

**AUBURN SCHOOL COMMITTEE**  
**MINUTES from Wednesday, September 19, 2018**  
**School Committee Room, 7:00 p.m.**

**In attendance:**

George Scobie  
Jessie Harrington  
Gail Holloway  
Dottie Kauffman  
Meghan McCrillis

Maryellen Brunelle  
Cecelia Wirzbicki  
Eric Bouvier

**Call to Order and Pledge:**

At 7:00 p.m., Mr. Scobie called the meeting to order and asked if anyone else was taping it; there being none, he asked that everyone join him in the Pledge of Allegiance to the Flag.

**Special Recognitions:**

MIAA Sportsmanship Honor Roll

Dr. Brunelle announced that Auburn High Athletics had once again achieved the MIAA Sportsmanship Honor Roll for the 2017-2018 school year with no disqualifications in any sport. She offered her congratulations to the student athletes and thanked their coaches for promoting such sportsmanship year after year.

**Citizens' Comments:** None

**Student Representatives' Report: Ryan Garabedian and Ali Schoenfeldt**

Ali reported that a soft lockdown had been held due to a medical emergency the previous day. She noted that she was in a class with a sub who did not know the procedure during a soft lockdown and she made the suggestion that lockdowns might be treated like fire drills and practice lockdowns be held periodically. She also noted that a fire drill had been held recently and it did not go as swiftly as it should have, perhaps because it wasn't a surprise one - it was expected!

Ryan reported that the Top Cop game versus Dennis-Yarmouth was a worthwhile event. The Auburn Rockets fought a valiant fight for a good cause. He reported that the Marching Band participated in their first competition of the year and placed first in their division. He noted that the week of September 24th was Spirit Week at AHS leading up to Alumni Weekend on September 28th and 29th.

Mr. Scobie thanked both representatives for their reports and concurred that the Top Cop Game had been a very special evening, with the message being much more important than the score.

**Approval of Regular Meeting Minutes:**

September 5, 2018

Mrs. Holloway made a motion to approve the minutes from September 5, 2018. Mrs. Kauffman seconded the motion and it was approved 5-0.

## **Superintendent's Report:**

### PowerSchool and New Website Update

Mr. Eric Bouvier, Director of Technology, was in attendance to provide an overview of the new website, PowerSchool and Schoology. He noted that there were many changes that affected absolutely everybody in the District, faculty and students alike. He gave a very thorough presentation of PowerSchool (our new Student Information System), Schoology (online classroom environment) and Campus Suite (our new website).

He took questions from the School Committee members and they thanked him for a great presentation.

### AHS Marching Band Competition Schedule

As reported by Ryan Garabedian, Student Representative, the Marching Band took first place in their division in their first competition of the year. They have a very aggressive schedule of competitions which Dr. Brunelle shared with the Committee, as well as performing at all home football games.

Dr. Brunelle gave kudos to the band students noting that the band program continues to grow and be very successful.

### SWIS Band Enrollment

Dr. Brunelle shared that the SWIS band enrollment has once again increased, this year to 67% participation. She gave kudos to all of the music educators, to the parents for their support and to the children for their enthusiasm!

### Budget Timeline and FY 2020 Budgeting Priorities

Dr. Brunelle shared the FY 2020 budget timeline and asked the Committee to share any budgeting priorities they might have for FY 2020. She noted that the priorities for the FY 2019 budget had been student safety, student achievement, class size, technology, textbooks, educator evaluation, professional development and Strategic Plan implementation.

### Auburn Chamber of Commerce Golf Tournament

Dr. Brunelle shared that while it wasn't as bright and sunny as in previous years, there was still a full contingency of players taking part in the annual Chamber of Commerce Golf Tournament at Heritage Country Club on Monday, September 10th when she stopped by to thank the members for their support of our programs and students. She reported that the Chamber has awarded a total of approximately \$294,000 since 1995.

## **New Business:**

### Upcoming Negotiations

Dr. Brunelle reported that there will only be one bargaining unit whose contract expires in June 2019: the Cafeteria Workers; and she asked if anyone would like to negotiate with Dr. Lauzé, Mrs. Wirzbicki and herself. Mr. Scobie noted that the Committee would give it some thought between now and the next meeting.

### MSBA Visit to AMS

Dr. Brunelle shared an e-mail she had recently received from the MSBA regarding a Post-Occupancy Pilot Program they have established to visit and observe recently completed MSBA-funded projects. They requested a visit to Auburn Middle School, with visits taking place from late October through February 2019. Dr. Brunelle shared that we have responded to MSBA indicating we would welcome a

visit and are currently waiting to hear back from them as to when that might occur. She will keep the Committee apprised.

Dr. Brunelle also shared that our final close out audit has been approved and will be put before the MSBA Board at their meeting in late October.

#### Superintendent's Goals for 2018-2019

Dr. Brunelle provided the Committee with a copy of her Goals and Educator Plan for 2018-2019, noting that the social-emotional mental health of students is a top priority. She also noted that they were really District goals rather than specifically her goals as Superintendent as it would require the Leadership Team's combined efforts to accomplish them.

Regarding low attendance at recent parent presentations around the social-emotional well-being of students, Mrs. Holloway suggested that perhaps a reward could be given to students if their parents attend.

Also with regard to students' social-emotional well-being, Mrs. Harrington noted that one of her budget priorities for FY 2020 would be to add an additional guidance counselor at Swanson Road Intermediate School.

