

**AUBURN SCHOOL COMMITTEE**  
**AGENDA for Wednesday, January 3, 2018**  
**School Committee Room, 7:00 p.m.**

**In attendance:**

George Scobie  
Gail Holloway  
Jessie Harrington  
Dottie Kauffman

**Absent:**

Wayne Page

Maryellen Brunelle  
Kathy Lauzé

**Visitor:** Eagle Scout Steven Marshall and his grandmother, Paula Melican

**Call to Order and Pledge:** Mr. Scobie called the meeting to order at 7:12 p.m. He asked if anyone else was taping the meeting; there being none, he asked that everyone join him in the Pledge of Allegiance to the Flag.

**Special Recognitions:**

Steven Marshall: Eagle Scout Project

Steven Marshall, Class of 2018, was in attendance to provide information to the Committee on his proposed Eagle Scout Project. He will be building three "Buddy Benches," one for each elementary school and at Mr. Fahey's suggestion will also be building outside Library Boxes to be located by each buddy bench to share books for students to read during recess. He is starting a book drive for this cause and will be raising money for the materials for the buddy benches and library boxes. He is hoping to get support from the Elementary PTO. The Committee stated they were very proud of him and wished him much success.

**Citizens' Comments:** None

**Student Representatives' Report: Ryan Garabedian and Isabella Lourie**

Ryan was in attendance and noted that AHS had celebrated the holiday season leading up to Christmas with spirit week at school. He noted that winter sports were going well with the Boys' Ice Hockey team having recently had a big come-from-behind win. He also noted that the French V class had performed "A Christmas Carol" in French on December 18th.

**Approval of Regular Meeting Minutes:**

December 6, 2017

Mrs. Harrington made a motion to approve the minutes from December 6th; Mrs. Holloway seconded the motion and it was unanimously approved.

**Superintendent's Report:**

AHS Freshmen Field Trip to Canobie Lake Park, NH

Mrs. Harrington made a motion to approve the AHS Freshmen Class "End of Year" field trip to Canobie Lake Park in New Hampshire; Mrs. Kauffman seconded the motion and it was unanimously approved.

### SIS, Website, Learning Management System Update

Dr. Brunelle shared with the Committee that after a thorough review of student information systems, website and learning management systems, we are going to transition to PowerSchool. We are excited for this to take place. The current provider has been notified and we are expecting to have a seamless transition from MIDAS to PowerSchool.

### SWCEC Annual Report

For information purposes, Dr. Brunelle shared the SWCEC Annual Report.

### AVC Annual Report and FY 2017 Audit Report

For informational purposes, Dr. Brunelle shared the AVC Annual Report and FY 2017 Audit Report.

### iPad Insurance Update

Dr. Brunelle made the Committee aware that per guidance from the Board of Education, it is her recommendation that moving forward the iPad insurance fee be optional to families. It will still be recommended that families take insurance to potentially save themselves a great deal of money; however, it is to be optional.

Mrs. Kauffman made a motion to approve iPad insurance being optional moving forward; Mrs. Holloway seconded the motion and it was unanimously approved.

### 2018-2019 School Year Calendar

Dr. Brunelle noted that the Leadership Team would soon be working on the 2018-2019 school year calendar and she asked the Committee if they had any guidance or recommendations to share. Mrs. Kauffman mentioned the many Tuesday half days which pose a problem for working parents. They would rather have full days without school.

### Donation to AHS Fitness Room

Dr. Brunelle shared that Everybody's Fitness donated 6 pieces of equipment to the fitness room at AHS. Mrs. Kauffman made a motion to accept this equipment with gratitude; Mrs. Holloway seconded the motion and it was unanimously approved.

### **Unfinished Business:**

#### SPED Stabilization Fund Policies Working Group

Dr. Brunelle shared that good progress had been made at the SPED Stabilization Fund Policy Working Group meeting held earlier in the evening. They will meet again in two weeks prior to the next School Committee meeting and Mrs. Harrington, Mr. Scobie and Dr. Brunelle will continue to keep the rest of the Committee apprised of progress.

