

Sherborn School Committee

June 6, 2023 @ 5:30pm
DSMS Library

AGENDA

1. Call to Order
2. Welcome Rebecca Hammond
3. Reorganization
4. Community Comments
Join Zoom Meeting (community comments only)
<https://us02web.zoom.us/j/86082110896?pwd=YIRROWhXcHINa3pzdzU5L2ZOZU5tZz09> Meeting ID: 860 8211 0896
Passcode: 120779
5. Reports:
 - Superintendent Report – Elizabeth McCoy
 - Principal’s Report – Dr. Barbara Brown
 - Warrant Report
6. FY23 Finance Report
 - Monthly Report
7. First Read 2023-24 Family Handbooks
8. First Read 2023-24 School Improvement Plan
9. Consent Agenda A.R.
 - May 9, 2023 Minutes
10. Communications (For Members Information)
 - Subcommittee Assignments
 - Dover School Committee Minutes March 9, 2023
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 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: Beth McCoy, Superintendent
FROM: Barbara Brown, Principal
RE: Principal's Monthly Report
DATE: June 6, 2023

Principal's Reflection:

Curriculum Innovation -

Our fourth grade team partnered with Teresa Bien Aime, Technology Integration Teacher to bring greater depth to the Geology unit of study. Using Project Lead the Way (PLTW) resources, our students were immersed in hands-on activities, projects, and problems that built upon each other and related to the real world. Students studied the effects of plant growth and acid rain on rock formation. They experienced integrated learning that blended computer science, engineering, earth science, and more. We look forward to expanding PLTW to additional grade levels next year.

The Center for Regulation and Academic Resiliency ("The Center") -

After a year-long pilot of our Center Program, we are moving forward with a continued program. The Center, which is modeled after our Regional Schools' Bridge/BRYT Programs, affords a Tier 3 level of intervention for students who experience disrupted learning due to significant behavioral, social, and/or emotional needs. It also provides resources and support to families navigating these needs. The goal of the Center's work with students, families, school staff, and outside service providers is to build self-awareness and coping strategies, and to have the child participate in the general classroom to the greatest extent possible. The program will be staffed with an Academic Coordinator who works in coordination with our counselors, psychologist, SEL coach, and behavior analyst.

Enrollment Forecast for 22-23 -

Grade level teams are being reorganized for the 23-24 school year to accommodate fluctuating student enrollment across the K-5 grade levels and to promote educator growth and team building. Students will be notified about class assignments in mid-August. At this moment in time, our enrollment for next year is as follows:

Grade level:	Enrollment to date:	Class size:
Kindergarten	50	16, 17, 17
Grade 1	58 confirmed (+6 pre-registered)	21, 21, 22
Grade 2	71	17, 18, 18, 18
Grade 3	65	21, 22, 22
Grade 4	69	17, 17, 17, 18
Grade 5	70	17, 17, 18, 18

Professional Development:

- May 25, 2023 - Sarah Kennedy attend The Zones of Regulation comprehensive Training
- June 9 - Lindsay Weiner, Rebecca Mealy, Cindy Sidman and Sarah Kennedy all will be attended Number Talks in the Primary Classroom PD

Pine Hill Happenings:

- May 10-11: Grade 4 MCAS - math
- May 11: Grade 3 Broadmoor walks on campus
- May 12: Bus Evacuation Drills
- May 12: David Coffin performed at ASM, funded through CSA enrichment
- May 15-16: Grade 5 MCAS - Math
- May 17: Grade 3 field trip to Broadmoor
- May 18: Grade 5 - DSMS 8th grade student leaders visits
- May 19: Grade 3 recorder presentation followed by an open house
- May 22: Grade 4 Broadmoor visits in classrooms
- May 22-23: Grade 5 MCAS - Science, Technology & Engineering
- May 24: Grade 3 instrument demos
- May 25: Fire Safety visits
- May 30: Pine Hill/Chickering strings played in the lobby before school
- May 30: Grade 4 Broadmoor walks on campus
- June 1: CSA Meeting
- June 2: CSA end of the year party from 5-7:30 on the front playground
- June 6: K-4 field day
- June 7: PH school council meeting
- June 8: Grade 5 DSMS orientation visits
- June 14: Grade 5 - Hale reservation field trip

