

MINUTES

SCHOOL COMMITTEE MEETING

Location: 5 West Street, School Committee Room

January 19, 2022 6:30 p.m.

**In Attendance:**

**Zoom**

George Scobie

Jessie Harrington

Gail Holloway

Meghan McCrillis

Dottie Kauffman

Beth Chamberland

Cecelia Wirzbicki

**CALL TO ORDER:**

Mr. Scobie called the meeting to order at 6:30 p.m.

**CITIZENS' COMMENTS:**

**Minutes:** None

**SPECIAL RECOGNITIONS:** As announced last Monday evening, the Auburn school community tragically lost 8th grade student Ray Litman due to a brief illness. Ray's services are tomorrow evening from 3-5 p.m. at Faith Baptist Church. Dr. Chamberland asked that we pause for a moment of silence in Ray's memory.

**STUDENT REPRESENTATIVES REPORT:** None

**SUPERINTENDENT'S REPORT:**

### **Superintendent's Report**

Update on status of Superintendent and possible vote to appoint Acting Superintendent.

George Scobie entertained a motion to appoint Dr. Elizabeth Chamberland as Acting Superintendent during Dr. Handfield's leave of absence.

Meghan McCrillis made a motion to appoint Dr. Elizabeth Chamberland as Acting Superintendent during Dr. Handfield's leave of absence, Gail Holloway seconded the motion, it was unanimously approved.

### **UNFINISHED BUSINESS:**

#### **COVID Update**

**Information**

Dr. Chamberland provided an update on COVID cases and other pertinent details since our last meeting. Dr. Chamberland stated

#### **Extension of Mask Mandate**

Dr. Chamberland provided information stating the mask mandate in Massachusetts has been extended through February 28, 2022. The Commissioner will reevaluate at that time for spring.

#### **Budget Draft Sent Forward**

**Information**

Dr. Chamberland stated per the committee's recommendation the FY' 23 draft budget of \$28,870,214.33 was sent forward to Town Administration. We now wait to see what comes in from the town and state.

#### **Fee Schedule Review**

**Information**

As we do periodically, we review the fee schedules for the purposes of making sure they are appropriate for the time. Attached is a copy of the current fee schedules for your review.

### **NEW BUSINESS:**

#### **Letter from The Director of Food Services**

**Action**

Provided in the packet was a letter from Janice King, the Director of Food Services. Mrs. King is requesting the start rate for casual cafeteria assistants increase from \$13.00 per hour to \$14.00 per hour to remain competitive in the labor market.

***Recommended Motion***.....to accept the start rate for casual cafeteria assistants increase from \$13.00 per hour to \$14.00 per hour.

George Scobie entertained a motion to accept the start rate for casual cafeteria assistants increase from \$13.00 per hour to \$14.00 per hour.

Meghan McCrillis made a motion to accept the start rate for casual cafeteria assistants increase from \$13.00 per hour to \$14.00 per hour, Jessie Harrington seconded the motion, it was unanimously approved.

## **TEACHING AND LEARNING REPORT:**

### **HSSEIP**

We have applied to once again offer the High School Senior Educational Internship Program through DESE and the MassHire Workforce Board. This program will allow us to select 10-15 high school seniors in good academic standing to work up to 12 hours per week for 10 weeks and be compensated through MassHire Workforce Board at minimum wage. Last year, we had 10 students who were assigned to each of our schools with a set schedule and who were supervised by both the principal and a participating classroom teacher. This support was a very positive addition to our schools and we look forward to offering this program again this school year.

### **Tiered Focus Monitoring Visit**

On February 2nd, the Department of Elementary and Secondary Education Office of Public School Monitoring will be on-site conducting visits to our school buildings as part of our Tiered Focus Monitoring. On February 3rd and 4th, this same team will conduct a variety of virtual interviews with administrators and parents. This was done in addition to a recent submission of information related to special education and civil rights by Mrs. Reidy and Dr. Chamberland. The Office of Public School Monitoring (PSM) works with school districts and charter schools to promote positive student outcomes by engaging in Tiered Focused Monitoring (TFM). PSM monitors the implementation of special education and civil rights requirements to support improved and sustained outcomes for students in the Commonwealth. All school districts and charter schools participate in the public school monitoring process every three years.

## **BUSINESS/FINANCIAL REPORT:**

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

### **Information**

Mrs. Wirzbicki provided a year to date budget report dated January 14, 2022.

### **Budget Transfers**

### **Action**

Mrs. Wirzbicki provided a listing of Budget Transfers dated January 14, 2022 between the same series, along with a listing of Transfers between different series for which she was seeking approval from the committee.

**Recommended Motion.....**to approve the list of Transfers dated January 14, 2022 as presented by the business manager.

George Scobie entertained a motion to accept the list of transfers as presented by the Business Manager.

Jessie Harrington made a motion to approve the list of Transfers dated January 14, 2022 , Gail Holloway seconded the motion, it was unanimously approved.

**POLICIES:**

**Policy, JKAA, Physical Restraint of Students**

**Review/Action**

This policy was recently updated as part of our preparation for the Tiered Focus Monitoring visit. I have supplied you with the old and updated version for your review. It is my recommendation that you approve this updated policy.

**Recommended Motion:.....**to adopt the Policy JKAA, Physical Restraint of Students as updated in January 2022.

George Scobie entertained a motion to adopt the Policy JKAA, Physical Restraint of Students as updated in January 2022

Jessie Harrington made a motion to adopt the Policy JKAA, Physical Restraint of Students as updated in January 2022 , Gail Holloway seconded the motion, it was unanimously approved.

**Executive Session**

Mr. Scobie stated he would entertain the motion to adjourn into executive session to discuss the physical condition of an employee.

**Recommended Motion:** ... to adjourn into executive session to discuss the physical condition of an employee.

Gail Holloway made a motion to adjourn into executive session, Meghan McCrillis seconded the motion, it was unanimously approved.

**ADJOURNMENT:**

At 6:51 p.m. the meeting was adjourned into executive session.

Mr. Scobie entertained the motion to adjourn for the evening at 6:59 p.m.; Gail Holloway made a motion to adjourn, Meghan McCrillis seconded the motion and it was unanimously approved.

**Adjournment**

***Roll Call Vote:***

Mr. Scobie entertained the motion to adjourn for the evening at 7:13p.m.; Jessie Harrington made a motion to adjourn, Gail Holloway seconded the motion and it was unanimously approved.

Respectfully submitted,

Mandy Williams

Recording Secretary

**Referenced Documents:**

Fee Schedule

Letter from Food Services Director

Year to Date Report Dated 1/14/22

Budget Transfers Dated 1/14/22

Policy JKAA

**Approved 2/2/2022**