

NOTICE

DOVER-SHERBORN REGIONAL SCHOOL COMMITTEE MEETING

**May 2, 2023 @ 6:30pm
DSMS Library**

AGENDA

1. Call to Order
2. Community Comments-
Join Zoom Meeting (community comments only)
<https://us02web.zoom.us/j/86082110896?pwd=YIRROWhXcHlNa3pzdU5L2ZOZU5tZz09> Meeting ID: 860 8211 0896
Passcode: 120779
3. Reports:
 - Superintendent Update
 - Warrant Report
4. Monthly Financial Reports
 - FY23 Operating Budget
5. Consent Agenda **A.R.**
 - Approval of Minutes March 7, 2023
 - Gifts
6. Communications
 - Dover School Committee Minutes January 17, 2023
 - Sherborn School Committee Minutes February 7, 2023
 - DSHS Principal Report
 - DSMS Principal Report
7. Recognition
8. Adjourn

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

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

The Public Schools of Dover and Sherborn

157 Farm Street
Dover, MA 02030
Phone: 508-785-0036 Fax: 508-785-2239
www.doversherborn.org



Elizabeth M. McCoy, Superintendent
Denton Conklin, Assistant Superintendent

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

TO: Regional School Committee
FROM: Dawn Fattore, Business Administrator
DATE: May 1, 2023
RE: FY23 Approved Warrants

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

Voucher #	Date	Amount
1169	3/3/2023	\$86,920.95
1170	3/5/2023	\$83,525.57
1171	3/9/2023	\$165,250.18
1179	3/17/2023	\$92,669.96
1180	3/18/2023	\$360,891.09
1181	3/24/2023	\$36,899.68
1190	4/5/2023	\$155,757.82
1198	4/14/2023	\$619,319.35
1207	4/28/2023	\$360,890.68

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Elizabeth M. McCoy, Superintendent
Denton Conklin, Assistant Superintendent

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

TO: Regional School Committee
FROM: Dawn Fattore, Business Administrator
RE: FY23 Operating Update
DATE: May 1, 2023

Attached please find:

- a. General Fund Revenues as of April 30, 2023
- b. Status of Appropriations as of April 30, 2023
- c. Special Revenue/Revolving Funds as of March 31, 2023

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

Revenues

There are no material variances to report at this time except for interest income. Chapter 70 and 71 revenue projections reflect the final Cherry Sheet amounts. The variance in Chapter 70 is due to student enrollment in school choice districts, charter and virtual schools that were not included in preliminary cherry sheets. Chapter 71 revenues reflect a 73% reimbursement rate based on the transportation costs reported in our FY22 End of Year Report (EOYR). **We are finalizing the athletic fees collected for the year but it does appear that participation is lower than budgeted. This is consistent with FY23. We will take a closer look at participation as we move into FY24 and incorporate any trends when developing the FY25 budget.** We are revising the projections for High School Parking and Activity Fees at both schools based on lower than budgeted participation to date. This fall our Treasurer moved funds into the Massachusetts Municipal Depository Trust which is yielding more favorable interest rates than our previous accounts. We anticipate a positive variance of at least \$80,000 in bank interest for this fiscal year. We will continue to review all activities and adjust projections accordingly.

Operating Expenditures

Salaries

We have encumbered the majority of salaries for FY23. **All** stipends have been recorded. Post-FY23 Budget staffing changes have resulted in both small negative and positive variances in several line items. Leaves occurring during the year will continue to impact some of these variances. Two additional staffing changes occurred in January resulting in an increase to the positive variance in Teachers, Classroom of approx. \$60,000. Substitutes reflect a negative variance due to several long-term leaves during the year; partially offset by salary savings for staff members on leaves.

The Districtwide Information Mgmt line now reflects the hiring of our data manager position along with some mentoring costs. We have filled one of the two open custodian positions and continue to contract with an outside facilities company to outsource the remaining position. These costs are being reflected in the Custodial & Grounds Services line item. Custodial overtime and substitute costs are expensed as incurred.

