

**DOVER SCHOOL COMMITTEE
MEETING MINUTES
March 20, 2007**

Members Present: Kathy Gill-Body, Susan Hackney, Maria Kadison, James Stuart.

Member Absent: Mr. Springett

Also Present: Theresa Alessandro, Minutes Recorder, Dr. Perry Davis, Superintendent, Mrs. Patricia Hamblett, Curriculum Coordinator, Trisha Nugent, Technology Manager, Mr. Robert Ferrari, Principal, Dawn Fattore, PTO President, Mrs. Chase, Librarian, Nancy Simms, Warrant Committee, Nancy Weinstein, Warrant Committee.

1. Call to Order - Mrs. Gill-Body called the meeting to order @ 7:05 pm in the Chickering School Library. Mrs. Gill-Body welcomed everyone to the meeting.

2. Approval of Minutes

a) Dover School Committee Minutes of January 29, 2007 - Mrs. Gill-Body moved and Mrs. Hackney seconded to

approve the above minutes. 07-12 Votes: Unanimous. The motion passed.

Dover School Committee Minutes of February 5, 2007 - Mrs. Gill-Body moved and Mrs. Kadison seconded to

approve the above minutes. 07-13 Votes: Unanimous. The motion passed.

Dover School Committee Minutes of February 27, 2007 - Mrs. Gill-Body moved and Mrs. Hackney seconded to

approve the above minutes with the following name correction under Also Present remove Nancy Weld and

replace with Nancy Weinstein. 07-14 Votes: Unanimous. The motion passed.

Dover School Committee Minutes of March 7, 2007 - Mrs. Gill-Body moved and Mrs. Hackney seconded to

approve the above minutes. 07-15 Votes: Unanimous. The motion passed.

b) The meeting minutes were noted of the Dover-Sherborn Regional School Committee of January 29, February 6 and 26, 2007.

c) The meeting minutes were noted of the Sherborn School Committee of February 13, 2007.

3. FY '08 Dover Public Schools - Budget Hearing - A Public Hearing on the FY 08 Dover School Budget was held with Mrs. Gill-Body giving a detailed power point presentation that included: Major Budget Increases, March Budget Revisions, FY 08 Budget Detail, Looking Ahead - Major Challenges. Also included was the FY 08 Dover Schools Budget - Line Item Budget, March 9, 2007. FY 08 Dover Public Schools - Capital Budget - Technology Items. A presentation of this budget will be given to the Council of Aging on April 12, 2007. This information will also be posted on the Chickering School Website. Dr. Davis requested additional time to follow up with families regarding their decision to enroll their children in kindergarten. His goal is to report back to the Warrant Committee in April. Nancy Simms from the Warrant Committee officially thanked the Dover School Committee for their efforts in coming up with a well thought out and meaningful budget.

4. Community Comments - None

5. Reports

a) PTO Report - Dawn Fattore, President PTO distributed the March 2007 newsletter and

reported on the PTO events which included: March 9, 2006 - Family Fun Night, March 30, 2007 - upcoming PTO Auction Fundraiser and the successful Ruby Bridges visit to Chickering School. She also informed that the next two issues will be used to educate/re-educate all parents on the different groups that operate at Chickering. The March issue gives a brief overview of the School Committee and Chickering Administration. Next month will be the PTO and Advisory Counsel (SAC). She reported that all of these groups work together to make Chickering the best possible learning environment for the children. Also included in March were successful Books from the Heart, Curriculum Enrichment Programs, Community Outreach, Date for Staff Appreciation Luncheon, May 23. Dover Days, May 19 - a committee is being formed to redefine the PTO's participation in Dover Days.

b) Business Manager's Report

FY 07 Budget Update - In Mr. Mathieu's absence, Dr. Davis distributed the FY07 Summary Report by Function Code as of March 15, 2007. Dr. Davis reported on 4 function codes that show as overspent on the Budget Update: 1100 School Committee, 2110 Curriculum Directors, 2310 Teachers & Specialists and 9300 - Out of Town Tuitions.

