

WELLFLEET SCHOOL COMMITTEE
MINUTES ~ Tuesday, November 12, 2013 ~ 4:30 PM
Wellfleet Elementary School Staff Room

Members Present: *Chair*, Jan Plaue *Vice-Chair*, Betsy Pontius, Terri Frazier, Mort Inger, and Jill Putnam

Administration Present: *Superintendent*: Dr. Hoffmann, *Director of Finance and Operations*: Giovanna Venditti *Assistant Superintendent*: Keith Gauley
Director of Student Services: Dr. Ann Caretti
Principal: Mary Beth Rodman *Staff*: Maggie Mack, *Selectman*: Paul Pilcher

I. CALL TO ORDER/AGENDA CHANGES

- Jan Plaue added “Wrap Up MASC Convention” under item VI section F.

II. CHAIR’S REPORT

- Jan was sorry to have missed last month’s meeting.
- Ann Crozier, Joint School Committee Chair, wants to hold 6:00PM meetings before Joint meetings on January 30, 2014 and March 27, 2014.

III. MEMBERS SPEAK

Mort Inger said negotiations have begun.

IV. CITIZENS SPEAK ~ None.

V. PRIORITY BUSINESS

A. Presentation – Food Play:

Mary Beth Rodman shared information on the upcoming presentation at WES called Food Play.

B. Administrators’ Reports:

1. Principal’s Report

- Mary Beth reported that 60 people participated in Math Night.
- Terri Frazier mentioned the collaborative art project that Art Teacher Mrs. Roberts is coordinating with Wellfleet elders through the COA and third grade students.
- Mary Beth added that the Wellfleet Elementary School is now peanut-free.
- With regard to the IT equipment that needs to be disposed of, the list of items needs to be sent over to Town Hall. **It was moved by Betsy Pontius and seconded by Jill Putnam that the expired IT equipment is to be disposed of; the motion passed unanimously.**

2. Assistant Superintendent’s Report

Keith Gauley summarized his written report and noted that the first bullet: Learning Habits of Mind, is now called: Habits of Learning.

3. Director of Student Services Reports

Dr. Ann Caretti provided a handout regarding Nauset Integrated Preschool enrollment projections for September 2014. Dr. Caretti introduced Dr. Maggie Mack, Preschool Director, who gave a synopsis of preschool finances, highlighting that all monies in arrears as of June, 2013 were collected from community friends over the summer. The preschool account is ahead \$118,000. Next year preschool special needs population will increase to 9 (from 5 this year.)

Dr. Mack shared that there is a Tools of the Mind (TOM) refresher for Preschool Staff this Friday from 8:00-3:00 PM, funded by the Tower Foundation.

4. Superintendent’s Report

- It was confirmed that the WES 10 year Capital Plan Projection was submitted to the Town Administrator.
- Jan asked for the appointment date with FINCOM however no date has yet been set.

F. Preschool Needs

The subcommittee reported on the progress of composing a survey to identify if there is a need for pre-kindergarten at WES. Paul Pilcher distributed a handout with the survey questions. Discussion followed on the wording of the survey. A revised edition will be share with school committee members for approval. **Terri motioned to send the survey out once the revisions are approved. Betsy seconded. The motion was unanimously approved.**

While on the topic of “surveys” Keith Gauley said 29 WES parent surveys were received; he was hoping for 50 minimum.

C. FY14 Budget Update

Giovanna Venditti reviewed the monthly expense report and provided a handout of the cafeteria’s revolving account. The water bill was discussed as there was zero budgeted for the Town’s metered water. \$7,000 has since been encumbered to cover anticipated metered water expenses.

D. FY15 Budget Process Timeline

Dr. Hoffmann discussed the FY15 budget development process, format, content, and timeline. This committee will take its first look at the FY15 budget on December 10th.

E. Update on Roof

It was asked if the reimbursement money was locked in yet. No answer was available.

F. Preschool (Pre-Kindergarten) Needs (see above)

G. Policy Updates

Jill moved and Betsy seconded to approve Policy E; Support Services, & Policy F; Facilities, for a second reading. The motion was unanimously approved.

VI. REPORTS AND INFORMATION

A. Cape Cod Collaborative

Jill will attend tomorrow night’s meeting, and shared highlights from last month.

B. PTA

Betsy reported that many of the officers’ terms are ending and they are looking for new officers for FY15.

C. School Council ~ will meet next week.

D. Joint Meeting

E. Preschool Enrollment

F. Wrap Up of MASC Convention:

Jill summarized her experience attending the 2.5 days conference.

VII. APPROVAL OF MINUTES

Mort motioned and Jill seconded to approve the minutes as corrected below:

Minutes of September 10, 2013: Jan edited the Chair’s Report to read: *Jan reported that she will assist on the Policy Committee instead of Betsy Pontius. Jan reports, on Betsy’s behalf, that Betsy will chair the October School Committee Meeting.*

Minutes of October 8, 2013: Under section VI, item A, 4th bullet, corrected to read: *LOGO for Way Point academy (formerly: Alternative Ed Program) was tweaked to expose Wareham on the logo’s map of the Cape which was previously hidden behind the graphic of the lighthouse. The*

VIII. PAYMENT OF BILLS

IX. ADJOURNMENT

Mort motioned and Terri seconded to adjourn the meeting at 6:25 PM. The motion passed unanimously.

Respectfully submitted,

Janet Ferro

REF: Agenda for November 12, 2013, Principal Rodman's November report, Surplus Materials List, Assistant Superintendent's November Report, TIC Talk News from Barbara Lavoine, Nauset Integrated Preschool Enrollment Report for November, WES Expenditure Report-Comparison, District School Lunch Program Daily Participation Summary, FY15 Budget Packet and Preparation Instructions, Minutes from October 8, 2013.

