

**APPROVED September 18, 2017**

**Dover School Committee**  
Meeting of June 19, 2017

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

Also Present: Bill McAlduff, Interim Superintendent  
Karen LeDuc, Assistant Superintendent  
Dawn Fattore, Interim Business Manager  
Laura Dayal, Principal  
Deb Reinemann, Assistant Principal

**1) Call to Order**

Mr. Hill called the meeting to order at 5:34 pm in the Chickering Library.

**2) Reorganization**

- Chair - Ms. Matarese nominated Adrian Hill for Chair of the Dover School Committee for the 2017-18 School Year.  
17-07 VOTE: 5 - 0
- Secretary - Mr. Hill nominated Henry Spalding for Secretary of the Dover School Committee for the 2017-18 School Year.  
17-08 VOTE: 5 - 0

**3) Community Comments - none**

- 4) Dover PTO Report** - The PTO gave a financial report on income and expenses for the PTO over the school year. Ms. Gemmelli requested permission to use the cafeteria to host the bi-annual Auction scheduled for March 24, 2018. The theme will be "Mardi Gras". Mr. Spalding made a motion to approve the use of the Chickering School for the PTO Auction and the application of a liquor license from the Town for the event. Ms. Matarese seconded.  
17-09 VOTE: 5 - 0

**5) Reports**

- a) Principal's Report - Ms. Dayal highlighted items from her report including the results of the recent Parent Survey.
- b) Assistant Superintendent Report - Dr. LeDuc spoke about the Educator Evaluation System including Qualified Peer Observers work over the school year. She also gave an update on the METCO Coordinators focus on diversity and inclusion.
- c) Director of Special Education Report - Ms. Smith updated the Committee of the recent round table discussion with SEPAC on the expansion of the Language Based Learning Disabilities and Life Skills programs, the search for a district wide Board Certified Behavior Analyst, and the application of a grant from MetroWest Health Foundation for the Transition program.
- d) Interim Superintendent Report - Mr. McAlduff updated the Committee on the retirements/resignations for Chickering and other personnel changes. He also provided and discussed the updated enrollment report. Since October 1st enrollment has grown by 10 students (compared to 11 last year). Current kindergarten projected enrollment will result in 4 sections next year. There is also a need to add two 1-1 EA's that had not been previously anticipated.

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**6) FY17 Monthly Financial Report** - The Status of Appropriations as of June 15th and the Capital Update report were provided:

- Salaries - The unfavorable salary variance has been reduced to approximately \$50,000 due to further adjustments to the substitute and custodial projections. .
- Expenditures - The projected operating variance is approximately \$60,000 resulting primarily from utilities and transportation savings.
- Out of District (OOD) - Based on placement changes and additional transportation costs, the Administration is now projecting a negative variance of approximately \$50,000.
- Summary - The projected in-district operating variance is approximately \$10,000. This offsets a negative variance in OOD of \$50,000 resulting an overall negative variance of \$40,000 before applying Circuit Breaker funds. The Circuit Breaker reimbursement offset amount is \$1,067,000 (including extraordinary relief received this year) resulting in an estimated turn back to the Town of Dover of \$1,035,500.
- Update on Capital Projects - All approved FY18 capital projects have been scheduled and are expected to be completed by the start of the school year. Onsite Insight will visit Chickering to update the the capital plan during the week of July 17th.

**7) Approval of the 2017-18 School Improvement Plan**

Mr. Jaffe made a motion to approve the 2017-18 School Improvement Plan for Chickering. Mr. Spalding seconded.

17-10 VOTE: 5 - 0

**8) Consent Agenda**

- a) DSEF Grants 2017-18
- b) Meeting minutes of May 15, 2017
- c) Chickering School Family Handbook Changes
- d) Donation from PTO for cafeteria AV project - \$5,000

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

17-11 VOTE: 5 - 0

**9) Communications**

- a) 2017-18 School Year Calendar
- b) Regional School Committee minutes: May 2, 2017
- c) Sherborn School Committee minutes: May 9, 2017

**10)Adjournment at 6:44 pm.**

Respectfully submitted,  
Amy Davis