

**APPROVED JANUARY 19, 2021**

**Dover School Committee**  
Meeting of December 17, 2020

Members Present: Brooke Matarese  
Leslie Leon  
Colleen Burt  
Sara Gutierrez Dunn

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

**1) Call to Order**

Ms. Matarese called the virtual meeting to order at 6:30 pm and read the following into the record: Good evening. This Open Meeting of the Dover School Committee is being conducted remotely consistent with Governor Baker's Executive Order of March 12, 2020, due to the current State of Emergency in the Commonwealth due to the outbreak of the "COVID-19 Virus."

In order to mitigate the transmission of COVID-19, we have been advised and directed by the Commonwealth to suspend public gatherings, and as such, the Governor's Order suspends the requirement of the Open Meeting Law to have all meetings in a publicly accessible physical location. Further, all members of public bodies are allowed and encouraged to participate remotely.

For this meeting, the Dover School Committee is convening via Zoom App, as posted. Information on how to join our School Committee mtgs and mtg agendas were posted on the Dover Sherborn District Website and on the town calendars.

Please note that this meeting is being recorded, and that some attendees are participating by video conference. Accordingly, please be aware that others may be able to see you, so please take care not to "screen share" your computer. Anything you broadcast may be captured by the recording.

Community comments are an opportunity for members of the community to be heard. We respectfully request that you please make your comments brief (2-3 minutes) and that you move the discussion forward by adding new information. Please try to avoid repeating points that have already been made.

Community comments are an opportunity for us to listen to members of the community. It is not a forum for answering questions or engaging in a debate. Once the public comment section of the meeting has been concluded, we will move on to other business and unsolicited comments from the community will no longer be permitted. This is standard operating procedure in school committee meetings across our 3 school districts.

**2) Community Comments - none**

**3) Reports**

- Principal's Report - Dr. Reinemann reviewed her report and answered questions.
- Superintendent Report - Dr. Keough announced that Dr. Reinemann has been named as Principal for Chickering School beginning July 1, 2021.
- Warrant Report

**4) FY21 Monthly Financial Report - as of December 11, 2020.**

- Salaries - there are no changes since the last report
- Expenditures - initial projections have been encumbered for building maintenance contracts and most utilities. Regular education transportation costs have been

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encumbered and reflect the savings resulting from the COVID-19 related amendment approved by the Committee last week.

- Out-of-District - There have been eight new placements to date resulting in a negative variance of approximately \$570,000 in tuition and \$75,000 in transportation. These negative variances will be offset by circuit breaker reimbursement which at this point in time is sufficient to cover the negative variance.
- COVID related grants - a full accounting of grant spending will be provided at the January meeting.

- 5) ACED Recommendation FY22** - The ACED recommends that the 6 Curriculum Leader positions be changed to 6 Professional Learning Community Leaders. The ratio will stay the same resulting in an increase of \$7,557.

*Leslie Leon made a motion to approve the ACED Recommendations as presented. Sara Guitierrez Dunn seconded.*

*20-18 VOTE: 4 - 0 via roll call*

- 6) Pre-K Tuition Rates FY22** - a 2% increase was proposed: 3-day rate - \$5,830 and 5-day rate - \$10,310

*Leslie Leon made a motion to approve the increase in Pre-K tuition rates as presented. Colleen Burt seconded.*

*20-19 VOTE: 4 - 0 via roll call*

- 7) Proposed FY22 Operating Budget** - the budget was developed using the following assumptions: 1) regular school operations (in-person, 5-days a week) with level enrollment; 2) compliance with Town budget guidance; 3) alignment with District's Strategic Plan; and 4) acute awareness of potential post-COVID 19 State budget financial constraints. Key budget drivers include:

\*Payroll and related benefits represent approx 86% of the operating budget with key budget drivers being: contractual agreement increase of 2% across all bargaining units in addition to step and land increases for educators ranging from 4-13%; post-budget staffing changes; and any planned retirements for FY22 will be reflection in version 2,

\*Continued trend budgeting for all other operating accounts,

\*In-District student enrollment - projecting 462-465 students and 24 classroom sections with class size range 18-22, and

\*Out-of-District student enrollment - projecting 26 placements in FY22 (vs 31 in FY21)

Overall the operating budget totals \$10,412,108, an increase of \$39,417 or 0.38% with:

\*In-district operating budget increase of \$115,616 or 1.59% (vs \$1,615 or 0.02% in FY21)

\*Out-of-District operating budget increase of \$76,199 or 2.44% (vs \$245,278 increase or 7.2% in FY21).

*Leslie Leon made a motion to approve the FY22 Operating Budget as presented. Colleen Burt seconded.*

*20-20 VOTE: 4 - 0 via roll call*

- 8) FY22 Capital Update** - The revised request for FY22 is \$100,500 and is comprised of: replacement of flooring \$85,000 and upgrading the cold water booster system \$15,500.

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Colleen Burt made a motion to approve the revised version of the FY22 Capital request. Sara Guitierrez Dunn seconded.  
20-21 VOTE: 4 - 0 via roll call

### **9) Consent Agenda**

- Approval of Minutes of October 20, 2020

*Leslie Leon made a motion to approve the Consent Agenda. Colleen Burt seconded.  
20-22 VOTE: 3 - 0 - 1 via roll call (Brooke Matarese abstained)*

### **10) Communications**

- Regional School Committee minutes of November 2, 2020
- Sherborn School Committee minutes of October 13, 2020

**11) Items for January 19, 2021 - FY22 Budget v2, Town Report**

**12) Adjournment at 7:35 pm.**

Respectfully submitted,  
Amy Davis