

DOVER SCHOOL COMMITTEE  
MEETING MINUTES  
March 17, 2009

Members Present:           Bob Springett, Chairperson  
                                  Darin Correll  
                                  Jennifer DaSilva  
                                  Susan Hackney  
                                  James Stuart (arrived 7:22pm)

Also Present:               Valerie Spriggs, Superintendent  
                                  Kirk Downing, Principal  
                                  Dr. Deb Reinemann, Curriculum Coordinator  
                                  Betsy Ryan, PTO

1. **Call to order** – Mr. Springett called the meeting to order at 7:13 p.m. in the Chickering School Library.
2. **Approval of Minutes**
  - a) Dover School Committee minutes of February 4 and 24, 2009.

Mr. Springett requested a motion to accept the February 4th minutes. Ms. DaSilva moved, Mr. Correll seconded.  
*09-05 Vote: Unanimous*

Mr. Springett requested a motion to accept the February 24th minutes. Ms. DaSilva moved, Ms. Hackney seconded.  
*09-06 Vote: Unanimous*
  - b) The minutes were noted of the Dover-Sherborn Regional School Committee for February 5 and 23, 2009.
  - c) The minutes were noted of the Sherborn School Committee for February 12, 2009.
3. **Community Comments** -- None
4. **FY '10 Dover Public Schools Budget Hearing** – Mr. Springett, Ms. Spriggs
  - FY10 Dover Schools budget (draft 4) is \$7,871,120 which represents a 1.72% increase over the FY09 Adopted budget.
  - At the March 5<sup>th</sup> DSC meeting recommendations for budget reductions were made. This is the third year in a row that schools were asked to reduce budgets. Dover has been able to accommodate these reductions in the past due to senior teachers leaving who were replaced with new teachers at lower salaries, but these salaries will catch back up to previous levels. Also in the past, changes/reductions to SPED services helped reduce the budget, but now these services are increasing again. The committee identified reductions in SPED due to changes in services, elimination of contingencies for the buildings (repair) and asking parents to buy school supplies for the upcoming school year.
5. **Reports**
  - a) **PTO Report** – Ms. Ryan
    - PTO held a Bus Driver appreciation breakfast
    - PTO sponsored dinner for teachers on conference night
    - Family Fun night will be held on March 25<sup>th</sup>, activities will include a DJ, desserts and raffle items
    - PTO will be working with Mr. Downing to see how they can support the school next year in light of the budget cuts.
  - b) **Business Manager's Report** – Mr. Springett for Mr. Mathieu
    - FY'09 Budget Update— budget on track
    - Utility Report—report distributed. June delivery has been prepaid. Electricity usage still running ahead of last year. Mr. Stapleton had previously asked what oil rate we were using. Currently

budgeted \$3.17 gallon, Mr. Mathieu has been looking at \$2.17-\$2.22 through the upcoming TEC bid. DSC needs to decide if they want to lock in to the TEC bid. The oil company that was awarded the bid wants 34,000 gallons guaranteed usage, our past usage was about 30,000 gallons, but this year we expect about 24,000 gallons. Mr. Springett asked the committee to authorize the administration to move ahead and secure lock in at \$2.17. Mr. Springett requested a motion, Ms. Hackney moved, Mr. Correll seconded.

**Vote 09-07: Unanimous**

- Temperature Reports – distributed
- SPED report— some overages but expect to hit targets for the year

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

- SAC
  - Safety, Instruction and Leadership survey data received
  - School Improvement plan being assessed; Mr. Downing plans to bring a draft to DSC in May and final copy for approval in June.
  - Mr. Springett referenced the February 24<sup>th</sup> DSC minutes where it was asked if we should reconvene the Time on Learning Task Force; we've modified the Wednesday schedule but is there enough/sufficient time to meet all of our needs. Ms. Hackney asked about developing metrics to show how the extra Wednesday time will be used and if it is used appropriately. Ms. Spriggs wants to develop indicators to determine how/if the extra learning time makes a difference in student learning.
  - Mr. Springett referenced the SAC minutes parent comment that feedback on report cards should cover all 3 terms. Dr. Reinemann noted that report cards are being reevaluated. The feedback is provided to the parents at the 1<sup>st</sup> and 2<sup>nd</sup> term conferences. Mr. Springett stated that a student information profile to augment the report card would provide more information for teachers on student strengths and weaknesses over time. Mr. Downing spoke about the need to tie all the documents about curriculum, learning and the student together and communicate well. Mr. Springett stated this document needs to be accessible by others so that it can be preserved and passed on.
  - Mr. Springett referenced the SAC minutes statement that there is confusion around the goals and mission of school. Need to identify another way to communicate this information. Ms. Hackney stated that we may need to be clearer about where we are going in the short term.
  - Ms. DaSilva raised the issue on SAC minutes about instruction – in the survey 500 responded satisfied, 130 responded not satisfied for math, reading and writing over the 3 subject areas. 30% response rate.
  - Mr. Springett brought up the issue of communication and raised the idea of teachers using blogs to communicate with the parent community. Different communication strategies may need to be developed based on the grade level of the student.
  - White Boards – based on questions submitted by Mr. Springett, Mr. Downing is not able to provide answers today. Over the next few months he will be looking at how to measure the success of the implementation and long term implications. Mr. Downing will report back to DSC in June.
- Curriculum -- Dr. Reinemann
  - Transition--5<sup>th</sup> grade teachers from Chickering and Pine Hills met with the sixth grade teachers, special education teachers and administrators. The group discussed expectations of students from common vocabulary to strategies from both schools. Mr. Moran met with teachers about small group math and transition math (remediation). Mr. Springett would like more information about the extent of remediation and how it ties back to Chickering to improve the process. Two of our teachers were able to observe classes. Dr. Reinemann's take away was that we aren't as far apart as we thought, but there is more we can do to bring things together. Placement recommendations will take place by April vacation.
  - Galileo—many grades are close to completing assessments.
- ⇒ Mr. Springett identified three questions for the next DSC meeting:
  - How much time do we spend on MCAS test prep? Dr. Reinemann gave the example of long composition, which does not have formal prep, it is done as part of the writing program. More information to be provided at next meeting.
  - How much time does MCAS take?

