

**Auburn School Committee Meeting Agenda**  
5 West Street, Auburn, Massachusetts 01501

April 5, 2023 - 6:00 p.m.

Join Zoom Meeting  
<https://auburn-k12-ma-us.zoom.us/j/85712823082>

Meeting ID: 857 1282 3082  
Television: Charter Channel 194

YouTube: ACTVAUBURN

**Call to Order:**

This public hearing of the Town of Auburn School Committee is being conducted both in person and remotely, consistent with Chapter 107 of the Acts of 2022, which suspends the requirement of the Open Meeting Law to have all meetings in a publicly accessible physical location. Further, all members are allowed to participate remotely as long as reasonable public access is afforded so that the public can follow along with the deliberations of the meeting.

For the public to join the meeting remotely through Zoom, please use the link posted on the agenda on the Town's Website.

All supporting materials that have been provided to members of this body, is available on the Town's website. The public is encouraged to follow along using the posted agenda.

Please note that this meeting is being recorded by Auburn Cable Television. Thank you.

**Pledge:**

***Our Vision: The Vision of the Auburn Public Schools is to educate and prepare students for the opportunities and challenges of a changing world.***

***Our Commitment: We will create, maintain, and support an environment that fosters a sense of belonging for all students in our schools respecting race, color, sex, religion, national origin, sexual orientation, gender identity, homelessness, poverty, spoken language and ability.***

**CITIZENS' COMMENTS:**

**SPECIAL RECOGNITIONS:**

**MINUTES:** 3/15/23

**STUDENT REPRESENTATIVES REPORT:** None

**SUPERINTENDENT'S REPORT:**

## **Spotlight on Students** - High School Utah Ski Trip

### **UNFINISHED BUSINESS:**

### **NEW BUSINESS:**

This evening's public hearing is in regards to the FY 2024 proposed school district budget amount totaling \$30,132,276. Following my overview of the FY 2024 budget process, each member of the leadership team will read aloud the budget request for their school or department. If there are questions regarding a school's or department's request, we will entertain those questions prior to moving to the next presenter.

Madame Chair, would the committee entertain a motion to open tonight's public hearing on the FY' 2024 budget?

### **Public Hearing on the Budget**

### **Information**

Dr. Elizabeth Chamberland will open the Public hearing with opening comments. Mrs. Harrington, School Committee Chairperson will introduce each speaker.

Mr. Alan Keller, Assistant Superintendent/Preschool Principal

- Teaching, Learning & Curriculum, and Preschool = \$626,085.53

Mrs. Cecilia Wirzbicki, Business Manager (Central Office)

- Central Administration Salaries = \$1,546,163.54
- Central Administration Support Costs = \$1,320,788.91
- Central Administration Total Budget = \$2,866,952.45

Mr. Gregory Walton, Director of Pupil Services

- Pupil Services' Salaries = \$1,415,047.38
- Pupil Services' Support Costs = \$932,302.88
- Total Costs for Pupil Services = \$2,347,350.26

Mr. Joseph Fahey, Director of Facilities

- Director of Facilities' Costs = \$291,742.79

Mr. Eric Bouvier, Director of Technology

- Director of Technology Costs = \$230,096.20

Mrs. Brooke Beverly, Bryn Mawr Elementary School

- Bryn Mawr Salaries = \$2,542,237.48
- Bryn Mawr Support Costs = \$91,645.00
- Bryn Mawr Total Budget = \$2,633,882.48

Mrs. Jennifer Stanick, Pakachoag Elementary School

- Pakachoag Salaries = \$2,184,267.86
- Pakachoag Support Costs = \$120,267.30
- Pakachoag Total Budget = \$2,304,535.16

Dr. Susan Lopez, Swanson Road Intermediate School

- SWIS Salaries = \$4,667,163.00
- SWIS Support Costs = \$217,581.25
- SWIS Total Budget = \$4,884,744.25

Mr. Gregg Desto, Auburn Middle School

- AMS Salaries = \$5,525,612.18
- AMS Support Costs = \$319,953.97
- AMS Total Budget = \$5,845,566.15

Mr. Daniel Delongchamp, Auburn High School

- AHS Salaries = \$7,165,891.68
- AHS Support Costs = \$ 457,529.55
- AHS Total Budget = \$7,623,421.23
- Athletics & Fine Arts Total Costs = \$477,899.50

Elizabeth Chamberland, Closing Comments

Further comments / questions?

