

Dover School Committee

Meeting Agenda

Tuesday, September 27, 2022

7:00 pm

Chickering Elementary School Library

1. Call to Order
2. Community Comments

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

Meeting ID: 860 8211 0896
Passcode: 120779

3. Presentation from PTO President Tindley Gilbert
4. Superintendent Update: Elizabeth McCoy
 - Assistant Superintendent Update – Denny Conklin
 - Principal's Report – Dr. Reinemann
 - Warrant Report
5. FY22 Budget Closeout
6. Consent Agenda **A. R.**
 - Approval of Minutes June 7, 2022
7. Communications (For Members Information)
 - 2022-23 Meeting Calendar
 - Subcommittee Assignments
 - Sherborn School Committee Minutes June 14, 2022
 - Dover Sherborn Regional School Committee Minutes June 14, 2022
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 Dover Sherborn Public Schools do not discriminate on the basis of age, race, color, sex/gender, gender identity, religion, national origin, sexual orientation, disability, or homelessness



The Public Schools of Dover & Sherborn

Dover School Committee Meeting
September 27, 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...



**“It is literally
neurobiologically impossible
to think deeply about things
that you don't care about.”**

Dr. Mary-Helen Immordino-Yang, Neuroscientist

District Launch



- Celebrating Service

15 Years	30 Years
Michelle Hugo Kristen Kraeutler Alisa Saunders	Amy Cohn

- 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.

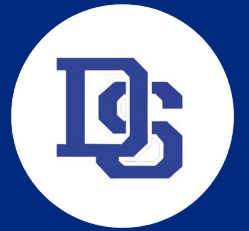
- **SUPPORTING ALL STUDENTS**

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
 - Flu/Booster Clinic
- Extended Day Program
 - Hiring Efforts
 - Program Capacity

