

**Dover-Sherborn Regional School Committee**  
Meeting of September 7, 2010

Members Present: Ellen Williamson  
Robyn Hunter  
Clare Graham  
Richard Robinson (arrived 7:22 pm)  
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. Hunter called the meeting to order at 7:02 pm in the Middle School Library. Ms. Hunter noted that all materials provided to the School Committee at the meeting are also available on the School Committee page of the district website.

**2) Approval of Minutes**

a) Regional School Committee – June 8, 2010

Ms. Graham made a motion to approve the minutes of June 8, 2010. Ms. Williamson seconded. Under 4) add (WWTP) in bold after the headline to signify the abbreviation used later in the paragraph. In the 1<sup>st</sup> sentence after Protection add “by June 15, 2010”, change compliance to “accordance” and add March 15, 2010 as the date of the ACOP. Under 6c, second sentence change can to “is authorized to”.

10-47 VOTE (as amended): 5 – 0

b) The Sherborn School Committee minutes of May 13, 2010 and the Dover School Committee of May 18, 2010 were noted.

**3) Community Comments – None**

**4) Five Year Capital Plan –** Mr. Kelley, Supervisor of Buildings and Grounds presented the 5 Year Capital Plan to the Committee including projected costs for building components, mechanical/electrical/plumbing systems, health/safety systems, site components (athletic facilities, parking surfaces, landscape, storm drainage, etc), and waste water treatment facility. Suggested capital expenditure items were broken down into the following categories: priority, recommended, energy save, safety and consideration. The Committee asked Mr. Kelley to continue to work on the timing of the items, especially those suggested for FY11 which are not included in the approved budget for the year.

**5) Reports**

a) Business Manager’s Report -

- FY11 Monthly Report – The monthly report will be presented next month.
- Transfer of Funds – To close the financial books for FY10, Ms. Tague recommended transfer of funds from function codes with surpluses to functions codes in deficit.

Ms. Graham made a motion to transfer from function codes 1210: Superintendent (\$34,966), 2210: School Building Leadership (\$44,727) and 2310: Teachers Specialist (\$91,435) totaling \$171,128 and transfer to function codes 1410: Business Management (\$1,665), 1420: Human Resources and Benefits (\$36), 1430: Legal Services (\$43,194), 2100: District Academic Leaders (\$15,052), 2325: Substitutes (\$76,008), 2340: Librarians Media Center (\$2,702), 2350: Professional Development (\$5,306), 2451: Classroom Instructional Technology (\$13,099), 2800: Psychological Services (\$640), 3200: Medical/Health Services (\$8,540), 5100: ER Retirement Contribution (\$4,299), 8100: Long Term Debt (\$587) totaling \$171,128. Mr. Robinson seconded.  
10-48 VOTE: 6 - 0

- WWTP – The timeline for the WWTP engineering design and construction documents was provided. The Committee asked for a summary of bids received and costs associated with the project.

- b) Middle School Report – Mr. Randall introduced the new Assistant Headmaster, Mr. Scott Kellett, and provided an overview of the opening of school.
- c) High School Report – Ms. Lonergan provided an overview of the opening of school. The Dover-Sherborn Regional High School was ranked #2 in the State by Boston Magazine.
- d) Superintendent’s Report – Ms. Spriggs reviewed enclosures provided to the Committee including:
  - DSEF Grants – The Committee accepted the grants awarded by DSEF for the Middle School, High School and the District.

Ms. Williamson made a motion to accept DSEF grants for the Middle School in the amount of \$29,159, for the High School in the amount of \$44,421 and for the District in the amount of \$25,500. Ms. Graham seconded.

10-49 VOTE: 6 – 0

- Excess and Deficiency Account – Based upon the unaudited balance sheet submitted by the District the MA Department of Revenue has certified the Excess and Deficiency account balance in the amount of \$641,924.

Mr. Robinson made a motion to accept the certification of Excess and Deficiency in the amount of \$641,924. Ms. Graham seconded.

10-50 VOTE: 6 - 0

- Bullying Legislation – Ms. Spriggs updated the Committee on the progress of meeting the requirements of the new Bullying Legislation.
- 2010-11 Professional Development Plan – The plan is posted on the website. The plan will be revisited this year and revisions will be made aligning with the Strategic Plan Goals.

Ms. Graham made a motion to approve the 2010-11 Professional Development Plan for the Dover-Sherborn Regional School District. Ms. Poulsen seconded.

10-51 VOTE: 6 - 0

- Middle School HVAC Correction Plan – The installation of ceiling fans in two classes was completed prior to the opening of school. While the heat was not reduced, the air circulation was an improvement appreciated by students, teachers and administrators.
- Technology – The Superintendent’s discretionary funds were applied to the purchasing of iPads for Administrators. All administrators are expected to use and apply the iPad to increase their effectiveness and efficiency and to explore the applications for teaching and learning. Additionally, Ms. Conkey is putting together a list of technology improvements that will be forwarded via email when completed.

#### **6) Special Items**

- a) Review of 2010-11 Goals

#### **7) New Business**

- a) October Regional School Committee Agenda Items – Draft of Anti-Bullying Plan, WWTP bids summary, GASB45, Enrollment history/projections, updated Capital Plan, E&D 5 year figures, NEASC evaluation
- b) September Joint/Union School Committee Agenda Items -

#### **8) Routine Business**

- a) Enrollments as of September 1, 2010
- b) Treasurer’s Report
- c) Student Activity Report

#### **9) Adjournment to Executive Session at 8:48 pm for matters pertaining to contract negotiation not to return to open session.**

Ms. Williamson – yea, Ms. Hunter – yea, Mr. Robinson – yea, Ms. Graham – yea, Mr. van Duzer and Ms. Poulsen – yea.

Respectfully submitted,  
Amy Davis