As discussed in October, the Status of Appropriations reflects the costs of an Interim Athletic Trainer in the salaries line item at the same amount as we had in the expenditures line item for contracted services (\$40,000). The market rate for a full-time trainer however exceeded this amount and the remaining salary

costs are being covered by the Athletic Revolving Fund for FY23. This position was added as a FTE in the FY24 Budget.

Expenditures

At this time we are not projecting any material variances in operating expenses. We have encumbered projected healthcare costs and utilities. As you know, utility costs have been on the rise over the last year. Our supply costs for electricity and gas are fixed within energy procurement contracts. We are currently paying .1031/kwh for electricity (through November 2023) and as of November 1st, .6820/therms for gas, down from our last contracted amount of .777/therms. Our electricity supply rate as of December 2023 will be .1481/kwh reflecting a 40% increase in supply costs. For FY24, we are initially projecting a \$25,000 increase in supply costs. We will be further analyzing both projected supply and delivery costs for utilities as we develop and refine the FY24 budget.

Healthcare costs at this time are projected to be within our budgeted amounts. **The current projection for our contribution to the OPEB is \$225,000.**

Special Revenue/Revolving Funds

The quarterly statement as of March 31st is attached for your review.

Capital Project Update – FY23

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

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

Capital Project Update – FY24 (all new information)

The request of funds for the High School rooftop air handler units' capital project was approved at the Sherborn Town meeting on April 25th and is scheduled to be approved at Dover's Town meeting on May 1st. We are continuing to work with the engineering firm to determine the project specifications for bidding purposes which includes replacement with complete electrification units (eliminates the use of fossil fuels in the use of natural gas). As previously mentioned, this work is scheduled for the summer of FY25.

The other two planned projects include flooring replacement in the High School Math wing (hallways and classrooms) with a cost of \$120,000 and the renovation of the two student restrooms in Lindquist Commons with an updated cost of \$30,000. The bathroom renovations include new tile flooring, upgraded sustainability focused fixtures and additional partitions to provide more universal accessibility. We will be requesting approval from the Committee in June to utilize E&D funds for these projects.

As the Committee is aware, we have been researching and gathering preliminary information on a complete replacement of the bleachers and press box at Nora Searle Field. Our work in the fall centered around the prospect of retro-fitting the existing bleachers but it was determined a complete replacement and integration of the press box was the appropriate path to adequately address the accessibility needs and

long-term needs of the District. This work has entailed meeting with various contractors and design firms, receiving a draft design proposal and determining the estimated project costs to enable us to begin the formal bidding process. The estimated project costs to date are just under \$500,000. Our next step is to post a RFP for the design/bid/construction work as well as to determine the funding sources. We are meeting with various stakeholders and reviewing internal funding sources to secure the project costs. More information will be provided to the Committee at the June meeting.

Other FY23 Activity

We are proceeding with the previously discussed Educational Facility Space Needs Assessment to be conducted by Drummey Rosane Anderson, Inc. They come highly recommended from other local school districts who have utilized their services. The process will take approximately 8-10 months. We look forward to sharing any updates with the Committee as the work progresses. The timing of the project will allow us to address any financial related recommendations during the FY25 Budget process or sooner with possible use of ESSER funds.

FY22 Wrap-up

The Region's EOYR has been filed with DESE. We are required to undergo a compliance audit each year to ensure our data reporting is in-line with their directives. DESE has extended this reporting deadline to accommodate the request of auditing firms for additional time to complete.