- June 14: Grade 2 Broadmoor field trip
- June 14: 10:30 - 11:00am PreK promotion celebration
- June 15: 9:00 - 10:00am Grade 5 promotion celebration
- June 15: Grade 5 Field Day
- June 16: Meet the new grade level team visits
- June 16: LAST DAY OF SCHOOL - HALF DAY

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: Sherborn School Committee
FROM: Dawn Fattore, Business Administrator
DATE: June 2, 2023
RE: FY23 Approved Warrants

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

#	Date	Amount	Fund
1118	5/11/2023	\$139,756.76	General-School
1119	5/11/2023	\$135,235.87	General-OOD
1120	5/11/2023	\$36,925.11	General-School
1122	5/25/2023	\$6,890.92	Food Service
1123	5/25/2023	\$21,580.73	General-OOD
1124	5/25/2023	\$5,300.00	Title IV
1125	5/25/2023	\$2,566.32	Title I
1126	5/25/2023	\$11,277.90	Circuit Breaker
1127	5/25/2023	\$34,398.45	General-School

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Elizabeth M. McCoy, Superintendent
Denton Conklin, Assistant Superintendent

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

TO: Sherborn School Committee
FROM: Dawn Fattore, Business Administrator
RE: FY23 Monthly Financial Update
DATE: June 2, 2023

Attached for your review is:

- Status of Appropriations as of May 31, 2023

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

Salaries

The majority of salaries have been encumbered. The Special Education Teachers line item reflects the conversion of two special educational assistants to an additional special educator to provide more direct instruction to students on IEPs. You will see the corresponding savings in the Educational Assistants line item partially offset however, with the transfer of an educational assistant from the CB fund as discussed to help offset the negative variance in OOD tuition costs. There are variances in the Teachers-Classroom, Guidance and Medical/Health Services line items due to several post-FY23 budget staffing changes. The net impact is a positive variance of approximately \$20,000. There is also a positive variance in SPED Administration due to the allocation of responsibilities this year with an interim in this shared district position. Substitutes and Custodial overtime services are expensed as incurred. You will see those budget balances decrease as the year progresses.

Expenditures

There are no material variances to report to date. Projections have been encumbered for utilities and transportation. We will continue to monitor all expense categories as we begin the annual closeout of open purchase orders and determining the remaining needs for supplies and services.

Out-of-District

Costs for FY23 placements to date have been encumbered. We continue to have a negative variance of just over \$300,000. The variance is a combination of more placements to date than budgeted (12 versus 10) and also higher costs for several of the budgeted placements. Circuit Breaker reimbursement has been finalized with the break-out as follows: \$24,916 for in-district, \$287,161 for OOD tuition and \$55,945 in transportation for a total of \$294,003. At Sherborn's Annual Town Meeting on April 25th it was voted to transfer \$50,000 from the SPED Stabilization Fund and approve additional appropriations of \$250,000 to cover the unfunded OOD tuition costs. We appreciate the steps taken by the Town to address the current year needs. **We will cover any remaining deficits in the operating budget with other funding sources once the year is closed out.**

FY24 Operating and Capital Updates (new information except for first paragraph)

The Town of Sherborn approved the FY24 operating budget as well as the EMS upgrade capital project at the Annual Town Meeting on April 25th. We thank the Town of Sherborn and the taxpayers for their continued support.

We continue to monitor the FY24 enrollment numbers for any changes from projections and compliance with class size guidelines (18-23). The current incoming kindergarten class is **50**. All other grades as of June 1st have enrollments that fall within the FY24 budgeted sections.

As we look towards FY24, OOD placements are fairly stable with one or two anticipated placement changes. The financial impacts of these changes are not known at this time. There is discussion at the legislative level to provide districts with some financial relief from the 14% increase in non-public tuition rates. One proposal is to provide supplemental appropriations to cover the increase that exceeds the annual historical average. Sherborn is experiencing an increase of approx. \$75,000 over typical rate increases.

