

ORLEANS SCHOOL COMMITTEE
Meeting of May 21, 2012
Held in the Music Room, Orleans Elementary School

APPROVED
ORLEANS TOWN CLERK

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Present for the Committee: Josh Stewart, Eric Ehnstrom, Gwynne Guzzeau, David Abel

Present for the Administration: Superintendent Hoffmann, Principal Carreiro

REORGANIZATION

Officers:

Dr. Hoffmann opened the Reorganization session for 2012-2013 by recommending **Josh Stewart** as the new Chair. Eric Ehnstrom then proceeded to nominate Josh which was seconded by Gwynne Guzzeau and all voted in favor.

Gwynne Guzzeau nominated **Eric Ehnstrom** as the new Vice-Chair, which was seconded by David Abel. All voted in favor.

Gwynne Guzzeau nominated **Pat Switchenko** as the Secretary, which was seconded by Eric Ehnstrom and all voted in favor.

Gwynne Guzzeau nominated **Mary Lyttle** to be the Payroll Authorizer, which was seconded by Eric Ehnstrom and all voted in favor.

David Abel nominated **Eric Ehnstrom** to be the Payroll Authorizer Alternate, which was seconded by Gwynne Guzzeau and all voted in favor.

Subcommittees:

Josh Stewart nominated the current Subcommittee representatives to continue for 2012-2013, which was seconded by Gwynne Guzzeau and all voted in favor. The elected Subcommittee representatives are: **Gwynne Guzzeau** for Policy, **Eric Ehnstrom** for Central Office Budget, **David Abel** for Negotiations and **Eric Ehnstrom** for Transportation.

Committee Representatives:

Gwynne Guzzeau nominated **Mary Lyttle** for the Cape Cod Collaborative, which was seconded by Josh Stewart. All voted in favor with the exception of Eric Ehnstrom, who opposed.

Josh Stewart nominated **Gwynne Guzzeau** for PTA Liaison, which was seconded by Eric Ehnstrom. All voted in favor.

Union #54 Voting Members:

Gwynne Guzzeau nominated the following for Union #54 Voting Members, which was seconded by Josh Stewart and all voted in favor: **Josh Stewart (Chair)**, **Gwynne Guzzeau**, **Mary Lyttle** and both **David Abel** and **Eric Ehnstrom (Alternate)**.

CALL TO ORDER:

Josh Stewart called the meeting to order at 3:45 PM.

AGENDA CHANGES:

None

CITIZENS SPEAK:

None

RECOGNITIONS:

Principal Carreiro recognized teachers Sharon Hughes, who was present, as well as Cirrus Farber for their work as Co-Chairs of the first Orleans Elementary School Talent Show. The format for the show is being worked on with many other staff members and as a first time event, it has been very time-consuming. The event is scheduled for May 31st at 6 PM and it hopefully will become an annual event.

PRIORITY BUSINESS

Administrators' Reports

Principal's Report

Principal Carreiro was proud to announce that Dominic Conti, OES custodian, was the Nauset Employee of the Year which was a well-deserved award. With respect to School Choice, there were five students who applied and were approved – two for the 1st grade and three for the 4th grade. She continued with an update on the outside student placement. More energy-efficient lighting was being upgraded for the school. The integrated THEME weeks will be held May 23rd – June 6th, with a “COLORS” topic along with a Laser Light Show. Two students will be recipients of the BUGS award for substantial improvement during the school year. Also, plans are progressing for the Grade 5 graduation.

Assistant Superintendent's Report

Dr. Gifford's report highlighted that Elementary ELA and Math District maps have been started. Science introductory meetings have been held and themes have been identified for elementary level. Dr. Hoffmann referred the committee to the STEM update in the report describing Roger Faucher's high school Robotics class which has excited the students. There are plans to add Advanced Robotics to the schedule next year at Nauset High School, with the possibility of extending the opportunity to build robots to the 4th or 5th grade students.

