

## **NOTICE**

### **DOVER-SHERBORN REGIONAL SCHOOL COMMITTEE MEETING SEPTEMBER 13, 2022**

**6:30 PM**

**Dover Sherborn Middle School Library**

### **AGENDA**

1. Call to Order
2. Community Comments
3. Superintendent Update
  - Superintendent Update – Elizabeth McCoy
  - Assistant Superintendent Teaching and Learning – Denny Conklin
  - DSHS Principal's Report –John Smith
  - DSMS Principal's Report- David Lawrence
  - Warrant Report
4. Financial Reports
  - FY22 Closeout
5. Consent Agenda **A.R.** 5 minutes
  - Approval of Minutes June 7, 2022
  - Middle School Field Trip
6. Communication (For Members Information) 2 minutes
  - 2022-2023 School Committee Meeting Schedule
  - Email Communication re: Extended Day Programming
  - Subcommittee Assignments
  - Dover School Committee Minutes May 16, 2022
  - Sherborn School Committee Minutes May 10, 2022
  - New Hires for the District
7. Items for October 11, 2022 Dover Sherborn Regional School Committee Meeting
8. Adjournment

*Note: The listings of matters are those reasonably anticipated by the Chair, which may be discussed at the meeting. Not all items listed may, in fact, be discussed and other items not listed may also be raised for discussion to the extent permitted by law.*



# The Public Schools of Dover & Sherborn

Regional School Committee Meeting  
September 13, 2022

# Superintendent Update





# District Launch

- Leadership Retreat
- Opening Convocation



joy

/jɔɪ/

*noun*

a feeling of great pleasure and happiness.

"tears of joy"

Similar: delight great pleasure joyfulness jubilant triumph exultation ▼

Because, kids.

People want to be seen and heard.



Kids learn by doing.



Diversity is a strength.



When all else fails...



# District Launch



- Celebrating Service

15 Years	20 Years	25 Years
Kurt Amber Jason Criscuolo Maria Fiore Scott Huntoon Kelley Lonergan Katey Lonergan Carol Spezzano	Lori Alighieri Tom Bourque Ellen Chagnon Gretchen Donohue Joanne Draper Judy Gooen Chris Estabrook Lis Melad Audrey Moran	Maria Laskaris Laura McGovern

- New Educators

# District Priorities



- **SETTING A STRATEGIC PATH**

The District will identify common best practices associated with Challenge Success, the Portrait of a Graduate, and culturally responsive pedagogy in order to develop a clear vision for teaching and learning. With feedback from stakeholder groups, the District will then outline a measured path forward in support of this vision by way of an updated strategic plan.

- **EQUITY AUDIT**

The District will review findings from the equity audit and incorporate goals and action steps into the next iteration of its strategic plan in order "to foster a school community free from bias and discrimination, and ensure a sense of belonging and equitable outcome for all Dover Sherborn students," (DS AIDE). Additionally, educators will engage in a K-12 curriculum review to determine the extent to which its instructional materials and assessment tools are culturally responsive, making adjustments as necessary.

- **SUPPORTING ALL STUDENTS**

The District will continue to refine its multi-tiered system of support (MTSS) to ensure that all students have access to differentiated instruction, targeted interventions and evidence-based resources in support of their academic, social and emotional development



- COVID Guidelines
  - Mask Optional
  - Take-Home Testing Kits
  - High Quality Ventilation
- Extended Day Program
  - Hiring Efforts
  - Program Capacity