Assistant Superintendent Update

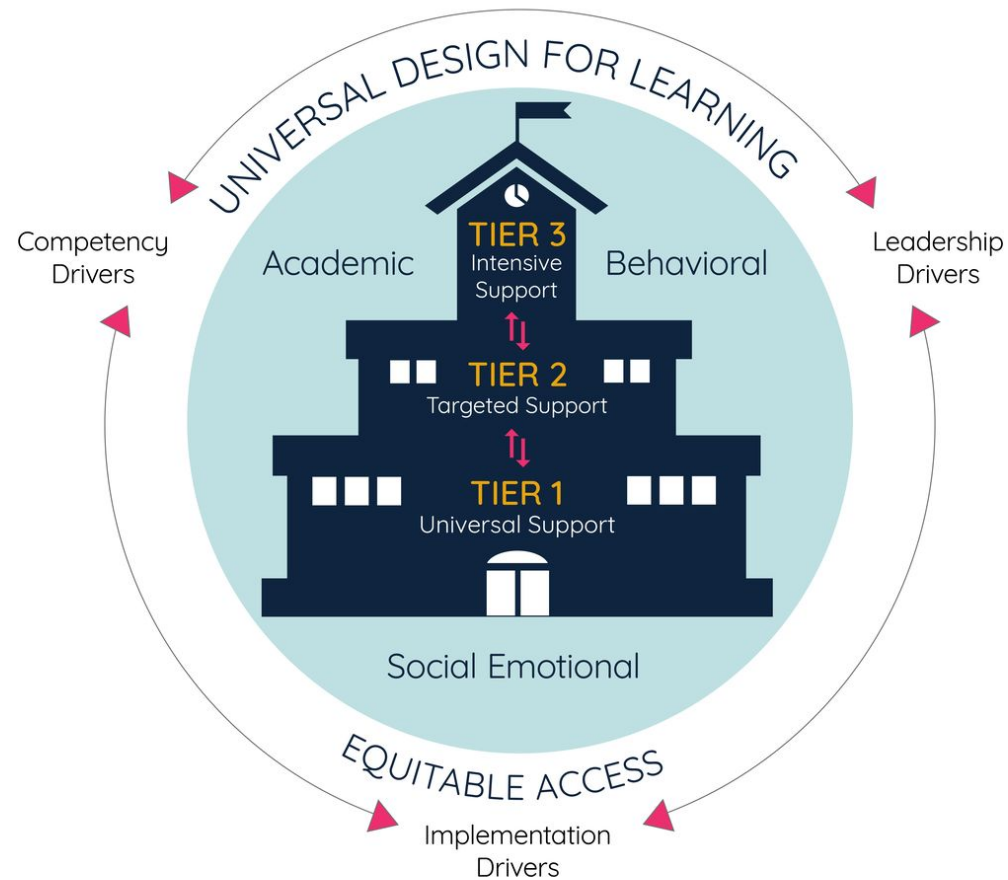


Teaching & Learning Updates

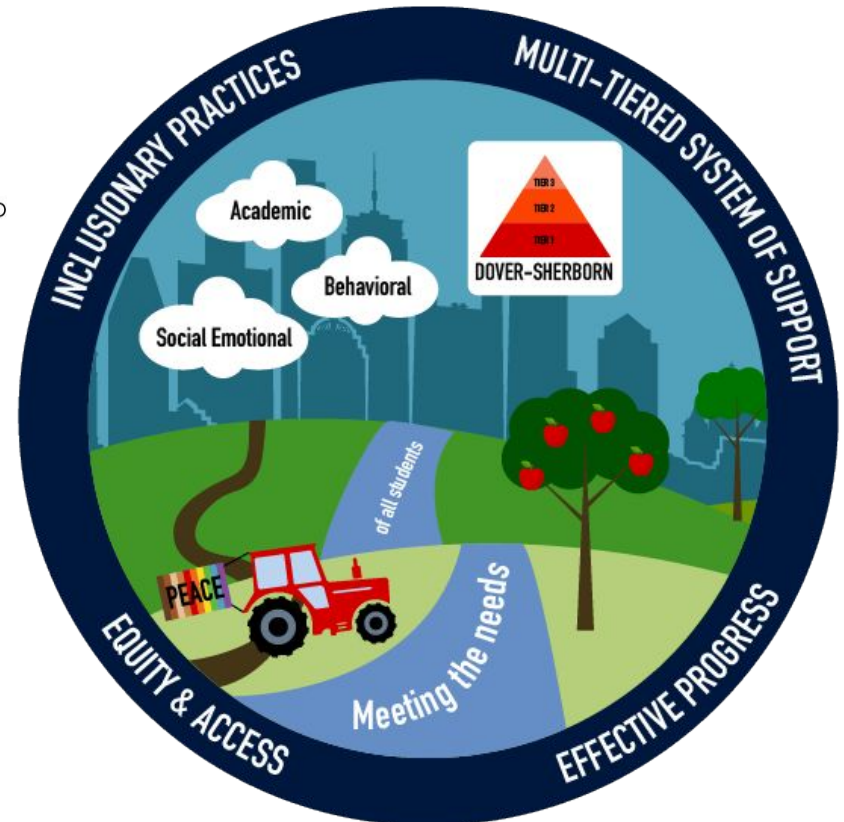


- August 23 - Instructional Launch
- August 24 - Multi-Tiered System of Supports (MTSS) w/Jeff Horwitz
- August 25 - New Staff Orientation
- Recent classroom visits & entry plan meetings
- Teaching & Learning Twitter: @DSteachlearn 

Quick MTSS Refresher



MULTI-TIERED
SYSTEM OF SUPPORT





Chickering School

Dover Public Schools

29 Cross St.

Dover, MA 02030

Phone: 508-785-0480 Fax: 508-785-9748

[http:// www.doversherborn.org](http://www.doversherborn.org)

Dr. Deb Reinemann
Principal

Mr. Jim Carnes
Assistant Principal

Ms. Naomi O'Brien
Elementary Special
Education Coordinator

Ms. Laura Driscoll
Special Education
Team Chair

TO: Beth McCoy, Superintendent
FROM: Deborah Reinemann, Principal
RE: Principal's Report
DATE: September 27, 2022

Principal's Reflections

Last Thursday we welcomed our Parents and Guardians back into school for a PK-5 Open House. We began the evening sharing our motto, "Chickering is a place where children learn, laugh, grow, care and make a difference", and then shared examples of how we strive to engage all students in all aspects of learning. The slides can be found [here](#). We are immensely proud of the community of Chickering and we continue to work so that all our students feel safe, welcomed and connected.