As previously mentioned, the Region is currently undergoing a Space Needs Audit. We will continue to discuss the prospects of conducting a similar audit at Pine Hill as a first step in determining the future needs of the building given its aging structures.

One last point of information involves steps taken as we address cooling strategies at Pine Hill. With the recent two-day heat wave of high 80's and low 90's, we piloted the rental of freestanding air cooler units deployed in the library wing, auditorium and hallways. The rental cost for this time period was approximately \$5,000 and is being assessed to the Building Rental Fund. A picture of the units in the auditorium is presented below. We have some other strategies around temporary cooling units that we plan to explore this summer in the event of a warm start to the school year. The staff was appreciative of these efforts.



We will be happy to answer any questions 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.

Sherborn Public Schools
Status of Appropriations as of May 31, 2023

	<u>FY23</u>	<u>EXPENDED</u>		<u>TOTAL</u>	<u>OPERATING</u>	<u>% of</u>
<u>SALARIES</u>	<u>BUDGET</u>	<u>THRU 5/31</u>	<u>ENCUMBRANCES</u>	<u>PROJECTED</u>	<u>VARIANCE/ BUD.REMAINING</u>	<u>BUDGET</u>
SUPERINTENDENT	\$143,408	\$135,285	\$0	\$135,285	8,123	5.66%
BUSINESS AND FINANCE	113,115	112,563	0	112,563	552	0.49%
DISTRICT INFO MANAGEMENT	77,214	76,899	0	76,899	315	0.41%
SPED ADMINISTRATION	209,753	189,899	4,840	194,739	15,014	7.16%
SCHOOL LEADERSHIP-BUILDING	330,287	300,602	27,360	327,963	2,325	0.70%
ACADEMIC LEADERS	31,173	34,202	0	34,202	(3,029)	- 9.72%
TEACHERS, CLASSROOM	2,748,073	2,118,284	607,004	2,725,288	22,785	0.83%
TEACHERS, SPED	1,031,298	842,365	249,205	1,091,570	(60,272)	- 5.84%
SUBSTITUTES	34,000	32,147	2,704	34,851	(851)	- 2.50%
EDUCATIONAL ASSISTANTS	428,921	356,116	26,820	382,935	45,986	10.72%
LIBRARIANS & MEDIA CENTER	120,241	92,493	27,748	120,241	0	0.00%
BUILDING BASED PD	20,250	18,062	0	18,062	2,188	10.80%
GUIDANCE COUNSELORS	100,669	110,129	17,394	127,523	(26,854)	-26.68%
PSYCHOLOGICAL SERVICES	112,068	86,206	25,862	112,068	0	0.00%
MEDICAL/HEALTH SERVICES	126,398	85,132	18,284	103,416	22,982	18.18%
CUSTODIAL SERVICES	237,517	203,750	21,515	225,264	12,253	5.16%
TOTAL SALARIES	\$5,864,386	\$4,794,134	\$1,028,735	\$5,822,869	\$41,517	0.71%
EXPENDITURES						
SCHOOL COMMITTEE	\$6,800	\$9,596	\$0	\$9,596	(2,796)	-41.12%
SUPERINTENDENT	17,000	15,021	0	15,021	1,979	11.64%
LEGAL SERVICES	8,000	9,463	0	9,463	(1,463)	-18.29%
DISTRICT INFO MANAGEMENT	73,290	71,569	845	72,414	876	1.19%
SCHOOL LEADERSHIP-BUILDING	22,300	20,197	1,587	21,785	515	2.31%
SPED SERVICES/SUPPLIES	104,500	78,803	40,319	119,122	(14,622)	-13.99%
LIBRARIANS & MEDIA CENTER	3,850	2,699	861	3,559	291	7.55%
COURSE REIMBURSEMENT/PD	26,000	13,341	2,456	15,797	10,203	39.24%
TEXTBOOKS	38,500	38,423	0	38,423	77	0.20%
LIBRARY INSTRUCTIONAL MATERIALS	4,500	4,479	23	4,502	(2)	- 0.04%
INSTRUCTIONAL EQUIPMENT	12,700	11,183	803	11,985	715	5.63%
GENERAL SUPPLIES	43,600	39,953	2,480	42,433	1,167	2.68%
CLASSROOM INSTRUCT TECHNOLOGY	19,500	22,916	0	22,916	(3,416)	-17.52%
GUIDANCE	3,500	3,175	243	3,418	82	2.35%
MEDICAL/HEALTH SERVICES	3,150	2,417	0	2,417	733	23.27%
TRANSPORTATION SERVICES	233,942	191,299	54,173	245,472	(11,530)	- 4.93%
CUSTODIAL SERVICES	21,500	22,410	885	23,295	(1,795)	- 8.35%
MAINTENANCE OF BUILDINGS	123,050	100,370	10,286	110,656	12,394	10.07%
UTILITIES	122,000	112,826	16,200	129,026	(7,026)	- 5.76%
TOTAL EXPENDITURES	\$887,682	\$770,141	\$131,161	\$901,302	(\$13,620)	- 1.53%
TOTAL INDISTRICT OPERATING	\$6,752,068	\$5,564,275	\$1,159,896	\$6,724,170	\$27,897	0.41%
OOD TUITION & TRANSPORTATION						
TUITION TO NON-PUBLIC/OUT-OF-STATE	\$290,000	\$524,995	\$97,862	\$622,857	(\$332,857)	-114.78%
TUITION TO COLLABORATIVES/MA PUBLIC	150,000	129,304	18,106	147,410	2,590	1.73%
Total Tuition	440,000	654,299	115,968	770,267	(330,267)	-75.06%
TRANSPORTATION SERVICES	135,000	129,033	22,055	151,088	(16,088)	-11.92%
TOTAL OOD	\$575,000	\$783,332	\$138,023	\$921,355	(\$346,355)	-60.24%
* Total Charged to CB	360,000	443,890	14,745	458,635	(98,635)	
TOTAL OPERATING	\$7,327,068	\$6,347,607	\$1,297,918	\$7,645,525	(\$318,457)	- 4.35%

