

**Dover-Sherborn Regional School Committee**  
Meeting of November 3, 2009

Members Present: Ellen Williamson, Chair  
Beverly Madden  
Clare Graham, Secretary  
Richard Robinson  
Nate van Duzer

Also Present: Valerie Spriggs, Superintendent  
Steven Bliss, Assistant Superintendent  
Denise Lonergan and Fred Randall, Headmasters

1) **Call to Order**

Ms. Williamson called the meeting to order at 7:00 pm in the Middle School Library.

2) **Approval of Minutes**

a) Regional School Committee – October 6, 2009

Mr. Robinson made a motion to approve the minutes of October 6, 2009. Ms. Madden seconded. In section 2a change vote to 6 – 0. In section 4a correct spelling of Tague. In section 4b, first sentence change approve to approval and at end of section add "*The wikis are intended to replace the current Middle School website.*" In section 9 correct spelling of Madden.

09-56 VOTE (as amended): 5 – 0

b) The Sherborn School Committee minutes of September 10, 2009 and the Dover School Committee minutes of September 15, 2009 were noted.

3) **Community Comments – None**

4) **Reports**

a) Student Council Report – Mr. Rich reviewed recent and upcoming events for the Student Council.

b) Preventive Maintenance Program – Mr. Kelley provided and reviewed the Preventive Maintenance Plan for the campus including service agreements and contractor service. The Waste Water Treatment System is not in compliance with DEP regulations. The DEP acknowledges the work done by the District in the past to remedy the problem and has concluded that upgrades are needed for the system. Upgrades require a consulting engineer evaluate the plant and recommend improvements needed. The DEP will be seeking and Enforceable Agreement which will most likely be received early in December. The Administration is expecting a capital improvement to comply with DEP regulations.

c) Business Manager's Report - Ms. Spriggs reviewed the standard reports.

- FY09 Preliminary Closing – The Excess and Deficiency fund has been certified by the Department of Revenue in the amount of \$934,482 as of July 1, 2009. For FY09 there was a shortfall of \$148,304 in expected revenues (including \$172,729 in reduced Chapter 70 aid from the State partially offset by Federal Aid/ARRA monies) while expenses were under budget by \$552,274. A total of \$409,253 was transferred to the Excess and Deficiency fund for the fiscal year. Further discussion about the shortfall and necessary transfers will be postponed to next month when Ms. Tague is available for questions.
- FY10 Monthly Report – The transportation budget was cut by \$131,314. The school committee already voted an amount not to exceed \$175,000 from the Excess and Deficiency balance to cover this anticipated cut in Regional Transportation. The Administration has recently learned that the Governor was granted 9C authority and is planning to cut an additional 5% from Regional Transportation, resulting in an additional \$93,280 loss of

revenue to the District. This would leave a potential \$49,594 shortfall over the \$175,000 already authorized. The Administration will continue to monitor the situation and report monthly on a recommended course of action.

- FY11 Budget – There will be an additional meeting scheduled in December to discuss the budget.
- d) Middle School Report - Mr. Randall reviewed recent and upcoming events at the Middle School.
- e) High School Report - Ms. Lonergan reviewed recent and upcoming events at the High School. Mr. Bourque has requested permission for an out-of-state field trip for approximately 15-20 seniors during the week of March 7, 2010 to participate in the Close-Up Washington DC program. DSHS has participated in the program for the past 6 years which includes participation in seminars, meeting Washington insiders, visiting Capital Hill, foreign embassies and the Pentagon.

Mr. Robison made a motion to approve the Close-Up Washington DC program field trip during the week of March 7, 2010. Ms. Madden seconded.

09-58 VOTE:

Ms. Lonergan requested permission for an out-of-state field trip to New York City from May 7-9, 2009. The students will attend a concert by the New York Philharmonic on Friday evening and the musical Ragtime on Saturday evening.

Mr. Robinson made a motion to approve the Cultural Immersion Excursion field trip to New York City from May 7-9, 2009. Ms. Madden seconded.

09-57 VOTE: 5 – 0

Ms. Lonergan then discussed the student scheduling process and graduation requirements.

- f) High School/Middle School MCAS results – Mr. Bliss provided a detailed analysis for MCAS results for both schools. The reports look at performance for the spring 2009 tests and over time at each grade level as well as the performance for each of the graduating classes over their years of taking the MCAS test. Finally the report looks at question type and strand data analysis. Reports are available upon request.
- g) Regional Building Project – The completed capital projects to date include: removed and replaced rotted timber stadium stairway outside the boy's locker room, removed and replaced all rubber treads and risers in all 5 high school stairways, removed and replaced 5 remaining original drinking fountains not changed-out during the building project. In the Administration buildings completed capital projects to date include: striped and replaced all pitched asphalt shingled and flat rubber roofs, replaced all original exterior windows and doors, removed and replaced original burner and boiler including installation of stainless steel chimney liner, boiler with outside temperature controls and new zone thermostats, removed all window-mounted through the wall a/c units and replaced with energy efficient models, and replaced underground electrical feeder cable to garage for possible future remodeling.  
Mr. Robinson provided several options to fix the Middle School HVAC problem. However, given the uncertainty around the costs associated with fixing the Waste Water Treatment Plant the discussion was tabled.
- h) Superintendent's Report – Ms. Spriggs reviewed enclosures provided to the Committee including:
  - Strategic Planning Conference – A follow-up to the conference was held on October 21<sup>st</sup> to review data generated, identify the next steps and begin work on a vision statement. Three additional meetings are scheduled to complete this work.
  - Policy Manual Update – Section F has been completed. Work on Section G has begun.
  - "Day at the School" visit on Oct 16<sup>th</sup>

- Conflict of Interest Law for Municipal Employees – all elected School Committee members are required to complete an on-line training module regarding the changes in the M.G.L. chapter 268A and return the printed receipt to the Administration building.

5) **Special Items**

- a) December Agenda Items – FY09 budget closing/transfers, FY11 budget, Growth report, extra-compensatory reports, class size reports, WWTP, Town report
- b) 2009 Town Reports – Ms. Graham will draft the report.
- c) MASC/MASS Conference November 18-21

6) **New Business** - None

7) **Routine Business** – Enrollments as of November 1, 2009

8) **Adjournment to Executive Session at 10:18 pm not to return to open session to discuss matters pertaining to contract changes.**

Ms. Williamson – yea, Ms. Madden – yea, Ms. Graham – yea, Mr. van Duzer – yea, Mr. Robinson – yea.

Respectfully submitted,  
Amy Davis