

Dover School Committee

Meeting Agenda

Tuesday, September 28, 2021

6:30 pm

Join Zoom Meeting

Join Zoom Meeting

<https://us02web.zoom.us/j/81658531421?pwd=UDhWRUZXTzRtQTZMzUJQSM1NhQT09>

Meeting ID: 816 5853 1421

Passcode: 248041

1. Call to Order
2. Community Comments
3. Vote for Secretary **A.R.**
4. Superintendent Update: Kathleen Smith
 - Assistant Superintendent Update – Beth McCoy
 - Principal’s Report – Dr. Reinemann
 - Warrant Report
5. FY21 Budget Closeout
6. Mask Policy – Second Read **A.R.**
7. Consent Agenda **A. R.**
 - Approval of Minutes June 8, 2020
8. Communications (For Members Information)
 - 2021-22 Meeting Calendar
 - Subcommittee Assignments
 - Sherborn School Committee Minutes June 16, 2021
 - Dover Sherborn Regional School Committee Minutes June 8, 2021
9. 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



TO: Kathleen Smith, Interim Superintendent
FROM: Deborah Reinemann, Principal
RE: Principal's Report
DATE: September 23, 2021

Principal's Reflections

____ "Welcome back!" were the joyous words we were able to use in late August and early September as Chickering returned to in school learning. Our doors opened to nearly 100 staff members and 500 students over the course of our first week. Students and staff are adjusting to routines, new classes and modified covid protocols. Nearly everything is back to normal: class seating, the schedule, Morning Meetings, the bus, with masks. Lunch has changed as students now sit three to a bench (instead of two) but are still facing forward. Handwashing and sanitizing continues at a rigorous pace.

Most everyday, teachers are beginning the day with Morning Meetings using the Responsive Classroom model. Students are engaged in introductions, greetings, sharing, games and activities which all promote getting to know each other and building community within the classroom. So far, there has been one All School Meeting which was held over Zoom with the entire student body. All students were in their classrooms. Songs were sung, a focus was shared which modeled greetings between students and adults, and a 5th grade class shared greetings from various languages and countries. Although apart, the Morning Meeting structure brings us together as a school community.

Pool testing is up and running with approximately 70% of our students participating. The system is running smoothly, with students moving to the hallway in small groups, participating in the testing and popping right back into class. Families will only receive notification of positive findings. Our Test and Stay program is now in place as well.

We are very excited to offer Game Day, October 1, for students in grades 1-5. Kindergarten will have their own celebration later in the year. Game Day was planned due to the cancellation of Field Day the past two years. Students will be encouraged to dress in red, white, and/or blue for the festivities.

The School Advisory Council is taking shape this year with our first meeting scheduled for October 4. We have several projects on the docket: reviewing parent/guardian input from the Silver Linings survey issued last June, executing the [School Improvement Plan](#), Goal #4: *Community outreach from Chickering to Dover residents who do not have children at Chickering, especially our Senior citizens. This goal will build relationships between students and senior residents, increasing students' understanding and relationships with members of their community and its members. Further, we strive to showcase Chickering as an inclusive learning environment.*

Our communication with families will continue through Bloomz, with weekly updates from Jim and me on Wednesdays. All past Family Communications are also posted on our website.

Curriculum and Learning and Professional Development

Almost all of our classroom teachers have begun to launch the [Teachers College Readers' Workshop Program](#) (TCRWP) this year. Next year, all teachers will be fully launched with the Reading Units of Study. Over the summer, fourteen staff members attended the Teachers College Reading Institute and several teachers joined Priscilla Stephan for "Extreme Library Makeovers." The makeovers included weeding classroom libraries and beginning to "feed" the libraries too. In the weeding, we found many texts that were not current, or inclusive or perpetuated stereotypes. As we work our way through the units of study we will identify additional texts to purchase to refill the classroom libraries.

We changed the format of **Open House** from in person/virtual to a fully virtual event. Open House is scheduled for Thursday, September 23, from 6:00-7:30. Many thanks to Jim Carnes for coordinating the change in format.

- Grades K-2 6-6:30
- Grades 3-5 6:30-7:00
- Principal Meeting 7-7:30

DS Professional Growth and Evaluation System Update

We will continue with common goals for this school year. The Professional Growth and Evaluation system will return to the pre-pandemic timeline for evaluations. The MOU group will be bringing forth updates to the process for consideration and possible approval.

