

## APPROVED September 20, 2016

### Dover School Committee Meeting of June 20, 2016

Members Present: Adrian Hill  
Brooke Matarese  
Lauren Doherty

Also Present: Bill McAlduff, Interim Superintendent  
Karen LeDuc, Assistant Superintendent  
Laura Dayal, Principal  
Deb Reinemann, Assistant Principal

#### 1) Call to Order

Mr. McAlduff called the meeting to order at 6:30 pm in the Chickering Library.

#### 2) Reorganization

Ms. Matarese nominated Mr. Hill as Chair of the Dover School Committee for the 2016-17 school year. Ms. Doherty seconded.

16-11 VOTE: 3 - 0

Mr. Hill nominated Mr. Spalding as Secretary of the Dover School Committee for the 2016-17 school year. Ms. Doherty seconded.

16-12 VOTE: 3 - 0

#### 3) Community Comments - Several parents were in the audience and expressed their concern about the class size of the incoming Kindergarten class.

#### 4) Dover PTO Report - The PTO presented their budget for the upcoming school year.

#### 5) Reports

a) Chickering School Update - Ms. Dayal highlighted items from her report.

b) Assistant Superintendent Report - Dr. LeDuc updated the Committee on the following: 1) the recent work of the K-12 Fine Arts and 6-12 Technology/Engineering department chairs, 2) the Wellness Implementation Guidelines from Physical Activity/Health, Nutrition, Health Services, and Social/Emotional Health, and 3) the QPO program.

c) Interim Superintendent Report - Mr. McAlduff updated the Committee on the following:

- Enrollment Update - The enrollment data for the new school year is suggesting that sections in Kindergarten, Grade 1, and Grade 4 will exceed or are already exceeding the class size high range limit of 22. This data further suggests that in addition to the one new class section included in the FY17 budget, two more class sections will need to be added. The estimated cost for two additional teachers is approximately \$125,000. There was also discussion about the 3rd grade numbers.

Ms. Doherty made a motion to add additional sections to Grade 1 and Grade 4 for 2016-17 and to give the Administration the authority to add a section to Grade 3 of enrollment exceeds policy. Ms. Matarese seconded.

16-13 VOTE: 3 - 0

- FY17 Staffing Update - Mr. McAlduff provided an update on personnel changes at Chickering for 2016-17.

#### 6) FY16 Monthly Financial Report - Mr. McAlduff provided the Status of Appropriations as of May 31, 2016. It is estimated that the in-district budget (salary and expenses) will end the year with an approximate positive budget variance of \$188,000. The out-of-district budget will end the year with an approximate negative budget variance of \$436,000 not including Circuit Breaker reimbursement. The primary drivers for the negative variance were a number of new students moving in, students placed out-of-district due to substantial changes in

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service requirements and placement of day students into residential settings. A substantial portion of the negative variance will be offset by Circuit Breaker reimbursement.

The Administration requested using FY16 funds in the amount of \$12,000 for instructional materials for the additional 2016-17 classrooms.

Ms. Doherty made a motion to approve \$12,000 for instructional materials for the additional classrooms for the 2016-17 school year. Ms. Matarese seconded.

16-14 VOTE: 3 - 0

- 7) Temperature Control Study Update** - The Engineering Study Report was provided and discussed. After evaluating the existing building conditions, equipment, & apparatus, building controls, and reported issues, the following options are recommended to improve the indoor conditions and address the reported issues: 1) limiting heat gains by using existing roller shades on the windows, making sure the lights are turned off when the students leave, and making sure the ventilation system is turned off in unoccupied hours; 2) dissipating heat faster by engaging the purge system only when the outside temperature falls below the indoor classroom temperature and lengthening the purge cycle when temperatures are favorable; and 3) adding a variable refrigerant flow (VRF) cooling system at an estimated cost of \$600,000. Further discussion will take place at future meetings.

- 8) Conditional Approval: 2016-17 School Improvement Plan** - The Administration has been reviewing the timeline of the School Improvement Plan as the current timeline does not allow for financial resources to be included with any measurables for the goals. The cycle may be changed so the SIP goals can be included in the budget process if necessary.

Ms. Matarese made a motion to conditionally approve the 2016-16 School Improvement Plan. Ms. Doherty seconded.

16-15 VOTE: 3 - 0

- 9) Review Proposed Five Year Technology Plan** - Dr. LeDuc reviewed the proposed Technology Plan. The Plan will be on the agenda for approval at the Joint meeting.

- 10) Review Draft of 2016-17 School Year Goals** - a draft version of the goals was provided and a final version will be approved at the Joint meeting.

### **11) Consent Agenda**

a) Meeting minutes of May 16, 2016

b) DESF Grants

c) Donations: Dover PTO, Eagle Scout Project - \$1,000 for landscaping and installation of benches around the new preschool playground and \$6,836.25 from the PTO for the preschool playground.

Ms. Doherty made a motion to approve the Consent Agenda. Ms. Matarese seconded.

16-16 VOTE: 3 - 0

### **10) Communications**

a) Dover Sherborn Regional School Committee minutes: February 24, March 1, and May 3, 2016

b) Sherborn School Committee minutes of May 10, 2016

- 11) Adjournment to Executive Session for matter pertaining to collective bargaining at 8:25 pm not to return to Open Session.**

Mr. Hill - aye, Ms. Doherty - aye, and Ms. Matarese - aye.

Respectfully submitted,  
Amy Davis