- Is the test taking considered instructional time for state reporting? Dr. Reinemann responded that the test taking is included as instructional time.

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

- Ms. Spriggs thanked Mr. Stuart for attending a workshop today with the Accept collaborative. Mr. Stuart spoke of the workshop and the spin that education in the US is failing is not true, our schools shouldn't worry about competing with other cultures but focus on our creative strengths. His take away was to think about how we can do things differently. Also discussed were technology/new technologies such as second life (role playing/fantasy game).
- Ms. Spriggs spoke about the Governor's proposed reductions to METCO program. Ms. Spriggs will be writing a letter to the Governor to ask that he reconsider these cuts and provide information on the impacts to the suburban communities. Ms. Spriggs asked for support and signature of the Dover, Sherborn and Region committees. METCO host communities would be asked to pick up a larger share of these programs costs. Ms. DaSilva noted there were two METCO articles in the Boston Globe this past Sunday, one about the proposed cuts, and the other about students' college choices. Mr. Springett would like a better understanding of the impact of the proposed cuts on us. Mr. Springett requested a motion to allow for his signature on behalf of the Dover School Committee on the letter from Ms. Spriggs on behalf of the committee. Ms. DaSilva moved, Ms. Hackney seconded.  
*Vote 09-08: Unanimous*
- Time on Learning/Change to Wednesdays—Ms. Spriggs met with Mr. McCoy, President of the Teachers Association, Ms. Nugent and Mr. Downing to discuss the impact of the change to teachers. There will be not impact to bargaining.
- Assistant Superintendent Search Update--Of the thirty four applications, nine were selected and have been interviewed. The search committee is now conducting site visits.
- Strategic Plan Update--Meeting held on March 12, 2009 with Mr. McGowan. Community conference has been moved to early October. There will be two planning meetings—March 30<sup>th</sup> and April 14<sup>th</sup> 10-12. Ms. DaSilva to attend March 30<sup>th</sup>, Mr. Stuart to attend April 14<sup>th</sup>.
- Policy Book—lay out of the MASC policy book has been complete. Mr. Correll will be representing DSC.
- School Choice Program--- Each year schools are required by law to vote to opt out of the program. Recommendation by Ms. Spriggs not to participate due to space concerns. Mr. Springett requested a motion to accept Ms. Spriggs recommendation to withdraw from program for 2009-2010 school year. Ms. DaSilva motioned, Ms. Hackney seconded
- *Vote 09-09 Unanimous*

5. **Special Items**

6. **Future Business**

- a) April School Committee Agenda Items
  - Standard reports
  - Presentation by Dr. Jackson & Jean Conkey, Interim Technology Manager on New Technology
  - MCAS questions (see discussion in Principal's report/Curriculum update)
- a) Joint School Committee Meeting March 24, 2009
  - Final day of school
  - Budget projections
  - Advocacy—Grass roots efforts--MASC Day on the Hill, Senator Timilty's upcoming Dover office hours
  - Technology Advisory Committee update and overview
  - Budget Allocations/distributions across Chickering, Pine Hills, Region

7. **New Business** -- None

8. **Routine Business**

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

9. **Adjournment**-- Mr. Springett requested a motion to adjourn. Ms. DaSilva moved, Ms. Hackney seconded. Meeting Adjourned at 9:00 p.m.

Respectfully Submitted,  
Deb Savastano

DOVER SCHOOL COMMITTEE  
OPEN ACTION ITEMS

#	DESCRIPTION/ ACTION TO BE TAKEN	DATE OPENED	OWNER	STATUS/RESOLUTION	DATE CLOSED
4	Feedback to be presented in the spring to DSC and DSEF around the effectiveness of the Interactive Whiteboard technology and rollout for other classrooms/grades	12/16/2008	Mr. Downing	Mr. Springett provided Mr. Downing with 5 specific questions that define what he would like the presentation to cover. Update provided at 3/17 meeting. Mr. Downing to provide an update to DSC at June meeting.	
5	Assessment of Galileo effectiveness at the end of the school year.	12/16/2008	Dr. Reinemann	Update at March 17 <sup>th</sup> meeting; many grades are close to completing assessments	