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

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

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

Dover-Sherborn Regional School District
General Fund Revenues
as of April 30 , 2023

	<u>FY23</u>	<u>YTD</u>	<u>EST. TO BE</u>	<u>OPERATING</u>	<u>% OF</u>
	<u>BUDGET</u>	<u>RECEIVED</u>	<u>RECEIVED</u>	<u>VARIANCE</u>	<u>BUDGET</u>
DOVER ASSESSMENTS	\$12,959,396	\$10,426,508	\$2,532,888	\$0	0.00%
SHERBORN ASSESSMENTS	10,493,873	8,444,492	2,049,381	\$0	0.00%
CHAPTER 70, net	2,492,893	2,402,311	73,586	(\$16,996)	-0.68% *
CHAPTER 71 (Transportation)	571,651	326,375	326,375	\$81,099	14.19% *
H/S ATHLETIC FEES	284,750	255,450	0	(\$29,300)	-10.29%
H/S PARKING FEES	52,500	40,640	500	(\$11,860)	-22.59%
H/S ACTIVITY FEE	22,500	9,070	0	(\$13,430)	-59.69%
M/S ACTIVITY FEE	11,250	7,920	0	(\$3,330)	-29.60%
MISC REVENUE	5,000	5,458	0	\$458	9.16%
BANK INTEREST	20,000	82,494	25,000	\$87,494	437.47%
NON-CASH ACTIVITY	0	0	0	\$0	na
E&D UTILIZATION	110,000	110,000	0	\$0	0.00%
TOTAL REVENUES	\$27,023,813	\$22,110,719	\$5,007,730	\$94,136	0.35%

* Based on final FY23 Cherry Sheet

Dover-Sherborn Regional School District
Status of Appropriations as of April 30, 2023

