

MINUTES

SCHOOL COMMITTEE MEETING

Location: 5 West Street, School Committee Room

December 14, 2022 6:00 p.m.

In Attendance:

Jessie Harrington

Gail Holloway

Meghan McCrillis

Brooke Wrenn

Samantha Raphael

Beth Chamberland, Superintendent

Cecelia Wirzbicki, Business Manager

Ali Shankle - Middle School Teacher

Karen Ballway

Isabella Faber - Student Representative

Magdana, Elissa, Sophia Gutierrez - 1 Manor Road (parent & students)

Athena & Paul Vangos - 18 Newton Street (parent & student)

Melissa, Lillian & Madeline LaBeaume - 1 Camden Drive (parent & students)

Tracy Trihn - 13 Sophia Drive (student)

Ali Shankle - Middle School Teacher & STUCO Advisor

Dan Carpenter - 33 Goulding Drive (Selectboard Member)

Police Chief Lemon

Fire Chief Coleman

Absent

Zoom

Ally McGill - Student Representative

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: None

Minutes: 11/30/22

Jessie Harrington entertained a motion to accept the minutes from 11/30/22.

Brooke Wrenn made a motion to accept the minutes from 11/30/22. Samantha Raphael seconded the motion, it was unanimously approved.

STUDENT REPRESENTATIVES REPORT:

Isabella Faber:

- Tri 1 just ended.
- Finals week went well, I think we're all relieved.
- We've been adjusting to our new schedules and classes which can be an exciting change.
- In terms of extracurriculars, winter sports have kicked off their seasons.
- Second meet for the math team hosted again at Auburn High school.
- Craft fair was held this past weekend in the high school where vendors came and set up along the first and second floors.
- Classroom doors have been decorated starting today. Home rooms worked together to set up a holiday themed door to enter in a school wide competition.
- Students have all been working hard to finish strong before winter break. There will be theme days next week to set a festive mood, like winter white out day, ugly sweater day, and holiday pajama day.

Ally McGill:

- Almost Winter Break!
- Next Thursday the marching band and choir will be traveling to all the schools in the district for a holiday performance.
- National Honors Society Drives
 - AYFS Adopt a Family
 - Soldier Care Packages
- Rockets of the Week Breakfast tomorrow morning!
- The Academic Quiz Team had its first meet earlier today.
- Sports
 - Hockey had its home opener last Thursday
 - Basketball games began this Monday
 - Indoor track has its first meet this evening

SUPERINTENDENT'S REPORT:

Spotlight on Students:

Dr. Chamberland introduced Ali Shankle, AMS Student Council advisor. Mrs. Shankle introduced Madeline LaBeaume, Tracy Trihn, Paul Vangos & Elisa Gutierrez. The students shared a powerpoint presentation highlighting the different events they have organized such as Spirit Week, a food drive, a toy drive and school dances.

Dr. Chamberland thanked the students for their commitment and service to the students of the Middle School.

UNFINISHED BUSINESS:

FY 24 Budget

Dr. Chamberland: The Leadership Team presented their 2023-2024 budget to the School Committee at the November 30, 2022 meeting. The budget here this evening is an updated draft representing a change from a 4.22% increase to 4.35%. An increase in the use of the preschool revolving account, will allow us to fund 2 of the current social worker positions that are grant funded through ESSER with a small increase to the budget.

Meghan McCrillis & Brooke Wrenn agreed with the importance of keeping the positions. Samantha Rapahel asked if this was replacing the position Dr. Lopez asked for in her budget. Dr. Chamberland said no, this is in addition to the positions.

Dr. Chamberland: In your packet you will find 3 updated policies. We will have the second reading of the updated policies this evening, followed by a third reading in January, followed by a vote.

**Updated Non-Discrimination Policy Including
Harassment and Retaliation - 2nd Reading**

**Updated Equal Employment
Opportunity Policy- 2nd Reading**

**Updated Equal Education
Opportunities Policy - 2nd Reading**

NEW BUSINESS:

Selectboard Student Representative Positions(2)

Dr. Chamberland: The Auburn Selectboard will be seeking approval for the creation of two (2) student positions on their Board. The potential guidelines voted on for the positions are noted below. The Selectboard is open to Ideas and suggestions from the School Committee. Dr. Chamberland introduced Dan Carpenter from the Selectboard to go over the guidelines and answer questions from the committee.

