

APPROVED APRIL 3, 2017

Dover School Committee
Meeting of January 24, 2017

Members Present: Adrian Hill, Chair
Henry Spalding, Secretary
Brooke Matarese
Lauren Doherty
Michael Jaffe

Also Present: Bill McAlduff, Interim Superintendent
Karen LeDuc, Assistant Superintendent
Dawn Fattore, Interim Business Manager
Christine Smith, Director of Special Education
Laura Dayal, Principal
Deb Reinemann, Assistant Principal

1) Call to Order

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

2) Community Comments - none

3) Dover PTO Report - Ms. Puerini gave an update on upcoming events of the PTO.

4) Reports

- a) Principal's Report - Ms. Dayal highlighted items from her report.
- b) Assistant Superintendent Report - Dr. LeDuc highlighted items from her report.
- c) Interim Superintendent Report - Mr. McAlduff updated the Committee on the following:
 - Coordinated Program Review - The exit meeting for the CPR was held on January 13th. A final report is expected in 45 days and will be forwarded when it is received.
 - Enrollment - Mr. McAlduff reviewed the Kindergarten enrollment projection methodology. Based on the annual Census Data for Kindergarten age eligible students and the formula used the projected enrollment for 2017-18 is 48 students. The eligible families have been contacted and responses will continue to be tracked. Current enrollment data and projections for 2017-18 for 1st-5th grades were also provided and discussed. All grades fall within class size guidelines at this time.

5) Update on ELA Curriculum Implementation - A presentation on the ELA Curriculum was given.

6) FY17 Monthly Financial Report - The Status of Appropriations as of December 31st was provided which reflects a salary adjustment to the SPED teachers salary function due to a resignation. The position is in the process of being filled and the salary will be re-encumbered once a replacement is hired. There are no changes to the expenditures since the last report.

Out-of-District - There have been recent placement changes resulting in an additional \$27,000 of tuition expense.

Special Revenue/Revolving Funds - The activity and fund balances as of December 31st were provided. The Building Fund will now reflect any custodial overtime charges associated with building rentals. The Cafeteria is continuing to show a net profit due to the increase in lunch price and a slightly higher participation rate. The Gift fund reflects transactions related to the preschool playground project. The Preschool account shows first semester tuition offset by salary expenditures for educational assistants. The Student Activity Fund Compliance Audit Report was provided and the Administration is working to address the findings of the report.

7) FY18 Proposed Operating Budget

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Special Education Initiatives for FY18 - Ms. Smith discussed her recommendation for the expansion of the services provided to students with Language Based Disabilities from 1.0 FTE shared by the MS and HS to 1.0 FTE for both the MS and HS. She believes this additional teacher, along with the contract with Landmark, would reduce the number of out of district (OOD) placements going forward. Ms. Smith also recommends a 1.0 FTE increase to the Life Skills Program to facilitate the return of 1-2 students to the District as well as provide space for younger students to remain in the District going forward. Finally, Ms. Smith recommends changing the current Board Certified Behavior Analyst (BCBA) from a separate model of service at each of the schools to a 1.0 District wide position. Ms. Smith took questions from committee members.

FY18 Budget Update - The Administration presented the proposed changes to the FY18 Budget including: Technology items originally included in Capital Plan which have been moved to the operating budget - \$27,900; reduction in SPED Contracted Services based on expected usage - (\$6,500); increase in OOD tuition expenses - \$10,633; and reduction in OOD transportation due to ACCEPT Matrix revision - (\$2,999) for a total increase of \$29,034. The draft FY18 Budget totals \$10,337,724 an increase of \$421,762 or 4.25% over FY17. The In-District budget totals \$7,135,646 an increase of \$415,611 or 6.18% over FY17. OOD Tuition & Transportation totals \$3,202,078 an increase of \$6,151 or 0.19% over FY17.

8) FY18 Capital Plan Update - After meeting with the Capital Budget Committee, the Capital Plan request was reduced to \$13,000 for 50 Chromebooks. Other items (in the amount of \$27,900) were moved to the operating budget. Additionally, there will be a meeting about the air conditioning proposal on February 14th. Several consultants and engineers have recommended the same solution of a ductless system composed of multiple condensers (1 condenser for every 2 classrooms) that will allow temperature control for each individual classroom. The cost estimate for this system is \$600-800k and could be installed over the summer.

9) Consent Agenda

- a) Meeting minutes of November 22 and December 19, 2016
- b) Donation Acceptance: Exxon/Mobil - annual donation of \$500
- c) Town Report

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

17-01 VOTE: 5 - 0

9) Communications

- a) Regional School Committee minutes: November 1 and December 6, 2016
- b) Sherborn School Committee minutes: November 15 and December 15, 2016

10) Items for March 13th meeting - FY18 Budget Hearing

11) Adjournment at 9:15 pm.

Respectfully submitted,
Amy Davis