

NOTICE

DOVER-SHERBORN REGIONAL SCHOOL COMMITTEE MEETING

January 10, 2023

6:30 PM

DS Middle School Library

AGENDA

1. Call to Order
2. Community Comments

Join Zoom Meeting (community comments only)

<https://us02web.zoom.us/j/86082110896?pwd=YIRROWhXcHlNa3pzdU5L2ZOZU5tZz09>

Meeting ID: 860 8211 0896

Passcode: 120779

3. Student Council Proposals
 - Fanzone
 - Parking Fees
4. Reports
 - Superintendent's Update
 - Warrant Report
5. Financial Reports
 - FY23 Monthly Report
6. FY24 Capital Plan A.R.
7. Security Camera Proposal A.R.
8. Consent Agenda A.R.
 - Review of 2022 Town Report - Draft
 - Approval of Minutes December 6, 2022
 - Donations
 - Grants
9. Communications
 - DSHS Principal's Report – John Smith
 - DSMS Principal's Report – David Lawrence
10. Items for February 7, 2023 Meeting
11. 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 and Sherborn do not discriminate on the basis of age, race, color, sex/gender, gender identity, religion, national origin, sexual orientation, disability, or homelessness.

TO: Dover Sherborn Regional School Committee Members
FROM: The Dover-Sherborn High School Student Council
DATE: January 5, 2023
RE: Bleacher Dedication

On behalf of the Dover-Sherborn High School Student Council, President Connor Murphy will be speaking before the School Committee on Tuesday, January 10th to advocate for dedicating the “fanzone” (athletic bleachers) to Owen Bingham.

- Owen was an avid participant in DS athletics. An accomplished athlete, Owen was captain of the golf team when they won the State Championships, and also ran indoor and outdoor track.
- Additionally, Owen was a proud Raider and supported his friends and classmates off the field by commentating in the press box and rallying the fans in the student section.
- Owen’s legacy is intrinsically tied to Dover-Sherborn’s athletic success and sportsmanship. While his passing was tragic, Owens sportsmanship, competitiveness, and positive energy epitomize what it means to be a Raider, and this dedication will serve as a reminder for how precious life is.
- While we hope to commemorate the fanzone in some way, we realize that there could be logistical challenges due to plans to make the bleachers and press box ADA compliant (a move that the Student Council has been advocating for years for and applauds). We believe that it is important to make a dedication to Owen before 2024, and thus are open to other suggestions for a dedication if the bleacher renovation would take too long.

Dear members of the School Committee,

Thank you for offering the Dover-Sherborn High School Student Council the opportunity to discuss issues around student parking.

To achieve its mission of creating a better school for all students, the Student Council conducts annual grade-wide Town Meetings for students to voice concerns that they wish to be discussed with the appropriate members of the administration. At each Town Meeting, students consistently voice concern over the High School's student parking fee, which is currently \$300. Due to overwhelming student disapproval over the fee, which is markedly higher than comparable districts, the Student Council is soliciting your support for reducing current parking fees.

The Student Council believes that the parking fee is unfair as having a car at school is not an optional privilege, but a necessary means of transportation for students whose parents work or are otherwise unable to drive them to and from after school activities for which they are already paying fees for. Furthermore, the parking fee is an unnecessary burden on students as family's already pay athletic fees (\$335 per season), an activity fee (\$75), additional club specific fees, and AP course fees (\$100 per class). While the Student Council recognizes that this method of funding is also used by other districts, the fees are applied at a far lower rate.

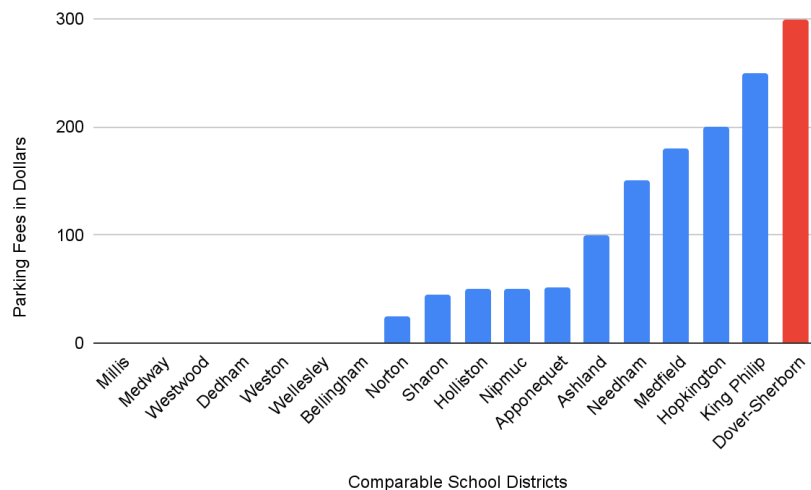


Figure: student parking fees (in dollars) at 17 comparable districts in the 2021-2022 school year

Relative to comparable districts, the Student Council is of the opinion that Dover-Sherborn charges excessively high rates for parking. After conducting research on 17 comparable school districts, the Student Council discovered our \$300 parking fee to be over six times greater than the median fee of \$47.5. Out of the 17 districts, seven do not have any fee, twelve are \$51 or less, and even the maximum fee is 17% less than ours. In all, the lower 75% of districts have fees between \$0 and \$150. Even among regional school districts, who like Dover-Sherborn are

required to provide free bus transportation, the median parking fee of \$51 is 5.9 times less than Dover-Sherborn's fee.

We greatly appreciate your commitment to the students of this district and your continuous work to improve Dover-Sherborn Regional Schools. The Student Council hopes that you will seriously consider reducing our current parking fees, and we welcome the opportunity to work with the School Committee in the future on any solution that you might consider.

