

Dover-Sherborn Regional School Committee
Meeting of June 8, 2010

Members Present: Ellen Williamson
Robyn Hunter
Clare Graham
Richard Robinson
Nate van Duzer
Shelley Poulsen

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

1) Call to Order

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

Reorganization:

Ms. Williamson nominated Ms. Hunter to be Chair of the Dover-Sherborn Regional School Committee for 2010-2011. Mr. Robinson seconded.

10-32 VOTE: 6 – 0

Ms. Williamson nominated Ms. Graham to be Vice Chair of the Dover-Sherborn Regional School Committee for 2010-2011. Ms. Hunter seconded.

10-33 VOTE: 6 – 0

Ms. Williamson nominated Ms. Poulsen to be Secretary of the Dover-Sherborn Regional School Committee for 2010-2011. Ms. Hunter seconded.

10-34 VOTE: 6 - 0

2) Approval of Minutes

a) Regional School Committee – May 4, 2010

Mr. Robinson made a motion to approve the minutes of May 4, 2010. Ms. Williamson seconded.

Under section 2, after each vote note: "Mr. Robinson was not present for the vote." In section 7a correct spelling of bullying.

10-35 VOTE (as amended): 5 – 0 (Ms. Poulsen abstained)

b) The Sherborn School Committee minutes of April 8, 2010 and the Dover School Committee of April 7 and 13, 2010 were noted.

3) Community Comments – None

4) Waste Water Treatment Plan Report – Mr. Martinage, Martinage Engineering Associates, presented the "Upgrade Report" for the WWTP that will be submitted to the MA Department of Environmental Protection in compliance with the Administrative Consent Order with Penalty (ACOP) item #7. Phase 1A and 1B as described in the report are estimated to cost \$484,100 and Phase 2 (if necessary) is estimated to cost \$165,000.

Mr. van Duzer made a motion to accept the "Upgrade Report" from Martinage Engineering Associates with the changes recommended, reviewed and approved by the Region's environmental attorney. Ms. Graham seconded.

10-35 VOTE: 6 – 0

5) Administrator of Special Education – Ms. Spriggs recommended Dr. Paul S. Haughey for the position of Administrator of Special Education. Dr. Haughey spoke to the Committee and answered questions.

Ms. Hunter made a motion to accept the recommendation of the Administration to hire Dr. Paul S. Haughey for the position of Administrator of Special Education.

10-36 VOTE: 5 – 0 (Ms. Graham abstained)

6) Reports

a) Business Manager's Report -

- FY10 Monthly Report – Ms. Tague reviewed the quarterly reports and estimated a year end positive variance of \$200,000 - \$300,000 primarily as a result of positive variances in utilities, transportation and health insurance.
- Transfer of Funds – will be presented at the September meeting.
- Vocational Schools Student Transportation – Ms. Tague has been working on an issue of transportation for out-of-district vocational school placements. The Town of Sherborn will be reimbursing the Regional District for transportation costs incurred by the Region for Sherborn students in FY10. Ms. Tague is researching past years to see if this issue occurred in prior years. She is also working to determine if there are alternative transportation options for those students.
- Back pay for an Employee – The Administration received an inquiry from the Mass Teachers Retirement System regarding an employee's FY03 contracted salary amount versus the salary paid and reported by the District. It was discovered that the employee was underpaid by \$15,052.10 due to a pro-rating salary error. It is the Region's obligation to pay the salary owed under the Wage and Labor Act.

Ms. Graham made a motion to approve the transfer of funds from function code 1210 – Superintendent Reserve Fund to function code 2100 – District Academic Leaders in the amount of \$15,052.10 to correct a FY03 error in contracted salary versus salary paid. Ms. Williamson seconded.

10-37 VOTE: 6 – 0

- School Lunch Fee – The Administration proposed an increase of the school lunch price to assist the District with generating a reserve fund balance to assist in an ongoing renewal and replacement plan for cafeteria equipment. The price of lunch has not increased in three years. The Administration was directed to present a capital improvement plan for the cafeteria equipment in addition to the planned presentation on improving the nutritional value of the lunches.

Ms. Williamson made a motion to increase the school lunch fee by \$0.25 to \$3.00 for the 2010-2011 school year. Ms. Graham seconded.

10-38 VOTE: 5 – 1 (Mr. van Duzer)

- FY11 Update – Ms. Tague recommended the establishment of a reserve account for the purpose of closing the gap of a potential revenue shortfall for FY11 versus anticipated State Aid used to develop the FY11 budget.

Ms. Graham made a motion to approve a reserve not to exceed \$100,000 of Excess and Deficiency as of June 30, 2010 for the purpose of offsetting potential revenue state aid shortfalls for FY11. Ms. Williamson seconded.

