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

September 7, 2022 - 6:00 p.m.

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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:

CITIZENS' COMMENTS:

<u>SPECIAL RECOGNITIONS</u>: I would like to recognize the passing of 3 retired Auburn Public School Teachers. Each made a significant contribution to the Auburn Public Schools during their time as educators.

Mary-Ellen C. Boyle passed away on August 25, 2022, she was a Reading teacher in the elementary school.

Theresa Heroux passed away on July 27, 2022, she was a music teacher at the middle school.

Muriel J. Funka passed away on May 29, 2022, she was the home economics teacher at the high school, then the middle school.

MINUTES: 6/14/22

STUDENT REPRESENTATIVES REPORT:

SUPERINTENDENT'S REPORT:

Spotlight on Students Information

As we had done last year, we will resume our Spotlight on Students at our next meeting. Tonight provides us with a 'Spotlight on Staff'.

New Auburn Administrators

<u>Information</u>

I am pleased to welcome four new administrators to our Leadership Team. They have already demonstrated commitment and hard work in their new roles and I know they will help us reach new heights in Auburn.

Alan Keller, Assistant Superintendent Greg Walton, Director of Pupil Services Brooke Beverly, Principal, Bryn Mawr School Melissa LaBeaume, Assistant Principal, Auburn High School

New Teaching Staff:

<u>Information</u>

This year we are excited to welcome twenty new professional teaching and counseling staff to the Auburn Public Schools. We are excited about the talent and expertise this group of individuals will bring to the Auburn Public Schools. Principals will each introduce their new staff and there is also a complete listing in your packet.

Auburn High School	Chris	Maxim	Social Studies
Auburn High School	Alisen	Laferriere	Social Studies
Auburn High School	Jake	Landry	Social Studies
Auburn High School	Lisa	Petkie	Special Education
Auburn High School	Stephen	Scott	TV Productions
Auburn High School	Nic	Bartlett	Physical Education
Auburn High/Auburn Middle	Tim	Harrold	Athletic Trainer
Auburn Middle School	Lindsay	Ryan	Guidance
Auburn Middle School	Jonathan	Schmidt	Band
Auburn Middle School	Seth	Ebbeling	Grade 7 Social Studies
Bryn Mawr School	Brooke	Beverly	Principal
Bryn Mawr School	Erin	Harackiewicz	Special Education
Bryn Mawr School	Deidre	Levesque	Special Education
Bryn Mawr School	Cassie	Moriarty	Guidance
Pakachoag	Kathy	King Guerra	Special Education
Pakachoag	Alison	Simoneau	Special Education
Pakachoag & Bryn Mawr	Ashlyn	Derosier	Physical Education
Swanson Road Intermediate	Megan	Kuszewski	Special Education
Swanson Road Intermediate	Lynne	Mascia	Special Education
Swanson Road Intermediate	Teresa	Terlato	Music
Swanson Road Intermediate	Kaley	Corriveau	Music

Staff Achieving Professional Teaching Status(PTS):

<u>Information</u>

Achieving Professional Teaching Status is a milestone in every teacher's career. This status means you have completed your three year probationary period within the district and have demonstrated the qualities of effective teaching. The staff receiving this status for the 2022-2023 school year are:

Bryn Mawr	Jillien	Anderson	Grade 1 Teacher
Pakachoag	Kerri	Astrella	School Nurse
Pakachoag	Alexa	Kennedy	Kindergarten Teacher
PreK/Bryn Mawr/Pakachoag	Shilo	Vosburg	Team Chair
Swanson Road	Terri	O'Donnell	School Counselor
Swanson Road	Samantha	Englehart	School Counselor
Swanson Road	Jennifer	Bricher	School Social Worker
Swanson Road	Gina	Benvenuti	Grade 3 Teacher
Swanson Road	Michelle	Caplette	Grade 3 Teacher
Swanson Road	Deirdre	D'Agostino	Grade 3 Teacher
Swanson Road	Rhonda	Murray	Grade 3 Teacher
Swanson Road	Brady	Dyer	Grade 4 Teacher
Swanson Road	Stephanie	Fontaine	Grade 5 Teacher
Auburn Middle School	Danielle	Leboeuf	Science Teacher
Auburn Middle School	Joseph	Green	Middle School Math Teacher
Auburn High School	Kyla	Burch	Intensive Special Needs Teacher

<u>Donation</u> <u>Action</u>

The following donations have graciously been given to the Auburn Public Schools.

Mr. & Mrs. Gerard Delongchamp donated \$50

Mr. & Mrs. Raymond Beaudoin donated \$25

In memory of Stephen Dooley, retired graphic arts teacher at Auburn High School. The money is to be used for the purchase of STEM supplies. The money will be deposited into the Auburn High School Gift Account and used as directed.

Jackson and Leigh Lobo have donated \$550 to the Auburn Integrated Preschool program. This will be a tremendous benefit to the program.

Recommended Motion....to accept with gratitude, the donation of \$50 from Mr. & Mrs. Gerard Delongchamp and the \$25 donation from Mr. & Mrs. Raymond Beaudoin in memory of Stepehn Dooley, as well as the \$550 donation to the Auburn Integrated Preschool program from Jackson & Leigh Lobo.

UNFINISHED BUSINESS:

School Safety Information

School safety has been a priority throughout the summer as we prepared for the new school year. The District Safety team, with guidance from the Department of Homeland Security and the Massachusetts State Police Commonwealth Fusion Center, conducted safety audits of each school building. No emergent issues were identified although there were some suggestions to further the current initiatives and practices already in place. The most notable change, that was completed prior to the safety audits can be seen at AHS, SWIS, Pakachoag and Bryn Mawr. Visitors will no longer be able to enter the school vestibule without being buzzed in by school staff. This precaution is already in place at Auburn Middle School. The District Safety Team provided all staff with an ALICE overview on August 29th, all School Safety teams were established and also met on August 29th and we will continue to ensure that the safety of students and staff remains a top priority. The District Safety Team will conduct random, unannounced safety checks in school buildings throughout the school year.

COVID 19 Update information

Included in your packet is the most recent COVID 19 advisory from DESE. Protocols have not changed since the end of last school year. With permission from the parent/guardian, school nurses may conduct a COVID 19 rapid test on students who are symptomatic at school. If negative, the student is allowed to stay at school with a mask while symptoms are present.

NEW BUSINESS:

Food Service Collaborative Agreement Letter for FY23

Action

Auburn Food Services participates in the Massachusetts School Buying Group (MSBG) for collaborative bidding of our district purchases of foods and beverages. All bids have been accepted and awarded by MSBG for FY23. A letter is presented to the School Committee to acknowledge the award recipient companies and request their vote of approval and acceptance. Bids were awarded according to MGL. Chapter 30B and meet additional USDA School Nutrition Program requirements for procurement.

Recommended Motion....to approve the MSBG bid for district purchases of food and beverage for the 2022-2023 school year.

School Department Warrant Articles for Fall Special Town Meeting

Action

This fall's special town meeting is scheduled for October 18th, at 6:00 p.m. at Auburn High School. There are several warrant articles before you tonight for approval and due to the Town on September 9th.

Recommended Motion....to approve the Auburn Public Schools warrant articles for the Special Town Meeting being held on October 18, 2022.

Out of State Field Trip

Action

In your packet is a request for (18) Auburn High School students to attend the Model UN Conference at Brown University on November 11-13, 2022. This trip has been approved by the

Committee previously, however since it is an out-of-state event, it is before you tonight for approval.

Recommended Motion....to approve the AHS field trip to the Model UN Conference at Brown University on November 11-13, 2022.

Busing Information

We have seen a range of increases in the number of students riding our buses from a decrease by 5 students to an increase of 28 students. We have been monitoring this situation closely for weeks in collaboration with AA Transportation. We have reassigned higher capacity buses designed to hold 83 passengers, to our larger routes. We know historically that we have families who sign up for the bus, yet the students never or rarely use it. During the weeks of September 12th and 19th, we will be counting actual ridership to ensure we have the appropriate space for all students. We are collaborating with AA Transportation on a daily basis as we monitor this situation.

Strategic Plan Update Information

This summer, a group of over 40 stakeholders(parents/guardians, teachers, support staff and administrators) gathered remotely for five meetings. This process included a review of the recommendations received from the Equity Audit conducted last spring and a review of the most recent version of the Strategic Plan created back in 2018. We then worked to merge these two documents to create a new Strategic Plan that will carry the District forward through the next 3 years. In your packet, you will find a complete set of the DRAFT Strategic Plan as it stands today. The next phase of development includes listening sessions with students, staff and

Superintendent's Entry Plan

<u>Action</u>

In the first year of a Superintendent's tenure in a school district, it is customary for them to create an entry plan to be approved by the School Committee. The entry plan I present to you this evening is a little different than most since I have been in this role since January, and in the district for the past 12 year. I welcome your feedback and I look forward to my continued work with staff, students, families, the School Committee and Town of Auburn Leadership.

Recommended Motion....to approve the Superintendent's Entry Plan for the 2022-2023 school year.

SuperIntendent's Evaluation

Action

The Superintendent's current employment contract calls for her performance evaluation to be completed in October of 2022 to evaluate her performance from January of 2022 when she assumed the role as Acting Superintendent to the present. In your packet, you will find the pertinent pages of the DESE Superintendent Evaluation form along with the DESE rubric that defines the performance rating for each indicator. Each School Committee member should respond to each of the indicators noted under each of the Performance Standards to the best of their ability as exemplary, proficient, needs improvement or unsatisfactory. If a member does not have knowledge of a particular indicator, they should leave it blank. Members may also provide comments related to their selections for each overall standard but comments are not required. The forms should be completed and sent to the School Committee Chair Harrington by September 30th. She will compile the results to be shared at the October 19, 2022 School Committee meeting. These results will be used by the Superintendent to set goals for the 2022-2023 school year, to be shared with the committee at a later date. Also included in your packet is a survey conducted by the Superintendent with all staff who directly report to her. The responses were

submitted anonymously. A set of email correspondences received from stakeholders is also included for your review. Both of these items can be considered as evidence of her performance.

Upon completion of this evaluation cycle in October of 2022, the Superintendent will present her goals for the 2022-2023 school year and this process will be completed again in the Spring of 2023.

Recommended Motion....to approve the process outlined above for the performance evaluation of the Superintendent for October of 2022, per her employment contract.

Assabet Valley Collaborative-Board of Directors

Action

The Superintendent serves on the Board of Directors for the Assabet Valley Collaborative as the representative of the APS School Committee. This participation requires that you vote to appoint the Superintendent as this representative. Included in your packet is information from the Assabet Valley Collaborative on the roles and responsibilities associated with this appointment.

Recommended Motion...to appoint the Superintendent as the APS representative to the Assabet Valley Collaborative Board of Directors.

TEACHING AND LEARNING REPORT:

<u>Information</u>

Educators at all buildings worked on curriculum development and revision during summer months. With the school year close in the rearview mirror, along with the opportunity to collaborate for extended, uninterrupted pockets of time, the summer is a wonderful time for this important work. This year, 23 curricular projects were approved for summer development. Some of the teaching projects were: Develop or refine scope and sequence for science, technology and engineering as well as health; Deepening our Tier 2 and Tier 3 interventions in reading and writing; Revise procedures for BRYT program; Expand implementation of Universal Design for Learning; Create curriculum for new Literacy class at AMS; Align report card standards, and build uniformity around writing practices and routines throughout the grade levels. The teachers appreciated this time and all of this work will benefit our students in the coming school year.

BUSINESS/FINANCIAL REPORT:

Omnibus Transfers #1 through #5

<u>Information</u>

As agreed last May, I am including copies of Omnibus Transfers #1 through #5 for your information.

FY22 Closeout Documents:

Information

Mrs. Wirzbicki has enclosed three separate memos for your information, which she had sent to CFO Kazanovcz and Thomas Zidellis regarding the closing out of the FY22 budget and Articles needing to be carried over for use in the new fiscal year.

FY23 Year to Date Budget Report:

Information

Mrs. Wirzbicki has included an FY23 year to date budget report dated September 1, 2022 for your review. For the next meeting she will have FY23 Budget Transfer for your review and approval.

Adjournment Roll Call Vote:

MINUTES

SCHOOL COMMITTEE MEETING

Location: 5 West Street, School Committee Room

June 14, 2022 6:00 p.m.

In Attendance:
Jessie Harrington

Absent Samanth Raphael **Zoom** Cecelia Wirzbicki

Gail Holloway

Meghan McCrillis

Brooke Wrenn

Beth Chamberland

Janice King

Karen Ballway

CALL TO ORDER:

Jessie Harrington called the meeting to order at 6:30 p.m.

CITIZENS' COMMENTS: None

SPECIAL RECOGNITIONS:

Sr. Todd Lemon was sworn in as the new chief of police. Alen Keller has been named Assistant Superintendent. He toured the buildings today. Dr. Chamberland made mention of Katherine Defosse and her accomplishments in track. Dr. Chamberland also recognized the Auburn High School students for their recognition at the Tammy awards.

Minutes: 6/1/22

Jessie Harrington entertained a motion to accept the minutes from 6/1/22.

Meghan MCCrillis made a motion to accept the minutes from 6/1/22. Gail Holloway seconded the motion, it was unanimously approved.

STUDENT REPRESENTATIVES REPORT: None

SUPERINTENDENT'S REPORT:

Spotlight on Students

This year, Auburn Middle School offered an after school program enabling students to learn American Sign Language. Dr. Chamberland had invited the students and faculty advisor Sara Reid to join us this evening and share what they have learned during their time in this group. Unfortunately they were not able to attend this evening.

COVID 19 Summary

Dr. Chamberland stated we continue to monitor daily cases of COVID 19 while maintaining an ongoing relationship with the Auburn Board of Health. We are reviewing our current testing supplies given the notification that DESE will not continue the in-school testing program for the 2022-2023 school year.

UNFINISHED BUSINESS:

<u>Updated Bullying Policy</u>

Jessie Harrington entertained a motion to approve the updated Bullying Policy.

Meghan McCrillis made a motion to approve the updated Bullying Policy. Gail Holloway seconded the motion, it was unanimously approved.

Updated Restraint Policy

Jessie Harrington entertained a motion to approve the updated Restraint Policy.

Brooke Wrenn made a motion to approve the updated Restraint Policy. Gail Holloway seconded the motion, it was unanimously approved.

Updated Staff Conduct Policy

Jessie Harrington entertained a motion to approve the updated Staff Conduct Policy.

Brooke Wrenn made a motion to approve the updated Staff Conduct Policy. Gail Holloway seconded the motion, it was unanimously approved.

Staff Handbook

Jessie Harrington entertained a motion to approve the Staff Handbook.

Gail Holloway made a motion to approve the Staff Handbook. Brooke Wrenn seconded the motion, it was unanimously approved. Motion was amended as this did not need approval, it is a working document

<u>Updated Building Use Fee Schedule</u>

Jessie Harrington entertained a motion to approve the updated Building Use Fee Schedule.

Brooke Wrenn made a motion to approve the updated Building Use Fee Schedule. Gail Holloway seconded the motion, it was unanimously approved.

Student Handbook Updates

Jessie Harrington entertained a motion to approve the Student Handbook Updates.

Meghan McCrillis made a motion to approve the Student Handbook Updates. Gail Holloway seconded the motion, it was unanimously approved.

NEW BUSINESS:

Food Services

Information and Action

Auburn Food Services Director, Janice King, reported to the committee updates for the department including a review of MA State DESE and Federal USDA funding and nutrition requirements FY23, status of collaborative bids for FY 23, return to pre-covid free/reduced/paid categories, recommendations for meal prices for next year, and new program initiatives. Meal prices have not increased in 6 years. Mrs. King suggested we wait until December/January for any possible increases. It was suggested to increase the pay for casual subs to \$14.25 per hour to be locally competitive.

Jessie Harrington entertained a motion to approve the increase in pay for casual subs. \$14.25.

Meghan McCrillis made a motion to approve the increase in pay for casual subs to \$14.25. Gail Holloway seconded the motion, it was unanimously approved.

Remote/Hybrid Public Meetings

We have been notified by Town Manager Jacobson, that the statute allowing for public bodies to offer hybrid/remote participation in such meetings will expire on July 16, 2022. This means that as of July 16, 2022 we are no longer able to offer this as an option to our community members.

TEACHING AND LEARNING REPORT:

2019 Views of Climate and Learning Survey Data(VOCAL)

The School Committee expressed interest in the VOCAL Data cited in the CLEE report at our last meeting. Dr. Chamberland said, while it took some digging, she was able to find this report that presented the data used by CLEE in a more meaningful way. We do not have results from 2021 given that student participation was greatly diminished due to the pandemic. This annual survey was made available again this school year and she will share those results when available. Dr. Chamberland suspects our results may reflect a decline in the coming year given the trauma of the past two years.

Gail Holloways stated the results look good for Auburn

Jessie Harrington commented it was good for the staff to see as well.

