

**AUBURN PUBLIC SCHOOLS
MINUTES from April 27, 2020**

Virtual Meeting: <https://zoom.us/j/93492819397?pwd=VnVtRDVYbHIZMURJMERwditRWksrdz09>

5:30 p.m.

In attendance:

George Scobie
Jessie Harrington
Gail Holloway
Dottie Kauffman
Meghan McCrillis

Maryellen Brunelle
Beth Chamberland
Cecelia Wirzbicki

Thanking everyone for joining remotely, at 5:34 p.m., Mr. Scobie called the meeting to order.

SUPERINTENDENT'S MEMO:

Meals to Go Program

Dr. Brunelle shared that Mrs. Janice King recently informed her that the new Domino's Pizza in the Auburn Park n' Shop Plaza had agreed to donate 30 cheese pizzas, with their famous garlic cheese crust, to the Meals to Go Program. Each child received a slice in the Meals to Go box on Wednesday, April 22, 2020. The value of this donation was \$417.00. A thank you letter was included in the members' packets.

Dr. Brunelle also shared that Mrs. King is working on building a community partnership with Domino's for the coming school year.

Dr. Brunelle gave kudos to Mrs. King for seeking out this donation and for working with Domino's on a community partnership for next year – awesome news on both fronts.

Mrs. Kauffman made a motion to accept the donation of 30 cheese pizzas, a value of \$417, to the Auburn Meals to Go Program from Domino's Pizza in Auburn; Dr. McCrillis seconded the motion and a roll call vote was taken:

Roll call vote: Dr. McCrillis - Yes; Mrs. Kauffman - Yes; Mrs. Holloway - Yes; Mrs. Harrington - Yes; Mr. Scobie - Yes.

UNFINISHED BUSINESS:

Payment of Hourly Wages from Revolving Accounts

Dr. Brunelle shared that the staff who work the Before and After School programs have been asked to take on special projects, spending the number of hours they work in the program on these special projects. Therefore, it was her recommendation that these staff members continue to be paid through May 15th as, after a careful review of the balances in the Before and After School revolving accounts, there is ample funds to support this. Dr. Brunelle will return at that time with a new recommendation based on the data at that time.

Dr. McCrillis made a motion to move that during the period starting May 4, 2020 to May 15, 2020 inclusive due to COVID-19 in the 2019-2020 school year, hereinafter referred to as the "Closure Period," the Auburn School Committee, subject to appropriation, shall pay the regular wages for work days during the Closure Period to each employee of the Auburn Public Schools, excluding day substitutes, provided that each such employee to be paid performs work that may be requested or required by the employee's supervisor during the work days to be paid in the Closure Period. Nothing in this motion limits any rights

that any employee may have to take vacation, sick, or personal leave during the Closure Period. Mrs. Holloway seconded the motion and a roll call vote was taken:

Roll call vote: Roll call vote: Dr. McCrillis - Yes; Mrs. Kauffman - Yes; Mrs. Holloway - Yes; Mrs. Harrington - Yes; Mr. Scobie - Yes.

TEACHING/LEARNING REPORT:

Updated Guidelines from Commissioner Riley Regarding Continuation of Remote Learning

Dr. Chamberland provided an update on the Remote Learning Opportunities that Auburn Public Schools has been providing our students with for over 6 weeks, since our school closure began on March 12th. She noted that these Remote Learning Opportunities have been designed in accordance with the recommendations outlined by Commissioner Riley on March 26th. She was pleased to report that as is the Auburn way, all members of the APS have embraced these recommendations and have consistently worked to provide robust and relevant opportunities to students from Prek-12. On Friday, April 24th, new guidance was received from Commissioner Riley in response to the announcement that we will not return to school this year. Given that, and as is also the Auburn way, Dr. Chamberland noted that she recognized that we can always improve. Therefore, on Friday April 17th, all families received a brief survey on the Remote Learning their child was experiencing to help guide our next steps and shared the results:

- Across the district, 851 families responded.
- On average, over 83% of respondents believed that Remote Learning was working well for their child.
- On average, over 72% of respondents noted that students were consistently completing 2-3 hours of remote learning each day.
- A small number of respondents, 27 of the 851, indicated they could use some hands on supplies at home like paper, crayons, and pencils. As we plan to allow staff and students to retrieve personal items from schools, we likewise plan to provide families with these items.