Dr. Davis reported that the Town has \$478,284 in Circuit Breaker funds that will offset deficits currently projected for SPED accounts. The overall budget continues to project towards a positive close at the end of the year.

c) Principal's Report

Time on Learning - Mr. Ferrari reported that the Leadership Team, with the Support of the Dover School Committee and the Superintendent of Schools, has been meeting with a consultant from the Massachusetts Elementary School Principals Association - Dr. Stephen Gould. One of Dr. Gould's interests is the development of Standards-Based Instructional Systems. Conversations to date have focused on both short-term and long-term considerations such as an analysis of the present schedule and the decision to create a schedule for next year based on 40 minute modules. (Pine Hill School utilizes a similar model.) Mr. Ferrari reported that they have also begun a more long-term conversation about the need to identify the "power standards" in each content area of the curriculum which will lead to the revision of current grade level benchmark assessments. The Chickering School Data Team, has been working on identification and unwrapping of the "power standards" in Mathematics for grades K-5. They expect the identification of "power standards" in English Language Arts will be imbedded into the Summer Institute, in-class coaching, and professional development workshops provided by Tufts University in the area of Balanced Literacy/English Language Arts. Discussions and development continue regarding conceptual aspects of a Standards-Based Education Model.

Instrumental Music - Mr. Ferrari reported that the Instrumental Music Program currently includes a total of 57 fourth graders and 36 fifth graders. Students pay a yearly participating fee of \$175. Lessons are scheduled during the instructional day for most students. Twenty-four students have lessons scheduled after the instructional day has ended. It is clear from a review of the past two years' enrollment data that the current fee is insufficient to cover the instructional costs of the program. Ms. Pamela Bolts, the Instrumental Music Teacher acknowledges and attributes the after school attrition rate for some students, in part, to the fact that students' desire to play an instruments competes with other after school interests and responsibilities: sports teams, religious education

activities, and transportation conflicts. Mr. Ferrari also informed that a part of the Time on Learning conversations and concerns have been raised about the need for large uninterrupted blocks of instructional time for the core curricular areas -English Language Arts, Mathematics, Science and Social Studies. The latter two areas are receiving increased attention in the elementary school curriculum. The question has been raised whether we should adopt an after school enrichment program instrumental music option similar to that of the Pine Hill School in Sherborn. Related concerns about this particular approach are its impact on participation in general as well as its eventual impact on the size of the Middle School and High School Programs. However, it appears that a sizeable fee increase will be needed to cover the costs of the present program for next year. It may also be timely to investigate the feasibility and impact of adopting an Instrumental Music Program fee for services model in 2008-2009 similar to the one adopted by the Pine Hill School. Dr. Davis made a recommendation for the DSC to discuss the raising of the Instrumental Music Fee on the May 07 agenda. Discussion on re-evaluating the entire program is planned for the September 2007 Agenda.

d) English Language Art Curriculum Review - Mr. Ferrari gave an update on the English Language Arts Curriculum. He reported that on March 6, 2007, Interim Assistant Superintendent of Schools, Andrea Hallion, Dr. Pat Hamblett, Curriculum Coordinator, Michelle Worthy, Literacy Specialist, Ginny Keniry Assistant Principal and he met with Martha Heller-Winokur, Senior Project Manager, Center for Applied Child Development, Eliot Pearson Department of Child Development, Tufts University. The purpose of the meeting was to clarify a few key points in the implementation of the Balanced Literacy Model in 07-08. He reported on the Implementation of the Reader's Workshop and Small Group Instruction (Guided Reading). The Workshop format includes the presentation of a Focus Lesson by the teacher followed by opportunities for student Independent Practice, individual teacher-student conferencing or a small group lesson. This would occur during a 45-60 minute block of time. Other components of Reader's Workshop would include Phonics/Word Study (15-20) and Interactive Read Aloud (15-20). Writers' Workshop is a separate component (45-60). They understood the importance of customizing professional development opportunities since some teachers are already familiar and use elements of a Balanced Literacy Approach. Mr. Ferrari reported that teachers are in the process of completing an Assessing Your classroom Library Form to facilitate targeted purchasing of varied texts to "round-out" classroom collection for the Independent Reading component of the model. Also included was the Comprehensive Literacy Instruction: A Trajectory for Professional Development.