Dr. Chamberland said our efforts have increased but it may not be reflected in next year's data due to the pandemic.

Class of 2022 Scholarships

Dr. Chamberland informed the committee that In their packet she had provided a list of Scholarships received by the members of the Class of 2022. She thanked all of the donors for their generosity.

School Day Games

Dr. Chamberland stated today the first Annual School Day Games took place at Auburn High School. Led by Mrs. Deluca and a team with representatives from each school

building, our special athletes and their partners participated in what we believe will be another amazing tradition for the Auburn Public Schools.

BUSINESS/FINANCIAL REPORT:

Year to Date Budget Report

Mrs. Wirzbicki provided a year to date budget report dated June 9, 2022 for review.

Omnibus Transfers

Mrs. Wirzbicki has been working with Dr. Chamberland and the Leadership Team with regard to the FY22 Budget closure and she will have transfers for the committee at the next meeting.

Dr. Chamberland stated she was not sure if we need to have the June 29th meeting, we will touch base and schedule the meeting if needed.

Gail Holloway asked Mrs. Wirzbicki if there is an escalator clause in the bus contract. Mrs. Wirzbicki stated that no there is not.

Jessie Harrington entertained a motion to adjourn the meeting.

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

Meeting adjourned at 8:00pm.

Adjournment Roll Call Vote

Respectfully submitted,

Mandy Williams

Recording Secretary

Referenced Documents:

Meeting Minutes for 6/1/22

Updated Bullying Policy

Updated Restraint Policy

Updated Staff Conduct Policy

Staff Handbook

Building Use Fee Schedule & Application

SWCEC 3rd Quarter Report

Confidential Secretary Job Description

Handbook Updates

Food Services Information

VOCAL Data

Class of 2022 Scholarship Recipients List

Year to Date Report Dated 6/9/22

In memory of Stephen Dooley; please accept these two checks as gifts.

This money is to be used for the purchase of STEM supplies.

This \$75.00 in total will be deposited into the Auburn High School Gift Account and used as directed.

Mr. & Mrs. Gerard Delongchamp \$50.00

Mr. & Mrs. Raymond J. Beaudoin \$25.00

Thank you.

Auburn High School



Morin, Sharil <smorin@auburn.k12.ma.us>

\$550 donation

Leigh Lobo <leighalobo@gmail.com> To: "Morin, Sharil" <smorin@auburn.k12.ma.us>

Wed, Aug 31, 2022 at 12:08 PM

Hi Sharil,

As mention my husband, Jackson, and I would like to donate the \$550 to the preschool program. If you need any additional Information on this please do let me know.

Thanks,

Leigh Lobo

[Quoted text hidden]

[Quoted text hidden]

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Coronavirus Disease 2019 (COVID-19) (/coronavirus

COVID-19 Isolation and Quarantine Guidance for Children in Child Care, K-12, Out-of-School Time (OST) and Recreational Camp/Program Settings

Guidance for children in certain settings

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Overview (#overview-)

Isolation and quarantine guidance and protocols (#isolation-and-quarantine-guidance-and-protocols-) COVID-19 symptoms (#covid-19-symptoms)

Overview

Effective May 25, 2022, children in child care, K-12, out-of-school time (OST) and recreational camp settings should follow the below protocols. Staff in child care and school settings should adhere to protocols previously issued by EEC (/info-details/eec-covid-19-resources-and-information) OF DESE (https://www.doe.mass.edu/covid19/on-desktop/protocols/protocols.pdf), depending on the setting.2

- A rapid antigen test (/Info-detalls/using-a-covid-19-self-test), such as a self-test, is preferred to a PCR test in most situations for the purposes of exiting isolation or quarantine.
- To count days for quarantine and isolation, Day 0 is the date of exposure for close contacts, and for positive cases is the first day of symptoms OR the day the day positive test was taken, whichever is earlier.
- Masking is never required in these settings while the individual is eating, drinking, sleeping, or outside.
- These settings are not required to conduct contact tracing as a standard practice, but must continue to work with their Local Board of Health in the case of outbreaks.
- While masks are not required in these settings, any individual who wishes to continue to mask, including those who face higher risk from COVID-19, should be supported in that choice.

Isolation and quarantine guidance and protocols

Guldance for Children in Child Care, K-12, OST, and Recreational Camp Settings:

- Quarantine for asymptomatic exposed children, regardless of where the exposure occurred, is no longer required for these settings. Children who are identified as close contacts may continue to attend programming as long as they remain asymptomatic. Those who can mask should do so until Day 10. A test on Days 2 and 5 is recommended, but not required.
- Children who test positive must isolate for at least 5 days. If they are asymptomatic or symptoms are resolving
 and they have been fever free for 24 hours, they may return to programming after Day 5, provided;
 - If the child is able to mask, they must do so through Day 10.
 - If the child is unable to mask, they must have a negative test on Day 5 or later in order to return to programming prior to day 11.
- Symptomatic children can remain in their school or program if they are tested immediately onsite, and that test
 is negative. Best practice would also include wearing a mask, if possible, until symptoms are fully resolved.
 - If the symptomatic child cannot be tested immediately, they should be sent home and allowed to return to their program or school if they test negative, or they have been fever-free for 24 hours without the use of fever-reducing medication and their symptoms are resolving, or if a medical professional makes an alternative diagnosis. A negative test is strongly recommended for return if the latter two conditions are met.

Note: At this time, the US Food and Drug Administration (FDA) has not approved or authorized any at-home rapid antigen test for use in children under 2 years of age. However, at-home rapid antigen tests may be used off-label in children under 2 years of age for purposes of post-exposure, isolation, and symptomatic testing. It is recommended that parents or guardians deciding to test children under 2 years of age administer the at-home rapid antigen test themselves.

COVID-19 symptoms

COVID-19 Symptoms for Child Care, K-12, OST, and Recreational Camps

- Fever (100.0° Fahrenhelt or higher), chills, or shaking chills
- Difficulty breathing or shortness of breath
- New loss of taste or smell
- Muscle aches or body aches
- Cough (not due to other known cause, such as chronic cough)

- Sore throat, when in combination with other symptoms
- Nausea, vomiting, when in combination with other symptoms
- Headache, when in combination with other symptoms
- Fatigue, when in combination with other symptoms
- Nasal congestion or runny nose (not due to other known causes, such as allergies), when in combination with other symptoms

¹ Residential programs should continue to follow EOHHS's <u>congregate care guidance</u> (https://www.mass.gov/doc/eohhs-covid-19-guidance-for-organizations-that-operate-congregate-care-programs-0/download).

² Staff in recreational camp settings should follow general population guidance (/info-details/covid-19-isolation-and-quarantine-guidance-for-the-general-public).



Superintendent Elizabeth Chamberland, Ed.D. echamberland@auburn.k12.ma.us

Assistant Superintendent Alan Keller akeller@aubum.k12.ma.us

Business Manager Cecelia Wirzbicki cwirzbicki@auburn.k12.ma.us

Director of Pupil Services Greg Walton gwalton@aubum.k12.ma.us

Director of Facilities & Maintenance Joseph Fahey |fahey@aubum.k12.ma.us

Director of Technology Eric Bouvier ebouvier@auburn.k12.ma.us

Food Services Director Janice King jking@aubum.k12.ma.us

Auburn High School Daniel Delongchamp Principal Melissa LaBeaume Assistant Principal

Auburn Middle School Gregg Desto Principal Matt Carlson Assistant Principal

Swanson Road Intermediate School Susan Lopez, Ed.D. Principal Jessica Assistant Principal

Bryn Mawr School Brooke Beverly Principal

Pakachoag School Jennifer Stanick Principal

School Committee Jessie Harrington Chairperson Meghan McCrillis Vice Chairperson

Members: Gail Holloway Samantha Raphael Brook Wrenn AUBURN PUBLIC SCHOOLS FOOD SERVICES DEPARTMENT 5 WEST STREET AUBURN, MA 01501 508-832-7755 (phone) 508-832-7757 (fax)

Date: August 31, 2022

To: Auburn School Committee

Dr. Elizabeth Chamberland, Superintendent

From: Janice L King, Food Services Director

RE: Food Service Collaborative Agreement Letter for FY23_ Massachusetts School Buying Group (MSBG) 2022-2023 Food, Non-Food and Beverage Bids

Auburn Food Services participates in the Massachusetts School Buying Group (MSBG) for collaborative purchasing of our district purchases of food, non-food and beverages. All bids have been accepted and awarded by MSBG for FY23. This letter is presented to the School Committee to acknowledge the award recipient companies with a request for a vote of approval and acceptance. Bids were awarded according to MGL. Chapter 30B and meet additional USDA School Nutrition Program requirements for procurement.

Accepted bids by MSBG are listed below:

Grocery and Frozen Foods
Milk& Dairy
Paper
Paper
Bread and Bakery
Ace Endico
New England Ice Cream
Mansfield Paper Company
Duva Distributors

These companies have provided the lowest bid price and nutrition information is available. Documentation for all bids is available in the office of Auburn Public Schools Food Services Office. Thank you very much for your consideration.

Fall 2022 Special Town Meeting - Tuesday October 18, 2022 Auburn Public Schools Warrant Articles

To see if Town Meeting will vote to amend Article 20 of the May 3, 2022 Annual Town meeting (See below) by changing the reference of the annual town meeting from May 2020 to June 6, 2020.

By the Auburn School Committee

Article 20. - To see if the Town Meeting will vote to amend the purpose of Article A4 of the May 2020 Town Meeting (Acct.# 302020-582060) from Swanson Oil Tank Removal to Swanson Oil Tank Removal and Conversion to Propane Heating System; or act on anything relative thereto. By Roberta Baker

Seconded by Daniel Largesse

Vote on Article 20, Vote Declared 2/3rds Majority

To see if the Town Meeting will vote to amend Article 22 of the May 3, 2022 Annual Town meeting (See below) by changing the reference Acct.# 302020-582061 to Acct. # 302020-582060.

By the Auburn School Committee

Article 22. - To see if the Town Meeting will vote to amend the purpose of Article A4 of the May 2021 Town Meeting (Acct. # 302020-582061) from Swanson Oil Tank Removal to Swanson Oil Tank Removal and Conversion to Propane Heating System; or act on anything relative thereto. By Roberta Baker

Seconded by William Bylund

Vote on Article 22, Vote declared 2/3rds Majority

To see if Town Meeting will vote to amend Article 26 of the May 3, 2022 Annual Town meeting (See below) by changing the reference of the annual town meeting from May 2020 to June 6, 2020.

By the Auburn School Committee

Article 26 - To see if the Town Meeting will vote to amend the purpose of Article A4, of the May 20 Town Meeting, Building Rehab Bryn Mawr from Interior Door Upgrades and Asbestos Projects to Bryn Mawr for the Final Phase of the Sprinkler Project as required due to the additional modular building and for the Bryn Mawr Condensate Tank for the steam boiler; or act on anything relative thereto.

To see if the Town Meeting will amend Article 3 of the May 3, 2022 Annual Town Meeting to increase the FY23 School Department Budget due to increased electricity costs in the amount of \$ 102,856.00:

Auburn School Department: From \$28,870,214.00 - To \$28,973,070.00

By the Auburn School Committee

To see if the Town Meeting will amend Article 12 of the May 3, 2022 Annual Town Meeting to appropriate \$125,000 from Medicaid Receipts within the General Fund Revenues to the Auburn School Department Operating Budget for Fiscal Year 2023 to fund supplies and medical, therapeutic and educational services for significantly disabled special needs students as well as tuition and transportation to and from outside placements or with the District for special needs students; or act on anything relative thereto.

By the Auburn School Committee

To see if the Town Meeting will amend Article 4 of the May 7, 2019 Annual Town Meeting, Building Rehab Central Admin for \$95,000 from HVAC/Window Replacement to District Wide Building Rehab for installation of Backflow devices on each of our water mains at the following: Randall Building, Swanson Intermediate School, Bryn Mawr School and Pakachoag School, as well as additional asbestos work to be completed.

By the Auburn School Committee

On behalf of the Auburn School Committee and the entire Auburn Public Schools, I respectfully request your approval of the above articles.

Thank you for your continued interest in and support of the Auburn Public Schools

Yours in Education.

Elizabeth Chamberland, Ed.D.

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5520

AUBURN PUBLIC SCHOOLS - FIELD TRIP REQUEST FORM
School: Auburn High School Principal: Mr. Daniel Delangchamp
Teacher: Mr. Vincent Benacchip . Date of Request: Friden May 27 2022
RE: FIELD TRIP PROPOSAL
Title of Field Trip: Brown University Model UN Conference
Class or Grade Participating: 9-12/ Number of Students: 18
Date(s): 11.11.22 - 11.13.22 Times: Leave at: 11.11 @ 11am Return at: 11113 3 pm
Place: Brown University 75 Watermen Street, Providence RI 02906
If this day field trip is out-of-state, has it ever been approved by the School Committed YES) NO
This field trip will accomplish curriculum enhancement in the following areas (please check all that apply):
☐ Mathematics ☐ Science ☐ English Language Ar S
History/Social Studies Physical Education The Arts
Technology
Curriculum Area/Standard: USG 4.4 Dascribe the tools used to carry out US
toreign politic
Curriculum Area/Standard: USG-4/5 Examine the different forces that
Curriculum Area/Standard:
Please note both pre and post trip activities that will be conducted to ensure curriculum integration:
Pre-trip Activities: country research, oral presentation practice, regotiation smill
development
Post-trip Activities: 5e1f reflection & improvement plan
Signature of the building principal signifies his/her approval of the trip and its integration into the curriculum. This form must be completed in its entirety.
Completed in its equilibrity
Principal's Signature Superintendent's Signature
School Nurse has reviewed medical needs of students and is coordinating nursing coverage and/or providing training for the
administration of medication to those individuals responsible.
Date:
School Committee Chairperson for overnight and out-of-state day trips Cost of Trip: 1186. Funding Source: Culticulum Competition
Transportation by:AA Name of Carrier:
Adults participating (min. 10-1 ratio required; 6-1at Elementary level): Vincent Benacchio + Kathryn Gobi
All Chaperones have been CORI checked: *Form must be approved by the Superintendent <u>AT LEAST SIX weeks prior</u> to the event. For overnight and out-of-state trips, approval must be sought from the School Committee at least three months in advance. Please attach a copy of the notice to parents, permission slip and any other pertinent accompanying documentation.

Cancellation Policy: The Superintendent reserves the right to cancel an approved field trip up until the time of departure. In the event of a cancellation, the school system is not responsible for any expenses incurred. The individuals coordinating the trip need to ensure that all parties are aware of this policy.

Auburn Public Schools IJOA:1 February 2015/2017



Invoice for BUSUN XXVI

ATTENDEE Auburn High School

MAIN ADVISOR Vincent Benacchio

ADDRESS 99 Auburn Street Auburn, MA 01501

EMAIL vbenacchio@auburn.k12.ma.us

DATE June 14, 2022

REFERENCE 004

BUSUN

Providence, United States of America

info@busun.org

https://www.busun.org/

Payment Details

ITEM	DESCRIPTION	PRICE	QTY	TOTAL
Registration Fee	Due July 31, 2022.	USD\$65.00	1	USD\$65.00
Delegate Fee	Due September 16, 2022.	USD\$80.00	18	USD\$1440.00
Advisor Fee	Due September 16, 2022.	USD\$25.00	2	USD\$50.00
Free Advisors	1 free advisor per 10 delegates.	USD\$-25,00	1	USD\$-25.00
Credit	From previous BUSUN.	USD\$-344.00	1	USD\$-344.00
		GRAND	TOTAL	USD\$1186.00

Invoice generated by MUN Manager.



REQUISITION

00230387-00 FY 2023

BILL TO

CENTRAL OFFICE AUBURN PUBLIC SCHOOLS

5 WEST ST **AUBURN**

, MA 01501-1307

VENDOR

BROWN UNIVERSITY MODEL UN

69 BROWN ST PO BOX 3614

SHIP TO

AUBURN HIGH SCHOOL

99 AUBURN ST

AUBURN, MA

01501

PROVIDENCE, RI 02912

Tel# 401-863-3155 Fax# 401-863-1247 Purchase Order

230396

DATE

VENDOR DATE ORDERED NUMBER REQUIRED METHOD/TERMS

FREIGHT

DEPARTMENT/LOCATION

08/19/22 013681

PRINCIPAL - HS

LN DESCRIPTION

1.00 EACH

QTY UOM

UNIT PRICE

65.00000

NET PRICE

65.00

001 Registration Fee. See attached quote

in regards to credit descriptions on Free Advisor credit of \$25 and previous credit of \$344.

Ship To AUBURN HIGH SCHOOL 99 AUBURN ST

AUBURN, MA 01501

002 Delegate Fee

18.00 EACH

80.00000

1,096.00

Ship To AUBURN HIGH SCHOOL 99 AUBURN ST

AUBURN, MA 01501



003 Advisor Fee

2.00 EACH

25.00000

25.00

Ship To AUBURN HIGH SCHOOL 99 AUBURN ST

AUBURN, MA 01501

REQ TOTAL

1,186.00

** END OF REPORT - Generated by jessica cruz **

APS Strategic Plan 2022-2023



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.