Curriculum and Learning and Professional Development

On September 21st our PLC (Professional Learning Community) teacher leaders led a Professional Development around best practices for teaching and learning. Many of these strategies are in place and we shared and learned new strategies for engaging all learners.

SAC (School Advisory Council)

Almost all members of our School Advisory Council will be returning to their roles for this year. We welcome back: Alison Parker (K teacher), Nisha Hochman (OT), Allie Vetere (grade 3 teacher), Rob Andrews, Jorge Fradinho, (parents), Colleen Burt (DSC representative) and Bob Cocks (Community representative). We will have an election for the one open parent position.

Personnel

Meredith Merritt is taking a maternity leave for the school year and Kylie Hilliard resigned over the summer. Kathy Gillis has transferred from Special Education back to Physical Education, replacing Jeanne Riordan, who retired. Joel Sterling is officially our Head Custodian.

We are thrilled to welcome our new staff:

Jonathan Schenker, grade 5, Gioai Cianciarulo, grade 4, Tori Strain, SLP, Tawny Desjardins, Adjustment Counselor, Brigid Avery, Carrie Miller, Kate Nave, Sarah Simoni, Ryan Sager, all Special Educators, and Judy Jacobsen, Cafeteria Manager.

We also welcome our nine new General and Special Educational Assistants:

Cheryl Chase, Samantha Conroy, Chris Elbag, Grace Gillis, Maria Horbaczewski, Andrea Morello, Marina Miller, Allie Puls, and Ana Sullivan.

Extracurricular

PTO sponsored our Great Cereal Challenge, helping us to collect 583 boxes of cereal to donate to A Place To Turn, a food pantry in Natick. Through the cereal drive classroom teachers used the opportunity to teach about empathy, food scarcity and being kind. We also shared a recording of Dr. Reinemann reading [Maddi's Fridge](#).

PTO continues its generous support of Chickering through Curriculum Enrichment for our students, discretionary funds for each teacher (\$250), and an annual grant cycle. And let's not forget the yummy dinner for all teachers before Open House!

Recent Communications from Chickering:

[Family Newsletter 9/14/22](#) and [Family Newsletter 9/7/22](#)

Twitter: @ChickeringDover

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: Dover School Committee
FROM: Dawn Fattore, Business Administrator
DATE: September 23, 2022
RE: Approved FY22 and FY23 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>	<u>Fund</u>
1125	6/2/2022	\$103,296.07	Circuit Breaker
1126	6/2/2022	\$820.30	Title IV
1127	6/2/2022	\$399.00	SPED 240
1128	6/2/2022	\$109,262.12	OOD
1129	6/2/2022	\$29,191.52	General - School
1132	6/16/2022	\$20,154.92	ESSER II
1133	6/16/2022	\$5,000.00	Title IV
1134	6/16/2022	\$105,915.66	Circuit Breaker
1135	6/16/2022	\$133,301.17	General - OOD
1136	6/16/2022	\$57,949.87	General - School
1137	6/29/2022	\$53.03	Food Service
1138	6/29/2022	\$725.00	General - School
1139	6/29/2022	\$17,700.00	ESSER II
1140	6/29/2022	\$574.00	SPED 240
1141	6/29/2022	\$4,250.00	Title I
1142	6/29/2022	\$29,516.89	General - OOD
1143	6/29/2022	\$62,419.46	General-School
1144	6/29/2022	\$11,329.68	Food Service
1145	6/30/2022	\$518.40	ESSER II
1146	6/30/2022	\$4,819.00	General - OOD
1147	6/30/2022	\$52,289.51	Circuit Breaker
1148	6/30/2022	\$530.89	Food Service
1149	6/30/2022	\$22,042.38	General-School
1150	7/21/2022	\$77,372.93	General-School FY22 Encumb