Sincerely,

The Dover-Sherborn Regional High School Student Council

President: Connor Murphy

Vice President: Caroline Harvey

Treasurer: Marrissa Fardy

Secretary: Shreya Atluri

The Public Schools of Dover and Sherborn

157 Farm Street
Dover, MA 02030
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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: January 6, 2023
RE: FY23 Approved Warrants

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

<u>Voucher #</u>	<u>Date</u>	<u>Amount</u>
1111	12/6/2022	\$92,822.10
1112	12/9/2022	\$23,188.50
1113	12/15/2022	\$500,613.03
1122	12/28/2022	\$174,281.97
1123	12/28/2022	\$383,983.85

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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: FY23 Operating Update
DATE: January 6, 2023

Attached please find:

- a. General Fund Revenues as of December 31, 2022
- b. Status of Appropriations as of December 31, 2022
- c. Special Revenue/Revolving Funds as of December 31, 2022

*Note: As in previous years, the financial narrative will be rolling with new/updated information in **bold**.*

Revenues

There are no material variances to report at this time except for interest income. Chapter 70 and 71 revenue projections reflect the final Cherry Sheet amounts. The small variance in Chapter 70 is due to student enrollment in school choice districts and charter schools that were not included in preliminary cherry sheets. Chapter 71 revenues reflect a 73% reimbursement rate based on the transportation costs reported in our FY22 End of Year Report (EOYR). We are projecting no variances in athletics or activity fees. This fall our Treasurer moved funds into the Massachusetts Municipal Depository Trust which is yielding more favorable interest rates than our previous accounts. We anticipate a positive variance of at least \$25,000 in bank interest for this fiscal year. We will continue to review all activities and adjust projections accordingly.

Operating Expenditures

Salaries

We have encumbered the majority of salaries for FY23. Most stipends have been recorded with the exception of spring coaching positions; these are encumbered prior to each season. Post-FY23 Budget staffing changes have resulted in both small negative and positive variances in several line items. Leaves occurring during the year will continue to impact some of these variances. **The Districtwide Information Mgmt line now reflects the hiring of our data manager position along with some mentoring costs. We have filled one of the two open custodian positions and continue to contract with an outside facilities company to outsource the remaining position.** These costs are being reflected in the Custodial & Grounds Services line item. Custodial overtime and substitute costs are expensed as incurred.

As discussed in October, the Status of Appropriations reflects the costs of an Interim Athletic Trainer in the salaries line item at the same amount as we had in the expenditures line item for contracted services (\$40,000). The market rate for a full-time trainer however exceeded this amount and the remaining salary costs are being covered by the Athletic Revolving Fund for FY23. It is our intention to budget for this position as an added FTE in the FY24 Budget.

Expenditures

At this time we are not projecting any material variances in operating expenses. We have encumbered projected healthcare costs and utilities. As you know, utility costs have been on the rise over the last year. Our supply costs for electricity and gas are fixed within energy procurement contracts. We are currently

paying .1031/kwh for electricity (through November 2023) and as of November 1st, .6820/therms for gas, down from our last contracted amount of .777/therms. Our electricity supply rate as of December 2023 will be .1481/kwh reflecting a 40% increase in supply costs. For FY24, we are initially projecting a \$25,000 increase in supply costs. We will be further analyzing both projected supply and delivery costs for utilities as we develop and refine the FY24 budget.

Healthcare costs at this time are projected to be within our budgeted amounts. The current projection for our contribution to the OPEB fund is \$175,000.

Special Revenue/Revolving Funds (all new info)

The quarterly statement as of December 31st is attached for your review. One item to note is the use of the funds donated to the Region some years ago by the Dowd Family for baseball dugouts. A need had been identified for permanent outfield fencing and with their consent these funds were expensed for this installation on the varsity baseball field. A small plaque will be added later in the spring when the season kicks-off. The Athletic Department is very grateful for their generosity.

Capital Project Update

We had two sets of capital projects approved for FY23 – the Roof Restoration Project funded through an IMA and several other smaller projects funded with E&D as approved by the Committee. Below is a status summary of each one:

1. *Roof Restoration Project* at a cost of \$1,572,000 – This project started as soon as school ended and is substantially completed as of this week. There is a small punch list of items to be completed. We did encounter one minor structural issue at Lindquist which is currently being evaluated by engineers. We will cover any additional costs of this work within our FY23 operating budget.
2. *High School Floor Replacement* at a cost of \$85,000 – The installation took place in July and included classrooms in the English/Social Studies wing. This completes the floor replacement work in this wing outside of two work room/storage spaces. Those floors are still in good condition and not in need of replacement.
3. *Lindquist Security Access System* at a cost of \$30,000 – This project has been ongoing since the summer. Final programming work is underway and the system should be in full operation by the end of the month.
4. *High School Boiler Replacements* at a cost of \$350,000 – This project is in the research stage as we continue to investigate the most energy efficient and sustainable options versus a like-model replacement. We are working with the Town Sustainability Groups, keeping open our options for Green Community and other related grant opportunities.

FY22 Wrap-up

The Region's EOYR has been filed with DESE. We are required to undergo a compliance audit each year to ensure our data reporting is in-line with their directives. This will take place prior to the March 31st filing deadline.

Our auditors have completed their field work for our annual financial audit. New to our District this year is the requirement to undergo a Single Federal Audit for FY22 due to federal funds received exceeding the single audit threshold of \$750,000. This was primarily due to federal funding of school lunch for all students. Revenues from school lunch were approximately \$470,000. We will present the audited financial statements and related reports to the committee upon their completion.

