

DOVER SCHOOL COMMITTEE
MEETING MINUTES
June 18, 2012

Members Present: Dawn Fattore, Chair
Tim Caffrey
Kristen Dennison
Lauren Doherty
Karl Johnson

Also Present: Valerie Spriggs, Superintendent
Christine Tague, School Business Manager
Dr. Theresa Nugent, Principal
Dr. Deb Reinemann, Assistant Principal
Cheryl Chase, Librarian
Renee Grady, DSEA

1. Call to order

Ms. Fattore called the meeting to order at 6:36pm in the Chickering School Library.

2. Approval of Minutes

- a) Dover School Committee:
- Ms. Fattore requested a motion to accept the May 15, 2012 minutes. Mr. Caffrey motioned, Ms. Dennison seconded.
Vote 12-15: Unanimous
 - Ms. Fattore requested a motion to accept the May 22, 2012 minutes. Ms. Dennison motioned, Mr. Johnson seconded.
Vote 12-16: 4-0, Mr. Caffrey abstained.
- b) Ms. Fattore noted the Dover Sherborn Regional School Committee minutes of May 1, 2012.
- c) Ms. Fattore noted the Sherborn School Committee minutes of May 10, 2012.

3. Community Comments -- None

4. Reports

- a) PTO Report— Ms. Tourtellotte, Ms. Martinovich
- The Phase 1 Playground Renovation project was presented. Ms. Martinovich will send the itemized project cost to the Committee. The total projected cost is \$34,635, \$8,500 has been received in grant funds and \$26,135 will be funded by PTO.
 - There are more pieces that they would like to add in Phase 2. Foam will need to be replaced in Phase 2 or 3.
 - The Committee discussed the request for asphalt paving the three gravel sections near the playground for \$6,200.
 - Ms. Fattore requested a motion to approve Phase I of the Playground Renovation project. Ms. Dennison motioned, Ms. Doherty seconded. **Vote 12-17: Unanimous.**
- b) Subcommittee Reports – None

5. Strategic Direction Goals:

- a) Goal 1 – Academic Excellence

Principal's Report:

- Dr. Nugent referred the Committee to her written report and the update on the Curriculum Committees.

School Improvement Plan

- Dr. Nugent highlighted the updates to the School Improvement Plan. Ms. Fattore requested a motion to approve the changes. Ms. Doherty motioned, Mr. Caffrey seconded. **Vote 12-18: Unanimous**

Chickering Handbook Changes:

- Dr. Nugent provided an Executive Summary and redlined version of the changes.
- Dr. Nugent will incorporate the changes from the Committee and send the handbook to the Superintendent. Ms. Spriggs will send the updated handbook to the Committee after she has completed her review and requests that each member get back to her that they are okay with the changes, she will then have it posted to the web.
- Ms. Fattore requested a motion to approve the 2012-2013 Chickering Handbook contingent on the changes discussed and sent to DSC members. Ms. Dennison motioned, Ms. Doherty seconded. **Vote 12-19: Unanimous**

World Language Update

- Dr. Nugent updated the Committee that Spanish has been selected as the language for the program. A grant has been received to pay for the education specialist. The proposal will come back to the Committee in December.

b) Goal 3 -- K-12 Effective and Efficient Districts

FY '12 Budget Update:

- Ms. Tague referred the Committee to her memo and monthly financial report. The projected favorable variance for both salary and expenses, excluding out-of-district, is \$245,464.

Surplus Budget Requests

- There is an additional request to retro-fit seven existing main entrance canopy light fixtures to LED. The estimated cost is \$2,822.
- Music instrument inventory provided and list of purchases to be made with \$5,000 previously approved by the Committee also provided.
- On May 31st a memo was sent to the Warrant and Capital Committees concerning the items approved at the May DSC meeting to be purchased with surplus funds.
- Projecting a \$22,632 surplus starting off the year due to the oil bid rate. The projection is based on assumed usage.
- Ms. Fattore requested a motion to purchase LED Lights totaling \$2,822, Ms. Doherty motioned, Mr. Caffrey seconded. **Vote 12-20: Unanimous**
- Ms. Fattore requested a motion to purchase twelve additional teacher's chairs totaling \$2,008. Ms. Doherty motioned, Ms. Dennison seconded. **Vote 12-21: Unanimous**
- Ms. Fattore requested a motion to approve paving of the three areas of playground for \$6,200. Ms. Dennison motioned, Mr. Caffrey seconded. Mr. Johnson asked if this is Capital. Ms. Doherty asked if this was part of a bigger project would we be able to do it at a lesser price. Ms. Spriggs discussed the coordination and conversations needed with the Town. The Committee agreed to table the motion, no vote was taken.

Capital Projects Update

- The bid opening was June 4th, a summary of the bids is provided in the packet.

c) **Goal 4 – Technology**

- New Telephone System—Bidding in process and is coming in lower than the ceiling. Ms. Spriggs to provide further information when the process is complete.

6. Special Items/New Business

- a) Acceptance of DSEF Grants--Ms. Fattore requested a motion to accept the DSEF grants as listed for \$10,113. Mr. Caffrey motioned, Ms. Dennison seconded. **Vote 12-22: Unanimous**
- b) Language Immersion Grant--Ms. Fattore requested a motion to accept the joint grant for \$12,000. Ms. Doherty motioned, Ms. Dennison seconded. **Vote 12-23: Unanimous**
- c) Acceptance of a Donation –Ms. Fattore requested a motion to approve the gift of \$1,750 from Mr. Morton for the Special Education Department. Mr. Caffrey motioned, Ms. Doherty seconded. **Vote 12-24: Unanimous**
- d) Subcommittee Appointments –The committee identified representation for various subcommittees.
- e) Approval of TEC School Committee Member –Ms. Doherty motioned to appoint Ms. Fattore to the TEC Board of Directors. Ms. Dennison seconded. **Vote 12-25: Unanimous**
- f) School Committee's Summer Schedule – Warrants/Payroll Signing---Ms. Spriggs will have the schedule sent out to the Committee.
- g) ACCEPT Education Collaborative –Ms. Fattore requested a motion to approved Needham and Lincoln-Sudbury as members of the ACCEPT Collaborative. Mr. Caffrey motioned, Ms. Dennison seconded. **Vote 12-26: Unanimous**
- h) Dover School Committee Goals—Mid-late August meeting to be scheduled.
- i) 2012-13 School Committee Meeting Calendar—Proposal to switch back to Tuesday nights. Mr. Johnson has a standing conflict on the 3rd Tuesday of the month. Ms. Spriggs to contact Sherborn to see if they can switch weeks. Ms. Fattore noted that we are bound by policy to have joint meetings three times per year, on the fourth Tuesdays. October, February and June would be good for this. Individual committees could afford not to meet in those months, though she expects we would need to meet in June for year-end close out. December would be joint with Sherborn, and the Region is invited.

7. Future Business

- a) September Dover School Committee Agenda: to be discussed at August goals meeting.

8. Routine Business

- a) Enrollments as of June 1, 2012--reports included in packet.
- b) Projected Enrollment September 2012 -- Ms. Spriggs will send out the projected enrollment to the Committee. Dr. Reinemann reported that 24 new students will be joining Chickering in the fall.

- 9. Adjournment**—Ms. Fattore made a motion to adjourn to executive session to approved executive session minutes, not to return to open session. Ms. Fattore--yes, Mr. Caffrey--yes, Ms. Dennison--yes, Ms. Doherty--yes, Mr. Johnson--yes. The meeting adjourned at 9:20pm.

Respectfully Submitted
Deb Savastano