

**Dover-Sherborn Regional School Committee**  
Meeting of November 5, 2013

Members Present: Richard Robinson, Chair  
Dana White, Vice Chair  
Clare Graham, Secretary  
Shelley Poulsen  
Michael Lee  
Lauren Balk

Also Present: Steve Bliss, Superintendent  
Karen LeDuc, Assistant Superintendent  
Christine Tague, Business Administrator  
John Smith, Headmaster, DS Regional High School  
Scott Kellett, Headmaster, DS Regional Middle School  
Brian Merringer, Assistant Headmaster, DS Regional Middle School

**1) Call to Order**

Mr. Robinson called the meeting to order at 6:34 pm in the Middle School Library.

**2) Community Comments – None**

**3) Reports**

- a) Student Council Report – Ms. McCabe and Ms. Handler updated the committee on upcoming events for the high school and middle school student councils.
- b) Superintendent - Mr. Bliss
  - Recognition - Ms. McParland, Assistant Headmaster at DSHS, has retired after 11 years and will be missed.
  - Inter-municipal Agreement (IMA) update - Attorney Manley has determined that in his opinion the location of the assets is a non-issue with regards to using the IMA. The Administration has obtained prospectuses from other regional school districts for review by the Sherborn Board of Selectmen and provided a "clean" version of a proposed IMA to Attorney Saint Andre to share with Selectman DeRensis.
  - Wellness Committee - At the most recent meeting Ms. Carol Chirico gave a presentation about stress and anxiety felt by students. Ms. Chirico and several parents are willing to work with the Wellness Committee to identify programming and in-service needs including identifying speakers, finding resources and starting support/book clubs.
  - SEVP (Student and Exchange Visitor Program) - SEVP is a part of the National Security Investigations Division and acts as a bridge between schools, nonimmigrant students in the F and M visa classifications and their dependents. Dover Sherborn would receive tuition monies (price is set by the District) for a one year placement of the student. To become part of the program DS must go through the SEVIS (Student and Exchange Visitor Information System) application process and have a site visit at the cost of \$2,200. Committee members had many questions about the program that will be researched by the Administration and discussed at a future meeting.
- c) Assistant Superintendent - Dr. LeDuc
  - Professional Growth and Evaluation System - all educators and administrators have set SMART goals that have been reviewed by evaluators and entered into our online software Baseline Edge. Mini-observations have begun.
  - Professional Development - There are multiple programs planned for the full-day professional development on December 2nd.
- d) Business Manager

- Status of Appropriations - Ms. Tague is evaluating the health care line item. The FY14 budget number allowed for \$100K in retirements, replacements and qualifying events over and above the rate change. Due to the number of unanticipated retirements the health care line is over-budget. The numbers are being audited and will be reported at next month's meeting.
- Facilities - A new fixed-term electricity supply contract has been negotiated with Patriot Energy (\$.07955 per kWh for the first year, \$.07935 per kWh for the second year). Based on current usage the new price translates to a cost increase of \$950 per month (not including the impact of the air-conditioning at the middle school).
- MS HVAC - The project has been completed and is being closed-out for general release.
- WWTF - the facility has passed permit for the month of September and October.
- e) High School - Mr. Smith spoke of recent and upcoming events at the High School.
  - Senior Greeter Program - this program has been implemented to bring retired community members to DSHS to act as greeters for visitors to the high school. All visitors will sign in with them when on duty and will be assisted to their destination.
  - Indoor Track - The necessary funds have been raised and there will be an indoor track team this winter.
  - NYC Immersion Excursion - this year's trip will take place on April 4-6, 2014 and is open to members of the HS performing ensembles and members of the American Musical Theater class.

Ms. White made a motion to approve the Cultural Immersion Excursion to NYC from April 4-6, 2014. Ms. Graham seconded.

13-58 VOTE: 6 - 0

- Donation Acceptance - DS Boosters and DS Youth Basketball have offered to donate a Shoot-A-Way basketball "gun". The machine is placed under a basket and returns the basketball to the shooters location.

Ms. White made a motion to accept the donation of a Shoot-A-Way basketball machine in the amount of \$5,200 from the DS Boosters and DS Youth Basketball. Ms Balk seconded.

13-59 VOTE: 6 - 0

- f) Middle School - Mr. Kellet spoke of recent and upcoming events at the middle school.
  - Donation Acceptance - There has been an anonymous donation in the amount of \$7,000 to be used exclusively by and for the MS Theatre Program.

Ms. White made a motion to accept the anonymous donation of \$7,000 for the MS Theatre Program. Mr. Lee seconded.

13-60 VOTE: 6 - 0

## 8) Special Items and New Business

- a) FY15 Budget Discussion - The Administration is focused on FY15 budget building. Scheduling is being looked at to allow the sharing of faculty between the middle and high schools in future years in an effort to fully and efficiently deploy staff.
- b) December Agenda items – FY15 budget presentation with staffing implications, IMA update, Capital items, Warrant Notice of Intent placeholder, Town Reports, Auditor report (OPEB)

## 9) Approval of Minutes

- a) October 1, 2013

Ms. White made a motion to approve the minutes of October 1, 2013. Ms. Graham seconded.

13-61 VOTE: 6 - 0

- b) The Sherborn School Committee minutes of September 10, 2013 and the Dover School Committee minutes of September 17, 2013 were noted.

APPROVED DECEMBER 3, 2013

**10) Routine Business**

a) Enrollments as of November 1, 2013

**11) Adjournment**

Motion to adjourn at 8:44 pm.

Respectfully submitted,  
Amy Davis