Our E&D was certified on October 25, 2022 at an amount of \$1,181,215. This represents 4.37% of the allowed amount (capped at 5%).

We will be happy to answer any questions the Committee may have at Tuesday's meeting.

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

Dover-Sherborn Regional School District
General Fund Revenues
as of December 31 , 2022

	<u>FY23</u> <u>BUDGET</u>	<u>YTD</u> <u>RECEIVED</u>	<u>EST. TO BE</u> <u>RECEIVED</u>	<u>OPERATING</u> <u>VARIANCE</u>	<u>% OF</u> <u>BUDGET</u>
DOVER ASSESSMENTS	\$12,959,396	\$6,260,912	\$6,698,484	\$0	0.00%
SHERBORN ASSESSMENTS	10,493,873	5,070,728	5,423,145	\$0	0.00%
CHAPTER 70, net	2,492,893	2,255,141	232,029	(\$5,723)	-0.23% *
CHAPTER 71 (Transportation)	571,651	0	598,848	\$27,197	4.76% *
H/S ATHLETIC FEES	284,750	178,855	105,895	\$0	0.00%
H/S PARKING FEES	52,500	39,700	12,800	\$0	0.00%
H/S ACTIVITY FEE	22,500	7,950	14,550	\$0	0.00%
M/S ACTIVITY FEE	11,250	5,175	6,075	\$0	0.00%
MISC REVENUE	5,000	4,635	365	\$0	0.00%
BANK INTEREST	20,000	28,368	16,632.00	\$25,000	125.00%
NON-CASH ACTIVITY	0	0	0	\$0	na
E&D UTILIZATION	110,000	110,000	0	\$0	0.00%
TOTAL REVENUES	\$27,023,813	\$13,961,464	\$13,108,823	\$46,474	0.17%

* Based on final FY23 Cherry Sheet

Dover-Sherborn Regional School District
Status of Appropriations as of December 31, 2022

	FY23	EXPENDED		TOTAL	OPERATING VARIANCE/	% OF
<u>SALARIES</u>	<u>BUDGET</u>	<u>THRU 12/31</u>	<u>ENCUMBRANCES</u>	<u>PROJECTED</u>	<u>BUD. REMAINING</u>	<u>BUDGET</u>
SCHOOL COMMITTEE	22,549	10,430	12,340	22,770	(221)	-0.98%
SUPERINTENDENT	206,778	101,667	98,783	200,450	6,328	3.06%
BUSINESS AND FINANCE	207,810	94,092	93,442	187,535	20,275	9.76%
DISTRICTWIDE INFORMATION MGMT	238,142	110,852	134,327	245,179	(7,037)	-2.95%
SPED/GUIDANCE ADMINISTRATION	555,796	244,316	318,321	562,637	(6,841)	-1.23%
SCHOOL LEADERSHIP - BUILDING	747,501	354,321	378,359	732,680	14,821	1.98%
ACADEMIC LEADERS	147,456	71,636	76,733	148,369	(914)	-0.62%
TEACHERS, CLASSROOM	10,211,074	3,547,766	6,602,554	10,150,320	60,754	0.59%
TEACHERS, SPED	1,851,527	617,004	1,136,313	1,753,317	98,210	5.30%
SUBSTITUTES	121,300	70,188	56,381	126,569	(5,269)	-4.34%
EDUCATIONAL ASSISTANTS,SPED	524,474	200,495	322,329	522,824	1,651	0.31%
LIBRARIANS	240,482	88,295	154,435	242,730	(2,248)	-0.93%
BUILDING BASED PD	38,250	31,838	0	31,838	6,413	16.76%
GUIDANCE	1,096,804	411,420	724,883	1,136,303	(39,499)	-3.60%
PSYCHOLOGICAL SERVICES	227,125	87,947	136,275	224,222	2,903	1.28%
MEDICAL / HEALTH SERVICES	226,160	80,885	150,694	231,579	(5,419)	-2.40%
ATHLETICS	465,732	185,992	207,951	393,943	71,789	15.41%
OTHER STUDENT ACTIVITIES	184,559	83,842	92,812	176,655	7,904	4.28%
CUSTODIAL & GROUNDS SERVICES	796,198	356,336	375,263	731,598	64,600	8.11%
TOTAL SALARIES	\$ 18,109,716	\$ 6,749,322	\$ 11,072,195	\$ 17,821,517	\$288,199	1.59%
<u>EXPENDITURES</u>						
SCHOOL COMMITTEE	40,500	27,076	15,500	42,576	(2,076)	-5.13%
SUPERINTENDENT	55,000	30,172	10,982	41,154	13,846	25.17%
LEGAL SERVICES	38,000	15,000	10,000	25,000	13,000	34.21%
DISTRICTWIDE INFO MGMT	101,225	52,457	21,491	73,949	27,276	26.95%
SCHOOL LEADERSHIP - BUILDING	80,000	28,451	29,179	57,629	22,371	27.96%
CLASSROOM SUPPLIES	28,185	11,504	6,800	18,304	9,881	35.06%
SPED SERVICES/SUPPLIES	120,000	34,581	46,255	80,836	39,164	32.64%
LIBRARIES & MEDIA CENTER	4,775	4,455	0	4,455	320	6.70%
COURSE REIMBURSEMENT/PD	92,900	26,051	6,000	32,051	60,849	65.50%
TEXTBOOKS & RELATED SOFTWARE	86,680	56,999	5,900	62,899	23,781	27.44%
LIBRARY INSTRUCTIONAL MATERIAL	29,800	14,540	5,009	19,549	10,251	34.40%
INSTRUCTIONAL EQUIPMENT	75,100	31,302	18,118	49,419	25,681	34.20%
GENERAL SUPPLIES	160,325	84,733	14,985	99,718	60,607	37.80%
OTHER INSTRUCTIONAL SERVICES	19,500	6,375	6,428	12,803	6,697	34.34%
CLASSROOM INSTRUCTIONAL TECH.	147,400	169,742	550	170,292	(22,892)	-15.53%
GUIDANCE	34,590	14,064	4,650	18,715	15,875	45.90%
MEDICAL / HEALTH SERVICES	8,800	2,935	118	3,053	5,747	65.31%
TRANSPORTATION SERVICES	1,030,800	345,020	691,416	1,036,436	(5,636)	-0.55%
ATHLETICS	224,500	86,613	51,082	137,695	86,805	38.67%
CUSTODIAL SERVICES	58,000	28,817	5,938	34,755	23,245	40.08%
MAINTENANCE OF BUILDINGS	567,900	181,779	198,737	380,516	187,384	33.00%
MAINTENANCE OF GROUNDS	60,000	26,950	3,509	30,459	29,541	49.24%
UTILITIES	560,250	196,942	379,092	576,034	(15,784)	-2.82%
ER RETIREMENT CONTRIBUTION	805,500	789,211	0	789,211	16,289	2.02%
ER INSURANCE ACTIVE EMPLOYEES	2,762,250	1,350,293	1,410,934	2,761,227	1,023	0.04%
ER INSURANCE RETIRED EMPLOYEES	795,000	360,456	434,544	795,000	0	0.00%
OTHER NON EMPLOYEE INSURANCE	91,917	92,083	0	92,083	(166)	-0.18%
LONG TERM DEBT RETIREMENT	790,000	0	790,000	790,000	0	0.00%
LONG TERM DEBT SERVICE	45,200	22,600	22,600	45,200	0	0.00%
TOTAL EXPENDITURES	\$8,914,097	\$4,091,201	\$4,189,817	\$8,281,018	\$633,079	7.10%
TOTAL OPERATING	\$27,023,813	\$10,840,523	\$15,262,012	\$26,102,535	\$921,278	3.41%