	FY23	EXPENDED		TOTAL	OPERATING VARIANCE/	% OF
<u>SALARIES</u>	<u>BUDGET</u>	<u>30-Apr</u>	<u>ENCUMBRANCES</u>	<u>PROJECTED</u>	<u>BUD. REMAINING</u>	<u>BUDGET</u>
SCHOOL COMMITTEE	22,549	18,258	5,120	23,378	(829)	-3.68%
SUPERINTENDENT	206,778	170,055	30,395	200,449	6,329	3.06%
BUSINESS AND FINANCE	207,810	158,783	28,751	187,535	20,275	9.76%
DISTRICTWIDE INFORMATION MGMT	238,142	198,258	35,668	233,926	4,216	1.77%
SPED/GUIDANCE ADMINISTRATION	555,796	440,151	122,486	562,637	(6,841)	-1.23%
SCHOOL LEADERSHIP - BUILDING	747,501	609,952	119,951	729,903	17,597	2.35%
ACADEMIC LEADERS	147,456	74,213	72,657	146,869	586	0.40%
TEACHERS, CLASSROOM	10,211,074	7,010,220	3,028,460	10,038,680	172,394	1.69%
TEACHERS, SPED	1,851,527	1,252,677	530,121	1,782,798	68,729	3.71%
SUBSTITUTES	121,300	188,217	33,522	221,739	(100,439)	-82.80%
EDUCATIONAL ASSISTANTS, SPED	524,474	441,869	106,917	548,786	(24,312)	-4.64%
LIBRARIANS	240,482	170,054	72,675	242,730	(2,248)	-0.93%
BUILDING BASED PD	38,250	31,838	11,250	43,088	(4,838)	-12.65%
GUIDANCE	1,096,804	797,233	339,070	1,136,303	(39,499)	-3.60%
PSYCHOLOGICAL SERVICES	227,125	138,351	41,991	180,342	46,783	20.60%
MEDICAL / HEALTH SERVICES	226,160	161,370	70,209	231,579	(5,419)	-2.40%
ATHLETICS	465,732	348,728	157,298	506,025	(40,293)	-8.65%
OTHER STUDENT ACTIVITIES	184,559	102,009	79,432	181,441	3,118	1.69%
CUSTODIAL & GROUNDS SERVICES	796,198	624,590	146,533	771,123	25,075	3.15%
TOTAL SALARIES	\$ 18,109,716	\$ 12,936,826	\$ 5,032,506	\$ 17,969,333	\$140,383	0.78%
<u>EXPENDITURES</u>						
SCHOOL COMMITTEE	40,500	29,617	13,500	43,117	(2,617)	-6.46%
SUPERINTENDENT	55,000	48,624	3,761	52,385	2,615	4.75%
LEGAL SERVICES	38,000	33,371	15,129	48,500	(10,500)	-27.63%
DISTRICTWIDE INFO MGMT	101,225	82,579	19,708	102,287	(1,062)	-1.05%
SCHOOL LEADERSHIP - BUILDING	80,000	47,695	19,480	67,174	12,826	16.03%
CLASSROOM SUPPLIES	28,185	15,766	6,958	22,724	5,461	19.37%
SPED SERVICES/SUPPLIES	120,000	42,142	42,694	84,837	35,164	29.30%
LIBRARIES & MEDIA CENTER	4,775	4,670	0	4,670	105	2.20%
COURSE REIMBURSEMENT/PD	92,900	37,749	10,000	47,749	45,151	48.60%
TEXTBOOKS & RELATED SOFTWARE	86,680	62,420	9,241	71,662	15,018	17.33%
LIBRARY INSTRUCTIONAL MATERIAL	29,800	21,977	1,044	23,021	6,779	22.75%
INSTRUCTIONAL EQUIPMENT	75,100	46,216	13,340	59,557	15,543	20.70%
GENERAL SUPPLIES	160,325	123,381	14,204	137,585	22,740	14.18%
OTHER INSTRUCTIONAL SERVICES	19,500	15,452	2,440	17,892	1,608	8.24%
CLASSROOM INSTRUCTIONAL TECH.	147,400	181,533	1,305	182,838	(35,438)	-24.04%
GUIDANCE	34,590	20,248	4,593	24,841	9,749	28.18%
MEDICAL / HEALTH SERVICES	8,800	3,700	377	4,077	4,723	53.67%
TRANSPORTATION SERVICES	1,030,800	749,795	290,492	1,040,287	(9,487)	-0.92%
ATHLETICS	224,500	196,931	17,714	214,644	9,856	4.39%
CUSTODIAL SERVICES	58,000	46,270	9,826	56,096	1,904	3.28%
MAINTENANCE OF BUILDINGS	567,900	357,621	148,757	506,377	61,523	10.83%
MAINTENANCE OF GROUNDS	60,000	48,046	13,151	61,196	(1,196)	-1.99%
UTILITIES	560,250	409,040	143,832	552,872	7,378	1.32%
ER RETIREMENT CONTRIBUTION	805,500	789,211	0	789,211	16,289	2.02%
ER INSURANCE ACTIVE EMPLOYEES	2,762,250	2,240,371	464,939	2,705,311	56,939	2.06%
ER INSURANCE RETIRED EMPLOYEES	795,000	498,746	315,000	813,746	(18,746)	-2.36%
OTHER NON EMPLOYEE INSURANCE	91,917	95,005	0	95,005	(3,088)	-3.36%
LONG TERM DEBT RETIREMENT	790,000	0	790,000	790,000	0	0.00%
LONG TERM DEBT SERVICE	45,200	22,600	22,600	45,200	0	0.00%
TOTAL EXPENDITURES	\$8,914,097	\$6,270,777	\$2,394,085	\$8,664,862	\$249,235	2.80%
TOTAL OPERATING	\$27,023,813	\$19,207,604	\$7,426,591	\$26,634,195	\$389,618	1.44%

Dover-Sherborn Regional School District
Special Revenue/Revolving Funds as of March 31, 2023