<u>Voucher #</u>	<u>Date</u>	<u>Amount</u>	<u>Fund</u>
1002	7/13/2022	\$60,937.50	Capital
1003	7/20/2022	\$7,125.00	SPED 252
1005	7/20/2022	\$6,843.50	ESSER III
1006	7/20/2022	\$23,948.85	General-School
1010	7/27/2022	\$13,458.89	General-School
1004	7/20/2022	\$3,448.00	SPED 240
1009	7/27/2022	\$500.00	SPED 240
1008	7/27/2022	\$6,480.00	SPED 240
1012	8/9/2022	\$381.98	SPED 252
1013	8/9/2022	\$2,618.82	SPED 240
1014	8/9/2022	\$45,507.11	General-School
1015	8/18/2022	\$39,351.55	General - OOD
1016	8/18/2022	\$17,989.52	General-School
1018	8/31/2022	\$8,611.99	General-School
1019	8/31/2022	\$59,050.38	Capital
1020	8/31/2022	\$86,129.45	General - OOD
1022	9/8/2022	\$9,310.56	General - OOD
1023	9/8/2022	\$1,124.00	SPED 252
1024	9/8/2022	\$59,793.35	General-School
1025	9/22/2022	\$132,369.05	Circuit Breaker
1026	9/22/2022	\$77,166.39	General - OOD
1027	9/22/2022	\$16,003.41	Food Service
1029	9/22/2022	\$36,491.67	General-School

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

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: Dover School Committee
FROM: Dawn Fattore, Business Administrator
RE: FY22 Financial Results
DATE: September 22, 2022

Attached please find the Status of Appropriations as of June 30, 2022.

Status of Appropriations

Salaries

Salaries ended the year with a negative variance of **\$102,154** comprised of the following activity:

- Two classroom section educators (kindergarten and second grade) as well as an additional educational assistant (kindergarten) were added post-budget due to increased enrollment.
- For additional student supports, we added a .5FTE Math and Social-Emotional Learning (SEL) Specialist (both shared with Pine Hill as a pilot) and an additional educational assistant to support this staff. We allocated costs associated with the piloted Math and SEL Specialist of approximately \$85,000 to ESSER and SPED grants.
- The Board Certified Behavior Analyst (BCBA) was fully utilized at Chickering this year resulting in a .3 FTE increase in costs and additional nursing support was also added.
- Custodial Services reflects a positive variance due to the mid-year retirement of our long-serving head custodian as well as savings from an open evening custodian position.

Expenditures

Overall, in-district operating expenses were within budget (positive variance of **\$5,846**). Notable variances within line items were as follows:

- Negative variance in SPED Services/Supplies to meet the needs of the current cohort of students on IEPs.
- Negative variance in textbooks as we continued to purchase materials needed for the Reader's Workshop implementation as well as in classroom technology as we have added additional curriculum related software to support classroom instruction.
- Additional transportation costs reflect increase in fuel prices during the year and the related fuel surcharges per the contract.
- Positive savings in utilities due to the favorable TEC oil bid price for FY22 of \$2.1524 (FY21 was \$1.4346) compared to the budgeted price of \$2.60.
- Positive variances in other supply accounts as we continue to return to normal operations impacted by COVID over the past several years.

Out-of-District

OOD operating costs exceeded budget by **\$62,530** (2%) based on placement activity throughout the year.

Overall results from operations for FY22 were a negative variance of **\$158,839**. These unbudgeted costs are offset by the Circuit Breaker reimbursement of \$1,163,336 resulting in a net turn back to the Town of Dover of \$1,004,497.