Dover-Sherborn Regional School District
Special Revenue/Revolving Funds as of December 31, 2022

SPECIAL REVENUE / REVOLVING FUNDS	FUND BALANCE		REVENUE	EXPENDITURES / ENCUMBRANCES	FUND BALANCE		NOTES:	
	@ 07/01/2022				@ 12/31/2022			
ATHLETICS	\$	175,866	\$	3,600	\$	20,000	159,466	\$20,000 Interim Athletic Trainer Salary
BUILDING/PARKING		136,663		8,230		8,631	136,261	
CAFETERIA		215,003		298,806		441,251	72,557	Net of deposits in advance - \$44,504
CIRCUIT BREAKER		47,759		6,474			54,233	
HEALTH GRANTS		0		4,200			4,200	FY23 grant increased to \$30K, covers nursing related expenses
MISCELLANEOUS GIFTS - see detail pg 2		94,052		1,000		52,874	42,178	
REGIONAL TRANSPORTATION		0					0	
SPORTS GIFTS		6,307				915	5,392	
UNEMPLOYMENT		45,016		21		5,487	39,551	
FIDUCIARY / TRUST FUNDS								
H/S STUDENT ACTIVITY							150,782	Only Net Activity Reported
M/S STUDENT ACTIVITY		86,738		45,712		62,419	70,031	
OPEB INVESTMENT TRUST		880,736		37,605		1,214	917,126	
TRUST/SCHOLARSHIP FUNDS		42,470		2			42,472	

FUND 63		FY 23 Miscellaneous Donations				12/31/2022		
Gift/Donor	Purpose	Bal Fwd @7/1/22	Revenue	Expenditures	Encumbered	Ending Balance	Notes	
RESTRICTED GIFTS								
Alan Mudge Memorial Fund	Various - per Board Directives	40,664.99		26,250.00	8,300.00	6,114.99	NYU - Equity Audit \$24,750 Sound board for FPA - \$8,300	
CS Gift & DSEF	Challenge Success	12,295.20		500.00		11,795.20		
D Family via Town Dover	Dugouts	16,522.00		16,522.00		0.00	Baseball Field Fencing	
SPAN DS	Wellness Programs	10,392.78				10,392.78		
Metco Gifts	Metco Support	6,099.19		301.65		5,797.54		
Anonymous Family	SpEd or Assistive Tech	6,000.00				6,000.00		
N.E. Patriots Foundation	Football Program	1,000.00				1,000.00		
Leuders	Science	834.00				834.00		
P.O.S.I.T.I.V.E.	Rowing Club	204.45				204.45		
UNRESTRICTED GIFTS								
Various Gifts	Unrestricted	39.16	1,000.00	1,000.00		39.16		
TOTAL		94,051.77	1,000.00	44,573.65	8,300.00	42,178.12		
					12/31/2022	42,178.12		
					FUND BALANCE	42,178.12		

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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: FY24 Capital Requests
DATE: January 6, 2023

Attached please find Version 1.0 of the FY24-FY28 Five-Year Capital Plan for the Region.

Detailed notes are included for the FY24 Projects. At this time we do have Warrant Article placeholders at each Town to cover the funding needs. As we progress through the budget cycle we will adjust the numbers and funding sources as appropriate.

