

APPROVED May 23, 2016

Dover-Sherborn Regional School Committee
Meeting of March 1, 2016

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
John Smith, HS Headmaster
Scott Kellet, MS Headmaster

1) Call to Order

Ms. White called the meeting to order at 6:50 pm in the Middle School Library.

2) **Community Comments** – Mr. McAlduff gave an update on the status of the Girls Hockey Team co-op for 2016-17. Hopkington is unwilling to restructure the cost sharing for the program, however they are expecting 11 players next year at \$1,500 per player. Mr. McAlduff assured the audience that there is not talk of dismantling the program. Several audience members spoke to thank Mr. McAlduff of his support of the Girls Hockey team and for working with parents on the funding.

There were also comments from two Dover residents who feel that the use of letter grades and heart rate monitors for PE in the 8th grade is inconsistent with the Wellness Mission statement and that the goal of PE should be to encourage an individual to do their best, exercise routinely, and set personal improvement goals. Ms. Ringel will work with the parents and Administration towards looking at the PE grading/heart rate monitor usage in the middle school.

3) Reports

- DSMS Headmaster's Report - Ms. Caffrey and Mr. Kellett highlighted recent and upcoming events at the Middle School.
- DSHS Headmaster's Report - Ms. Rice and Mr. Smith highlighted recent and upcoming events at the High School including an update of the NEASC process. NEASC has addressed several major concerns however there are still concerns that need to be addressed. Mr. Smith will continue to keep the school committee updated on the process.

4) **Monthly FY16 Financial Report** - The Status of Appropriations as of February 29th was presented. The salary variance of \$385,902 once adjusted for non-encumbered salary is projected to be \$190,000 or 0.82% of budget and down slightly from previous forecasts which did not include non-encumbered funds for Tutors. The Revenue Report was also provided. The format of the reports continues to be a work in progress as the Administration attempts to find the best way to provide necessary information to the school committee.

5) **ACED FY17 Recommendations** - The Advisory Committee on Extra Duties (ACED) met on four occasions to review the current status of extra duties and to consider adjustments for FY17. At their February 23rd meeting, the ACED voted on these requests and approved adjustments totaling \$26,354. The cost of these recommendations is included in the current version of the FY17 Budget. Mr. Robinson requested the more narrative about how the ACED arrived at their recommendations be included going forward, particularly for requests not approved by the committee.

