

**AUBURN SCHOOL BOARD MEETING AND PUBLIC HEARING
AUGUST 10, 2017 AT 5:00 P.M.
AUBURN VILLAGE MEDIA CENTER**

These minutes have been approved.

Keith Leclair, Chair, called the meeting to order at 5:00 p.m. Those in attendance were Board members, Alan Villeneuve, Maureen Murgo, Samantha Belcourt, and Janice Baker; Principal, Lori Collins; Assistant Principal, Michel O'Rourke; Director of Student Services, Deena Jensen; Curriculum Coordinator, Cheryl Lynch; Maintenance Director, Scott Dube; Superintendent Dr. Charles P. (Phil) Littlefield; Assistant Superintendent, Marge Polak; and Business Administrator, Karen Lessard.

PLEDGE OF ALLEGIANCE

Keith Leclair led the attendees in the Pledge of Allegiance.

PROOF OF POSTING

Dr. Littlefield provided proof of posting.

APPROVAL OF MINUTES

Motion by Maureen Murgo, seconded by Samantha Belcourt, to approve the meeting minutes of June 13, 2017, and the motion carried unanimously.

Motion by Samantha Belcourt, seconded by Maureen Murgo, to approve the meeting minutes of July 10, 2017, and the motion carried unanimously.

Keith Leclair opened the Public Hearing (Roof Repair) at 5:05.

OPPORTUNITY FOR PUBLIC TO ADDRESS THE BOARD

Holly McDonald asked the Board if they would consider reinstating the Camp MiTeNa field trip to the academic calendar for grade 6. The three-day, overnight trip was removed from the calendar primarily for budgetary reasons. Maureen Murgo asked the Board to consider allowing the trip if parents raised the funds. Alan Villeneuve stated that the hourly calendar was another consideration for removing it from the calendar, as was the fact that grade 6 already goes to Adventurelore. Dr. Littlefield said that funding of camp MiTeNa is relatively recent. Considerable discussion ensued relative to past participation, funding, and the possibility of shortening the length of the trip. Alan Villeneuve said he was not in favor of bringing it back. Maureen Murgo said she felt that it was an important community-building activity.

Motion by Maureen Murgo, seconded by Samantha Belcourt to build Camp MiTeNa back into the academic calendar to be supported by parent funding. Discussion continued. Lori Collins will look into reducing the length of the trip as well as other reconfigurations. Holly McDonald will talk to parents to see what they would be amenable with. Keith Leclair said he is concerned with having the ability to do this process yearly. Citing traditionally low grade 6 scores, Alan Villeneuve asked Marge Polak for her thoughts of how a three-day loss of instruction impacts those scores.

Motion by Alan Villeneuve, seconded by Samantha Belcourt, to table discussion until the next meeting, and the motion carried unanimously.

FINANCIAL

Manifest Approvals

Motion by Janice Baker, seconded by Maureen Murgo, to approve the June 30, 2017 manifest in the amount of \$984,331.95, and the motion carried unanimously.

Motion by Janice Baker, seconded by Maureen Murgo, to approve the July 30, 2017 manifest in the amount of \$337,459.62, and the motion carried unanimously.

Motion by Janice Baker, seconded by Maureen Murgo, to approve the August 10, 2017 manifest in the amount of \$675,603.96, and the motion carried unanimously.

Discussion ensued relative to the purchase of a new server. Board members said discussion was held to hold off on that purchase. Dr. Littlefield stated that if items are in the Technology Plan, they will be purchased. He stressed that the Board memorialize intents so that all parties involved are aware of such intents.

Budget Adjustments

Budget Adjustments were reviewed. Lori Collins explained that a grade 2 teacher that switched grades was allowed to keep her cart, leaving a grade 2 teacher without one. Because of the low cost of the carts, Ms. Collins felt that, to be fair, grade 1 could be supplied with them as well.

Alan Villeneuve asked Scott Dube if the flashing had been installed. Scott replied that it was.

Motion by Alan Villeneuve, seconded by Samantha Belcourt, to approve the budget adjustments, and the motion carried unanimously.

PERSONNEL

Ratification of Superintendent's Nomination

Motion by Alan Villeneuve, seconded by Samantha Belcourt to approve of Tola Khin, teacher, and the motion carried unanimously.

Motion by Alan Villeneuve, seconded by Samantha Belcourt, to approve of Katelyn O'Donnell, teacher. With Maureen Murgo abstaining, all others in favor, the motion carried.

Janice Baker asked why the Board approves of the Superintendent Nominations. Dr. Littlefield stated that it is a state statute on all certificated positions. Deena Jensen explained the process used when finding candidates. Beginning with a seven member interview committee, and ending with the board approval of the Superintendent's nomination. Dr. Littlefield stated that the ads for positions are broad in order to get a large pool to cut to specific needs.

Resignations

Motion by Alan Villeneuve, seconded by Samantha Belcourt, to accept-with regrets-the resignation of Rhonda Campbell, and the motion carried unanimously.

Motion by Alan Villeneuve, seconded by Samantha Belcourt, to accept-with regrets-the resignation of Patti Clark, and the motion carried unanimously.