More information will be shared at the meeting regarding the strategy we have in place for the current and future needs. We are hoping to shift some of the funding needs for FY25 to later years to better align with the debt retirement and smooth the capital funding requests for the Towns. As you know, we use our On-Site Insight report to serve as a roadmap but typically move projects around once we have performed a more thorough review of the project.

We are asking for the Committee to approve this version of the capital plan at Tuesday's meeting so we can disseminate the FY24 requests to the Towns and their Capital Committees. We will be happy to answer any questions members may have prior to the vote.

Capital Item Requested		Location	Addition/ Replacement?	2024	2025	2026	2027	2028	NOTES
#									
	Rooftop Air Handling Units (HVAC) - 7 units	H5	replace	\$1,100,000					Project includes replacing all 7 Rooftop Air-handling Units at the High School based on an engineering study we had completed which included updated pricing based on current industry standards. All have surpassed their anticipated life. Replace flooring in the hallways and all classrooms in the Main Wing with Altro Quartz tiles based on State Contract pricing. Will eliminate annual costs of stripping and waxing the existing VCT flooring - both labor and material costs as well as being greener for the environment. Project includes upgrades of tile floors and fixtures for both student restrooms in Lindquist Commons Current Service Contractor is identifying next needed upgrade to the Waste Water Treatment Plant to maintain operating standards.
	Classroom Floors	H5	replace	\$120,000					
	Floor/Fixture bathrooms	Lindquist	repair/replace	\$60,000					
	Equipment (tbl)	WWTP	replace	\$25,000					
	Turf Field/Track/Fencing	Grounds	replace		\$1,380,000				
	Rooftop Air Handling unit (HVAC - 2 units)	Lindquist	replace		\$300,000				
	Boilers	MS	replace		\$260,000				
	Rooftop Air Handling Unit (HVAC)	MS	replace		\$100,000				
	AAON Rooftop units (3)	MS/H5	replace		\$70,000				
	Roof	H5	restore			\$1,100,000			
	Rooftop Air Handling unit (HVAC - 2 units)	Lindquist	replace			\$300,000			
	Lobby Carpet	H5	replace			\$40,000			
	Lobby Carpet	MS	replace			\$36,000			
	Gym Walls & Ceiling	MS	replint			\$30,000			
	AAON Rooftop units (3)	MS/H5	replace			\$75,000			
	Admin Office flooring	MS/H5	replace			\$40,000			
	Well #1 Flow Bay Pump Control Panel and Well Pump	Grounds	replace				\$25,000		
	TOTALS			\$1,305,000	\$2,110,000	\$1,506,000	\$140,000	\$0	

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Elizabeth M. McCoy, Superintendent
Denton Conklin, Assistant Superintendent

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

To: Dover-Sherborn Regional School Committee
From: Anthony Ritacco, Director of Instructional Technology
Re: Security Cameras
Date: January 6, 2023

Building upon recommendations put forth by Synergy Solutions 911 as part of the 2018 district-wide security audit, the District Administration is proposing installation of cameras at the regional campus.

The proposal is for Verkada to install 25 cameras to cover 100% of the exterior of the campus. This includes the Middle School, High School, Lindquist Commons and the Administration Building.

The cameras are web-based and have a video retention period of 30 days. All cameras have a ten-year warranty and Verkada offers same day replacement.

Camera oversight and usage will be governed by School Committee policy and operational protocols set forth by administration.

The one time cost for purchase and installation is \$45,321.00 (see attached quote based on a State Contract). The annual licensing fee will be approximately \$4,200. No additional hardware will be needed as ports are available via existing POE switches.

The use of ESSER funding is recommended to cover the initial cost; availability of these funds will be finalized once a budget amendment has been submitted and approved. Otherwise, additional funding sources will be explored via grants and the operating budget.

We are asking the Committee for approval to proceed with this project.

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

DRAFT

Dover-Sherborn Regional School Committee Meeting of December 6, 2022

Members Present: Maggie Charron
Judi Miller
Kate Potter (via Zoom)
Angie Johnson
Lynn Collins
Mark Healey

1) Call to Order

Maggie Charron called the meeting to order at 6:32 pm in the Middle School Library.

2) Community Comments - Maggie Charron read an email from a parent questioning the lack of LGBTQ policies/protocols in regards to a video shown at school recently and a list of LGBTQ books available at school.

3) Reports

- Superintendent Report - Beth McCoy presented an update from her office including an overview of the Professional Development Day on November 28th as well as a review of the MetroWest Health Survey data.
- DSHS Principal's Report - John Smith highlighted recent and upcoming events at the high school.
- DSMS Principal's Report - David Lawrence highlighted recent and upcoming events at the middle school.
- Warrant Report

4) Proposed Changes to the 2023-24 DSHS Program of Studies - John Smith reviewed the proposed changes to the program of studies. A vote will be taken at the January meeting.

5) Financial Reports: FY23 Monthly Report as of November 30th

- General Revenues - this fall the Treasurer moved funds into the MA Municipal Depository Trust which is yielding a more favorable interest rate. A positive variance of \$25,000 in bank interest is anticipated.
- Salaries - there are no changes to report since last month.
- Expenditures - there are no changes to report since last month.
- FY22 Wrap up - The auditors have completed their field work.

6) ACED Recommendations FY24 - Beth McCoy reviewed the recommendations of the Advisory Committee for Extra-compensatory Duties (ACED) for a total FY24 Budget impact of \$12,468.48 comprised of:

- Band Director - ratio increase to 4.0 from 1.5 (\$3,778.33)
- Gay Straight Alliance, DSMS - new position at 2.25 ratio (\$3,400.49)
- Science Olympiad Club, DSHS - new position at 2.0 ratio (\$3,022.66)
- Swim Coach, DSHS - ratio increase to 5.5 from 4.0 (\$2,267)

Mark Healey made a motion to approve the ACED Recommendations as presented. Lynn Collins seconded.