Personnel

We have several new staff members:

Christine (Doherty) Uminski, Art Teacher, replacing Sue Pelletier
Anna Ring, Librarian, replacing Anna Winters
Meghan Williams, Special Educator, replacing Kara Jewett
Stephanie Curran, Nurse, replacing Linda Shea
Kelly Najarian, LTS for Jenn Sellman, SLP

Ms. Devon Vanaria, grade 2 teacher (new class)
Mrs. Ashley Oleyer, grade 1 teacher (new class)
Lindsay Weiner, Math Specialist, 0.5 FTE
Nicole Alban, LTS for Judy McConnell (Cronin), grade 2

We are pleased to share the names of our new General and Special Educational Assistants:
Jessica Langway and Ellen Troland.

Extracurricular

The PTO sponsored Welcome Back picnic was unfortunately rained out twice! However, our New Family committee has been very busy connecting our new families to Chickering. They hosted two play date events at Chickering in late August which Mr. Carnes and I were able to attend and meet many new friends.

The Public Schools of Dover and Sherborn

157 Farm Street

Dover, MA 02030

Phone: 508-785-0036 Fax 508-785-2239

www.doversherborn.org

*Commitment to Community
Equity and Excellence
Respect and Dignity
Climate of Care*

Kathleen Smith, J.D., Interim Superintendent

Elizabeth M. McCoy, Asst. Superintendent

Dawn Fattore, Business Administrator

Kate McCarthy, Director of Student Services

TO: Dover School Committee
FROM: Dawn Fattore, Business Administrator
DATE: September 24, 2021
RE: Approved FY21 Warrants

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

Voucher # Date Amount Fund

1150	6/9/2021	\$1,099.00	SPED 240
1151	6/9/2021	\$6,761.08	Cafe
1152	6/9/2021	\$118,656.58	Circuit Breaker
1153	6/9/2021	\$60,305.62	General-OOD
1154	6/9/2021	\$47,097.73	General-School
1157	6/16/2021	\$30,564.56	General-School
1158	6/16/2021	\$29,228.94	Payroll Reimb
1159	6/16/2021	\$25,655.52	Cares Re-opening
1160	6/16/2021	\$10,376.66	General-OOD
1161	6/30/2021	\$7.53	Cafe
1162	6/30/2021	\$27,207.28	General-OOD
1163	6/30/2021	\$330.00	SPED 274
1164	6/30/2021	\$54,603.57	Circuit Breaker
1165	6/30/2021	\$1,367.59	SPED 240
1166	6/30/2021	\$3,775.77	Cafe
1167	6/30/2021	\$52,433.60	General-School
1168	6/30/2021	\$10,153.28	General-OOD
1169	6/30/2021	\$1,214.76	SPED 274
1170	6/30/2021	\$33,734.73	General-School
1171	6/30/2021	\$923.62	SPED 240
1172	6/30/2021	\$6,718.17	General-School
1173	6/30/2021	\$3,195.00	General-School
1175	6/30/2021	\$16,156.13	General-School

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Kathleen Smith, J.D., Interim Superintendent

Elizabeth M. McCoy, Asst. Superintendent

Dawn Fattore, Business Administrator

Kate McCarthy, Director of Student Services

TO: Dover School Committee
FROM: Dawn Fattore, Business Administrator
RE: FY21 Operating Update and FY22 Budget Updates
DATE: September 24, 2021

Status of Appropriations

Attached please find the Status of Appropriations as of June 30, 2021.

Salaries

The year ended with a small positive variance in salaries of \$98,851. Given the hybrid model, one additional classroom teacher and several regular educational assistants were added. Savings from post-FY21 budget staffing changes covered the additional classroom teacher costs. A portion of the salaries for the added EAs were covered by the CARES grant. The positive variance in Teachers, SPED represents the .6 adjustment counselor position that was eliminated from the SEL Center and replaced with an academic coordinator (same structure as the Bridge Program at the high school). This savings is partially offset by additional OT support for the pre-k program not in the FY21 budget. Custodial salary savings were realized due to the vacancy in the Director of Facilities and custodial positions, lower overtime needs and no utilization of summer staff.

