

DOVER SCHOOL COMMITTEE  
MEETING MINUTES  
April 15, 2008

Members Present: Bob Springett, Chairperson  
Darin Correll  
Kathleen Gill-Body  
Susan Hackney (arrived at 7:03pm)  
James Stuart (arrived at 7:03pm)

Also Present: Dr. Robert Couture, Interim Superintendent  
Kirk Downing, Principal  
Richard Mathieu, Business Manager  
Dr. Deb Reinemann, Curriculum Coordinator  
Ms. Louise Snyder  
Dana White, PTO President

1. **Call to order** – Mr. Springett called the meeting to order at 7:00p.m.in the Chickering School Library. Ms. Gill-Body was recognized for five years of service she has given to the Dover School Committee.
2. **Approval of Minutes**
  - a) Dover School Committee minutes of March 18 and April 2, 2008.  
Mr. Springett requested a motion to accept the March 18<sup>th</sup> minutes. Mr. Correll moved, Ms. Gill Body seconded  
**08-12 Vote: Unanimous**  
  
Mr. Springett requested a motion to accept the April 2, 2008 minutes.  
Mr. Correll moved, Ms. Gill Body seconded  
**08-13 Vote: Unanimous**
  - b) The minutes were noted of the Dover-Sherborn Regional School Committee for March 4, 2008
  - c) The minutes were noted of the Sherborn School Committee for March 13 and March 25, 2008
3. **Community Comments -- None**
4. **Reports**
  - a) **PTO Report** – Dana White, President PTO distributed the April 2008 newsletter and reported on PTO events which included:
    - State of the School event was a success, approximately 50 people attended. Event will be broadcast Tuesday evening/Wednesday morning on Dover Cable TV. Biggest eye opener was the budget discussion and how SPED impacts the budget.
    - \$48,000 raised at fundraising event. The funds raised from the live auction were 45%, 26% from ticket sales, 25% from raffle, and 4% other. Some of the plans for the money raised from the fundraiser will be to support a 2<sup>nd</sup> round of teacher grants planned in the spring, professional development and a new fish tank for the lobby.
    - PTO working to generate interest for PTO positions for next year.
    - Thanks to Paul Wood for leading the Energy Task Force.
    - Fifth Grade graduation planning underway. The class slogan is “The Pats are good, the Sox are great, but guess who’s even better the Class of 2008!” Gifts from the class will be for the outdoor classroom. Friday, June 20<sup>th</sup> at 9am is the graduation ceremony; the luncheon is Wednesday June 11th.
    - Staff appreciation event May 21<sup>st</sup>.
  - b) **Business Manager's Report** – Mr. Mathieu
    - FY’09 Budget—will be at Town Meeting in a couple of weeks, a copy of the current draft budget is included in the packet.
    - FY’08 Budget Update –Breakdown of promised return to the town for end of year close. Oil expected to be over budget for this year, but electricity is expected to offset. SPED report included, everything is tracking well. Grant report sent via e-mail today—instruments & music program will break even. The remainder of the grant funding will be spent down in July and August.
    - TMP to shutdown system this Friday to install the new sensors to measure outside heat content.