Proposed Revisions to the Pine Hill School Family Handbook
June 2023

The current version of the Pine Hill Family Handbook can be found on the school website.

DS administration, with the advice of our legal council, will be collaborating over the summer to align our handbook language about the policies and procedures that apply to all DS schools. We look forward to presenting common sections in all four DS school handbooks to the Joint School Committees in the fall.

Procedural information updates that are specific to Pine Hill School are as follows:

Page	Topic	Type of revision
5	Faculty Roster	Revise for 2023-2024

Pine Hill School Improvement Plan 2023-2024

District Vision

We will distinguish ourselves through innovative teaching and learning experiences that inspire all students to pursue their individual passion for learning and excellence while we continue to be a nationally recognized, high-performing school system.

District Mission

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

District Theory of Action

If we are able to successfully inspire, challenge, and provide the necessary support for all of our students, *then* they will be equipped with the tools necessary to achieve their fullest potential in a rapidly changing society.

District Core Values

The Dover Sherborn Schools commit to the following Core Values:

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



Dover-Sherborn Strategic Objectives 2023-28

EXCELLENCE & INNOVATION IN LEARNING	CHALLENGE & SUPPORT ALL STUDENTS	PROFESSIONAL LEARNING & GROWTH	FAMILY & COMMUNITY ENGAGEMENT	SAFE & SUSTAINABLE SPACES
Maintain academic excellence and rigor while adapting practices to prepare graduates for success in a rapidly changing world.	Enhance programming to ensure all students are able to achieve their full potential within a supportive learning environment.	Expand opportunities for professional growth and collaboration among educators in support of the District's vision for teaching and learning.	Engage families and community members in the strategic pursuit of a shared vision and mission.	Evaluate and update facilities to ensure safe, sufficient and sustainable spaces amidst a changing educational and environmental landscape.

