

Roll Call Vote
Adjournment

Respectfully submitted,

Mandy Williams

Recording Secretary

Referenced Documents:

Letter from Auburn Youth & Family Services

Letter From Special Olympics

Meeting Minutes: 8/23/23, 9/6/23, 9/20/23

Beginning of the Year Transition Survey Breakdown

Comprehensive Health and Physical Education Framework

Policy Updates: DA, DB, DBD, DBG, DD, DIE, DI, DJ, DJA, DJE

October 1 Enrollment

Thank you Letters to Karl Storz & Shaw's Supermarket

MCAS Slides

Year to date Budget Report date 9-27-23

FY2025 and FY2029 CIP

APPROVED 11-1-23