	GAND	

HEALTH, WELLNESS, AND SAFETY

COMMUNITY PARTNERSHIPS

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

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

Foster Civic Engagement at the Global, National and Local levels

Utilize and Streamline Community Resources for Partnerships

Effectively communicate with families and the community

AUBURN PUBLIC SCHOOLS

Beth Chamberland, Ed.D.

Superintendent of Schools

ENTRY PLAN 2022-2023

Overview

I have the good fortune to have been a member of the Auburn School Community since 2010. This has given me the opportunity to build relationships and to contribute to the growth and development of the District in a variety of ways. The move into the Superintendency has been one of the greatest honors of my professional career and the work I do moving forward, as part of this amazing team, will consistently be dedicated to improving the experiences and outcomes of our students while continuing to build and support the amazing group of educators and staff who are the foundation of the Auburn Public Schools.

The Entry Plan I outline here will reflect some new opportunities to develop my understanding of the Auburn Public Schools while also reflecting the continuation of work that began in January of 2022 when I was first appointed as Acting Superintendent. I am committed to ensuring that all students have an equitable, supported, rigorous learning experience within our schools and that they are welcomed and accepted for who they are and who they wish to become.

Phase One-Ongoing Work

- Continue the work with the Strategic Plan Committee to update/revise the Strategic Plan with emphasis on incorporating recommendations from the Equity Audit.
- Continue to build a communication structure and protocol across the District that facilitates open, honest, frequent and purposeful communication with families.
- 3. Continue to review and revise safety protocols across the District through ongoing collaboration with the District Safety Team.

- 4. Continue to collaborate and communicate with the following Town and school based groups to further enhance the experience of our students, families and staff:
 - a. Auburn Public Schools School Committee
 - b. Auburn Public Schools Leadership Team
 - c. Auburn Town Manager and Assistant Town Manager
 - d. Auburn Police Department
 - e. Auburn Fire Department
 - f. Auburn Public Schools Safety Team
 - g. Auburn Youth and Family Services
 - h. Auburn Educational Association
 - i. Auburn Public Schools SEPAC
 - i. Auburn MA PTO

Phase One-New Work

As noted above, I have been a member of the Auburn School Community since 2010, I am committed to continuous learning and improvement.

- Throughout the fall of 2022, I will host Superintendent Listening Sessions for staff and families at each of our schools. This will allow me to connect directly with staff and families while also helping me to further learn about ways in which we can make the Auburn Public Schools an even better place to learn and to work.
- Superintendent Listening Sessions with students at Auburn High School, Auburn Middle School and Swanson Road School.
 - o What do you value about the Auburn Public Schools?
 - What do you see as our greatest successes or the things you are most proud of?
 - o What would you like to see improved?
 - What else do you think it's important for me to know?

- 3. Foster connections with our state legislators.
- 4. Further connections with the Auburn Selectboard and Finance Committee.
- In collaboration with the Leadership Team, conduct a review of the academic achievement of students and adjust instruction and support accordingly.

Phase Two-March 2023

1. Report of Progress on Ongoing Work

I will provide the School Committee and the community with updates regarding the work that is ongoing on a regular basis.

2. Report of Progress on New Work

I will provide the School Committee and the community with updates regarding new findings gathered later in the school year.

End-of-Cycle Summative Evaluation Report: Superintendent



Superintendent:	Elizabeth Chamberland		·
Evaluator:			
	Name	Signature	Date

	Superintendents should identify 1-2 focus li	ective Administrative Leadership Indicators per Standard aligned to their goo	nls.		
I. Instructional Leadership II. Management & Operations III. Family & Community Engagement IV. Professional Culture					
-A. Curriculum	II-A. Environment	III-A. Engagement	IV-A. Commitment to High Standards		
-B. Instruction	II-B. HR Management and Development	III-B. Sharing Responsibility	IV-B. Cultural Proficiency		
-C. Assessment	II-C. Scheduling & Management Information	III-C. Communication	IV-C. Communication		
D. Evaluation	Systems	III-D. Family Concerns	IV-D. Continuous Learning		
E. Data-Informed Decision making II-D. Law, Ethics and Policies IV-E. Shared Vision					
-F. Student Learning	II-E. Fiscal Systems		IV-F. Managing Conflict		



Superintendent's Performance Rating for Standard I: Instructional Leadership

	each focus Indicator and indicate the overall Standard rating below. (*Focus Indicators are those aligned to rintendent goal(s).)	U	NI	P	E
I-A.	Curriculum: Ensures that all instructional staff design effective and rigorous standards-based units of instruction consisting of well-structured lessons with measurable outcomes. □ Focus Indicator (check if yes)		п		
I-B.	Instruction: Ensures that practices in all settings reflect high expectations regarding content and quality of effort and work, engage all students, and are personalized to accommodate diverse learning styles, needs, interests, and levels of readiness. □ Focus Indicator (check if yes)				
I-C.	Assessment: Ensures that all principals and administrators facilitate practices that propel personnel to use a variety of formal and informal methods and assessments to measure student learning, growth, and understanding and make necessary adjustments to their practice when students are not learning. □ Focus Indicator (check if yes)			0	
I-D.	Evaluation: Ensures effective and timely supervision and evaluation of all staff in alignment with state regulations and contract provisions. □ Focus Indicator (check if yes)		0		
I-E.	Data-Informed Decision Making: Uses multiple sources of evidence related to student learning—including state, district, and school assessment results and growth data—to inform school and district goals and improve organizational performance, educator effectiveness, and student learning. □ Focus Indicator (check if yes)				
I-F.	Student Learning: Demonstrates expected impact on student learning based on multiple measures of student learning, growth, and achievement, including student progress on common assessments and statewide student growth measures where available. □ Focus Indicator (check if yes)	description learning bas growth, and a	earning Indicato s of practice. Eve sed on multiple nachievement mu ing a performance	idence of impac neasures of stud st be taken into	t on student lent learning, account when
The e	RALL Rating for Standard I: Instructional Leadership ducation leader promotes the learning and growth of all students and the success of all staff by cultivating a shared vision that spowerful teaching and learning the central focus of schooling.		0		
Comi	nents and analysis (recommended for any overall rating; required for overall rating of Exemplary, Needs Improvement or Ui	nsatisfact	ory):		

Superintendent's Performance Rating for Standard II: Management & Operations



Rate each focus Indicator and indicate the overall Standard rating below. (*Focus Indicators are those aligned to superintendent goal(s).)		U	NI	P	E
II-A.	Environment: Develops and executes effective plans, procedures, routines, and operational systems to address a full range of safety, health, emotional, and social needs. □ Focus Indicator (check if yes)	0	_		0
II-B.	Human Resources Management and Development: Implements a cohesive approach to recruiting, hiring, induction, development, and career growth that promotes high-quality and effective practice. □ Focus Indicator (check if yes)				
II-C.	Scheduling and Management Information Systems: Uses systems to ensure optimal use of data and time for teaching, learning, and collaboration, minimizing disruptions and distractions for school-level staff. □ Focus Indicator (check if yes)				
II-D.	Law, Ethics, and Policies: Understands and complies with state and federal laws and mandates, school committee policies, collective bargaining agreements, and ethical guidelines. □ Focus Indicator (check if yes)				
II-E.	Fiscal Systems: Develops a budget that supports the district's vision, mission, and goals; allocates and manages expenditures consistent with district- and school-level goals and available resources. □ Focus Indicator (check if yes)				
The	RALL Rating for Standard II: Management & Operations education leader promotes the learning and growth of all students and the success of all staff by ensuring a safe, efficient, and strike learning environment, using resources to implement appropriate curriculum, staffing, and scheduling.	0		0	_
	ments and analysis (recommended for any overall rating; required for overall rating of Exemplary, Needs Improvement or Un	nsatisfact	ory):		

Superintendent's Performance Rating for Standard III: Family and Community Engagement



Rate each focus Indicator and indicate the overall Standard rating below. (*Focus Indicators are those aligned to superintendent goal(s).)	U	NI	P	Е
 III-A. Engagement: Actively ensures that all families are welcome members of the classroom and school community and can contribute to the effectiveness of the classroom, school, district, and community. Focus Indicator (check if yes) 				
 III-B. Sharing Responsibility: Continuously collaborates with families and community stakeholders to support student learning and development at home, school, and in the community. Focus Indicator (check if yes) 				
 III-C. Communication: Engages in regular, two-way, culturally proficient communication with families and community stakeholders about student learning and performance. Focus Indicator (check if yes) 		_	0	
III-D. Family Concerns: Addresses family and community concerns in an equitable, effective, and efficient manner. □ Focus Indicator (check if yes)			0	
OVERALL Rating for Standard III: Family & Community Engagement The education leader promotes the learning and growth of all students and the success of all staff through effective partnerships with families, community organizations, and other stakeholders that support the mission of the district and its schools.			0	0
Comments and analysis (recommended for any overall rating; required for overall rating of Exemplary, Needs Improvement or Un	sausracte	ory):		



Superintendent's Performance Rating for Standard IV: Professional Culture

Rate each focus Indicator and indicate the overall Standard rating below. (*Focus Indicators are those aligned to superintendent goal(s).)	U	NI	P	E
 IV-A. Commitment to High Standards: Fosters a shared commitment to high standards of service, teaching, and learning with high expectations for achievement for all. Focus Indicator (check if yes) 			0	
 IV-B. Cultural Proficiency: Ensures that policies and practices enable staff members and students to interact effectively in a culturally diverse environment in which students' backgrounds, identities, strengths, and challenges are respected. Focus Indicator (check if yes) 				
IV-C. Communication: Demonstrates strong interpersonal, written, and verbal communication skills. □ Focus Indicator (check if yes)				
 IV-D. Continuous Learning: Develops and nurtures a culture in which staff members are reflective about their practice and use student data, current research, best practices, and theory to continuously adapt practice and achieve improved results. Models these behaviors in his or her own practice. Focus Indicator (check if yes) 		П		_
 IV-E. Shared Vision: Successfully and continuously engages all stakeholders in the creation of a shared educational vision in which every student is prepared to succeed in postsecondary education and become a responsible citizen and global contributor. Focus Indicator (check if yes) 				
 IV-F. Managing Conflict: Employs strategies for responding to disagreement and dissent, constructively resolving conflict and building consensus throughout a district or school community. Focus Indicator (check if yes) 				
OVERALL Rating for Standard IV: Professional Culture The education leader promotes the learning and growth of all students and the success of all staff by nurturing and sustaining a districtwide culture of reflective practice, high expectations, and continuous learning for staff.			0	_
Comments and analysis (recommended for any overall rating; required for overall rating of Exemplary, Needs Improvement or Un	satisfacto	ory):		



Indicator Rubric for Superintendent Evaluation

The Indicator Rubric for Superintendent Evaluation is an evaluation tool intended to support a shared understanding of effective leadership practice between a superintendent and school committee members.

Designed around the 21 Indicators from the <u>Standards of Effective Administrative Leadership</u> (603 CMR 35.04), the Indicator Rubric includes descriptions of a superintendent's practice for each *Indicator* and articulates the specific responsibilities that a school committee may be expected to reasonably evaluate. This is a significant departure from the more detailed, *element*-level rubrics associated with other educator roles in the model system for educator evaluation.

While this structural difference results in a shorter, less complex evaluation tool, it does *not* simplify the responsibilities of a superintendent. All 21 Indicators associated with the four Standards of Effective Administrative Leadership remain in place, and the superintendent is still expected to meet expectations associated with each Standard, typically assessed by focusing on one to two Indicators per Standard each year. Describing practice at the Indicator level rather than at the element level acknowledges the following unique components of an educator evaluation process conducted by a school committee:

- The Role of the School Committee: The school committee's role is governance, rather than management. A school committee thereby focuses on the what and the why (governance) of superintendent leadership, rather than the how (management). The Indicator Rubric does the same.
- The Composition of a School Committee: The school committee as "evaluator" is comprised of multiple individuals, rather than a single evaluator. This demands consensus building, a process made exponentially easier when focused around fewer descriptors of practice.
- The Focus of a School Committee: School committee members, many of whom are often non-educators, focus primarily on the outcome of a superintendent's work, rather than the details of implementation. The Indicator Rubric guides committee members to maintain this focus.
- A Public Process. The superintendent's evaluation is the only educator evaluation conducted in public. The Indicator Rubric includes the practices to which a committee can reasonably be expected to have access or insight, such that the public process of collecting and evaluating evidence may be conducted with transparency and integrity.

STANDARD I: Instructional Leadership

The education leader promotes the learning and growth of all students and the success of all staff by cultivating a shared vision that makes powerful teaching and learning the central focus of schooling.

	Unsatisfactory	Needs Improvement	Proficient	Exemplary
I-A: Curriculum	Does not ensure the implementation of standards-based units of instruction across the district (e.g. fails to provide adequate resources or training).	Ensures that most instructional staff implement standards-based units of instruction consisting of well-structured lessons, but curricula in some schools or content areas lack appropriate rigor or alignment to state standards.	Monitors and assesses progress across all schools and content areas to ensure that all instructional staff implement effective and rigorous standards-based units of instruction consisting of well-structured lessons with measurable outcomes.	Empowers administrators to ensure all instructional staff collaboratively plan, adapt as needed, and implement standards-based units comprised of well-structured lessons aligned to state standards and local curricula. Continually monitors and assesses progress, and provides additional supports as needed. Models this practice for others.
I-B: Instruction	Does not ensure that instructional practices across schools and content areas reflect high expectations for teaching and learning, are engaging and motivating, or meet the diverse learning of all students; or establishes inappropriately low expectations for teaching and learning.	Supports instructional practices in some schools or content areas that reflect high expectations, engage all students, and are personalized to accommodate diverse learning styles, needs, interests, and levels of readiness; but allows lower expectations and/or insufficiently engaging instruction to persist in parts of the district.	Monitors and supports principals and instructional staff through observations and feedback to ensure that instructional practices in all settings reflect high expectations regarding content and quality of effort and work, engage all students, and are personalized to accommodate diverse learning styles, needs, interests, and levels of readiness.	Sets high expectations for the content and quality of instruction and empowers all administrators to do the same, such that instructional practices throughout the district are engaging, inclusive, and personalized to accommodate diverse learning needs of all students. Stays informed of new, evidenced-based instructional practices and provides resources and supports to implement them as needed. Monitors principals and instructional staff in support of these practices through observations and feedback.



	Unsatisfactory	Needs Improvement	Proficient	Exemplary
I-C: Assessment	Does not set expectations around or ensure the use of a variety of formal and informal assessment methods throughout the district.	Encourages most principals and administrators to facilitate practices that propel personnel to use a variety of formal and informal methods and assessments to measures student learning, growth, and understanding, but assessment use and analysis is inconsistent throughout the district.	Monitors and supports principals and instructional staff through observations and feedback to ensure that all principals and administrators facilitate practices that propel personnel to use a variety of formal and informal methods and assessments to measure student learning, growth, and understanding and make necessary adjustments to their practice when students are not learning.	Empowers teams of administrators and instructional staff to use a comprehensive system of informal and formal assessment methods to measure each student's learning, growth, and progress toward achieving state/local standards, and to use findings to adjust instructional practice and implement appropriate interventions and enhancements for students. Ensures alignment of assessments to content and grade level standards, and monitors administrators' efforts and successes in this area. Models this practice for others.
I-D: Evaluation	Does not supervise and evaluate administrators in alignment with state regulations or contract provisions, such that: • Administrators' goals are neither SMART nor aligned to school and/or district goals, and/or • Administrators rarely provide quality supervision and evaluation to other staff; and/or • Administrators are rarely, if ever, observed and provided with feedback on their own leadership practice.	Supervises and evaluates administrators in alignment with state regulations and contract provisions, but: Some administrator goals may not be SMART or aligned to school and district priorities; and/or Observations of and feedback to staff by other administrators is inconsistent or nonspecific; and/or Observations of and feedback to administrators by the superintendent are inconsistent or nonspecific.	Provides effective and timely supervision and evaluation of all staff in alignment with state regulations and contract provisions, as evidenced by: Support to all administrators in developing SMART goals aligned to school and district priorities, Guidance, support and monitoring for all administrators to ensure they observe and provide useful feedback to faculty and staff, and Frequent observations of and feedback to administrators on effective leadership practice.	Provides effective and timely supervision and evaluation of all staff in alignment with state regulations and contract provisions, as evidenced by: • Support to all administrators to develop and attain SMART goals aligned to school and district priorities, and sharing best practices and success with the district community; • Guidance, support and monitoring for all administrators to ensure they observe and provide useful feedback to faculty and staff; • Frequent observations of and feedback to administrators on effective leadership practice. Models this process through the superintendent's own evaluation process and goals.