Expenditures

An operating surplus of \$97,181 was realized representing savings in utilities, educator related course reimbursement/ professional development requests and general supplies. The TEC oil bid price for FY21 was \$1.4346 (FY20 was \$2.0475) and provided a savings as the budget utilized a conservative price of \$2.60 based on Warrant Committee guidance. The majority of educator professional development this past summer related to hybrid operations and was covered by the CARES grant. Classroom and general school supplies were remaining from the closure last March reducing the current year ordering needs. Special education services were over budget by \$11,899 representing the needs of the current cohort of students.

Out-of-District

Out-of-District costs exceeded budget by **\$603,799**. We had nine (9) new placements during the year resulting in a negative variance of approximately **\$590,000**. In addition with the spring closure in FY20, we incurred unbudgeted summer services of approximately **\$50,000**. The current COVID guidelines for transportation led to a net increase in transportation costs of approximately **\$80,000** to date as vans were limited to two students. However, over the course of the year, ACCEPT issued several transportation credits (one relating to cumulative surplus, one Covid-19 related) in addition to reimbursing us approximately \$60,000 for transportation services we had to arrange due to their driver shortage. These credits resulted in a positive variance of \$36,736 in transportation costs as of June 30th. The negative tuition variance of **\$640,000** will be offset by circuit breaker reimbursement of \$1,094,158 (75% reimbursement rate).

Summary of results

The overall financial results from school operations (including both in-district and out-of-district) was a negative variance of **\$407,767**. Circuit breaker reimbursement was used to offset \$1,094,158 of OOD costs resulting in a

turnback to the Town of Dover of \$686,391. For new members, it is important to note that the school budget does not assume any circuit breaker reimbursement. Costs are budgeted at 100% but annually we apply 100% of circuit breaker reimbursement to current tuition costs typically resulting in a large turnback to the Town.

Special Revenue/Revolving Funds

The statement provided summarizes all activity for FY21. We will be happy to answer any questions on this statement at the meeting.

COVID related grants utilized in FY21

As previously shared, Dover initially had access to two main grant opportunities to cover unbudgeted costs due to COVID-19. One of the grants was allocated to municipalities (Municipal CARES) to be used across all operating departments and an additional grant of \$225 per students was awarded directly to schools (CARES Reopening grant). The Town of Dover allowed us to submit our unbudgeted technology purchases against their Municipal CARES grant (total grant amount of \$537,911). These purchases included 156 iPads (\$46,644) needed for k-3 as well as an additional 30 laptops (\$33,630) for educators.

The Reopening grant (total grant amount of \$110,700) was used to cover the costs of AFC contract costs for testing access, additional facility items such as the rental of tents, additional staffing for nursing, remote learning center and educational assistants, software needed for remote learning as well as additional school supplies and needed PPE. This grant had an end date of June 30, 2021.

In addition, we received a State Coronavirus Prevention Fund grant of \$12,950 which was used to purchase additional student technology devices.

FY22 Budget Updates

Staff Additions due to enrollment

As was shared with the School Committee at their meeting in June, actual FY22 enrollment figures were exceeding our grade-level projections and there was potential to add classroom sections in order to stay within the Committee's class size policy of 17-22 students. At that time we mentioned the possibility of adding a fifth second grade section and posted an anticipated opening. In addition, it was requested to increase the second physical education educator from a .7FTE to a .9FTE to accommodate scheduling needs. As of July 13th, there were 91 registered second graders and we confirmed the need to add the fifth section (class sizes are 18.2) as well as the .2FTE physical education position. The estimated cost of these two staffing additions is \$78,500. We intend to cover this with various grant funds.

As the summer progressed, we also saw an increased number of new students entering first grade. This had been forecasted in our projections but as June, these increases had not been realized allowing us to move the fourth budgeted section of first grade to kindergarten to accommodate their larger than expected enrollment (currently at 80). As of July 13th, there were 68 first graders and thus the need to add back the fourth classroom section. Class sizes are 20 for kindergarten and 17 for first grade with four sections per grade.

As noted above for physical education, the increase of now two sections resulted in the need to add a .2FTE to our second FLES educator position to allow for all grades to maintain their required weekly instruction. This increased this position from a .6FTE to a .8FTE. The estimated additional cost for these two staff positions is \$65,000. This increase can be partially offset by post-FY22 budget staffing changes and grant funds as needed.