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

Dover Public Schools
Status of Appropriations as of June 30, 2022

<u>SALARIES</u>	<u>FY22</u> <u>BUDGET</u>	<u>EXPENDED</u> <u>THRU 6/30</u>	<u>OPERATING</u> <u>VARIANCE</u>	<u>% of</u> <u>BUDGET</u>
SUPERINTENDENT	\$146,638	\$142,545	4,093	2.79%
BUSINESS AND FINANCE	113,590	109,982	3,608	3.18%
DISTRICT INFO MANAGEMENT	74,436	75,183	(747)	- 1.00%
SPED ADMINISTRATION	214,738	202,774	11,964	5.57%
SCHOOL LEADERSHIP-BUILDING	371,176	371,743	(567)	- 0.15%
ACADEMIC LEADERS	37,703	30,484	7,219	19.15%
TEACHERS, CLASSROOM	3,351,981	3,577,970	(225,990)	- 6.74%
TEACHERS, SPED	756,966	784,900	(27,934)	- 3.69%
SUBSTITUTES	45,000	34,074	10,926	24.28%
EDUCATIONAL ASSISTANTS	613,211	559,708	53,503	8.73%
LIBRARIANS & MEDIA CENTER	64,803	53,666	11,137	17.19%
BUILDING BASED PD	16,875	19,389	(2,514)	-14.90%
GUIDANCE COUNSELORS	66,428	66,428	0	0.00%
PSYCHOLOGICAL SERVICES	88,647	70,918	17,729	20.00%
MEDICAL/HEALTH SERVICES	91,018	87,487	3,531	3.88%
CUSTODIAL SERVICES	249,514	217,626	31,887	12.78%
TOTAL SALARIES	\$6,302,723	\$6,404,878	(\$102,154)	- 1.62%
<u>EXPENDITURES</u>				
SCHOOL COMMITTEE	\$10,650	\$7,097	3,553	33.37%
SUPERINTENDENT	17,300	14,328	2,972	17.18%
LEGAL SERVICES	9,000	12,339	(3,339)	-37.10%
DISTRICT INFO MANAGEMENT	64,200	64,679	(479)	- 0.75%
SCHOOL LEADERSHIP-BUILDING	18,270	11,903	6,367	34.85%
CLASSROOM CONTRACTED SERVICES	4,500	1,970	2,530	56.21%
SPED SERVICES/SUPPLIES	75,200	112,098	(36,898)	-49.07%
LIBRARIANS & MEDIA CENTER	14,160	14,297	(137)	- 0.97%
COURSE REIMBURSEMENT/PD	33,300	27,713	5,587	16.78%
TEXTBOOKS	37,000	46,684	(9,684)	-26.17%
LIBRARY INSTRUCTIONAL MATERIALS	6,100	5,248	852	13.96%
INSTRUCTIONAL EQUIPMENT	19,000	14,679	4,321	22.74%
GENERAL SUPPLIES	61,050	46,646	14,404	23.59%
CLASSROOM INSTRUCT TECHNOLOGY	14,750	24,271	(9,521)	-64.55%
GUIDANCE	3,500	0	3,500	100.00%
MEDICAL/HEALTH SERVICES	2,600	2,606	(6)	- 0.22%
TRANSPORTATION SERVICES	255,972	267,660	(11,688)	- 4.57%
CUSTODIAL SERVICES	25,000	16,026	8,974	35.90%
UTILITIES	217,500	202,575	14,925	6.86%
MAINTENANCE OF BUILDING	135,500	125,888	9,612	7.09%
TOTAL EXPENDITURES	\$1,024,552	\$1,018,706	\$5,846	0.57%
TOTAL INDISTRICT OPERATING	\$7,327,275	\$7,423,584	(\$96,308)	- 1.31%
<u>OOD TUITION & TRANSPORTATION</u>				
TUITION TO MA SCHOOLS	164,114	72,695	91,419	55.70%
TUITION TO COLLABORATIVES	263,270	477,280	(214,010)	-81.29%
TUITION TO NON-PUBLIC SCHOOL	1,919,811	1,821,034	98,777	5.15%
TUITION TO OUT OF STATE SCHOOLS	245,195	313,564	(68,369)	-27.88%
TRANSPORTATION SERVICES	\$450,000	\$420,347	29,653	6.59%
TOTAL OOD	\$3,042,390	\$3,104,920	(\$62,530)	- 2.06%
TOTAL OPERATING	\$10,369,665	\$10,528,504	(\$158,839)	- 1.53%
CB Reimbursement offset at 75%			\$1,163,336	
Est. Operating Expenses/ Surplus			\$1,004,497	

DRAFT

Dover School Committee Meeting of June 7, 2022

Members Present: Sara Gutierrez-Dunn
Colleen Burt
Jeff Cassidy
Liz Grossman
Goli Sepehr
Also Present: Kathleen Smith, Interim Superintendent
Dawn Fattore, Business Manager
Deb Reinemann, Principal

1) **Call to Order**

Kathleen Smith called the meeting to order in the Middle School Library at 5:34 pm.

2) **Reorganization**

Kathleen Smith asked for nominations for Chair.

