

**APPROVED January 5, 2016**

**Dover-Sherborn Regional School Committee**  
Meeting of December 1, 2015

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

Also Present: Bill McAlduff, Interim Superintendent  
Karen LeDuc, Assistant Superintendent  
Therese Green, Director of Special Education  
Hans Baumhauer, Business Manager  
John Smith, HS Headmaster  
Scott Kellett, MS Headmaster

**1) Call to Order**

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

**2) Community Comments – None**

**3) Reports**

- Student Reports - Mr. Kellett and student representative Emily Caffrey spoke of recent and upcoming events at the middle school. Mr. Smith and student representative Dana Rice spoke of recent and upcoming events at the high school.
  - DSMS Headmaster's Report
  - DSHS Headmaster's Report
  - Assistant Superintendent Report - Dr. LeDuc updated the Committee on items from her report including: feedback from faculty on benefits of the Qualified Peer Observers; details of the district-wide professional development day on November 30th; and the recent work of the Wellness Committee.
  - Director of Special Education - Ms. Green updated the Committee on the timing of the Coordinated Program Review (CPR). CPR documentation must be submitted by May 17, 2016 and the on-site visits will take place in the fall of 2016. The Administration has approved the addition of a 0.6 FTE administration assistant to help Ms. Green with the CPR requirements. The FY17 budget includes funds to fund the position next year.
  - Business Manager - The DOR has re-certified the amount of excess E&D as of July 1, 2015 at \$27,865. That amount has been returned to the towns. The Status of Appropriations report was provided and discussed.
  - Interim Superintendent's Report - Mr. McAlduff updated the Committee on the recent vote of the DESE Board to support the Commissioner's recommendation to create an enhanced version of MCAS as the state's new assessment program. The plan is for implementation of MCAS 2.0 to begin in the spring of 2017 for students in grades 3-8. The district will have an opportunity to engage in the PARCC version of the assessment program next spring as opposed to continuing with MCAS.
- 4) Advisory Committee on Extra Duties (ACED): FY17 Recommendations -** The recommendations of the ACED were provided and discussed. The ACED plans to meet again in January to discuss the Athletic recommendations. The non-athletic recommendations have been included in the FY17 draft budget and will need a vote at a future meeting.
- 5) Proposed Changes to the 2016-2017 DSHS Program of Studies -** Mr. Smith and Ms. Chagnon provided the changes and answered questions.

## **APPROVED January 5, 2016**

Ms. White made a motion to approve the changes to the 2016-17 DSHS' Program of Studies.

Mr. Robinson seconded.

15-35 VOTE: 6 - 0

6) **FY17 Budget** - The Administration presented the first draft of the FY17 budget.

- The draft FY17 Budget represents an increase of \$1,115,978 or 4.8% over FY16.
- This year's assessment schedule reflects an operating budget increase of 1.45% for Dover to 54.82%, and a corresponding decrease for Sherborn to 45.18%.
- The proposed budget reflects a relatively static enrollment model and does not include any staff retirements.
- The proposed budget assumes level funding for Chapter 70, Chapter 71 and METCO Grant receipts.
- E&D will be utilized in an amount totaling \$500,000. Additionally, \$250,000 from the Regional Transportation Revolving Fund is proposed to be used as a revenue source.
- The budget includes the following: additional 0.4 FTE science teacher at the HS; longevity payments for 2016-17; increase of 5 hours per week for the MA Guidance administrative assistant's position; 2% increase for administrators and IT support staff; placeholder in the School Committee Negotiations line for the possible adjustments to some non-collective bargaining personnel salaries above the assumed 2%; increases for Special Education staffing; \$20,285 in professional development to support qualified peer observers; \$25,338 for textbook replacement; \$6,594 for furniture replacement; \$7,800 for the replacement of three climbing elements that are part of the wellness curriculum's "ropes" course; \$87,980 for technology as identified in the MS and HS Technology Supplement Plans; \$14,372 for regional transportation contract increases; \$12,402 in additional athletic transportation; \$52,915 increase to the athletic budget which will be outlined at the January meeting; 12% increase for Norfolk County Retirement; 15% increase for healthcare premiums, \$12,000 increase for employer-share Medicare, and allows for nine healthcare plan changes; and a decrease of \$107,451 in interest and principal payment on debt.
- The Intermunicipal Agreement will continue to be used.
- The Administration asked that all questions about the budget be submitted to the School Committee chair (Michael Lee), no later than December 15, 2015. The Administration will work to provide written responses to the questions for the January 5, 2016 RSC meeting.
- The Committee asked for the Administration to look at SPED organization and funding breakdown; increased resources for the Guidance Department to reduce caseloads; and additional student parking proposals.

7) **Update on Superintendent Search** - Ms. White updated the Committee on the schedule of the upcoming visits of the finalist candidates.

8) **Consent Agenda**

a) RSC Meeting Minutes of October 6 and November 10, 2015

Mr. Robinson made a motion to approve the Consent Agenda. Ms. Ringel seconded.

15-36 VOTE: 6 - 0

9) **Communications**

1. Dover School Committee Minutes of September 22, 2015

2. Sherborn School Committee Minutes of September 15, 2015

10) **Items for January 5, 2016 Meeting** - OPEB discussion including proposals from the Towns; Student Surveys; audited Financial Statements; FY17 Budget; Athletic presentation; and Town Report drafts.

11) **Adjournment at 9:12 pm**

Respectfully submitted, Amy Davis