

APPROVED

C. May

Nauset Regional School Committee  
Brewster Town Hall  
January 10, 2013

Present for the Committee: Chris Galazzi, Cheryl Codair, Ed Brookshire, Sarah Blackwell, Sue Skidmore, Jon Porteus, Greg O'Brien, and Chair O'Reilly Jayne Fowler arrived at 7:40 p.m.

Present for the Administration: Principal Maxine Minkoff, Principal Thomas Conrad, Dr. Ann Caretti, Ms. Giovanna Venditti, and Dr. Richard Hoffmann

Others: Russ French, Dave Dunford, Marilyn Creary, and John Knight

Call to Order -

Chair O'Reilly called the meeting to order at 7:00 p.m.

Agenda Change - Item B. has been moved to Jan. 24<sup>th</sup> meeting

Citizens Speak - None

Foreign Students at Nauset High

Principal Tom Conrad updated the Committee on the new partnership with a company called Educatius, which places tuition paying foreign students at Nauset High School. Students expect to pay tuition of approximately \$16,000 or \$8,000 per semester. Educatius works for hundreds of high schools across the country and students make a choice of where they wish to apply, with Nauset having the final approval. Educatius hired a local coordinator to help with housing for the students and found no problem placing students. Presently there are 3 Chinese students, 2 Belgian students and 2 students from France attending Nauset High School. Principal Conrad is excited about the program indicating it brings diversity to Nauset and is able to give the taxpayers some revenue. Nauset continues going forward with their exchange program with Germany that started in 1979. They also have exchanges with Italy, France, Spain, and students do humanitarian work in Haiti.

Questions were raised as to why the school committee did not know about this program and it was noted that it had been talked about since 2008. School Committee Policy 518.3 delegates authority to the Superintendent and Principal to make arrangements for foreign exchange students. AFS Program was discussed which is a different program where students do not pay tuition to the school they attend. Principal Conrad felt it would be difficult to have tuitioned in foreign students and students paying no tuition at all. Principal Conrad indicated the high school would be moving forward with Educatius.

Chair O'Reilly indicated he would like to see this account / budget so it can be tracked like other revenue or expense accounts. Committee members applauded Principal Conrad for what he is doing with the program. Chair O'Reilly asked that this be brought back to the Budget and Finance Subcommittee for further discussion.

### FY13 Budget

Ms. Venditti reviewed the encumbrance and variance reports noting she and the Principals continue to review these accounts. She indicated they will look at potential balances in utilities before the end of February. She reviewed the Region Only budget indicating where adjustments have been made. It was noted by Dr. Caretti that the budget is over in the Out of District Placement line item due to a student just moving into the district who is attending the Collaborative.

The value and validity of monthly expenditure reports was questioned. It was the consensus of the Committee that the monthly expenditure reports as presented are helpful and the process should continue.

Transportation, School Choice, Charter Schools, enrollment figures, special needs transportation, special needs tuitions, professional development and health insurance were discussed. Ms. Venditti indicated they would get more up to date numbers on health insurance costs for FY14 when they become available.

### Central Office Budget

Ms. Venditti and Dr. Hoffmann reviewed the Central Office budget. The Central Office Budget Subcommittee reviewed the budget and voted 4-2 (Wellfleet and Brewster opposing) to support the Central Office Budget. Dr. Hoffmann requested a part time facilities manager in the budget due to the fact that there are so many major building projects on the horizon which include, roof at the Eddy School, windows at the Stony Brook School, boiler replacement at Orleans Elementary, a new roof at Wellfleet Elementary as well as items that were identified for the middle school and high school. The position would also manage projects in the annual \$470,000 capital maintenance and repair account for the middle, high school, and central office building. The Joint Committee will be voting on the Central Office budget on January 31, 2013.

Technology and a plan for the future were discussed. Dr. Hoffmann indicated that there has been robust funding in the technology area within the annual capital plan. He also indicated the Technology Director, Barbara Lavoine, will work on a five-year plan. The School Committee will review it and decide whether it has to be funded outside the operating budget. Chair O'Reilly felt technology costs should be in a capital plan and that the committee will decide if we need to take action this year to alter the capital plan or if already we have technology in a line item in the annual capital plan.

Several corrections were made to the way salaries were shown in the Central Office line item budget, which were suggested by the Giovanna Venditti for example, putting all parts of a person's salary (longevity, annuities, etc.) in one line item. Several positions that should have been included in the Central Office Budget, and were not, have been included as a corrective action. Because of these errors from FY13, the FY14 Central Office budget would increase by 16%. Without these needed corrections, the Central Office budget would increase by 4%.