#### Strategic Plan Design Team

Dr. Brunelle once again thanked all the community members and faculty who volunteered to serve on the next step in the Strategic Planning, on the Design Team. Members were randomly selected to serve on it and have all been notified and accepted this assignment. Dr. Brunelle hopes to bring forward a new Strategic Plan in the springtime.

### FY 2019 Draft Budget

Dr. Brunelle noted that public safety is a priority for the Town in the budget this year and Town Manager Jacobson and CFO Kazanovicz have asked that the School Department limit requests for new staff members to those that are essential.

Dr. Brunelle provided the Leadership Team's recommended reductions: Increase salary of current EL Tutors rather than putting them on the teacher scale; eliminate a .4 Admin Assistant at Central Office; purchase science texts/materials in FY 2018 thus allowing for a reduction in FY 2019; reduction on SPED Collaborative tuitions; reduction in non-public schools tuition and a reduction in out-of-district transportation.

Dr. Brunelle did note that it was necessary to add nursing support for a 3 year old who will join the District in the spring and the addition of 3 IAs is necessary to meet the needs of newly identified students.

Mrs. Holloway made the point that one of the reasons a SPED Stabilization Fund is needed for unanticipated SPED costs such as these.

With these reductions (\$127,967) to the budget, it now stands at \$25,849,562 which reflects an increase of 3.47% over the approved FY 2018 budget.

Mrs. Kauffman made a motion to approve the updated draft budget; Mrs. Holloway seconded the motion and it was unanimously approved.

Wayne Page was wished get well wishes from the Chair and a Happy New Year to him from the members.

### **New Business:**

#### Citizens' Academy

Dr. Brunelle shared that she had recently been outreached by Town Manager Jacobson regarding a Citizens' Academy that she will soon be offering to a limited number of Auburn residents. The intention of the program is to familiarize Town residents with Town government opportunities. She has asked that one of the evening programs feature the schools. One April 12, 2018, from 6:00 - 8:30 p.m., Dr. Brunelle and the Leadership Team will be presenting to this group first at AMS, to include a tour of the building, and then at AHS, also including a tour of the building. She will keep the Committee apprised.

#### School Choice

With the draft budget having been prepared with School Choice offsets that maintain the same number of students currently in place, Dr. Brunelle recommended that the School Choice vote to maintain those numbers for the 2018-2019 school year - 45 at Auburn High School and 26 at Auburn Middle School.

Mrs. Kauffman made a motion to approve maintaining School Choice numbers of 45 at AHS and 26 at AMS for the 2018-2019 school year; Mrs. Holloway seconded the motion and it was unanimously approved.

### AHS and AMS High Honors and Honor Roll for 1<sup>st</sup> Trimester

Providing an example letter, Dr. Brunelle noted that she and Dr. Lauzé had recognized students at AHS and AMS for making both the High Honor and Honor Rolls. She noted that recognizing students for their academic achievements gives them both great pleasure.

### Upcoming Events

Dr. Brunelle mentioned that Preschool and Kindergarten Registration will be held at Auburn High School on February 7th.

### **Teaching/Learning Report:**

#### An Act Relative to Language Opportunity for Our Kids (LOOK Act)

Dr. Lauzé reported that this new act provides MA schools with greater flexibility in terms of language acquisition programs districts can provide to English Learners (ELs), such as transitional bi-lingual education and dual language education programs.

To date, our PreK students are screened only but now we will have to provide programming for those who need it; school districts with over 99 ELs must establish EL parent advisory councils - we currently have 85 ELs; DESE must create new licensure endorsements for teachers providing instruction to ELs in language acquisition programs, such as two-way immersion; DESE must establish benchmarks, guidelines and success templates for ELs and districts must adopt procedures relating to them once developed.

#### DESE Report Cards

Dr. Lauzé provided a copy of the District report card as well as from each individual school. She noted that there was very little information provided with this first year of the new Next Generation MCAS but it will provide the baseline data moving forward.

Dr. Lauzé noted that DESE plans to redesign school and district report cards for 2018 and has launched an online feedback form to gather input from anyone interested in providing feedback. The link is available on the report cards.