# Assistant Superintendent Update

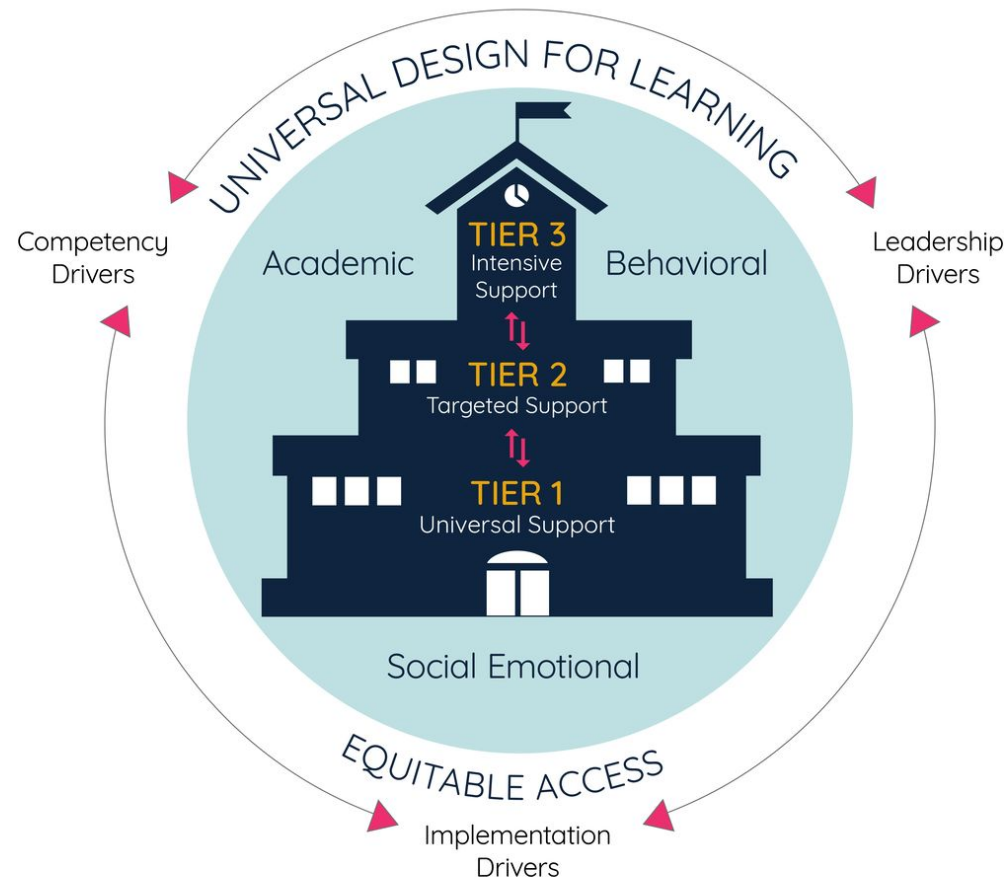


# Teaching & Learning Updates

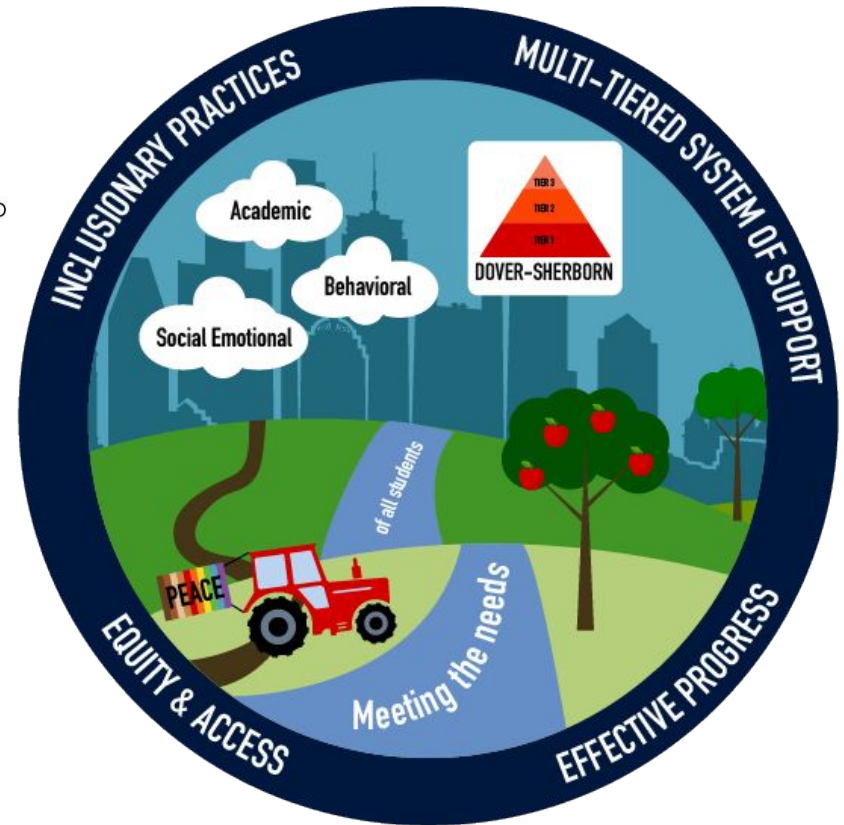


- August 23 - Instructional Launch
- August 24 - Multi-Tiered System of Supports (MTSS) w/Jeff Horwitz
- August 25 - New Staff Orientation
- Recent classroom visits & entry plan meetings
- Teaching & Learning Twitter: @DSteachlearn 

# Quick MTSS Refresher



MULTI-TIERED  
SYSTEM OF SUPPORT



Dover Sherborn High School  
9 Junction Street  
Dover, MA 02030  
Phone: 508-785-1730 Fax: 508-785-8141

John Smith  
Principal



Ellen Chagnon  
Director of Guidance

Ann Dever-Keegan  
Assistant Principal

Emily Sullivan  
Athletic Director

TO: Elizabeth McCoy, Superintendent  
FROM: John G. Smith, Principal, DSHS  
RE: Principal's Monthly Report  
DATE: September 13, 2022

### **Principal's Reflections:**

On Wednesday August 31<sup>st</sup>, the High School welcomed 181 new ninth graders and 15 transfer students to our school. We have had an excellent start with classes as well as a full slate of drama, athletics and extracurricular clubs. Ms. Andrews, our Activities Director is organizing another club fair via Screencastify for all ninth graders as well as new students. We are pleased to announce we have four new members of our teaching faculty. In Mathematics, we have hired Delaney Secrest and Lily Martini. In Computer Science, we have hired Noah Shulze and in Science we have hired Sherri Ablaza as a long term substitute to teach Chemistry. In addition Mimi Feerick is our new 6-12 Special Education Coordinator.

### **HS Events:**

Thursday September 8<sup>th</sup>- Senior parent/guardian and student evening- 6 PM Mudge Auditorium  
Friday September 9<sup>th</sup>- Flex Block Student Rally- Nora Searle Field  
Wednesday September 21<sup>st</sup>- Early Release Day – Teacher PD  
Monday September 26- No School Rosh Hashanah  
Thursday September 29<sup>th</sup>- HS Open House 6:30 -8:30 PM

### **Curriculum:**

The focus of our curriculum review this year will be in conjunction with the findings and recommendations from NYU's Equity Audit which was conducted last school year. Departments will continue to work with the building leaders as well as the Assistant Superintendent in examining our curriculum through the lens of equity, diversity and access.

We are rolling out a new course in Forensics this school year. We have three sections with a total of twenty four students in each section.

### **Guidance:**

The Public Schools of Dover and Sherborn do not discriminate on the basis of age, race, color, sex/gender, gender identity, religion, national origin, sexual orientation, disability, or homelessness.

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## September 2022 Guidance Updates

### New Students to DS

The high school welcomed 15 new/transfer students and the middle school welcomed 18. We offered orientation programs at each school to help the new families acclimate to DS. At both orientations, student leaders and previous new students gave "beginning a new school" advice to new families and helped students locate their classes before the first day of school. Guidance Advisory parent members were also in attendance and met with and toured new parents/guardians.

### Senior Seminars

Senior Seminars are moving back to the model where the seminar is scheduled into the senior's schedule during a DR. We had a better attendance rate with the DR model but it was good that we utilized the Flex Block model last year as it allowed more flexibility for students as they transitioned back from hybrid learning. All seniors will also be scheduled for an individual appointment with their counselor and they are welcome to schedule as many appointments as they need and to visit guidance at any time for questions or assistance.

### Senior Parent/Guardian and Student Evening - Sept 8th 6pm in Mudge Auditorium

The guidance department will host a presentation to discuss senior year and the college application process. Details were emailed home to seniors and their families.

