

APPROVED NOVEMBER 20, 2018

Dover School Committee Meeting of October 23, 2018

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

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

1) Call to Order

Mr. Spalding called the meeting to order at 5:30 pm in the Middle School library.

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 - As part of the security training conducted at all four schools recently, Jon Mattleman will speak to faculty on recognizing and supporting students' mental health needs.
 - Teachers as Scholars - nine professional development seminars were offered to faculty and the available slots filled up within hours. The Administration will evaluate the program and consider expanding the offerings going forward.
 - EdLeader 21 Conference - Ms. McCoy attended the conference last week with over 700 educators from 150+ school districts who gathered to share their journeys in the development of a Portrait of a Graduate and the need to develop schools that "support happy, healthy, thinking, caring, and social children who become collaborative, creative, competent, and responsible citizens tomorrow".
 - Response to Intervention - Chickering has allocated grant funding for a Mathematics interventionist. This educator will provide both push-in and pull-out support for small groups of students in specific skill areas for short periods of time. The effectiveness of this role will be closely monitored to determine its effectiveness.
- c) Superintendent Report - Dr. Keough reviewed his report and highlighted the following items:
 - Special Education Director Update - Ms. Dixon's first day was October 1st and she has been busy meeting with principals, staff, and visiting schools. She has also been working with Dorsey Yearly about the preliminary finding of the special education department review.
 - Security training - Synergy Solutions led the training for the district's staff on Responding to an Armed Assailant in conjunction with the Sherborn and Dover Police Departments. Teachers are now being encouraged to Locate, Lockdown, Leave, and Live: locate where the incident is taking place, calling 911, locking and barricading their rooms, evacuating whenever possible, and fighting back when left with no other

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options. Schools will continue to hold regular crisis response team meetings and reinstitution the Emergency Response Team for the full district.

- The phone lines at Chickering have been full converted over to fiber optic by Verizon.

4) **FY19 Monthly Financial Report -**

The Status of Appropriations as of October 17th was provided:

- Salaries - the majority of salaries have been encumbered for FY19 with the exception of 10-month shared employees and a couple shared central office employees. A projected positive salary variance of \$190,000 is expected due to pos-budget staffing changes including two retirements and staffing reassignments. A complete summary of staffing will be provided in November.
- Expenditures - there are no variances to report at this early stage.
- Out-of-District - tuition encumbrances are reflected for the majority of OOD placements and no material variance are anticipated.

5) **October 1, 2018 Annual Enrollment Report -** Enrollment is 477 students, essentially the same as last year's enrollment of 475.

6) **FY20 Five Year Capital Plan -** the first draft of the capital budget request was provided with anticipated requests for FY21-24. The FY20 request is \$76,000 which will be used to widen and repave the fire access road and walkways. The EMS software replacement/upgrade was moved to FY21 as the same project is not yet complete at the Region.

Ms. Spellman made a motion to approve the draft of the Five Year Capital Plan for submission to the Town of Dover Capital Committee. Mr. Jaffe seconded.

18-11 VOTE: 4 - 0

7) **School Committee FY20 Budget Guidance -** The Administration requested items to consider in the FY20 Budget development. Any items should be emailed to the Chair.

8) **Consent Agenda**

a) Meeting minutes of September 25, 2018

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

18-12 VOTE: 4 - 0

8) **Communications**

a) Regional School Committee minutes: June 18 and August 23, 2018

b) Sherborn School Committee minutes: June 14, 2018

9) **Adjournment at 6:32 pm.**

Respectfully submitted,
Amy Davis