SPECIAL REVENUE / REVOLVING FUNDS	FUND BALANCE		REVENUE	EXPENDITURES / ENCUMBRANCES	FUND BALANCE		NOTES:
	@ 07/01/2022				@ 03/31/2023		
ATHLETICS	\$ 175,866	\$ 29,350	\$ 26,045		179,171		\$20,000 Interim Athletic Trainer Salary \$6,045 JV Tennis coaches
BUILDING/PARKING	136,663	8,230	15,275		129,618		
CAFETERIA	215,003	619,057	570,689		263,371		Net of deposits in advance - \$43,258
CIRCUIT BREAKER	47,759	25,896			73,655		
HEALTH GRANT	0	30,000	30,000		0		FY23 grant increased to \$30K, covers nursing related expenses
MISCELLANEOUS GIFTS - see detail pg 2	94,052	4,634	54,810		43,875		
REGIONAL TRANSPORTATION	0				0		
SPORTS GIFTS	6,307	12,000	12,915		5,392		
UNEMPLOYMENT	45,016	41	10,961		34,096		
FIDUCIARY / TRUST FUNDS							
H/S STUDENT ACTIVITY					135,372		Only Net Activity Reported
M/S STUDENT ACTIVITY	86,738	68,061	76,358		78,442		
OPEB INVESTMENT TRUST	880,736	54,122	2,142		932,716		
TRUST/SCHOLARSHIP FUNDS	42,470	3			42,474		

FUND 63		FY 23 Miscellaneous Donations				3/31/2023	
Gift/Donor	Purpose	Bal Fwd @7/1/22	Revenue	Expenditures	Encumbered	Ending Balance	Notes
RESTRICTED GIFTS							
Alan Mudge Memorial Fund	Various - per Board Directives	40,664.99		34,550.00		6,114.99	NYU - Equity Audit \$24,750 Sound board for FPA - \$8,300
CS Gift & DSEF	Challenge Success	12,295.20		500.00		11,795.20	
D Family via Town Dover	Dugouts	16,522.00		16,522.00		0.00	Baseball Field Fencing
SPAN DS	Wellness Programs	10,392.78		1,213.22		9,179.56	
Metco Gifts	Metco Support	6,099.19	3,250.00	1,025.06		8,324.13	
Anonymous Family	SpEd or Assistive Tech	6,000.00				6,000.00	
N.E. Patriots Foundation & BSN Sports	Football Program	1,000.00	384.00			1,384.00	
Leuders	Science	834.00				834.00	
P.O.S.I.T.I.V.E.	Rowing Club	204.45				204.45	
UNRESTRICTED GIFTS							
Various Gifts	Unrestricted	39.16	1,000.00	1,000.00		39.16	
TOTAL		94,051.77	4,634.00	54,810.28	0.00	43,875.49	
					3/31/2023	43,875.49	
					FUND BALANCE	43,875.49	

DRAFT

Dover-Sherborn Regional School Committee Meeting of March 7, 2023

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

1) Call to Order

Maggie Charron called the meeting to order at 6:33 pm in the Middle School Library.

2) **Community Comments** - A parent from Dover shared her experience in Albania as a child whose schooling was interrupted and expressed concern with the learning loss she has observed in her own children.

3) FY24 Budget Revisions

Dawn Fattore presented Version 2.0 of the budget. Revenue adjustments reflect the increases in Chapter 70 (\$136,982) and 71 (\$13,106) based on the preliminary Cherry Sheets, use of E&D to credit the Towns for additional revenues received in FY23 that were not budgeted (\$160,000), and an increase in projected interest income based on current yields (\$20,000) for a total increase to revenues of \$330,088.

Expense adjustments include a partial funding of a yet to be finalized Human Resources support position (\$50,000) (any additional required funding will be provided with ESSER funds), savings from known retirements and staffing changes (-\$185,000), increases based on the School Committee approval of ACED recommendations (\$12,469), and an increase in health insurance premiums based on the March 2nd WSHG Board approval of a 10% rate increase (\$30,000) (vs a budgeted projected increase of 8%) for a total decrease to expenditures of \$92,531.

The FY24 Budget v2.0 totals \$27,972,540 which is a \$948,727 increase over FY23 (3.51%).

4) FY24 Dover Sherborn Regional Schools Budget Hearing

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%; two new staffing positions; salary savings from retirements/staffing changes; increase in healthcare costs of 10%; continued funding provided for OPEB Liability Trust; and Norfolk County Retirement assessment increase of 7%.