### Freshmen Meet and Greet-

Counselors and members of the HS Admin Team will be meeting with freshmen in the coming weeks to introduce themselves to their grade 9 students and check-in on their transition to DSHS.

### PSATs

PSATs will be offered to our junior and sophomore students on Saturday, October 15 th . Counselors will visit Flex Blocks to talk to students about PSATs and the sign up process.

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### **Music and Drama Update:**

The DS music department is happy to welcome back Janice Barry from maternity leave as our fearless Band Director. The flex scheduling change continues to make an impact with accessibility for Band and Chorus. The Regional Concert Band has over 60 members this year, and the Regional Chorus has grown to over 70 members. These students also continue to enjoy taking other electives in the DS curriculum as well. We are excited for a year of music performances, with the first being the DS Jazz Brunch on October 23rd. This performance will feature the Regional Chorus, our Noteworthy and DS Al Coda singing group, and the DSHS Jazz Band.

The DS Summer Drama successfully put on a murder mystery dinner theater production - Murder in the Air. In addition, the summer drama program held an alumni production of 12 Angry Jurors featuring past DS Theater graduates. This performance celebrated the 15th anniversary of the DS Summer Drama program which is open to middle and high school DS students.

This fall, the DS drama program will be putting on a production of Radium Girls which tells of the story of female factory workers fighting for health rights at the turn of the 20th century. Performances will be November 3rd, 4th, and 5th and more info can be found on the DS drama website. Lastly, the performing art program is running Acting Workshop I this fall and spring as a new elective class, finally making drama accessible for study during the school day for interested students. DS Drama information can be found on the website at [Doversherborn.org/DSdrama](http://Doversherborn.org/DSdrama).

### **Athletics:**

#### **RSC Athletics Update - 9/8/22**

Fall sports are off to a great start with 285 student athletes participating in fall athletics across seven different sport offerings. You can see the number breakdown by sport below:

Girls Cross Country 29  
Boys Cross Country 36  
Girls Soccer 50  
Boys Soccer 64  
Field Hockey 37  
Golf 28

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## Football 41

For the first time in over 10 years we have a third level of girls soccer! This fall we have the following levels:

Girls XC: Varsity

Boys XC: Varsity

Girls Soccer: Varsity, JV1, and JV2

Boys Soccer: Varsity, JV1, and JV2

Field Hockey: Varsity, JV

Golf: Varsity, JV

Football: Varsity, JV

This fall is also the first time we have varsity assistant coach stipends budgeted through the athletic budget. This has allowed teams to decrease fundraising, and focus more on things that positively impact the community and less on having to ask families for money. The sports fee was raised from \$300 to \$335 per sport, but the family cap has been decreased from five sports to four and from \$1,500 to \$1,340 per family.

The golf team started off the fall season strong beating Millis where they shot a 206, which is believed to be one of the lowest scores ever shot by DS at Sassamon Trace Golf Course. The boys soccer team started off with a 2-0 win vs. Millis. Girls soccer starts off at Dedham, field hockey home vs. Dedham, Football home vs. Ashland, and boys and girls cross country home vs. Millis.

# The Public Schools of Dover and Sherborn

157 Farm Street  
Dover, MA 02030  
Phone: 508-785-0036 Fax: 508-785-2239  
[www.doversherborn.org](http://www.doversherborn.org)



Elizabeth M. McCoy, Superintendent  
Denton Conklin, Assistant Superintendent

Dawn Fattore, Business Administrator  
Kate McCarthy, Director of Student Services

TO: Regional School Committee  
FROM: Dawn Fattore, Business Administrator  
DATE: September 9, 2022  
RE: FY22 and FY23 Approved Warrants

The following Accounts Payable Warrants were approved by one of the Committee's designated signers:

<b>Voucher #</b>	<b>Date</b>	<b>Amount</b>
1220	6/20/2022	\$62,789.12
1221	6/21/2022	\$142,568.76
1230	6/26/2022	\$155,903.30
1231	6/26/2022	\$364,468.28
1232	6/29/2022	\$557,524.82
1233	6/30/2022	\$198,689.00
1234	6/30/2022	\$65,691.44

<b>Voucher #</b>	<b>Date</b>	<b>Amount</b>
1016	7/20/2022	\$1,135,783.96
1024	8/2/2022	\$65,214.30
1025	8/2/2022	\$56,855.82
1026	8/12/2022	\$117,924.39
1036	8/18/2022	\$126,801.35
1035	8/17/2022	\$486,427.80
1044	9/2/22	\$117,516.53
1045	9/8/22	\$2,020.04



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Elizabeth M. McCoy, Superintendent  
Denton Conklin, Assistant Superintendent

Dawn Fattore, Business Administrator  
Kate McCarthy, Director of Student Services

TO: Regional School Committee  
FROM: Dawn Fattore, Business Administrator  
RE: FY22 Financial Results and Year-End Requirements  
DATE: September 9, 2022

The following reports as of June 30, 2022 are attached for your review:

- a. General Fund Revenues
- b. Status of Appropriations
- c. Roll-forward of Excess and Deficiency

## General Revenues

Total Revenues exceeded budgeted revenues by **\$194,193 (.74%)** (net of E&D turnback to the Towns) comprised of the following variances:

- Majority of positive variance (\$188,050) relates to Chapter 71 - actual transportation reimbursement 90%, Cherry Sheet estimate equated to approx. 65%
- Small positive variance in Chapter 70 (\$40,921) due to changes in School Choice/Charter School enrollments
- Continued to see negative variances in Activity Fees (\$32,806) due to COVID- related factors
- Interest rates continued to be low for FY22 resulting in a negative variance in Bank Interest (\$15,258) - this was offset by non-cash activity (\$17,102) which reflects unused encumbrances from FY21

## Status of Appropriations

The operating budget ended the year with a surplus of **\$247,290 (.94%)**. The key variances were:

