

# ORLEANS SCHOOL COMMITTEE MEETING

Monday, August 17, 2009, at 3:30 p.m.

APPROVED

AS AMENDED

SEP 21 2009

ATTENDING: Administration: Superintendent Dr. Richard Hoffmann  
Principal Diane Carreiro

Committee members: Gwynne Guzzeau, Chairman Pam Jordan, Mary Lyttle, Josh Stewart, and Fred Walters

Other: Town of Orleans Finance Committee member Larry Hayward  
interested staff members

I CALL TO ORDER: Chairman Pam Jordan called the meeting to order at 3:30 P.M.

II CITIZENS SPEAK: Staff member Judy Suchecki spoke on behalf of the staff at the Orleans Elementary School regarding class size in Kindergarten for the 2009-10 school year. Judy explained that the current class size is 2 classes at 18 students per class, and explained that class size recommendations from the Orleans Elementary School Committee in Grades K – 3 was 13 to 17 students.

A. Administrators' Reports: Principal Diane Carreiro reviewed her Principal's report, a copy of which was included in the packet. Diane wanted to recognize the following individuals – 2 teacher mentors (Amy Sanders and Lori Youngman), the donation of a gently used refrigerator for the school by Dawn Steber, and the donation of woodchips needed to replenish the playground surface from John Merlesena of Treescapes. Diane also reported on the monthly enrollment, professional development, and capital improvements. Diane distributed and discussed the projected grant funds and expenditure designations. **As amended on 9/21/09** – including the possibility of hiring a third kindergarten teacher. After much discussion, it was moved by Mary Lyttle, seconded by Josh Stewart and voted unanimously to establish a third kindergarten classroom for 2009-2010. Diane explained that grant funding continues to be tentative at the present time.

Dr. Richard Hoffman discussed his two-day Administrator's Planning Institute held on August 11 and 12, 2009. The topics included leadership skills, data driven decision-making, goal setting, and strategic planning.

B. Set Meeting Dates: The Orleans School Committee normally meets on the third Monday of the month, but for 3 months it does not work. The meeting in January is scheduled for January 11, 2010, the February meeting is scheduled for February 22, 2010, and the April meeting is scheduled for April 26, 2010.

C. Transportation Subcommittee: Due to our current bus contract ending this year, a subcommittee will be formed to make recommendations for the new Request for Proposals. Fred Walters volunteered to serve on the subcommittee. Fred will update the committee after the transportation meeting scheduled for August 18, 2009.

## III REPORTS AND INFORMATION:

Joint Meeting: Dr. Richard Hoffman explained that at the Joint School Committee meeting on September 10, 2009 at 7 pm, Steve Hemman from Massachusetts Association of Regional Schools will be in attendance for discussion on regionalization issues.

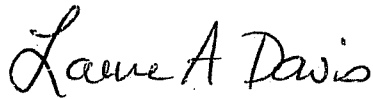
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TOWN OF ORLEANS  
CLERK'S OFFICE

IV PAYMENT OF BILLS: Bill schedules were signed.

V APPROVAL OF MINUTES: Approve minutes of July 20, 2009: A motion was made by Fred Walters and seconded by Mary Lyttle to approve the minutes of July 20, 2009 as printed. The motion was unanimously approved.

VI ADJOURNMENT: A motion was made by Mary Lyttle and seconded by Gwynne Guzzeau to adjourn the meeting at 4:35 P.M. The motion was unanimously approved.

Respectfully submitted,



Laurie A. Davis  
Recording Secretary