Dover-Sherborn District Goals 2023-24

- Establish a shared vision for teaching and learning that engages students as active learners in the development of skills depicted in the Dover-Sherborn Portrait of a Graduate
- Nurture a positive school culture and strong sense of belonging as a means to improve academic and social-emotional outcomes for all students
- Refine communication strategies relative to district goals and practices as a means to increase transparency and build trust with families and the community

School Improvement Goal 1: Excellence & Innovation in Learning



Goal(s):

- In an effort to strengthen our shared understanding of the Portrait of a Graduate competencies and expand opportunities for 21st Century teaching and learning, we will expand units of study with a focus on Universal Design for Learning (UDL) to assure all students have access to learning and project-based learning (PBL) as an instructional approach designed to give students the opportunity to develop knowledge and skills through engaged projects set around challenges and problems they may face in the real world.

District Strategic Objective	Action Step	Rationale	Person(s) Responsible	Evidence of Effectiveness
Maintain academic excellence and rigor while adapting practices to prepare graduates for success in a rapidly changing world.	Provide Professional Development to refresh educator understanding of Universal Design for Learning Apply UDL principles in design of new curriculum/lessons	UDL provides the structure and expectation that learning is designed in a way that all students can access	Principal Assistant Principal Math Coach Literacy Coach PLC Leaders Teachers	Teachers will understand the UDL principles and apply them in new curriculum development



	<p>K-5 teaching teams will design 2-3 project based learning themes to connect curriculum content and promote innovation.</p>	<p>(PBL) is an instructional approach designed to give students the opportunity to develop knowledge and skills through engaging projects set around challenges and problems they may face in the real world. Deeper engagement and interaction with learning content.</p>	<p>Principal Assistant Principal Math Coach Literacy Coach PLC Leaders Classroom Teachers Librarian Tech Specialist</p>	<p>Grade levels will design and implement a minimum of two PBL experiences that include all key elements:</p> <ul style="list-style-type: none"> ● challenging problem or question ● sustained inquiry ● authenticity ● application of learning ● integration ● student voice and choice ● A public product for an authentic audience ● feedback loops of critique, reflection and refining of the product - including formative and summative assessment <p>Implement a shift in roles of technology and library educators in support of integration, increased inquiry and innovation</p>
	<p>Implement Project Lead the Way across grade level units of study</p>	<p>Using Project Lead the Way (PLTW) resources, students will be immersed in hands-on activities, projects, and problems that are built upon each other and related to the real world. Students (per the standards for learning and Portrait of a Graduate) should experience integrated learning that blends science, technology, engineering, arts,</p>	<p>Principal Assistant Principal Math Coach PLC Leaders Teachers Librarian Tech Specialist</p>	<p>Expand PLTW from grade 4 Geology Unit to at least two additional grades</p>



		and mathematics.		
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School Improvement Goal 2: Challenging and Supporting All Learners

Goal(s):

- We will work to improve students’ sense of belonging by expanding opportunities for diversity, equity, and inclusion.
- We will continue to refine and expand the 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.
- Students will show growth in SEL competencies identified in the CASEL standards.
- Educators will research and implement strategies to include student voice and choice in their learning as a means to empower students to cultivate agency for learning.

District Strategic Objective	Action Step	Rationale	Person(s) Responsible	Evidence of Effectiveness
Enhance programming to ensure all students are able to achieve their full potential within a supportive learning environment.	<p>Incorporate CASEL standards into teaching across all content areas and within the assessment of student growth.</p> <p>Deepen the responsive classroom structures to pair with targeted skill instruction of CASEL standards</p>	<p>Social-emotional learning is vital for students because it teaches them crucial life skills, including the ability to understand themselves, develop a positive self-image, take responsibility for their actions, and forge relationships with the people around them.</p>	<p>Principal Assistant Principal SEL Faculty PLC Leaders All Teachers</p>	<p>Expand the pilot of the Five Fly SEL Curriculum</p> <p>Robust model of response through MTSS</p> <p>Common language and understanding for expected learning outcomes and student behavior</p> <p>Data driven decision making for SEL that parallels the structures/approach used for academic assessment and response</p>