- Salaries of \$111,081 (.63%) representing :
  - Negative variance in substitute costs was offset by savings in Teachers and Guidance salaries due to various extended leaves
  - Savings in Business and Finance, SPED Admin, Educational Assistants and Custodians from partial unfilled vacancies throughout the year
  - Negative variance in School Leadership – Building due to Middle School leadership transitions
  - Negative variance in Medical/Health Services due to the addition of needed nursing coverage across all four schools (this position was added to the FY23 Budgets)
- Expenditures of \$136,209 (1.54%) representing:
  - Negative variances in School Committee, Superintendent and Legal Services due to special projects and the additional costs to the District for the COVID 19 Mask Mandate legal case which involved all three School Districts (Costs were shared with other Districts also represented by our legal counsel)
  - Negative variance in Districtwide Info Management represents continued investment in WIFI infrastructure, consulting work for ASPEN changes and start-up costs for website upgrade

- Negative variance in Transportation due to increase in fuel costs and full use of the late bus runs
- Negative variance in Athletics reflects “catch-up” on needs of the various programs after two years of hybrid operations
- Positive variances in other operating accounts resulting from continued impacts of operations from the last several years, i.e. shifts in practices, classroom supply usage, etc. This is further reflected in the negative variance in Classroom Instructional Technology as more on-line curriculum and classroom management systems are being adopted.

### Summary of Results

Net result of operations was a surplus of **\$441,483**. The Committee approved several uses of Excess & Deficiency funds for FY23 including \$465,000 for capital projects and \$110,000 for the FY23 operating budget leaving a proposed certified E&D fund balance of \$1,351,191 (4.39% of the FY23 operating budget). We have submitted our E&D and related financial schedules to the Department of Revenue and will inform the Committee and Towns when we receive the certification letter.

### End-of Year DESE Report

The Business Office is in the process of completing the FY22 EOYR report which is used by the Department of Education to determine the Region’s compliance with net school spending as well as determining the current year’s Chapter 71 Regional Transportation Reimbursement. The reporting deadline is September 30, 2022.

### Annual Audit

R.E.Brown is scheduled to begin the annual audit the week of September 19th. We anticipate presenting the audited financial statements at the Committee’s January meeting.

We will be happy to answer any questions at Tuesday’s meeting.

**Dover-Sherborn Regional School District**  
**General Fund Revenues**  
as of June 30, 2022

	<u>FY22</u> <u>BUDGET</u>	<u>YTD</u> <u>RECEIVED</u>	<u>OPERATING</u> <u>VARIANCE</u>	<u>% OF</u> <u>BUDGET</u>
DOVER ASSESSMENTS	\$12,693,092	\$12,336,013	(\$357,079)	-2.81% *
SHERBORN ASSESSMENTS	10,205,111	9,919,499	(\$285,612)	-2.80% *
CHAPTER 70, net	2,404,773	2,445,694	\$40,921	1.70%
CHAPTER 71 (Transportation)	499,965	688,015	\$188,050	37.61%
H/S ATHLETIC FEES	255,000	243,751	(\$11,250)	-4.41%
H/S PARKING FEES	52,500	45,134	(\$7,366)	-14.03%
H/S ACTIVITY FEE	22,500	10,650	(\$11,850)	-52.67%
M/S ACTIVITY FEE	11,250	8,910	(\$2,340)	-20.80%
MISC REVENUE	5,000	1,184	(\$3,816)	-76.33%
BANK INTEREST	20,000	4,742	(\$15,258)	-76.29%
NON-CASH ACTIVITY	0	17,102	\$17,102	na
E&D UTILIZATION	210,000	210,000	\$0	0.00%
<b>TOTAL REVENUES</b>	<b>\$26,379,191</b>	<b>\$25,930,693</b>	<b>(\$448,498)</b>	<b>-1.70%</b>
			\$194,193	net of E&D turnback