Dan Carpenter:

- Open to incoming juniors and seniors of Auburn Senior High School, with a work permit.
- Nomination process the same as Student Government Day
- Election by student body of their class to be held on Auburn's Annual Election Day
- Attend or watch and provide a report to the Select Board on the meetings of the Finance Committee, Zoning By-law Committee, and Town Meeting
 - Attend a minimum of twelve Select Board meetings
 - Attend new member orientation to get an overview of town operations
- Potential to bring ideas forward and seek Select Board support to move forward

Brooke Wrenn: When would the first election take place?

Dan Carpenter: That would be up to the board & the school department.

Brooke Wrenn: Would the elected Junior hold a 2 year seat?

Dan Carpenter: No, they would need to run and be elected every year.

Through the chair, it was discussed by all members that more information and details regarding expectations of the students need to be provided. As well as

more involvement from the high school with a faculty member being involved in the process. All members agreed it is a great idea, it just needs more footing.

Dan Carpenter: Said he will bring the questions and concerns back to the board. He would like to have the program in place prior to his departure in May.

Jessie Harrington entertained a motion *to table the vote for the creation of two student representative positions on the Auburn Selectboard until more information is provided.*

Samantha Raphael made a motion to table the vote for the creation of two student representative positions on the Auburn Selectboard until more information is provided. Brooke Wrenn seconded the motion, it was unanimously approved.

Auburn Police & Fire

Dr. Chamberland introduced Fire Chief Coleman and Police Chief Lemon. They addressed the committee with an overview of the proposed plans for a new safety complex at the West street location.

Chief Coleman:

- Much work has gone into this project over the past 5 years.
- A public safety review committee did recommend a single joint public complex.
- The town did try twice to procure property in other locations in town. Also went out to BID with zero response.
- In looking for a new site, it was top priority to not negatively impact response times.
- The Auburn Street fire station will stay, with a new Police/Fire Headquarters on West Street.
- Currently have 45 fire personnel and 3 support staff.
- Rough Timeline: vote in June during special election, the school department and West St fire station will move out to temporary location while existing structure is demolished and construction begins. Will be in a temporary location for 2-3 years.
- Temporary location for the school department has not been secured.
- The Town has done a needs assessment on the current Police station, as construction and renovations will need to be made prior to the school department moving into that building permanently.
- Will cost approximately \$50 million for the new complex. That total will not include renovations to the police station for the school department.

Chief Lemon:

- We have outgrown the current police station with 41 sworn officers and 15 support staff.
- We have expanded the parking lot twice. There is no more room for us to grow.
- Feel free to come to the police station anytime for a tour.

Gail Holloway stated, the temporary space of the school department will also need to accommodate the students (Encore program) that are currently in the building.

Meghan McCrillis stated, she is concerned with the increase in taxes this causes across the town. As well as what will happen if we need to replace one of our older buildings due to the potential increase in students from the 2 new housing developments.

Chief Coleman responded, we have a good capital improvement plan. We have tried to address the West Street fire station for 35 years. The school department building on West Street is 75 yrs old, moving to the police station should be a 25-30 year fix.

Meghan McCrillis: Did you look at building 2 separate stations at exciting locations?

Chief Coleman: Yes, we did. The West Street station can not be renovated or expanded. The current police station and Auburn Street fire station can not expand either.

Samantha Rapahel: Will having the complex on West Street negatively impact traffic and the Middle School?

Chief Coleman: No, when the middle school was built, work was done to ensure this and other changes could happen with no impact.

Jessie Harrington: To build the complex, are you taking land from the school?

Chief Coleman: Yes, the soccer field will become parking. But we will build a new soccer field to the right of the existing Football Field.

Samantha Raphael: Dr. Chamberland, you toured the police station, do you think it will work?

Dr. Chamberland: With renovations, yes we could make it work.

The chair and committee thanked Chief Coleman and Chief Lemon for their time and for answering questions. Jessie Harrington said there is certainly much to consider.