16-07 VOTE: 6 - 0

6) **FY17 Proposed Budget**

- Proposal in Increase Athletic Fees - Mr. McAlduff recommended raising the Athletic Fee to \$300 per sport with a family cap of \$1,500 (from \$275, \$1,375 respectively). It is estimated that the increased fee will provide additional revenue of approximately \$21,000. A comparison of fees charged by Tri-Valley League schools and other nearby schools was provided. There was discussion about fees in surrounding towns, whether there should be a family cap, and the potential to charge higher fees for more expensive sports. Ms. White made a motion to increase the Athletic Fee to \$300 per sport with a \$1,500 family cap. Ms. Graham seconded.
16-08 VOTE: 5 - 1 (Mr. Robinson)
- Proposal to Increase Student Parking Fee - Mr. McAlduff recommended raising the Student Parking Fee to \$300 from \$275 per student. It is estimated that the increased fee will provide additional revenue of approximately \$3,000. Additionally, the Administration continues to look at opportunities to provide more student parking will be report back to the committee in May. Ms. White made a motion to increase the Student Parking Fee to \$300. Ms. Ringel seconded.
16-09 VOTE: 6 - 0
- Operating Budget: Version 4.0 - Mr. McAlduff recommended and additional \$255,023 in reductions to the FY17 Budget primarily based on historical spending trends and including a reduction of \$151,011 from Employee Insurance due to the known rate increases which came in below the estimated rate of increase. Mr. McAlduff is comfortable that this level of reductions will not jeopardize the quality of services delivered at the Region, however further reductions would effect services. There was also discussion about the past reporting of the salary budget totals which have recently been confirmed were inaccurate due to an incorrect Excel formula. Total spending in all of the summary statements were accurate and a project is underway to produce future reports directly from Budget Sense, the school's accounting software. Adjusted reports for Fy14-FY16 were provided as well as a growth analysis for the salary budget.
- Discussion on FY16 End of Year Position - The projected surplus for FY16 consists of: \$75,500 due to favorable revenue variances for Chapter 70 and 71 aid; \$250,000 of positive variance in transportation due to use of Regional Transportation Reserve Fund; \$250,000 favorable variance due to net reduction in health care employee plan participation; \$190,000 net favorable variance across all salary lines; and \$199,000 to \$366,000 of net favorable variances across all other expense lines. After discussion, there was consensus to use FY16 funds to pre-purchase items originally included in FY17 budget; carry an E&D balance of 5% going into FY17 to allow for a cushion in the first year of trend based budgeting; and to return any E&D over 5% to the towns.
- Certification of FY17 Operating Budget - Ms. White made a motion to adopt the 2016-2017 budget in the amount of \$23,211,865 which is reduced by estimated receipts and available funds in the amount of \$2,666,481 for a net amount to be assessed to the member town of \$20,545,384. This assessment is comprised of \$19,266,944 in operating expenses and \$1,278,440 in debt expenses, and that the Treasurer be authorized to certify this budget in the apportioned share of each town based on the statutory method. Ms. Ringel seconded.
16-10 VOTE: 5 - 1 (Mr. Robinson)
Ms. White made a motion to include \$250,000 of the June 30, 2016 Certified Excess and Deficiency in the FY17 budget to reduce assessments. Ms. Graham seconded.
16-11 VOTE: 5 - 1 (Mr. Robinson)

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Ms. Ringel made a motion to make use of \$25,000 from the Athletic Revolving Fund in the FY17 Budget.

16-12 VOTE: 5 - 1 (Mr. Robinson)

- 7) School Committee Communications Protocol for FY17 Budget** - not necessary
- 8) Proposal to Re-configure the Regional Coordinator (6-12) of PE & Health** - Mr. McAdluff recommended that the position of Regional Coordinator (6-12) of PE and Health be eliminated and in its place create the position of 6-12 Wellness Department Chair, Dover-Sherborn Regional Schools. This change will officially recognize the changes in curriculum, supervision, and leadership focus that have occurred over the last few years. PE and Health has evolved to a more comprehensive approach to our individual student's needs as related to physical, social, and emotional well being. This change will also align all of the curriculum areas equitably in terms of the leadership component being organized under the Department Chair designation. The change is budget neutral as the stipend ration will remain the same. If approved, the position will be posted internally. Mr. Robinson made a motion to accept the recommendation as outlined. Ms. White seconded.

16-13 VOTE: 6 - 0

- 9) School Choice** - MA General Law requires local school committees to vote annually to not participate in School Choice.

Mr. Robinson made a motion to have the Dover-Sherborn Regional Schools not participate in School Choice program for the 2016-17 school year. Ms. Ringel seconded.

16-14 VOTE: 6 - 0

10) Consent Agenda

- a) RSC Meeting Minutes of February 4, 2016 - Under section 5, vote 16-05 change Intergovernmental to Inter-Municipal.
- b) Alan Thayer Mudge Memorial Fund Donation - The Mudge Fund had donated speaker and microphone equipment to the Mudge Auditorium.
- c) Overnight Trip Request: The Island School - February 16-22, 2017
- d) Donation for winter coaching positions - \$2,500 from Boys Basketball for the Assistant Coach and \$2,000 from Girls Basketball for the Assistant Coach.

Ms. Graham made a motion to approve the Consent Agenda. Ms. White seconded.

16-14 VOTE: 6 - 0

11) Communications

- a) Dover School Committee Minutes - none
- b) Sherborn School Committee Minutes of January 12, 2016
- c) Audit Report

12) Adjournment at 9:40 pm

Respectfully submitted, Amy Davis