

MINUTES

SCHOOL COMMITTEE MEETING

Location: 5 West Street, School Committee Room

November 1, 2023 6:00 p.m.

**In Attendance:**

**Absent**

**Zoom**

Jessie Harrington

Cecelia Wirzbicki, Business Manager

Meghan McCrillis

Brooke Wrenn

Samantha Rapahel

Stef Parker

Beth Chamberland, Superintendent

Alan Keller, Assistant Superintendent

Isabella Faber

Jennifer Stanick, Pak Principal

Karen Ballway - AEA Vice President

Katie Luby - AEA President

Libby Dumais - AHS Teacher

Dave Cutler - AHS Teacher

Aviana, Jennifer Germano 251 Prospect St - Student Spotlight

Tylor Germano & Mahlik Delille - 23 Ridgewood Drive - Student Spotlight

James Jr, James & Lisa Marie Soto 16 Barbara Ave - Student Spotlight

Savannah & Danielle Tobin 17 Meadowbrook Rd- Student Spotlight

Maxwell & Emily Van Ness-Wells 27 Arrington Street - Student Spotlight

## **CALL TO ORDER:**

Jessie Harrington called the meeting to order at 6:00p.m.

Meghan McCrillis read out loud the Auburn Public School Vision & Commitment.

**CITIZENS' COMMENTS:** None

**SPECIAL RECOGNITIONS:** None

**Minutes:** 10/4/23

Jessie Harrington entertained a motion to accept the minutes from 10/4/23

Meghan McCrillis made a motion to accept the minutes from 10/4/23. Samantha Raphael seconded the motion, it was unanimously approved.

## **STUDENT REPRESENTATIVES REPORT:**

Isabella Faber:

- Great turnout at homecoming, which was in the gym this year
- Last Wednesday PSAT and college seminars for seniors, Holy Cross speaker
- PreSchool Autumn themed parade Parade
- Pumpkin Carving contest, Ella Pitro Won
- Playoff games for winter sports
- Football is on Friday
- Boys Soccer is today against Northboro
- The junior and senior class is holding a leaf raking community service and fundraiser event on Sunday November 5th
- AHS Drama is presenting You're a good man Charlie Brown this weekend, opening night is on Friday. Performances are November 3rd and 4th at 7pm. Tickets are \$15 premium, \$12 for adults, and \$10 for students and Seniors

## **SUPERINTENDENT'S REPORT:**

### **Student Spotlight**

Dr. Chamberland invited Pakachoag Principal Jennifer Stanick and the students from Grade 1 to give an update on their Community Service Learning Project supporting Auburn Youth and Family Services.

Jennifer Stanick introduced the following students:

Aviana Germano

James Soto

Savannah Tobin

Maxwell Van Ness-Wells

Each student spoke of how they asked families to donate household items to be donated to Auburn Youth and Family Services. They collected toiletries, clothing and household items.

Jennifer Stanick thanked the families for their donations and Joe Fahey for delivering the items. They will prepare for their food drive next.

Brooke Wrenn told the students they did a great job speaking this evening and the entire committee thanked them for all their hard work.

Dr. Chamberland took this opportunity to thank the community for their donations throughout the year, as well as AYFS for their hard work for the community.

Jessie Harrington thanked everyone for their support for the AYFS Wine dinner that was held on October 26, 2023. They broke last year's record.

### **Unfinished Business:**

#### **Budget Update**

Dr. Chamberland: Mrs. Wirzbicki and I have met with each building principal and member of the Leadership Team regarding their individual budget proposals. We are in the process of compiling all of that information into the FY25 proposed budget working to retain positions related to the social and emotional health of our students. This year, we will present the School Committee with the draft budget document at the meeting on November 15, 2023. Formal budget presentations will take place at the School Committee meeting on November 29, 2023. This will allow time for the Committee to prepare any questions they may have.

#### **Policy Updates**

Dr. Chamberland presented the following policy updates for a second reading.

**Policy DA - Fiscal Management Goals** - Second Reading

**Policy DB - Annual Budget** - Second Reading

**Policy DBD - Budget Planning** - Second Reading

**Policy DBG - Budget Adoption Procedures** - Second Reading

**Policy DD - Grants, Proposals, And Special Projects** - Second Reading

**Policy DIE - Audits** - Second Reading

**Policy D I - Fiscal Accounting and Reporting** - Second Reading  
**Policy DJ - Purchasing** - Second Reading

**Policy DJA - Purchasing Authority** - Second Reading

**Policy DJE - Procurement Requirements** - Second Reading

### **Middle School & High School Surveys**

Dr. Chamberland said the survey has been prepared and will be sent out to families and staff Monday of next week. She will share the results at a later meeting.

