DOVER SCHOOL COMMITTEE
MEETING MINUTES
March 18, 2008

Members Present:  Bob Springett, Chairperson
                 Darin Correll
                 Kathleen Gill-Body
                 Susan Hackney
                 James Stuart

Also Present:  Dr. Robert Couture, Interim Superintendent
              Kirk Downing, Principal
              Dr. Deb Reinemann, Curriculum Coordinator
              Dana White, PTO President

1. Call to order – Mr. Springett called the meeting to order @ 7:00 in the Chickering School Library.

2. Approval of Minutes
   a) Dover School Committee minutes of February 26 and March 6, 2008.
      Mr. Springett requested a motion to accept the February 26th minutes with the following amendments/corrections:
      second page update to 08-06 Vote to reflect unanimous; Technology Report, 2nd bullet, note that SIS database is
      Everyday Math; page 3, New Business add that Mr. Springett will likely be running for re-election.
      Ms. Hackney moved, Mr. Correll seconded
      08-07 Vote: Unanimous

      Mr. Springett requested a motion to accept the March 6, 2008 minutes.
      Ms. Hackney moved, Ms. Gill-Body seconded
      08-08 Vote: Unanimous

   b) The minutes were noted of the Dover-Sherborn Regional School Committee for January 28, February 5 and
      February 13, 2008

   c) The minutes were noted of the Sherborn School Committee for February 11 and 12, 2008

3. FY '09 Dover Public Schools Budget - Mr. Springett, Dr. Couture
   ● Treat education as an investment; invest in people, programs and time
   ● Do students have enough time to master the subject matter, and faculty to instruct?
   ● 2009 initiatives:
     ▪ Academic Excellence
     ▪ Innovation—including Prototype Response to Intervention Model (RTI)
     ▪ Professional Development
     ▪ Financial Responsibility
     ▪ School Administration & Management—including Time to Learn Task Force
     ▪ Community/Parent Satisfaction
   ● 2009 Budget Request is $7,737,675, a reduction of $21,966 from the 2008 budget. Major budget categories and
     budget request/variance are:
     ▪ Salaries $5,177,843--a $155,301 increase;
     ▪ Special Education $1,697,762--a $199,017 decrease;
     ▪ Shared Services (utilities, etc.) $862,070--a $21,750 increase
   ● Special Education expenses drive changes to the budget
   ● All town departments are asked to come in with a submission for a non-override budget. If Special Education
     budget increase, other services would need to be reduced.
   ● Budget request includes $30,000 for recommissioning the HVAC system at Chickering. It is not a capital expense
     since it is an extraordinary one time expense. Expense should have been included as a warrant article because it is
     funding for a study.
   ● Budget request Includes increase aide time to support RTI initiative.
   ● Maintenance contract still to be looked at to confirm if any further changes/reductions.
   ● Mr. Springett requested a motion to accept the budget reviewed and an additional $30,000 for recommissioning the
     HVAC system at Chickering. Mr. Stuart motioned and Ms. Hackney seconded.
      08-09 Vote: Unanimous
• Requested $80,000 of capital budget needs to be moved from FY2011 to FY2010 Capital Budget.
Mr. Springett requested a motion, Mr. Stuart motioned and Ms. Hackney seconded
08-10 Vote: Unanimous

4. Community Comments -- None

5. Reports

a) PTO Report – Dana White, President, PTO distributed the March 2008 newsletter and reported on PTO events which included:
• The new PTO website is now live
• Family Fun night was 3/6—approximately 200 students attended
• Lots of excitement about the new playground cart from the students
• Bus Driver appreciation breakfast held
• PTO Speaker discussed “Go Green”—approximately 15-20 parents and 15-20 students attended
• Information sessions being held in April for PTO leadership positions
• State of the School April 10th—ready to kick off preparations
• Volunteer Opportunity—parent needed to work with two 4th graders on the student newspaper—recommendation made to contact Bill Barrett; students want to have an issue out before school year is over
• Staff relaxation event held
• End of year event planning—May 21 staff appreciation lunch
• Box Tops -- $800 made so far, funded the playground rolling cart purchase

b) Business Manager's Report – Dr. Couture for Mr. Mathieu
• Most accounts in the black, looking good for the end of the year.

