

Nauset Regional School Committee
October 4, 2012
Eastham Town Hall

APPROVED

Present for the Committee: Sue Skidmore, Brian Kavanaugh, Jon Porteus, Brian Kavanaugh,
Sarah Blackwell, and John O'Reilly

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K. Daily, Asst
ORLEANS TOWN CLERK

Present for Administration: Richard Hoffmann, Bonny Gifford, Ann Caretti, Giovanna Venditti,
Thomas Conrad and Maxine Minkoff

Others Present: Greg Lavesseur, Dave Dunford, Tom Rhinehart

CALL TO ORDER

Chair O'Reilly called the meeting to order at 7:02 p.m.

Citizens Speak - none

PRIORITY BUSINESS

Administrators' Reports

Principal Conrad reported that there are 970 students registered at the High School as of October 1st. Presently 3-4 families are working with the registrar about enrolling at Nauset noting that a few students have come back from Cape Cod Tech. Nauset is on target with last year's projection figures for student enrollment. Principal Conrad stated he will report on test scores in November. MCAS scores a NRHS were outstanding with 98% students proficient in ELA, 94% proficient or advanced in Math and 92% proficient in Science. Participation in AP and SAT test-taking has increased. Mike Huff, from the International Baccalaureate Program in Northern Vermont, visited Nauset and gave a presentation to staff regarding what the program entails. Principal Conrad indicated he is interested in bringing in teachers to work with specific departments moving forward. Principal Minkoff and Amy Roberts from NRMS were in attendance as well. Building Project updates included the completion of roofs at Nauset High School, window punch list is being completed and maintenance schedules are being developed. Homecoming will take place the week of October 15-20th. The cafeteria project is coming to completion with new furniture arriving October 5th. Hans DeCastallane and Ginny Ogden's students have been working on a wall mural. Staff Development is scheduled in the district on October 5th and he thanked Dr. Bonny Gifford for putting together a day focused on many new initiatives which will be helpful for staffs and ultimately students.

Principal Minkoff reported the Middle School held a very successful Open House. Over 30 clubs are being offered for student participation with choices such as Birding, Adventure Ed., Destination Imagination, Unicycle, Newspaper, and Yearbook to name a few. Enrollment is 590 as of October 1st as compared with last year at 571. Amy Roberts is heading up the Middle School effort to get into the IB Program and many teachers are expressing an interest.

Principal Minkoff asked the Committee to approve the fundraising activities for the Greenhouse Project which included an art auction in April at Ocean Edge, an adult dinner dance, a garage sale, and letters of solicitation as well as ability to solicit donations through the website. Typical fundraisers include the May Dinner, DC fundraising and the Library book fair.

Motion:

On a motion by Sarah Blackwell, seconded by Jon Porteus, it was voted unanimously to approve the fundraisers which include the art auction, adult dinner dance, letters of donation and garage sale.

Dr. Ann Caretti, Director of Student Services, reported on the upcoming parent series with Lynn Mitchell, MSW, designed to offer a practical, usable understanding of how your child views the world as well as the

meeting dates for SEPAC. She indicated a partnership has been formed with Willy's Gym for special needs students to participate in non-competitive social activities in a community based setting. Barbara Nagle is helping with this effort.

Dr. Bonny Gifford, Assistant Superintendent, reported on Professional Development that will take place in the District on October 5th. Learning sessions such as; Social Thinking, Psycho/Social Professional Training, Tools of the Mind Curriculum Alignment, Technology Benchmark and Curriculum Development, ESL Program Planning, Differentiated Instruction, Curriculum Mapping, Literacy Standards, DIBELS Next and using the SPS Data will be attended. Nauset is implementing a new web-based professional development system called SmartPD which will provide educators with valuable information including a complete description of the Nauset PD system, links to important educator resources, course descriptions and related credit or PDP information as well as professional development offerings. This will open more opportunities for teachers.

Dr. Richard Hoffmann, Superintendent, reported on the outstanding turn out at both the Middle and High School Open Houses and thanked the Principals and staff for their fine work. He also reported the Principals attended a workshop with Ken Chapman on the Evaluation System for Educators. The November Professional Development Day will be dedicated to rolling out this program so that teachers feel comfortable with the process. At the Joint Meeting there will be an Executive Session where he will talk about the positive developments with the NEA on contract language. Dr. Hoffmann reported the POS system will begin in the cafeterias at the Middle School and High School in mid-October. The system has been rolled out in the elementary schools and seems to be working quite well. He thanked Dr. Gifford for embarking on the Smart Education System as this work will streamline and automate many HR functions. He also thanked Roger Faucher for helping train Gr. 5 teachers with the Robotics Unit in Science.