\*Reflects excess FY21 E&D returned to Towns

**Dover-Sherborn Regional School District**  
**Status of Appropriations as of June 30, 2022**

	OPERATING			
	FY22	EXPENDED	VARIANCE/	% OF
<u>SALARIES</u>	<u>BUDGET</u>	<u>THRU 6/30</u>	<u>BUD. REMAINING</u>	<u>BUDGET</u>
SCHOOL COMMITTEE	22,090	23,091	(1,001)	-4.53%
SUPERINTENDENT	212,121	217,363	(5,242)	-2.47%
BUSINESS AND FINANCE	210,647	177,796	32,851	15.60%
DISTRICTWIDE INFORMATION MGMT	229,811	228,574	1,237	0.54%
SPED/GUIDANCE ADMINISTRATION	543,521	519,688	23,833	4.38%
SCHOOL LEADERSHIP - BUILDING	737,169	762,149	(24,980)	-3.39%
ACADEMIC LEADERS	147,414	142,285	5,129	3.48%
TEACHERS, CLASSROOM	9,985,367	9,876,126	109,241	1.09%
TEACHERS, SPED	1,701,898	1,662,670	39,228	2.30%
SUBSTITUTES	110,000	242,793	(132,793)	-120.72%
EDUCATIONAL ASSISTANTS, SPED	525,051	481,331	43,720	8.33%
LIBRARIANS	235,326	235,326	0	0.00%
BUILDING BASED PD	38,250	52,464	(14,214)	-37.16%
GUIDANCE	1,031,931	1,009,793	22,138	2.15%
PSYCHOLOGICAL SERVICES	217,013	217,013	0	0.00%
MEDICAL / HEALTH SERVICES	167,306	197,714	(30,408)	-18.18%
ATHLETICS	433,825	423,174	10,652	2.46%
OTHER STUDENT ACTIVITIES	184,559	182,115	2,444	1.32%
CUSTODIAL & GROUNDS SERVICES	789,449	760,201	29,248	3.70%
<b>TOTAL SALARIES</b>	<b>\$ 17,522,749</b>	<b>\$ 17,411,667</b>	<b>\$111,081</b>	<b>0.63%</b>
 <u>EXPENDITURES</u>				
SCHOOL COMMITTEE	40,500	57,962	(17,462)	-43.12%
SUPERINTENDENT	55,000	63,786	(8,786)	-15.97%
LEGAL SERVICES	38,000	46,126	(8,126)	-21.39%
DISTRICTWIDE INFO MGMT	86,225	105,727	(19,502)	-22.62%
SCHOOL LEADERSHIP - BUILDING	84,000	68,296	15,704	18.69%
CLASSROOM SUPPLIES	28,185	19,590	8,595	30.50%
SPED SERVICES/SUPPLIES	123,500	93,309	30,191	24.45%
LIBRARIES & MEDIA CENTER	4,775	3,668	1,107	23.18%
COURSE REIMBURSEMENT/PD	92,900	65,941	26,959	29.02%
TEXTBOOKS	54,235	35,652	18,583	34.26%
LIBRARY INSTRUCTIONAL MATERIAL	29,800	28,750	1,050	3.52%
INSTRUCTIONAL EQUIPMENT	81,700	64,133	17,567	21.50%
GENERAL SUPPLIES	157,575	124,928	32,647	20.72%
OTHER INSTRUCTIONAL SERVICES	19,500	16,632	2,868	14.71%
CLASSROOM INSTRUCTIONAL TECH.	136,574	167,899	(31,325)	-22.94%
GUIDANCE	41,100	31,099	10,001	24.33%
MEDICAL / HEALTH SERVICES	8,800	5,536	3,264	37.09%
TRANSPORTATION SERVICES	984,350	1,016,980	(32,630)	-3.31%
ATHLETICS	224,500	247,549	(23,049)	-10.27%
CUSTODIAL SERVICES	58,000	38,486	19,514	33.65%
MAINTENANCE OF BUILDINGS	585,250	550,981	34,269	5.86%
MAINTENANCE OF GROUNDS	60,000	62,788	(2,788)	-4.65%
UTILITIES	566,100	527,950	38,150	6.74%
ER RETIREMENT CONTRIBUTION	751,893	730,223	21,670	2.88%
ER INSURANCE ACTIVE EMPLOYEES	2,817,950	2,784,949	33,001	1.17%
ER INSURANCE RETIRED EMPLOYEES	770,000	798,873	(28,873)	-3.75%
OTHER NON EMPLOYEE INSURANCE	79,530	85,917	(6,387)	-8.03%
LONG TERM DEBT RETIREMENT	815,000	815,000	0	0.00%
LONG TERM DEBT SERVICE	61,500	61,500	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>\$8,856,442</b>	<b>\$8,720,233</b>	<b>\$136,209</b>	<b>1.54%</b>
 <b>TOTAL OPERATING</b>	 <b>\$26,379,190</b>	 <b>\$26,131,900</b>	 <b>\$247,290</b>	 <b>0.94%</b>

**Dover-Sherborn Regional School District**  
**Roll-forward of Excess and Deficiency**  
**as of June 30, 2022**

Certified E&D as of June 30, 2021		\$1,318,960	
Results of operations:			
Revenue Surplus	194,193		
Operating Surplus	247,290		
	<u>total surplus</u>	\$441,483	
Uses of E&D:			
Approved for FY23 Capital	(465,000)		
Approved for FY23 Operating Budget	(110,000)		
	<u>total uses</u>	(\$575,000)	
Uncertified E&D as of June 30, 2022		<u>\$1,185,443</u>	4.39%
Allowed E&D as of June 30, 2022		\$1,351,191	5.00%
Amount under Allowed E&D as of June 30, 2022		<u>(\$165,748)</u>	

## DRAFT

### Dover-Sherborn Regional School Committee Meeting of June 7, 2022

Members Present: Kate Potter  
Maggie Charron  
Lynn Collins  
Judi Miller  
Angie Johnson  
Mark Healey

#### 1) Call to Order

Kathleen Smith called the meeting to order at 6:35 pm in the Middle School Library.

#### 2) Welcome Mark Healey to Committee

#### 3) Reorganization

Kathleen Smith asked for nominations for Chair.

*Kate Potter nominated Maggie Charron as Chair of the Regional School Committee. Angie Johnson seconded.*

*22-10 VOTE: 6 - 0*

Maggie Charron asked for nominations for Vice Chair and Secretary.

*Angie Johnson nominated Judi Miller as Vice Chair of the Regional School Committee. Kate Potter seconded.*

*22-11 VOTE: 6 - 0*

*Kate Potter nominated Lynn Collins as Secretary of the Regional School Committee. Angie Johnson seconded.*

*22-12 VOTE: 6 - 0*

#### 4) Community Comments - none

5) **Audited FY21 Financials** - Robert Brown, Principal of RE Brown and Company, presented an overview of the FY21 Audit and answered questions from committee members.

#### 6) Reports

- Superintendant Report - Kathleen Smith presented an update from her office.
- DSHS Principal and Student Report - John Smith highlighted recent and upcoming events at the high school.
- DSMS Principal Report - Frank Tiano highlighted recent and upcoming events at the middle school including the 8th grade festivities/field trips planned for next month.
- Warrant Report

#### 7) Financial Reports: FY22 Monthly Report as of June 2, 2022

- Overall Results of Operations - at the time there is a projected positive result from operations of \$370,000 (1.4% of budget).
- E&D Roll forward - at this time, E&D is projected to be within the allowed threshold (5% of FY23 Operating Budget) and do not foresee any funds being returned to the Towns.
- ESSER Grants - the District has received three ESSER funds to utilize in response to the COVID-19 pandemic. The ESSER I grant of \$37,127 has been allocated to cover costs associated with social emotional learning assessment tools, summer services provided to



## DRAFT

students as needed due to the hybrid school year and other COVID-19 related expenditures. The ESSER II grant of \$149,608 has been allocated for additional SEL contracted services and additional staffing positions as needed to assist with academic interventions.

- FY23 Capital Projects - a revised 5-year capital plan including cost estimates was provided: roof restoration (\$1,575,000 funded through IMA between towns); boiler replacement at HS (\$350,000); replace classroom floors in HS (\$85,000); and security system upgrade for Lindquist (\$30,000).

