

APPROVED

ORLEANS SCHOOL COMMITTEE MEETING

Monday, November 16, 2009, at 3:30 p.m.

10 FEB 24 AM 10:42
TOWN OF ORLEANS
TOWN CLERKS OFFICE

ATTENDING:

Administration:

Superintendent Dr. Richard Hoffmann
Principal Diane Carreiro

Committee members: Gwynne Guzzeau, Chairman Pam Jordan, Mary Lyttle

Other:

Business Manager Hans Baumhauer, and interested staff members

- I CALL TO ORDER: Chairman Pam Jordan called the meeting to order at 3:30 P.M.
- II CITIZENS SPEAK: None
- III RECOGNITION: Dr. Richard Hoffmann wanted to recognize the following individuals: Amy Goland for her continued work as chairperson of the PTC's largest fundraiser - the Orleans Elementary School Craft Fair. Amy has served in that role for years, and is now training a replacement. The other parent is Kim vonThaden who has taken responsibility for the food concession portion of the Craft Fair for at least three years. Kim works with parent volunteers and local businesses to bring wonderful food to the Craft Fair.
- IV PRIORITY BUSINESS:
- A. Administrators' Reports: Principal Diane Carreiro reviewed her Principal's report, a copy of which was included in the packet. Diane also discussed the implementation of the District's Health and Wellness Policy, monthly enrollment data, Staff Development for the teachers, the 1st OES Newsletter which will be available in the middle of December 2009. Diane also discussed the playground project, and noted that a relative of an OES PTC member has volunteered to come and look at no cost, and that Orleans Police Chief Roy said he might be able to have a police officer come to the school sporadically to visit.
- Dr. Richard Hoffmann discussed a Department of Education meeting he attended with Gail Briere, Marcia Cameron, and Ann Caretti, which was comprised of the value of the Arts and content learning. Dr. Hoffmann also explained that he had sent a letter to Middle and High School parents regarding the H1N1 flu, and that the letter is also on the Nauset Public School's web site.
- B. FY 10 Update: Business Manager Hans Baumhauer discussed the current Orleans Elementary School expenditure report, a copy of which was included in the packet. Hans mentioned that Laurie Davis would be sending out current reports monthly. Hans also discussed the Orleans Preliminary Enrollment Projections per the Cohort Survival Ratio Method. The ratios are computed for each grade and are then used to project future enrollments. Hans also presented FY 10 recommended transfers. He thought it was a good practice to do them three times a year. A motion was made by Gwynne Guzzeau and seconded by Mary Lyttle to approve the transfers dated 11/16/09; a copy was included in packet. The motion was unanimously approved.
- C. FY 11 Budget: Han Baumhauer discussed the FY 2011 OES budget worksheet, a copy of which was included in the packet. The FY 11 budgets are all due on November 20, 2009.
- V REPORTS AND INFORMATION:
- Joint Meeting: Dr. Richard Hoffmann explained that all five-school committees would meet on December 3, 2009 at 5:00 P.M. at the Middle School cafeteria. The Region Meeting will follow at 7:00 P.M. Dr. Hoffmann explained that they would be discussing the FY 11 budget process, the Superintendent's survey, and approve transportation policies.

VI PAYMENT OF BILLS: Bill schedules were signed.

VII APPROVAL OF MINUTES:

Approve minutes of September 21, 2009: A motion was made by Gwynne Guzzeau and seconded by Chairman Pam Jordan to approve the minutes of September 21, 2009.

VOTE: 2 – yes
 1 – abstention (M. Lyttle)

Approve minutes of October 19, 2009: Approval of October 19, 2009 minutes were tabled to the next meeting.

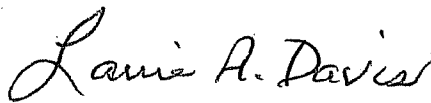
VIII EXECUTIVE SESSION: A motion was made by Gwynne Guzzeau and seconded by Mary Lyttle to go into Executive Session for the purpose of discussion with respect to collective bargaining at 5:00 P.M.

ROLL CALL: Gwynne Guzzeau – yes
 Mary Lyttle – yes
 Chairman Pam Jordan – yes

The committee returned to open session at 5:50 P.M.

IX ADJOURNMENT: A motion was made by Mary Lyttle and seconded by Gwynne Guzzeau to adjourn the meeting at 5:51 P.M. The motion was unanimously approved.

Respectfully submitted,



Laurie A. Davis
Recording Secretary