With the addition of these two sections, Chickering will have 26 classroom sections with all individual classrooms within the class size policy of 17-22. These additions were shared with the School Committee this summer as well as with the Chair of Dover Warrant.

Other Staffing Positions

As we continue to address any impacts from the FY20 school closure and the FY21 hybrid model, it was determined this summer to also add a .5FTE Math Specialist and a .5FTE Social, Emotional and Learning (SEL) Specialist to support the students at Chickering. These positions are being shared with Pine Hill and for FY22 will be covered by various grants.

All the above positions will be evaluated and monitored and became part of our FY23 Budget discussions which will begin soon!

COVID related grants available for FY22-FY24

The District has received three ESSER funds to utilize in response to the COVID-19 Pandemic. ESSER I grant of **\$20,000** has been allocated to cover costs associated with social emotional learning assessment tools, summer services provided to students as needed due to the hybrid school year and staffing for COVID-19 related testing protocol as needed in FY22. ESSER II grant of **\$85,841** has been allocated for additional SEL contracted services (there is a mental health expenditure requirement for this grant) and additional staffing positions as needed to assist with academic interventions.

The ESSER III grant, coming out of the American Rescue Plan Act, is a larger grant totaling **\$170,448**. This grant has an expenditure period through September 30, 2024. Administration is in the process of completing the initial application for this grant which requires at least a 20% allocation to mitigating lost instructional time. In addition, it has a requirement of soliciting feedback from multiple stakeholder groups in the planning of grant activities/expenditures. Given the multiple year grant period, we plan to do a high level budget submittal for the initial application (due on October 4th) as we spend the fall reviewing various student data points, completing SEL evaluations and gathering data from staff and administrators to better identify our specific needs. We will keep the committee apprised of this work.

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

Dover Public Schools
Status of Appropriations as of June 30, 2021

SALARIES	FY21	EXPENDED	OPERATING	% of
	BUDGET	THUR 6/30	VARIANCE/ BUD.REMAINING	BUDGET
SUPERINTENDENT	\$144,093	\$143,916	177	0.12%
BUSINESS AND FINANCE	111,366	111,399	(33)	- 0.03%
DISTRICT INFO MANAGEMENT	77,572	71,953	5,619	7.24%
SPED ADMINISTRATION	213,924	204,038	9,886	4.62%
SCHOOL LEADERSHIP-BUILDING	373,119	361,799	11,320	3.03%
ACADEMIC LEADERS/QPO	29,777	21,243	8,534	28.66%
TEACHERS, CLASSROOM	3,291,681	3,285,128	6,553	0.20%
TEACHERS, SPED	747,063	738,813	8,249	1.10%
SUBSTITUTES	45,000	49,019	(4,019)	- 8.93%
EDUCATIONAL ASSISTANTS	631,722	617,721	14,001	2.22%
LIBRARIANS & MEDIA CENTER	60,676	60,676	0	0.00%
BUILDING BASED PD	16,875	15,975	900	5.33%
GUIDANCE COUNSELORS	68,494	62,178	6,316	9.22%
PSYCHOLOGICAL SERVICES	83,206	69,640	13,566	16.30%
MEDICAL/HEALTH SERVICES	89,086	87,846	1,240	1.39%
CUSTODIAL SERVICES	245,896	229,354	16,542	6.73%
TOTAL SALARIES	\$6,229,548	\$6,130,697	\$98,851	1.59%
EXPENDITURES				
SCHOOL COMMITTEE	\$10,650	\$10,096	554	5.20%
SUPERINTENDENT	17,300	13,934	3,366	19.46%
LEGAL SERVICES	9,000	7,235	1,765	19.61%
DISTRICT INFO MANAGEMENT	78,050	79,164	(1,114)	- 1.43%
SCHOOL LEADERSHIP-BUILDING	18,270	14,573	3,697	20.24%
CLASSROOM CONTRACTED SERVICES	7,700	2,638	5,062	65.74%
SPED SERVICES/SUPPLIES	76,000	87,899	(11,899)	-15.66%
LIBRARIANS & MEDIA CENTER	14,160	13,517	643	4.54%
COURSE REIMBURSEMENT/PD	33,300	16,149	17,151	51.50%
TEXTBOOKS & RELATED SOFTWARE	44,000	46,942	(2,942)	- 6.69%
LIBRARY INSTRUCTIONAL MATERIALS	6,100	6,148	(48)	- 0.79%
INSTRUCTIONAL EQUIPMENT	16,400	12,179	4,221	25.74%
GENERAL SUPPLIES	61,050	45,528	15,522	25.42%
CLASSROOM INSTRUCT TECHNOLOGY	7,750	7,140	610	7.87%
GUIDANCE	3,500	3,058	442	12.62%
MEDICAL/HEALTH SERVICES	2,600	1,203	1,397	53.72%
TRANSPORTATION SERVICES	240,723	243,257	(2,534)	- 1.05%
CUSTODIAL SERVICES	25,000	19,040	5,960	23.84%
UTILITIES	217,500	175,676	41,824	19.23%
MAINTENANCE OF BUILDING	135,500	121,996	13,504	9.97%
TOTAL EXPENDITURES	\$1,024,553	\$927,373	\$97,181	9.49%
TOTAL INDISTRICT OPERATING	\$7,254,102	\$7,058,070	\$196,032	2.70%
OOD TUITION & TRANSPORTATION				
TUITION TO MA SCHOOLS	206,120	271,536	(65,416)	-31.74%
TUITION TO COLLABORATIVES	316,075	504,704	(188,629)	-59.68%
TUITION TO NON-PUBLIC SCHOOL	1,917,952	2,165,627	(247,675)	-12.91%
TUITION TO OUT OF STATE SCHOOLS	227,442	366,257	(138,815)	-61.03%
TRANSPORTATION SERVICES	\$451,000	\$414,264	36,736	8.15%
TOTAL OOD	\$3,118,589	\$3,722,388	(\$603,799)	-19.36%
TOTAL OPERATING	\$10,372,691	\$10,780,458	(\$407,767)	- 3.93%
CB Reimbursement offset at 75%			\$1,094,158	
Operating Expenses/ Surplus			\$686,391	