Madame Chair, would the committee entertain a motion to close tonight's public hearing on the FY 2024 budget?

#### **Residency Requirements**

**Information**

Update to the current School Admissions Policy JF - First Reading

**TEACHING AND LEARNING REPORT:** None

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

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

**Information**

Mrs. Wirzbicki has provided a year to date budget report dated March 27, 2023 for your review.

#### **Budget Transfers**

**Action**

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

***Recommended Motion.....to approve the list of Transfers dated March 27, 2023 as presented by the Business Manager.***

**Executive Session: If needed for Negotiations**

**Action**



**Recommended Motion.....***to adjourn into executive session to discuss the bargaining position with personnel that could be compromised if discussed in open session. We will not return to open session.*

**Adjournment Roll Call Vote:**

**Auburn School Committee Meeting Agenda**  
5 West Street, Auburn, Massachusetts 01501

March 15, 2023 - 6:00 p.m.

Join Zoom Meeting  
<https://auburn-k12-ma-us.zoom.us/j/85712823082>

Meeting ID: 857 1282 3082  
Television: Charter Channel 194

YouTube: ACTVAUBURN

**Call to Order:**

This meeting of the Town of Auburn School Committee is being conducted both in person and remotely, consistent with Governor Baker's Executive Order of March 12, 2020, and extended through March 31, 2023.

For the public to join the meeting remotely through Zoom, please use the link posted on the agenda on the Town's Website.

The Governor's Order, along with all supporting materials that have been provided to members of this body, is available on the Town's website. The public is encouraged to follow along using the posted agenda.

Please note that this meeting is being recorded by Auburn Cable Television.

Accordingly, all members of this meeting who will participate: **please be aware that other people may be able to see you, and please take care not to "screen share" your computer. Anything that you broadcast may be captured by the recording.** Thank you.

**Pledge:**

***Our Vision: The Vision of the Auburn Public Schools is to educate and prepare students for the opportunities and challenges of a changing world.***

***Our Commitment: We will create, maintain, and support an environment that fosters a sense of belonging for all students in our schools without regard to race, color, sex, religion, national origin, sexual orientation, gender identity, homelessness, poverty, spoken language and ability.***

**CITIZENS' COMMENTS:**

**SPECIAL RECOGNITIONS:**

This weekend, March 10 -12, the 2023 New Balance Nationals Indoor Championship event will take place in Boston at the New Balance Headquarters. This has proven to be the pinnacle high

school track and field event, hosting over 3,500 athletes annually. Two of our very own high school athletes will be attending.

Katherine Defossee (12th grade) - 55m hurdles  
Natalie Frazier (10th grade) - 400m race

We wish them luck!

On March 7, 2023 at Holy Cross, Nishil Adina, a senior at Auburn High School, was recognized as the Worcester County Superintendent's Scholar. This honor is given to a high school senior who demonstrates a commitment to academic excellence and serves as a role model to students in their school. Nishil has received the Harvard Book Award, as well as a Certificate of Excellence in computer science and a Certificate of Excellence in Physics. Nishil is a leader in the high school International Club and a member of the Student Council. Nishil also received a promotion at work from cashier to membership sales ambassador. Nishil is just one example of the many talented and dedicated students at Auburn High School.

**MINUTES:** 3/1/23

**STUDENT REPRESENTATIVES REPORT:**

**SUPERINTENDENT'S REPORT:**

**Spotlight on Students**

**Information**

Swanson Road Intermediate School - Supporting Diversity - Grant Award - Student Selected Literature and Games (A copy of the grant is in the packet)

Susan Lopez, Principal  
Jessica Burbank - SWIS 4th grade teacher

Mackenzie Dulmaine - Student  
Liliana Kubert - Student  
Angelica Mendoza - Student  
Claire Synal - Student  
Isabella Di Matteo - Student

**UNFINISHED BUSINESS:**

**School Choice Enrollment for 2023-2024**

**Action**

There has been a review of the expected enrollment in grades 6-12 for the 2023-2024 school year. We have 13 school choice students who will graduate in June, and a small class of students entering grade 6. The recommendation before you for the number of additional students to be accepted into the Auburn Public Schools via our School Choice option in grades 6-12 is 15 for the middle school and 15 for the high school with a total of 30 new school choice students. This will result in the total number of school choice students at 92 accepted students, for the 2023-2024 school year.



