

MINUTES

SCHOOL COMMITTEE MEETING

Location: 5 West Street, School Committee Room

October 12, 2022 6:00 p.m.

In Attendance:

Jessie Harrington

Meghan McCrillis

Brooke Wrenn

Samantha Raphael

Beth Chamberland, Superintendent

Alan Keller, Assistant Superintendent

Cecelia Wirzbicki, Business Manager

Karen Ballway

Ali DeLuca

Isabella Faber - Student Representative

Tari Thomas, Amherst MA - Superintendent Mentor

Absent

Zoom

Ally McGill

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: Introduced Ali DeLuca - Auburn High School receiving National Banner Recognition from Special Olympics International. Auburn High School has successfully

achieved national standards of excellence in the area of inclusion, advocacy and respect. The athletes, partners, students, coaches, volunteers, teachers, staff and administration at Auburn High School have all played key roles in creating a social climate where everyone feels included and respected for who they are. Auburn High School is 1 of only 12 schools in Massachusetts and among 164 schools nationwide to achieve this status for the 2021-22 school year.

Ali DeLuca - I did not do this alone, I had much support from teachers across the district. It went well and I hope to do it again. It is about awareness and inclusion. Rockets to Rockets has 90 members and the next Unified basketball home game will be Oct 13, 2022 at 3:45pm.

The committee thanked Ali for her hard work and commended her for her commitment.

Minutes: 9/21/22

Jessie Harrington entertained a motion to accept the minutes from 9/21/22.

Meghan McCrillis made a motion to accept the minutes from 9/21/22. Gail Holloway seconded the motion, it was unanimously approved.

STUDENT REPRESENTATIVES REPORT:

Isabella Faber:

Very positive vibe for the start to the school year

PSATs today went smoothly

Homecoming is this weekend, Oct 14-15

Football game is Friday Night —> hopefully a huge turnout

Clubs and fundraisers will be setting up booths and fundraisers

There are games all day Saturday, as well as the Fall Craft Fair

Saturday is the Homecoming dance from 7-10pm —> also expecting a great turnout

Ally McGill:

While underclassmen participated in PSATs, Seniors spent the day in College Seminar, many focusing on after school plans like college, workforce and military.

There was a college fair on October 5th.

Curriculum night was October 6th.

Football, Boys/Girls Soccer, field Hockey and Boys Golf all have winning records.

Unified basketball has a home game on October 13th.

A few new clubs have started, Volleyball, Tap and Dance Team.

SUPERINTENDENT'S REPORT:

Spotlight on Students: None

UNFINISHED BUSINESS:

Dr. Chamberland introduced her mentor, Tari Thomas, who was in the audience. Dr. Chamberland is participating in the New Superintendent Introduction 3 year Program.

School Safety

Dr. Chamberland: On October 7th, staff participated in the Active Shooter drill under the guidance of the Auburn Police Department. The drill was successful in that it allowed staff to experience what might be heard or felt in such a situation. Time was allotted for staff to debrief the process, for the APD to provide feedback and for questions to be answered. In the coming days, modified drills will be conducted with students at Auburn Middle School and Auburn High School.

COVID 19 Update

Dr. Chamberland: Given the current status of COVID 19 guidance, I will only note COVID 19 updates on the school committee agenda if there are changes that warrant the reporting of such. As noted previously, I will report COVID 19 positive cases out to the community on Tuesday and Friday of each week. If there is a classroom or group where 3 or more positive cases are found, families will be notified to be extra vigilant watching for symptoms with their child. If we experience a significant increase in staff and student absences, causing the closure of a classroom or a school, we will notify the community as far in advance as possible. We see this scenario as highly unlikely but want the community to be aware. The community can access the weekly number of COVID 19 positive cases via the [Data Dashboard](#) located on our website at www.auburn.k12.ma.us.

Superintendent Listening Sessions and Student Surveys

Dr. Chamberland: The October 3rd Superintendent Listening Session had to be canceled however, we did hold the October 11th Superintendent Listening Session with members of the APS community. 10 very invested folks arrived and we had a successful discussion. The goal of the sessions was to share information related to the current draft of the Strategic Plan and to answer questions and to further explore options to ensure all of our students receive what they need to be successful in our schools. Students attending SWIS, AMS and AHS are in the process of completing surveys (copies in packet), along with the opportunity to participate in a Discussion Group with the Superintendent (to be scheduled). These results are being compiled and will be shared with you at a later date. Listening Sessions for teachers will be held during the week of October 17th.

Samantha Raphael: When you meet with teachers, will it be just you or will a building administrator be present?

Beth Chamberland: It will be just me.

Superintendent's Evaluation

Jessie Harrington: As noted at the September 7, 2022 School Committee meeting, the Superintendent's contract requires the completion of her performance evaluation to take place in October of 2022, reflecting on her tenure since January of 2022. The October evaluation is being completed this year only, and adheres to the contract. Going forward, future evaluations will be completed in the later second half of the school year. The evaluation that has been conducted is in accordance with the terms of the ESE educator evaluation and consists of 4 Standards:

- Instructional Leadership
- Management and Operations
- Family and Community Engagement
- Professional Culture

Feedback from teachers, administration and parents was collected. Based on those findings, we were then able to rate each benchmark as:

- Exemplary
- Proficient
- Needs Improvement
- Unsatisfactory

According to Dr. Chamberland's current contract, if the superintendent is awarded an overall rating of proficient or exemplary, the School Committee has agreed to offer Dr. Chamberland a 3 year contract effective July 1, 2023, when her current contract expires.

