

APPROVED FEBRUARY 5, 2015

Dover-Sherborn Regional School Committee Meeting of January 6, 2015

Members Present: Dana White, Chair
Michael Lee, Vice Chair
Carolyn Ringel, Secretary
Richard Robinson
Clare Graham
Lori Krusell

Also Present: Steve Bliss, Superintendent
Karen LeDuc, Assistant Superintendent
Christine Tague, Business Administrator
Therese Green, Director of Special Education
John Smith, Headmaster, DS Regional High School
Brian Merringer, Headmaster, DS Regional Middle School
Ms. Boland and Mr. Shue, Student Council Representatives

1) Call to Order

Ms. White called the meeting to order at 6:33 pm in the Middle School Library.

2) Community Comments – None

3) State of the District

- a) Middle School Updates - Mr. Shue and Mr. Merringer spoke of recent and upcoming events at the middle school.
- b) High School Updates - Ms. Boland and Mr. Smith spoke of recent and upcoming events at the high school.
- c) Superintendent
 - School Start Times Initiative - The surveys to parents, faculty and students have been made available and the results are now being compiled. The Administration has been meeting with parent groups at each of the schools. A more detailed update/discussion will take place at the next Joint meeting.
 - School Mental Health Conference - Several members of the faculty will attend the School Mental Health: Treating Students K-12 Conference sponsored by Harvard Medical School on January 30-31, 2015. The conference learning objectives are: assess how to promote mental health in the schools; develop interventions for the prevention of violence and suicide; incorporate strategies for working with young men of color and LGBT students; outline the effects of social media on behavior and drug abuse on the brain; and develop strategies to reach vulnerable children and change challenging behaviors.
- d) Assistant Superintendent - Dr. LeDuc gave an update on the recent work of the Wellness Committee and the Educator Evaluation System.
- e) Director of Special Education - SEPAC has been working with the Ms. Green to finalize a parent/guardian survey that will provide data regarding year one of the Special Education reorganization. SEPAC also recently completed a brochure for parents which is available on the school website.
- f) Business Manager - the Status of Appropriation as of December 31, 2014 was provided. The Business Manager function code is currently running at a \$10,075 deficit due to the unplanned retirement of the AP/AR clerk. The deficit is due to the hiring of a temporary employee and the encumbrance for the retiree's salary for the remainder of the year. When the encumbrance is liquidated on the final payment to the retiree for vacation time this variance should decrease substantially.

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The revenue report updated through November 30, 2014 was provided. The only realized cut to date has been \$4,000 from the METCO Program. However, the Governor has proposed an \$18 million cut to regional transportation across the state.

There are two remaining FY15 Capital Projects that remain to be completed: HS main entrance concrete plaza replacement (scheduled for April recess) and Lindquist Commons exterior entry & service doors (scheduled for late June).

4) Presentation, Discussion and Action

- a) Extra Duty Instructional Leadership Reconfiguration - Mr Bliss made a revised recommendation to create a Fine Arts Department Chair (grades K-12) and a Technology-Engineering Department Chair (grades 6-12). In the revised proposal the cost of the Fine Arts Department Chair is allocated based on each districts percentage of total FTE's: Region 61%, Sherborn 18% and Dover 21%). For FY16, the increased cost allocation to the Region is \$8,470.25. There was additional discussion around the need/benefit for the reconfiguration.

Ms. Graham made a motion to add to Appendix C of the Educators Contract the positions of Fine Arts Department Chair and Technology-Engineering Department Chair as outlined and allocated in the memo dated December 12, 2014. Ms. Krusell seconded.

15-03 VOTE: 6 - 0

- b) Qualified Peer Observers (QPOs) - The DS Professional Growth and Evaluation System (DS PG&ES) call for the implementation of QPOs beginning in the 2015-16 school year. Those educators that apply for and are appointed as QPOs by administrators will 1) take a course on supervision and evaluation and 2) receive a stipend commensurate with the workload associated with the role. The ACED and the Evaluation Committee recommend that the .75 ratio currently assigned to Mentor Teachers be transferred to QPOs for the 2015-16 school year as follows: QPO assigned one educator, .25 ratio; QPO assigned two educators, .50 ration; and QPO assigned three educators, .75 ratio. The Title II-A Improving Teacher Quality Grant will be used to fund the QPOs.

Ms. Graham made a motion to add the Qualified Peer Observer position to Appendix C of the Educators Contract as outlined in the memo dated December 17, 2014. Ms. Ringel seconded.

15-04 VOTE: 6 - 0

- c) ACCEPT Special Education Transportation Formula Change - ACCEPT has comprehensively reviewed the formula used to charge member districts for use of transportation services in an attempt to: provide districts with a predictable budget for transportation services and to create an equitable and simplified means of billing. In the proposed revised model, each district's assessment is based on its' share of ridership at a point in time and remains constant for the ensuing school year regardless of an increase or decrease to ridership.
- d) Fiscal Year 2016 Budget: Capital - The Capital Subcommittee is still working on final cost estimates for lighting upgrades and connection of the new well.
- e) Fiscal Year 2016 Budget: Intermunicipal Agreement (IMA) - The "red line" version of the IMA has been sent to the Town Administrator's for consideration by Dover and Sherborn Boards of Selectmen.
- f) Fiscal Year 2016 Budget: Operating - Mr. Bliss read changes to the "Proposed FY16 Operating Budget Discussion Points": \$32,500 from the Superintendent's Reserve account has been reclassified to the Facilities Reserve account due to the fact that the majority of expenses historically charged against the Superintendent's Reserve are of a facilities nature; the Region's share of the cost of a new food service management system is estimated at \$20,000 and has been included in the Technology Software line; the District Technology Software line includes a .2 FTE increase of the Region's share of the system-wide technology integrator-teacher due to a change in role; the Longevity

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Placeholder has been decreased by \$30,000 (to \$20,000) to more accurately reflect expected retirement risk; the Transportation Services line has been reduced by \$16,000 due to more information about the new transportation contract that is out to bid; and a \$10,000 increase to the Athletic Advisors line to fully fund the extracurricular component of Appendix C in the Educators' Contract. The budget adjustments are neutral and the draft budget remains \$23,298,458.