### **Comprehensive Health and Physical Education Framework**

Dr. Chamberland: At the School Committee Meeting held on October 4, 2023, the committee was provided with a copy of the Comprehensive Health and Physical Education Framework released by the Department of Elementary and Secondary Education recently. Our staff, the principals, and Mr. Keller continue to review the new framework for implementation in Auburn. As with all frameworks, we carefully review not only the materials to be used to support the teaching of the topics but also the content in the framework itself to ensure it supports the Strategic Plan and goals of the Auburn Public Schools. On January 2, 2024 we have a Professional Development Day and plan to dig through it with staff.

### **New Business**

#### **Health and Wellness**

Dr. Chamberland: In the packet you will find a letter that went out to families on Friday, October 27th. This letter, developed by our Lead Nurse, Kerri Gustafson, provides a guideline for families on when their child should stay home due to illness. This letter addresses health related issues such as cold, flu, COVID 19, the use of antibiotics and rashes. I share this in the hope that this information will be shared widely so that we are able to keep our school community as healthy as possible.

#### **MASS/MASC Joint Conference**

Dr. Chamberland: Myself along with School Committee Chairperson, Jessie Harrington, Vice Chairperson, Meg McCrillis, and Member Brooke Wrenn will attend the three day Massachusetts Association of School Superintendents/Massachusetts Association of School Committees Joint Convention being held in Barnstable, MA on November 8, 9 & 10. This is a yearly opportunity to hear about new and innovative School Committee/Superintendent practices.

#### **Educator Evaluation**

Dr. Chamberland: Principals are in the process of finalizing Educator Evaluation Goals with all teaching staff. Some of the primary themes of goals across the district for both educators and administrators include the implementation of Universal Design for Learning, the use of data to ensure all of our students and subgroups of students are making effective progress, the modeling and application of Restorative Practices and School Climate to ensure staff feel safe and supported and all students feel a sense of belonging in our schools while continuing to focus on Relationship Mapping. We are also working with a Committee of Educators and Administrators to update the Educator Evaluation process starting next school year to align with a newly released draft of a model rubric for teachers that may be implemented next school year.

### **AHS Quebec City Field Trip**

Dr. Chamberland introduced Libby Dumais, French teacher at Auburn High School to present information related to a proposed trip to Quebec City.

Libby spoke about the trip and provided details:

- Same itinerary as last year
- Same tour company
- Same bus company
- Hopefully the same tour guide
- Interest survey sent out to students, 81 asked for more information
- Limited time to fundraise, but does have ideas to help offset the 3 meals that are not covered and the tip for the bus driver
- The trip will cost \$61 more this year than last year.

Brook Wrenn comments how much she enjoyed listening to the kids talk about the trip last year and is happy it is happening again.

Dr. Chamberland asked if there was a plan for bad weather that could impact the trip. Because if it comes down to a safety issue, there needs to be a plan,

Libby Dumais said she always encourages the students to take the trip insurance. If the company cancels due to weather, they will reschedule or refund the money. Libby also mentioned that one of the chaperones will be a nurse.

Jessie Harrington asked if anyone was turned away from attending last year?

Libby Dumais said no, everyone that showed interest in going was given the opportunity to attend. She said she also prioritizes students enrolled in French and Seniors.

Jessie Harrington thanked Libby for being a teacher in the district for 18 years and for planning a trip that did not involve students taking a plane.

Dr. Chamberlain said students are only missing one day of school which is great!

Jessie Harrington entertained the motion to approve the Auburn High School field trip to Quebec City January 11, 2024 to January 14, 2024.

Brooke Wrenn made a motion to approve the Auburn High School field trip to Quebec City January 11, 2024 to January 14, 2024. Samantha Raphael seconded the motion, it was unanimously approved.

### **TEACHING AND LEARNING REPORT:**

Alan Keller: STEM Week takes place in Massachusetts during the third week in October each year and our teachers and students were fully engaged in embracing Governor Healey's theme this year: "Your STEM future is our STEM future." Alan showed slides that are in the packet.

### **MCAS**

Alan Keller: Following the October 4 presentation on statewide MCAS trends, we will examine highlights and areas for growth in our Auburn data. Alan showed slides that are in the packet.

The committee agreed this is a snapshot of one day in time, one source of data to measure our students' achievements.

### **BUSINESS/FINANCIAL REPORT:** None

### **Executive Session**

At 6:55pm Jessie Harrington entertained the motion to adjourn into executive session to discuss the bargaining position with non-union personnel that could be compromised if discussed in open session. We will not return to open session.

Megan McCrillis made the motion to adjourn into executive session to discuss the bargaining position with non-union personnel that could be compromised if discussed in open session. We will not return to open session. Samantha Raphael seconded the motion, it was unanimously approved.

Meeting adjourned into executive session at 6:55pm.

### **Roll Call Vote *Adjournment***

Respectfully submitted,

Mandy Williams

Recording Secretary

**Referenced Documents:**

**Meeting Minutes: 10/4/23**

**Policy Updates: DA, DB, DBD, DBG, DD, DIE, DI, DJ, DJA, DJE**

**Health & wellness Letter to families**

**Quebec Field Trip Packet**

**Approved 11/15/23**