#### Kindergarten/Preschool Registration

Dr. Lauzé explained that the process for PreK and Kindergarten registration, which will take place on February 7th, is being streamlined. We will no longer require preschool parents to attend in person but we will mail necessary paperwork that needs to be updated to them and they can complete it and mail it back in. This will be appreciated; we are sure, by our preschool families and will make the process quicker for new registering families allowing us to shorten the registration window to 3 - 7 p.m. instead of the full day.

#### Science Textbooks

Dr. Lauzé provided an update on the Science Curriculum Committee, noting that it had been formed and included at least one grade level representative as well as administrators. She noted the committee has met twice and plans to meet twice a month for the next several months. They are currently examining the Inspire Science program by McGraw-Hill and will also evaluate Pearson's Elevate Science program. She noted that they should be finished with their review of materials by March and hopes to make a decision by the spring. The goal is to collect materials this year and provide some initial PD for teachers.

At the Chair's request, Dr. Lauzé went on to explain how a curriculum committee is put together and then works collaboratively towards a decision on a particular series.

The Committee thanked Dr. Lauzé for her report.

**Business/Financial:**

Transfers

Mrs. Kauffman made a motion to approve the transfers between the Series as presented; Mrs. Holloway seconded the motion and it was unanimously approved.

Year to Date Budget Report

On Mrs. Wirzbicki's behalf, Dr. Brunelle provided a year-to-date budget report noting that we were in good shape. There were no questions.

**Policies:**

JCA, Assignment of Students to Schools, No Changes

JEB, Kindergarten Entrance Age Requirements, No Changes

JEB-1, First Grade Entrance Age Requirements, No Changes

JFBB, School Choice, No Changes

JHD, Exclusions and Exemptions from School Attendance, No Changes

JJE, Student Fund-Raising Activities, with Tracking Changes

JLCB, Inoculations of Students, No Changes

JLCC, Communicable Diseases, No Changes

JII, Student Complaints and Grievances, with Tracking Changes

JQ, Student Fees, Fines, and Charges, No Changes

KBBA, Non-Custodian Parents Rights, with Tracking Changes

KBE, Relations with Parent Organizations, with Tracking Changes

KCD, Public Gifts to the Schools, No Changes

KDB, Public's Right to Know, with Tracking Changes

KDD, Media Relations/News Releases, No Changes

KE, Public Complaints, with Tracking Changes

KHB, Advertising in the Schools, with Tracking Changes

KI, Visitors to the Schools, with Tracking Changes

LDA, Student Teaching and Internships, No Changes

JH/DK 4-0

Mrs. Harrington made a motion to approve the above-mentioned policies on update; Mrs. Kauffman seconded the motion and it was unanimously approved.

At the request of the Chair, Dr. Brunelle gave an explanation of how policies are updated and why there have been so many over the last few meetings. Mrs. Harrington mentioned the Student Activity Policy and the advice from the MASC/MASS Joint Conference to not include "Go Fund Me" fundraisers into the policy. Dr. Brunelle will speak with Mrs. Wirzbicki in that regard.

At 8:02 p.m., Mrs. Holloway made a motion to enter Executive Session per MGL Chapter 30, Section 21(a) (2) to conduct strategies for negotiations with union and non-union personnel; Mrs. Kauffman seconded the motion and a roll call vote was taken:

Mrs. Harrington - Yes; Mrs. Kauffman - Yes; Mrs. Holloway - Yes; Mr. Scobie - Yes.

At 8:18 p.m., the Committee re-entered Open Session to adjourn for the evening. Mrs. Kauffman made the motion to so do; Mrs. Harrington seconded and it was approved unanimously.

Respectfully submitted,



Ailaine Zautner  
Recording Secretary

**Referenced Documents:**

Minutes from December 6, 2017  
AHS Field Trip to Canobie Lake  
SWCEC Annual Report  
AVC Annual Report and FY 2017 Audit Report  
Draft Budget Reductions  
Example Honor Roll Letter  
LOOK Act Announcement  
DESE Report Cards  
Transfers  
Year to Date Budget Report  
Policies