

MINUTES

SCHOOL COMMITTEE MEETING

Location: 5 West Street, School Committee Room

September 18, 2024 6:00 p.m.

In Attendance:

Jessie Harrington

Meghan McCrillis

Samantha Raphael

Brooke Wrenn

Beth Chamberland, Superintendent

Alan Keller, Assistant Superintendent

Jennifer Stanick, Business Manager

Molly Hilditch, Student Representative

Eve Durocher, Student Representative

Absent

Stef Parker

Zoom

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

Jessie Harrington asked if we had any citizens here to comment either in the audience or on Zoom. There were no comments..

SPECIAL RECOGNITIONS:

Dr. Chamberland: This evening I would like to take a moment to recognize AA Transportation for their ongoing support and collaboration in ensuring that we have terrific bus drivers and that our buses are safe for students. I would also like to specifically recognize Judy Donabedian, the

driver on Bus 7. Judy was recently hit by a vehicle after leaving Auburn High School. Thankfully, the bus had no students on it at the time and Judy sustained no injuries. Upon meeting with the Auburn Police Department as is required of her, the other driver was cited for the accident and Judy left the scene with a maintenance vehicle to retrieve another bus so that she was able to complete her elementary routes. Judy demonstrated exceptional dedication to our students on that day. I gave her a little card and thanked her personally.

Jessie Harrington and Dr. Chamberland thanked AA Transportation, Judy and all our drivers for their dedication.

Minutes: 9/4/24

Jessie Harrington entertained a motion to accept the minutes from 9/4/24

Samantha Raphael made a motion to accept the minutes from 9/4/24. Meghan McCrillis seconded the motion, it was unanimously approved.

STUDENT REPRESENTATIVES REPORT:

Molly & Eve:

- Start of School Year Senior Sunrise Breakfast and Senior Tie Dye
- Sports have started and teams are doing well and excited for months to come (big wins for f-hock, soccer and golf)
- Happy to report lots of positive developments and attitudes throughout the school
- **Many clubs have also started back up at the high school**
- FNL has come back and the student section is excited for this Friday's game against Tantasqua
- September 25th at 6pm we have a huge soccer game going on at the highschool for Matteo to raise awareness for **Leukemia Awareness**, everyone is going to be wearing orange and I encourage people to come if they are able to
- Seminar is starting for seniors with college application season approaching
- **Homecoming Pep Rally** is fast approaching on the 11th the Friday with a home game FNL to kick off the weekend. Games will be going on throughout the day and the dance will be held Saturday night the 12th
- Marching Band performing at the BIG E
- **Fall Play-Footloose-tryouts this week**

Molly:

Sandy Hook Promise Initiative

All of this week we have had "Start with hello announcements"

Some of the activities include:

1. encouraging all students to make a new connection in the building-say hello to someone who you haven't spoke with before

2.pledging to end gun violence and create a safe school environment by adding your finger print to a tree

3.Becoming more aware of the warning signs-withdrawal from friends, bullying, lack of patience, or becoming angry quickly, and making direct threats

SUPERINTENDENT'S REPORT:

Student Spotlight: None

Unfinished Business:

Bus Transportation

Dr. Chamberland: Bus Transportation continues to be closely monitored. Bus drivers have been providing our office with student counts each morning and afternoon and we are safely within the capacity of each school bus. We will continue to monitor this situation and if needed, as the year progresses, we will advise you on the need for an additional school bus. We have had challenges with some of our special education students arriving to school late who are on special transportation. AA Transportation has adjusted the routes to improve the timing and we continue to monitor the situation. If we do need another bus, it would be prorated. We did have to make some adjustments to our Special Education routes and that is currently working.

Budget Priorities

Dr. Chamberland: As you know, we have a budget timeline in place. Mrs. Stanick has provided Principals with budget documents. We look to the School Committee to provide us with direction and insight on budget priorities that should be focused on in the coming budget process.

The school committee cited the following:

- Class sizes
- Anti-bullying initiative
- Principles know what they need

School/District Safety

Dr. Chamberland: As noted in the last meeting, we are in the process of training response teams at Auburn High School and Auburn Middle School on the implementation process of the Sandy Hook Anonymous Reporting System. All involved staff should be trained by today, September 18th. On or around September 24th, we will complete a 'tip test' to ensure that we are all prepared to use the system. Training for students and staff will begin around October 21st with all training completed by November 20, 2024.