**Recommended Motion.....to approve the acceptance of 30 new school choice students.**

**NEW BUSINESS:**

**Site Manager Stipend**

**Action**

Building usage, primarily at Auburn High School and Auburn Middle School is seeing a significant rise. COVID 19 had a negative impact on the number of site managers available to us. The recommendation before you is to increase the site manager stipend from \$15/hour to \$20/hour to allow us to better supervise and monitor groups in our buildings.

**Recommended Motion.....to increase the site manager stipend from \$15/hour to \$20/hour.**

**TEACHING AND LEARNING REPORT:**

**Information**

This year, we will be celebrating graduating Auburn High Seniors pursuing a career in education by hosting a *Teacher Signing Day*. Much like the signing ceremony that takes place when one of our student athletes commits to play a sport at a specific college, we are looking to share the excitement of our aspiring educators. Melissa LaBeaume, Tess Jarvis and I have been meeting to plan and prepare for this special event, which is tentatively scheduled on Tuesday, May 9 during Teacher Appreciation Week.

Our goal is to recognize students who are choosing to become educators, help people see teaching as a valuable career worthy of celebration and possibly inspire others to become educators. We hope this will be a memorable day for students, their families, and the educators who inspired these students.

**BUSINESS/FINANCIAL REPORT:**

**Year to Date Budget Report**

**Information**

Mrs. Wirzbicki has provided a year to date budget report dated March 8, 2023 for your review.

**Budget Transfers**

**Action**

Mrs. Wirzbicki has provided a listing of Budget Transfers dated March 8, 2023, between the same series for your information and between different series for which she is seeking your approval.

**Recommended Motion.....to approve the list of Transfers dated March 8, 2023, as presented by the Business Manager.**

**FY 2022 End of Year Audit Report**

**Information**

Mrs. Wirzbicki has provided a copy of the FY2022 End of Year Audit Report, conducted by Scanlon Associates, LLC for your information and she will be happy to review the few findings, which did not require any amendments to be made with the Department of Elementary and Secondary Education.

**Executive Session: If needed for Negotiations**

**Action**

**Recommended Motion.....to adjourn into executive session to discuss the bargaining position with personnel that could be compromised if discussed in open session. We will not return to open session.**

**Adjournment Roll Call Vote:**





# Fiscal Year 2024 Budget Overview

Public Hearing  
April 5, 2023

*Looking Forward*



**AUBURN**  
PUBLIC SCHOOLS



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## WE ARE AUBURN

### MISSION

Strengthening connections through Rigor, Relevance, and Relationships

### VISION

Our vision is to educate and prepare students for the opportunities and challenges of a changing world.

### Our Commitment

We will create, maintain, and support an environment that fosters a sense of belonging for all students in our schools without regard to race, color, sex, religion, national origin, sexual orientation, gender identity, homelessness, poverty, spoken language and ability.



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## School Committee Priorities FY 24

- Budget reflects the updated 2023-2026 Strategic Plan adopted by the School Committee in February of 2023
  - The Strategic Plan has been integrated with recommendations of the Equity Audit completed in Spring 2022
  - The Strategic Plan reflects our commitment to ensuring that all students have a sense of belonging in our schools, they feel safe in our schools and they are being supported and challenged to reach their full potential
  - While we remain committed to the academic achievement of our students, we are also committed to their social and emotional well being



**AUBURN**  
PUBLIC SCHOOLS

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## Strategic Plan 2023-2026

### TEACHING AND LEARNING

- Enhance Social-Emotional Learning Supports District Wide
- Create Cohesive Content Programming District Wide
- Collaboratively expand educators' understanding of what culturally conscious teaching, high expectations, and academic success for each and every student means

### HEALTH, WELLNESS, AND SAFETY

- Continue to Monitor and Enhance Safety Procedures across the District
- Promote Social and Emotional Health in All Schools
- Enhance District-Wide Nutrition and Healthy Lifestyles



### COMMUNITY PARTNERSHIPS

- Foster Civic Engagement at the Global, National and Local levels
- Utilize and Streamline Community Resources for Partnerships
- Effectively communicate with families and the community

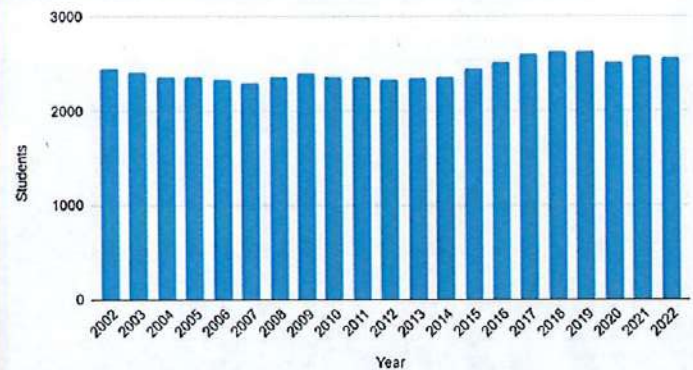


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## Auburn Public Schools Historical Enrollment

