

Nauset Regional School Committee  
May 2, 2013  
Eastham Town Hall

'13 JUL 3 11:57AM  
TOWN CLERK  
**APPROVED**  
C May

Present for the Committee: Cheryl Codair, Sue Skidmore, Jon Porteus, John O'Reilly, Sarah Blackwell, Chris Galazzi

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

Call to Order –

Chair O'Reilly called the meeting to order at 7:03 p.m.

Agenda Changes

None

Recognition

Superintendent Hoffmann recognized Choral Director Allison Beavan and the chorus for a fantastic performance at the Town Meeting in Wellfleet. Abby Pollock, Concert Chorus – gold medal, Rob Whitaker, Ben Colgan, etc. Nolan O'Connor all State Choir, Boston Symphony Hall

The staff at Outer Cape Dental was recognized for making a donation to the Nauset Library in memory of a staff member.

Citizens Speak

None

Priority Business

Administrators' Reports

Principal Conrad called attention to the article on the front page of the Cape Cod Times that highlighted students making a wall mural in memory of Logan Dunne. The sunset scene is located going into the field house with a remarkable quote from Logan. He also reported they will be administering over 500 AP exams, MCAS testing is coming up, and senior awards night was well attended. He noted Barbara Lavoine, Director of Technology, is very active on campus updating the original phone system. She continues her efforts to bring WIFI to the entire campus in all areas and buildings. He also reported that the US News and World Report listed the best high schools in the US for 2013 and Nauset was recognized as being in the top 10% of the schools.

Principal Conrad thanked the school committee and citizens for their support of the rigorous programs at Nauset and thanked the outstanding teaching staff and great students at the High School as well.

Principal Minkoff recognized Ann Needel for putting together the upcoming Holocaust Program at the Middle School and raising awareness in our school community. She also recognized Barbara Dominic for her work with the Builder's Club, a community service organization. They have decorated boxes and are part of the *Be the Change* initiative where students drop off their violent video games in exchange for gift cards donated by local merchants. Several students had their art work selected for the Student Art Show in May at the Cape Cod Museum of Fine Arts. The following students were recognized: Ronan Chisholm, Rachel Poskanzer, Eoin Baker,

Alex Gonzalez, and Clair Theberge. Poetry Contest winners were recognized as follows: Ben Mulholand, Hanna Sweeney, Kyle Gilmore, Emily Meads Emily VanRyswood, Emory Abar, and Allsion Garran.

A greenhouse, learning lab valued at \$6,000 was donated to the school by Mr. and Mrs. Arthur Carnduff.

**MOTION:**

On a motion by Cheryl Codair, seconded by Sue Skidmore, it was voted unanimously (6-0) to accept the gift with gratitude.

The Middle School just completed landscaping improvements with the help of various community members and organizations. Students joined in in helping plant various plantings in front of the school. Principal Minkoff recognized Paul Richard who was the initiator of this tremendous project that involved Americorps, community members, and students. Principal Minkoff showed a short video of the planting day.

Dr. Ann Caretti, Director of Student Services, reported on the extended school year program. She also noted there have been some special needs issues that required legal services. Legal fees will be taken out of circuit breaker money.

Assistant Superintendent, Dr. Bonny Gifford's report was included in the packet

Dr. Hoffmann reported that he attended Law Day at the Orleans District Court where 3 Nauset High School students were recognized for the winning essays about the Equal Rights Amendment. He reminded the committee that all forms and directions have been sent for the Superintendent's evaluation and he is hoping for committee feedback. He also noted that the search for Assistant Superintendent has been completed with Keith Gauley becoming the next Assistant Superintendent of the Nauset District. Dr. Gifford and Mr. Gauley will be scheduling transitions meetings in the next few days. Dr. Hoffmann also reported that all Administrators are very busy working on the Educator Evaluation. Administration has had several meetings with NEA to keep consistency across the seven schools. They are looking at measures that the state will require next year regarding the teachers' impact on student learning. The Eddy School Principal Search Committee is in the process of hiring a new principal for the Eddy School.

Chair O'Reilly indicated a meeting has been scheduled to discuss a formal entry plan.

FY13 Budget Update

Giovanna Venditti reviewed the High School and the Middle School expenditure reports and spending plans. It was noted the Middle School has been very conservative with their spending but there are things the school needs to purchase. Projected balances and the cafeteria deficit were discussed. It was noted that the participation in the cafeteria food service program has declined. Chair O'Reilly would like to know why participation is falling off so dramatically. It was noted a survey took place at the Middle School and elementary schools which is being reviewed.

The Middle School's anticipated spending was discussed. Principal Minkoff identified some items she would like to purchase such as science kits and Smart boards. Superintendent Hoffmann suggested allowing Principal Minkoff to spend \$50,000, which was part of her original budget plan

and that in June the Committee could release more money to her if available. Chair O'Reilly was concerned that the Middle School is not getting things that they budgeted for and perhaps the Committee would have to look at an E & D withdrawal. Dr. Hoffmann noted there has been some retirement savings and savings in utilities at the Middle School and these funds have allowed the Middle School to purchase items that were planned for this year. It was the consensus of the committee to allow Principal Minkoff to spend \$50,000 for items that she originally placed in her budget but has not purchased yet.

