

APPROVED 10/28/2014

Dover School Committee
Meeting of September 23, 2014

Members Present: Dawn Fattore, Chair
Kristen Dennison, Secretary
Lauren Doherty
Adrian Hill (arrived at 7:48 pm)
Henry Spalding

Also Present: Steve Bliss, Superintendent
Karen LeDuc, Assistant Superintendent
Christine Tague, Business Administrator
Laura Dayal, Principal
Therese Green, Director of Special Education

1) Call to Order

Ms. Fattore called the meeting to order at 6:32 pm in the Chickering Library.

2) Community Comments – None

3) State of the District

- a) PTO Update - Ms. DePaola and Ms. Hennessy spoke of recent and upcoming events including: "Flame the Band" performance, community building events - BU Hockey night, movie night, Fit & Lit, Science Fair and Around the World.
- b) Subcommittees - Capital: one recommendation from the Heat Task Force in 2008 was not completed (lowering ceiling fans in classrooms to 10 feet above floor & make bi-directional). Daily temperature readings are being collected in each classroom. The Capital Subcommittee will likely recommend piloting the recommendation in two of the hottest classrooms at the October meeting (estimated cost of \$1,400). If the fans are effective and installed in every classroom the total cost would be approximately \$40,000 while installing AC in the building is estimated to cost more than \$800,000.
- c) Chickering School Update - Ms. Dayal updated the Committee on recent and upcoming events at Chickering:
 - Enrollment - there are 3 sections of Kindergarten and 66 students in 1st grade (up 3 students since June). Historically there has been an influx of 1st graders but since the start of a full day Kindergarten program that influx is no longer being seen. There are 472 students in Chickering as of the opening of school this year.
- d) Superintendent
 - Opening of School - Mr. Bliss highlighted the "Unsung Heroes" recognized on the first day back for faculty and staff.
 - Enrollment Report - A new report format has been developed that will track enrollment by graduating class, district and school as well as synchronizing data with the Student Information Management System (SIMS) data transmissions to the Department of Elementary and Secondary Education. The new enrollment report will be updated for the October, March, and June meetings.
 - Transportation Contract - a proposed timeline for the RFP process will be provided in October as this is the last year of the current contract with Michael J. Connolly & Sons Bus Company.
- e) Director of Special Education - Ms. Green thanked everyone that assisted with the smooth implementation of the special education reorganization.
- f) Business Manager

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- Status of Appropriations - Ms. Tague provided the preliminary report as of June 30, 2014 which shows a balance remaining for FY14 excluding out of district tuition and transportation of \$89,309 or 1.3% of the operating budget. The variance is comprised of \$75,472 in salary accounts and \$13,837 in operating expense accounts.
- Out of District - the OOD Transportation and Tuition budget was over-expended by \$191,338 before Circuit Breaker reimbursement of \$536,302. There were 20 OOD placed students at the beginning of FY14 and 35 students by June.
- Extraordinary Maintenance and Capital FY14 and FY15 - Ms. Tague provided a summary of expenditures associated with the Extraordinary Maintenance line which is used for items included in the Onsite Insight Report but not deemed capital in nature. All Capital projects for FY14 are complete.
- Food Service - the Food Service account ended with a deficit balance of \$6,221 primarily due to a paid leave of absence for the head cook. The deficit was charged to the Chickering General Fund.
- The Building Rental account generated \$12,620 in revenues and expended \$25,748 for security and paving. The balance remaining is \$35,052.
- Donation Account - There was discussion about the process of accepting donations and approving their expenditure.

Ms. Dennison made a motion to require any expenditures from the Building Rental or Gift Revolving Funds to be presented to the Dover School Committee for approval. Ms. Doherty seconded.

14-19 VOTE: 4 - 0

4) Presentation, Discussion and Action

- a) Fiscal Year 2016 Budget Planning - a calendar of important dates was provided for planning purposes. The Capital Requests for FY16 totaling \$100,307 for the following items: electric on-demand domestic hot water system, heating-ventilation units, security enhancements, floor scrubber, and gym curtain divider.

Ms. Doherty made a motion to approve FY16 Capital Requests in the amount of \$100,307.

Mr. Spalding seconded.

14-20 VOTE: 4 - 0

The capital request for Technology is \$55,000 for the following: 25 Lenovo Chromebooks to replace outdated laptop cart, replace teacher desktops with laptops and repurpose teacher desktops in first floor computer lab, replace two Cisco switches with HP 2920 switches, replace aging/non-functional projectors, and additional network hardware.

Mr. Spalding made a motion to approve FY16 Capital Technology Requests in the amount of \$55,000. Ms. Doherty seconded.

14-21 VOTE: 4 - 0

The Technology Plan Supplement was provided for review and will be approved at the October meeting.

- b) Goal Focus Points - The Administration provided the school committee with updates on work done over the summer on the District Goals including the Educator Evaluation System, Professional Development, Special Education reorganization and Chickering Master Schedule Overview.
- c) PARCC/MCAS - The Administration does not recommend moving to PARCC (Partnership for Assessment of Readiness for College and Careers) testing this year for the following reasons: the Commonwealth has not made a full commitment to PARCC, DS students already show readiness for college and careers, moving to PARCC would

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impact the District Goals for 2014-15, and the faculty wishes to remain with MCAS to "level the playing field" for the second year of the new Educator Evaluation system. Mr. Spalding made a motion to remain with MCAS for 2014-15 school year testing. Ms. Dennison seconded.

14-22 VOTE: 5 - 0

d) TELL MASS/Chickering End-of-Year Survey - Ms. Dayal reported that the feedback received through the survey, particularly around Professional Development, have been put into practice for this school year.

5) Consent Agenda

a) Donation Acceptance: Anonymous - \$2,000 donation

b) Appointment of School Nurse

c) Meeting minutes of 6/16, 6/17, 6/25, and 9/4/2014

d) Nature's Classroom, spring 2015

Ms. Doherty made a motion to approve the Consent Agenda items as stated. Mr. Spalding seconded.

14-23 VOTE: 5 - 0

6) For Review

a) Dover Sherborn Regional School Committee minutes of 5/6, 5/21, 6/10, 6/16, & 8/19/2014

b) Sherborn School Committee minutes of 5/13, 6/12, and 6/25/14

c) Items for the October Dover School Committee Meeting: enrollment report as of October 1, 2014, Technology Plan Supplements (AR), MCAS results, Integrated Preschool, Quarterly Report of all Revolving Accounts, and Facility Use fee schedule.

7) Adjournment at 8:40 PM into Executive Session for matters pertaining to approval of meeting minutes and discussion of school security not to return to Open Session.

Ms. Fattore - aye, Ms. Dennison - aye, Ms. Doherty - aye, Mr. Hill - aye, and Mr. Spalding - aye

Respectfully submitted,
Amy Davis