**c) Principals Report – Mr. Downing**

- Principal's Report distributed.
  - School Advisory Council met to review the school improvement plan, draft to be included for May meeting.
  - Staff Update—need to reduce staffing by one teacher slot. Two retirements will also be happening.
  - Music Curriculum—grades four and five will have a general music class once a week and instrumentation will be offered in a second session. No additional staffing or fees will be needed. Band practice will take place on Wednesday afternoons.
  - Library and technology will continue to be embedded in the specials rotation for grades K-2 to continue to allow for basic instruction on how to access different elements of the library, grades 3-5 will not be included in this rotation and will be receiving instruction through a team approach of the specialist and the classroom teacher.
  - Reviewed Time on Learning instructional minutes and impact with one and two instrumental music pullouts. 12 to 33 hours a year are recovered by incorporating changes to the instructional plan. Next step is to review if we have time to cover the curriculum. This plan only increases classroom instruction time, not instructional minutes in the day.
- EveryDay Math - Dr. Reinemann
  - Mathematics Report distributed. Data cut to show standards with % correct below 85%. Standard 2.P.4 includes an accumulation of 1<sup>st</sup> and 2<sup>nd</sup> grade data from the beginning of year. Standard 3.D.1 is a Developing Goal in Everyday Math, but the work is part of unit 11, which hasn't been covered yet. The 73% correct is a good score since this is still a developing goal, not a secure goal.
- Galileo Pilot – Dr. Reinemann
  - Program has been looked at for past 2 years. Thanks to Ken Corning's help we will pilot Galileo in May/June in grade 3-5 for ELA to assess the student's mastery of content.
- ELA update - Ms. Snyder
  - Met with Tufts last week and this week. Tufts noted that we are light years ahead of every other school they have worked with—we are their lightship. School Committee discussed how to get the Tufts feedback out to the Dover Community. Dana to have PTO communication team to work with Louise on a press release or feature article.
  - Teacher feedback from parents at conferences is that their kids are looking for books appropriate to their reading level.
  - First Grade DRA Assessments—work is ongoing, students results are improving. RTI has been implemented, students are receiving a double dose of reading with regular in class instruction and small group focused instruction with a Literacy Specialist.
  - Structured units through each grade level are making everything come together better. For example, students who have been working on a Poetry unit now want to write poetry.
  - Mr. Springett asked if there are any recommendations for students for summer work, does Everyday Math comes with a summer work book? Suggested reading lists are already online year round. Mr. Downing noted that conversations need to be had between the parent and teacher to pinpoint what each student needs.

**d) Superintendent's Report – Dr. Couture**

- NCLB Report Card
  - Dr. Couture distributed the NCLB Report Card. Students on IEP's typically have the weaker performance. Note that when looking at the bar charts at the bottom of the pages that year to year the same students are not being measured.
- Superintendent's Transition
  - Ms. Spriggs will be in next week for 2 days. She will be interviewing a potential interim superintendent. If the candidate passes Interview Committee approval they will meet next with the Joint Committee. The following week she will be in to meet with staff and visiting/touring schools to meet people. In May Ms. Spriggs will join the TEC Superintendents meeting. The last week in June she will spend time with Dr. Couture transitioning what needs to be done over the summer and strategic planning needs. Dr. Couture will be available as needed during the summer.

**5. Special Items**

**a) Town Meeting Strategy - Mr. Springett**

- The committee discussed materials to have available for the Town Meeting. Last year cost breakdown slides were used. Dr. Couture will have an executive summary. Capital Budget information should be brought so that we can respond to any community questions. State of the School slides should also be available to use.

**b) Extend Connolly Bus Contract – Dr. Couture**

- Dr. Couture requested that the School Committee extend the bus contract with Connolly Bus. There is no gas escalation clause when the contract expires in two years. Mr. Springett requested a motion to extend the Connolly Bus Contract for 2 years. Ms. Hackney motioned, Mr. Correll seconded.

*08-14 Vote: Unanimous*

**6. Future Business**

**a) May Dover School Committee Agenda Items – Mr. Springett**

Future meeting—points of discussion for Ms. Spriggs before we disband for the summer

**b) Last Day of School – Dr. Couture**

- We have enough hours to allow the last day to be a ½ day.
- Committee supported the last day as a ½ day. No vote required.

**7. New Business -- None**

**8. Routine Business**

**a) Enrollments as of April 1, 2008**

- Report included in packet—not reviewed at meeting.

**9 Adjournment--** Mr. Springett requested a motion to adjourn, Ms. Gill-Body motioned, Ms. Hackney seconded.  
Meeting Adjourned at 8:11p.m.

Respectfully Submitted,  
Deb Savastano