

DOVER-SHERBORN REGIONAL SCHOOL COMMITTEE MEETING

August 16, 2023

2:30pm

Via Zoom

AGENDA

1. Call to Order

Join Zoom Meeting

<https://us02web.zoom.us/j/84839944925?pwd=bnZubG1DT0JCYjRkeHoyWGJoRGpRUT09>

Meeting ID: 848 3994 4925

Passcode: 499282

- IMA Agreement with Town of Dover re: Hr Director (Region) A.R.
- 1:1 Laptop Lease (Region)

2. Adjournment

Note: The listings of matters are those reasonably anticipated by the Chair, which may be discussed at the meeting.

Not all items listed may, in fact, be discussed and other items not listed may also be raised for discussion to the extent permitted by law.

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

The Public Schools of Dover and Sherborn

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



Elizabeth M. McCoy, Superintendent
Denton Conklin, Assistant Superintendent

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

To: Dover-Sherborn Regional School Committee
From: Elizabeth McCoy, Superintendent
Re: Intermunicipal Agreement re: Director of Human Resources
Date: August 10, 2023

Attached please find the Intermunicipal Agreement for a shared Director of Human Resources between the Town of Dover Board of Selectmen and the Dover-Sherborn Regional School Committee.

As proposed during the 2022-23 school year, this position is a recommendation from Central Office studies conducted by both the Collins Center at UMass Boston and consultant Dr. Thomas Campbell.

I respectfully request that the Regional School Committee consider engaging in this partnership and am happy to answer questions at your August 16th meeting.

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

INTERMUNICIPAL AGREEMENT
for a
SHARED HUMAN RESOURCES DIRECTOR
BETWEEN THE
TOWN OF DOVER, BOARD OF SELECTMEN AND DOVER-SHERBORN REGIONAL SCHOOL
COMMITTEE

This intermunicipal agreement for a shared Human Resources Director is entered into between the Dover Board of Selectmen and the Dover Sherborn (DS) Regional School Committee (the 'parties').

This agreement is provided for under MGL chapter 40, section 4A.

The parties agree to the following terms:

1. The period of this Agreement shall be one-year, effective July 10, 2023 through July 10, 2024 as a trial period for a shared Human Resources (HR) Director. It may be extended or ended by a vote of any of the parties.
2. This sharing of a HR Director will be initially evaluated no later than 9 months after the HR Director begins work, based on metrics agreed to by the Superintendent of Schools and Town Administrator.
3. If there is a vote by any of the parties to end the Agreement at any time after the one-year trial period, there shall be a period of 3 months for the transition to occur.
4. The parties agree to hire and employ a Human Resources Director to serve the parties in managing the DS HR Department and Town municipal HR Department and will share the costs of this position on the basis found in Section 15 of this Agreement.
5. HR Director will be jointly appointed by the Superintendent of Schools for the DS and Chickering Schools and by the Dover Town Administrator for the Town municipal departments.
6. The HR Director will be considered an employee of the DS School District, and will be subject to the personnel rules and regulations of the DS School District, subject to the provisions of Section 12. The Director will have a permanent office in the DS Administration building, but with office space also being made available in the Town Office Building.

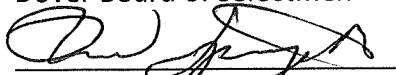
7. The Town will continue to oversee the benefits management functions for the Town municipal departments/employees and Chickering School employees.
8. The HR Director will be supervised jointly by the Superintendent of Schools and the Town Administrator and evaluated annually by the Superintendent of Schools and Town Administrator using a form/process agreed to jointly by them.
9. The HR Director is not expected to regularly attend meetings of the DS School Committee, Chickering School Committee or the Board of Selectmen, but will attend meetings of these boards as appropriate and requested by the Superintendent or Town Administrator.
10. The HR Director is expected to attend all meetings of the Dover Personnel Board.
11. The salary and benefit costs of the HR Director will be allocated between the parties with 60 percent paid by the DS School District and 40 percent paid by the Town. Since the HR Director is considered an employee of the DS School District and salary and benefits costs are within that budget, the Town will reimburse the DS School District quarterly for the following costs:
 - Salary
 - Health insurance
 - Life insurance
 - Workers compensation
 - Unemployment benefits, if any
 - General office supplies and equipment
 - Normal costs for pension, as found in the NCRS Actuarial Report

Further, based on this allocation of costs, the, HR Director will spend 60 percent of their time on DS related HR matters and 40 percent of their time on Town related HR matters.

12. If a decision be made by any of the parties not to continue with this Intermunicipal Agreement for a Shared HR Director, the incumbent HR Director will become an employee of the DS Schools and all reimbursements for costs will end, except for unemployment benefit costs, if any.

Approved:

Dover Board of Selectmen



June 28, 2023

Dover Sherborn Regional School Committee

_____ (Date)

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: August 15, 2023

Re: Middle School 1:1 Technology Initiative – New lease agreement

We wanted to update the Committee on the new lease agreement for the Middle School 1:1 technology initiative. Our three-year lease agreement for the original rollout ended in FY23. We enter into a “lease to own” arrangement so all devices that are still in good operations are being added to IT’s reserve to cover MCAS testing at the Region, loaners for Middle School students when their devices are out for service and additional needs at the High School.

The new lease agreement covers the purchase of 470 devices with a unit price of \$385 (\$355 per unit for initial purchase) including the extended warranty program and Google license. The interest rate for the three-year agreement is higher than the last agreement given the current market, 7.49% versus 3.63%. The slight increase in unit costs as well as the higher interest rate results in an annual lease payment of \$64,880 for the next three years versus the previous 3-year agreement of \$57,898.

There is no action required of the Committee. We just wanted to share the new terms given we did not have them available during the budget process. The continuation of this initiative was included in the FY24 budget.

We will be happy to answer any questions at Wednesday’s meeting.