Mrs. McCrillis stated that she would love to be a part of the team on social-emotional learning.

After some discussion, Mrs. Holloway made a motion to accept Dr. Brunelle's goals and educator plan for the 2018-2019 school year; Mrs. Kauffman seconded the motion and it was unanimously approved. The members thanked the Superintendent for her efforts and stated her goals were well thought out.

#### Upcoming Events

Dr. Brunelle noted several more curriculum nights were upcoming as well as Alumni Weekend from September 28th through 30th which should be a fun weekend, with lots of activities planned.

#### **Business/Financial:**

##### Year to Date Budget Report

Mrs. Wirzbicki provided a year to date budget report. There were no questions.

##### Transfers

Mrs. Wirzbicki provided a list of transfers, both within and between the Series, and asked for the Committee's approval of those between the Series. Mrs. Kauffman made a motion to approve those transfers between the Series; Mrs. Holloway seconded the motion and it was unanimously approved.

##### Revolving Account Update

Mrs. Wirzbicki provided an update on the revolving accounts and asked for the Committee's acceptance of the list of accounts as provided. Mrs. Kauffman made that motion; Mrs. Holloway seconded it and it was unanimously approved.

##### Bus Transportation Update

Mrs. Wirzbicki provided an update on busing noting that the year is off to a good start. There are 1,635 students signed up for the bus, 1,477 of which were signed up on time. 158 were signed up after the deadline, 59 of these being new students to the District, with 99 late fees being levied.

Mrs. Harrington asked if any consideration would be given to having a bus monitor from the District ride on the busier buses. Dr. Brunelle noted that there was a bus meeting next week and they would discuss it. We have open lines of communication with the bus company and administration is always informed when there is a problem. Dr. Brunelle stated that she will let the bus company know about the issues that have been put forward to the School Committee members.

Carry Forward Amounts

Mrs. Wirzbicki provided a copy of a memo sent to CFO Kazinovicz on August 1st requesting that funds previously encumbered as expenses in FY 2018 totaling \$100,119.91 be carried over to FY 2019 to be paid out in full. She also requested that funds totaling \$24,209.45 be carried forward as SPED Stabilization into FY 2019 in a separate account in order that they can be transferred to the established Special Education Stabilization Reserve Account.

Carry Forward of Prior Year Articles

Mrs. Wirzbicki provided copies of memos sent to CFO Kazinovicz requesting that the following FY 2018 School Department articles be carried over for use in FY 2019:

023002 581830	A13ATM17 - Medicaid Receipts (for FY 2018)	\$185,000
063002 581114	A13ATM10 - Special Needs	\$100,000
063002 581726	A13ATM16 - Medicaid Receipts (For FY 2017)	\$160,000

Special Education Stabilization Fund

Mrs. Wirzbicki reported that the Auburn Public Schools has been able to fund the newly established Special Education Stabilization Fund through budgeting and planning efforts of the Leadership Team and savings realized from anticipated Special Education tuitions that were deemed as unnecessary, this in the amount of \$324,209.45 which is 67% of the allowed 2% of the FY 2018 net school spending amount. Mrs. Wirzbicki thanked the Board of Selectmen, Finance Committee, School Committee, Town Manager and Town CFO for all their time and efforts to make this stabilization fund a reality.

Omnibus Transfers

Mrs. Wirzbicki shared the final Omnibus transfers from FY 2018, #6 and #7.

Warrant Payables

Mrs. Wirzbicki provided a listing of Warrant Payables that were signed by Mrs. Holloway or Mr. Scobie during the summer. After some discussion, Mrs. Holloway opted to remain the designee to sign warrant payables as needed by the Business Office.

**Policies:**

JFABE, Education Opportunities for Military Children on 2<sup>nd</sup> Reading

JFABF, Education Opportunities for Children in Foster Care on 2<sup>nd</sup> Reading

Mrs. Kauffman made a motion to approve policies JFABE and JFABF on 2nd Reading; Mrs. Holloway seconded the motion and it was unanimously approved.

JICH, Alcohol, Tobacco, and Drug Use by Students Prohibited as updated by MASC

GA, Personnel Policies Goals as updated by MASC

Mrs. McCrillis made a motion to approve policies JICH and GA as updated by MASC; Mrs. Holloway seconded the motion and it was unanimously approved.

GBEBD, Online Fundraising and Solicitations – Crowdfunding on 1<sup>st</sup> Reading

ILD, Student Submission to Education Surveys and Research on 1<sup>st</sup> Reading

Mrs. Harrington made a motion to approve policies GBEBD and ILD on 1st Reading; Mrs. Holloway seconded the motion and it was unanimously approved.

There being no further business to discuss, Mrs. Kauffman made a motion to adjourn at 8:18 p.m.; Mrs. Holloway seconded the motion and it was unanimously approved.

Respectfully submitted,



Ailaine Zautner

Recording Secretary

**Referenced Documents:**

Minutes from September 5th

Power School PPT

Budget Timeline

Superintendent's Goals

Year to Date Budget Report

Transfers

Revolving Account Update

Carry Forward Amounts Memo

Carry Forward of Prior Year Articles Memo

Special Education Stabilization Fund Memo

Omnibus Transfers 6 and 7

Warrant Payables

Policies: JFABE on 2nd Reading; JBABF on 2nd Reading

JICH as updated by MASC

GA as updated by MASC

GBEBD on 1st Reading

ILD on 1st Reading