Dr. Brunelle noted that as we respond to new guidance from Commissioner Riley, we will use this data, and his guidance to continue to build an effective and impactful Remote Learning Environment for our students. She will continue to keep the Committee apprised.

BUSINESS/FINANCIAL REPORT:

AMS/AHS Solar Rooftops Project

Mrs. Wirzbicki provided a memo on the AMS/AHS Solar Rooftops project, noting that both projects are now complete. Solar production has begun at AMS and will begin soon at AHS, as soon as National Grid installs the meter there. Both sites have been cleared of construction staging materials and a few punch list items still need to be addressed at both schools. Mrs. Wirzbicki shared that a kiosk will be installed at each of those schools which will monitor the solar energy generated, while also offering an educational component to the curriculum at each school. To complete the installation process, both sites will be inspected by the Town's Building Inspector.

Mrs. Wirzbicki noted that the Town has received \$10,000 thus far, a \$5,000 payment for each contract negotiation. With the beginning of solar production, she noted that the two schools will begin to work with ACE Solar's finance company, Sun Wealth, making payments for the solar energy produced at a reduced price compared to what we would have been paying to National Grid. Mrs. Wirzbicki noted that the schools have yet to receive new invoices, making it difficult to project our savings moving forward. The Town will also benefit as they will collect annual tax payment from ACE Solar for the lease of the roofs, slated to bring in revenue of roughly \$185,000 over the 20 year lease period.

Mrs. Wirzbicki stated that it had been a tremendous amount of work for those involved; however, they were happy to put in the time and energy in order to bring savings to the District. She thanked the

Town's administration and Town Counsel for their review, support and guidance and promised to follow up with the Committee once a few months of savings have been realized to share the savings data.

At 5:59 p.m., the Committee recessed to the Public Hearing portion of the meeting at <https://zoom.us/j/790020043?pwd=MTdybFFQU0ZrRFVwSVJQdWg3QjdxQT09>

In attendance:

George Scobie
Jessie Harrington
Gail Holloway
Dottie Kauffman
Meghan McCrillis

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| Maryellen Brunelle | Casey Handfield | Jennifer Stanick | Susan Lopez |
| Beth Chamberland | Joe Fahey | Marie Mahan | Jessica Pitsillides |
| Cecelia Wirzbicki | Eric Bouvier | Gregg Desto | |
| Rosemary Reidy | Eileen Donahue | Matt Carlson | |

NEW BUSINESS:

Public Hearing on the Budget

At 6:01 p.m., Mr. Scobie called the Public Hearing to order and invited Dr. Brunelle to begin the presentation. She thanked the Town Meeting Members and Leadership Team for being a part of the meeting. She noted that each Town Meeting Member had been provided with a copy of her presentation for the evening so she provided highlights from it. She noted that the School Department request for FY 2021 is \$27,676,055 which represents an increase of \$741,898 or a 2.75% increase over the approved FY 2020 amount. Dr. Brunelle noted that the process of preparing the budget began months ago when we could never have envisaged where we would be at now. She provided a quote included in the Public Hearing PPT, "When you can't control what's happening, challenge yourself to control the way you respond to what's happening. That is where the power is." (Author Unknown) She also stated that we do not yet know the impact the pandemic will have on the Town's finances, but it is the School Department's obligation to do the best for its students. There are no increases in staffing in this budget; the Student Opportunity Act may be in flux due to the financial impact of COVID-19 priorities; however, the budget does reflect student needs and priorities.

Dr. Brunelle then asked the members of the Leadership Team to state the total budget for their building/department. After each member did so, Dr. Brunelle asked if there were any questions. There were none.

