

**Auburn School District
School Improvement Committee
February 15, 2018**

Committee Members Present: Peter Miles, Chair; Alan Villeneuve, Mike DiPietro, Jennifer Anderson, Diane Proulx, Tom Gonyea, Jim Headd, Melissa Prunier and Lori Collins.

Also Present: Janice Baker

Mr. Miles convened the meeting at 6:05 PM.

Open House, Tours and Presentations:

Mrs. Prunier shared that she has 8 teachers prepared to provide tours on Saturday 2/17 and that there are many teachers providing baked goods for the event. She also confirmed that NJHS will provide babysitting at the events. Mr. Villeneuve confirmed he will provide the coffee.

Dr. Collins will send an email blast to remind parents of the open house and also will provide information to the Hooksett Banner/Union Leader for a press release. Mrs. Prunier shared that they intend to put a flyer in the Kindergarten and 1st grade registrations packets to help spread the word to any families who will be new to AVS.

Mr. Gonyea asked about getting news coverage at the open house and Mr. Villeneuve confirmed that Mr. Rolfe will ask for the Union Leader reporter to attend.

Mr. Gonyea asked if the updated presentation included information on what isn't included which allowed for such a reduction in cost. Mrs. Baker asked for feedback and updated the presentation slides based on discussion. The committee discussed who would do the presentation and decided Mrs. Baker and Mrs. Anderson will share the presentation and all committee members present will be introduced and available to provide input or assist with Q&A time. Dr. Collins and Mrs. Prunier will be able to interject as needed regarding school questions.

Mrs. Prunier asked questions on behalf of Mrs. Belanger (Food service director) regarding the updates being made to the cafeteria/kitchen space including the outdoor shed, kitchen space and food service lines. Mr. Villeneuve confirmed that Mrs. Belanger would be involved in design discussions with the architect when the redesign was being finalized to ensure her input was included.

Mrs. Anderson shared that the Griffin Free library has flyers for the public and is happy to post drawings as well. She also asked if the flyers were shared at the Senior Dinner event. Mrs. Proulx shared that she brought an envelope of flyers and asked if they could be distributed. The envelope was taken but the flyers were never handed out.

Many committee members shared their general sense that in conversations with others around town, the project proposal is seen as positive. There was a discussion of town members concerns over the property evaluations being conducted this year. Mr. Headd confirmed this is required to be done every 5 years. There was also a discussion of the current portable classrooms and what would happen once construction was done. Mr. Villeneuve stated that they were owned by the school and there had already been discussion with town officials about repurposing them within town but no decisions were made.

Mr. Villeneuve contacted HL Turner to ask for updated drawings and confirm their attendance for Saturday's open house.

Handout/mailers:

The committee discussed the 1 page handout that was used for the report card inserts in January could be handed out on Saturday. There was also a discussion about a mailing to all town residents to remind them of the vote. Although the information is being provided within the voter handbook, the committee agreed it would be better to send one more mailing direct to residents to ensure all are aware of the voting day. Dr. Collins and Mrs. Prunier agreed to create the mailing and bring a sample to the post office. The target date for this to be given out to residents is March 5-7.

Future Committee Meetings and Events Schedule:

Saturday, February 17, 2018 – 9 AM – Open House Forum

Wednesday, March 7, 2018 – 6 PM – Committee Meeting

Thursday, March 8, 2018 – 6:30 PM – Open House Forum

Meeting Minutes:

Mrs. Prunier moved to approve the minutes of the January 24, 2018 meeting as printed. Second by Mr. Headd. A vote was taken, all were in favor, the motion carried.

Adjourn:

Mr. Headd moved to adjourn the meeting at 7:15 PM, seconded by Mr. DiPietro. A vote was taken, all were in favor, and the vote was passed unanimously.