	<p>Continue to understand and implement research-based strategies to develop student skills with regard to racial literacy.</p> <p>Assure that educators raise awareness of the value of understanding and taking multiple perspectives including those of people of different cultures, races, genders, ethnicities, beliefs, experiences and ideas.</p> <p>Assess and improve resources used to develop safe space a place or environment in which a person or category of people can feel confident that they will not be exposed to discrimination, criticism, harassment, or any other emotional or physical harm - "school must be a safe space for LGBTQ students"</p>	<p>The Dover-Sherborn Public Schools are committed to producing graduates who are ready for college, career, and life in a diverse world. We are committed to ensuring that every student has the greatest opportunity to learn through equitable access to the resources and supports that they need to meet our district's standard of excellence. We recognize that <i>equity</i> is essential to achieving <i>equality</i> and as such, we are committed to closing the racial opportunity gap through measures including:</p> <ul style="list-style-type: none"> ● Creating learning communities rooted in culturally responsive pedagogy; ● Empowering all learners with the understanding of how -- whether it be through action or inaction --- systemic and institutional inequities are created and/or perpetuated and the role and responsibility of every citizen to identify and dismantle such inequities; ● Fostering a school climate and culture in which all students feel a sense of belonging and 	<p>All educators and support staff</p>	<p>Pine Hill educators will:</p> <ol style="list-style-type: none"> 1. Re-evaluate teaching materials 2. Get to know students 3. Be willing to address inequality 4. Connect with families and community 5. Meet diverse learning needs 6. Hire diversely 7. Engage in professional development opportunities 8. Make it personal - Provide opportunities for students to share their own experiences and perspectives 9. Include various perspectives 10. Provide a variety of perspectives on the topics you teach 11. Know their students 12. Watch for problematic assumptions 13. Respect diverse people 14. Respect diverse talents 15. Foster a community predicated on connectedness, care, and respect for all
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		<p>safety;</p> <ul style="list-style-type: none"> ● Creating learning communities rooted in culturally responsive pedagogy; ● Empowering all learners with the understanding of how -- whether it be through action or inaction --- systemic and institutional inequities are created and/or perpetuated and the role and responsibility ● Providing learners with the resources and academic support necessary to eliminate barriers to equitable participation in courses and programs. <p>It is, therefore, the expectation of the School Committees that District educators are committed to working daily to dismantle systems that perpetuate historical inequities. Toward this end, the School Committees commit to supporting and partnering with our educators in the examination of systemic, institutional, and individual biases that serve to reinforce these inequities.</p>		
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	Differentiate instruction to assure all students are challenged and have access to the grade level learning experiences	The goal of differentiated instruction is to develop engaging tasks that challenge and enhance learning for each student. Instructional activities are flexible and based and evaluated on content, process, product, and learning environment.	Coaches Classroom Teachers	Small group strategy-based instruction will be evidenced K-5 across ELA and Math, per the workshop model expectations
	Implement and refine school-based MTSS data team and intervention processes with focus on consistency with respect to academic and SEL assessment, entrance and exit criteria, and intervention tools and strategies.	MTSS helps educators to be thoughtful about using resources appropriately and impactfully. It also allows the use of data to continually monitor and improve the effectiveness of their actions. MTSS makes the district-wide system more effective and ensures we're supporting the needs of every student	Principal Assistant Principal Coaches PLC Leaders Teachers	Systematic and effective MTSS 85% if students meet proficiency benchmark

<i>School Improvement Goal 3: Family & Community Engagement</i>				
Goal(s):				
<ul style="list-style-type: none"> • Our school will improve communication to highlight the rich academic learning our students experience • Our school will provide multiple means of communication with parents/caregivers from the administration, classroom teachers and specialists 				
District Strategic Objective	Action Step	Rationale	Person(s) Responsible	Evidence of Effectiveness