Casey Handfield, Principal, Auburn High School: Total Budget for Auburn High School is \$6,994,521.50

Greg Desto, Principal, Auburn Middle High School: Total Budget for Auburn Middle High School is \$5,185,893.45

Jennifer Stanick, Principal, Pakachoag Elementary School: Total Budget for Pakachoag School is \$2,177,518.38

Marie Mahan, Principal, Bryn Mawr Elementary School: Total Budget for Bryn Mawr School is \$2,771,309.96

Susan Lopez, Principal, Swanson Road Intermediate School: Total Budget for Swanson Road School is \$4,624,909.83

Casey Handfield, Principal, Auburn High School: Total Budget for Auburn Athletics and Fine Arts is \$533,115.55

Cecelia Wirzbicki, Business Manager, Auburn Public Schools: Total Budget for Central Administration, which includes the Superintendent's Budget, Assistant Superintendent's Budget, Business and Finance Budget, Technology Budget, English Language Learner and Health Service's Budget, is \$3,130,317.02

Joseph Fahey, Director of Facilities and Maintenance for Auburn Public Schools: Total Budget for Facilities and Maintenance is \$275,240.00

Rosemary Reidy, Director of Pupil Services for Auburn Public Schools: Total Budget for Pupil Services is \$1,983,229.31

Elizabeth Chamberland, Assistant Superintendent of Auburn Public Schools: Total FY21 Budget Request for Auburn Public Schools is \$27,676,055.00 which represents an overall increase of 2.75% from the FY20 Approved Budget amount.

As there were no questions, Dr. Brunelle concluded that the Public Hearing was over. She then gave an emotional thank you to the Town Meeting members for their support over the years she had served as Superintendent of the Auburn Public Schools.

The regular meeting session of the School Committee began again at 6:36 p.m.

<https://zoom.us/j/92847403132?pwd=c0tJaGh6QTFmODJDY3ZkQ3lWUjNTdz09>

AA Transportation

Mrs. Wirzbicki shared that she and other area District Business Managers, who contract with AA Transportation, are in the process of finalizing the percentage that each District will pay to the bus company during this period of closure.

Bus Applications

Mrs. Wirzbicki reminded the public that bus applications are still due by June 1, 2020. Any received after that will be charged a late fee.

PERSONNEL:

Job Description for IA/ABA

Dr. Brunelle shared that the job description for IA/ABAs has been updated and it was her recommendation that the Committee approve it as presented.

Dr. McCrillis made a motion to approve the updated job description for IA/ABAs as presented; Mrs. Kauffman seconded the motion and a roll call vote was taken:

Roll call vote: Dr. McCrillis - Yes; Mrs. Kauffman - Yes; Mrs. Holloway - Yes; Mrs. Harrington - Yes; Mr. Scobie - Yes.

Several questions were then posed by members: Dr. McCrillis suggested that more School Committee meetings be scheduled for over the summer in case they are needed. Dr. Brunelle agreed and noted that an updated schedule would be provided for approval at the next meeting.

The question of when students would be able to access their personal belongings in the buildings was posed. Dr. Brunelle responded that a schedule has been prepared for teachers to gather their personal belongings and close up their classroom, this to be accomplished by May 8th or thereabouts. The teachers, at the elementary schools, will gather student belongings during this time and bag and tag them. It was felt that it was safer to have student belongings pre-bagged and available on tables outside the building, the schedule for which will be drawn up once the teachers have finished their part of the project.

Someone asked if there would be more signs at the fields as it appears they are, at times, being ignored. Dr. Brunelle shared that signs had been put up and it may be that once the better weather is here, that

staff members may be assigned at the fields to remind people that the fields/track, etc. are not available to the public during this time.

As there was no further business to discuss, at 6:55 p.m., Mrs. Kauffman made a motion to adjourn for the evening; Mrs. Holloway seconded the motion and a roll call vote was taken:

Roll call vote: Dr. McCrillis - Yes; Mrs. Kauffman - Yes; Mrs. Holloway - Yes; Mrs. Harrington - Yes; Mr. Scobie - Yes.

Respectfully submitted,

Ailaine Zautner
Recording Secretary

Referenced Documents:

Thank you letter to Domino's Pizza
Memo from Mrs. Wirzbicki re Solar Rooftops Project
Public Hearing PPT Presentation
Job Description for IA/ABAs