

## APPROVED OCTOBER 17, 2017

### Dover School Committee Meeting of September 18, 2017

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

Also Present: Dr. Andrew Keough Superintendent  
Beth McCoy, 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 6:30 pm in the Chickering Library.

**2) Community Comments** - Several parents with Kindergarten students were in attendance to express their concern with the ratio of Educational Assistants (EA) to classrooms. The Administration stated they will continue to evaluate the EA deployment for all grades through the first month of school and make adjustments as necessary.

#### 3) Reports

- a) Principal's Report - Ms. Dayal highlighted items from her report.
- b) Assistant Superintendent Report - Ms. McCoy spoke about:
  - Coordinated Program Review - the District has submitted a proposed Corrective Action Plan which will be fully executed prior to the compliance date of June 7, 2018.
  - Professional Development - summer class topics included: inquiry-based learning in science and technology; fostering resilience through the growth mindset; English language learning; and support of students with language-based learning disabilities and how those strategies will benefit all learners. Moving forward, the Professional Development Committee will be convened to review and update the current professional development menu.
  - Mentoring and Induction - 19 new educators were welcomed to the district and have started their mentoring and induction program. The program will continue throughout the year and will offer workshops on student support systems, collaborative coaching, and technology integration.
  - ELA Curriculum Review - Ms. McCoy is working with other district-wide and school-based leaders to finalize a process to review the ELA curriculum by collecting data on the alignment of the current curriculum, instructional strategies, and assessment measures with state expectations and research-based best practices.
  - Educator Evaluation - this month, all educators will work with their peers and evaluators to craft SMART goals targeted at improving student learning and professional practice.
  - MCAS 2017 Results - preliminary results were released in mid-August but are confidential and can only be used at this time to report discrepancies and setting curricular goals. Final results will be made available to districts in late October in conjunction with public release. A full report on results will be made to the School Committee later this fall.
- Superintendent Report - Dr. Keough highlighted the opening of school and thanked all the school's employees who worked so hard to make it successful. He also provided a list of

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new staff members and those veteran employees that were recognized at the back-to-school staff meeting on August 28th for at least 15 years with the district.

### 4) FY17 Budget Closeout -

- Salaries - The unfavorable salary variance was \$51,496 due primarily to the hiring of two classroom teachers approved post-budget and the addition of several EA positions due to student needs which were offset by salary saving from staffing changes post-budget and savings from custodial services and central office positions.
- Expenditures - The positive operating variance is \$72,782 resulting primarily from utilities and transportation savings.
- Out of District (OOD) - Based on placement changes and additional transportation costs, the net negative variance was \$14,336. There was additional unbudgeted transportation costs of \$26,588 resulting in a total negative variance of \$40,924.
- Summary - The in-district operating variance is \$21,286. This offsets an negative variance in OOD of \$40,924 resulting an overall negative variance of \$19,638 before applying Circuit Breaker funds. The Circuit Breaker reimbursement offset amount is \$1,115,241 (including extraordinary relief received this year) resulting in an estimated turn back to the Town of Dover of \$1,095,603.
- Special Revenues/Revolving Fund Activity - a schedule as of June 30th including FY17 activity for all funds and the composition of the Gift Fund balance was provided.

### 5) FY18 Report and Capital Update

The Status of Appropriations as of September 30th will be provided at the October meeting to allow payroll to be encumbered and budget line items adjusted to reflect the new contract terms recently reached with non-educator employees.

FY18 Project Status - Air Conditioning: the new system was up and running on August 24th; Cafeteria floors: vinyl plank floors were installed in mid-August; AV System: the upgraded system was install in late August providing rear projection, a sound system, and projection screen; and Green Community Lighting Project: over 1,300 lighting fixtures were converted to LED as pare of the Town's Green Community initiative (projected annual savings are \$35,000. On-Site Insight was on the premises in July and has provided a draft of the updated 20-year plan. The final report is scheduled to be presented at the October meeting.

### 6) Consent Agenda

- a) Meeting minutes of June 19, 2017
- b) Approval of Warrants

Mr. Jaffe made a motion to approve the Consent Agenda. Ms. Matarese seconded.  
17-11 VOTE: 5 - 0

### 7) Communications

- a) 2017-18 Meeting Calendar
- b) School Committee Assignments - Mr. Jaffe will be the liaison to the Town Committee that will study health insurance options for town employees.
- c) Coordinated Program Review
- d) Regional School Committee minutes: June 6, 2017
- e) Sherborn School Committee minutes: June 13, 2017

### 8) Other Business

### 9) Adjournment at 8:04 pm.

Respectfully submitted,  
Amy Davis