	Unsatisfactory	Needs Improvement	Proficient	Exemplary		
I-E: Data-Informed Decision Making	Gathers limited information on district strengths and weaknesses and writes district and annual action plans that lack data-informed goals.	Identifies multiple sources of evidence related to student learning to assess the district's strengths and areas for improvement, but these data are not comprehensive and/or analysis is insufficient, such that district and annual action plans lack focused or measurable goals.	Uses multiple sources of evidence related to student learning, including state, district, and school assessment results and growth data, to inform district goals and improve organizational performance, educator effectiveness, and student learning. Regularly monitors and shares progress with the community. Supports principals to align school improvement goals to district plans and goals.	Leads administrator teams in identifying and using multiple sources of evidence including state, district, and school assessment results and growth data, educator evaluation data, district culture and climate information, to assess and communicate the district's strengths and areas for improvement. Involves stakeholders in the creation of district improvement and annual action plans comprised of measurable, results-oriented goals, and empowers principals to develop and implement similarly robust and aligned school plans and goals. Regularly monitors and shares progress with the community.		
I-F: Student Learning	Demonstrates expected impact on student learning based on multiple measures of student learning, growth, and achievement, including student progress on common assessments and statewide student growth measures where available. There are no associated performance descriptors for the Student Learning Indicator. For administrators, evidence of impact on student learning based on multiple measures of student learning, growth, and achievement must be taken into account by the evaluator(s) when determining a performance rating for Standard I. Evaluators and educators should identify the most appropriate assessments of student learning and anticipated student learning gains associated with these measures when developing the Educator Plan. For suppristant data and other district leaders multiple					
	student learning gains associated with those measures when developing the Educator Plan. For superintendents and other district leaders, multiple measures of student learning might include (but should not be limited to) statewide assessments, assessments from curricular materials used in multiple schools, district-created common assessments, or others measures that provide information about student learning across the district.					



STANDARD II: Management and Operations

Promotes the learning and growth of all students and the success of all staff by ensuring a safe, efficient, and effective learning environment, using resources to implement appropriate curriculum, staffing, and scheduling.

	Unsatisfactory	Needs Improvement	Proficient	Exemplary
II-A. Environment	Fails to establish plans, procedures, routines, and operational systems that address the safety, health, and emotional and social needs of students throughout the district, such that schools and other buildings are not generally clean, attractive, welcoming, or safe.	Oversees plans, procedures, routines, and operational systems that address the safety, health, and emotional and social needs of students, but allows for variation in implementation and/or quality across the district, such that not all students have equitable access to clean, safe, and supportive learning environments.	Develops and executes effective plans, procedures, routines, and operational systems to address a full range of safety, health, and emotional and social needs of students throughout the district, as evidenced by: orderly and efficient student entry, dismissal, meals, class transitions, assemblies, and recess; school and district buildings that are clean, attractive, welcoming, and safe; and safe and supportive learning environments for all students.	Empowers all administrators to develop and execute effective plans, procedures, routines, and operational systems to address a full range of safety, health, and emotional and social needs of all students throughout the district, as evidenced by: • orderly and efficient student entry, dismissal, meals, class transitions, assemblies, and recess; • school and district buildings that are clean, attractive, welcoming, and safe; and • safe and supportive learning environments for all students. Assesses efficacy using feedback from students, staff, and families, and other data sources, and makes adjustments as necessary. Models this practice for others



	Unsatisfactory	Needs Improvement	Proficient	Exemplary
II-B. Human Resources Management & Development	Does not implement any formal processes for the recruitment and hiring of faculty and staff, and/or fails to provide sufficient induction, development, or career growth supports to educators, as evidenced by an inability to reliably hire and retain educators that meet the learning needs of district students.	Oversees processes for recruitment, hiring, induction, development, and career growth, but systems are inadequately or inconsistently implemented throughout the district, and/or do not consistently promote the hiring, retention, and support of a diverse, effective educator workforce.	Monitors and supports the implementation of a cohesive approach to recruitment, hiring, induction, development, and career growth that promotes high-quality and effective practice, as evidenced by districtwide systems that support: Hiring and retaining a diverse workforce; Comprehensive induction supports for new educators; Job-embedded professional development aligned with district goals; and Distributed leadership opportunities to support educator career growth.	Ensures a districtwide system for recruiting, hiring, and retaining an effective and diverse workforce of administrators and educators who share the district's mission and meet the learning needs of all students, as evidenced by: • comprehensive induction supports for all new educators; • job-embedded professional learning that (a) reinforces district goals, (b) results in high-quality and effective practice; and • formalized distributed leadership and career growth opportunities. Empowers all administrators to implement these systems consistently.
II-C. Scheduling and Management Information Systems	Does not implement systems to ensure optimal use of time for teaching, learning, or collaboration, such that instructional time is inadequate and/or routinely disrupted, and administrators have limited to no opportunities to collaborate around meaningful practice.	Encourages the use of scheduling and management information systems that promote time for teaching and learning, but does not monitor efficacy throughout the district and/or allows for frequent schedule disruptions; provides inadequate time for administrators to collaborate around leadership practice.	Uses systems to ensure optimal use of time for teaching, learning, and collaboration, as evidenced by: school schedules that maximize student access to quality instructional time and minimize school day disruptions; and regular opportunities for administrators to collaborate.	Empowers administrators and teams to contribute to the design and monitoring of district systems that maximize access to quality instructional time for all students, and minimize disruptions and distractions for all school-level staff. Supports ongoing administrator collaboration within and across schools.



	Unsatisfactory	Needs Improvement	Proficient	Exemplary	
II-D. Laws, Ethics and Policies	Demonstrates lack of awareness or consistent non-compliance with some or all state and federal laws and mandates, school committee policies, or collective bargaining agreements, and/or fails to adhere to ethical guidelines.	May know state and federal laws and mandates, school committee policies, and collective bargaining agreements, but inconsistently complies with some laws or policies, and/or ethical guidelines.	Understands and complies with state and federal laws and mandates, school committee policies, collective bargaining agreements, and ethical guidelines, and provides the resources and support to ensure district-wide compliance.	Provides the resources and support for all school personnel to understand and comply with state and federal laws and mandates, school committee policies, collective bargaining agreements, and ethical guidelines. Models this practice for others.	
II-E. Fiscal Systems	Develops a budget that does not align with the district's goals or mismanages available resources. Does not communicate budget rationale or financial short falls to staff, community members, municipal stakeholders, or the school committee.	Develops a budget that loosely aligns with the district's vision, mission, and goals, and/or inconsistently manages expenditures and available resources. Does not effectively communicate budget rationale to staff, community members, municipal stakeholders, and the school committee.	Develops a budget that supports the district's vision, mission, and goals; allocates and manages expenditures consistent with district/school-level goals and available resources; and effectively communicates budget rationale to staff, community members, municipal stakeholders, and the school committee. Provides regular updates on implementation of the budget.	Leads the administrator team to develop a district budget aligned with the district's vision, mission, and goals that addresses the needs of all students. Allocates and manages expenditures consistent with district/schoollevel goals, and seeks alternate funding sources as needed. Proactively communicates budget rationale to staff, community members, municipal stakeholders, and the school committee. Provides regular updates on implementation of the budget.	



STANDARD III: Family and Community Engagement

Promotes the learning and growth of all students and the success of all staff through effective partnerships with families, community organizations, and other stakeholders that support the mission of the school and district.

	Unsatisfactory	Needs Improvement	Proficient	Exemplary
III-A. Engagement	Does little to welcome families as members of the district, classroom or school community, or tolerates an environment that is unwelcoming to some families.	Invites families to participate in the classroom and school community, but efforts are limited or insufficient, leading to limited family involvement throughout the district.	Promotes, monitors and supports comprehensive, culturally responsive and collaborative engagement practices that welcome and encourage every family to actively participate in the classroom and school community, and engages community stakeholders to contribute to the classroom, school, and community's effectiveness.	Ensures that all personnel to use culturally responsive and collaborative practices that engage all families to contribute to district, classroom, school, and community effectiveness, including but not limited to families with limited access to technology, and families whose home language is not English. Actively engages stakeholders from all segments of the community, including residents, municipal officials, and business leaders, in furthering the mission of the school and the district. Models this practice for others.
III-B. Sharing Responsibility	Does not ensure that administrators are identifying student learning and development needs and working with families to address them. Encourages administrators to work with families to address students struggling academically or behaviorally, but does not consistently monitor these activities to ensure that student needs are being met, either within or outside of schools.		Monitors adherence to district-wide policies and practices that promote continuous collaboration with families to support student learning and development both at home and at school, as evidenced by: • the collaborative identification of each student's academic, social, emotional, and behavioral needs; and • connecting families to the necessary resources and services within the school and the community to meet students' learning needs.	Empowers all administrators to regularly collaborate with families to address each student's academic, social, emotional, and behavioral needs, and to access as needed necessary services within and outside of schools to address those needs. Monitors these processes to ensure all student needs are being met. Models this practice for others.



	Unsatisfactory	Needs Improvement	Proficient	Exemplary
III-C. Communication	Does not set clear expectations for or provide support to administrators regarding regular or culturally sensitive communication with families, and/or allows culturally insensitive, inappropriate, or disrespectful communications with families to occur. District communication regarding student learning and performance occurs primarily through school report cards.	May set expectations regarding regular, two-way, culturally proficient communications with families, but allows occasional communications that are culturally insensitive to some families' home language, culture, and values. District communication primarily occurs through school newsletters and other one-way media.	Engages in regular, two-way, culturally proficient communication with families and community stakeholders about student learning and performance, that is provided in multiple formats and reflects understanding of and respect for different families' home languages, culture, and values.	Supports and empowers all administrators to engage in regular, two-way, culturally responsive communications with families about student learning and performance. District-wide communications with families are provided in multiple formats and respect and affirm different families' home languages, culture, and values.
III-D. Family Concerns	Does not address most family concerns in a timely or effective manner, fails to provide systems or supports for administrators to do the same, and/or allows responses to be inconsistent or insufficient. Resolutions are often not in the best interest of students.	Ensures that most family concerns are addressed as they arise, but responsiveness is inconsistent across the district. Supports administrators to reach solutions to family concerns, but may not ensure equitable resolutions that are in the best interest of students.	Addresses family concerns in an equitable, effective, and efficient manner, and supports administrators to seek equitable resolutions to both academic and non-academic concerns that (a) reflect relevant information from all parties including families, faculty, and staff, and (b) are in the best interest of students.	Ensures that all family concerns are addressed in a timely and effective manner throughout the district; empowers administrators to proactively respond as academic or non-academic concerns arise; and promotes collaborative problem solving processes informed by relevant input from all families, faculty, and staff that result in equitable solutions that are in the best interest of students. Models this practice for others.



STANDARD IV: Professional Culture

Promotes success for all students by nurturing and sustaining a school culture of reflective practice, high expectations, and continuous learning for staff.

	Unsatisfactory	Needs Improvement	Proficient	Exemplary
IV-A. Commitment to High Standards	Does not encourage high standards of teaching and learning or high expectations for achievement among administrators, as evidenced by: 1. a failure to develop or articulate the district's mission or core values; and 2. an inability or unwillingness to lead administrator leadership meetings that inform school and district matters.	May articulate high standards for teaching and learning, but expectations are inconsistently applied throughout the district, as evidenced by: 1. Mission and core values are present but may not reflect district-wide buy-in, or are rarely used to inform decision-making. 2. Meetings: Leads administrator leadership meetings that address matters of consequence but may not result in meaningful decision-making.	Fosters a shared commitment to high standards of teaching and learning with high expectations for achievement for all, including: 1. Mission and core values: Develops, promotes, and secures staff commitment to core values that guide the development of a succinct, results-oriented mission statement and ongoing decision-making. 2. Meetings: Plans and leads well-run and engaging meetings that have clear purpose, focus on matters of consequence, and engage participants in a thoughtful and productive series of conversations and deliberations about important school matters.	Established a district-wide commitment to high standards of teaching and learning with high expectations for achievement for all, including: 1. Mission and core values: Collaborates with educators and community members to develop, secure and/or promote core values and an aligned mission, and to use them to guide decision making. 2. Meetings: Empowers administrators to share responsibility for leading team meetings that address important district matters, and foster collaborative learning and problem-solving around instructional leadership issues. Models this practice for others.



	Unsatisfactory	Needs Improvement	Proficient	Exemplary	
IV-B. Cultural Proficiency	Develops and implements culturally insensitive or inappropriate policies and practices, does not support administrators and staff in building cultural proficiency, and/or fosters a culture that minimizes the importance of individual differences.	Takes pride in having a diverse administration, faculty and/or student body, but some policies and practices are not culturally responsive; and/or provides limited resources for administrators to support the development of culturally responsive learning environments and school culture that affirms individual differences.	Ensures that policies and practices enable staff members and students to interact effectively in a culturally diverse environment in which students' backgrounds, identities, strengths, and challenges are respected, as evidenced by the sufficient provision of guidance, supports, and resources to all schools to promote culturally responsive learning environments and school cultures that affirm individual differences of both students and staff.	Leads stakeholders to develop and implement culturally responsive policies and practices that acknowledge the diverse backgrounds, identities, strengths, and challenges of administrators, students and staff. Empowers administrators with time, resources, and supports to build culturally responsive learning environments and collaborates with community members to create a culture that affirms individual differences. Models this practice for others.	
interpersonal, written, or verbal communication skills at times, such that staff, families and community members, and/or interpersonal, communication to staff, familie members, and,		Demonstrates adequate interpersonal, written, and verbal communication skills, but outreach to staff, families and community members, and/or the school committee may be inconsistent or unclear.	Demonstrates strong interpersonal, written, and verbal communication skills, as evidenced by regular and informative outreach to staff, families and community members, and the school committee in a manner that advances the work of the district. Regularly seeks and considers feedback in decision-making.	Utilizes and models strong context- and audience-specific interpersonal, written, and verbal communication skills. Actively seeks and incorporates feedback into decision-making and in communicating rationale for the decisions to staff, family, community members and school committee.	



	Unsatisfactory	Needs Improvement	Proficient	Exemplary
IV-D. Continuous Learning	Accepts the practice of administrators working largely in isolation, without consideration of data and best practices. Does not reflect on leadership practice or demonstrate new ways of thinking about administration and leadership.	Encourages administrators and teams to reflect on the effectiveness of instruction and student learning and use data and best practices to adapt practice, but does not monitor administrators in these practices to ensure consistency or efficacy. Occasionally reflects on their own leadership practice.	Develops and nurtures a culture in which staff members are reflective about their practice and use student data, current research, best practices and theory to continuously adapt instruction and achieve improved results, as evidenced by: Supporting regular opportunities for administrators and teams to reflect on and collaborate around the effectiveness of a wide range of practices related to instruction and student learning, and Engaging in their own continuous learning to improve leadership practice. Models these behaviors in their own practice.	Develops, nurtures, and models a culture in which all staff members are reflective about their practice and use student data, current research, best practices and theory to continuously adapt instruction and achieve improved results, as evidenced by: • Empowering all administrators to collaborate and share knowledge and skills of best practices that improve student learning within their own buildings, and • Regularly reflecting on and improving their own leadership practice in order to develop new approaches to improve overall district effectiveness.
IV-E. Shared Vision	Does not engage stakeholders in the creation of or commitment to a shared educational vision, such that the vision is not one in which all students will be prepared to succeed in postsecondary education and become responsible citizens and community contributors.	Engages some administrators, staff, students, families, and community members in developing and committing to a shared educational vision focused on student preparation for college and career readiness, civic engagement, responsible citizenship, and community contributions, but stakeholder engagement is limited and/or the vision is unrepresentative of the district community.	Continuously engages all stakeholders in the creation of (or commitment to) a shared educational vision focused on student preparation for college and career readiness, civic engagement, community contributions, and responsible citizenship. ¹	Leads administrators, staff, students of all ages, families, and community members to develop and internalize a shared educational vision around student preparation for college and careers, civic engagement, community contributions, and responsible citizenship. Ensures alignment of school and district goals to this vision. Models this practice for others.

¹ The original Indicator language is modified in this rubric to reflect a more expansive definition of student success that is inclusive of college and career readiness. This definition is reflected in the other model rubrics as well as Massachusetts policies and initiatives to improve outcomes for all students.

Indicator Rubric for Superintendents

	Unsatisfactory	Needs Improvement	Proficient	Exemplary
IV-F. Managing Conflict	Does not respond to disagreement or dissent and/or does not address conflict in a solutions-oriented or respectful manner. Does not attempt or fails to build consensus within the district and school communities.	Responds respectfully to most cases of disagreement and dissent, but employs only a limited range of strategies to resolve conflict and build consensus within the district and school communities, with varying degrees of success.	Employs strategies for responding to disagreement and dissent, constructively resolving conflict, and building consensus throughout district and school communities, while maintaining a commitment to decisions that are in the best interest of all students.	Models a variety of strategies for responding respectfully and effectively to disagreement and dissent, and resolves conflicts in a constructive manner such that all parties are able to move forward productively. Regularly strives to achieve consensus within the district and school communities, while maintaining a commitment to decisions that are in the best interest of all students. Empowers and supports administrators to use these approaches in their own leadership.





