

APPROVED  
14 FEB 28 3:40PM

## ORLEANS SCHOOL COMMITTEE

Regular Meeting, December 16, 2013, Orleans Town Hall

Present for the Committee: Josh Stewart, Chair, Eric Ehnstrom, Ginger Marks, Ed Rohmer

For the Administration: Dr. Richard Hoffmann, Giovanna Venditti, Diane Carreiro

Others in Attendance: Town officials, and members of the community

CALL TO ORDER/AGENDA CHANGES – Chair Stewart called the meeting to order at 3:35 p.m.

CITIZENS SPEAK – No one wished to speak.

RECOGNITIONS – Ms. Carreiro recognized STEM teacher, Joanne Harrington. Ms. Harrington was responsible for setting up the entire program, collaborating with teachers, and obtaining kits. She provides one hands-on science class per week for all students. She was congratulated for accomplishing such a huge project. Grade 4 teacher, Kim Bruemmer, was recognized for being Ms. Harrington's mentor as well as accomplishing her own teaching responsibilities. She incorporates new technologies into her daily instruction. In addition, Ms. Bruemmer is a Subject Coordinator, and dual certified in regular ed and special ed. Together they make a powerful team (additional information is contained in the December Principal's Report).

PRIORITY BUSINESS

Administrators' Reports

Adding to her written Principal's Report, Ms. Carreiro noted three teachers had received mini grants from Cape Cod 5, and a Title I program had been held for parents. As a result of last year's peace poetry contest, OES received acknowledgement letters from Vice President Biden and Governor Patrick. The 100 mile club received a congratulatory letter from First Lady Michelle Obama. The winter enrichment program and drama club are underway. The Community Service Club visited the Orleans Police and Fire Departments.

Mr. Ehnstrom inquired about the building heating status. Ms. Carreiro said Hall Plumbing and Heating have been doing some servicing. She suggested that ventilator repairs may have to be done sooner than FY17 in the Capital Plan.

The out of district placement referred to in the Principal's Report has not been finalized. Ms. Carreiro said it was not known how long the placement will last.

The Assistant Superintendent's written report contained information on Student Learning – Curriculum, Instruction, and Assessment, School Culture and Climate, and Communications and Community Partnerships.

Last week, Dr. Hoffmann observed a grade 2 math lesson in Ms. Kate Bovino's classroom. He said it was an outstanding lesson incorporating the use of the white board and a video about subtraction. The children then practiced using the white board. He observed how motivated the children were. He also visited Ed Pavlu at the Middle School who uses the Brain Pop program which we hope to buy next year.

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### FY14 Budget Update

Ms. Venditti's expenditure report was in the packet. She noted that the unencumbered balance is \$27,783.29 and only essential items were being purchased. School Choice funds have been used to offset budget variances. A good chunk of money went to fund setup of a new kindergarten classroom. Dr. Hoffmann suggested Ms. Venditti run reports for Special Ed Circuit Breaker funds and School Choice. The Cafeteria Revolving Fund report compared this year to last year. The district is using a new vendor whose costs are lower. The Food Services Director is scheduled to attend the January School Committee meeting.

### Security System

Mrs. Marks indicated that the plans are coming along. It has been narrowed to one design. Camera locations and doors have been determined. The subcommittee is waiting on the architect's design to keep within the budget. Town Administrator, John Kelly, has asked for an update. Door lock costs are being looked at. The biggest change will be the new entry for visitors. The principal's office will move to the conference room. The School Committee may be able to vote on the plan in January.

### FY15 Budget

Enclosed in the packet was a copy of the OES FY 2015 Budget Worksheet and the 2014-2015 Budget Justification Notations. Dr. Hoffmann proceeded to walk the committee through the proposed budget book. These documents will be posted on the web site and copies are being provided to the Selectmen and Finance Committee Chairs. He noted that major grant funding for Title I is being lost. There may be some town insurance cost savings. Eight to nine areas of the budget are increasing and five to six areas are decreasing. Dr. Hoffmann pointed to areas that are included in the committee members' budget books. OES annual activities are outlined. MCAS scores have been inserted. Enrollment statistics have trended upwards. The census may not be reliable. Last year, there were 12 more students than indicated on the census. Staffing figures have been included along with the FTEs as well as funding sources. Central Office costs will need to be added. Grants, mostly, will be level funded. Dr. Hoffmann was thanked for putting together a great budget book. Ms. Carreiro gave an overview of the proposed budget. She noted that PreK was no longer at OES so there is now a transportation component. Approximately \$56,000 has been removed from Title I funds. Account 3011, Contracted Services Non-Instructional Technology, costs have increased from \$9418 to \$19,318. Mr. Rohmer requested additional information be provided. Out-of-district placement costs have to be determined. There is a potential retirement. Some of the items in Account 3036 are district dictated. Transportation costs are required. Parking lines in Account 3054 for \$1250 will be removed. They can be done at another time. Some laptops in Special Needs classrooms may have to be replaced. Dr. Hoffmann asked committee members to send any questions they may have regarding the proposed budget to Ms. Carreiro or him prior to the next meeting. Mr. Ehnstrom wondered how it would be possible to meet the town's guide line? Ms. Carreiro said areas to be looked at were technology, and supplies. She would prefer not to reduce staff. She feels the budget reflects the needs of the school, but will have to sit down and strategize. Assistant Superintendent Gauley will attend the next meeting to discuss the change in Title I funds.

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Policy Update

A motion was made by Mrs. Marks and seconded by Mr. Ehnstrom to approve in form policy Section H Negotiations at second reading. The vote was unanimous. Dr. Hoffmann will bring a policy chart matrix to the next meeting.

OTHER REPORTS AND INFORMATION

Cape Cod Collaborative – Mr. Rohmer said the Collaborative was focused on the International Baccalaureate program.

Playground Subcommittee – Applied for grant to build out improved access to handicapped ramp and parking. Town submitted application to upgrade basketball court. Path work delayed by weather.

Transportation Subcommittee – Mr. Ehnstrom said a meeting will be held in January. Bids going out shortly.

Policy Subcommittee – Chair Stewart said a meeting was held with Jim Hardy.

APPROVAL OF MINUTES

A motion was made by Mr. Rohmer and seconded by Mrs. Marks to approve the minutes of November 18, 2013 as printed. The vote was 3-For 1-Abstain (Ehnstrom)

EXECUTIVE SESSION

Chair Stewart announced that the school committee will go into Executive Session to discuss strategy with respect to collective bargaining with union personnel and will not return to open session. A motion was made by Mr. Ehnstrom and seconded by Ed Rohmer to go into Executive Session.

Roll Call Vote – Mr. Ehnstrom – Yes Mrs. Marks – Yes Mr. Rohmer – Yes Mr. Stewart – Yes

PAYMENT OF BILLS

ADJOURNMENT – It was moved, seconded, and voted unanimously to adjourn at 5:06 p.m.

Respectfully submitted,

Marcia M. Templeton, Secretary

Orleans School Committee