Student enrollment (1,130 projected for FY24) by member towns impacts the annual assessment percentage. The FY24 operating and capital assessment percentages reflect increases of 1.25% and 1.44% respectively for Sherborn. The overall operating budget increase is \$948,727 over FY23. Dover's assessment will decrease by \$4,458 and Sherborn's will increase by \$715,725 over their respective FY23 assessments.

Educational Services: Staffing \$16.5 mill; Expenditures \$970,000.

Administrative/Related Support Services: Staffing \$2.4 mill; Expenditures \$2.6 mill

Benefit-related Expenses: Healthcare \$3.7 mill, Norfolk Retirement \$869,000, Workmen's comp \$98,100, Life Insurance employer share \$1,450

Capital Requests: Rooftop Air Handler (7) replacement \$1.2 mill funded through IMA with both towns; classroom floor replacement and renovation of Lindquist Commons student restrooms \$180,000 funded with E&D funds.

DRAFT

Lynn Collins made a motion to adopt the FY24 budget in the amount of \$27,972,540 which is reduced by estimated receipts and available funds in the amount of \$3,808,004 for a net amount to be assessed to the member towns of \$24,164,536 (comprised of \$23,375,136 in operating expenses and \$789,400 in debt expenses) and that the Treasurer be authorized to certify this budget in the apportioned share of each town based on the statutory method. Mark Healey seconded.

23-05 VOTE: 5 - 0

Angie Johnson made a motion to approve the utilization of \$160,000 of June 30, 2022 certified Excess & Deficiency funds for the FY24 Budget. Lynn Collins seconded.

23-06 VOTE: 5 - 0

5) Reports

- Superintendent Report - Beth McCoy presented an update from her office including: highlights from the HS and MS Principal reports; SPED Audit recommendation of using 4 coordinators 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.
- Assistant Superintendent Report - Denny Conklin gave an update on tiered focus monitoring and the progress of the new website design.
- Warrant Report

6) Financial Reports: FY23 Monthly Report as of February 28, 2023

- Revenues - the anticipated positive variance in bank interest for this fiscal year is \$80,000.
- Salaries - substitutes reflect a negative variance due to several long-term leaves during the year; partially offset by salary savings for staff members on leaves.
- Expenditures - the current projection for the contribution to the OPEB fund will increase from \$175,000 to \$200,000 based on our updated projections as of February

7) Consent Agenda

- Approval of Minutes: February 7, 15, 2023
- Annual Vote on MA School Choice Law - to not participate in School Choice program for the 2023-24 school year.
- Approval of HS Overnight Field Trip - Tisch College of Civic Life's EPIIC Program at Tufts University, April 2-3, 2023

Mark Healey made a motion to approve the Consent Agenda. Kate Potter seconded.

23-07 VOTE: 5 - 0

8) Communication

- DSHS Principal's Report - John Smith
- DSMS Principal's Report - David Lawrence
- Dover School Committee Minutes of November 22, 2022

9) Next meeting May 2, 2023 meeting - SPAN-DS revival/curriculum module for Health/PE, Student handbooks, Programs of Study, School Improvement Plans

10) Adjournment at 8:28 pm.

Respectfully submitted, Amy Davis



Dover-Sherborn High School

9 Junction Street

Dover, MA 02030

Phone: 508-785-1730 Fax: 508-785-8141

John G. Smith, Principal
Ann Dever-Keegan, Assistant Principal
Ellen Chagnon, Director of Guidance
Emily Sullivan, Athletic Director

March 14th, 2023

To: John Smith, Dawn Fattore, and The Dover Sherborn Regional School Committee

From: Emily Sullivan, DSHS Athletic Director

Subject: Football volunteer coaches payment approval

To whom it may concern:

I am writing for the following volunteer coaches to be paid from the DSHS Football Gridiron fundraising efforts:

Bobby Conrad \$3,500

Alex Olmstead \$3,500

Jerome Penn \$3,500

The attached envelope has two checks enclosed. One for Jerome Penn, and one for Bobby Conrad and Alex Olmstead. These three assistant coaches were volunteer coaches in the 2022 season, and the DSHS Football Gridiron fundraised to pay them the above stipends. The above stipends is less than the JV football coaches stipend, which has always been the rule of thumb to stay under. Please let me know if you have any questions.