Dover Public Schools
Special Revenue/Revolving Funds as of June 30, 2021

<u>SPECIAL REVENUE/REVOLVING FUNDS</u>	<u>FUND BALANCE @7/01/2020</u>	<u>REVENUE</u>	<u>EXPENDITURES / ENCUMBRANCES</u>	<u>FUND BALANCE @ 06/30/2021</u>	<u>Notes:</u>
BUILDING RENTAL	\$ 37,274	\$ 12,340	\$ 1,306	\$ 48,308	
CIRCUIT BREAKER	-	1,094,162	1,094,162	-	
FOOD SERVICES	53,698	147,091	140,539	60,250	<i>Net of deposits in advance - \$15,389</i>
GIFTS (see pg 2 for details)	12,499			12,499	
PRESCHOOL	78,842	26,586	7,446	97,981	<i>Net of deposits in advance FY22 Tuition = \$12,148</i>
<u>FIDUCIARY FUND</u>					
STUDENT ACTIVITY FUND	\$ 11,908			\$ 12,888	<i>Student Activity Account balance per Dover Town Accountant.</i>

FACE COVERINGS

The Dover-Sherborn Public Schools are committed to providing a safe environment in schools during the ongoing COVID-19 pandemic. According to public health experts, one of the best ways to stop the spread of coronavirus and to keep members of our school community safe is the use of Face Coverings. Therefore, in accordance with guidance and recommendations from the Centers for Disease Control (CDC), the Massachusetts Department of Elementary and Secondary Education (DESE) and the Massachusetts Department of Public Health (DPH), the District has established the following requirements which will remain in place until further notice.

Face Coverings Required for All

A Face Covering **must** be worn by **all individuals** in school buildings and on school transportation, **even when social distancing is observed**. This requirement applies to all students in all grades, all teachers, administration and staff, and all visitors.

Family to Provide Face Coverings

A student's Face Covering is to be provided by the student's family. Staff members are responsible for providing their own Face Coverings. However, the District will supply disposable Face Coverings for individuals who arrive at a building, or board school transportation, without one.

Acceptable Face Coverings

Refer to the District Face Covering Hygiene/Respiratory Protocol for detail regarding District-specific requirements, expectations, and considerations for Face Coverings.

Circumstances Where Face Coverings are Not Required

Refer to the District Face Covering Hygiene/Respiratory Protocol for detail regarding District-specific requirements, expectations, and considerations for circumstances where Face Coverings are not required (e.g., during designated mask breaks, while eating or drinking, most outdoor activities except in crowded settings).

