

**AUBURN SCHOOL BOARD MEETING AND PUBLIC HEARING
MAY 7, 2018 AT 6:00 P.M.
AUBURN VILLAGE SCHOOL MEDIA CENTER**

These minutes are unapproved.

Alan Villeneuve, Chair, called the meeting to order at 6:00 p.m. Those in attendance were Board members, Janice Baker, Samantha Belcourt, Barbara Carpenter, and Jason Tyburski; Principal, Lori Collins; Assistant Principal, Michel O'Rourke; Curriculum Coordinator, Cheryl Violette; Interim Technology Director, Chris Hamilton; Maintenance Director, Scott Dube; Superintendent, Charles P. (Phil) Littlefield; Assistant Superintendent, Marge Polak; and Business Administrator, Karen Lessard.

PLEDGE OF ALLEGIANCE

Auburn Historical Association President, Dan Carpenter introduced Poetry Contest winners Samantha Bracksley (1st Place), Ella Manning (2nd Place), Ava Triplett (3rd Place), and Kelen McDonald (Honorable Mention), who read their poems and led the attendees in the Pledge of Allegiance.

PROOF OF POSTING

Dr. Littlefield provided proof of posting.

At 6:07 pm Alan Villeneuve opened the Public Hearing on Public Infrastructure Funds for Security and Safety Upgrades.

PINKERTON LIAISONS

Julia and Lauren Sylvain updated the Board with recent activities at Pinkerton which included:

- Baccalaureate on June 10
- Graduation June 11
- 1st in Tri-State Math Meet
- Destination Imagination 1st at States (going to Globals on May 11 (Knoxville, TN))
- Open Studios in Keen upcoming
- Junior Prom May 19
- Girls Lacrosse and Boys Tennis are both 1st in their division

APPROVAL OF MINUTES

Motion by Samantha Belcourt, seconded by Barbara Carpenter, to approve the minutes of the April 10, 2018 board meeting, and the motion carried unanimously.

Motion by Samantha Belcourt, seconded by Janice Baker, to approve the non-public, sealed minutes of the April 10, 2018 board meeting, and the motion carried unanimously.

OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD

Jennifer Anderson suggested that if another kindergarten session were to be added, it should be done soon in order to notify parents who will be affected by the change.

Discussion ensued relative to the kindergarten class size. Adam Diorio asked at what point is the threshold; is there a policy? Heather Lockwood stated the smallest kindergarten class size was 8. Alan Villeneuve suggested adding kindergarten discussion to the next agenda. Considerable discussion ensued.

Motion by Janice Baker, seconded by Samantha Belcourt, to hire the correct number of staff and to add a 4th session of kindergarten in order to bring down the class size, and the motion carried unanimously.

FINANCIAL

Manifest Review

Motion by Janice Baker, seconded by Samantha Belcourt, to approve the manifest for May 7, 2018 in the amount of \$619,626.09, and the motion carried unanimously.

Budget Adjustments

The budget adjustments were reviewed. Motion by Samantha Belcourt, seconded by Janice Baker, to approve the budget adjustments as presented, and the motion carried unanimously.

REPORTS

Reports of Administrators

Reports of Administrators were reviewed.

Standing Committees

Samantha Belcourt reported that she will be attending a Strategic Planning Workshop on May 23. Janice Baker said SERESC continues to move toward a new governance process and hopes to assemble a new Board of Directors by June or July.

Chris Hamilton reported that he and Lori Collins are putting together a plan for ChromeBooks. He said the committee will be working on a draft Technology Plan. Alan Villeneuve said if any funding will be requested, it would have to be before the board at the retreat.

Barbara Carpenter reported on upcoming PTA activities:

- New board member elections
- Summer Camp enrollments
- Teacher barbecue on June 15
- Social at the Tavern on June 24

PERSONNEL

Co-Curricular and Athletic Nominations

Motion by Samantha Belcourt, seconded by Barbara Carpenter, to accept the Co-Curricular Nominations as presented, and the motion carried unanimously.

Motion by Janice Baker, seconded by Samantha Belcourt, to accept the Athletic Nominations as presented, and the motion carried unanimously.

Janice Baker asked Michel O'Rourke about the additional responsibilities she is taking on as Athletic Director. Lori Collins stated that she, Michel, and Dr. Littlefield discussed this and that having an internal person as AD might be beneficial.

OLD BUSINESS

Goals

Goals were reviewed.

Janice Baker asked Cheryl Violette if teachers were part of the Review of Student Services Delivery and Operations (Goal #4), to which Cheryl replied that some information came from curriculum meetings.

Janice asked about differentiation teaching for 6-8, to which Cheryl said it is done appropriately in Social Studies and Language Arts. She said the same information is presented, but presented slightly differently.

Primex CAP Agreement for Property and Liability Insurance

Alan Villeneuve asked Karen Lessard if she shopped around for better pricing, to which Karen stated that there are no other pools, therefore it would come at a higher cost.

Motion by Janice Baker, seconded by Jason Tyburski, to accept the Primex CAP Agreement for Property and Liability Insurance as presented, and the motion carried unanimously.

