

ORLEANS SCHOOL COMMITTEE

JUNE 17, 2013

APPROVED

ORLEANS ELEMENTARY SCHOOL, MUSIC ROOM

PRESENT FOR THE COMMITTEE: Josh Stewart, David Abel, Ginger Marks, Ed Rohmer

ORLEANS TOWN CLERK
K. Darcy Asst
13 OCT 31 2:11PM

PRESENT FOR THE ADMINISTRATION: Dr. Richard Hoffman, Principal Diane Carreiro, Giovanna Vendetti

The first order of business was to assign and/or reassign the school committee members. The Reorganization Score Card was voted as follows:

Chair: David Abel nominated Josh Stewart to continue as Chair, and this was seconded by Ed Rohmer.

Vice-Chair: David Abel nominated Eric Ehnstrom for Vice-Chair, and this was seconded by Ginger Marks.

Secretary: No nomination needed but the vote was unanimous that Katie O'Connor would continue as secretary.

Payroll Authorizer: Josh Stewart nominated Ginger, with Ed seconding.

Payroll Authorizer Alternate: Josh Stewart nominated Ed with David seconding.

Subcommittees:

Policy: Consensus shows that Josh Stewart will continue in this role.

Central Office Budget: Consensus shows that Eric will continue in this role.

Negotiations: Consensus shows that David will be happy to do this with Ed as a secondary.

Transportation: Eric is happy to stick with this position.

Committee Representatives: Meetings are held at the *Cape Cod Collaborative* in Centerville usually 5PM – 7PM. Ed has volunteered to give it a try and for the *PTA Liaison*, Ginger will also give it a try.

Union #54 Voting Members Chair is one voting member: (Consensus was that Ginger would represent the Committee with David Abel as the alternate).

The meeting was officially called to order at 3:55 PM by Chairman Stewart:

- I. **CALL TO ORDER/AGENDA CHANGES:** Chairman Stewart introduced the two new Committee members: Ginger Marks and Ed Rohmer.
- II. **CITIZENS SPEAK:** None
- III. **RECOGNITIONS;** Diane recognized three Title I/Basic Skills teachers: Karen Frankel, Paul Gregg and Nancy McNerney for the implementation of the Book Club challenge for all students in grades 1-5 this year. She then went on to explain that this year the program was expanded to include grades 1-2, further explaining the challenges and diligence of this team.
- IV. **PRIORITY BUSINESS**
 1. **Principal's Report:** In addition to the items listed on the Principal's Report, Diane handed out a draft of the End of Year Spending Plan and went on to explain the line items. She then went on to explain the various status of progress reports, safety issues, a Karoo visit relating

to African culture projects, pending things that are to be finished before the end of the year, and various other items, including the status of the smart board locations.

There was discussion of the advantages of teaching Spanish in elementary school and that there is a lot of value in learning a second language at an early age.

Josh suggested a formal summer meeting with the other board members to sit down and develop some personal and committee goals -- and the discussion of a language program, as such, would be perfect for such a meeting. A future date and time will be decided upon, and the Board and the Secretary will be notified as to the time and place.

2. **Superintendent's Report:** Dr. Hoffmann discussed preschool enrollment and indicated the projection for special needs students was 35 and at capacity. He also discussed the fifth-graders' science fair he attended which was amazing and that as Superintendent, he is invited to dinner at the Captain Linnell House with the fifth graders. Keith Gauley will be transitioning to Dr. Bonny Gifford's job. Also noted were two dates for potential joint committee meetings this summer: July 15 and July 29th – topics will include superintendent evaluation, teacher and school committee evaluations.

- B. **FY13 Budget Update:** Giovanna discussed and reviewed details of the final FY13 monthly expense and variance report. She also reviewed the end of the year spending plan with \$18,465 left to spend before June 30, 2013. She also discussed the cafeteria revolving account where there was a \$4,100 deficit vs. a \$5,550 deficit last year.

David Abel suggested a "glossary" page explaining the cash flow and clarifying that the revenue is outside the operating budget or inside.

- C. **Update on Capital Plan:** The Committee was given an update on the status of the boiler and the windows by Diane who has been working with Ron Collins. He will summarize the 3 bids he has received and will send to the Committee. The TLCR is no longer in business. Habeeb & Associates has been recommended and their reputation speaks for itself, as they have done work at the high school, middle school and the central office. However, three price quotes are needed to make a final decision. Ron is also working on the bathroom faucets. Safety and security recommendations were discussed at length. Diane explained that it is a complicated process and she is working with the town to meet all the requirements.
- D. **Policy Manual – Sections E & F –** The Superintendent recommended "approval in form" for a second reading but there were not enough board members present today to take a vote. Tabled until next month's meeting.

V. **OTHER REPORTS AND INFORMATION:**

1. Update on Capital Plan: Done
2. Cape Cod Collaborative – will look forward to Ed's report
3. Playground Subcommittee: A **MOTION** was made by Josh Stewart that the School Committee is empowering the Playground Committee to establish the pursuit of handicapped parking access in the parking lot and this was seconded by Ginger Marks.
4. Transportation Subcommittee: Eric will meet at their next meeting in August.

- 5. Policy Subcommittee: On hold
- 6. Preschool Enrollment: Done
- VI. APPROVAL OF MINUTES May 20, 2013** - Not enough Board members present. Tabled minutes until next meeting.
- VII.** A summer working session meeting was again proposed for ALL the board members to meet before the joint meeting occurs in July. Date and time will be forthcoming.
- VIII. PAYMENT OF BILLS** Done
- IX. ADJOURNMENT:** Motion was made to adjourn at 5:45 PM made by David Abel, seconded by Ginger Marks.

Respectfully submitted,

Katie O'Connor