#### FY14 Budget

Dr. Hoffmann requested that the Committee revote the budget because of an error in not removing the part time facilities manager. Dr. Hoffmann indicated that he notified the towns of the error and they will adjust the figure on town meeting floor.

#### MOTION:

On a motion by Jon Porteus seconded by Sue Skidmore, it was voted unanimously (7-0) to approve the FY14 budget in the amount \$28,235,686 and the town assessments as submitted which increases the net operating budget by 2.64%.

Dr. Hoffmann reported news from the House Ways and Means regarding an amendment for regional transportation with additional money forthcoming, an increase in State Chapter 70 funding, and additional money from the state for circuit breaker. Charter School reimbursement was reduced. Superintendent Hoffmann thanked Representatives Peake and Turner and State Senator Dan Wolfe for all their efforts.

Chair O'Reilly discussed the school resource officer at the Middle School. He indicated that the agreement is such that the District will pay the town of Orleans a fixed amount (contracted services) like in Eastham. The amount will be increased the same percentage amount as the teachers' contract annually and a three-year contract was important for Orleans Selectmen. He indicated an official motion will be made by the committee at the June meeting pending the Board of Selectmen action.

Financial Reporting was discussed. Giovanna Venditti, Richard Bienvenue, Jim Nowack and John O'Reilly met and have started to create new reports. The Budget and Finance Subcommittee will review the reports and make suggestions/changes as needed. The reports will be brought to the full Committee in June.

#### Capital Plan

Giovanna Venditti reviewed a detailed listing of outstanding capital projects, completed projects and project balances. It was suggested that the Capital Asset Subcommittee review the options for the slate roof at the Middle School. Giovanna Venditti explained how they can reallocate balances but would have to have a conversation with the town accountants to see if a school committee vote was needed.

Technology at the Middle School was discussed. Cheryl Codair indicated that she does not have a subcommittee yet. The subcommittee will focus on a vision and a strategy plan and would not be a decision checkpoint on any RFP's. Barbara Lavoine reported the cabling at Nauset Regional Middle School has been switched to CAT 6 and the building is wireless. There was a need to update the technology infrastructure. The \$41,000 in the capital plan is solely focused on the wireless piece of the technology upgrade and the vendor is from the state bid list.

The Facilities Coordinator position was discussed. Ms. Skidmore would like the full Committee to support this in the next budget as it really does impact instruction because it takes Administration away from their other important work. Chair O'Reilly indicated that the Finance Committees appreciated the movement that has taken place this year with regard to the Capital Plan.

Motion:

On a motion by Cheryl Codair, seconded by Greg O'Brien, it was voted unanimously, 7-0, to follow through with support in the next budget for the position of facilities manager.

Dr. Hoffmann also mentioned that funds will be available in the capital plan for security in both buildings after town meetings.

Dr. Hoffmann also gave a report on the Green Repair Project. At town meetings last year the citizens approved \$6,529,186 for renovations at the High School. The final cost came in at \$4,905,240 and was \$1,623,000 under the original budget.

Dr. Hoffmann submitted a Statement of Interest for the Middle School roof project and major parts of the HVAC system. He received a call from the MSBA that they would consider a roof project but not the HVAC at this time. May 15<sup>th</sup> the MSBA is sending a team to look at the Middle School roof. If they approve just the roof, the roof would be put in a new program called Accelerated Repair, which takes about 18 months from start to completion.

Greg O'Brien reminded members of the committee that this was his last meeting. He went on to say he was 45 years old when he started on the committee and is leaving at age 63. He decided to stay on the committee, even after his children went through the system, because Nauset provided them with such a tremendous education. He remarked, "we built the best school system in America" and indicated it made him so proud to be a part of Nauset. He thanked the citizens and members of the committee stating it has been an honor to serve the Town of Brewster and the Committee.

Principal Conrad stated that Greg O'Brien has been supportive every step of the way, battling for changes, improvements and tough budgets. He was always there to improve education in the District and we would not be where we are without his support and efforts. Principal Conrad indicated he could not thank Mr. O'Brien enough for all he had done for students in Nauset.

## REPORTS AND INFORMATION

A. Policy Subcommittee – Sue Skidmore reported that the policy Subcommittee has been working since September on updating the Nauset Policy Manual. There will be 12 sections when complete. Committees have approved "in form" 4 of the 12 sections. Sections B and D are being reviewed, Section G and H are in committee for review and the section on Instruction will be reviewed May 8<sup>th</sup>. She thanked Cheryl Codair and Ann Tefft for their continued efforts on this project.

B. Transportation Subcommittee – no report

C. Wellness Subcommittee – no report

D. Capital Asset Subcommittee – no report

E. Cape Cod Collaborative – No report

Approval of Minutes

On a motion by Sarah Blackwell, seconded by Jon Porteus it was voted to approve the minutes of April 4<sup>th</sup> as corrected. (should read: 2-3 school committee members not 2-13)

Adjournment

On a motion by Greg O'Brien, seconded by Jon Porteus, it was voted unanimously to adjourn the meeting at 8:57 p.m.

Respectfully submitted,  
Ann M. Tefft

