

**AUBURN SCHOOL BOARD MEETING
MAY 14, 2019 AT 6:00 P.M.
AUBURN VILLAGE SCHOOL MEDIA CENTER**

These minutes have not been approved.

Janice Baker, Board Vice Chair, called the meeting to order at 6:00 p.m. Those in attendance were Board members Samantha Belcourt, Jason Tyburski, and Barbara Carpenter; Principal, Lori Collins; Assistant Principal, Lindsay Murray; Director of Student Services, Deena Jensen; Curriculum Coordinator, Cheryl Violette; Technology Director, Bob Stroebel; Maintenance Director, Scott Dube; Superintendent, Charles P. (Phil) Littlefield; Assistant Superintendent, Marge Polak; and Business Administrator, Karen Lessard.

PLEDGE OF ALLEGIANCE

Isabella Strabone, grade 6, and Luke DeLangie and Shawn Kleiner, both from grade 7, led the attendees in the Pledge of Allegiance.

PROOF OF POSTING

Dr. Littlefield provided proof of posting.

PINKERTON LIAISON

Lauren Sylvain updated the board with current Pinkerton events which included:

- Science Testing (Juniors)
- College AP Testing
- Finals for Seniors begin June 3
- Faculty Play
- Junior Prom
- Youth Day
- Applications for next Pinkerton Liaison
- Valedictorian-Maria Gibeau (AVS alumna)
- Salutatorian-Lauren Sylvain (AVS alumna)

Janice Baker stated that the Auburn Selectmen will be in attendance at the June 11 meeting to continue the practice of meeting quarterly. The Selectmen will be updated on what is happening at the school level and with the renovation project.

APPROVAL OF MINUTES

Motion by Samantha Belcourt, seconded by Barbara Carpenter, to approve the minutes of the April 9, 2019 board meeting, and the motion carried unanimously.

OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD

Resident Michelle Cremoni, mother of a 2nd grader, thanked the administration and board for supporting Auburn students. She stated her concern with having only three teachers for the size of the of grade 2 class entering grade 3 in the fall, saying there will be close to 25 students in each class. She cited Auburn School District Policy IJB, which states "*The Auburn School Board recognizes that class size has an effect upon student learning. As such, the Board will strive to maintain student-teacher ratios of no more than 20:1 for grades K-3 and 25:1 for grades 4-8.*" She said this policy was last visited in 2008 and, though she understands if another classroom is financially unfeasible, asked administration to 'think out of the box' for a way to support the educational and emotional needs of the children. As an aside, she asked the board to consider hiring a full-time guidance counselor.

Resident Jen Strabone said that state limits grade 3 class size to 30. The board should consider the individuals that make up the class; behaviors, IEPs, distractions. Smaller class size makes for a better learning environment. She asked the board to look at the children as individuals, not just the number of children. Ms. Strabone presented the board with 13 emails from parents of 2nd graders who could not attend tonight's meeting.

Samantha Belcourt thanked the parents for coming to the meeting to advocate for their children. Janice Baker echoed Samantha's sentiments, and commended them for doing their homework. Janice said the board is aware of the class size and is watching it. She added that the renovation was not because of increasing enrollments, but they will continue to be monitored. She said administrators will look at possible options over the next couple months. Dr. Littlefield stated that administrators will revisit the numbers over the summer and will gauge that to where the renovation is at that point. As of now, there is no space for an additional classroom, as the renovation won't be done until December. He asked parents to be patient, and stated that he hasn't known the board to refuse staffing when there has been a legitimate need. Barbara Carpenter stated that the administrators and board do look at the individuals that make up a classroom. Asked if there is a plan to deal with higher numbers than expected, Janice Baker said that they will continue to monitor and think of options.

REPORTS

Reports of Administrators

Janice Baker asked Dr. Littlefield if there has been any information on Sophomore Orientation. Dr. Littlefield explained that there has been talk about having an orientation for sophomores, as some find it difficult transitioning to a full campus after having been self-contained in their first year. Samantha Belcourt stated that she is excited about play-based instruction and asked Marge Polak if there is a professional development plan for instruction. Marge stated that there was training done by UNH last summer. She said there was no need to restructure instruction, though educators must be mindful of movement, creating and exploring. They will be reviewing how it worked and what changes need to be made to make sure instruction is in compliance. Barbara Carpenter congratulated AVS on winning the 2019 School Emergency Preparedness Award. Barbara Carpenter asked Deena Jensen if she was concerned with filling professional Extended School Year positions, to which Deena stated she is not at this time, though a number of districts are short on summer staffing. As for filling two open teacher positions, Deena stated that interviews wrapped up earlier today and that there were 26 applicants. Janice Baker noted the increase in referrals and Samantha Belcourt asked if the contracted service budget is over. Deena said it is not. Janice Baker asked Marge Polak about putting assessments online as previously requested. Marge stated that was done yesterday. Referring to Cheryl Violette's report, Janice Baker asked how administrators focus on problem-solving and perseverance, to which Lori Collins stated that she sees teachers facilitating goals in the classroom. Barbara Carpenter asked Marge Polak how AVS is measuring with growth targets, to which Marge stated they are not at the 85% as hoped. Data from spring testing will be available in October. Samantha Belcourt asked Bob Stroebel what steps will be taken to implement the Data Governance Manual. Dr. Littlefield stated that the manual was drafted by the three SAU #15 Technology Directors, but that each district must approve their own. They will be identical. It is the function of administrators to make sure they are following the plan. Barbara Carpenter asked Bob Stroebel when parents are notified of necessary Chromebook repairs, to which Bob said he sends letters out monthly. Barbara Carpenter said the new orange Do Not Enter sign on Eaton Hill Road has been fantastic.