<p>Engage families and community members in the strategic pursuit of a shared vision and mission.</p>	<p>Send biweekly newsletters to inform PH parents/caregivers about school happenings and highlights.</p> <p>Launch District/School websites and keep updated with current and pertinent information.</p> <p>Develop curriculum topic ,maps in family-friendly language.</p> <p>Provide curriculum highlights through Back-to-School Night Presentations, Coaches Corner and Specialist Features in Principal Eblasts.</p> <p>Use social media to showcase and celebrate learning and inform about upcoming updates.</p>	<p>Family engagement is an important component of student learning.</p>	<p>Principal, Assistant Principal, Coaches and Teachers</p>	<p>Quality and quantity of communication</p>
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DRAFT

Sherborn School Committee Meeting of May 9, 2023

Members Present: Amanda Brown
Dennis Quandt
Kristen Aberle
Christine Walsh

Also Present: Beth McCoy, Superintendent
Denny Conklin, Assistant Superintendent
Dawn Fattore, Business Administrator

1) Call to Order

Amanda Brown called the meeting to order at 6:30 pm in the Pine Hill Library.

2) Community Comments - none

3) CSA Update - Christine Walsh

4) Reports

- Superintendent Report - Beth McCoy presented a brief update from her office.
- Principal's Report - Dr. Brown highlighted recent and upcoming events at Pine Hill.
- Warrant Report

4) FY23 Monthly Report as of April 30, 2023

- Salaries - there are no changes since the last report.
- Expenditures - monitoring of all expenses continues as the annual closeout of open purchase orders and determination of remaining needs for supplies and services is evaluated.
- Out-of-District - the negative variance continues to be just over \$300,000. At Sherborn's Annual Town Meeting on April 25th it was voted to transfer \$50,000 from the SPED Stabilization Fund and approve additional appropriations of \$250,000 to cover the unfunded OOD tuition costs.
- Special Revenue/Revolving Funds - the quarterly statement as of March 31st was provided. The Pine Hill kitchen will undergo several upgrades this summer utilizing funds from the Cafeteria Revolving Account. Participation rates at PH have increased from pre-COVID levels of 40% to over 60% in the current year (the increase is partially related to the Federal and State funding of universal free lunch). The flooring is being replaced with kitchen grade sheet vinyl for an estimated cost of \$25,000. Additionally, the three-door freezer is being replaced at a cost not to exceed \$10,000.
- FY24 Operating and Capital Updates - the Town of Sherborn approved the FY24 operating budget as well as the EMS upgrade capital project. The enrollment numbers for the 2023-24 school year will continue to be monitored for any changes from projections and compliance with class size guidelines.

5) Challenge Success Overview - Jennifer Debin spoke about Challenge Success including: the reason the program was brought to the district; the work the program has done to date; and the plans for the program going forward.

6) Consent Agenda

- Approval of Minutes: March 14, 2023

Christine Walsh made a motion to approve the Consent Agenda as amended. Dennis Quandt seconded.

23-06 VOTE: 4-0.

7) Communications

- Dover Sherborn Regional Committee minutes of March 7, 2023

DRAFT

- Dover School Committee Minutes of January 17, 2023

8) Recognitions - Amanda Brown spoke thanked Gita Rousseau on behalf of the committee and the community for her work while a member of the school committee.

9) Adjournment at 7:10 pm.

Respectfully submitted,
Amy Davis

Sherborn SCHOOL COMMITTEE	
	2023-24
Chair	TBD
Secretary	TBD
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
	TBD
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>	TBD
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 /TBD
Challenge Success	Amanda Brown
SEPAC	Christine Walsh
METCO	Kristin Aberle
Wellness	Kristin Aberle
Task Forces	

Communication	Christine Walsh
Sustainability	Kristin Aberle

Approved 5.15.2023

Dover School Committee
Meeting of March 9, 2023

Members Present: Sara Gutierrez-Dunn
Colleen Burt
Jeff Cassidy
Liz Grossman
Goli Sepehr

Also Present: Beth McCoy, Superintendent
Denny Conklin, Assistant Superintendent
Dawn Fattore, Business Manager
Deb Reinemann, Principal

1) Call to Order

Sara Gutierrez-Dunn called the meeting to order in the Chickering Library at 6:35 pm.