Chamberland, Elizabeth <echamberland@auburn.k12.ma.us>

hank you RE: Strategic Plan Update Meeting

messages

: "Chamberland, Elizabeth" <echamberland@auburn.k12.ma.us>

Wed, Aug 10, 2022 at 7:50 AM

Good Morning Dr. Chamberland,

I just want to thank you and the entire APS team for your attention to detail and efforts on this very big strategic plan. (It is truly so much to cover, lots of levels and topics and bullet points...etc.) It is so overwhelming and honestly so heartwarming to know that our students have this APS team with one goal in mind.

Thank you for including folks like me, just a parent voice with only a few comments and questions. So many great points being brought up and good conversations about how to make it work into this plan. Great idea on including more families and students on their opinions and thoughts.

We are so lucky! Thank you.

A. The A.



Re: Save \$100 or more & COVID 19 Positives-May 5, 2022

2 messages

To: echamberland@auburn.k12.ma.us

Thu, May 5, 2022 at 6:47 PM

Thank you Mrs. Chamberland for being you. You are fantastic!



Get Outlook for iOS



Chamberland, Elizabeth <echamberland@auburn.k12.ma.us>

Re: Superintendent position

2 messages

Mon, Apr 25, 2022 at 5:57 PM

To: echamberland@auburn.k12.ma.us

Dear Mrs. Chamberland:

Honestly, I don't think they need to look any further for candidates.

You have grown up with a majority of the kids & would be the best Superintendant!

Good luck!

Again, thanks for the positive texts, along with all the school news & updates! I really appreciate it.

Feels more clear when you represent an idea.





Thank you!

2 messages

Mon, Apr 25, 2022 at 9:08 PM

To: "Chamberland, Elizabeth" <echamberland@auburn.k12.ma.us>

Beth,

Thank you so much for all that you do for the students of Auburn! My wife Mary and I feel great when reading your upbeat, positive and motivating emails.

My son many, now at SWIS, formerly at Bryn Mawr with you and then Marie Mahan is learning a great deal each day with Mrs. Scanlon, loves Math and thinks Mr. Moriarty is such a cool P.E. teacher with all his planned activities as well as sharing his passion about his Professional discus/Frisbee golf status. As a great little hockey and soccer player, many has a wonderful role-model to witness in each class with Mr. Moriarty.

I write as well to thank you for being Auburn's new Interim Superintendent. I can only imagine all the work in-front and behind-the-scenes that you and your staff do on a daily basis.

Even though I've lived in Auburn for 11 years now, (originally from Grafton/moved back down from Keene, NH)) and have taught in Marlborough for the past 10 years, I don't know many staff or much of the ins and outs of APS. But from what I hear and read and see (and feel), and who my son has had for teachers, and how we've watched him grow and learn to love learning, well, we feel blessed.

I just wanted to share those thoughts and wish you continued success in your role! As a parent benefitting from your leadership, and the leadership team at APS, I am rooting for your continued tenure in your current position. :)

PS, our daughter will be starting kindergarten at Bryn Mawr in the fall. We are excited for her as well. She's a cutie!

Sincerely, and thanks again!



Chamberland, Elizabeth <echamberland@auburn.k12.ma.us>

Re: Superintendent Update

2 messages

Thu, Apr 14, 2022 at 6:43 PM

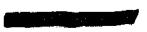
To: echamberland@auburn.k12.ma.us

Dear Mrs. Chamberland,

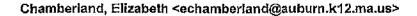
Thank your for your hard work and dedication to the Auburn School system and our kids. I have been extremely impressed with your communication and approachability throughout the last three months as Acting Superintendent. Auburn is very lucky to have you. I hope this will become your permanent position. Please know you have the parents and community support.

Thank you for everything you do.

Sincerely,



Sant from my iPhone





The veterans salute

? messages

Fo: Elizabeth Chamberland <echamberland@auburn.k12.ma.us>

Mon, May 23, 2022 at 2:23 PM

Hi Dr. Chamberland,

I wanted to thank you for taking action and speaking with the police chief about yesterdays veteran salute that scared so many families and children at the lacross game.

I was very upset when I read Jen Osborn's account and reached out to her. To see children lying in fear on the ground and to read her account as well as others was shocking. Having seen her update about you taking action really put me at ease.

You are a fantastic leader in our town. Thank you for being a liaison to effectively communicate and find a solution for everyone going forward.



Chamberland, Elizabeth <echamberland@auburn.k12.ma.us>

Re: Graduation!!!! and COVID 19 Positives-June 10, 2022

2 messages

To: echamberland@auburn.k12.ma.us

Fri, Jun 10, 2022 at 5:36 PM

Beth.

I just wanted to say how much I appreciate the tone of your emails. You make me think that you are one of those people that everyone loves to work for. Auburn is lucky to have you in this position!



Sent from my iPhone



Fwd: Sharing positive thoughts

1 message

To: bchamberland@auburn,k12.ma.us

Thu, May 19, 2022 at 6:12 PM

Hello Dr. Chamberland.

I realized tonight reading another one of your emails, that I should share the positive thoughts I have about you with you directly. I am so very pleased at the way you communicate. I have been a big proponent of the Auburn public schools, and believe that directly communicating, both positives and challenges, with the person/people is the best we can do. I have been very impressed with your balance of professionalism, honesty, humor, and authenticity from the start! Having been in a position of leadership myself. I know how hard the position is and how difficult this is to attain. I also know the reality of "you can't please everyone", so, wholeheartedly, also know how special it is when people take the time to tell you what you are doing right! Why is it that those with complaints seem to have more time to communicate? There are always going to be more people out there telling you how you got it wrong! It's just how we are wired. You are doing so much right we appreciate your efforts.

My daughter, is about to graduate. You made her trip and experience at the Superintendent's event very memorable. While we are on our way out of the school experience, as you are on your way in, I would like to personally congratulate and thank you. Having been a special education teacher in my distant past, I hope to stay connected and support great administrators like you!

Warmly,

Proud mom of

Subject: Re: We made itl and COVID 19 Positives-June 21, 2022



Chamberland, Elizabeth <echamberland@auburn.k12.ma.us>

Re: We made it! and COVID 19 Positives-June 21, 2022

3 messages

To: echamberland@auburn.k12.ma.us

Tue, Jun 21, 2022 at 5:45 PM

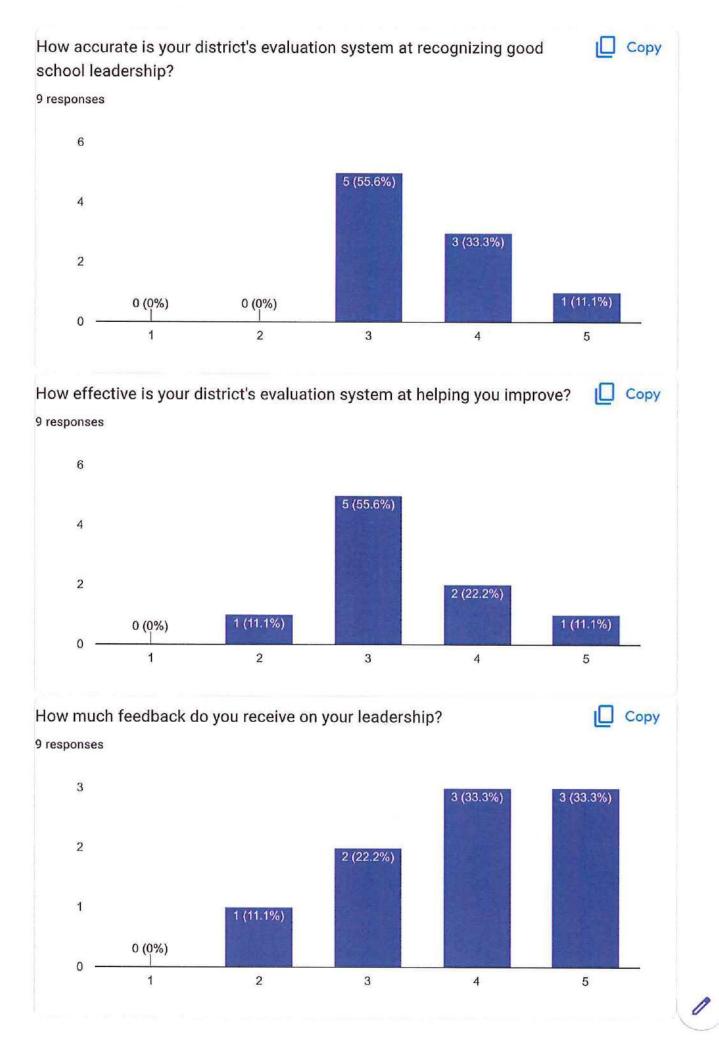
Dear Dr. Chamberland.

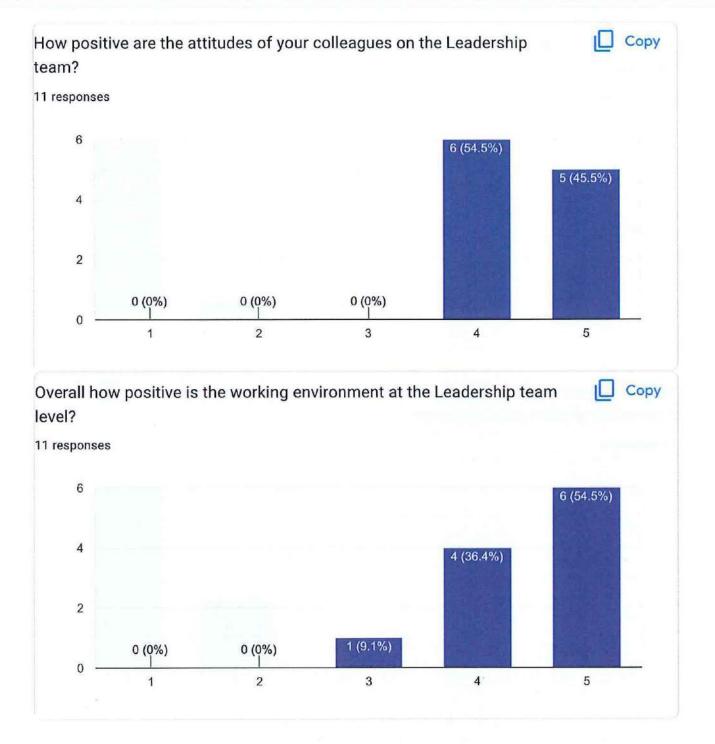
I just wanted to let you know I am one of your biggest supporters. I was thrilled to hear that you were the new Superintendent of Auburn. You definitely were and are up for the job. I knew when I met you at Bryn Mawr almost 11 years ago what a tremendous impact you would have on the children, families and staff of Auburn! I look forward to seeing you around Auburn since Erin will be at the high school in the fall. Have a wonderful summer. You deserve it!

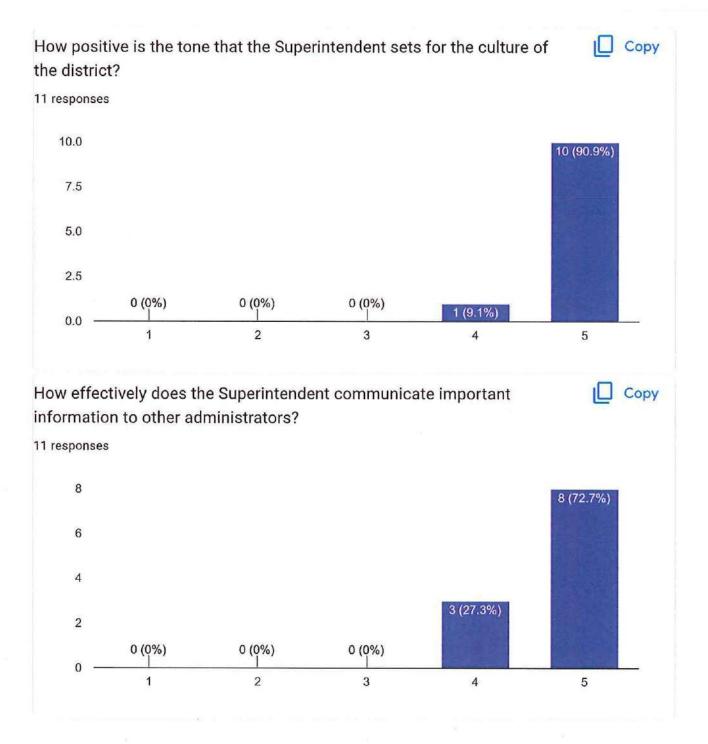
Sincerely,

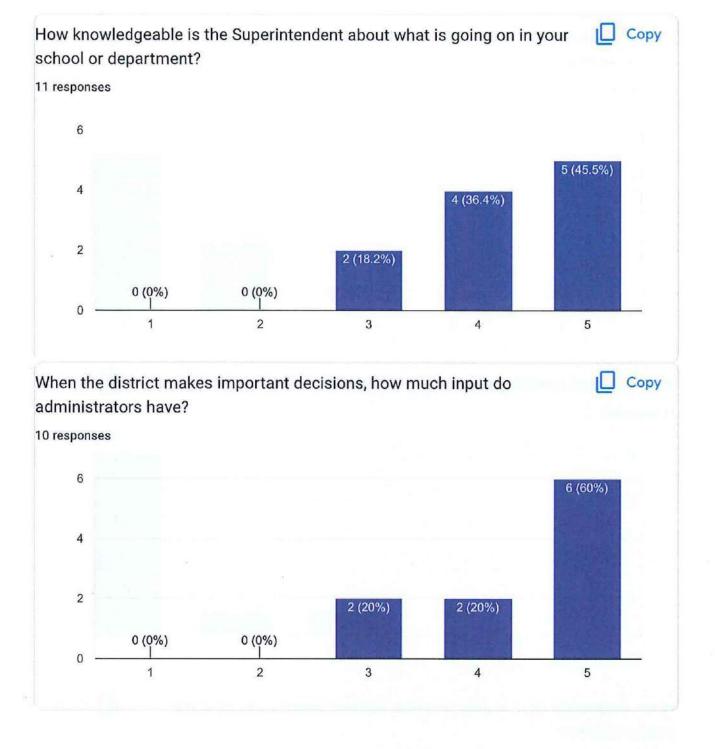
Superintendent Survey - August 2022 11 responses Publish analytics Сору How comfortable are you discussing race-related topics with your staff? 11 responses 6 6 (54.5%) 4 (36.4%) 2 1 (9.1%) 0 (0%) 0 (0%) 2 3 4 5 Сору How well does the District help you and your team speak out against racism? 10 responses 6 5 (50%) 4 4 (40%) 2 1 (10%) 0 (0%) 0 (0%) 4 2 3 5