22-21 VOTE: 6 - 0 (Kate Potter via Zoom)

DRAFT

- 7) FY24 Proposed Operating Budget** - The overall increase to the FY24 Budget over FY23 is \$1,041,258 (3.85%) for a total request of \$28,065,071. Drivers of the increase are: payroll (placeholder estimate for new contract negotiation increase amount) as well as 2 FTE increase for a literary specialist and the athletic trainer and an estimated increase of 8% in health care. The Capital Budget will be presented at the January meeting. Sherborn enrollment is up 1.25% over FY23 which will increase their share of the assessment for FY24.

*Judi Miller made a motion to approve the FY24 Budget as presented. Lynn Collins seconded.
22-22 VOTE: 6 - 0 (Kate Potter via Zoom)*

8) Consent Agenda

- Approval of Minutes: November 8, 2022
- Grants - IDEA-SPED 240 Grant - \$280,754; Title 1 Grant - \$54,809; Title IIA Grant - \$20,781; Title IVA/ESSA Grant - \$10,000; METCO Grant - \$339,882; and Comprehensive School Health Services Grant - \$30,000.
- HS Field Trip - Close Up Washington DC from March 5 - 9, 2023.

*Angie Johnson made a motion to approve the Consent Agenda. Lynn Collins seconded.
22-23 VOTE: 6 - 0 (Kate Potter via Zoom)*

9) Communication

- Dover School Committee minutes of October 25, 2022
- Sherborn School Committee minutes of October 18, 2022

10) Items for January 10, 2023 meeting - Town Report, FY24 Capital Budget, FY24 Operating Budget

11) Adjournment at 7:48 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



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: January 6, 2023
RE: Donations

We are requesting the Regional School Committee accept the following donations:

- Dover PTO, Pine Hill CSA, MS POSITIVE and High School PTO \$ 250 each (for November 29th staff lunch)
- MS POSITIVE \$3,250 (for METCO Program)

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John Smith
Principal

Ann Dever-Keegan
Assistant Principal



Ellen Chagnon
Director of Guidance

Emily Sullivan
Athletic Director

TO: John Smith, Principal

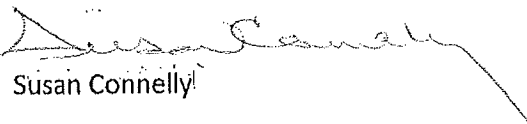
From: Susan Connelly

Date: January 5, 2023

RE: Gift from Children's Hospital for Football Coverage

Please accept the gift of \$1,500.00 from Boston's Children's Hospital to cover the physicians medical services for our six home football games this past fall, 2022.

Thank you.


Susan Connelly

Athletic Assistant

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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: FY23 Grant Approval
DATE: January 6, 2023

We have been awarded a Comprehensive School Health Services (CSHS) grant of \$30,000 which is administrated through the Massachusetts Department of Public Health. We completed the budgeting process and were approved to move forward at the full amount. We have received a small CSHS grant of \$3,000 for over the last 10 years. Last year's grant was increased to \$14,000 as an outcome of COVID. There is a continued effort at the State level to expand the nursing support infrastructure within public schools.

This grant covers all three districts (it is administrated by the Region) and is being used to acquire non-recurring nursing equipment for all four nursing offices. In addition, funds were budgeted for additional nursing support as well as professional development opportunities.

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Assistant Principal

Emily Sullivan
Athletic Director

TO: Elizabeth McCoy, Superintendent
FROM: John G. Smith, Principal, DSHS
RE: Principal's Monthly Report
DATE: January 10, 2023

Principal's Reflections:

As we return from our end of year break, we will be preparing for the first midterm exams in over three years. We have been providing our students with preparation for these exams which will take place on Tuesday January 17th- Friday January 20th. Since freshmen will be taking these exams for the first time ever, we will be having our peer leaders meet directly with them on January 5th during our flex block. These 90 minute exams are important for students in semester electives as this is their final exam. It is also important for students to show what they have learned over the full semester. Feedback from returning alumni continues to show that students feel as though these exams provide them appropriate experience for the longer high stakes exams they will receive in college. In recent years, the exams were shortened from two hours to 90 minutes and the overall weight was dropped to 5% of each semester instead of 10%. There are mixed views from the faculty on this reduction. Some are in favor saying it has taken some of the pressure off of students to perform on a single exam while other teachers feel as though the students are not preparing as thoroughly as in past years. The Administration will continue to review this data and make recommendations to our Academic Standards Committee to balance both the need for student well being with that of a highly rigorous curriculum that prepares students for the expectations of college.

HS Events:

Tuesday January 3rd- School reopens

Wednesday January 11th- Early Release Day – Teacher Professional Development

Monday January 16th – Martin Luther King Jr. Day- No School

Tuesday January 17th- January 20th- Midterm exams Monday January 23rd- Start of Second Semester

Curriculum:

Ongoing trainings will take place for all teachers across the district in curriculum as it relates to our NYU Equity Audit findings. Assistant Superintendent Denny Conklin, along with curriculum leaders and department chairs will engage in the equity audit tool for curriculum review and

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improvement across all disciplines. This tool will allow for shifts in our current curriculum and resources to address the issues of diversity, equity and inclusion across all four schools.

Guidance:

GUIDANCE JANUARY NEWS

PSAT RESULTS-

Students' PSAT results were released to their College Board Student Portals in December. Students can access their score report online at collegeboard.org. Counselors will be talking about the PSAT score report in individual appointments with students and during sophomore seminars. Students can schedule appointments at any time as well through the counselor's individual online calendar.