Exceptions to the Face Covering Requirement

Individuals may be exempted from the requirement if they have a medical, behavioral, or other challenge making it unsafe to wear a Face Covering. To obtain an exemption for any of the foregoing reasons, a student must provide a written note from a physician. The ultimate decision of whether to grant the requested exemption rests with the building principal in consultation with the school nurse and the Board of Health. Parents may not excuse their child from the Face Covering requirement by waiver or otherwise.

School personnel will have the discretion to temporarily waive the Face Covering requirement for an individual as needed under emergency circumstances (e.g., where an individual has trouble breathing, is unconscious, or is incapacitated).

Policy Violations

- If students are in violation of this policy, the building principal will consult with the parent/guardian(s) to determine whether an exception is appropriate, or the student should be removed from the school building until such time as they can comply with the requirement or the requirement is lifted.
- Violations of this policy by staff will be handled in the same manner as other violations of School Committee policy.
- Visitors in violation of this policy will be denied entry to the school/district facility.

This policy will remain in place until rescinded by the School Committee.

REFS.: **Massachusetts Department of Public Health** <https://www.mass.gov/doc/updated-advisory-regarding-masks-and-face-coverings-july-30-2021-0/download>
Centers for Disease Control and Prevention – Guidance for Covid-19 Prevention in K-12 Schools (Updated August 5, 2021)
<https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/k-12-guidance.html>
Centers for Disease Control and Prevention – Guidance for Covid-19 Prevention on Public Transportation <https://www.cdc.gov/coronavirus/2019-ncov/travelers/face-masks-public-transportation.html>
Massachusetts Department of Elementary and Secondary Education –Fall 2021 COVID-19 Guidance <https://www.doe.mass.edu/covid19/on-desktop/fall-2021-covid19-guide/>

SOURCE: MASC – August 10, 2021

First Read: Dover Sherborn Regional School Committee August 25, 2020
Sherborn School Committee August 25, 2020
Dover School Committee August 25, 2020

Second Read: Dover Sherborn Regional School Committee August 27, 2020
Sherborn School Committee August 27, 2020
Dover School Committee August 27, 2020

First Read: Dover Sherborn Regional School Committee August 19, 2021
Sherborn School Committee August 19, 2021
Dover School Committee August 19, 2021

Second Read: Dover Sherborn Regional School Committee September 14, 2021

Adopted:

DRAFT

Dover School Committee Meeting of June 8, 2021

Members Present: Leslie Leon
Colleen Burt
Sara Gutierrez Dunn
Mark Healey

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

1) **Call to Order**

Dr. Keough called the virtual meeting to order at 5:31 pm and read the following into the record: I'd like to call to order the meeting to order. This Open Meeting is being conducted remotely consistent with Governor Baker's Executive Order of March 12, 2020. Information on how to join remote School Committee meetings and meeting agendas is posted on the Dover Sherborn District Website. Please note that this meeting is being recorded. Please be aware that anything that you broadcast may be captured by the recording.

Community Comments are first. Please remember that community comments are an opportunity for us to listen to members of the community. It is not a forum for answering questions or engaging in a debate and we will not be answering any questions tonight. We respectfully request that you please make your comments brief (about 2 mins) and that you move the discussion forward by adding new information. Once the public comment section of the meeting has been concluded, we will move on to other business and unsolicited comments from the community will no longer be permitted.

2) **Reorganization**

Dr. Keough asked for nominations for Chair: Leslie Leon nominated Sara Gutierrez Dunn as Chair of the Dover School Committee. Mark Healey seconded.

21-09 VOTE: 4 - 0 via roll call

Ms. Gutierrez Dunn asked for nominations for Secretary: Sara Gutierrez Dunn nominated Leslie Leon as Secretary of the Dover School Committee. Colleen Burt seconded.

21-10 VOTE: 4 - 0 via roll call

3) **Community Comments** - none

4) **Dover PTO** - PTO President Goli Sepehr reviewed the activities of the PTO over the past school year and presented the budget for 2021-22.

5) **Reports**

- Principal's Report - Dr. Reinemann reviewed her report and answered questions.
- Warrant Report

6) **FY21 Monthly Financial Report** - as of May 10, 2021.