2) Community Comments - none

3) Continued Discussion on FY24 Budget

Dawn Fattore presented two budget adjustments: 1) salary savings of \$9,275 from the reduction of the district-wide floating nurse from a 1.0 FTE to a .8 FTE (Dover's share of the reduction is .1 FTE); and 2) salary savings of \$85,000 based on retirement notifications. These two adjustments reduce the FY24 Budget by \$94,275 to a total of \$10,778,641 which is a \$408,850 increase over FY23 or 3.94% (4.63% In-District, 1.79% Out of District).

4) Public Hearing on Proposed FY24 Budget

Budget drivers for the FY24 Budget include: a reserve for contractual agreement increases for bargaining units as all contracts are currently in negotiations in addition to step and lane increases for educators ranging from 4 - 9.8%; addition of three Educational Assistants; salary savings from post FY23 staffing changes and a .1 FTE reduction to PH's allocation of the district-wide floating nurse position; student enrollment remains level with 26 classroom sections; and continued trend budgeting for all other operating accounts (including increased costs for direct instruction supplies/software, SPED contractual services, transportation, and utilities).

The total FY24 Operating Budget of \$10,778,641 consists of :

Educational Services: Staffing \$6.05 mill; Expenditures \$405,000.

Administrative/Related Support Services: Staffing \$1.02 mill; Expenditures \$740,000

OOD Special Education: Tuition costs \$2,185,000 for 18 placements; Transportation \$372,500

Capital Requests: \$130,000 to replace flooring in 2nd/3rd grade wing classrooms and \$45,000 to replace fire control panel for a total of \$175,000.

*Jeff Cassidy made a motion to approve the FY24 Budget as presented. Goli Sepehr seconded.
23-02 VOTE: 5 - 0*

5) Reports

- Superintendent Report - Beth McCoy presented an update from her office including: Entry Plan process featured a recent visit to 4th and 5th grade students at Chickering; SPED Audit recommendation of using 4 coordinators in the District instead of team chairs with responsibilities divided by grade (across Pine Hill and Chickering) to align services; and the FY24 budget has been adjusted to include a placeholder for expected recommendations from the consultant; recent DEI Forum information session; the Calendar Task Force will launch in the next few weeks.

Approved 5.15.2023

- Assistant Superintendent Report - Denny Conklin gave an update on tiered focus monitoring, the math curriculum pilot, and the progress of the new website design.
- Principal's Report - Dr. Reinemann highlighted recent and upcoming events at Chickering.
- Warrant Report

6) FY23 Monthly Financial Report as of March 3, 2023

- Salaries - the Teachers - Classroom, Guidance, and Psychological line items show a negative variance of approximately \$5,000 that has been reduced based on unpaid leaves. The Substitutes line is now over-budget represented the needed coverage.
- Expenditures - the negative variance previously reported in textbooks for materials purchased for the Reader's Workshop implementation has been moved to utilize the available funding from the FY22 Pandemic-Related Enrollment Disruptions Impacting Chapter 70 Aid Dover received late in FY22 of \$7,884.69. The negative variance in Utilities has decreased from \$30,000 to \$10,000 due to the mild winter.
- Out-of-District - tuition costs are approximately \$230,000 over budget an increase of \$80,000 since the last report.

7) Annual School Committee Vote on MA School Choice Law

MA General Law Chapter 76, Section 12 requires local school committees to vote annually as to whether or not the district will participate in School Choice.

Colleen Burt made a motion to have the Dover Schools not participate in the School Choice program for the 2023-24 school year. Jeff Cassidy seconded.

23-03 VOTE: 5 - 0

8) Consent Agenda

- Approval of Minutes: January 17, 2023

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

23-04 VOTE: 5 - 0

9) Communications

- Dover Sherborn Regional School Committee Minutes of December 6, 2022
- Sherborn School Committee Minutes of November 15, 2022

10) Items for May 15, 2023 meeting - MW Health Survey data

11) Adjournment at 8:08 pm.

Respectfully submitted,
Amy Davis