c) Principals Report – Mr. Downing
• ELA update - Ms. Snyder
  ▪ Reviewed handout--side 2 reflects First Grade schedule for student who are not meeting benchmarks. Will have a schedule for all grades. Scheduling is designed to reduce impact on classroom time
  ▪ Tufts visits going well--building curriculum
  ▪ DOE rewriting language arts standards for each specific grade level
  ▪ Working with students whose DRA levels were below benchmark in the fall; only one student in the school remains below benchmark
  ▪ Balanced literacy--both fiction and non-fiction
  ▪ Applying for a joint grant to DSEF in collaboration with Pine Hills for Dibbles Assessment tool—training K-3 on tool so they can make assessments.

• EveryDay Math - Dr. Reinemann
  ▪ Grades 2-5 working on inputting data; need to obtain more advanced version of software so that data can be accessed at more than 1 workstation; Grade 1 still to be trained
  ▪ Targeted instruction
  ▪ Learning goals/success % below 85% identified—grade 1, 3c--77% are at a 100% success rate in a developing goal. Also identified some goals that we want to concentration on more. At higher grade levels, focus is on secure goals

• Instrumental Music Update
  ▪ How to improve learning time in classroom without sacrificing music program.
  ▪ Handout includes tables providing information on current instruction, recommendations for 2008/2009
  ▪ General Instrumentation vs. lessons for certain instruments—for example, with a rotation of 2 music classes (ex., chorus/general music in grade 5), expand to 4th and 5th grade—the 1st class will be chorus instruction; the 2nd class would be instrumentation or a general music class. We would still have band available before or after school.
  ▪ New approach supports need to eliminate pulling students out for instrumentation. In the future may look at expansion to Strings program as part of improving program.
  ▪ Can we offer the 2nd class to be another of the arts such as speech or drama?
  ▪ Committee also discussed if we need to see an afterschool model.
  ▪ Committee supports Mr. Downing continuing to evaluate models.
  ▪ Mr. Springett noted that when we’re looking at the strategic piece, we have to look at the competing limitations on time and resources.
  ▪ When comparing our program to other schools, our obligation and responsibility to the students is for the program to lead.
• Music in Our School concert tomorrow night @ Chickering 7pm

d) Superintendent’s Report – Dr. Couture
  • Special Education Peer Review
    ▪ Marvelous support for special education throughout the schools
    ▪ Regular education gets more protection in the inclusion setting due to the addition of special education staff, resulting in classroom teacher not being drawn away as much
    ▪ Typically 11-12% of students have IEP’s in Dover-Sherborn
    ▪ Need to further the early identification/early intervention of special needs as they are emerging
    ▪ Since students are coming into school with such rich backgrounds, they are able to compensate in 1st/2nd grade, then gaps are seen in 3rd/4th.
    ▪ Dover Sherborn is a Special Education magnet due to our schools excellence
    ▪ 20% of Dover and 10% of Sherborn students are in private school
    ▪ We have 23 staff members delivering services to Special Education students
    ▪ Having a Administrator of Special Education is important

6. Special Items
   a) School Choice Program - Dr. Couture
      • Committee discussed participation in the program
      • If Dover doesn’t vote out, they will automatically be included
      • Most communities around us don’t participate, it is more popular in areas west of Northboro/Southboro area
      • Recommendation from Dr. Couture not to participate
      • Mr. Springett requested a motion to withdraw from program for 2008, Mr. Correll moved, Ms. Hackney seconded
      08-11 Vote: Unanimous

7. Future Business
   a) April Dover School Committee Agenda Items – Mr. Springett
   b) Agenda Items for Joint/Union Meeting on March 25, 2008 - Mr. Springett
      • Superintendent’s Transition Plan

8. New Business

9. Routine Business--
   a) Enrollments as of March 1, 2008
      • Report included in packet—not reviewed at meeting.

10. Adjournment-- Mr. Springett requested a motion to adjourn, Ms. Gill-Body motioned, Mr. Correll seconded. Meeting Adjourned at @ 9:02p.m.

Respectfully Submitted,
Deb Savastano