

APPROVED SEPTEMBER 6, 2016

Dover-Sherborn Regional School Committee Meeting of June 7, 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

Mr. Lee called the meeting to order at 6:30 pm in the Middle School Library.

2) Reorganization -

Mr. Robinson nominated Clare Graham as Chair of the Dover Sherborn Regional School Committee for the 2016-17 school year. Ms. Ringel seconded.

16- VOTE: 6 - 0

Mr. Robinson nominated Lori Krusell as Vice Chair of the Dover Sherborn Regional School Committee for the 2016-17 school year. Ms. White seconded.

16- VOTE: 6 - 0

Ms. Ringel nominated Dana White as Secretary of the Dover Sherborn Regional School Committee for the 2016-17 school year. Mr. Lee seconded.

16- VOTE: 6 - 0

Ms. Graham asked committee members to send her their requests for subcommittee assignments.

3) Community Comments – None

4) Reports

- DSMS Headmaster's Report - Ms. Caffrey and Mr. Kellett highlighted recent and upcoming events at the Middle School. Mr. McAlduff and Mr. Kellett updated the committee on the concerns raised by parents about letter grades being given in 8th grade PE classes. The Administration is working with the PE teachers to make modifications on the use of heart rate monitors. The use of letter grades is consistent with the grading done in the other electives/special subjects at the middle school.
- DSHS Headmaster's Report - Mr. Smith highlighted recent and upcoming events at the High School including graduation.
- 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 for Physical Activity/Health, Nutrition, Health Services, and Social/Emotional Health; and 3) the QPO program.
- Interim Superintendent Report - Mr. McAlduff provided an update on personnel changes at the Region for 2016-17.

5) Financial Reports

- Monthly Financial Report - The Status of Appropriations as of May 31, 2016 shows a positive variance of \$1,161,879. This variance includes encumbrances of all anticipated salary payments and expenditures (health insurance, utilities, and transportation) through June 30th.

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- Report on Anticipated FY16 Year End Close Status - The anticipated positive revenue variance is approximately \$85,000. This brings the estimated E&D, including the operating and revenue variance, to \$2,130,059. The FY16 allowable E&D (5%) is \$1,143,193 leaving an estimated \$986,866 above the allowed amount. Prior to certification of E&D, the Administration recommends returning \$850,000 to the towns of Dover and Sherborn by reducing the assessments due on June 15, 2016. Dover's assessment would be reduced by \$453,645 (53.37%) and Sherborn's by \$396,355 (46.63%). The remaining amount above 5% will be returned once E&D is certified.

Ms. White made a motion to amend the FY16 Budget in the amount of \$23,036,986 which is reduced by estimated receipts and available funds in the amount of \$3,721,442 for a net amount to be assessed to the member towns of \$19,315,544. This assessment is comprised of \$17,929,633 in operating expenses and \$1,385,911 in debt expenses, and that the Treasurer be authorized to certify this budget amendment in the apportioned share of each town based on the statutory method. Ms. Graham seconded.

16-19 VOTE: 6 - 0

Ms. White made a motion to amend the FY16 Budget to include an additional \$850,000 in appropriations from the June 30, 2015 Certified Excess and Deficiency and to accordingly reduce member towns' assessments by this amount using the FY16 operating assessment percentages. Ms. Graham seconded.

16-20 VOTE: 6 - 0

- Request to Fund Additional Student Parking - The Administration provided a proposal to add 30-45 parking spots to the student parking lot by removing the berm between existing parking spaces and the exit from the student parking lot. The cost is estimated at \$16,550 not including paving. The paving would be done as part of the Town of Dover's paving contract at an estimated cost of \$7,000-\$9,000.

Ms. White made a motion to approve up to \$26,000 for additional student parking as identified in the memo from R.P. Luttazi dated 5/1/16. Ms. Krusell seconded.

There was discussion about including an amount for a contingency.

Ms. White made a motion to amend the previous motion to an amount up to \$28,000. Ms. Krusell seconded.

16-21 VOTE (to amend the motion): 6 - 0

16-22 VOTE (on the amended motion): 6 - 0

- FY17 Revenue Update - an update from the DOR regarding state aid was provided. Both the House and Senate have adopted FY17 budgets, the final budget is in the hands of the Conference Committee.
- Discussion: OPEB Study Committee - There was discussion about the formation of the Committee that would meet to discuss ways/options to fund the OPEB liability at the Regional Schools. Interested members from the town finance committees should contact Ms. Graham.

6) **Approval of 2016-17 Student and Athletic Handbooks** - The MS and HS Student Handbooks were provided for approval.

Mr. Robinson made a motion to approve the High School and Middle School Student Handbooks as presented subject to changes to the student discipline language as required by State Law. Ms. Ringel seconded.

16-23 VOTE: 6 - 0

The Athletic Handbook will be approved at the September meeting. Comments should be provided to Mr. Smith.

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

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- 8) Review of Draft School Improvement Plans** - The MS and HS School Improvement Plans were provided for approval.

Mr. Robinson made a motion for conditional approval of the MS and HS School Improvement Plans subject to adjustments presented during the 2016-17 school year. Ms. White seconded.

16-24 VOTE: 6 - 0

- 9) Review Proposed Five Year Technology Plan** - The Plan was provided for review and discussion.

10) Consent Agenda

- a) Appointment of DS Regional Treasurer - Mr. James Eggert
- b) RSC Meeting Minutes of February 24 and May 3, 2016 -
- c) Athletic Department Spring Coaching Donations - DSHS Baseball for Varsity Assistant Coach (\$2,750), DSHS Softball for Varsity Assistant Coach (\$2,200), and DSHS Sailing for Varsity Assistant Coach (\$2,800).
- d) Obsolescence Declaration: Science Textbooks
- e) DSEF Grants

Ms. White made a motion to approve the Consent Agenda excluding the DSEF grants. Ms. Ringel seconded.

16-18 VOTE: 6 - 0

Mr. Robinson made a motion to approve the DSEF Grants. Mr. Lee seconded.

16-19 VOTE: 6 - 0

11) Communications

- a) Class of 2016 Matriculation Report
- b) Enrollment Report
- c) Dover School Committee Minutes - none
- d) Sherborn School Committee Minutes of March 8, 2016

12) Adjournment at 9:20 pm

Respectfully submitted, Amy Davis