- Salaries/Expenditures - there are no changes since the last meeting.
- Enrollment Update - Two grades have exceeded the projection models. The Administration will be closely monitoring the numbers and make adjustments to grade sections as necessary.
- Heating Oil - the bid opening took place on June 3rd with the lowest bid from Devaney Energy at \$2.1524 per gallon. This amount is significantly higher than the FY21 price but within the budgeted amount for FY22.

7) **Approval of 2021-22 student handbook** - the proposed changes were discussed and the Administration fields questions from committee members. The changes will be voted on at the next meeting.

DRAFT

*Mark Healey made a motion to approve the 2021-22 Family Handbook. Colleen Burt seconded.
21-11 VOTE: 4 - 0*

- 8) Approval of 2021-22 School Improvement Plan** - the SIP was presented and discussed.
The Plan will be voted on at the next meeting.

*Colleen Burt made a motion to approve the Consent Agenda. Leslie Leon seconded.
21-12 VOTE: 4 - 0*

9) Consent Agenda

- Approval of Minutes of May 17, 2021

*Leslie Leon made a motion to approve the Consent Agenda. Colleen Burt seconded.
21-13 VOTE: 4 - 0*

10) Communications

- Subcommittee Assignments
- Sherborn School Committee minutes March 9, 2021

11) Adjournment at 6:17 pm.

Respectfully submitted,
Amy Davis

2021-22 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 14, 2021	Tuesday, September 21, 2021	Tuesday, September 28, 2021	
Tuesday, October 12, 2021	Tuesday, October 19, 2021- 5:30 start***	Tuesday, October 26, 2021	Tuesday, October 19, 2021 -7:00 pm
Tuesday, November 9, 2021	Tuesday, November 16, 2021*	Tuesday, November 23, 2021*	
Tuesday, December 7, 2021*- starts 5:30 pm			Tuesday, December 7, 2021 7:00 pm
Tuesday, January 11, 2022		Tuesday, January 18, 2022-- 5:30 pm start ***	Tuesday, January 18, 2022 -7:00 pm
Tuesday, February 1, 2022	Tuesday, February 8, 2022		
Tuesday, March 1, 2022**			
March 2, 2022*** (tentative)			
Tuesday, March 8, 2022**	Tuesday, March 9, 2022**	Thursday, March 10, 2022**	
			Tuesday, April 5, 2022 - 6:30 pm
			Tuesday, April 26, 2022 - 6:30 pm
Tuesday, May 3, 2022	Tuesday, May 10, 2022	Monday, May 16, 2022	
Tuesday, June 7, 2022- 6:30 pm start	Tuesday, June 14, 2022 5:30 pm start***	Tuesday, June 7, 2022-- 5:30 pm start***	Tuesday, June 14, 2022 - 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 FY23 Budget	* Meeting to include first pass of the FY23 Budget	* Meeting to be held in the morning to discuss the first pass of the FY23 Budget	
** Meeting to include final action on FY23 Budget	** Meeting to include final action on FY23 Budget	**Meeting to include final action on FY23 Budget	
*** Budget Meeting with Dover Warrant and Sherborn Advisory Committees	***Meeting held at DSMS Library	*** Meeting held at DSMS Library	

APPROVED SEPTEMBER 21, 2021

Sherborn School Committee Meeting of June 16, 2021

Members Present: Angie Johnson
Amanda Brown
Nancy Cordell
Dennis Quandt

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

1) Call to Order

Dr. Keough called the meeting to order at 5:34 pm in the Dover Sherborn Middle School Library.

2) Reorganization

Dr. Keough asked for nominations for Chair: Angie Johnson nominated Nancy Cordell as Chair of the Sherborn School Committee. Amanda Brown seconded.

21-08 VOTE: 4 - 0

Nancy Cordell nominated Amanda Brown as Secretary of the Sherborn School Committee. Angie Johnson seconded.

21-09 VOTE: 4 - 0

3) Community Comments - none

4) Reports

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

5) FY21 Monthly Financial Report - as of June 11th.

- 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 - two credits have been received from ACCEPT Collaborative representing Sherborn's share of ACCEPT's FY20 surplus. The credits total \$21,000: \$10,000 for tuition and \$11,000 for transportation.

6) Approval of 2021-22 Student Handbook - in addition to the changes presented last month, the Equity Statement will be included in the Student Handbook.