*Colleen Burt nominated Sara Gutierrez Dunn as Chair of the Dover School Committee. Jeff Cassidy seconded.
22-07 VOTE: 5 - 0*

Sara Gutierrez Dunn asked for nominations for Secretary.

*Sara Gutierrez Dunn nominated Colleen Burt as Secretary of the Dover School Committee. Liz Grossman seconded.
22-08 VOTE: 5 - 0*

3) **Dover PTO** - Tindley Gilbert, PTO President, gave an overview of this past year's activities and a preview of plans for the coming school year.

4) **Community Comments** - none

5) **Reports**

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

6) **FY22 Financial Report as of June 2nd**

- Salaries - there is nothing new to report since the last meeting.
- Expenditures - there is nothing new to report since the last meeting.
- Out-of-District - there are no changes since the last report.
- Projected Operating Results - there is a small negative variance (\$90,000) projected primarily relating to staff added post-budget to provide level service in classroom sections based on enrollment and class size policy. In addition, there is an approximately (\$100,000) negative variance in OOD due to changes in placements throughout the year. The projected negative variance is offset by circuit breaker funds resulting in a net turn back to the Town of approximately \$975,000. Final June 30th statements will be presented at the September meeting.
- ESSR Grants - the summary of expenditures to date were presented. ESSER I and II have been fully expended. The remaining balance in ESSER III of \$104,402 is available to spend through September 2024.

DRAFT

- 7) Approval of 2022-23 Student Handbook** - there were no additional changes since those presented at the first read.

Liz Grossman made a motion to approve the 2022-23 Student Handbook as presented. Jeff Cassidy seconded.

22-09 VOTE: 5 - 0

- 8) Approval of 2022-23 School Improvement Plan** - there are no changes to the plan that was presented at last month's meeting.

Colleen Burt made a motion to approve the 2022-23 School Improvement Plan. Goli Sepehr seconded.

22-10 VOTE: 5 - 0

9) Consent Agenda

- Approval of Minutes: May 16, 2022

Colleen Burt made a motion to approve the Consent Agenda. Liz Grossman seconded.

22-11 VOTE: 5 - 0

10) Communications

- Subcommittee Assignments

11) Adjournment at 6:24 pm.

Respectfully submitted,
Amy Davis

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	

Sherborn SCHOOL COMMITTEE	
	2022-23
Chair	Amanda Brown
Secretary	Dennis Quandt
Finance	
Warrants	Amanda Brown
Budget	All
Subcommittees	
Superintendent's Evaluation	Amanda Brown
Union #50 <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
Personnel	Amanda Brown
Negotiations	Dennis Quandt
Search Committees	
Policy <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
Buildings & Facilities	Dennis Quandt
Liaisons <i>Serves as the key point of contact with each organization; attends meetings as requested</i>	
DS AIDE	Sangita Rousseau
Pine Hill CSA/Chickering PTO/MS POSITIVE/HS PTO	Christine Walsh, Dennis Quandt
School Advisory Council	Dennis Quandt / Gita
Challenge Success	Amanda Brown
SEPAC	Christine Walsh
METCO	Kristin Aberle

Wellness	Kristin Aberle
Task Forces	
Communication	Christine Walsh
Sustainability	Kristin Aberle

DOVER SCHOOL COMMITTEE	
	2022-23
Chair	Sara Gutierrez Dunn
Secretary	Colleen Burt
Finance	
Warrants <i>Signs accounts payable and payroll warrants</i>	Liz Grossman
Budget	All
Subcommittees	
Superintendent's Evaluation <i>Coordinates evaluation of the superintendent per DESE guidelines</i>	Goli Sepehr
Union #50 <i>Three voting members (from each of the Dover and Sherborn School Committees) responsible for employment of the superintendent</i>	Sara Gutierrez Dunn
	Colleen Burt
	Liz Grossman
Personnel <i>Reviews and approves sick bank requests</i>	Jeff Cassidy
Negotiations <i>Participates in the collective bargaining process with the Dover Sherborn Educational Association</i>	Jeff Cassidy
	Liz Grossman
Search Committees <i>Participates in search committees for administrative positions as needed</i>	Colleen Burt
Policy <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>	Sara Gutierrez Dunn
Buildings & Facilities <i>Collaborates with the Business Administrator and Director of Facilities on annual approval of the Capital Plan</i>	Jeff Cassidy
Liaisons <i>Serves as the key point of contact with each organization; attends meetings as requested</i>	
DS AIDE	Sara Gutierrez Dunn