10-38 VOTE: 6 – 0

- Change in Policy – The Administration provided a draft policy change for the School Lunch Program to be voted on at the Joint meeting in September. Ms. Spriggs introduced the parent committee that has been working with the school district to improve the nutrition of the school lunches. The DSHS PTO is gifting \$15,700 for the purchase and installation of the following equipment to be utilized by Food Service: cold storage unit and corresponding electrical work (\$9,400), hot holding bin and corresponding electrical work (\$4,700), double

food warmer (\$600), and labor for installation/removal of existing structures (\$1,000). Additionally, the PTO requested: purchase and installation of equipment over the summer months; more varied choice of salad/sandwich options on a consistent (daily if possible) basis; and an informational report to the PTO regarding the impact this equipment on the Food Service program and its offerings.

Ms. Williamson made a motion to accept a gift in the amount of \$15,700 from the DSHS PTO for the equipment as detailed in the memo dated June 8, 2010 from Andrea Parnham. Ms. Poulsen seconded.

10-39 VOTE: 6 – 0

Ms. Williamson asked for quarterly updates from the Director of Food Service on the cafeteria improvements.

- Authorize closing of FY10/Opening FY11 Accounts - Ms. Williamson made a motion to authorize the closing of FY10 accounts and the opening of FY11 accounts by the Business Manager. Ms. Poulsen seconded.

10-40 VOTE: 6 - 0

- OPEB/GASB 45 Overview – Ms. Tague provided an overview of GASB 45 and its implications for the District.

b) Middle School Report – Mr. Randall

- Curriculum Review – An update of the curriculum review process for the Middle School was presented by Mr. Randall and the MS curriculum leaders. This is the end of year one of a three year process.

- School Improvement Plan –

Ms. Graham made a motion to accept the Dover Sherborn Middle School Improvement Plan for 2010-11. Mr. Robinson seconded.

10-41 VOTE: 5 – 0 (Mr. van Duzer no longer in attendance)

c) High School Report –

- Athletic Handbook Updates – The updates were reviewed by Mr. Rollins. The Committee asked that the wording of who can request student-athlete grades be clarified.

Ms. Poulsen made a motion to accept the amendments to the 2010-11 Athletic Handbook as presented and amended. Ms. Graham seconded.

10-42 VOTE: 5 – 0

- Acceptance of Gifts – The Booster Club has offered the following gifts: Softball storage chest near the varsity softball field (\$1,000), field covers to protect the sideline of the Stadium Field (\$1,700), and the addition of sprinkler heads to the irrigation lines on the Booster Fields (\$39,345). Also the Dover-Sherborn Soccer Club has offered to fund the Freshman Soccer Team for the fall of 2010 (not to exceed \$5,000).

Ms. Graham made a motion to accept the gifts from the Booster Club as listed above totaling \$42,045 and the gift from the Dover-Sherborn Soccer Club to fund the Freshman Soccer Team for the fall of 2010 in an amount not to exceed \$5,000. Ms. Williamson seconded.

10-43 VOTE: 5 – 0

Mr. Robinson made a motion to accept a gift in the amount of \$20,280 for the purchase of wireless microphones from the following sources: \$10,000 Alan Mudge Memorial Fund, \$2,280 Friends of the Performing Arts, \$2,100 Positive, \$2,300 DSEF, \$1,100 from a grant, and \$2,500 from an anonymous donor. Ms. Poulsen seconded.

10-45 VOTE: 5 – 0

- Overnight Field Trip Request – Ms. Lonergan requested permission for an overnight field trip for 8-10 students to attend the Dodge Poetry Festival in Newark, NJ from October 7 – 9, 2010.
Ms. Williamson made a motion to approve the overnight field trip for the Dodge Poetry Festival from October 7 – 9, 2010 in Newark, NJ. Mr. Robinson seconded.
10-44 VOTE: 5 – 0
 - School Improvement Plan
Ms. Williamson made a motion to accept the Dover Sherborn High School Improvement Plan for 2010-11. Mr. Robinson seconded.
10-46 VOTE: 5 – 0
- d) Superintendent’s Report – Ms. Spriggs reviewed enclosures provided to the Committee including:
- METCO Director – Ms. Claire Toohey has been appointed to the position of METCO Coordinator.
 - Recognition of Retirees
 - Strategic Plan Update – There will be additional work that will be done over the summer to prepare the document for the presentation at the Joint meeting in September.
 - TEC Agreement – The updated agreement of the TEC was provided for signature.
- 7) Special Items**
- a) Subcommittee Appointments
 - b) School Committee Summer Schedules
- 8) New Business**
- a) September Regional School Committee Agenda Items – GASB 45 actuary, Building/Facilities 5 year plan, enrollment projections, Bullying Prevention, DSEF grant approval, MS HVAC correction plan, Athletic fees for privately funded sports.
 - b) Goals Setting Date
- 9) Routine Business**
- a) Enrollments as of June 1, 2010
- 10) Adjournment to Executive Session at 10:27 pm for matters pertaining to litigation not to return to open session.**
- Ms. Williamson – yea, Ms. Hunter – yea, Mr. Robinson – yea, Ms. Graham – yea, and Ms. Poulsen – yea.

Respectfully submitted,
Amy Davis