SAT's at DS – MARCH 2023

The SAT is being offered at Dover-Sherborn High School on Saturday, March 11th, 2023. The registration deadline to sign up is February 10th, 2023 on the [CollegeBoard](https://collegeboard.org) website. Students are encouraged to sign up sooner than later since we are a small test site and fill up quickly. Once we are full, students will need to take the test at a different location.

EIGHTH GRADE PARENT/GUARDIAN EVENING-

Eighth Grade Parent/Guardian Evening will be held on January 19, 2023 at 6:30pm in the DSHS Library. The DSHS Administrative team along with a few members of our junior class will host a Meet & Greet/Q & A opportunity for parents/guardians with a focus on the transition to the high school.

DS BRIDGE TRANSITION PROGRAM Mid-Year Update-

There are currently 13 students accessing the DSBridge program with either medical or mental health based diagnoses.

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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Fine and Performing Arts:

December's busy performance month was a great success for the FPA department.

The DSMS drama production of SpongeBob the Musical was very well attended and well received. Furthermore, students were able to do a short encore performance prior to break for the full DSMS student body as a bonus opportunity.

The Regional Band concert, featuring the 6th-7th and Regional Concerts Bands, Jazz 101, Sharp 9, and the High School Jazz Band was highly successful and truly showed all sides of the band program at DS, which has continued to grow in quality and size.

The Vocal and Strings concert, featuring the 6th-7th and Regional Choirs, the HS a cappella groups, and the DS String Ensemble, was also a well received performance and also showed the growth of the vocal groups and of the String ensemble.

All of these events were supported by FOPA, who we are thankful provided volunteers and refreshments after the concerts.

Lastly, this past weekend (January 6th and 7th), the following students represented DS at the MMEA Senior District Music Festival, performing with select auditioned students from across our district.

Annabelle Schmidt
Sam Ma
Eric Liang
Yasmine Nee
Connor Long
Ethan Tai-Lugo

Upcoming Events

January 12th is Songfest - a concert showing the spectrum of the vocal program from Elementary through High School, with an opportunity for all of the groups to sing together on a collaborative piece as well as perform for each other.

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February 5th is the Chocolate Cafe, featuring performances by a wide range of drama, instrumental, and vocal ensembles.

And in March is the DSHS productions of the Music Man. Rehearsals are underway for this production, and during performances our annual K-12 Visual art gallery will be on display in the cafeteria.

Athletics:

Jan 2023 Athletics School Committee Write Up

Winter sports are in the middle of their 22-23 sports season and the teams have gotten off to a great start! We have 265 student athletes competing across 13 sport offerings and 19 different levels of Varsity, JV, and freshman.

Varsity records are as follows at about the 1/2 mark through the season:

1. Boys basketball 7-0 with Luke Rinaldi en route to hit 1,000 points at some point this season
2. Girls basketball 5-1
3. Boys indoor track and field 2-0
4. Girls indoor track and field 2-0
5. Boys swim and dive 2-1
6. Girls swim and dive 2-1
7. Boys ice hockey 2-3
8. Girls ice hockey 0-5
9. MADS Gymnastics 1-2
10. Boys and girls Nordic, and Boys and girl Alpine start their races this week and next dependent on weather

Spring sports sign up will open in the next month to get an estimate on numbers, level offerings, and coach needs. We are currently looking for a head sailing coach and a JV girls lacrosse coach.

Congratulations to our Fall TVL MVPs: Waverly Sumner GSOC, Margaret Bowles GXC, Caroline Harvey FH, Sean Scannell GLF, and Michael Polk FB. All five of these student athletes were also Boston Globe and Herald All Scholastics!

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Congratulations to our Fall TVL COYs: Evren Gunduz GSOC, Toni Milbourn GXC, Molly McGill FH, Jon Kirby GLF, and Steve Ryan FB. Molly McGill was also named the Metrowest COY.

Dover-Sherborn Middle School

155 Farm Street
Dover, MA 02030
Phone: 508-785-0635 Fax: 508-785-0796
www.doversherborn.org



David Lawrence, Principal
Tracy Sockalosky, Assistant Principal

Jill Arkin, Special Education Team Chair
Mimi Feerick, Interim Special Education Coordinator

TO: Elizabeth McCoy, Superintendent
FROM: David Lawrence, Principal, DSMS
RE: Administrator's Monthly Report
DATE: January 8, 2023

Upcoming Dates

- Jan 11 - Early Release Day (Students dismissed at 12:15 PM)
- Jan 12 - MusicFest All Schools Concert
- Jan 16 - Martin Luther King Jr. Day (No School)

Principal's Reflections

We have lots to report from the Middle School over the past month!

When I came to DS in July, nearly everyone I met told me, "Wait until you see the middle school musicals! They are extraordinary!" Well, I'm here to tell you that they weren't exaggerating and last week's "The Spongebob Musical" did not disappoint! It was truly amazing. For those of you who didn't have the opportunity to see it, you missed quite a production! Performing in the MS musical is such a popular activity that they actually ended up with two different casts to accommodate as many performers as possible. And their performances were fantastic - their energy, excitement, and talent was palpable and infectious. The actors were clearly enjoying themselves as much as the audience was, which only added to the feeling that you were watching something truly special.