- Open Response - In Ms. Keniry's absence, Mr. Ferrari provided the February 2007 Open Response Report which included: Grade 3 Open Response Comparison, Grade 4 Open Response Comparison, Grade 5 Open Response Comparison. Grade 3 responses required only listing of answers, making the response somewhat easier. Grade 4 reading was a passage from a booklet that many students had read and the question asked for specific, concrete information from the text. Grade 5 through instruction and use of organizational tools, students are becoming more skilled at connecting what they have read with written response that is required. Additionally, the passage was rich in detail related to the question.

e) Everyday Math - Dr. Hamblett gave the Everyday Mathematics Implementation Update which included the Curriculum Coordinator working with the grade level teams

in grades three, four and five to develop a timeline for teaching and administering a series of MCAS open response questions with their students. The Everyday Math program incorporates a variety of opportunities for students to communicate their mathematical thinking throughout the year. In order for students to become familiar with the MCAS format of the math open response items, for the next five to six weeks teachers will use former MCAS open response items as part of their instruction. Within each grade level, the curriculum coordinator and the teachers ordered the open response items to fit, wherever possible, the concepts currently being taught within the Everyday Math Program. This integration helps maintain the continuity of math instruction. Dr. Hamblett also provided Everyday Math Data for grades 1-5. Due to the short timeline between the March and April DSC meetings, Dr. Davis suggested that Dr. Hamblett give her next update at the May DSC meeting.

f) Data Management Project - Dr. Davis gave a Data Management Update which included an update of the Data Warehouse Project and Chickering Data Management Team continuing to be trained on Building a Data Culture and the use of the COGNOS Data Warehouse Program. Also included was the D3M Team Status Report for Dover Schools informing of the recent short-term action items along with the Upcoming or Long-Term Goals and Accomplishments as of 3/14/07.

g) Superintendent's Report

- Special Education Funding - Dr. Davis issued SEEP - Special Education Expenditure Project Report the DSC for their review and information. The SEEP report focused on Educating Students with Disabilities: Comparing Methods for Explaining Expenditure Variation.

Dr. Davis issued a copy of the Education next - Debunking a Special Education Myth from the Hoover Institution for the DSC's review and information.

6. Special Items

a) FY '08 Budget - In Mr. Mathieu's absence Dr. Davis reported that at the March 16, 2007 meeting the School Committee acted to reduce its budget request by \$3,000. He attached a budget summary that reflected the vote. The updated budget number is \$7,759,641 which reflects a 2.73% overall increase to the budget.

b) School Choice Program - At the recommendation of Dr. Davis, Mrs. Gill-Body moved and Mrs. Hackney seconded to withdraw from the School Choice Program for the 2007-2008 school year because of space limitations. 07-16 Votes: Unanimous. The motion passed

c) Curriculum Coordination - Dr. Davis issued a draft position description for the Chickering School Curriculum Coordinator. He indicated that the person in this position will have a generic set of tasks along with the following major tasks: Curriculum, Instruction, Assessment, Data Management and Professional Development. He also informed that the position will report to the Principal of the Chickering School and will be a member of the Chickering School Leadership Team. Dr. Davis will post and go forward with a search and report back to the DSC at the April meeting.

7) Future Business

a) April Dover School Committee Agenda Items - Ms. Gill-Body - The following are agenda items for April: Follow-up on K enrollment/Budget Discussion, Metco Overview from Mr. Ferrari, Curriculum Coordinator Position Update and SAC Presentation.

b) Joint /Union School Committee will be held on March 27, 2007.

8. New Business - Town Caucus was held on Monday, March 19, 2007 and Mrs. Gill-Body informed that the following people will be on the ballot for the open Dover School Committee positions: James Stuart - 3 years, Darin Correll - 3 years, Susan Hackney - 2 years, Kathy Gill-Body - 1 year.

9. Routine Business - Enrollments as of March 1, 2007

10. Adjournment - Mrs. Gill-Body moved and Mrs. Hackney seconded to adjourn the meeting at 9:04 pm. 07-17 Votes: Unanimous. The motion passed

Respectfully Submitted, Theresa Alessandro

3-20-07 DSC School Committee Meeting Minutes 3