Policy IMG - regarding Therapy Dogs in School

Dr. Chamberland: In your packet you will find Policy IMG, Animals In School. I ask that you specifically look at the section regarding Therapy Dogs. We would like to make a slight revision regarding the handler of the Therapy Dog. The current policy states the handler is a school district member, we would like to add, or trained handler accompanied and supervised by a district person.

Jessie Harrington entertained a motion to *revise Policy IMG regarding Therapy Dogs, and add the following statement*, "or trained handler accompanied and supervised by a district person".

Meghan McCrillis made a motion to *revise Policy IMG regarding Therapy Dogs, and add the following statement*, “or trained handler accompanied and supervised by a district person”. Gail Holloway seconded the motion, it was unanimously approved.

2023-2024 Bus Application

Dr. Chamberland: In your packet you will find a proposal for a new bus application. This application includes a revision of the fee structure. The changes noted on the application are due to an increasing number of applications being received late in the summer. Receiving the applications late in the summer does not allow us to appropriately plan the level of transportation to accommodate our students. We are also exploring the possibility of using Google Forms for the submission of all bus applications, as we are moving away from Zippslip. Going forward, we will no longer allow School Choice students to ride the bus, freeing up a handful of seats. Also, there will be no refunds.

Jessie Harrington: I don't think the public understands the impact it would have had if we had to add a bus so late in the process. How much would it have cost?

Cecelia Wirzbicki: It would have cost \$75, 000 to add another bus. We count on the bus fee to help offset the transportation budget.

It was reiterated again by Dr. Chamberland and Jessie Harrington that there would be no refunds on bus fees.

Jessie Harrington entertained a motion to *approve the updated fee schedule and distribution process for Auburn Public Schools bus applications*.

Samantha Raphael made a motion to approve the updated fee schedule and distribution process for Auburn Public Schools bus applications. Broke Wrenn seconded the motion, it was unanimously approved.

The Auburn Elks Donation

Dr. Chamberland: The Auburn Elks Lodge will be donating \$ 5,000 to the Auburn Public Schools. The money will be used to help defray the cost of PSAT's at the high school. The APS has historically paid the fee for all students to take the PSATs. The reason being that many will not take the PSAT if they are required to pay the fee and thus, could be at a disadvantage later if the student decides to take the SATs. We are so thankful for the generosity of the Auburn Elks and understand that this is a one time, very much appreciated donation.

Jessie Harrington entertained a motion to *accept with gratitude the donation of \$ 5,000 from the Auburn Elks Lodge to offset the cost of the PSAT test for students at Auburn High School*.

Meghan McCrillis made a motion to accept with gratitude the donation of \$ 5,000 from the Auburn Elks Lodge to offset the cost of the PSAT test for students at Auburn High School. Samantha Raphael seconded the motion, it was unanimously approved.

First Congregational Church Donation

Dr. Chamberland: As many of you know, it is a yearly tradition to see hundreds of pumpkins spread across the lawn at the First Congregational Church. This year, members from the high school football team helped to unload the pumpkins, and members from the National Honor Society assisted with the sales. As a thank you, the church donated \$100 to both the Football Team and the National Honor Society. The money will be deposited into the respective accounts. We thank the First Congregational Church for their generous donation.

Jessie Harrington entertained a motion to accept with gratitude the donation of \$100 to the Auburn High School Football team, and the \$100 donation to the High School National Honor Society.

Brooke Wrenn made a motion to accept with gratitude the donation of \$100 to the Auburn High School Football team, and the \$100 donation to the High School National Honor Society. Samantha Raphael seconded the motion, it was unanimously approved.

Non-Permanent Cafeteria Workers Wage Increase

Dr. Chamberland: In your packet you will find a letter from Janice King, Director of Food Services. Mrs. King is requesting permission to increase the rate for our Non-Permanent Cafeteria Workers from \$14.25 to \$15.00 per hour, to remain competitive in the labor market.

Jessie Harrington entertained a motion to approve the request to increase the rate for Non-Permanent Cafeteria Workers from \$14.25 to \$15.00 per hour.

