

**Dover School Committee**  
Meeting of May 20, 2013

Members Present: Dawn Fattore  
Kristen Dennison  
Lauren Doherty  
Karl Johnson

Also Present: Valerie Spriggs, Superintendent of Schools  
Steven Bliss, Assistant Superintendent of Schools  
Christine Tague, Business Manager  
Dr. Theresa Nugent, Principal  
Marla Colarusso, SPED Director

**1) Call to Order**

Ms. Fattore called the meeting to order at 6:33 pm in the Chickering School Library.

**2) Recognition** - Ms. Spriggs thanked Karl Johnson for his service to the Dover School Committee.

**3) Approval of Minutes**

Ms. Doherty made a motion to approve the minutes of March 11, 2013. Ms. Dennison seconded.

13-16 VOTE: 4 - 0

The Dover Sherborn Regional School Committee minutes of March 5, 13 and April 2, 2013 and the Sherborn School Committee minutes of March 12, 2013 were noted.

**4) Community Comments** – none

**5) Reports**

a) PTO – Ms. Martinovich updated the Committee on recent and upcoming events with PTO.

- Teacher Appreciation Day was last week with a luncheon and other activities.
- Phase One of the playground renovation has been completed and is being put to great use every day.

b) PTO Auction Request - Ms. Thompson requested approval to hold next year's auction at Chickering School on April 5, 2014. The PTO will be seeking a one-night liquor license from the BOS.

Ms. Dennison made a motion to give the PTO permission to use the Chickering School to hold their fundraiser on April 5, 2014. Ms. Doherty seconded.

13-17 VOTE: 4 - 0

c) Subcommittee Reports

- World Language Update - Dr. Laura Romer will be the Spanish teacher for Kindergarten next year. The Administration is working to integrate Spanish learning into the K curriculum for the fall. It will be taught 20 minutes/4 days per week. It will not be treated as a "special" but part of the classroom learning.
- TEC Agreement - Ms. Fattore explained the recent changes made to the TEC Agreement that require School Committee approval.

Ms. Doherty made a motion to accept the 2013-14 TEC Agreement as presented effective July 1, 2013. Ms. Dennison seconded.

13-18 VOTE: 4 - 0

d) Superintendent's Report

- Ms. Spriggs thanked the School Committee for the gift for her grandson.
- Dr. Karen LeDuc has been appointed Assistant Superintendent.

e) Business Manager's Report

- Status of Appropriations and FY13 Capital Items - The projected budget variance for FY13 is \$25,000 attributable primarily to: salary (\$30,000), utilities \$22,000, regular education transportation \$20,000 and facilities contracted services \$8,000. This variance does not

include the projected unfavorable variance of \$39,171 for OOD tuition and transportation which will be offset with Circuit Breaker Reimbursement.

- FY14 Budget - approve at Town Meeting
- Payment to DS Regional School District - Although Chickering employees are paid by the Town of Dover and the Administration provides gross payroll information only there are a significant amount of efficiencies that can be achieved by recording the Chickering faculty gross pay through the new payroll module. The system will provide budgetary controls, real time encumbrances, salary projections, pay leave accruals and annual contract notifications through an integrated data base for all three districts. This will greatly improve the negotiation process with the Teacher's Association. The Administration requested a payment of \$5,000 towards the cost of the new payroll data base.

Ms. Doherty made a motion to approve the payment of \$5,000 towards the cost of the payroll module. Ms. Dennison seconded.

13-19 VOTE: 4 - 0

- Facilities - Mr. Kelley has determined that there is not a need for a surge protector as the equipment on the power supply meter already included one.
- Security Expenditure - At the March 11th meeting the School Committee voted to approve security related expenditures (in Executive Session) in the amount of \$22,000. These items can be charged to the Building Rental Revolving fund which has a current balance of \$51,388.

Ms. Dennison made a motion to approve security expenditures in the amount of \$22,000 to be purchased with funds from the Building Rental Revolving fund. Mr. Johnson seconded.

13-20 VOTE: 4 - 0

- Donation Acceptance: Mobil \$500 donation - This is an annual grant from Mobil.

Ms. Dennison made a motion to accept the donation of \$500 from Mobil. Mr. Johnson seconded.

13-21 VOTE: 4 - 0

- Donation Acceptance: Anonymous \$3,000 donation for AIMS web - This is a grant that was originally submitted to DSEF but funded with an anonymous donation.

Ms. Dennison made a motion to accept the donation of \$3,000 for AIMS web. Ms. Doherty seconded.

13-22 VOTE: 4 - 0

- Donation Acceptance: Large Globe - Dr. Nugent spoke about the proposal from "Cool Globes: Hot Ideas for a Cooler Planet" to host a globe that focuses on wind patterns. There is no expense to the school to host the globe.

Ms. Dennison made a motion to accept the large globe. Ms. Doherty seconded.

13-23 VOTE: 4 - 0

f) Principal's Report

- Full Day Kindergarten update - Dr. Nugent discussed the teacher observations after a school year with full day K including: students having enough time to complete tasks, more time for students to work out problem solving strategies with others when there are social conflicts, more flexible scheduling of interventions for students (SPED pull outs not during "sacred" teaching time), additional time for enrichment programs, and children are fully integrated into school (eating lunch every day, assemblies, fire drills). Dr. Nugent also provided quantitative data but cautioned that year to year comparisons are difficult because of the different cohorts of students each year.
- Kindergarten Enrollment 2013-14 - 63 expected students currently. To keep 4 classrooms enrollment needs to hit 66 students. The Administration is watching the number closely; historically there have been more than 3 students added to K numbers over the summer.
- Common Core State Standards (CCSS) Update - Dr. Nugent provided an update on the work done for each curriculum team to align the existing curricula with the CCSS.

- Nature's Classroom: 5th Grade Overnight Trip - the 5th grade trip must be approved annually Ms. Doherty made a motion to approve the 5th Grade Nature's Classroom overnight trip from May 28-31, 2013. Ms. Dennison seconded.  
13-24 VOTE: 4 - 0

**6) Special Items/New Business**

- a) Dover Town Meeting Update - The budget passed Town Meeting. There was discussion about separating the Regular Education budget from the Special Education/OOD budget to avoid confusion about the increase in costs.
- b) Superintendent 2013-14 Goal Setting - Mr. Bliss will present his goals at the Joint meeting on June 17th.
- c) DS School Committees' 2013-14 Meeting Schedule - During months that a Joint meeting occurs there will not be a separate Dover School Committee meeting.
- d) Process for setting objective and establishing evaluation measurements for new initiatives - Ms. Fattore opened discussion for how to capture information and measure the impact of new programs (ie. iPad, World Language). There was a suggestion to bring in outside help (PhD student) to measure the criteria and being cautious about adding work to the teachers that are implementing the initiatives.
- e) Contract Negotiating Team School Committee Representation - Ms. Fattore will serve on the Negotiation Team. The other member will be determined shortly.

**7) Future Business**

- f) June Agenda Items – Handbook, School Improvement Plan, Subcommittee assignments, DSEF grants

**8) Routine Business**

- f) Enrollments as of May 1, 2013

**9) Adjournment**

There was a motion to adjourn at 9:06 pm.

Respectfully submitted,  
Amy Davis