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NAUSET-REGIONAL SCHOOL COMMITTEE
Meeting of September 2, 2010
Held at the Nauset Administration Office

APPROVED

The meeting was called to order at 7:01 p.m. by Chair Bob Jones

ROLL CALL:

- For the Committee: Sara Blackwell, Jean Souther, Fred Walters, Ed Brookshire, Frank Cummings, Jon Porteus, Dion Dugan, and Bob Jones Marie Enochty arrived at 7:18 p.m.
- For the administration: Richard Hoffmann, Bonny Gifford, Ann Caretti, Hans Baumhauer, and Tom Conrad
- Also present: Town officials, interested citizens

CITIZENS SPEAK - none

PRIORITY BUSINESS

Administrator Reports

High School -

Mr. Conrad reported that staff members had a great opening day! The vacant German position will be filled. The High School will open as an evacuation site and the Red Cross will be setting up cots and preparing the facility in the event of a hurricane. One staff member from the maintenance department will be on hand to assist them as well as the food service director, if needed. Sports teams have been on campus practicing. Mr. Kenyon, Athletic Director, held a mandatory informational meeting of all student athletes and their parents to review the policy on drugs and alcohol and explain the new concussion law. The Committee requested that the Athletic Director be invited to the October School Committee meeting.

Middle School -

Superintendent Hoffmann informed the committee that a new interim principal, Dr. Maxine Minkoff, was hired for the Middle School. The position will be posted in the spring, at which time there will be an interviewing team to assist in the selection process. Mr. Baecker is working on creating three vocational programs including the Breakfast Café and Adirondack Chairs with Mike Moore. A kiosk was purchased from the Cape Cod Mall to use as a school store to be set up and run by students. At a recent faculty meeting, gratitude was expressed for reinstating some of the positions that were cut including 40% P.E. teacher, 2 – 100% Foreign Language Teachers, 2 Technology Teachers from 80-100%, Team Leaders hired, as well as Department Heads (most of the money came from School Choice).

Technology -

Kathy Schrock is actively working on a \$300,000 ARRA Grant which will help with student credit recovery. Staff will learn how to design an on-line credit course. Fifteen courses will be up and ready to go in January. Students, who are short credits, can take these courses. This is primarily for Project Access students, but others may take these too.

Discussion was held regarding the district web page and it was noted that principals have jurisdiction over their individual web pages. The use of the copyrighted Nauset "N" was discussed. Vice Chair Dugan suggested this be reviewed by the Policy Subcommittee and be placed on the next agenda. Principal Conrad will look into who is affiliated with the "reunions" link on the website.

Assistant Superintendent -

Assistant Superintendent, Bonny Gifford, reviewed the Professional Development Plans taking place this year highlighting November 23rd Professional Development Day as a district-wide, all staff training relative to the Bullying Prevention Initiative. Dr. Gifford also emphasized Teaching and Learning: Areas of Focus such as Literacy, Math Literacy, Common Core State Standards and reviewed status of grant activities.

TOWN OF ORLEANS
TOWN CLERKS OFFICE
10 OCT 28 AM 11:56

Director of Student Services -

Dr. Caretti addressed the committee relative to bus transportation issues during the first couple of weeks of the extended school year program. Parents and students in the program were invited to attend a meeting to meet the new bus drivers and discuss other special needs transportation issues, as this was the first year the Collaborative provided transportation. Transportation issues were resolved and service improved.

Superintendent -

Dr. Hoffmann shared enthusiastic sentiments of opening day that was held with all staffs throughout the district at the middle school. The theme of the day was "We are all dream makers." (helping kids realize their dreams) It was noted that it is so nice to see everyone start the year together and that the excitement and energy was "high" among staff members.

Bob Jones and other members of the committee shared accolades from the community relative to the outstanding reputation of the Nauset School District.

Dr. Hoffmann reported that Eastham is moving ahead with a visioning process and will distribute surveys at Windmill Weekend.

Mark Mathison, NEA President, addressed the Committee indicating that members felt enthusiastic, excited, and appreciative relative to where Nauset is as a district. He reported that he and Dr. Hoffmann met over the summer to discuss issues before they became too big. He indicated that teachers do not want grievances and that we are all in this together working toward the same goal.