All schools are in the process of ensuring that each and every student has a positive connection to at least one adult in the school. This is being done in some cases by special teams identifying students who would benefit from some extra support, the use of relationship mapping and the EST process.

Brooke Wrenn asked if there was anything being implemented regarding students who may have some anxiety regarding the numerous threats that have gone on elsewhere.

Dr. Chamberland: The few days following the most recent event in Georgia, at the high school & middle school, guidance, social workers and the SRO's were available for the students. Also, Chandler Creedon, one of our school psychologists, had done a parent session at Swis on anxiety and parents helping kids. He is now in the process of doing this at some of the faculty meetings for staff. AND perhaps we can offer it to parents again sometime in October/November.

Samnatha Raphael: Last year when you offered the screening of Anxious Nation, I found that very helpful.

New Business:

Residential Tuition for a New Student

Dr. Chamberland: We recently had a student move into Auburn who is currently in a residential placement. Given that the student now lives in Auburn, we are required to financially support this placement. The current yearly tuition for this placement is \$ 341,761.00. In consultation with Town Manager Kazanovicz, we determined this would best be requested in increments. This request, for \$ 84,270, is for approximately 3 months of tuition from the Special Education Stabilization Account. If utilization of the Special Education Stabilization account is approved, this will also require a vote of approval by the Selectboard. For your reference, included in your packet is a Revolving Account Report dated September 11, 2024 which reflects a current balance of \$ 602,883.96 in the Special Education Stabilization Account.

Meghan McCrillis asked if we knew how many years this would be in our budget.

Dr. Chamberland: At least two, this student is currently in 11th grade. It's all going to depend upon if the student graduates.

Jessie Harrington entertained a motion to *utilize the Special Education Stabilization Account, in the amount of \$ 84,270 to cover 3 months of residential tuition for a new student.*

Brooke Wrenn made a motion to *utilize the Special Education Stabilization Account, in the amount of \$ 84,270 to cover 3 months of residential tuition for a new student.* Samantha Raphael seconded the motion and it was unanimously approved.

Dr. Chamberland: Thankfully you all and the town had the forethought to establish these accounts for this reason.

Meghan McCrillis: Is this a student that we would reevaluate every year to make sure this is still the proper placement?

Dr. Chamberland: Yes, there are regular team meetings to evaluate the placement.

Parent Square

Dr. Chamberland: We are in the process of gathering information on Parent Square. ParentSquare is a safe and secure platform for all school-to-home communication. The multi-language, two-way group messaging, private conversations, district-wide alerts and notices. Removes communication barriers to make it easy for families to work with your school. Some of the options available in Parent Square include:

- Text, email, app or voice messaging
- Coordinates with Powerschool
- Electronic Forms
- Automatic two-way translation in 100+ languages
- Contact verification and correction tools
- Built-in sign-ups, forms, appointments, attendance, directory and more

Utilizing this tool would make communication easier for teachers, parents and administrators. At the next meeting, we will bring forward a final decision regarding the financial feasibility of this program. The cost is \$4.50 per student.

There is an EL Grant available for \$18,000.00 which we are eligible for and I will apply for. That would cover the cost for a year to a year and a half. And we still have the EL funding that we received as a reimbursement that can offset that and get us through at least the first couple of years. It would be a terrific investment and take the place of OneCall. We could potentially start in January.

Teacher Evaluation

Dr. Chamberland: In an effort to improve the teacher evaluation process for teachers and administrators, we have several initiatives underway. First, through the new AEA contract, we have revised the Professional Practice Walkthrough form and structure to allow administrators greater flexibility in what can qualify as a walk through and to also provide teachers with more targeted feedback. All administrators will participate in training with Kim Marshall in Rethinking Teacher Evaluation, Coaching and Supervision. All administrators will also participate in a book study this year on a book with the same name. This will be used as an avenue for discussion, calibration, reflection and change to how we implement the teacher evaluation process. We want the teacher evaluation process to be meaningful for all involved and an opportunity for everyone to continuously improve.

Temporary Payroll/Business Office Clerk

Dr. Chamberland: The Business Office is seeking an additional Office Clerk to assist with daily operations. We are not currently fully staffed and given that all staff in the office are currently new to Auburn, we feel the addition of this position will allow the Business Office to get fully up to speed with a number of items. In your packet you will find a job description and proposed salary. This will help our business office get to where it needs to be as far as organization and structure and processes and procedures that need to be put in place. Also, what we are finding is other districts that have half the employees we do have the same size business office. We are asking for this temporarily, but it may be something we need to think about adding full time going forward.

