

Approved 11/5/2013

**Dover-Sherborn Regional School Committee**  
Meeting of October 1, 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, Dover-Sherborn Regional High School  
Scott Kellett, Headmaster, Dover-Sherborn Regional Middle School

**1) Call to Order**

Mr. Robinson called the meeting to order at 6:30 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 Evaluation - Mr. Robinson asked for the provided Superintendent Evaluation forms to be filled out by Committee members for further discussion at a meeting later this month.
- c) Wellness Committee - A meeting was held last month featuring discussion from food services, SPAN-DS, the Wellness Department, nursing services, SADD and MARC. Some of the Wellness Committee members will be asked to begin framing a proposed revision to the Wellness Policy. Ms. Madden reported at the Wellness meeting that school lunch participation is up at all schools.
- d) Capital Committee - Ms. White and Mr. Lee have met with Mr. Kelley and Ms. Tague to review the FY14 capital projects, discuss the 160 projects specified for FY15-18, begin research on 23 items in last year's "parking lot", and identify potential funding sources for projects (energy efficiency grants, Mudge Fund, DS Boosters, etc). They have identified \$1,097,000 worth of capital projects over the next four fiscal years which is less than 1% of the asset value per year of our \$40MM regional campus. However, that total does not include: \$1.5MM of upgrades to the athletic complex with DS Boosters is looking to fund externally, potential upgrades to the Mudge Auditorium that may be funded externally, \$384,000 of projects still under review (\$211,000 in items related to the Maintenance Building, \$80k for Observatory and other smaller items), \$650,000 of projects intended to reduce energy costs (will be reviewed with the Sherborn Energy Committee for possible grant funding), technology projects and any items related to the Administration Building. The Subcommittee will meet with the Capital Budget committees of both towns and report back to the School Committee in November.
- c) Superintendent - Mr. Bliss
  - Inter-municipal Agreement (IMA) update - the meeting discussed at last month's meeting to discuss the IMA is scheduled for October 4th.
  - TEC virtual school update - TEC is in the process of submitting an application to become a Commonwealth Virtual School. Similar to a charter school model, a Virtual School is an autonomous school district.

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- DSEF - The grant writing process has been adjusted to be concurrent with budget building for the next fiscal year. The DSEF Board has requested that future grants focus on enrichment, interdisciplinary studies and innovative approaches that enhance the educational experience (vs. technology items).

**d) Assistant Superintendent - Dr. LeDuc**

- Understanding by Design (UbD) - Work is being done using the UbD template to consistently align our kindergarten through grade twelve curriculum and to capture what students know, are able to do, understand and explain. All elementary educators are participating in a graduate level course facilitated by Dr. Jerry Goldberg on UbD.
- Common Core State Standards/PARCC - The Administration and faculty are working to review the common core standards, determine grade level standards, identify needed resources and adjusting content as needed. Massachusetts has adopted the PARCC as the new statewide assessment. Beginning next year it will be administered instead of MCAS in grades three through eleven. The PARCC is comprised of two assessments: 1) a performance-based assessment administered two-thirds of the way through the school year and 2) a criterion-based assessment administered in early June.
- District Determined Measures (DDMs) - DDMs are assessments that document student growth in all areas of study and will be piloted this year.

**e) Business Manager**

- Status of Appropriations - E&D for FY13 was certified at \$760,960 or 3.45%.
- WWTF - the September testing results are not yet available
- Capital Projects - Automatic Temperature Control has begun their punch list process for the middle school AC unit. Bid opening for flooring work is scheduled for February 14, 2014. Heavy rain over Labor Day Weekend flooded the middle school administrative offices, nursing suite and foyer. An underground pipe in the nurses office was broken and repairs have been completed. Insurance will cover all costs for the repairs with the exception of the actual pipe and the \$1,000 deductible.
- FY15 - a timeline for the budget process was provided and discussed.

**f) High School - Mr. Smith spoke of recent and upcoming events at the High School.**

- Six students have been named 2014 National Merit Semi-Finalists. Additionally, 24 students have been named Commended Students in the 2014 National Merit Program.
- SAT Report - the DSHS mean scores increased in all three tested areas over the 5 year period. Critical Reading and Writing scores showed the largest increases.
- MCAS results - results were provided from each department along with SAT and AP scores.
- Girls' Ice Hockey update - the approval process for the formation of the DS/Hopkinton Cooperative Girls Ice Hockey Team is awaiting the final step (approval from MIAA District C). Hopkinton is expecting 6-7 students to participate on the team.

**g) Middle School - Mr. Kellet spoke of recent and upcoming events at the middle school.**

- MCAS results - Mr. Merringer provided results and answered questions from the Committee.

**8) Special Items and New Business**

- a) Half-day of "School" for RSC members - Mr. Bliss invited members of the Committee to "attend" the middle school and high school for a half day this month. Details will be worked out with the Administration.**

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- b) Excellence metrics - The minutes of the meeting on excellence metrics were provided and next steps were discussed.
- c) November Agenda items – IMA meeting update, Capital Budget, Extra curricular activity report, preliminary budget discussion, Opening of School survey analysis, graduation requirements, FY14 minimum local contribution update

**9) Approval of Minutes**

- a) September 3 and September 18, 2013

Ms. White made a motion to approve the minutes of September 3, 2013. Ms. Poulsen seconded.

13-56 VOTE: 6 - 0

Ms. White made a motion to approve the minutes of September 18, 2013. Mr. Lee seconded.

13-57 VOTE (as amended): 4 - 0 - 2

- b) The Sherborn School Committee minutes of May 28m June 12 and June 17, 2013 and the Dover School Committee minutes of June 17, June 19 and July 10, 2013 were noted.

**10) Routine Business**

- a) Enrollments as of October 1, 2013

**11) Adjournment**

Motion to adjourn at 9:12 pm.

Respectfully submitted,  
Amy Davis