Amanda Brown made a motion to approve the 2021-22 Student Handbook with the changes as discussed. Dennis Quandt seconded.

21-10 VOTE: 4 - 0

7) Approval of 2021-22 School Improvement Plan - there were no changes since the first reading last month.

Angie Johnson made a motion to approve the 2021-22 School Improvement Plan. Dennis Quandt seconded.

21-11 VOTE: 4 - 0

8) Consent Agenda

- Approval of Minutes: May 11, 2021

Angie Johnson made a motion to approve the Consent Agenda. Dennis Quandt seconded.

APPROVED SEPTEMBER 21, 2021

21-12 VOTE: 4 - 0

9) Communications

- Subcommittee Assignments
- Dover Sherborn Regional School Committee minutes of May 4, 2021
- Dover School Committee minutes of March 4 and May 17, 2021

10) Adjournment at 6:12 pm.

Respectfully submitted,
Amy Davis

Approved September 14, 2021

Dover-Sherborn Regional School Committee

Meeting of June 8, 2021

Members Present: Maggie Charron
Judi Miller
Kate Potter
Lynn Collins
Anne Hovey
Tracey Mannion

1) Call to Order

Ms. Charron called the virtual meeting to order at 6:56 pm and read the following into the record:

Good evening. This Open Meeting is being conducted remotely consistent with Governor Baker's Executive Order of March 12, 2020,

Information on how to join remote School Committee meetings and meeting agendas are posted on the Dover Sherborn District Website. Please note that this meeting is being recorded. Be aware that anything that you broadcast may be captured by the recording.

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

Community comments are an opportunity for us to listen to members of the community. It is not a forum for answering questions or engaging in a debate. Once the public comment section of the meeting has been concluded, we will move on to other business and unsolicited comments from the community will no longer be permitted. This is standard operating procedure in school committee meetings across our 3 school districts. We appreciate that you have taken the time to participate and encourage you to reach out to your school committee reps at any time.

2) Welcome Tracey Mannion

3) Community Comments - There were multiple comments from community members addressing the recent election for Regional School Committee in Dover, falling school rankings, curriculum content, and the alleged ethical violations that were referenced in the resignation of a committee member earlier this school year.

4) Reports

- DSHS Principal Report - John Smith highlighted recent and upcoming events at the high school.
- DSMS Principal Report - Scott Kellett highlighted recent and upcoming events at the middle school.
- Warrant Report

5) FY21 Financial Reports as of May 31, 2021

- Revenues - there are no changes since the last meeting
- Salaries - there are no changes since the last meeting
- Expenditures - there is an anticipated overall saving of approximately 7.5% in expenditures. Transportation savings totaled \$180,000 due to the use of the RTRF balance of \$85,000, savings in athletic transportation costs, and savings from regular transportation due to the shortened school year. Hybrid operations for the majority of the school year resulted in savings across all aspects of operations from custodial supplies to classroom consumables to utilities due to no weekend or evening activities in the buildings.

Approved September 14, 2021

- Pro Forma Roll-forward of Excess and Deficiency - the projected E&D as of June 30th is \$1,912,731 while the projected allowed amount is \$1,318,960. Once E7D is certified over the summer, any excess will be applied to the Town's FY22 assessments using the assessment percentages from FY21.

6) Approval of 2020-21 Student Handbooks

Anne Hovey made a motion to approve the Memorandum of Agreement as presented. Lynn Collins seconded.

21-13 VOTE: 6- 0

7) Approval of School Improvement Plans

Judi Miller made a motion to approve the Memorandum of Agreement as presented. Kate Potter seconded.

21-14 VOTE: 6- 0

8) Consent Agenda

- High School Field Trip - Southwest Grand Circle Adventure through Utah, Arizona, and Nevada from April 15 - 23, 2022 through Grand Classroom.
- Donation - from Friends of Alpine Ski in the amount of \$8,604.40 to support dry land training program.
- Appointment of DS Regional Treasurer re-appoint John LaFleche for the 2021-22 school year.
- Approval of Minutes: May 4, 2021

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

21-15 VOTE: 5 - 0

9) Communication

- Subcommittee Assignments
- Class of 2021 Matriculation Report
- Dover School Committee minutes of March 4, 2021
- Sherborn School Committee minutes of March 9, 2021

10) Adjournment at 8:07 pm.

Respectfully submitted, Amy Davis