

**APPROVED JANUARY 22, 2019**

**Dover School Committee**  
Meeting of November 20, 2018

Members Present: Henry Spalding, Chair  
Brooke Matarese, Secretary  
Rachel Spellman  
Michael Jaffe  
Adrian Hill

Also Present: Dr. Andrew Keough Superintendent  
Beth McCoy, Assistant Superintendent  
Dawn Fattore, Business Manager  
Laura Dayal, Principal

**1) Call to Order**

Mr. Spalding called the meeting to order at 8:38 am in the Chickering conference room.

**2) Community Comments - None**

**3) Reports**

- a) Principal's Report - Ms. Dayal highlighted items from her report and answered questions from Committee members.
- b) Assistant Superintendent Report - Ms. McCoy spoke about:
  - Professional Development - The PD Committee held its first meeting and assessed progress on the implementation of the professional development plan.
  - Academic Innovation Committee - the first meeting is scheduled for January 18th with community wide events being held on January 10th and March 21st geared towards exploring skills needed to students to be successful in college, career, and life.
  - Global Symposium - several members of the administration attended the EF Global Symposium which brought together global leaders, national organizations, and local educators to explore the skills needed for success in the year 2050,
  - FLES - the region continues to plan and prepare for the arrival of its first cohort of FLES (Foreign Language in Elementary School) students in the fall of 2019.
- c) Superintendent Report - Dr. Keough reviewed his report and highlighted the following items:
  - Special Education Re-Organization Update - since the October Joint School Committee meeting, the administration has been working to develop more defined job descriptions for each staff member or administrator outlined in the proposed special education re-org for FY20.
  - Challenge Success - Dr. Keough attended the Challenge Success "Fit over Rankings" presentation in Boston in October that focused on why it is critical that young people today look at higher education through new lenses when thinking about where they would like to attend college, specifically on engagement in the college experiment as the primary indicator of student success.

**4) FY19 Monthly Financial Report -**

The Status of Appropriations as of November 14th was provided:

- Salaries - the majority of salaries have been encumbered for FY19 with the exception of several educational assistant positions that are still being finalized. A projected positive salary variance of \$190,000 is expected due to post-budget staffing changes including two retirements and staffing reassignments.
- Expenditures - there are no variances to report at this early stage.

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- Out-of-District - tuition encumbrances are reflected for the majority of OOD placements but does not account for pending placements. There is currently a projected negative variance of \$48,000 in tuitions.
- Special Revenue/Revolving Funds - the Statement of Activity as of October 31st was provided.

### 5) **Superintendent Goal Reviews** - Dr. Keough discussed each of his goals and reviewed work done to date and/or work to be done:

- Goal 1: Revisit School Start Times
- Goal 2: Improve District/Superintendent Communication
- Goal 3: Ensure that student services for the district are delivered in a consistent, efficient, and effective manner
- Goal 4: Ensure that district remains focused on student wellbeing through emphasis on cultural proficiency, social emotional learning, and student sense of belonging
- Goal 5: Working with the Leadership Team, ensure that all Dover and Sherborn Students are exposed to a rigorous curriculum, that their teachers receive meaningful feedback about their instruction, and that authentic learning experiences and assessments are prioritized in all schools.
- Goal 6: Expand connections with experienced superintendents, continuing with coaching model, participating in job alike meetings, attending relevant conferences on school leadership

### 6) **Vote to approve Pre-K Tuition** - the Administration recommended a 2.5% tuition increase for the 2019-20 school year: Morning 3 days - \$3,880; Morning 4 days - \$5,146; Morning 5 days - \$6,467; and Afternoons per day - \$861.

Mr. Jaffe made a motion to approve the Pre-K Tuition increase of 2.5% for the 2019-20 school year as presented. Mr. Hill seconded.

18-13 VOTE: 5 - 0

### 7) **Proposed FY20 Operating Budget** - Dr. Keough presented the first draft of the FY20 Budget. The operating budget was developed based on guidance from the Warrant Committee, which suggested a level service or reduced expense budget and a general salary increase of 3% for non-contract employees. The draft FY20 budget reflects an overall increase of \$361,369 or 3.46% over FY19 comprised of \$186,420 (2.58%) for in-district expenditures and \$174,949 (5.44%) for OOD expenses.

The primary driver of the in-district budget is enrollment which is projected to have larger growth than the past few years. Enrollment will be closely watched over the next couple months. Contracted salary increases comprise \$184,545 of the overall \$186,420 increase. The primary driver of the OOD budget is number of placements and transportation. The Administration is projecting 30 placements for FY20 with an overall tuition increase of \$21,555. There is a projected 50% increase (\$153,395) is attributable to additional riders and a proposed change to the ACCEPT matrix model. More updates will be provided in January.

Mr. Jaffe made a motion to approve the proposed FY20 budget for the Dover Public Schools in the amount of \$10,. Ms. Spellman seconded.

18-15 VOTE: 5 - 0

### 8) **Consent Agenda**

- a) Meeting minutes of October 23, 2018
- b) Donation - \$500 from an employer as a matching donation

Mr. Hill made a motion to approve the Consent Agenda. Mr. Jaffe seconded.

18-15 VOTE: 5 - 0

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**8) Communications**

- a) Regional School Committee minutes: October 9, 2018
- b) Sherborn School Committee minutes: October 16, 2018

**9) Items for January 22, 2019 Meeting - FY20 Budget, ACCEPT transportation model update**

**10) Adjournment at 10:36 am.**

Respectfully submitted,  
Amy Davis