Co-Curricular and Athletic Nominations

Motion by Alan Villeneuve, seconded by Maureen Murgo, to accept the Co-Curricular Nominations as presented, and the motion carried unanimously.

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

OLD BUSINESS

Technology Plan

Keith Leclair stated that the Board was expecting to have a tech plan presentation and that it is unacceptable that it is not ready. Discussion ensued relative to the lack of a meetings schedule, a timeline in order to budget properly for the plan, and the delegation of responsibilities of committee members (writing the plan/getting staff feedback/impact of plan).

It was decided that the 1-year Technology Plan *draft* will be presented at the September 12 meeting. That plan will be brought before the Board at the October 10 meeting for approval. The 5-year Technology Plan *draft*, will be presented at the October 10 meeting as well. That plan will be before the Board again at their November 14 meeting for approval.

Health Curriculum

Cheryl Lynch presented the Board with information they requested at a previous meeting regarding the Health Curriculum.

NEW BUSINESS

Summer Maintenance Report

The Maintenance Report was reviewed. Scott said his staff has been great and that they successfully worked around the summer programs. They are 80% complete. Scott said he got three roof quotes and would like to move forward with Twin Metals for \$19,350. The roof will be installed over the locker rooms and above the cafeteria.

Keith Leclair asked for public input. There was none. He closed the Public Hearing at 6:30 p.m.

Motion by Alan Villeneuve, seconded by Maureen Murgo, to expend up to \$20,000 out of the Expendable Trust Fund to replace the roof as proposed, and the motion carried unanimously.

Scott also met with the kitchen fan vendor. The estimated cost is \$10,505, half of which would be reimbursed by Eversource.

Motion by Alan Villeneuve, seconded by Samantha Belcourt, to expend up to \$6,000 out of the food service fund. With Maureen Murgo abstaining, all others in favor, the motion carried in the affirmative.

Instructional Time Schedule

Dr. Littlefield explained that Ed. Rules requires annual approval of an Instructional Time Schedule. An error was spotted on the one presented. Under grade 6 the number should be changed from 425 to 560.

Motion by Alan Villeneuve, seconded by Maureen Murgo, to approve the Instruction Time Schedule as amended, and the motion carried unanimously.

School Improvement Committee Charter

Motion by Samantha Belcourt, seconded by Janice Baker, to approve the School Improvement Committee Charter as presented, and the motion carried unanimously.

Select Members for School Improvement Committee

Considerable discussion ensued relative to how to best choose committee members. Various scenarios were considered and the following members were chosen:

Government Members: Peter Miles, Jess Edwards, Mike DiPietro

School Members: Lori Collins, an SAU Representative, Board Member- Keith Leclair (alternates Janice Baker and Alan Villeneuve), and a teacher to be determined.

Community Members: Tom Gonyea, Jennifer Anderson, Jason Tyburski, Diane Proulx, Lincoln Daley, and Doug Blay.

Communications Proposal

Discussion ensued regarding the Proposal for Communication. The Board agreed that they will be cognizant of acknowledging staff on their accomplishments, but are aware of Policies that govern Board interaction.

POLICIES

First Reading

Policies BBBH, CBB, CBG, CBI, AA, ADA, AEB/AEC, AFA, BB, BBAA, BBBA, BBBB, BBBB, BBBB were reviewed. The Board felt that though Policies BBBH, CBB, CBG, and CBI, are more appropriate as SAU policies, they would keep them as is until the SAU Board adopts them as such. Some language changes were made to Policy AA and BBAA. The Board agreed that Policies ADA, AEB/AEC, AFA, BB, BBBA, BBBB and BBBB should be eliminated, since statute governs each.

Motion by Janice Baker, seconded by Maureen Murgo, to approve the First Reading of the Policies as presented and amended, and the motion carried unanimously.

Motion by Samantha Belcourt, seconded by Janice Baker, to amend the agenda to include Goals Discussion.

The 2017 Strategic Planning Meeting Summary was reviewed. Janice Baker stated that the intention is to establish milestones and set up a plan/target.

Dr. Littlefield stated that funds would need to be expended as the CIP progresses.

Motion by Alan Villeneuve, seconded by Maureen Murgo, to approve the 2017 Strategic Planning Meeting Summary as presented and the motion carried unanimously.

Because of an unexpected retirement, Lori Collins stated that she would like to revise curriculum to be more in line with 21st Century Learning. This would be replacing the Technology Integration Educator position with a Computer Science Educator position as a 1-year appointment.

Motion by Alan Villeneuve, seconded by Maureen Murgo, to approve that Lori Collins pursue a revision of the Technology Integration Curriculum for grades 5-8, and the motion carried unanimously.

Motion by Alan Villeneuve, seconded by Maureen Murgo, to authorize the Superintendent to hire a person to handle the revised curriculum, and the motion carried unanimously.

ADJOURNMENT

Motion by Samantha Belcourt, seconded by Janice Baker, to adjourn the meeting at 8:34 p.m., and the motion carried unanimously.

The next meeting of the Auburn School Board will be September 12, 2017 at 6:00 p.m. at the Auburn Village School Media Center.

Respectfully submitted.

Rebecca SJ McCarthy,
Recording Secretary