<u>Year</u>	<u>Students</u>
2002	2448
2003	2411
2004	2359
2005	2359
2006	2334
2007	2295
2008	2365
2009	2406
2010	2370
2011	2359
2012	2340
2013	2347
2014	2363
2015	2454
2016	2520
2017	2609
2018	2637
2019	2636
2020	2518
2021	2577
2022	2570

Students vs. Year



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## Auburn Public Schools Class Size

K	1	2	3	4	5	6	7	8	9	10	11	12
BM/23 PAK/19	BM/22 PAK/19	BM/18 PAK/23	21	22	19	24	24	24	AHS runs between 16-24 based on course selections, some exceptions.			



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## Auburn Public Schools School Choice Enrollment

	Enrollment 2022-2023	Anticipated Enrollment for 2023-2024		School Choice 2022-2023	School Choice 2023-2024
Grade	# OF STUDENTS	# OF STUDENTS	Additional School Choice Students	By Grade	By Grade
6	228	170	15	4	15
7	210	228		6	4
8	215	210		7	6
AMS TOTAL	651	608	621	17	25
9	192	175	10	10	17
10	175	192	5	15	15
11	173	175		20	15
12	194	173		13	20
AHS TOTAL	734	715	730	68	67



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## Auburn Public Schools Free and Reduced Lunch

School	Free	Reduced	Total F & R	Paid	Total Enrollment	Total Percent F & R 22-23	Total Percent F & R 21-22
Bryn Mawr	90	7	97	176	273	36%	37%
Pakachoag	58	8	66	178	244	27%	32%
AMS	182	19	201	463	664	30%	30%
AHS	205	21	226	646	872	26%	31%
SWIS	140	13	153	400	553	28%	29%
TOTAL	675	68	743	1863	2606		



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## Fiscal Year 2024 Considerations

- We have maintained **staffing** levels to meet the class size recommendations of the School Committee (25 or less at the elementary levels and appropriate at the middle and high school levels). We have also maintained staffing levels to meet the special education needs of students with disabilities
- **October 1st student enrollment** counts were used in the decision making process
- School based materials and **supplies** have been nearly level funded for all school buildings
- The only **new positions** you will see reflected are based on student need: (1.0) Special Education Teacher and (1.0) ABA for a Substantially Separate Classroom at SWIS
- Emphasis on the **social and emotional well being of students** to better allow access to content



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## Fiscal Year 2024 Considerations

- **Instructional Assistants (IAs) and Applied Behavioral Analysis Instructional Assistants (ABAs)** have been noted in their current assignments, although movement is certain to occur to meet student needs
- We have worked to maintain a robust **nursing corps** including an enhanced Lead Nurse position
- We have level-funded **grant monies** using the FY 23 amounts for the 240 grant (IDEA), the Title I grant and the Title IIA grant as offsets to reduce the impact to the operating budget
- We have projected the **Medicaid reimbursement** to be \$125,000 as adjusted and approved at the Fall Town Meeting, while also anticipating the use of any carryover funds from previous years, if available
- **Special Education Circuit Breaker** reimbursement is anticipated conservatively at 70% for FY 24 Budgeting purposes
- The **busing registration fees** will be utilized to provide \$145,000 from the revolving fund as an offset to the budget



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## Fiscal Year 2024 Considerations



- Continued use of **offsets from revolving accounts**, which include building rentals, Satellite and Galaxy accounts, as well as the Preschool and Athletic Revolving accounts
- Participate in **School Choice Program** with current filled seats at 75, as previously approved by School Committee with the potential of 92 for FY24
- As was the case in FY 23, we have budgeted for **11 regular education school buses**, making the assumption the same number of students will ride the bus as planned for this year
- Increases in **electricity, fuel, and contracted services**, are being seen across the country and these increases to the budget have been reflected as well
- **Oil pricing** for FY 24 was bid in conjunction with the French River Collaborative and the price will be \$3.0442 per gallon. The current **Electricity Contract** has been recently negotiated with the Town and we have seen a 30% increase in electricity costs from our previous contract which ended this past May.