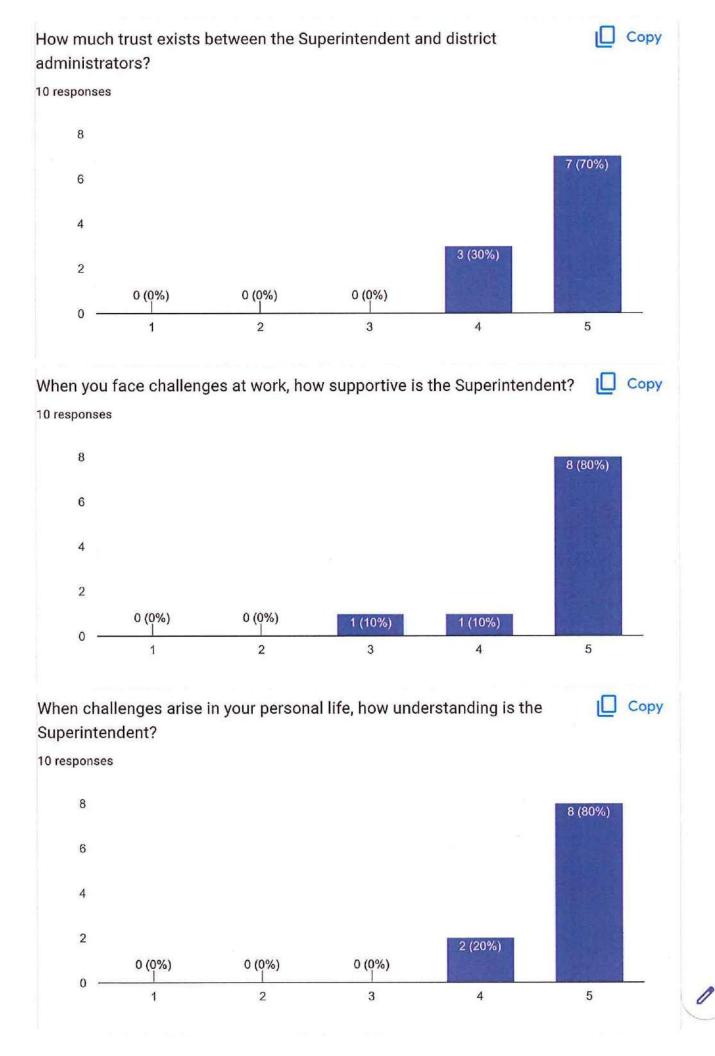


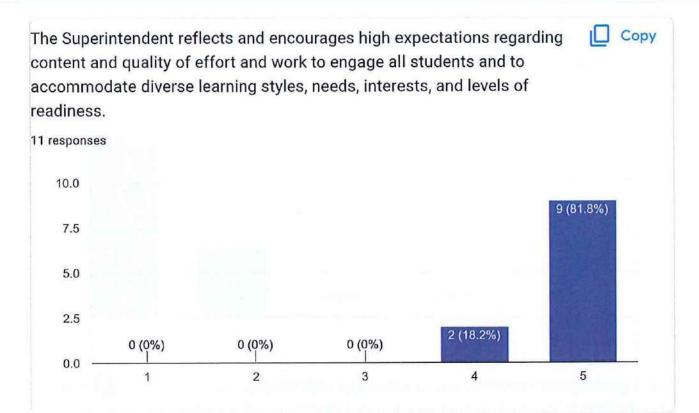


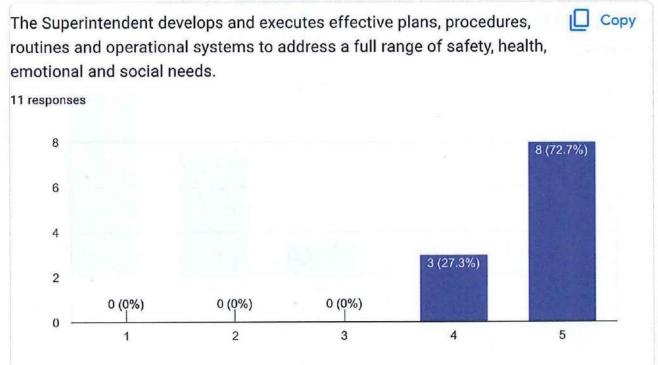


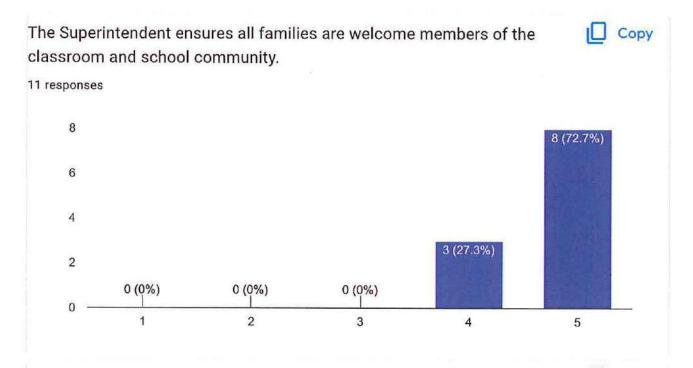


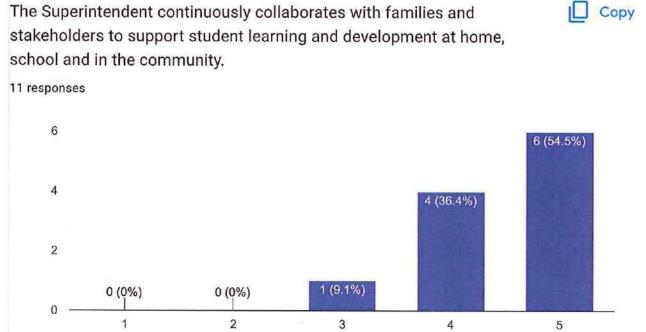


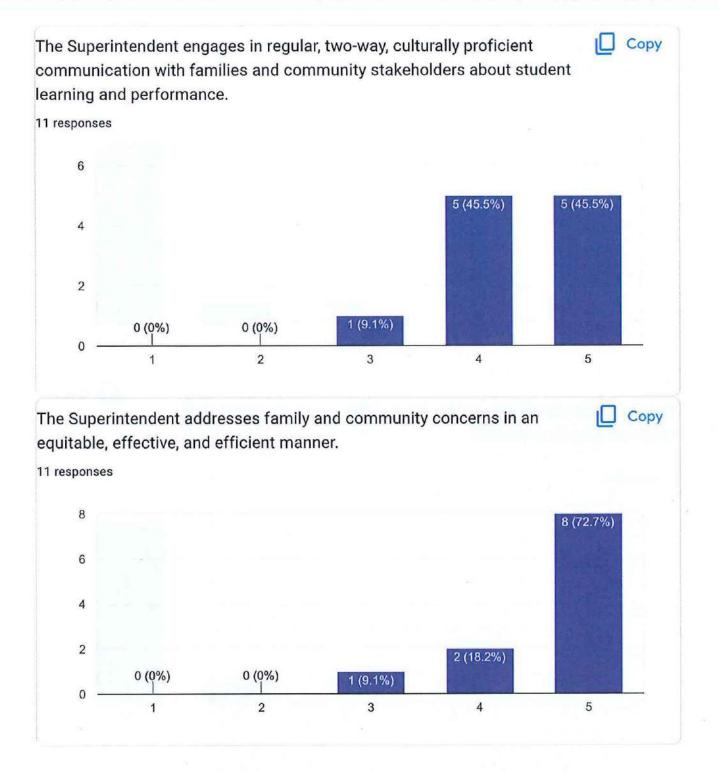


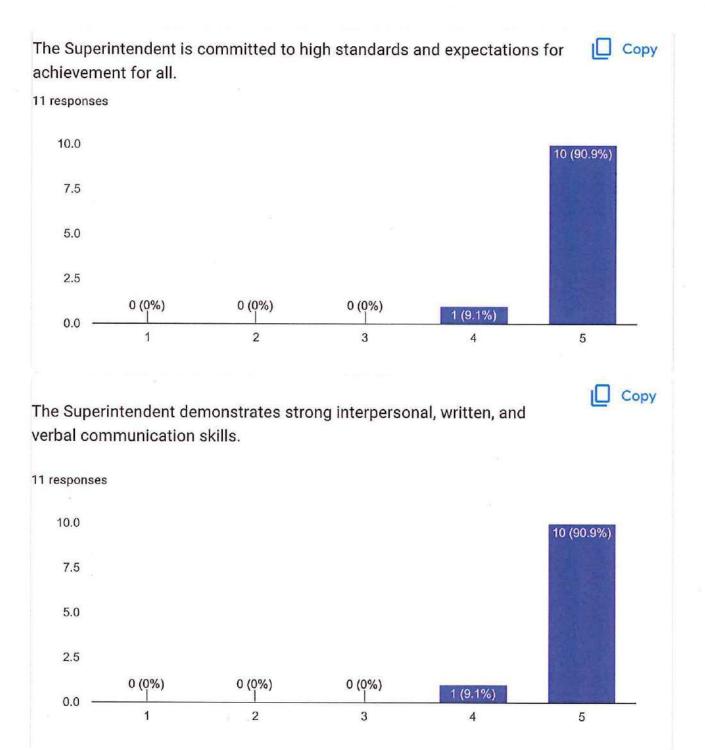


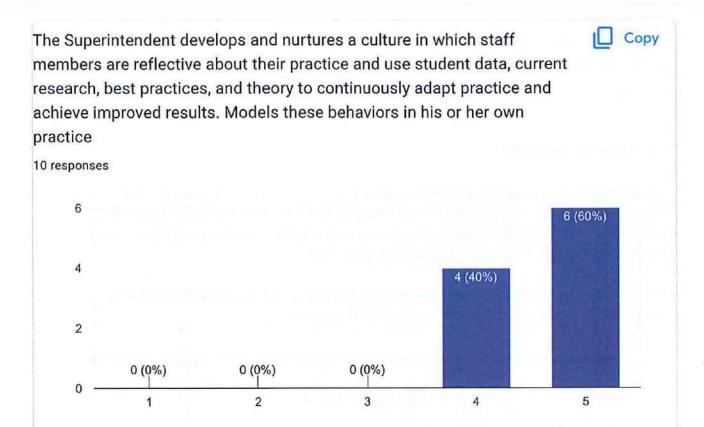


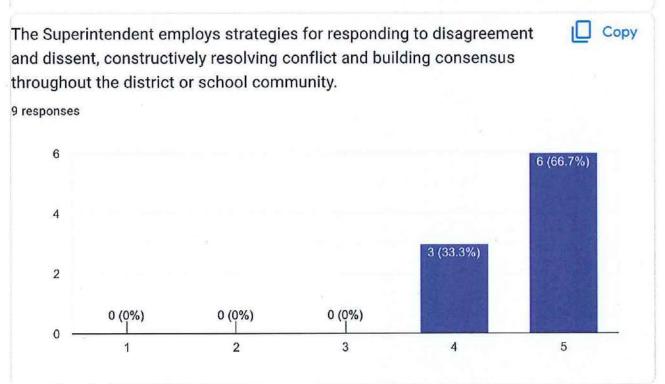












Please share anything beyond the included questions that you would like me to know as I work to support you and move the district forward.

2 responses

You are doing a great job!

Dr. Chamberland is doing an outstanding job in a very difficult role. The manner in which she has taken control of what was for a time a very uncertain situation has been remarkable. She has nearly singlehandedly (though she will not agree with this) stabilized our district and inspired confidence in the school community once again.

Dr. Chamberland is skilled at being supportive and positive, but also holding employees accountable. That's not an easy dichotomy, but she gets it.

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Massachusetts Department of Elementary and Secondary Education

75 Pleasant Street, Malden, Massachusetts 02148-4906

Teléphone: (781) 338-3000 TTY: N.E.T. Relay 1-800-439-2370

April 12, 2018

Dr. Cathy Cummins, Executive Director Assabet Valley Collaborative 28 Lord Road, Suite 130 Marlborough, MA 01752

Re: Assabet Valley Collaborative - Amended Articles of Agreement

Dear Dr. Cummins:

On behalf of the Board of Elementary and Secondary Education, I am happy to inform you that I have approved the amendment to the Assabet Valley Collaborative Articles of Agreement, as most recently amended on March 3, 2015, and as required by M.G.L. c. 40, § 4E, and 603 C.M.R. 50.00. This most recent amendment adds the school committee of Auburn as a member district.

Effective July 1, 2018, the membership of the Assabet Valley Collaborative will consist of the following member school committees: Assabet Valley Regional Vocational, Auburn, Berlin, Berlin-Boylston, Boylston, Hudson, Grafton, Marlborough, Maynard, Millbury, Nashoba Regional, Northborough, Northborough-Southborough, Shrewsbury, Southborough, and Westborough.

Please inform the Collaborative Board of Directors of this approval and request that they inform their member school committees. Please also assure your board of our continued support of your collaborative efforts to supplement and strengthen the programs of your member school committees.

Thank you for your assistance throughout this process. Should you have any questions, please contact Paulajo Gaines, Collaborative Coordinator, at 781-338-6540.

Sincerely,

c:

Jeffrey C/Riley

Commissioner of Elementary and Secondary Education

Assabet Valley Collaborative file

Auburn Public Schools FY22 Budget Transfers -Omnibus Transfer #1 For SC Information June 1, 2022

	Function		June 1,	, 2022	
Account Number	Code	Name	From	To	Rationale - Comment
1122011-5344		Bryn Mawr Postage	39.71	••	2.001.01.001
1122011-5421		Bryn Mawr Principal Supplies	255,77		
1123051-5127		Bryn Mawr After School Stipend	2,000.00		
1123051-5425	2000	Bryn Mawr Music Supplies	2.00		
1123051-5440	2000	Bryn Mawr Physical Ed Supplies	76.62		
1123051-5514	2000	Bryn Mawr 504 Supplies	89.36		
1123051-5518	2000	Bryn Mawr Art Supplies	199.06		
1123051-5521		Bryn Mawr After School Supplies	1,000.00		
1125051-5587		Bryn Mawr Library Supplies	33,18		
1126051-5515		Bryn Mawr Audio Visual Supp.	216.08		
1127054-5511		Bryn Mawr Guidance Supplies	28.48		
1422011-5421		Pakachoaag Principal's Supplies	314.64		
1423051-5127 1423051-5425		Pakachoag After School Stipends Pakachoag Music Supplies	2,000,00 437.47		
1423051-5514		Pakachoag 504 Supplies	177.60		
1423051-5518		Pakachoag Art Supplies	396.97		
1423051-5521		Pakachoag After School Supplies	1,000.00		
1425051-5587		Pakachoag Library Supplies	449.63		
1427054-5511		Pakachoag Guidance Supplies	315.62		
1441099-511192		Pakachoag Custodian Salaries	0.14		
1522011-5344	2000	AMS Postage	2,000.00		
1522011-5421	2000	AMS Principal's Supplies	500,00		
1522011-5422	2000	AMS Printing Supplies	5,112.07		
1522011-5737	2000	AMS Principal's PD	1,500.00		
1523052-511170		AMS Teachers' Salaries	10,947.91		
1523052-5128		AMS Technology Stipend	0,20		
1523052-5425		AMS Music Supplies	1,209.60		
1523052-5440		AMS Physical Ed Supplies	1,171.38		
1523052-5514		AMS 504 Supplies	500.00		
1523052-5521		AMS After School Supplies	500.00 1,456,22		
1525052-5587 1526052-5515		AMS Library Supplies AMS Audio Visual Supplies	559.45		
1527054-5511		AMS Guidance Supplies	650.11		
1535052-5518		AMS Art Supplies	1,281.94		
1541099-511192		AMS Custodial Salaries	0.07		
1622011-5344	2000	AHS Postage	500.00		
1622011-5421	2000	AHS Principal Supplies	994.00		
1622011-5422	2000	AHS Printing Supplies	5,768.89		
1622011-5734	2000	AHS Prinicipal Ducs	799.00		
1622011-5737	2000	AHS Principal's PD	1,500.00		
1623053-511170		AHS Teachers' Salaries	10,948.66		
1623053-5440		AHS Physical Ed Supplies	109.25		
1623053-5514		AHS 504 Supplies	250.00		
1623053-5518		AHS Art Supplies	553.64		
1625053-5587		AHS Library Supplies AHS Guidance Salaries	1,105.87 479.95		
1627054-511176 1627054-5511		AHS Guidance Supplies	3,231.09		
1635012-535007		Game Management Ice & Equip	508.49		
1635012-551017		Athletic Training Supplies	1,970,68		
1635012-5737		PD for Athletics	365.00		
1635012-574006	3000	Athletic Insurance	624.00		
1635012-5856	3000	Middle School Athletic Equip.	3,000.00		
1635013-551091	3000	Band Uniforms	391.06		
1635013-551092		Band Equipment	182.38		
1635013-5518		Wood Tech Supplies	3,213,66		
1635053-5517		AHS Graphic Supplies	7,466.04		
1635053-5526		O AHS Curriculim Competitions	8,144.02		
1641099-511192		AHS Custodial Salaries	285.35		
1711099-5301		Legal Notices	1,000.00		
1711099-5732		D School Committee Dues D Superintendent's Salary	1,965.00 23,714,82		
1712099-511151 1712099-5344		Superintendent's Postage	1,144.61		
112077-3344	1000	- Dapermonuomo I Vaugo	1,177.01		

Auburn Public Schools FY22 Budget Transfers -Omnibus Transfer #1 For SC Information June 1, 2022

1712099-5732	1000 Superintendent's Dues	1,313.00
1712099-5737	1000 Superintendent's PD	2,430.46
1714099-5421	1000 Office Supplies	13,14
1714099-5424	1000 Computer Supplies	100.00
1714099-5710	1000 Business Admin Mileage	100,00
1714099-5786	1000 Business Mgr. PD	765.00
1714510-5711	1000 Network Travel	664.00
1721009-5510	2000 ELL Teaching Supplies	3,198.26
1721009-5520	2000 BLL Testing Supplies	601.00
1721009-5713	2000 ELL Staff Travel	100.00
1721009-5732	2000 Asst. Superintendent's Dues	25.00
1721009-5733	2000 Asst Superintendent's Publication	450.00
1721009-5738	2000 Asst Superintendent's PD	1,185.00
1721010-5734	1000 Director of Tech Dues	460,00
1721010-5738	1000 Director of Tech PD	1,500.00
1721012-5344	3000 Athletic Director's Postage	300.00
1721012-5421	3000 Athletic Director's Supplies	460.00
1721012-5732	3000 Athletic Director's Dues	190,00
1721013-5421	3000 Fine Art Director's Supplies	245.60
1721013-5710	3000 Pine Art Director's Mileage	512.00
1723013-5510	2000 Classroom Supplies Fine Arts	6,50
1723509-512071	2000 Substitutes S/W for PD	4,172.98
1723509-5421	2000 System Wide Classroom Supplies	1,313.79
1732099-5307	3000 Physician Stipend	500.00
1732099-5710	3000 Nurses' Mileage	100.00
1732099-5731	3000 Nurses' Conferences	204.88
1741099-5710	4000 Custodian's Mileage Reimb.	503,42
1822011-5344	2000 SWIS Postage	100.00
1822011-5421	2000 SWIS Principal's Supplies	2,625.54
1822011-5734	2000 SWIS Principal's Dues	861.00
1822011-5737	2000 SWIS Principal's PD	106.00
1823051-511172	2000 SWIS Math Para	233.62
1823051-5127	2000 SWIS After School Programming	8,412.21
1823051-5425	2000 SWIS Music Supplies	933.89
1823051-5514	2000 SWIS 504 Supplies	682.03
1823051-5587	2000 SWIS Library Supplies	1,000.00
1826051-5515	2000 SWIS Audio Visual Supplies	740,71
1827054-5511	2000 SWIS Guidance Supplies	1,117.11