Post Employment Benefits

Mr. Richard Bienvenue of Malloy, Lynch, Bienvenue, LLP, Certified Public Accountants and Advisors, discussed the future liabilities of health insurance and consideration for setting up a fund for this purpose. Mr. Bienvenue reviewed costs and options of how to fund this liability. He noted the reason for the rise in concern relative to funding liabilities is the rate of inflation for medical premiums as they are not what they were years ago. It was noted the towns have been looking at this. Wellfleet is hoping to do the same with a Town Meeting vote, and Brewster has set up an account with 1.2 million dollars going toward OPEB. Mr. Dave Dunford, Selectmen from Orleans indicated that Orleans started their stabilization fund last year with \$150,000. He anticipates that will be their annual contribution.

Dr. Hoffmann indicated the district will continue to engage Rich Bienvenue, and will further investigate setting up an OPEB or stabilization fund for the regional schools. He also noted it would be a vote of the school committee to establish a separate fund.

Mr. Bienvenue recommended establishing the fund. Chair O'Reilly asked that Mr. Beinvenue get information to Dr. Hoffmann regarding the process to set up these funds.

FY13 Budget Update

Ms. Venditti, Director of Finance and Operations, reviewed the new expenditure report with the committee. School Committee members commended Ms. Venditti and were pleased with the new expense report format. At the next meeting she will have a report as to how any line item deficits will be covered by other accounts. Dr. Hoffmann indicated that all purchasing has not yet been encumbered so the bottom line figures do not represent uncommitted balances.

Capital Plan

Ms. Venditti updated the committee on the status of various capital projects from FY09-FY12 and reviewed a three-step process to utilize available capital funds to the best advantage of the District.

Motion:

On a motion by Sarah Blackwell, seconded by Jon Porteus, it was voted unanimously to transfer FY2009 funds to cover negative balances in capital projects that have been completed.

On a motion by Sarah Blackwell, seconded by Sue Skidmore, it was voted unanimously to transfer FY2010 funds to cover negative balances in capital projects that have been completed.

On a motion by Sarah Blackwell, seconded by Jon Porteus, it was voted unanimously to transfer FY2011 funds to cover negative balances in capital projects that have been completed.

On a motion by Sarah Blackwell, seconded by Sue Skidmore, it was voted unanimously to transfer FY2012 funds to cover negative balances in capital projects that have been completed.

Balances in Capital Accounts:

2009 - \$10,188
2010 - \$118,526
2011 - \$257,102
2012 - \$240,989
2013 - \$358,532

Ms. Venditti will provide a list of the capital projects remaining and the status of the projects.

FY14 Budget Timeline

The timeline was inadvertently left out of the packet and was tabled until the next meeting.

One Person One Vote

Dr. Hoffmann referred the Committee to the letter from Murphy, Lamere, and Murphy relative to the 2010 census information to see if the population of the four member towns has shifted and if that would require a change in representation on the school committee. The Region was set up about the time the Federal Census was done and we are required to see if the apportions remain the same. Using the 2010 Federal Census, no re-apportionment is necessary. Using figures obtained from the Town Clerks, the Town of Wellfleet has grown since the 2010 Federal Census. If the current population is used, the school committee would have to make a decision to make changes on how towns are represented on the school committee. This will be on the agenda for the next meeting for further discussion at the next meeting.

Update on Green Repair Project

Dr. Hoffmann indicated that we are in the punch list phase of the project and noted there will be a very specific maintenance plan in place. The project came in approximately 1.7 million dollars under budget with only a few change orders. They are presently waiting for a legal opinion to see if they will move forward on the solar panels for the roof.

Reports and Information

Sustainability Subcommittee – meeting will be held October 17, 2012.

Policy Subcommittee – Sue Skidmore reported the subcommittee has met and are in the process of breaking down the policy manual. They are currently reviewing the first two sections and will continue this process, under the direction of Jim Hardy from MASC, for about a year. They will not vote to change policies but will bring recommendations to the Joint Committee for approval.

Health and Wellness Subcommittee – Sarah Blackwell reported the subcommittee is meeting with the new Nutrition and Food Service Director, Susan Murray, and will be setting up wellness committees at each school with representatives to form the new Wellness Subcommittee for the District.

Transportation Subcommittee – Jayne Fowler reported that the subcommittee met and were updated by Ms. Venditti about transportation, specifically first day problems and resolutions. The business office is working with First Student to make sure buses are at school on time. Overcrowding is being looked into on the Middle/High School buses.

Capital Asset Subcommittee – Chair O'Reilly indicated that the subcommittee met and are concentrating on years 1-3 of the Habeeb evaluation of the three region buildings. This report will inevitably go hand-in-hand with the Capital Plan. Dr. Hoffmann indicated that Towns are anxious for this information and he sent a draft of the plan to Town Administrators for distribution to other Town officials as early as possible. Dr. Hoffmann also noted there are some significant needs identified for both schools and Towns will need to be informed as to how the committee plans to proceed.

APPROVAL OF MINUTES

On a motion by Sue Skidmore, seconded by Jayne Fowler, it was voted to approve the minutes of September 10, 2012. (1 abstention – Sarah Blackwell)

ADJOURNMENT

On a motion by Sarah Blackwell, seconded by Sue Skidmore, it was voted unanimously to adjourn the meeting at 8:50 p.m.

Respectfully submitted,

Ann M. Tefft