FY11 Budget

Dr. Hoffmann reviewed the Expense Summary Report with Committee Members and indicated that salaries and fixed costs will be encumbered in the October report. Dr. Hoffmann would like to schedule some Finance Subcommittee meetings so that the committee can look at end of year financial reports. It was decided that the committee would meet once a month at 5:00 p.m., prior to the regular school committee meeting. It was voted to appoint Jon Porteus as chair of the subcommittee. The subcommittee indicated it would like to receive documentation no later than the Friday before the meeting whenever possible, and by Monday at the very latest.

Dr. Hoffmann reviewed the Preliminary Race To The Top Chart Allocations with the committee and indicated that he is waiting for the State to provide instruction as to how the money can be spent. Half the money is going to be set aside for competitive grants.

The Superintendent indicated that NRSC will receive \$170,751 through the Federal Jobs Bill, according to the Department of Elementary and Secondary Education. The money is restricted in that most will be spent on salaries for job related types of things and bringing back people that were laid off. Dr. Hoffmann devised a per pupil formula to allocate the funds: Middle School - \$62,161 and the High School - \$108,690. Nauset Regional Middle School could potentially hire a math coach, tutors, or something additional to help some of those kids having problems with math. The High School can hire a full-time principal secretary, restore 20% of the Latin Teacher and rehire a math teacher as classes are over 25. Money can be spent in FY11 or as late as September 2012. Dr. Hoffmann will keep the committee informed. Chair Jones indicated that the Committee should let voters know this is a one time monetary gain and that we must come back to the voters to maintain this.

FY10/11 Capital Plan

Dr. Hoffmann updated the committee on the Capital Plan open projects –

- Boiler controls – will work with a company off the state bid list
- Rebuild pump – that work will take place this fall
- FY11 – will get an architectural firm to come and review buildings

In order to expedite the capital equipment purchasing process, Dr. Hoffmann suggested that if a project is under \$25,000 that the overseeing and the selection of a vendor will be done by the building principal and the custodian. Projects between \$25,000 and \$100,000 will be overseen by Jim Nowack and will be

managed by the building principal. Projects over \$100,000 will be advertised, bid, and overseen by Hans Baumhauer, who is the Chief Procurement Officer for the district. These could be co-managed by the head custodians. In FY11 Capital Budget, Dr. Hoffmann would like an Ad Hoc Committee established to review the building envelope and mechanics of each school and would like to include a couple of qualified citizens on the committee. Chair Jones indicated he would work with Dr. Hoffmann in establishing a group. It was suggested that Mike Kohl at Cape Associated be contacted. Dr. Hoffmann also informed the committee that an outside company was being asked to evaluate Technology, with Kathy Schrock assisting in that effort.

Dr. Hoffmann was thanked by Committee members for devising a plan to get things done and thanked Jim Nowack for helping with this initiative.

Strategic Plan Update

Dr. Maxine Minkoff will continue to facilitate the Strategic Plan meetings. Presently a Steering Committee is being formed. Marie Enochy volunteered to be the representative from Brewster.

MASC Conference

It was noted that MASC has issued their resolutions. Dion C. Dugan, Vice Chair, was voted the official delegate to the MASC Conference. On a motion by Frank Cummings, seconded by Ed Brookshire, it was voted unanimously to appoint Dion Dugan as official delegate.

Electronic Agendas

It was suggested that agendas and back up materials be sent to Committee members in a PDF format to save on paper, ink and postage. If members needed an ink cartridge to print out their agenda, they would be provided. Discussion ensued regarding a variety of technology instruments that could be used for distribution of materials and used at meetings. Kathy Schrock will make a presentation by the November 4th meeting.

OTHER REPORTS AND INFORMATION

Sustainability Subcommittee

Dr. Hoffmann reported that Mr. O'Brien has met with Finance Committee members from the different towns. A list of questions from the fin com members was distributed by Dr. Hoffmann and reviewed by the School committee. Chair Jones reminded the committee that the school committee is an elected independent board. It was thought that internal discussion was warranted before answering some of the questions.

Transportation Subcommittee

Mr. Dugan asked that the Transportation Subcommittee set up a meeting date.

Marie Enochy reported that she will be attending a meeting at the DESE regarding core standards and connecting these to early learning guidelines.

Approval of Minutes

On a motion by Mr. Brookshire, seconded by Mr. Dugan, it was voted to approve the minutes of the August 5, 2010 meeting. (Frank Cummings not voting)

Adjournment

On a motion by Ed Brookshire seconded by Jon Porteus, it was voted unanimously to adjourn the meeting at 8:51 p.m.

Respectfully submitted,


Arin M. Tefft

Recording Secretary