Auburn Public Schools FY22 Budget Transfers -Omnibus Transfer #1 For SC Information June 1, 2022

1122011-5442	2000 Bryn Mawr Printing Supplies	71 10	To cover overage in line.
1123008-511172	2000 Bryn Mawr Sped ABA		To cover a contractual agreement
1123008-511179	2000 Bryn Mawr Sped IA		To cover a contractual agreement
1123051-512080	2000 Bryn Mawr Long Term Sub	-	To cover cost of necessary long term substitute
1141099-5231	4000 Bryn Mawr Water	-	To cover additional water costs
1141099-5450	4000 Bryn Mawr Custodial Supplies		To cover cost of additional custodial supplies for the building
1142099-5430	4000 Bryn Mawr Building Repairs	-	To cover cost of additional unplanned building repairs
1422011-5442	2000 Pakachoag Printing Supplies		To cover overage in line.
1423008-511172	2000 Pakachoag Sped ABA		To cover a contractual agreement
1423051-511172	2000 Pakachoag Math Para	-	To cover a contractual agreement To cover overage in line,
1423051-511180	•		
	2000 Pakachoaag Specialists		To cover overage in line.
1432099-511185	3000 Pakachaog Nurse Salaries	•	To cover a contractual agreement
1441099-5450	4000 Pakachoag Custodial Supplies	-	To cover cost of additional custodial supplies for the building
1541099-5450	4000 AMS Custodial Supplies	-	To cover cost of additional custodial supplies for the building
1623008-511179	2000 AHS Sped Instructional Asst.	•	To cover a contractual agreement
1623008-512070	2000 AHS Sped Sub Teachers'	-	To cover costs for necessary teacher substitutes
1623053-512070	2000 AHS Teacher Substitutes	*	To cover costs for necessary teacher substitutes
1623053-512080	2000 AHS Long Term Sub Teacher	6,153.57	· To cover cost of necessary long term substitute
1623053-5425	2000 AHS Music Supplies	264,12	To cover overage in line.
1641099-5450	4000 AHS Custodial Supplies	,	To cover cost of additional custodial supplies for the building
1721009-511184	1000 Asst Superintendent's Secretary	-	To cover a contractual agreement
1721099-5300	2000 Homebound Contracted Services	•	To cover cost of necessry ed services provided at home
1723010-5312	2000 D/W Computer Software	,	To cover cost of additional software needs of the District
1723010-5313	2000 Computer Tech Hardware	-	To cover of replacement of outdated equipment
1723099-51007	1000 Teachers Accrued leave/retire	-	To cover a contractual agreement
1732099-512085	3000 Nurse Substitute Salaries	-	To cover cost nurse substitutes needed throughout District
1732099-5501	3000 Health Services Supplies		To cover cost of additional nursing/health supplies
1733008-5330	3000 Transportation Special Ed		To cover cost of additional special ed tranportation needs
1741099-5341	4000 Telephones D/W	-	To cover increasing phone costs for the District.
1742099-5430	4000 Central Building Repairs		To cover cost of additional unplanned building repairs
1823008-511179	2000 SWIS Sped Instructional Asst	•	To cover a contractual agreement
1823008-512080	2000 SWIS Long Term Teacher Sub		To cover cost of necessary long term substitute
1823051-5100	2000 SWIS ELL Tutor	•	To cover a contractual agreement
1823051-511179	2000 SWIS Instructional Asst		To cover a contractual agreement
1832099-511185	3000 SWIS Nurse Salaries	•	To cover a contractual agreement
1841099-5450 1842099-5430	4000 SWIS Custodial Supplies 4000 SWIS Building Repairs	•	To cover cost of additional custodial supplies for the building
164ZU77-343U	1000 SWIS BUILDING REPAIRS	3,023.38	To cover cost of additional unplanned building repairs

Auburn Public Schools FY22 Budget Transfers -Omnibus Transfer #2 For SC Information June 10, 2022

	Function				
Account Number	Code	Name	From	T ₀	Rationale - Comment
1123051-511170	2000	Bryn Mawr Sped Teachers' Sal	4,387.06		
1123051-5510	2000	Bryn Mawr Classroom Supplies	3,099.07		
1423051-511170	2000	Pakachoag Teacher Salaries	3,709,56		
1423051-5510	2000	Pakachoag Classroom Supplies	4,121.53		
1441099-5450	4000	Pakachoag Custodial Supplies	21.96		
1442099-5430	4000	Pakachoag Building Repairs	1,040.39		
1523052-512070	2000	AMS Teacher Substitutes	3,000.00		
1523052-5425	2000	AMS Music Supplies	94.98		
1523052-5510	2000	AMS Classroom Supplies	5,666.83		
1527054-511176	2000	AMS Guidance Salaries	70,00		
1535052-551086	2000	AMS Awards Other	1,340.00		
1541099-5214	4000	AMS Heating Fuel	2,000.00		
1541099-5450	4000	AMS Custodial Supplies	117.20		
1622011-511184	2000	AHS Secretarial Salaries	2,167,67		
1622011-5734	2000	AHS Principal Dues	375.00		
1623053-512076	2000	AHS Supplemental Instruction	6,113.70		
1623053-5425	2000	AHS Music Supplies	470.59		
1623053-5440	2000	AHS Physical Ed Supplies	569.00		
1623053-5510	2000	AHS Classroom Supplies	5,319.87		
1623053-5518	2000	AHS Art Supplies	35,20		
1635012-511193	3000	Ticket Takers	930.50		
1635012-551018	3000	Athletic Awards	497.00		
1635013-551091	3000	Band Uniforms	114.00		
1635013-551092	3000	Band Equipment	1,000,00		
1635053-551086	3000	Awards, Other	1,512.91		
1635053-5517	3000	Graphic Supplies	115.96		
1635053-5526	3000	Curriculum Competitions	843.71		
1721009-5323	2000	ELE Translators	7,320.42		
1723008-5129	2000	Sped Other Stipends	10,273.01		
1723010-5263	2000	Computer Tech Maintenance	813,00		
1723099-511172	2000	Preschool Sped ABA	1,131.34		
1723099-512070		Preschoot Subs	453.93		
1723509-5510	2000	System Wide Classroom Supplies	202.99		
1723509-5712	2000	System Wide Admin Travel	1,493.58		
1733099-5335		Transportation Community	8,380.64		
1735013-551086		Awards Fine Arts	61,51		
1735013-551087		Transp,- Registration Fine Arts	3,205.00		
1735013-5526		Fine Arts Equipment	885.01		
1741099-5214	4000	Central Heating	10,923.80		
1741099-5450		Central Custodial Supplies	1,000.00		
1742099-5263		Equipment Service Contracts	689.04		
1742099-5264		Fire Extinguishers	1,193.49		
1742099-5331		Building Security	6,117.45		
1755099-511190		Crossing Guards	3,000.00		
1793008-5322		Tuition Non Public Schools	43,909.67		
1822011-5422		SWIS Printing Supplies	530.45		
1823051-511172		SWIS Math Paraprofessional	116.81		
1823051-5425		SWIS Music Supplies	127.60		
1823051-5510		SWIS Classroom Supplies	3,242.16		
1823051-5518		SWIS Art Supplies	76.45		
1823051-5521		SWIS After School Program	1,500.00		
1825051-5587		SWIS Library Supplies	500.00		
1842099-5430	4000	SWIS Building Repair	1,607,76		

Auburn Public Schools FY22 Budget Transfers -Omnibus Transfer #2 For SC Information June 10, 2022

1122011-5111842000 Bryn Mawr Secretary Salary1,350.14 To cover for Substitute Secretarial Coverage1122011-54422000 Bryn Mawr Printing217.00 To cover overage in line	
1123051-511179 2000 Bryn Mawr Instructional Asst 4,881.39 To cover contractual obligations	
1123051-512070 2000 Bryn Mawr Teacher Subs 1,324.56 To cover cost of teacher substitutes for building	
1142099-5430 4000 Bryn Mawr Building Repair 3,960.18 To cover additional building repairs needed	
1422011-511184 2000 Pakachoag Secretary Salary 1,765.87 To cover contractual obligations	
1422011-5442 2000 Pakachoag Printing Supplies 853.00 To cover overage in line	
1423008-511179 2000 Pakachoag Sped IA Salaries 201.05 To cover contractual obligations	
1423051-511179 2000 Pakachoag Instructional Asst 514.62 To cover contractual obligations	
1441099-5211 4000 Pakachoag Lights 5,499.22 To cover for additional electrical costs	
1522011-511184 2000 AMS Secretaries' Salaries 3,592.95 To cover contractual obligations	
1523008-511179 2000 AMS Sped Instructional Asst. 103.98 To cover contractual obligations	
1523052-511170 2000 AMS Teacher Salaries 10,232.51 To cover contractual obligations	
1523052-511179 2000 AMS Instructional Asst. 4,843.80 To cover contractual obligations	
1523052-512079 2000 AMS IA Substitutes 138.03 To cover cost for Instructional Asst Sub needed	
1541099-5211 4000 AMS Lights 779.80 To cover for additional electrical costs	
1623008-511179 2000 AHS Sped Instructional Asst 4,080.72 To cover contractual obligations	
1623053-512072 2000 AHS Subs Saturday Morning 200.00 To cover contractual obligations	
1623053-512080 2000 AHS Long Term Sub Teacher 2,258.25 To cover cost of necessary long term sub teacher	
1623053-5317 2000 AHS Commencement 1,466.65 To cover additional costs incurred for graduation	
1627054-511176 2000 AHS Guidance Salaries 0.01 To cover overage in line	
1627054-511184 2000 AHS Guidance Secretary Sal. 1,800.14 To cover contractual obligations	
1635012-511187 3000 Athletic Trainer 1,799.57 To cover contractual obligations	
1635012-511188 3000 Athletic Coach Salaries 3,051.00 To cover cost of coaching salaries for the District	
1641099-5214 4000 AHS Heating Fuel 1,682.16 T cover additional costs for heating the building	
1712099-511181 1000 Secretary to Superintendent 8.76 To cover contractual obligations	
1712099-5733 1000 Superintendent's Publications 3,275.11 To cover for additional advertising of positions	
1714099-5127 1000 District Wide Site Managers 1,503.42 To cover contractual obligations	
1723008-511179 2000 Special Ed Instructional Asst. 145.60 To cover contractual obligations	
1723008-5510 2000 Special Ed Classroom Supplies 9,154.00 To cover cost of additional special ed materials nee	ded
1723010-5313 2000 Computer Tech Hardware 19.56 To cover overage in line	
1723099-511170 2000 Preschool Teachers' Salaries 30,000.00 To utilize budget and save Medicaid funding for fu	ture use.
1723099-511185 3000 Preschool Nurse 50.46 To cover contractual obligations	
1723099-512079 2000 Preschool Sub Instructional Asst 76.55 To cover contractual obligations	
1723099-5129 2000 Preschool Stipends 927.82 To cover contractual obligations	
1723509-5731 2000 System Wide Prof. Development 5,225.44 To cover contractual obligations	
1724099-5513 2000 Textbooks System Wide 45,732.70 To cover cost of purchasing additional textbooks for	r schools
1741099-5211 4000 Central Lights and Power 530.84 To cover for additional electrical costs	
1742099-5430 4000 Central Building Repairs 119.20 To cover additional building repairs needed	
1791008-5320 9000 Tuition Mass Public Schools 500.00 To cover cost of new placement for student	
1822011-511184 2000 SWIS Secretaries Salaries 3,401.63 To cover contractual obligations	
1823051-511179 2000 SWIS Instructional Asst 221.11 To cover contractual obligations	

FY22 Budget Transfers -Omnibus Transfer #3 For SC Information June 30, 2022

	Th 41		Julie 30, 2022	_	
A	Function		17	ren .	
Account Number	Code Name		Frem	To	Rationale - Comment
1123008-511172	2000 Bryn Mawr Sper		576.66		
1123008-511179	2000 Bryn Mawr Spe		3,786,17		
1123008-512070	2000 Bryn Mawr Spe		1,598.68		
1123051-511170	2000 Bryn Mawr Tea		1,722.87		
1123051-511180	2000 Bryn Mawr Spe		0.12		
1123051-512079	2000 Bryn Mawr IA S		518.06		
1123051-5129	2000 Bryn Mawr Oth	er Stipends	1,069.49		
1125051-511178	2000 Bryn Mawr Med	dia Tech	0.12		
1422011-5442	2000 Pakachoag Print	ting Supplies	514.86		
1423008-512070	2000 Pakachoag Sped	l Sub Teachers	2,559.03		
1423008-512079	2000 Pakachoag Sped	l IA Subs	2,485.62		
1423051-512070	2000 Pakachoag Teac	ther Subs	1,015.14		
1423051-512079	2000 Pakachoag Subs	stitute IA	454,67		
1423051-5129	2000 Pakachoag Othe	er Stipends	1,442.12		
1423051-5710	2000 Pakachoag Teac	ther Milcage	57.42		
1441099-511192	4000 Pakachoag Cust	odian Salaries	0.02		
1523008-511179	2000 AMS Sped Insta	nuctional Assts	4,824.06		
1523008-512070	2000 AMS Sped Sub	Teachers	2,292.50		
1523008-512079	2000 AMS Sped Sub		5,150.14		
1523052-511170	2000 AMS Teacher S		627,36		
1523052-511179	2000 AMS Instruction		3,875.04		
1523052-512070	2000 AMS Teacher S		6,359.06		
1523052-512080	2000 AMS Long Ten		200,00		
1523052-5317	2000 AMS Commend		1,642.25		
1523052-5510	2000 AMS Classroon		97.98		
1523052-5710			439,89		
	2000 AMS Teacher N	_			
1541099-511192	4000 AMS Custodial		0.01		
1622011-5422	2000 AHS Printing St	• •	100.00		
1623008-511170	2000 AHS Sped Teac		16,424.98		
1623008-512070	2000 AHS Sped Subs		138.54		
1623008-512079	2000 AHS Sped IA S		5,277.38		
1623053-511170	2000 AHS Teachers'		13,906.00		
1623053-511180	2000 AHS Specialists		1,085.20		
1623053-512080	2000 AHS Long Tern		3,403.21		
1623053-5128	2000 AHS Technolog	- *	39,95		
1623053-5317	2000 AHS Commenc		366.21		
1623053-5710	2000 AHS Teacher M	•	179.42		
1632099-511185	3000 AHS Nurse Sala	•	20,455.94		
1712099-5421	1000 Superintendent's		1,103.40		
1721008-5129	2000 Beyond School		2,385.25		
1721009-5421	2000 Asst Superinten	• •	1,016.14		
1721099-511165	3000 Athletic Directo		17,000.00		
1721099-5300	2000 Homebound Co	ntracted Services	3,770.00		
1723008-511180	2000 Specialists 2000 Sped Homebour	nd	20,642.51 326.25		
1723008-512074 1723008-5300	2000 Speci Profile Source 2000 Contracted Serv		9,300,00		
1723008-5510	2000 Sped Classroom	=	5,500.00		
1723099-511172	2000 Preschool Sped	• •	424.26		
1723509-5712	2000 System Wide A		1,000.00		
1733008-5330	3000 Special Ed Tran		186.72		
1735013-512070	3000 Music Staff Dut	•	2,720.00		
1735013-551087	3000 Transportation		1,646.43		
1742099-5129	4000 Other Stipends	_	37.40		
1742099-5331	4000 Building Securi	ty	2,651.00		
1742099-5480	4000 Truck Gas & M	-	5,462.09		
1755099-511190	5000 Crossing Guard		554.62		
1791008-5320	9000 Tuition Mass Pt	ublic Schools	1,447.84		
1793008-5322	9000 Tuition Non Pul	blic Schools	8,341.93		
1794008-5321	9000 Tuition Sped Co	ollaborative	1,670.16		
1823008-511179	2000 SWIS Sped Inst		12,773.97		
1823008-512070	2000 SWIS Sped Sub		5,726.71		
1823008-512079	2000 SWIS Sped IA S		1,787.43		
1823051-5100	2000 SWIS ELL Tuto		73.50		
1823051-511170	2000 SWIS Teachers'	Salaties	482.99		

