

DOVER SCHOOL COMMITTEE  
MEETING MINUTES  
January 20, 2009

Members Present: Bob Springett, Chairperson  
Darin Correll  
James Stuart

Also Present: Valerie Spriggs, Superintendent  
Dr. Claire Jackson, Interim Superintendent  
Kirk Downing  
Richard Mathieu, Business Manager  
Dr. Deb Reinemann, Curriculum Coordinator  
Betsy Ryan, PTO

Members Absent: Susan Hackney  
Jennifer DaSilva

1. **Call to order** – Mr. Springett called the meeting to order at 7:03 p.m. in the Chickering School Computer Lab.

2. **Approval of Minutes**

a) Dover School Committee minutes of December 16, 2008 and January 8, 2009.

Mr. Springett requested a motion to accept the December 16th minutes. Mr. Stuart moved, Mr. Correll seconded.  
*09-01 Vote: Unanimous*

Mr. Springett requested a motion to accept the January 8<sup>th</sup> minutes. Mr. Correll moved, Mr. Stuart seconded.  
*09-02 Vote: Unanimous*

b) The minutes were noted of the Dover-Sherborn Regional School Committee for December 2, 2008.

c) The minutes were noted of the Sherborn School Committee for December 11, 2008.

3. **Community Comments** -- None

4. **Reports**

a) **PTO Report** – Betsy Ryan

- White board demonstration to be held at an upcoming PTO meeting.
- Checking writing campaign underway, 20% participation so far. Second request for donations sent out today.
- Dr. Chris Bellonci of The Walker School presented “The Challenging Child.”
- On early release days, METCO students are now able to go to a friends to play, the METCO bus will return to Chickering at 3pm to bring the students home.
- Kids helping Kids are collecting “Pennies for Peace” and will present the funds raised to Greg Mortenson at his presentation at DSHS on February 6<sup>th</sup>.
- Mr. Springett asked where information is available about the funds raised by the PTO and how they are dispersed. Dana White explained that PTO financials are on the PTO website, including how collected and how spent for last two years and current year. PTO funds grant programs of \$5,000 a year. Last year they were able to fund two grant cycles. Depending on this years check writing campaign we may have a 2<sup>nd</sup> cycle. \$250 stipend per teacher/specialist is allocated for classroom supplies (e.x. books on elections/inaugurations, reward systems for class). School Committee wants be sure that standard classroom supplies are funded through the school budget, not the stipends. \$100 is allocated for each teacher’s classroom library and \$1,000

to the literacy specialist. Funding is also provided for Curriculum Enrichment and the interactive whiteboards as well.

⇒ Ms. White will provide more detailed information of allocations and their use by the classrooms to DSC.

**b) Business Manager's Report – Mr. Mathieu**

- FY'09 Budget Update—
  - The legislature has given the Governor the authority to make reductions to local aid for FY09. Expecting more information next week.
  - Substitute and salary projections to be updated for staff leaves.
  - Mr. Springett asked why there is such a large gap in the custodial account. Mr. Mathieu reported that \$30,000 is for HVAC recommissioning, the remaining \$37,000 is for unencumbered funds.
  - Mr. Mathieu stated that we are expecting to be over budget due to sidewalk clearing but other line items are expected to offset this expense.
- SPED report— Next year circuit breaker may be budgeted at 60% instead of 72%.
- Utility report – Kilowatt usage for first 6 months of year up 5%, prices have also increased.
- Mr. Mathieu provided information on 403B plans. Information includes list of vendors and towns that use them.
- 2010 Budget Update—more info next week after FY09 reduction information received.

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

- SAC
  - Revisited time on learning instructional minute analysis and impact on changing school calendar.
  - Discussed bringing foreign language program to the school and its impact.
  - Discussed creating a parent information night/community education workshop to share more about what goes on in the classrooms.
- RtI
  - Pine Hill staff joined Chickering staff for a session with Chris Parker. The survey identified the need to have a team review the primary needs of the student and develop a plan, then match the assessments to the student. Mr. Springett stated that we need to do more for the other students in the school who are not receiving additional support and services, those students also need an educational plan.
- Curriculum -- Dr. Reinemann
  - DIBELS assessment update-- K-3 teachers have been trained; assessment can last 5-10 minutes. The assessment looks at progress or lack of progress for each student. The students were assessed at beginning of the year, are being assessed now and will be assessed again later in the year. Students are doing well, no surprises in the data so far. If students are identified as struggling they are given assessments more frequently if needed.
  - “Words their Way” is being used in the upper grades for the spelling program. Assessments were done two weeks ago.
  - Walk through day with Tufts consultants was last week. Curriculum teams will meet with consultants in late January. Mr. Springett asked how we get data about what are the best schools.
  - Dr. Reinemann has met with 4<sup>th</sup> and 5<sup>th</sup> grade teachers to review MCAS Science results. Science curriculum is under review as is Social Studies.

**d) Superintendent's Report – Ms. Spriggs**

- Presentation: “Three = One and why it matters” – Dr. Jackson
  - What is the work happening at the district level and how does it relate to Chickering?
  - Sherborn (Pine Hills) has a mature well refined set of curriculum documents, most written in terms of what teachers shall teach. Chickering has a different set of curriculum documents, more student focused, still being developed.
  - When students from these two schools come together, approximately 6 weeks of time is lost trying to get the class on the same page. Need to decide as a community what product you want to be delivered. Those with the best programs (national) have the best linked curriculums.
  - Goals of discussions with principals and teachers in how to develop a world class learning experience from K-12 whether you are in Dover or Sherborn.

- Getting from good to great: small class size, professional development, common planning time, coherent curriculum, clear expectations and rich resources.
- Materials should be enduring, from the heart of the discipline, multi-layered, engaging.
- Backwards approach—Is it interesting & engaging? Research based? Is the knowledge essential? Should we revise the material? What will we have accomplished?
- Test results are often used to sort & classify,
- Ms. Spriggs stated that the focus of conversations will be on getting it right. Mr. Springett stated that we'd like to have our own internal assessment, not just rely on MCAS to communicate our results.
- Mr. Springett stated we need to define what's the mission, how do we execute and how do we get better over time.
- Strategic Direction – Advisory Members – to be addressed at Joint School Committee

**5. Special Items**

- DSC Warrant presentation—date TBD

**6. Future Business**

- a) February School Committee Agenda Items -- Standard reports, Time on Learning Report
- b) January 27, 2009 Joint School Committee Agenda Items
- c) Future Joint School Committee Agenda Items --Benchmarking

**7. New Business -- None**

**8. Routine Business**

- a) Enrollments as of January 1, 2009—reports distributed.

**9. Adjournment--** Mr. Springett requested a motion to adjourn. Meeting Adjourned at 8:28p.m.

Respectfully Submitted,  
Deb Savastano