Business Manager's Report

The School Expenditure Report from 7/1/2011 to 5/14/2012 was issued.

Superintendent's Report

Dr. Hoffmann has been busy with the budget, transportation and food services, among other activities. The position of Director of Food Services has been filled and will be announced shortly. He is also planning to attend the BUGS breakfast. Sixteen people have announced their retirements across the district, many of whom are teachers. Dr. Hoffmann also mentioned that

Dr. Gifford is determining whether there are retired teachers who are available to mentor new teachers. Mentoring by retired teachers has been done in Brewster with great success.

FY12 Budget Update

For the budget discussion, two additional sheets were issued. One showed Major Accounts Contributing to the \$179,573 Unexpended Balance of May 21, 2012. The other hand-out was "Orleans Elementary FY12 Budget – Expenditure Plans Through June 30, 2012" which displayed planned expenses through the end of the school year (as of May 10, 2012) for specific accounts totaling \$178,600. There was lengthy discussion surrounding why there was such a significant unexpended balance. Principal Carreiro indicated that they have been very cautious in their expenditures since they did not know the financial requirements of a possible outside placement and they needed to verify teacher retirements. Eric Ehnstrom made a motion to accept the Expenditure Plans through June 30, 2012, Gwynne Guzzeau seconded it and all voted in favor.

Per Pupil Expenditures

David Withrow of the Finance Department has previously indicated in the last two years, it appears the procedure for applying costs was not correctly applied and resulted in the reporting of higher community costs. In his review, he has been looking at health care insurance, Medicare and pension costs. One issue which separates Orleans from the other towns is that it has not adopted a law to force retirees to go to Medicare (versus private insurance). Other contributing factors include smaller class sizes, great number of staff employees and higher salaried teachers at OES. Eric Ehnstrom suggested that high level comparative numbers could be calculated across all the schools in a short time-frame. David Abel raised the questions whether OES was more expensive and inquired whether the calculations are done differently. The issue is still under investigation and it is anticipated that the collective Heads of Finance in the Nauset region will meet to discuss further.

Review Summer and FY13 Meeting Schedule

There was discussion on the best time frame for scheduling the budget workshop for the OSC, Superintendent Hoffmann, Principal Carreiro and the Business Manager. The meeting was scheduled for July 30th, 2012 from 8 AM – Noon.

OTHER REPORTS AND INFORMATION

Cape Cod Collaborative

No updates were provided.

Playground Subcommittee

Josh Stewart referred to Principal Carreiro's Principal Report which provided a detailed status of activities. The fundraising mail project was very successful with over \$25,600 sent in to date. Community members at the annual Orleans Town Meeting agreed to place a request for \$215,000 for the playground build project on the ballot. This allows voters to make the final decision on whether town funding will be allocated to support this community project. The projected build dates are September 26 – 29.

Transportation Subcommittee

Eric Ehnstrom recently presented an update to the Joint School Committee about the latest information with the bus changes. The performance at the high school and middle school as well as tardiness improved.

TECHNOLOGY TEACHER ISSUE

Principal Carreiro asked the OSC for a change in the Technology teacher schedule. It was previously approved that the position would be reduced from 80% to 70%, which is a decrease of ½ day. Among other reasons, Principal Carreiro indicated there was the need to reinstate the 80% due to the institution of more technology in school as well as other responsibilities the Technology teacher could assume. A motion was made by Eric Ehnstrom to reinstate to the position of the Technology teacher to 80%. The motion was seconded by Gwynne Guzzeau and all voted in favor.

APPROVAL OF MINUTES

On a motion by Gwynne Guzzeau, seconded by Eric Ehnstrom, it was voted unanimously to approve the minutes of April 23, 2012.

ADJOURNMENT

On a motion by Eric Ehnstrom, seconded by David Abel, it was voted unanimously to adjourn the meeting at 6:30 PM, subject to the payment of bills.

Respectfully submitted,
Patricia T. Switchenko