

ORLEANS SCHOOL COMMITTEE

Monday, November 19, 2012

Orleans Elementary School

APPROVED
'13 MAR 22 1:40PM
J. Derry, Asst
ORLEANS TOWN CLERK

Present for the Committee: David Abel, Gwynne Guzzeau, Mary Lyttle, Eric Ehnstrom

Present for the Administration: Dr. Richard Hoffmann, Principal Diane Carreiro, Giovanna Venditti

CALL TO ORDER: Co-Chair Ehnstrom called the meeting to order at 3:33 PM – Josh Stewart not present

CITIZEN SPEAK: None

ORLEANS AFTER SCHOOL ACTIVITIES PROGRAM

Serena Kilawee started off the meeting by requesting expansion of the program requesting space for after school activities and homework support. Currently there are 26 families looking for an afternoon slot and are on a waiting list, and there are presently 52 students who need a quiet space. Staffing is in place. The library was suggested because it has cable in there and room for quiet activities, reading, etc.

MOTION; A motion was made by Ms. Guzzeau, seconded by Mr. Ehnstrom and voted unanimously to allow the Orleans After School Program to use the library after school during the school year beginning January, 2013.

ADMINISTRATOR'S REPORTS

Principal's Report: Principal Carreiro recognized Martha Jenkins for her outstanding leadership, not only as a teacher of literacy but also as an active member in the Nauset district. Her community work has been exemplary.

Principal Carreiro went on to explain the most recent craft fair brought in close to \$5,000. Photos were shown to show the spirit of the event.

Principal Carreiro explained the on-going process of the teacher evaluation program and teachers are currently working on self- assessment and developing goals.

Lastly Principal Carreiro mentioned that Matt Kemp, a local artist will be coming in and the dance/yoga project is very popular among the children.

Dr. Hoffmann stated that Bonny Gifford could not be here today, but she will give a report at the next meeting. We are looking at a company called Renaissance where they have a fairly simple test set up which takes about 15 minutes on the computer. We are looking at cost for this program and we are also looking at a second vendor called Test Wiz. We are trying to come up with an assessment system to be used 3 times a year: at entry, middle of the year and at the end of the year. Teachers get results back immediately – even before the kids are back at their desks. We have not made any decision yet. A lot of work is being done on assessment across the district as well as across the state.

Dr. Caretti is working on how we help older students acclimate into society regarding jobs, etc. from Nauset High School (average age 18 to 22 years). She is looking to partner with other agencies to help in this effort.

The Sustainability Committee – the goal of having two members from all four towns and some central office staff to discuss how we market our schools in this competitive environment. Also the committee will look at moving forward with our technology plans across all 7 schools.

No major storm damage was reported from Super Storm Sandy. Dr. Hoffmann commended the Fire and Police Department for their help.

Dr. Hoffmann also complimented the Orleans Finance Committee meeting which he attended.

FY13 Budget Update

Giovanna Venditti reviewed the FY13 monthly expense and variance report. Two items had increases in the variances: one was the substitute line item that increased by \$16K due to the hiring of a Spanish teacher. The other item was for contracted services: negative \$3166.00 resulting from the electrical services as a result of the installation of the new technology as well as an emergency door replacement for an office door and a door for the student lavatories. We've encumbered all of the special needs transportation costs. There is a list in place that Principal Carreiro and Ms. Venditti are carefully monitoring to ensure variances will be covered by under spending in other line items.

FY14 Budget Update

The Committee discussed the data needs for the budget document. Not much new information was requested at the present time. Ms. Venditti will fill in details that she will receive from Dr. Caretti. At the December meeting the FY14 budget will be the focal point of discussion. Anyone who has any concerns/questions, please email either Dr. Hoffmann or Vice Chair Ehnstrom. Mr. Abel requested a projected budget to June 2013. Ms. Venditti agreed to add another column. Capital Plan

A financial report from the town Administrator indicated a figure of approximately \$25K for the Buildings and Facilities Maintenance Fund which is what Principal Carreiro will be passing in by December 30th. There was also money allocated to the school from the TCR which Principal Carreiro outlined. We would be requesting \$51K and \$80K for HVAC.

David Abel made a motion, seconded by Gwynne Guzzeeu to approve Principal Carreiro's recommendation to have further discussion with the Town Administrator relative to a third party writing up a condition survey to include what it would cost to make all repairs at the school.

A Security System was discussed and will be held for further discussion at the next meeting.

School Choice

Principal Carreiro briefly explained the School Choice Summary 2012-2013. She described the number of students who are attending OES from out of town. The School Choice Information and the needs and costs of children with special needs and the budget impact considerations were included in her report.

OTHER REPORTS AND INFORMATION

There was no discussion about the Cape Cod Collaborative or any discussion on the Playground Subcommittee. The Transportation Subcommittee meeting will be rescheduled for January. Ms. Guzzeau will get back to the Committee on Policy Subcommittee information.

At this point of the meeting at 5:15 PM, Dr. Hoffmann and Giovanna Venditti excused themselves to go to attend a Finance Committee meeting in Eastham.

It was noted that the committee voted to approve that the Lighthouse Charter School will provide an information sheet every year for distribution at Orleans Elementary School.

APPROVAL OF MINUTES: Eric Ehnstrom made a motion, seconded by Gwynne Guzzeau to approve the minutes of the October 15, 2012 meeting.

On a motion by Eric Ehnstrom, seconded by Mary Lyttle, it was voted unanimously to adjourn the meeting at 6:00 PM.

Respectfully submitted,

Katie O'Connor, Recording Secretary