Pine Hill CSA/Chickering PTO/MS POSITIVE/HS PTO	Goli Sepehr
School Advisory Council	Colleen Burt
Challenge Success	Colleen Burt
SEPAC	Colleen Burt
METCO	Colleen Burt
Wellness	Goli Sepehr
Task Forces	
Communication	Liz Grossman
Sustainability	Colleen Burt
	Liz Grossman
Sheriff's Task Force on Juvenile Substance and Mental Health	Colleen Burt

Role	22-23
Chairperson	Charron
Vice Chairperson	Miller
Secretary	Collins
Finance	
Warrants	Healey
	Collins
Payroll	
	All
Budget	
Committees	
Superintendent's Evaluation	Charron
	Miller
	All
Dover-Sherborn Union #50 Superintendency	
Personnel	Healey
Negotiations	Collins, Potter
Search Committees	none needed at this time
Policy	Miller/Johnson
Technology	Healey
	Johnson
Buildings & Facilities (2)	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
Liaisons	
HS PTO	Potter
MS POSITIVE	Johnson
	Charron
School Council	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
Task Forces	
DS AIDE	Miller/Potter
Environmental Sustainability	Healey

Approved September 20, 2022

Sherborn School Committee

Meeting of June 14, 2022

Members Present: Amanda Brown
Dennis Quandt
Sangita Rousseau
Kristen Aberle
Christine Walsh
Also Present: Kathleen Smith, Interim Superintendent
Beth McCoy, Assistant Superintendent
Dawn Fattore, Business Administrator

1) Call to Order

Kathleen Smith called the meeting to order at 5:30 pm via Zoom.

2) Welcome Kristen Aberle and Christine Walsh

3) Reorganization

Kathleen Smith asked for nominations for Chair.

Dennis Quandt nominated Amanda Brown as Chair of the Sherborn School Committee. Sangita Rousseau seconded.

22-08 VOTE: 5 - 0 via roll call

Amanda Brown asked for nominations for Secretary.

Amanda Brown nominated Dennis Quandt as Secretary of the Sherborn School Committee. Sangita Rousseau seconded.

22-09 VOTE: 5 - 0 via roll call

4) Community Comments - there were several parents that expressed their concern about the projected class size for 1st grade next year.

5) Reports

- Superintendent's Report - Kathleen Smith presented an update from her office. She also reviewed the process for adding a section to next year's 1st grade and told committee members the Administration is keeping a close eye on numbers.
- Principal's Report - Dr. Brown highlighted recent and upcoming events at Pine Hill.
- Warrant Report

6) FY22 Financial Report as of June 3rd

- Salaries - there are no changes to report since the last meeting
- Operating Expenditures - there are no changes to report since the last meeting.
- Out of District - approximately \$60,000 of costs have been allocated from the Circuit Breaker Fund leaving a negative variance of \$17,898 in OOD.
- ESSER Grants - the summary of expenditures to date for the ESSER funds was provided.

7) Approval of the 2022-23 Handbook -

Dennis Quandt made a motion to approve the 2022-23 Handbook as presented. Sangita Rousseau seconded.

22-10 VOTE: 5 - 0 via roll call

Approved September 20, 2022

8) Approval of School Improvement Plan -

Dennis Quandt made a motion to approve the 2022-23 School Improvement Plan as presented. Sangita Rousseau seconded.

22-11 VOTE: 5 - 0 via roll call

9) Consent Agenda

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

Dennis Quandt made a motion to approve the Consent Agenda. Sangita Rousseau seconded.
22-12 VOTE: 5 - 0 via roll call

10) Communications

- Subcommittee Assignments
- Dover Sherborn Regional Committee minutes of May 3, 2022
- Dover School Committee minutes of March 16, 2022

11) Adjournment at 6:18 pm.

Respectfully submitted,
Amy Davis

Approved 9.13.2022

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

Approved 9.13.2022

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