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## Fiscal Year 2024 Considerations

- Continued use of **Solar Credits** from roof top arrays at AMS and AHS, along with the credits received from the Town Solar Project in Rutland have been anticipated to assist as offsets to our electrical costs in FY '24.
- **Projected offsets** totaling \$3,737,040 are utilized in this budget, which include \$501,442 in ESSER Funds that are a one time source of funding for the District.
- There is a 14% unanticipated increase in **special education private school tuitions** 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. Based on continued uncertainty with state funding, it may require the utilization of funds from the School Department's Special Education Stabilization account for approximately \$100,000, which is yet to be determined.

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## Final Thoughts

AUBURN PUBLIC SCHOOLS  
FY24 BUDGET

- We present to you tonight a draft budget of \$ **30,132,276**
- This reflects an increase of \$ **1,159,206** over the FY 23 Amended Budget of \$ 28,973,070
- This increase results in a **4.00%** increase over the FY 23 Amended Budget

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## Final Thoughts

AUBURN PUBLIC SCHOOLS  
FY24 BUDGET

- We are so grateful to be a part of the Auburn Community
- We are committed to each and every student in our schools
- We are respectful and thankful for the ongoing support we have received from the School Committee and the Town of Auburn
- We welcome your questions



**AUBURN**  
PUBLIC SCHOOLS



"History will judge us by the difference we make in the everyday lives of children." ~Nelson Mandela

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File: JF

**Auburn Public Schools  
Auburn, MA 01501**

**SCHOOL ADMISSIONS**

All children of school age who reside in the Town of Auburn will be entitled to attend the public schools, **as will certain children who do not reside in the District but who are admitted under School Committee policies relating to nonresident students or by specific action of the School Committee.**

Advance Registration for prospective kindergarten students will take place **each in the** spring. Every student seeking admission to the school for the first time must present a **raised seal** birth certificate or equivalent proof of age acceptable to the principal and proof of vaccination and immunization as required by the state and the School Committee.

**If applicable, an updated custody agreement must be provided.**

Two forms documenting proof of residency – One from Category A and one from Category B – of the parents or guardian will also be required.

Examples of these documents are:

**Category A:**

1. **Property Deed**

**The following items must be dated within the last 60 days:**

2. Current Paid Residential Real Estate Tax Bill (for the home in which you are residing)
3. **Fully signed and executed** Purchase and Sale Agreement **or mortgage statement with address**
4. **Current** (not expired) Rental or Lease Agreement **with Auburn address, signed by the tenant and landlord or property manager, with all residents listed**

**Category B:**

1. ~~Utility Bill under parent/guardian name~~
2. ~~Voter Registration~~ **with Auburn Address**

**The following items must be dated with the last 60 days:**



3. Trash, water, electric, cable, gas or oil bill ~~Utility Bill~~ under parent/guardian name with the Auburn address
4. Homeowner Insurance or rental insurance bill with Auburn address
5. ~~Telephone Bill in parent/guardian name at residence~~

If you do not own or rent a home in Auburn and are living with an Auburn resident, a residency affidavit must be completed and notarized and be accompanied by the above noted residency information from the owner of the property.

The administration reserves the right to request proof of residency at any time.

M.G.L. Ch. 76, Sec.5: Every person shall have a right to attend the public school of the town where he actually resides, subject to the following section. No school committee is required to enroll a person who does not actually reside in the town unless said enrollment is authorized by law or by the School Committee. **Any person who violates or assists in the violation of this provision may be required to remit full restitution to the town of the improperly-attended public schools.** No person shall be excluded from or discriminated against in admission to a public school of any town, or in obtaining the advantages, privileges and courses of study of such public school on account of race, color, sex, gender identity, religion, national origin or sexual orientation.

Source: MASC February 2019

Legal References: M.G.L. 15:1G, 76:1; 76:5; 76:15; 76:15A  
603 CMR 26.00

Cross References: JHCA, Physical Examination of Students  
JHCB, Inoculation of Students  
JFABD, Homeless Student: Enrollment Rights and Services  
JFABE, Educational Opportunities for Military Children  
JFABF, Educational Opportunities for Children in Foster Care

**First Reading:** October 6, 2008

**Second Reading:** October 20, 2008

**Approved:** October 20, 2008

**Updated:** March 11, 2020

**First Reading: April 5, 2023**

**Second Reading:**

**Approved:**

**Updated:**

**Auburn Public Schools**