

APPROVED OCTOBER 3, 2017

Dover-Sherborn Regional School Committee

Meeting of September 5, 2017

Members Present: Clare Graham, Chair
Lori Krusell, Vice Chair
Dana White
Michael Lee
Maggie Charron
Anne Hovey

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

1) Call to Order

Ms. Graham called the meeting to order at 6:38 pm in the Middle School Library

2) Community Comments

3) Reports

- DSHS Headmaster's Report - Mr. Smith highlighted recent and upcoming events at the High School.
- DSMS Headmaster's Report - Mr. Kellet highlighted recent and upcoming events at the Middle School.
- 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 district'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) Financial Reports

FY 17 Closeout

- Revenues - Chapter 70 Revenues exceeded expected budgeted amount by \$155,209 based on a higher than budgeted final cherry sheet amount and a favorable change in school choice enrollment. Chapter 71 reimbursement exceeded budget expectations by \$275,876. Overall, revenues were \$403,637 more than budgeted.
- Operating Expenditures - were \$30,525 under budget primarily due to a positive salary variance of \$56,000 and a negative operating expense variance of \$25,700. These results reflect the early payment of the BAN (\$195,000) and the FY17 retiree longevity payments (\$13,600) as well as the accelerated high school laptop rollout (\$16,200).
- E&D Preliminary Calculation - the estimated FY17 E&D calculation is \$265,000 above the maximum of 5% allowed. Once the certified E&D amount is communicated by the Department of Revenue the excess funds will be returned to the towns through reduced FY18 assessments based on the FY17 assessment percentages.
- FY17 Financial Audit - the audit is expected to begin the week of September 18th with the audited financial statements presented to the School Committee at the December meeting.
- Special Revenues/Revolving Funds - details on FY17 activity and current balances of all funds were provided.

FY18 Operating and Capital Update

- Revenues - Based on the finalized FY18 State Budget, Chapter 70 revenue for the district is \$27,359 more than forecasted. This number is subject to change based on potential school choice and charter school enrollment fluctuations.
- Operating Expenditures - detail will be provided at next month's meeting after the payroll is encumbered and budget line items are adjusted to reflect the new contract terms recently reached with non-educator employees.
- Facilities - there was a lot of work completed over the summer in addition to the routine pre-opening work. At the HS, the establishment of two new special education/guidance programs being rolled-out this year required the creation and relocation of five classrooms/programs/offices. Additionally there was significant water damage to the main lobby due to heavy rain that required professional restoration services. An insurance claim has been filed for that cost as well as costs related to several shipments of textbooks and supplies that were in the lobby and damaged during the flooding.
- Grounds - the main pump for irrigation well #1 failed in early August and need to be replace at a cost of approximately \$6,000.
- Capital Projects: FY17 remaining - the Fire Control panel project was completed as of August 24th. All new panels have been tested and signed-off by Dover's Fire Chief. Additional wiring expenses to complete the project were covered from the current year general fund operations. The maintenance building/storage feasibility study is still open and will continue to be discussed by the Building sub-committee.
- Capital Projects: FY18 - all projects have been completed or will be in the coming weeks with the exception of the EMS Upgrade which has been delated until early 2018.
- Capital Projects: FY19 planning - On-Site Insight was on campus in July and has provided a draft of the updated 20-year plan. The final report is scheduled to be presented at the November meeting.

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OPEB Trust Fund - a summary of key discussion points related to the establishment of an OPEB Liability Trust fund was provided. A subcommittee including members of the towns' finance committees will be formed this fall to discuss the issue further.

5) Approval of 2017-18 Athletic Handbook - Mr. Smith highlighted the proposed changes to the handbook. The vote will be taken at next month's meeting.

6) Consent Agenda

a) RSC Meeting Minutes of June 6, 2017

b) Overnight Field Trip Approval - Spain: April 11-22, 2018

c) Middle School Washington DC Trip: May 30 - June 1, 2018

Ms. White made a motion to approve the Consent Agenda. Ms. Krusell seconded.

17-29 VOTE: 5 - 0

7) Communications

a) GASB 45 Actuarial Valuation

b) Coordinated Program Review

c) School Committee 2017-18 Meeting Calendar

d) Subcommittee Assignments

e) Dover School Committee minutes of May 15, 2017

f) Sherborn School Committee minutes of May 9, 2017

8) Items for October 3, 2017 Meeting - Athletic Handbook approval, Health Care consultant follow up

9) Adjournment at 7:51 pm.

Respectfully submitted, Amy Davis