FY22 Budget Transfers -Omnibus Transfer #3 For SC Information June 30, 2022

1823051-511180	2000 SWIS Specialists	12,599.43	
1823051-512070	2000 SWIS Teacher Substitutes	4,185.71	
1823051-512079	2000 SWIS IA Substitutes	2,613.37	
1823051-5126	2000 SWIS Teacher in charge Stipend	4,880.00	
1823051-5128	2000 SWIS Technology Stipend	1,034,00	
1823051-5129	2000 SWIS Other Stipends	4,202.20	
1823051-5710	2000 SWIS Teacher Mileage	100.00	
1122011-511184	2000 Bryn Mawr Secretary Salary	276,12	To cover a contractual obligation
1123008-512079	2000 Bryn Mawr Substitute Sped IA	302.60	To cover a contractual obligation
1123051-511179	2000 Bryn Mawr IA Salaries	36.74	To cover a contractual obligation
1123051-512070	2000 Bryn Mawr Teacher Subs	3,780.56	To cover cost of needed substitutes
1123051-512080	2000 Bryn Mawr LTS Teacher	5,412.69	To cover cost of needed substitute
1123051-5128	2000 Bryn Mawr Tech Stipend	0.80	To cover overage in line
1123051-5710	2000 Bryn Mawr Teacher Mileage	32.47	To cover a contractual obligation
1142099-5430	4000 Bryn Mawr Building Repairs	19,041.71	To cover cost of additional building repairs needed.
1422011-511184	2000 Pakachoag Secretary Salary	24.94	To cover a contractual obligation
1423008-511172	2000 Pakachoag Sped ABA		To cover a contractual obligation
1423051-511180	2000 Pakachoag Specialists	0.03	To cover overage in line
1425051-511178	2000 Pakachoag Media Tech	0,05	To cover overage in line
1432099-511185	2000 Pakachoag Nurse Salary		To cover a contractual obligation
1441099-5450	4000 Pakachoag Custodial Supplies	•	To cover cost of additional custodial materials needed
1442099-5430	4000 Pakachoag Building Repairs	•	To cover cost of additional building repairs needed.
1522011-511184	2000 AMS Secretaries Salaries		To cover a contractual obligation
1522011-5422	2000 AMS Printing Supplies		To cover cost of additional printing supplies
[523052-512079	2000 AMS Instructional Asst Subs		To cover a contractual obligation
1523052-5127			To cover a contractual obligation
	2000 AMS After School Program Sal.		To cover a contractual obligation
1523052-5129	2000 AMS Other School Stipends		
1527054-511176	2000 AMS Guidance Salaries	·	To cover a contractual obligation
1532099-511185	3000 AMS Nurse Salary		To cover a contractual obligation
1535052-5518	2000 AMS Art Supplies		To cover overage in line
1541099-5450	4000 AMS Custodial Supplies	•	To cover cost of additional custodial materials needed
1623008-511179	2000 AHS Sped Instructional Assts.	•	To cover a contractual obligation
1623053-512070	2000 AHS Teacher Substitutes	·	To cover cost of needed substitutes
1623053-512072	2000 AHS Saturday Merning Subs		To cover a contractual obligation
[623053-5129	2000 AHS Other Stipends		To cover a contractual obligation
1623053-5425	2000 AHS Music Supplies		To cover additional music supplies needed
1623053-5510	2000 AHS Classroom Supplies		To cover overage in line
1623053-5518	2000 AHS Art Supplies		To cover overage in line
1627054-511176	2000 AHS Guidance Salaries		To cover overage in line
1627054-511184	2000 AHS Secretary's Salary		To cover a contractual obligation
1635012-533006	3000 Athletic Transportation	16,313.20	To cover cost of increased athletic transportation fees
1635012-551018	3000 Athletic Awards and Fees	1,388.75	To cover cost of year end athletic awards
1635013-551091	3000 Band Uniforms	114.00	To cover overage in line
1635013-551092	3000 Band Equipment	1,065.95	To cover cost of additional band needs
1635013-551093	3000 Band Supplies & Materials	299.99	To cover cost of additional band needs
1635013-5518	2000 Wood Tech Supplies	1,396.81	To cover cost of needed wood tech supplies
1641099-511192	4000 AHS Custodial Salaries	0.03	To cover overage in line
1712099-511181	1000 Superintendent Secretary	336.24	To cover a contractual obligation
1714099-511183	1000 A/P Business Assistant	1,206.90	To cover a contractual obligation
1714099-5129	1000 Other Stipends	2,812.51	To cover a contractual obligation
1721008-511184	2000 Secretaries' Salaries Sped	1,044.05	To cover a contractual obligation
1721009-511184	2000 Secretary to Asst Superintendent	1,159.20	To cover a contractual obligation
1721009-5323	2000 ELE Translators	969.14	To cover cost of needed translation
1723008-511158	2000 Team Chairpersons	792,62	To cover a contractual obligation
1723008-511170	2000 Teachers' Salaries Sped		To cover a contractual obligation
1723099-511170	2000 Preschool Teacher Salaries		To offset cost to Preschool Revolving Account
1723099-511185	3000 Preschool Nurse		To cover a contractual obligation
1723099-512070	2000 Preschool Substitute Teachers		To cover cost of needed substitutes
1723099-512079	2000 Preschool Substitute IA	•	To cover cost of needed substitutes
1723099-5129	2000 Preschool Stipends	•	To cover a contractual obligation
1723099-517007	1000 Teachers' Salaries Accrued Leave		To cover a contractual obligation
1723509-5731	2000 System Wide Profess Develop		To cover needed PD time for staff
1723509-5732	2000 Course Reimbursement Teachers		To cover a contractual obligation
1763307-3134	2000 Comportationsement Teachers	350.24	TO TO LES MANUFACIONES AND PORTONES

FY22 Budget Transfers -Omnibus Transfer #3 For SC Information June 30, 2022

1724099-5513	2000 Textbooks System Wide	5,526.40 T	To cover for additional texts needing replacement
1728008-511159	2000 BCBA	14,126.35 T	o offset costs and save Medicaid funds for future use
1728008-511160	2000 BCABA	15,036.53 T	To offset costs and save Medicaid funds for future use
1732099-512085	3000 Salary Nurse Substitutes	2,318.75 T	To cover cost of needed substitutes
1732099-5501	3000 Health Service Supplies	177.54 T	To cover cost of additional health supplies
1733099-5335	2000 Transportation Comm. Learning	0.01 T	To cover overage in line
1735013-551086	3000 Awards Fine Arts	32.25 T	To cover overage in line
1735013-5526	3000 Fine Arts Equip Repair & Maint	55.95 T	o cover overage in line
1741099-513092	4000 Salaries Custodians Overtime	314.60 T	o cover a contractual obligation
1742099-5430	4000 Central Building Repairs	960.22 T	to cover cost of additional building repairs needed.
1742099-5509	4000 Building Security Supplies	290.00 T	To cover cost of needed supplies
1822011-511184	2000 SWIS Secretaries Salaries	194.26 T	To cover a contractual obligation
1823051-511179	2000 SWIS Instructional Assts	1.00 T	To cover overage in line
1823051-5510	2000 SWIS Classroom Supplies	7.89 T	To cover overage in line
1832099-511185	3000 SWIS Nurse Salaries	1,165.00 T	To cover a contractual obligation
1842099-5430	4000 SWIS Building Repairs	9,255.27 T	To cover cost of additional building repairs needed.

Auburn Public Schools FY22 Budget Transfers -Omnibus Transfer #4 For SC Information June 30, 2022

	Function				
Account Number	Code	Name	From	To	Rationale - Comment
		_			
1141099-5211		Bryn Mawr Lights and Power	3,469.10		
1141099-5214		Bryn Mawr Heating	2,343.54		
141099-5232		Bryn Mawr Sewer Charge	1,572.80		
1142099-5430		Bryn Mawr Building Repairs	2,063.64		
1422011-5442		Pakachoag Printing Supplies	640,33		
1423051-511172		Pakachoag Math Para	1,059,19		
1441099-5211		Pakachoag Lights and Power	1,686.10		
1441099-5214		Pakachoag Heating	3,185.50		
1441099-5231		Pakachoag Water	1,579.72		
1441099-5232		Pakachoag Sewer Charge	1,007.10		
1442099-5430		Pakachoa Building Repairs	97.24		
1523052-5510		AMS Classroom Supplies	50.00		
1541099-5211		AMS Lights and Power	3,828.07		
1541099-5214		O AMS Heating O AMS Water	3,578.40		
1541099-5231			11.79 378,88		
1541099-5232		AMS Sewer Charge			
1623053-511180		AHS Specialists	693.00 6,299.80		
1635012-535019		Athletic Reconditioning	0,299.80 265.63		
1635012-551017		O Athletic Training Supplies	114,00		
1635013-551091 1635013-551092		Band Uniforms Band Fauinment	38.00		
1641099-5211		O Band Equipment O AHS Lights and Power	2,262.20		
1641099-5231		O AHS Water	3,064.46		
1641099-5232		O AHS Sewer Charge	5,391.39		
1712099-5421		3 Superintendent's Supplies	299.70		
1721008-5129		Beyond the School Day Stipend	2,358,25		
1721008-5129		O Secretary to Asst Superintendent	4,200.96		
1721009-511164		DELE Translators	1,564.42		
1721099-511184		Athletic Director's Secretary	2,914.00		
1733099-5335		Community Learning	581.21		
1735013-551087		7 Trans. & Registration Music	75.00		
1735013-5526		Fine Arts Egip Maintenance	935.00		
1741099-5211		O Central Lights and Power	682.51		
1741099-5341		O Telephones	4,682,62		
1742099-5430		O Central Building Repairs	296.77		
1742099-5263		Equipment Service Contracts	1,036.38		
1742099-5331		0 Building Security	784.83		
1793008-5322		O Tuition Non Public Schools	17,937,89		
1822011-5422	200	SWIS Priniting Supplies	300.00		
1823051-512079	200	O SWIS IA Substitutes	955.22		
1823051-5510	200	O SWIS Classroom Supplies	243,87		
1841099-5214	400	O SWIS Heating Fuel	3,529.34		
1841099-5231	400	0 SWIS Water	4,461.25		
1841099-5232	400	0 SWIS Sewer Charge	1,167.56		
1842099-5430	400	0 SWIS Building Repairs	2,351,66		
1122011-511184	200	0 Bryn Mawr Secretary		573.39	To cover contractual obligation
1422011-511184	200	0 Pakachoag Secretary		49.86	To cover contractual obligation
1423051-512070	200	0 Pakachoag Teacher Subs		477.56	To cover contractual obligation
1423051-512079	200	0 Pakachoag Instructional Asst		587,11	To cover contractual obligation
1432099-511185	300	O Pakachoag Nurse Salaries		127.50	To cover contractual obligation
1542099-5430		0 AMS Building Repairs		· · · · · · · · · · · · · · · · · · ·	To cover cost of additional building needs
1623008-511170		0 AHS Sped Teacher Salaries			To cover contractual obligation
1623053-511170		O AHS Teacher Salaries			To cover contractual obligation
1623053-512080		O AHS Long Term Sub Teacher			To cover contractual obligation
1623053-5317		O AHS Commencement			To cover overage in line To cover overage in line
1623053-5425 1627054-511176		0 AHS Music Supplies 0 AHS Guidance Salaries			To cover contractual obligation
1635012-533006		O Athletic Transportation		•	To cover cost of final transporatation needed
1635012-5856		0 Middle School Atletic Equip.		•	To cover cost of equipment previously ordered
1641099-5214		O AHS Heating Fuel			To cover final invoice for heating

FY22 Budget Transfers -Omnibus Transfer #4 For SC Information

1642099-5430	4000 AHS Building Repair	16,187.17	To cover cost of additional building needs
1711099-5306	1000 Legal Services	3,042.16	To cover final legal services invoice
1721099-511165	3000 Athletic Director's Salary	2,050.50	To cover contractual obligation
1723008-511158	2000 Team Chairpersons	650.82	To cover contractual obligation
1723008-511172	2000 Sped ABA	99.48	To cover contractual obligation
1723010-5312	2000 D/W Computer Software	5,248.68	To cover needed computer software for the District
1723099-511179	2000 Preschool Instructional Asst	229.98	To cover contractual obligation
1723509-5732	2000 Course Reimb.System wide	449.00	To cover contractual obligation
1728008-51159	2000 BCBA	0.19	To cover overage in line
1732099-5501	3000 Health Service Supplies	7.23	To cover overage in line
1741099-513092	4000 Overtime Salaries Custodians	84.46	To cover contractual obligation
1794008-5321	9000 Tuition Sped Collaboratives	31,922.85	To cover cost of prepayment of first quarter tutions for FY23
1823051-511180	2000 SWIS Specialists	2,400.44	To cover contractual obligation
1823051-512070	2000 SWIS Teacher Sub Salaries	386.89	To cover contractual obligation
1841099-5211	4000 SWIS Lights and Power	3,890.11	To cover final invoice for electricity

Auburn Public Schools FY22 Budget Transfers -Omnibus Transfer #5 For SC Information June 30, 2022

Account Number	Function Code	Name	From	То	Rationale - Comment
1642099-5430	4000	O AHS Bldg Repairs and Maint.	446.25		
1423051-5710	2000	PAK Mileage reimbursement		89.89	To cover for teacher mileage costs
1523052-5710	2000	AMS Mileage reimbursement		54.54	To cover for teacher mileage costs
1623053-5710	2000	O AHS Mileage reimbursement		260,91	To cover for teacher mileage costs
1723509-5712	2000	System Wide Admin, Travel		40.91	To cover for Administrative mileage costs



"STRIVE FOR EXCELLENCE"

Cecelia F. Wirzbicki School Business Manager

> 5 West Street Auburn, MA 01501 Tel. (508) 832-7755 Fax. (508) 832-7757

TO:

Edward Kazanovicz, Chief Financial Officer

Thomas Zidelis, Town Accountant

FROM:

Cecelia F. Wirzbicki, Business Manager

CTW

RE:

Prior Year School Articles - 063002

DATE:

July 20, 2022

Please be advised that the Auburn Public School Department would like to request that Prior Year Articles — with the org. code of 063002 be carried over for use in FY 2023. The request is for the following articles listed below for a Total of \$ 241,082.62.

063002-581935	A13 ATM18 - Medicaid Receipts	\$ 10,601.50
063002- 582030	A13 ATM19 - Medicaid Receipts	\$ 76,032.39
063002-582137	A13 ATM20 - Medicaid Receipts	\$ 149,329.68
063002-582138	A14 ATM20 - AHS Gym Trust	\$ 5,119.05

Thank you.



"STRIVE FOR EXCELLENCE"

Cecelia F. Wirzbicki School Business Manager

> 5 West Street Auburn, MA 01501 Tel. (508) 832-7755 Fax. (508) 832-7757

TO:

Edward Kazanovicz, Chief Financial Officer

Thomas Zidelis, Town Accountant

FROM:

Cecelia F. Wirzbicki, Business Manager

CFW

RE:

FY22 School Department Articles - 023002

DATE:

July 20, 2022

Please be advised that the Auburn Public School Department would like to request that the following FY 2022 School Department Articles be carried over for use in FY 2023. The request is for the following articles listed below for a Total of \$188,893.76.

023002-582240	A4 ATM 21 - AHS Building Rehab/Field Turf	\$ 19,078.31
023002-582241	A4 ATM21 - System Wide Tech/Equipment	\$ 32,920.31
023002-582242	A13 ATM21 – Medicaid Receipts	\$ 100,000.00
023002-582243	A14 ATM21 - AHS Gym Trust	\$ 22,070.64
023002-582244	A15 ATM21- McKinney-Vento	\$ 10,624.50
023002-582245	A16 ATM 21 -Foster Care Transportation	\$ 4,200.00

Thank You.



"STRIVE FOR EXCELLENCE"

Cecelia F. Wirzbicki School Business Manager

> 5 West Street Auburn, MA 01501 Tel. (508) 832-7755 Fax. (508) 832-7757

TO:

Edward Kazanovicz, Chief Financial Officer

Thomas Zidelis, Town Accountant

FROM:

Cecelia F. Wirzbicki, Business Manager

OFW

DATE:

August 15, 2022

RE:

FY2022 REVISED - Carry Forward Request

The Auburn Public School Department would like to request that funds totaling \$149,232.52 from the FY 2022 Appropriated School Budget, which had been previously encumbered as Purchase Orders and Payroll time sheets for work completed through June 30th, 2022, be carried over to FY2023 to be paid out in full. Please see attached back up documentation.

Thank you.

Copy: Elizabeth Chamberland, Superintendent