Motion by Janice Baker, seconded by Barbara Carpenter to accept the Primex CAP Agreement for Liability Insurance as presented, and the motion carried unanimously.

Renovation Discussion

Janice Baker stated that the Building Committee is assessing next steps. They are getting more detailed drawings and designs. The architect met with teachers, specialists, and staff by grade level and are vetting out the requests. Samantha Belcourt asked for minutes of these meetings. Alan Villeneuve stated that the architect has minutes. She would like the meetings and the minutes to be posted.

MiTENA Discussion

Alan Villeneuve gave new members a brief history of MiTeNa, explaining that in the past, MiTeNa was a two-night 3-day field trip for grade 6. It was cut out of the 17/18 budget, but after public input, was put back as a one-night 2-day field trip. It was included in the 18/19 budget. Since then, there have been multiple requests by parents to reinstate it.

Parent Holly McDonald read letters from parents asking the board to reconsider. Parent Michelle Whiting said it is a rite of passage and felt it was more beneficial than Adventurelore.

Resident Adam Diorio agreed with the need for trips as so much is learned outside of the classroom.

Heather Lockwood read letters from 7th graders on their positive experiences at MiTeNa.

Considerable discussion ensued.

Teachers Jill Kyser and Joan Marcotte spoke to the importance of Adventurelore and how it guides staff to teach effectively to the intricacies of the individual 6th graders. Joan Marcotte said MiTeNa is extracurricular as it does not fit into curriculum. Two full days away from curriculum, an inordinate

amount of time being spent by staff organizing bunkmates, and student anxiety, using considerable teacher/counselor time were other reasons they were not in favor. Samantha Belcourt asked why this is a board issue, to which Alan Villeneuve stated that all overnight trips must be approved by the board. Considerable discussion ensued which included the possibility of such a trip being run by the Parks & Recreation Department or privately run as is the Washington, DC trip.

When asked his opinion, Dr. Littlefield stated that his job is to oversee the intellectual development of young minds, and given the input from the teachers present, he supports the choice that the board has made.

No action was taken.

Alan Villeneuve closed the Public Hearing at 7:45 p.m.

Motion by Janice Baker, seconded by Jason Tyburski, to accept the Public Infrastructure Funds for Auburn Village School for Security and Safety Upgrades in the amount of \$100,000, and the motion carried unanimously.

NEW BUSINESS

Committee Recommendation for Owner's Representative

Motion by Samantha Belcourt, seconded by Barbara Carpenter, to move forward with Jobin Construction Consultant as Owner's Project Manager, and the motion carried unanimously.

Dr. Littlefield explained that the committee felt that Jobin, being a single-person entity, would 'wear well on all parties involved in Auburn'.

Retreat Topics

- Administrator-suggested goals
- State of the School
- Talent Management
- Feedback by Administrator's on board performance
- Board & Superintendent will meet
- High School: Pinkerton scheduling/staffing

Technology Insurance

Chris Hamilton stated they are working on a draft plan for next year.

Hourly Rates for Food Service Personnel

Karen Lessard stated that a comparison was done on rates paid to food service workers in the area. She said they would like to increase the salary of each food service employee, and that lunch prices wouldn't be increased to fund this raise.

Both Lori Collins and Cheryl Violette said how remarkable this particular food service team are.

Motion by Janice Baker, seconded by Samantha Belcourt to raise the hourly rate of the food service employees by \$1.50 per hour beginning in the 18/19 school year, and the motion carried unanimously.

Proposed 18/19 Meeting Schedule

The 18/19 Board Meeting Schedule was reviewed. The March 2019 meeting will be held on Monday, March 11 instead of Tuesday, March 12 (Election Day).

Alan Villeneuve requested that Deliberative Session #1 be moved to the morning of the same day as the Town Deliberative Session in order to get more attendees. However, he did not want it to be held after the Town Session.

POLICY UPDATES

Second Reading/Acceptance

Motion by Samantha Belcourt, seconded by Barbara Carpenter, to adopt policies EBA, EC, ECAC, EDC, EEAEC, EEBB, and EFC, and the motion carried unanimously. By adopting them as presented, policies EBA, EC, ECAC, EEAEC, and EC were eliminated, and Policies EDC and EEBB were adopted as presented.

NON-PUBLIC SESSION: RSA 91-A:3 Section II (a-h) (if necessary)

No need.

INFORMATIONAL ITEMS AND CORRESPONDENCE

Enrollment Reports*

18/19 Standing Committees*

Upcoming Agenda Item: Handbook Changes

ADJOURNMENT

Motion by Samantha Belcourt, seconded by Barbara Carpenter, to adjourn the meeting at 8:20 p.m., and the motion carried unanimously.

The next regularly scheduled Auburn School Board Meeting is Tuesday, June 12, 2018 at 6:00 p.m., in the Auburn Village School Media Center.

There will be an SAU Board Meeting on May 16, 2018 at 6:30 p.m., at the David R. Cawley Middle School Media Center.

Respectfully submitted,

Rebecca SJ McCarthy
Recording Secretary