Jessie Harrington shared the conclusions from the evaluation process.

- Instructional Leadership - Proficient
- Management and Operations - Proficient
- Family and Community Engagement - Exemplary
- Professional Culture - Proficient

Recommended Motion...to accept the finding of the Superintendent's Evaluation and offer Dr. Chamberland a 3 year contract at the end of her current contract.

Jessie Harrington entertained a motion to accept the finding of the Superintendent's Evaluation and offer Dr. Chamberland a 3 year contract at the end of her current contract.

Meghan McCrillis made a motion to accept the finding of the Superintendent's Evaluation and offer Dr. Chamberland a 3 year contract at the end of her current contract. Gail Holloway seconded the motion, it was unanimously approved.

Dr. Chamberland accepted and thanked the committee.

NEW BUSINESS:

October 1 Enrollment

Dr. Chamberland: As we do each year, the student enrollment for this school year is included in your packet. As you can see, we have 7 fewer students enrolled compared to the 2021-2022 school year. This continues to be lower than the highest enrollment years of 2018-2019 and 2019-2020. We will monitor this on a regular basis. We have also included information on new student registrations, out of district placements and school choice enrollment. Our school choice numbers did go down at the high school level as students returned to their home district, chose to attend BayPath or private school. We will look at the numbers and class sizes to determine if we can offer a pot to anyone on the waiting list.

Budget Kickoff

Dr. Chamberland: The 2023-2024 Budget season is upon us. Mrs. Wirzbicki has begun the process of sharing previous year budget information with members of the Leadership Team as they plan for next school year. I look for the Committee's input for items or initiatives that the Committee believes should be identified as a priority for the 2023-2024 budget. As is the case each school year, we will be mindful of the contractual obligations delineated in the collective bargaining agreements currently in place. We will enter negotiations with the Instructional Assistants, Secretaries and Custodians this school year as the contracts of these groups expire on June 30, 2023. We continue to monitor bus ridership as it may become necessary to add an additional school bus next year while also monitoring the transportation and tuition for students in out of district placements. The proposed 2023-2024 Budget Timeline is as follows:

October 12, 2022 School Committee to discuss/set priorities for FY24 Budget
October 14-November 2nd Leadership Team Budget Preparation and Discussion
November 9, 2022 FY 2024 Budget Document submitted to School Committee
November 30, 2022 Budget Presentations to School Committee
January 4, 2023 School Committee must vote a draft budget to send to Town Manager by January 6th
January 6, 2023 FY 2024 School Dept. DRAFT Budget Submitted to Town Manager and Chief Financial Officer
January 9, 2023 FY 2024 School Dept. DRAFT Budget Available for Public Comment/Questions on Web Site

Gail Holloway: Electric Rates are set to go up next month, I know we are locked in, but will ours go up?

Cecelia Wirzbicki: We have a set rate, but it did increase by 30%.

Beth Chamberland: We have some credits remaining from the solar panels on the middle school.

Jessie Harrington: What happens when we are out of credits?

Beth Chamberland: We will have to pay.

Samantha Raphael: Have we considered hiring a lead nurse?

Beth Chamberland: We have increased our nursing staff with part-time nurses and LPN support. For a district our size it is unheard of to have a lead nurse that doesn't also support a building. Right now our lead nurse position is a stipend position.

Samantha Raphael: How many do we currently have?

Beth Chamberland: We have 9 and are building more support.

Meghan McCrillis: Maybe look into having a secondary nurse that has more of a leadership role.

Equity in Special Education Indicators and Initiatives Status 2022-2023

Dr. Chamberland: In the packet there is an email received from Russell Johnston, Senior Associate Commissioner from DESE. This email is to inform Auburn of its status related to Significant Disproportionality, which measures whether students from certain racial and ethnic groups are disproportionately placed in certain settings and are disproportionately receiving certain kinds of disciplinary removals. This email also addresses the status of Auburn related to Indicators 4, 9 and 10 which examine if students with IEPs from certain racial and ethnic groups are suspended or expelled more than comparable students statewide and also if the same group of students are disproportionately receiving special education services. I am pleased to report to the Committee that Auburn was either 'not identified', 'not flagged' or 'not identified or at risk'. I would like to share my appreciation for the work of Mr. Walton, Director of Pupil Services, Rosemary Reidy and the entire team for the work they have done to earn these ratings.

Auburn Public Schools School Building Study Committee

Dr. Chamberland: As discussed at the School Committee meeting on September 21st, one confirmed and one potential residential building project in the town of Auburn may have an impact on school enrollment in the coming years. Given that, I seek the support of the Committee to form the Auburn Public Schools School Building Study Committee. It is my hope to gather a range of participants from the school community and the town, to review the current building resources available to us, to discuss options for the use of current space in school buildings and to recommend options to ensure the Auburn Public Schools can accommodate new student enrollments in the coming years.