Thank you for your time.

Sincerely,

Emily Sullivan

Emily Sullivan

DSHS Athletic Director

Dover School Committee
Meeting of January 17, 2023

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

1) Call to Order

Sara Gutierrez-Dunn called the meeting to order in the Middle School Library at 5:33 pm.

2) Community Comments - none

3) Reports

- Superintendent Report - Beth McCoy announced that negotiations are underway with the Educators as well as the other contracted groups of employees within the district.
- Principal's Report - Dr. Reinemann reviewed her report.
- Warrant Report

4) FY23 Monthly Financial Report as December 31st

- Salaries - there are no significant changes since the last meeting.
- Expenditures - there are no significant changes since the last meeting.
- Out-of-District - tuition costs are approximately \$150,000 over budget. Circuit Breaker reimbursement has been finalized and Dover will receive \$1,151,764 comprised of \$940,486 for tuition costs and \$211,278 in transportation costs (75% reimbursement rate).

5) Continued Discussion on Proposed FY24 Operating Budget - there was discussion about the process/timeline for the budget approval going forward.

6) Consent Agenda

- Approval of Minutes: November 22, 2022 - move reference to "A Day at Chickering" to the Principal's Report.
- Town Report
- Pre-School Tuition Rates FY24 - 2.5% increase (3 day rate = \$6,030; 5 day rate = \$10,670)

Colleen Burt made a motion to approve the Consent Agenda as amended. Jeff Cassidy seconded.

23-01 VOTE: 5 - 0

7) Communications

- Dover Sherborn Regional School Committee Minutes of November 8, 2022

8) Items for March 9, 2023 meeting - FY24 Budget

9) Adjournment at 6:02 pm.

Respectfully submitted,
Amy Davis

Approved 3.15.23

Sherborn School Committee
Meeting of February 7, 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 5:59 pm in the Middle School Library.

2) Community Comments - none

3) Reports

- Superintendent Update - Beth McCoy spoke about the following: the recent Community Forum; the progress of the consultant evaluating the HR needs of the District; and the formation of the Calendar Task Force.
- Principal's Report - Dr. Brown highlighted recent and upcoming events at Pine Hill.
- Warrant Report

4) FY23 Monthly Report as of January 31, 2023

- Out-of-District - Circuit Breaker reimbursement has been finalized and totals \$294,003. The projected shortfall for FY23 given all known placements to date is \$387,670. Dawn Fattore is working with the Town and Advisory Committee to determine the next steps to request additional appropriations and the potential use of the SPED Stabilization Fund.

5) Proposed FY24 Budget

- *Operating* - OOD projected costs have been updated as well as the estimated for Circuit Breaker amount to be received in FY24. Budgeted tuition and transportation costs have not changed. The proposed Circuit Breaker amount to be applied to the budget has been increased to \$320,000 and represents a 60% reimbursement rate. Version 2.0 of the FY24 budget will be presented at the March 14th meeting.
- *Capital* - an updated quote has been received and the capital request for the Emergency Management System upgrade will be \$40,000 (down from \$75,000).

Dennis Quandt made a motion to approve the FY24 Capital Budgets as presented. Christine Walsh seconded.

23-01 VOTE: 4 - 0

6) Consent Agenda

- Approval of Minutes: November 15, 2022
- Approval of Pre-School Tuition - proposed 2.5% increase to \$6,030 for 3 days and \$10,670 for 5 days.

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

23-02 VOTE: 4- 0

7) Communications

- Dover Sherborn Regional Committee minutes of November 8, 2022
- Dover School Committee minutes of October 25, 2022

8) Items for March 14, 2023 meeting - FY24 Budget Hearing

Approved 3.15.23

9) Adjournment at 6:44 pm.

Respectfully submitted,
Amy Davis