*Judi Miller made a motion to transfer \$465,000 of June 30, 2021 certified Excess & Deficiency funds to the Region's Capital fund to cover costs for approved FY23 capital projects as presented. Lynn Collins seconded.*

22-13 VOTE: 6 - 0

### **8) Approval of 2022-23 Student Handbooks -**

*Kate Potter made a motion to approve the 2022-23 Student Handbooks as presented. Lynn Collins seconded.*

22-14 VOTE: 6 - 0

### **9) Approval of School Improvement Plans -**

*Angie Johnson made a motion to approve the School Improvement Plans as presented. Judi Miller seconded.*

22-15 VOTE: 6 - 0

### **10) Consent Agenda**

- Approval of Minutes: May 10, 2022
- Appointment of DS Regional Treasurer
- Donations - \$2,500 for Owen Bingham Scholarship Fund from Jennifer Bingham; \$2,000 for DS Aide Author visit from Alan Thayer Mudge Memorial Fund; \$1,600 for softball assistant coach; \$3,000 for girls lacrosse assistant coach; \$5,700 for baseball assistant coaches; \$3,000 for boys lacrosse assistant coach.

*Lynn Collins made a motion to approve the Consent Agenda. Kate Potter seconded.*

22-16 VOTE: 6 - 0

### **11) Communication**

- Subcommittee Assignments
- Class of 2022 Matriculation Report
- Dover School Committee minutes of March 10, 2022
- Sherborn School Committee minutes of March 15, 2022

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

Respectfully submitted, Amy Davis

## The Public Schools of Dover and Sherborn

157 Farm Street  
Dover, MA 02030  
Phone: 508-785-0036 Fax: 508-785-2239  
[www.doversherborn.org](http://www.doversherborn.org)



Elizabeth M. McCoy, Superintendent  
Denton Conklin, Assistant Superintendent

Dawn Fattore, Business Administrator  
Kate McCarthy, Director of Student Services

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To: Elizabeth McCoy

From: David Lawrence

RE: Field Trip Request - Washington, DC

Date: September 9, 2022

The eighth grade Team Leaders and I are requesting permission from yourself and the Regional School Committee to proceed with the planning of our Washington, D.C. Trip. Key information is included below and I am happy to answer questions at the upcoming school committee meeting.

### Overview:

Dover-Sherborn Middle School's 8th grade students and staff have participated in an annual trip to Washington D.C. for over 10 years. This has become an integral part of the 8th grade experience both socially and academically.

### Tour Company:

WorldStrides, based in Charlottesville, Virginia, with an office in Washington, D.C. coordinates all reservations including flights, hotel accommodations, restaurant reservations, motorcoaches, and trip itinerary based on our input and requests.

### Trip Dates and Costs:

**Dates:** June 7-9, 2023 (Wednesday - Friday)

**Costs:** \$1339.00 All inclusive/ \$99.00 Deposit (Non-refundable)

Fall registration discount of \$100 if participant registers within 48 hours after the parent meeting.

Money for scholarships is available; no student will be denied participation due to financial need.

*The Dover Sherborn Schools share in the mission to inspire, challenge and support all students as they discover and pursue their full potential.*



# 2022-23 SCHOOL COMMITTEES MEETING SCHEDULE

Dates are subject to change

REGIONAL SCHOOL COMMITTEE MEETINGS	SHERBORN SCHOOL COMMITTEE MEETINGS	DOVER SCHOOL COMMITTEE MEETINGS	JOINT SCHOOL COMMITTEE & UNION #50 MEETINGS
Tuesday, September 13, 2022	Tuesday, September 20, 2022 (new time 6:00pm)	Tuesday, September 27, 2022	Tuesday, September 6, 2022 (new JSC retreat 6:30pm)
Tuesday, October 11, 2022	Tuesday, October 18, 2022-5:30 start***	Tuesday, October 25, 2021	Tuesday, September 13, 2022 (Executive Session new 7:30pm)
			Tuesday, September 20, 2022 (new 7:00pm )
Tuesday, November 8, 2022 (6:00 new time)	Tuesday, November 15, 2022*	Tuesday, November 22, 2022*	
Tuesday, December 6, 2022*- starts 5:30 pm			Tuesday, October 18, 2022 -7:00 pm
			Tuesday, November 8, 2022 (new 7:00 pm)
Tuesday, January 10, 2023		Tuesday, January 17, 2023--5:30 pm start ***	Tuesday, January 17, 2023 -7:00 pm
Tuesday, February 7, 2023	Tuesday, February 14, 2023		
Wednesday, February 15, 2023***			
Tuesday, March 7, 2023**	Tuesday, March 14, 2023**	Thursday, March 9, 2023**	
			Tuesday, April 4, 2023 - 6:30 pm
			Tuesday, April 25, 2023 - 6:30 pm
Tuesday, May 2, 2023	Tuesday, May 9, 2023	Monday, May 15, 2023	
Tuesday, June 6, 2022- 6:30 pm start	Tuesday, June 6, 2023 5:30 pm start***	Tuesday, June 13, 2023--5:30 pm start***	Tuesday, June 13, 2023 -6:30 pm start***
<i>Regional School Committee meetings begin at 6:30 p.m. in the library at DS Middle School, unless otherwise noted.</i>	<i>Sherborn School Committee meetings begin at 6:30 p.m. in Room 204B at the Sherborn Town Hall, unless otherwise noted.</i>	<i>Dover School Committee meetings begin at 6:30 p.m. in the library at Chickering School, unless otherwise noted.</i>	
* Meeting to include first pass of the FY24 Budget	* Meeting to include first pass of the FY24 Budget	* Meeting to include first pass of the FY24 Budget	
** Meeting to include final action on FY24 Budget	** Meeting to include final action on FY24 Budget	**Meeting to include final action on FY24 Budget	
*** Budget Meeting with Dover Warrant and Sherborn Advisory Committees	***Meeting held at DSMS Library	*** Meeting held at DSMS Library	



McCoy, Elizabeth <mccoye@doversherborn.org>

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## Re: After-School Programming in DS

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Dear [REDACTED]

Thank you for your ongoing communication and advocacy for the students and families on the waitlist for after-school care.