Recommended Motion....to support the formation of the Auburn Public Schools School Building Study Committee.

Jessie Harrington entertained a motion to support the formation of the Auburn Public Schools School Building Study Committee.

Samantha Raphael made a motion to support the formation of the Auburn Public Schools School Building Study Committee. Brooke Wrenn seconded the motion, it was unanimously approved.

Meghan McCrillis and Samantha Rapahel expressed interest in participating in the School Building Study Committee.

Superintendent's Draft Performance Goals for 2022-2023

Dr. Chamberland: As outlined in the Superintendent's contract, yearly performance goals are to be presented to the Committee by October 15 each school year. In your packet, you will find draft performance goals. These are being presented in draft format to allow for the addition or inclusion of any areas noted from the performance evaluation being completed this evening. The draft goals can be updated and presented again at the next meeting if warranted.

Recommended Motion.....to accept the Superintendent's Performance Goals as presented for the 2022-2023 school year.

Jessie Harrington entertained a motion to accept the Superintendent's Performance Goals as presented for the 2022-2023 school year.

Meghan McCrillis made a motion to accept the Superintendent's Performance Goals as presented for the 2022-2023 school year. Gail Holloway seconded the motion, it was unanimously approved.

TEACHING AND LEARNING REPORT:

Alan Keller: On September 26, the Massachusetts Department of Elementary and Secondary Education released official 2022 MCAS Data to school districts, and on September 29, data was released to the public. For this evening's meeting, I have prepared an [overview of trends and patterns](#) seen statewide. As a district, we have initiated meetings examining student results both at the individual and aggregate level and look forward to sharing information seen in our data at the October 26th School Committee meeting.

Samantha Raphael: I think we are going to see an issue in ELA for years to come due to the current 3-5 grades missing out on the early literacy years due to Covid.

The committee agreed with the findings and has faith in the ability of the faculty to help improve the scores.

Alan Keller: In September, we launched a monthly memo for all Auburn employees. The [Teaching and Learning Newsletter](#) puts the spotlight on teaching and learning inside our schools as well as offering insights and opportunities to improve our work with students.

Samantha Rapahel requested the committee receive a copy of the newsletter.

BUSINESS/FINANCIAL REPORT:

Year to Date Budget Report

Mrs. Wirzbicki provided a year to date budget report dated October 5, 2022 for review.

Budget Transfers

Mrs. Wirzbicki provided a listing of Budget Transfers dated October 5, 2022, between the same series for information, along with a listing of transfers between different series for approval.

Recommended Motion.....to approve the list of Transfers dated, October 5, 2022, as presented by the Business Manager.

Jessie Harrington entertained a motion to *approve the list of Transfers dated, October 5, 2022, as presented by the Business Manager.*

Meghan McCrillis made a motion to *approve the list of Transfers dated October 5, 2022, as presented by the Business Manager.* Gail Holloway seconded the motion, it was unanimously approved.

FY2028 and FY2024 CIP Articles

Mrs. Wirzbicki: Together with Mr. Fahey, and with the input of the Building Principals I have put together a list of CIP needs for FY2028, while reviewing the previously agreed upon FY2024 CIP for needed changes. These lists are in your packet for your consideration and approval. Once approved they will be sent over to CFO Kazanovicz, to be included in the Total CIP requested from the Town as part of the FY2024 Budget preparation.

***Recommended Motion.....to approve the FY2024 and FY2028 Capital Improvement Plans as presented by the Business Manager and to forward them to the Town for inclusion as part of the
FY2024 CIP Budget.***

Jessie Harrington entertained a motion to *approve the FY2024 Capital Improvement Plan as presented by the Business Manager and to forward it to the Town for inclusion as part of the FY2024 CIP Budget.*

Gail Holloway made a motion to *approve the FY2024 Capital Improvement Plan as presented by the Business Manager and to forward it to the Town for inclusion as part of the FY2024 CIP Budget.* Brooke Wrenn seconded the motion, it was unanimously approved.

Jessie Harrington entertained a motion to *approve the FY2028 Capital Improvement Plan as presented by the Business Manager and to forward it to the Town for inclusion as part of the FY2024 CIP Budget.*

Samantha Raphael made a motion to *approve the FY2028 Capital Improvement Plan as presented by the Business Manager and to forward it to the Town for inclusion as part of the FY2024 CIP Budget.* Brooke Wrenn seconded the motion, it was unanimously approved.

Jessie Harrington entertained a motion to adjourn the meeting.

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

Meeting adjourned at 7:17pm.

Adjournment
Roll Call Vote

Respectfully submitted,

Mandy Williams

Recording Secretary

Referenced Documents:

Meeting Minutes for 9/21/22

Blank Student Survey

Oct 1, 2022 Enrollment

Equity in Special Education Indicators and Initiatives Status 2022-2023

Superintendent Draft Performance Goals

Year to Date Budget Report Dated 10/5/22

Budget Transfers Dated 10/5/22

FY2024 & FY2028 CIP Articles

Approved 10/26/22