And of course, the student actors were not the only people responsible for putting on this incredible undertaking: it took a veritable army of dedicated "behind-the-scenes" students, parents, community members, and staff to make this all look so effortless. In particular, I would like to share my sincere thanks to a few folks who played particularly large roles, including **Claire Mackay, Carmel Bergeron, Geoff Hermann, Jennifer Sunday, Ardys Flavelle, & Lisa Hudson Walker**. This is only a short list of the many adults and students who contributed so much of their time, energy, and spirit into making this an experience that our middle schoolers will remember forever.

On the last day of school in December, the middle school celebrated "Frosty Friday", and it was a wonderful success! Students came dressed in their PJs (or other wild holiday garb!) and participated in all sorts of fun activities - they crafted delicate paper snowflakes decorated with wishes for the New Year, they competed in a friendly volleyball tournament, built "snowmen" (both miniature out of marshmallows and candy, and life-sized with human models covered in toilet paper and craft paper), and recorded holiday stories over video to be watched by their elementary school peers. We ended the day in an all-school assembly with fantastic performances by our jazz band and the cast of The Spongebob Musical,

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

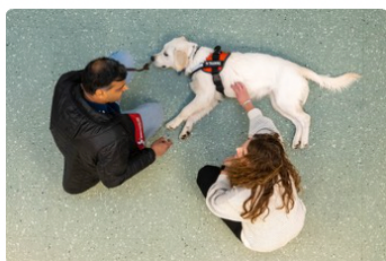
as well as acknowledging some wonderful student leaders with "Jingle Bell Rockstar Awards"! It was a truly joyful way to conclude December and transition into vacation.

I'd like to extend a huge thank-you to all the parents and POSITIVE folks who supplied snacks and other supplies, and all the teachers and staff who worked tirelessly to make this day such a special one!



Photos from "Frosty Friday"

The middle school welcomed some very cute visitors before December break! POSITIVE hosted a Paddle Raise last year and funds were generously raised for therapy and service dogs to visit the middle school. We were able to have the sweetest Golden Retriever puppies and young adult dogs from GOFI in Walpole come to DSMS on the Tuesday and Thursday before break. Sixteen teachers signed up for classroom visits so two of the dogs were assigned to making the classroom rounds and the rest of the dogs were in the upper Spine area, lobby Guidance and our Bridge and GRIT programs. There were hundreds of happy faces from both students and staff, it was a great way to de-stress a stressful time of year. A huge thank you to POSITIVE and all who donated, our plan is to have the dogs visit two more times this school year.



Photos from Therapy Dogs Visiting the MS

On Friday, January 6th, our MS Student Council is hosting a 7th/8th Grade Winter Dance from 6 - 8 PM in Lindquist Commons. Students have spent weeks planning the decorations, selling tickets, and working up song lists for the DJ. It should be a blast!

As part of my Entry Plan as principal, I conducted a series of parent and student focus groups in December. I learned a ton from a wide diversity of perspectives. Currently, I also have an active parent/caregiver survey open and student and staff surveys are in the works for the near future.

On a less celebratory note, we had a small fire in a trash receptacle in our boys bathroom. Our students and staff evacuated the building quickly and safely, just as we practice for in our drills, and the fire was extinguished promptly without any permanent damage to the bathroom. We are continuing to investigate the cause of the fire, but have not currently reached any conclusions.

Curriculum/PD

Last Wednesday, we spent our faculty meeting focusing on the “Best Practices” that our staff identified earlier in the year. Teachers collaborated in small groups to share ideas with each other, and focused on the following three prompts:

- “Which practice has played an **important role** in your classroom this year?”
- “Which practice are you trying to **grow** this year? **How’s it going?**”
- “Which practice is **most challenging** to incorporate into your classroom?”

They followed up their conversations with an “Exit Ticket” in which teachers shared one Best Practice that they intended to focus on this month. It was a stimulating conversation, and will hopefully result in some teachers trying out some new practices with the support of their peers.

Next Wednesday, during our Early Release afternoon PD, our departments will begin the process of auditing their curricula. Assistant Superintendent Denny Conklin trained our Curriculum Leaders in the audit process, and they will lead their departments in audits that will last through the end of the school year and likely into the fall of next year. These audits should help identify areas of strength, as well as areas that need attention in order to make our student experiences more equitable and lead to deeper learning and student engagement.

Parents and Caregivers are POSITIVE-ly Invited!

Parents are invited to join the POSITIVE PTO's monthly Zoom meeting on Friday, January 13th. Ellen Chagnon, Director of Guidance and Lauren McGovern, Wellness Department Chair & Educator, will present from 9:30-10:00 to share the highlights from the Metrowest Adolescent Health Survey (MWAHS), which is a survey that students in grades 7-12 take part in every two years. They will be presenting and answering questions to share this valuable information with the parent communities from all four schools in the district. A zoom link and agenda will be shared via email in the next week.

Visual & Performing Arts

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The Regional Band concert, featuring the 6th-7th and Regional Concerts Bands, Jazz 101, Sharp 9, and the High School Jazz Band was highly successful and truly showed all sides of the band program at DS, which has continued to grow in quality and size.

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All of these events were supported by FOPA, who we are thankful provided volunteers and refreshments after the concerts.

Upcoming Arts Events:

- January 12th is SongFest - a concert showing the spectrum of the vocal program from Elementary through High School, with an opportunity for all of the groups to sing together on a collaborative piece as well as perform for each other.
- The end of Term 2 is approaching with the Band and Blues Fest final performances for general music classes. You can also check out the finished work of many of our Term 2 art students in the new permanent Art Gallery in the Middle School Lobby! Both of these exhibitions show the culmination of skills and mindset of our general student body, giving all students the ability and opportunity to make and share art.
- February 5th is the Chocolate Cafe, featuring performances by a wide range of drama, instrumental, and vocal ensembles.