I have been working closely with Lisa Sawin, Director of Community Education and Dawn Fattore, Business Administrator who continue to work overtime to recruit and hire teaching applicants and pull students off of the waitlist as soon as possible. This will continue until we meet program capacity as set forth by DESE child care guidelines and state and local fire codes. The safety of our students and staff is a top priority and will likely reach a maximum number of participants before we exhaust the wait list. Unfortunately it has historically been the case that we cannot fully accommodate demand and look to community members and parents for ideas and other options of which they might be aware. Please note that the number of waitlisted families is lower than that which you referenced and will continue to decrease in the weeks ahead.

As someone who relied on before and after-school care for the first 12 years of my children's lives, I understand the anxiety that comes with ensuring students have a safe place to go when school is not in session. It is compounded in our community by a lack of other alternatives as we do not have a YMCA or local agencies to offer programs in tandem.

We have posted for candidates on many of the local college job sites and will continue to refresh the ad there and on Schoolspring. My email to all K-12 faculty and families produced some hires and we can certainly continue to advertise through school newsletters. As we are seeing with vacancies in teacher, educational assistant, custodial and after-school care positions, school districts and organizations are scrambling for the same small pool of candidates and continue to steal from each other in this economically difficult post-covid period.

While we have recruited DS high school students and those from other towns to help, they do not increase our program capacity as they serve only as extra hands. According to DESE guidelines, assistant teachers must hold a high school diploma and those who serve as lead teachers a minimum of an associate's degree.

As with all things we do in Dover-Sherborn, we prioritize safety and equity for each of our students. We will continue to do our best to service the needs of our students and families who require after-school care and Lisa will be in touch with caregivers as there are shifts on the list. Dawn, Lisa and I are meeting on Tuesday to continue to think creatively and problem solve on this topic. We are certainly open to the suggestions of you and the community members copied on this email as we all strive for the same goal.

Please let me know if you have additional questions or concerns. My office number is 508.785.0036.

Thank you, again, for advocating for the needs of all DS students and families.  
Beth McCoy

--

Elizabeth M. McCoy  
Superintendent  
Dover-Sherborn Public Schools

(she/her)

Role	22-23
<b>Chairperson</b>	Charron
<b>Vice Chairperson</b>	Miller
<b>Secretary</b>	Collins
<b>Finance</b>	
Warrants	Healey
Payroll	Collins
Budget	All
<b>Committees</b>	
Superintendent's Evaluation	Charron
	Miller
Dover-Sherborn Union #50 Superintendency	All
Personnel	Healey
Negotiations	Collins, Potter
Search Committees	none needed at this time
Policy	Miller/Collins
Technology	Healey
Buildings & Facilities (2)	Charron
	Collins
Educator Evaluation Subcommittee	Healey
Wellness	Potter
Employee Health Benefits (2)	Charron/Miller
Communication	Potter
Academic Excellence	Healey
Superintendent Search (1 Dover, 1 Sherborn)	none needed at this time
<b>Liaisons</b>	
HS PTO	Potter
MS POSITIVE	Johnson
School Council	Charron
	Healey
T.E.C. Representative	Charron
Boosters ( <i>Region only</i> )	Collins

Challenge Success	Miller
Athletic Advisory ( <i>Region only</i> )	Potter
FOPA	Miller
SEPAC	Charron
Metco Liaison	Potter
<b>Task Forces</b>	
DS AIDE	Miller/Potter
Environmental Sustainability	Healey

Sherborn SCHOOL COMMITTEE	
	<b>2022-23</b>
<b>Chair</b>	Amanda Brown
<b>Secretary</b>	Dennis Quandt
<b>Finance</b>	
<b>Warrants</b>	Amanda Brown
<b>Budget</b>	All
<b>Subcommittees</b>	
<b>Superintendent's Evaluation</b>	Amanda Brown
<b>Union #50</b> <i>Three voting members (from each of the Dover and Sherborn School Committees) responsible for employment of the superintendent</i>	Amanda Brown
	Dennis Quandt
	Gita Rousseau
<b>Personnel</b>	Amanda Brown
<b>Negotiations</b>	Dennis Quandt
<b>Search Committees</b>	
<b>Policy</b> <i>Revises and proposes policies as needed for joint review by the school committees; conducts periodic policy manual reviews; identifies required policy review cycles</i>	
	Gita Rousseau
<b>Buildings &amp; Facilities</b>	Dennis Quandt
<b>Liaisons</b>	
<i>Serves as the key point of contact with each organization; attends meetings as requested</i>	
<b>DS AIDE</b>	Sangita Rousseau
<b>Pine Hill CSA/Chickering PTO/MS POSITIVE/HS PTO</b>	Christine Walsh, Dennis Quandt
<b>School Advisory Council</b>	Dennis Quandt / Gita
<b>Challenge Success</b>	Amanda Brown
<b>SEPAC</b>	Christine Walsh
<b>METCO</b>	Kristin Aberle
<b>Wellness</b>	Kristin Aberle
<b>Task Forces</b>	

Communication	Christine Walsh
Sustainability	Kristin Aberle

Sherborn SCHOOL COMMITTEE	
	<b>2022-23</b>
<b>Chair</b>	Amanda Brown
<b>Secretary</b>	Dennis Quandt
<b>Finance</b>	
<b>Warrants</b>	Amanda Brown
<b>Budget</b>	All
<b>Subcommittees</b>	
<b>Superintendent's Evaluation</b>	Amanda Brown
<b>Union #50</b> <i>Three voting members (from each of the Dover and Sherborn School Committees) responsible for employment of the superintendent</i>	Amanda Brown
	Dennis Quandt
	Gita Rousseau
<b>Personnel</b>	Amanda Brown
<b>Negotiations</b>	Dennis Quandt
<b>Search Committees</b>	
<b>Policy</b> <i>Revises and proposes policies as needed for joint review by the school committees; conducts periodic policy manual reviews; identifies required policy review cycles</i>	
	Gita Rousseau
<b>Buildings &amp; Facilities</b>	Dennis Quandt
<b>Liaisons</b>	
<i>Serves as the key point of contact with each organization; attends meetings as requested</i>	
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<b>School Advisory Council</b>	Dennis Quandt / Gita
<b>Challenge Success</b>	Amanda Brown
<b>SEPAC</b>	Christine Walsh
<b>METCO</b>	Kristin Aberle
<b>Wellness</b>	Kristin Aberle
<b>Task Forces</b>	



Communication	Christine Walsh
Sustainability	Kristin Aberle

**APPROVED JUNE 7, 2022**

**Dover School Committee**  
Meeting of May 16, 2022

Members Present: Sara Gutierrez-Dunn

Colleen Burt

Mark Healey

Jeff Cassidy

Liz Grossman

Also Present: Kathleen Smith, Interim Superintendent

Dawn Fattore, Business Manager

Deb Reinemann, Principal

**1) Call to Order**

Sara Gutierrez-Dunn called the meeting to order in the Chickering Library at 6:37 pm.