Meghan McCrillis made a motion to approve the request to increase the rate for Non-Permanent Cafeteria Workers from \$14.25 to \$15.00 per hour. Brooke Wrenn seconded the motion, it was unanimously approved.

Class of 2023 Adams Scholarship Recipients

Dr. Chamberland: I am happy to report that 57 Seniors have been awarded the John & Abigail Adams Scholarship. The John and Abigail Adams Scholarship is a merit-based program that provides a credit toward tuition for up to eight semesters of undergraduate education at a Massachusetts state college or university. For this scholarship, merit is based on student scores on the 10th grade Massachusetts Comprehensive Assessment System (MCAS) test.

The purpose of the award is to:

- Reward and inspire student achievement;
 - Help attract more high-performing students to Massachusetts public higher education; and
 - Provide families of college-bound students with financial assistance.
- To qualify for this scholarship, students must
- Score in the Advanced category on one of three high school state assessment tests in English Language Arts, Mathematics, or STE (Biology, Chemistry, Introductory Physics or Technology/Engineering)
 - Score in the Proficient or Advanced category on the remaining two high school state assessment tests
 - Have a combined MCAS score on these assessments that ranks in the top 25% in their school district.

Recipients of the John and Abigail Adams Scholarship are eligible for an award of a merit-based credit toward tuition. Individual student awards at State Universities and Community Colleges shall be no more than the resident undergraduate tuition rate at the participating institutions. Individual student awards at the University of Massachusetts shall be valued at \$1,714 at Amherst, \$1,714 at Boston, \$1,417 at Dartmouth, and \$1,454 at Lowell. The full list of recipients is in the packet.

TEACHING AND LEARNING REPORT:

Alan Keller: In 2016, a curriculum committee examined multiple ELA programs and selected Wonders, from McGraw Hill Publishing. Since that time, the publisher has issued two revisions. In the past several weeks, along with the principal, I have met with teachers in each building regarding an update to our K-5 ELA program. As part of these team meetings, we have discussed the strengths and weaknesses of our current Wonders program as well as differences between it and the revisions. In order to make an informed decision about our path forward, two teachers at each grade level will trial a unit from the new Wonders program. These teachers will receive training in the materials in January, and during and after their trial units, share their experiences in order to inform this important decision.

BUSINESS/FINANCIAL REPORT:

Procurement Card for School Department

Mrs. Wirzbicki: I would like to start the discussion of applying for a District Procurement Card to be used in cases where Purchase Orders are not accepted and for things such as conference registrations. I have compiled a Procedure Manual which is included in the packet for your review, and I am seeking your final approval to move forward with the process of applying for the card.

Jessie Harrington entertained a motion *to approve and allow the Business Manager to move forward with applying for a District Procurement card which would be available for*

use in special circumstances and only with advance approval from the Superintendent and Business Manager.

Meghan McCrillis made a motion to approve and allow the Business Manager to move forward with applying for a District Procurement card which would be available for use in special circumstances and only with advance approval from the Superintendent and Business Manager. Gail Holloway seconded the motion, it was unanimously approved.

Year to Date Budget Report

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

Budget Transfers

Mrs. Wirzbicki provided a listing of Budget Transfers dated December 5, 2022, between the same series for information for which she is seeking approval.

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

Brooke Wrenn made a motion to *approve the list of Transfers dated December 5, 2022, as presented by the Business Manager.* Samantha Raphael seconded the motion, it was unanimously approved.

Executive Session: None

Jessie Harrington entertained a motion to adjourn the meeting.

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

Meeting adjourned at 7:53pm.

Roll Call Vote **Adjournment**

Respectfully submitted,

Mandy Williams

Recording Secretary

Referenced Documents:

Meeting Minutes for 11/30/22

AMS Student Council Presentation

Fiscal Year 2024 Draft Budget Update

Memo from Janice King

Elks donation

Updated Non-Discrimination Policy Including Harassment and Retaliation - 2nd Reading

Updated Equal Employment Opportunity Policy- 2nd Reading

Updated Equal Education Opportunities Policy - 2nd Reading

Year to Date Budget Report Dated 12/5/22

Budget Transfers Dated 12/5/22

Approved 1-4-23