### Review FY14 Revenue and Budget Summary

Giovanna Venditti gave a preliminary review of the capital plan. She and Jim Nowack looked at recommendations from the Habeeb report as well as projects in the five-plan. After consulting with the Principals, they have compiled a five-year plan. Dr. Hoffmann indicated that this year the capital plan figure is 2.5% higher than in the past because it was originally approved by a proposition 2 ½ override. (Each year the town is allowed to assess the towns for an additional 2.5%.)

Dr. Hoffmann reviewed the FY14 estimates for State Aid and other revenue sources and will update the committee again reflecting the Governor's budget figures. On January 24<sup>th</sup>, he will discuss tuition amounts and rates for Provincetown and Truro. A negotiating committee will be formed to renegotiate the agreements which expire after FY14. The Principals will meet with Dr. Hoffmann to see how many seats are available for School Choice in 2013-14.

Dr. Hoffmann asked the committee to think about the Excess and Deficiency Account and the amount they would commit to reduce assessments to the towns. It was suggested that the Committee think about moving the teaching positions currently being paid directly in the school choice account back into the operating budget. Discussion ensued about the interpretation of School Committee minutes from February 3, 2011 and the decision of the former school committee to fund salaries through the school choice account so as to reduce assessments to the towns and avoid asking for a bigger override. Members of the Committee who were on the school committee who voted at the time, indicated they did what had to be done to bring the total budget request down. Mr. Kavanaugh suggested that an attorney or the District's auditor look at the financials for that period to make sure it was done correctly. Dr. Hoffmann indicated that the committee received all the backup material and the summary spreadsheet that was part of the record. The proposed FY12 budget was up 8.73% and there were significant reductions in federal funding. The vote indicated, using the summary sheet, that school committee voted to approve the budget with a 5.5% increase. The Administration did what the school committee asked and spent additional school choice funds. The revenues were used to reduce the budget to 5.5%, which was completely appropriate. Nothing was done wrong. It was suggested that Dr. Hoffmann obtain a letter from the auditor regarding this matter.

Greg O'Brien made a motion that was seconded by Jon Porteus to put the teachers currently funded directly in the school choice account back into the operating budget and have the accountant confirm that our accounting mechanism used two years ago was correct and appropriate. Mr. O'Brien withdrew his motion. It was the consensus of the committee to bring the teachers back into the operating budget. Dr. Hoffmann agreed to contact the auditor about use of school choice funds.

On a motion by Mr. Kavanaugh, seconded by Greg O'Brien it was voted unanimously to contact Chief MacDonald to bring back to the committee the cost and plan to employ an SRO officer at the Nauset Middle School.

On a motion by Greg O'Brien, seconded by Sue Skidmore, it was voted unanimously to approve the FY14 Capital Plan.

#### Superintendent Evaluation - Mid Cycle Update

The Superintendent updated the Committee on the process that will be used for the evaluation this year including a review of the Superintendent's goals and forms that will be used for the formative assessment scheduled for the Joint Meeting in January 31, 2013. He also reminded

the committee that the Joint School Committee on September 27, 2012, voted on the number of focus elements, forms to be used and a timeline for completion for the evaluation. Dr. Hoffmann spoke with Dr. Claudia Bach of the Department of Education relative to the number of elements chosen for the Superintendent's evaluation and she indicated that the number was proper and acceptable. October 11, 2012, Union 54 voted to accept the goals and evaluation forms for the Superintendent's evaluation. On October 18<sup>th</sup>, the Region School Committee voted to accept the same plan and forms. School committee members will review the mid cycle materials submitted by the Superintendent and complete the evaluation forms that will be given to the Superintendent on January 31<sup>st</sup> at the Joint School Committee meeting. Mr. Kavanaugh expressed his displeasure in the evaluation tool indicating that all 42 elements should be used. Chair O'Reilly stated that this question has been asked and answered and that all School Committees had already voted to approve the Superintendent's evaluation tool.

#### Administrators' Reports

Written Administrators' reports were provided in the packet.

#### ADJOURNMENT

On a motion by John Porteus, seconded by Ed Brookshire, it was voted unanimously to adjourn the meeting at 10:07 p.m.

Respectfully submitted,

Ann M. Tefft

Included in the packet: Information on Edcatius, Information on AFS Intercultural Program, monthly expenditure reports, fund sources, Region Only Budget, Central Office Budget, School Choice Revolving Fund, Minutes of Feb. 3, 2011, Capital Plan Update, Superintendent's Mid Cycle Review, Asst. Superintendent's report, Report from Director of Student Services, Nauset Public Schools Technology Workshops, Principal's report From Middle School.