Jessie Harrington entertained a motion *to approve the addition of a full time/temporary Payroll/Business Office Clerk for the remainder of the 2024-2025 school year.*

Samantha Raphael made a motion *to approve the addition of a full time/temporary Payroll/Business Office Clerk for the remainder of the 2024-2025 school year.* Meghan McCrillis seconded the motion and it was unanimously approved.

Returning Student Registration/Level Data

Dr. Chamberland: Over the last two years, we implemented a returning student registration process through the use of Powerschool. The past year was our second year and was very successful. By the end of 2023-2024, we had 1953 students who successfully completed the process. Anyone who has not, is directly contacted by school secretaries to ensure our student data was up to date and accurate. The process also included the resubmission of residency paperwork at grades 3,6 and 9. For the most part, this was easily accomplished by families.

Level Data is a program that was also implemented in Powerschool that easily identifies any missing student information for building secretaries. Secretaries have appreciated this support and it has resulted in much cleaner student data.

MASS/MASC Joint Conference

Dr. Chamberland: The Superintendent along with School Committee Chairperson, Jessie Harrington, Vice Chairperson, Meg McMcCrillis, Members Brooke Wrenn and Sam Raphael will attend the three day Massachusetts Association of School Superintendents. Massachusetts Association of School Committees Joint Conference being held in Hyannis, MA on November 6, 7 & 8. This is a yearly opportunity to hear about new and innovative School Committee/Superintendent practices.

TEACHING AND LEARNING REPORT:

Alan Keller: In addition to our Academic camp and the curriculum work referenced last week, throughout the summer, we expanded our efforts in Restorative Practices and began an important general and special education collaboration focused on supporting

the learning of students in grades 3-8. Both of these initiatives are essential components of our Strategic Plan in enhancing our Social-Emotional Learning Supports and Expanding educators' understanding of high expectations and academic success for each and every student.

Slide deck is in the packet.

BUSINESS/FINANCIAL REPORT:

Year to Date Budget Report

Mrs. Stanick provided a year-to-date budget report for the FY25 school year dated September 11, 2024, for review.

Budget Transfers

Mrs. Stanick has provided a listing of Budget Transfers dated September 11, 2024, between the same series and between different series for which she is seeking your approval.

Jessie Harrington entertained a motion *to approve the list of Transfers dated September 11, 2024, as presented by the Business Manager.*

Meghan McCrillis made a motion *to approve the list of Transfers dated September 11, 2024, as presented by the Business Manager.* Brooke Wrenn seconded the motion and it was unanimously approved.

School Department Warrant Articles for Fall Special Town Meeting

Mrs. Stanick has provided the proposed School Department Articles for the Fall Special Town Meeting which is scheduled for Wednesday, November 13, 2024, at 6:00 p.m. at Auburn High School. The warrant articles have been included for your review and approval as they will need to be sent to the Town on or before, September 20, 2024.

Jessie Harrington entertained a motion to approve the School Department warrant articles for the September 20, 2024 Fall Town Meeting as presented by the Business Manager.

Brooke Wrenn made a motion to approve the School Department warrant articles for the September 20, 2024 Fall Town Meeting as presented by the Business Manager. *Samantha Raphael* seconded the motion and it was unanimously approved.

FY2030 Capital Improvement Plan

Mrs. Stanick: Town Manager Kazanovicz has requested the submission of Capital Improvement Budgets for FY2030. Mrs. Stanick and Mr. Fahey have met with building principals to discuss future capital needs in their buildings and formulated a budget for FY2030. The FY2030 budget

will be provided to you at the meeting and will require your vote of approval to meet the Town requested submission date of October 4, 2024.

Jessie Harrington entertained a motion to approve the Capital Improvement Budget for FY2030 as presented by the Business Manager. .

Samantha Raphael made a motion to approve the Capital Improvement Budget for FY2030 as presented by the Business Manager. Brooke Wrenn seconded the motion and it was unanimously approved.

Executive Session - No

At 6:49pm 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.

Adjourned at 6:49pm

Roll Call Vote Adjournment

Respectfully submitted,

Mandy Williams

Recording Secretary

Referenced Documents:

Meeting Minutes: 9/4/24

Job Description & proposed salary for Business Office Clerk - 1 year position

Teaching & Learning Slide Deck

Year to date budget report dated 9-11-24

Budget Transfers dated 9-11-24

School Department Warrant Articles for Fall Special Town Meeting

FY 2030 Capital Improvement Plan

Approved 10-9-24

