

APPROVED JUNE 9, 2020

Dover School Committee
Meeting of May 18, 2020

Members Present: Henry Spalding, Chair
Brooke Matarese, Secretary
Mark Healey
Leslie Leon

Also Present: Andrew Keough, Superintendent
Beth McCoy, Assistant Superintendent
Dawn Fattore, Business Manager

1) Call to Order

Mr. Spalding called the virtual meeting to order at 8:17 pm and read the following into the record:

Good evening. This Open Meeting of the Dover School Committee is being conducted remotely consistent with Governor Baker's Executive Order of March 12, 2020, due to the current State of Emergency in the Commonwealth due to the outbreak of the "COVID-19 Virus."

In order to mitigate the transmission of COVID-19, we have been advised and directed by the Commonwealth to suspend public gatherings, and as such, the Governor's Order suspends the requirement of the Open Meeting Law to have all meetings in a publicly accessible physical location. Further, all members of public bodies are allowed and encouraged to participate remotely.

For this meeting, the Dover School Committee is convening via Zoom App, as posted. Information on how to join our School Committee mtgs and mtg agendas were posted on the Dover Sherborn District Website and on the town calendars.

Please note that this meeting is being recorded, and that some attendees are participating by video conference. Accordingly, please be aware that others may be able to see you, so please take care not to "screen share" your computer. Anything you broadcast may be captured by the recording.

Community comments are an opportunity for members of the community to be heard. We respectfully request that you please make your comments brief (2-3 minutes) and that you move the discussion forward by adding new information. Please try to avoid repeating points that have already been made.

Community comments are an opportunity for us to listen to members of the community. It is not a forum for answering questions or engaging in a debate. Once the public comment section of the meeting has been concluded, we will move on to other business and unsolicited comments from the community will no longer be permitted. This is standard operating procedure in school committee meetings across our 3 school districts.

We invite everyone to stay and listen to the rest of the meeting, but understand that is not possible for everyone. Please feel free to leave the Zoom call as best suits your needs. We appreciate that you have taken the time to participate and encourage you to reach out to your school committee reps at any time.

Before we turn to the first item on the agenda, permit me to cover some ground rules for effective and clear conduct of our business and to ensure accurate meeting minutes:

As chair, I will introduce each item on the agenda. After the person presenting said item is finished, the Chair will proceed to take questions from the school committee members.

Please indicate you would like to speak by virtually raising your hand. Please wait until your name is called.

Finally:

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Please remember to mute your phone or computer when you are not speaking.
Please remember to speak clearly and in a way that helps generate accurate minutes.
Please wait for the Chair to recognize you and please remember to state your name before speaking.

All votes will be conducted by roll call vote. When voting begins, please unmute yourself as a group so we can move quickly. When the chair calls on you, please state your name and your vote. At the conclusion of voting please go back on mute.

2) **Community Comments -**

3) **Reports**

- Principal's Report - Ms. Dayal spoke about Phase III of remote learning and continued professional development opportunities for faculty.

- Warrant Report

4) **Monthly Financial Report**

- Salaries - post-budget staffing changes had resulted in positive salary variances of approximately \$100,000 prior to the school closure in March. Since then educator savings due to extended maternity leaves and unfilled stipend positions, unutilized funds for educational assistants based on unfilled positions, unused substitute and custodial overtime have increased the variance to approximately \$210,000.
- Expenditures - Dover is realizing a savings of \$34,800 based on reduced costs from regular education transportation resulting from the closure of school. Additionally, there are savings of approximately \$30,000 from heat and electricity. A positive variance of at least \$70,000 is projected for FY20 operating expenditures.
- Out-of-District - Tuition encumbrances are reflected for the current cohort of OOD placements. The overall negative variance is approximately \$210,000. Circuit Breaker reimbursement of \$1,152,623 will be used to offset tuition costs.
- Summary - Positive variance from in-district operations help offset the negative variances from OOD. The Administration expects to return a surplus from operations plus 100% of Circuit Breaker funds for an estimated total turn back of \$1,243,183.

5) **FY21 Budget Update**

- Capital - due to the postponement of the Annual Town Meeting, the floor work scheduled for the summer and the purchase of the core switch will need to wait. The playground flooring project is being funded with School Committee and outside funds so it is moving forward. Installation is scheduled for early June. Sources of funding are still being finalized and final breakdowns will be provided at the June meeting.
- Operating - the TEC heating oil bid was completed in mid-April with a secured price of \$1.4742 per gallon. The FY20 pricing was \$2.0475. This will generate savings in the utility line item for next year. In FY20, a model was piloted with a .6 FTE Adjustment Counselor assigned to the Center (a program to support social and emotional needs of students). For FY21, it has been decided to move forward with the counseling piece covered by the school-wide adjustment counselor and psychologist and the Center staffed with an academic coordinator and a general educational assistant available to be in and out of classrooms supporting students as needed. With current staffing levels this change will have no budgetary impact.

6) **Proposed changes to the 2020-21 student handbook: first read** - Ms. Dayal reviewed the proposed changes. The committee will vote on the handbook in June.

7) **School Improvement Plan** - A draft of the goals was provided with further details to be discussed at the June meeting.

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8) **Superintendent Update** - Dr. Keough spoke about the formation of the Reopening Task Force - the Task Force will consist of Administrators and school committee representatives to begin planning for eventual reopening. Other pertinent stakeholders will be brought into the process as necessary. The Task Force will be broken into subcommittee to focus on: facilities; health and hygiene; instructions; transportation; scheduling; before/after school programming; and communications.

9) **Consent Agenda**

- Approval of Minutes of March 5 and April 28, 2020

*Leslie Leon made a motion to approve the Consent Agenda. Mark Healey seconded.
20-06 VOTE: 4 - 0*

10) **Communications**

- Regional School Committee minutes of February 4, 26, and March 3, 2020
- Sherborn School Committee minutes of January 14 and March 10, 2020

11) **Adjournment at 7:12 pm.**

Respectfully submitted,
Amy Davis