Standing Committees

NHSBA-Samantha Belcourt reported that she attended the Chair Workshop at NHSBA and is concerned with the board eliminating policies, as it is the main responsibility of this board. Discussion ensued. Barbara Carpenter stated that procedures shouldn't be policies. Janice Baker stated that required policies are never eliminated. Dr. Littlefield stated that all three SAU #15 districts are looking at policies which are defined by statute as unnecessary. Barbara Carpenter stated that policies are to give direction, not to tell administration on how to enforce them.

PTA-Samantha Belcourt sat in for Jason Tyburski. Some of the activities she reported on were:

- Summer Camps
- Color Run
- Child Theater
- Book Fair
- Cash Calendar

New Elections:

- President: Sandy Leclair
- Vice President: Amy Lachance

- Treasurer: Mindy Bedard
- Secretary: Sarah Galler

OLD BUSINESS

Goals

Goals were reviewed. Marge Polak stated she will do a brief summary of Goal #4 at the retreat.

Renovation Updates

Janice Baker reported that everything is on schedule. The wing is done and is being sheet rocked. Paint is being applied and the brickwork and ceilings have started. The old section and new section have been connected. There will be another walkthrough in about a month. Teachers are in 'pack mode'. There will be over 40 moves necessary in the next seven months. In June there will be a staff walkthrough. Janice said financially, 39% is complete. When that number hits close to 50%, the board will reassess and start re-prioritizing. That is expected in July.

NEW BUSINESS

Proposed Meeting Schedule

Motion by Samantha Belcourt, seconded by Jason Tyburski, to approve the Board Meeting Schedule as presented, and the motion carried unanimously.

School Lunch Prices

Karen Lessard stated that USDA regulations require that federally funded school lunches do not subsidize paid lunches. She said that because the federal lunch costs \$3.00, AVS must make an attempt to get to that number. Some discussion ensued.

Motion by Barbara Carpenter, seconded by Samantha Belcourt, to increase the price of an elementary lunch from \$2.75 to \$2.90 for the 2019/2020 school year, per the USDA requirement, and the motion carried unanimously.

New Morning School Contract (previously tabled)

Karen Lessard stated that she emailed the board information requested by them regarding attendance at the New Morning School's before and after school program. Both were 30-40 each. Karen reviewed amounts charged by local schools. Dr. Littlefield stated that if that charge were to increase, it would be passed along to parents.

Motion by Samantha Belcourt, seconded by Barbara Carpenter, to approve the New Morning School Contract as presented, and the motion carried unanimously.

FINANCIAL

Manifest Review

Motion by Janice Baker, seconded by Jason Tyburski, to approve the manifest for May 14, 2019 in the amount of \$1,099,222.39, and the motion carried unanimously.

Construction Manifest

Motion by Janice Baker, seconded by Barbara Carpenter, to approve the construction manifest on May 14, 2019 in the amount of \$1,141,137.42 and the motion carried unanimously.

Budget Adjustments

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

POLICIES

Second Reading

Policies GBGAA, IHAMC, JLCCA, JFAA, JIB, JIBA, JIC, JICA, and JIH were reviewed as a second reading. Samantha Belcourt stated her concern for eliminating JIH as suggested. She felt the policy was necessary to protect administration. Lori Collins stated that information in JIH is addressed in the Student Handbook.

Motion by Barbara Carpenter seconded by Jason Tyburski, to approve the policies as presented, and the motion carried unanimously.

PERSONNEL

Resignation

Motion by Samantha Belcourt, seconded by Jason Tyburski, to approve with regret, the resignation of Teacher, Christine Caza, and the motion carried unanimously.

Superintendent's Nominations

Motion by Barbara Carpenter, seconded by Samantha Belcourt, to accept the Superintendent's Nomination of Jennifer Bernier as School Nurse and the motion carried unanimously.

Motion by Barbara Carpenter, seconded by Samantha Belcourt, to accept the Superintendent's Nomination of Kerrie Moynihan as Teacher (50%) and the motion carried unanimously.

Motion by Barbara Carpenter, seconded by Jason Tyburski, to accept the Superintendent's Nomination of Patience Joy as Health Teacher (60%) and the motion carried unanimously.

Discussion ensued relative to enrollments.

INFORMATIONAL ITEMS AND CORRESPONDENCE

Enrollment Reports

Standing Committees

Upcoming-Data Security Plan/Technology Plan

Upcoming-Handbook Changes

ADJOURNMENT

Motion by Barbara Carpenter, seconded by Samantha Belcourt, to adjourn the meeting at 7:45 p.m., and the motion carried unanimously.

The next regularly scheduled Auburn School Board Meeting is Tuesday, June 11, 2019 at 6:00 p.m. in the Auburn Village School Media Center.

The Auburn School Board Retreat will be held on May 24, 2019, at the Auburn Safety Complex from 8:00 a.m. to 2:00 p.m.

Respectfully submitted,

Rebecca SJ McCarthy
Recording Secretary