**2) Community Comments - none**

**3) Reports**

- Superintendent Update - Kathleen Smith presented an update from her office.
- Principal's Report - Dr. Reinemann reviewed her report and answered questions.
- Warrant Report

**4) FY22 Financial Report as of May 9th**

- Salaries - costs associated with the piloted Math and SEL Specialist of approximately \$85,000 has been allocated to ESSER and SPED grants reducing the overall negative operating variance. .
- Expenditures - there is nothing new to report since the last meeting.
- Out-of-District - there has been additional placement activity resulting in an increased negative variance. A recap of FY22 placements will be reviewed next month.

**5) Proposed Changes to 2022-23 Student Handbook: first read** - the changes to the handbook were reviewed. A vote will be taken at next month's meeting.

**6) School Improvement Plan: first read** - the plan was presented and discussed. A vote will be taken at next month's meeting.

**7) Consent Agenda**

- Approval of Minutes: March 10, 2022

*Colleen Burt made a motion to approve the Consent Agenda. Mark Healey seconded.*

*22-06 VOTE: 5 - 0*

**8) Communications**

- Regional School Committee Minutes of February 16, 2022
- Sherborn School Committee Minutes of February 8, March 15, 2022

**9) Recognition** - Mark Healey was recognized for his service on the Dover School Committee.

**10) Adjournment at 7:36 pm.**

Respectfully submitted,  
Amy Davis

**APPROVED JUNE 14, 2022**

**Sherborn School Committee**

Meeting of May 10, 2022

Members Present: Nancy Cordell  
Dennis Quandt  
Amanda Brown  
Sangita Rousseau

Also Present: Kathleen Smith, Interim Superintendent  
Dawn Fattore, Business Administrator

**1) Call to Order**

Nancy Cordell called the meeting to order at 6:00 pm via Zoom.

**2) Community Comments - none**

**3) CSA Report - CSA President Monica Acharya gave an update of the activities of the CSA this year.**

**4) Reports**

- Principal's Report - Dr. Brown highlighted recent and upcoming events at Pine Hill.
- Warrant Report

**5) FY22 Financial Report as of April 30th**

- Salaries - available funding sources have been reviewed and \$50,000 of grants funds have been transferred to the educational salaries line items.
- Operating Expenditures - there are no changes to report since the last meeting.
- Out of District - there has been additional placement activity in the last month increasing the OOD tuitions by approximately \$75,000 resulting in a negative variance of \$68,395 in OOD. At year end, costs will be allocated as needed to the Circuit Breaker Fund.

**6) Outdoor Classroom Update - Laurie Ryan gave an update on the plans for the Outdoor Classroom. A grant proposal was submitted to DSEF for funding. The Sawin Fund has also made a donation for the project.**

**7) Proposed Changes to 2022-23 Handbook: first read - the changes were reviewed. A vote will be taken next month.**

**8) School Improvement Plan: first read - the plan was presented. A vote will be taken next month.**

**9) Consent Agenda**

- Approval of Minutes: March 15, 2022
- Donation - \$10,000 from the Sawin Fund

*Sangita Rousseau made a motion to approve the Consent Agenda. Dennis Quandt seconded.  
22-07 VOTE: 4 - 0 via roll call*

**10) Communications**

- Dover School Committee minutes of January 25, 2022

**11) Recognitions - David Kazis and Nancy Cordell were recognized for their service on the Sherborn School Committee.**

**12) Adjournment at 7:07 pm.**

Respectfully submitted,  
Amy Davis

New Employee	Role	School
Brigid Avery	Special Education	Chickering
Carrie Miller	Special Education	Chickering
Gioia Cianciarulo	Grade 4	Chickering
Jonathan Schenker	Grade 5	Chickering
Kathryn Nave	Special Education	Chickering
Victoria Strain	Speech & Language	Chickering
Meaghan Smith	District Nurse	District
Delaney Secrest	Math	High School
Jacqueline Soll	School Psychologist	High School
Lily Martini	Math	High School
Liz Carlson	Speech & Language	High School
Noah Schulze	Computer Science	High School
Sheri Ablaza	LTS - Chemistry	High School
Brittany Cabral	Special Ed Teacher	Middle School
Caitlin Ciminelli	Physical Education	Middle School
Emily Daly	Literacy Specialist	Middle School
Emily Lawson	BCBA	Middle School
Gianna Napoli	Health	Middle School
Jenifer Sunday	Art Teacher (0.6)	Middle School

Kathryn Cawley	PE Educator (0.2)	Middle School
Keenan Moore	Guidance	Middle School
Mara Hicks	World Language	Middle School
Mark Dondero	Special Ed Teacher	Middle School
Megan Molica	Science	Middle School
Michelle Gaffney	Counselor	Middle School
Molly McGill	Math	Middle School
Natalie Nahabedian	LTS - Social Studies	Middle School
Sierra Lazenby	Social Studies Teacher	Middle School
Wendy Lutz	Library/Media Specialist	Middle School
Aimee Versaw	Nurse	Pine Hill
Elizabeth Losch	Grade 1	Pine Hill
Kalie Hastings	Adjustment Counselor	Pine Hill
Kirsi Hilton	Grade 4	Pine Hill
Maria DellaMonico contract being issued 8/19/22	FLES Teacher	Pine Hill
Michael Ross	Grade 5	Pine Hill
Rachel Adams	Special Education	Pine Hill