- g) Audited FY14 Financials - Mr. Eggert and Mr. Brown presented and discussed the Annual Financial Statement for the year ended June 30, 2014. There are no material weaknesses or significant deficiencies in the report.

Ms. Graham made a motion to accept the Annual Financial Statement for the year ended June 30, 2014. Mr. Lee seconded.

15-01 VOTE: 6 - 0

- h) Bond Refunding - A vote to authorize the refunding process is required.

Ms. Graham made a motion that in order to reduce interest costs on outstanding debt, the District is authorized to issue bonds or notes for the purpose of refunding all or any portion of its \$15,500,000 General Obligation Bonds, dated November 1, 2005, including, if any, the payment of any premium and accrued interest associated therewith, and all other costs incidental and related thereto, under and pursuant to Chapter 44, Section 21A of the Massachusetts General Laws, or any other enabling authority. Mr. Robinson seconded.

15-02 VOTE: 6 - 0

- i) MARS Legal Fund - The Massachusetts Association of Regional School Committees (MARS) Legal Fund has requested regional school committees to consider contributing \$500 to a legal fund for the purpose of challenging the Governor's proposed 9C cuts. After discussion, the Committee asked Mr. Bliss to contact the town's State Representatives for their opinion.

- j) Town Report: Draft - a draft copy was provided by Ms. Ringel.

- k) International Student Program - Dr. LeDuc discussed details regarding the International Student Program: students will be accepted for grades 9-11 only (no diplomas will be given); students will be required to maintain a C average in all classes; students will be assigned classes in which capacity for additional subscription already exists; students are accepted on an F-1 visa and are limited to one academic year; DSHS Administration will review applications, conducts interviews and render the decision concerning admission; Educates International's Home Stay Department will work with the high school to recruit host families; host families receive a monthly stipend and must provide the international student with a room with a bed, space to complete classwork, breakfast and dinner on school days and all meals on non-school days; districts usually use their per pupil expenditure as the cost of tuition plus additional costs for transportation, extracurricular activities and athletics; and AFS will continue to operate as it is currently configured. There was discussion about setting the tuition amount, the number of students per year, which grades to accept students and the effect on the AFS program.

Ms. White made a motion to partner with Educatus International to recruit up to three international students for the spring 2016 semester in grades 10-11 at a cost of \$9,000 (\$17,500 full year tuition). Mr. Robinson seconded.

15-05 VOTE: 6 - 0

- l) Minuteman Regional Vocational Technical High School - Mr. Bliss provided an update on the proposed building project which would be assessed to the member towns. The Dover Board of Selectmen is discussing entering an Intermunicipal Agreement with Minuteman for tuition plus a facilities use fee for Dover students at their meeting this evening.

5) Consent Agenda

- a) RSC Meeting Minutes of 12/2/2014

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- b) School Committee Selection of Arbitrator - The MA Association of School Committees (MASC) suggests that school committees designate the MASC as a representative pursuant to MGL Chapter 150E, Section 1 for the purpose of selecting an arbitrator and receiving arbitration decisions should those services be needed. HELD from Consent Agenda vote.
 - c) Obsolescence Declaration: Fitness Equipment - 2 Nautilus and 2 Cat Eye stationary bikes
 - d) Donation Acceptance: Leuders Environmental, Inc - Leuders donates \$100 annually and is traditionally us by the HS Science Department
 - e) Donation Acceptance: Winter Coaching Stipend - the DS Boys Basketball team has donated \$2,000 to compensate an assistant coach
 - f) Donation Acceptance: DS Youth Basketball Donation - DS Youth Basketball has donated \$630 to replace the rims in the MS Gym
 - g) Donation Acceptance: Anonymous -
Mr. Robinson made a motion to approve the Consent Agenda. Ms. Ringel seconded.
15-06 VOTE: 6 - 0
Mr. Robinson made a motion to approve the held item in the Consent Agenda. Mr. Lee seconded.
15-07 VOTE: 5 - 0 -1 (Ms. Graham)
- 6) **For Review**
- a) Sherborn School Committee minutes of 11/18/2014
 - b) Dover School Committee minutes of 10/28 and 11/6/2014
 - c) Enrollment Report as of October 1, 2014
 - d) Items for the January Regional School Committee Meeting:
- 7) **Adjournment to Executive Session, not to return to Open Session, for matters pertaining to school safety and Executive Session Minute approval at 9:48 PM.**
Ms. White - yea, Mr. Lee - yea, Ms. Krusell - yea, Mr. Robinson - yea, Ms. Graham - yea, and Ms. Ringel - yea.

Respectfully submitted,
Amy Davis