

Notice Sherborn School Committee

Tuesday, September 19, 2023

5:30 PM
Sherborn Town Hall
Meeting Agenda

1. Call to Order
2. Community Comments
<https://us02web.zoom.us/j/85678011650?pwd=blFJZ2k5NjBXbWlrSWFtNE9KM2tnZz09>
3. Superintendent Update
 - Reports
 - Superintendent Update – Elizabeth McCoy
Pine Hill Air Quality/Cooling Strategies/Building Plans
 - Assistant Superintendent Update– Denny Conklin
 - Principal’s Report – Dr. Brown
 - Warrant Report
4. FY 23 Budget Closeout
5. Pine Hill Improvement Plan **A.R.**
6. Consent Agenda **A.R.**
 - Approval of Minutes June 6, 2023
7. Communications (For Members Information)
 - 2023-24 Meeting Calendar
 - Subcommittee Assignments
 - Regional School Committee Minutes June 6, 2023
 - Dover School Committee Minutes May 15, 2023
8. Items for October 17, 2023 Meeting
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 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

An Update on the Elementary Math Curriculum

Denny Conklin, Assistant Superintendent and Lindsay Weiner, Elementary Math Coach

Fall 2023 Update:

What are the results of the elementary math pilot from the 2022-2023 school year?

Based upon teacher and student feedback, we have made the decision to continue on with an extended elementary math pilot for the 2023-2024 school year. We believe that in order to make the best decision about which math curriculum to potentially adopt in the future, we need to see the full scope and sequence in action rather than only pilot one isolated unit. While our pilot last year was very successful in getting teachers to reflect upon their current math curriculum, we realized that there are thinking routines and skills embedded in each math program that we need to establish and then observe for a full year. As a result, this year we will have two teachers in each grade (between both elementary schools), piloting a full year of [Illustrative Math](#) and [Reveal Math](#).

Why did D-S make a shift to Reveal math rather than continue with Eureka Squared which was piloted this year?

After evaluating Eureka Squared using this [rubric](#), talking to teachers, as well as interviewing math coordinators/directors in other districts in MA, we decided that Eureka Squared would require a substantial amount of supplementing in order to make it effective in Dover-Sherborn (this is one of the reasons why we wanted to shift away from Everyday Math). Eureka Squared did not offer students enough mixed practice review, engaging games and activities, extensions, real world connections or opportunities for collaboration. These missing components would require use to supplement the program significantly to meet our learners' needs.

Teachers felt like Illustrative Math was worth pursuing but also expressed that they wanted to see if there were other options available. Using edreports and MA DESE CURATE, we researched other math curriculum and vetted samples. We ended up deciding that Reveal Math could be a good fit for Dover-Sherborn and was worth piloting this year. The top components of Reveal that interested us were the amount of practice problems, strategies available for differentiating instruction for all learners, having less of a language-based approach, and including math games/projects that teachers would not have to create on their own. Like Eureka Squared and Illustrative Math, Reveal is a research-based program that is used in many other districts throughout MA. You can read the edreport about Reveal [here](#).

What will the expanded elementary math pilot entail for the 2023-2024 school year?

For the 2022-2023 school year, our pilot teachers only piloted one unit from the potential new math curriculum. In debriefing the year, we realized how limiting this short pilot was as the new math curriculum involves helping teachers and students reconceptualize how math is taught and build upon strategies and routines over the course of the year. Because of this, we have decided to pilot Reveal and Illustrative in two classes in each grade for an entire year to get better data. We will support the pilot teachers this year through PD, work with our math coach, and planning time. We will be using the [same rubric](#) that we used for the 2022-2023 pilot. Additionally, we will be having both pilot and non-pilot teachers visiting other districts who are using Reveal and Illustrative Math so they can observe lessons and ask teachers questions.

I have concerns that my child is in a pilot classroom for this upcoming school year.

As we have previously mentioned, both programs are research-based, have been reviewed, and are correlated to the MA Math Frameworks and mathematical practice skills. Students who are in pilot classes will still be covering the same mathematical concepts and principles but utilizing different strategies and activities that are specific to our two pilot programs. As always, we will also make sure that students are prepared to move to next year's math skills curriculum and be well prepared for assessments like the MCAS.

What are the next steps for the 2023-2024 extended elementary math pilot?

Once the District's curriculum leaders have done ample research and selected a program, a recommendation will be made to the school committees for possible adoption per DS Policy ([page 21](#)). This would likely be in the spring of 2024. If we are ready to adopt a new math curriculum by the end of the upcoming school year, we will do so in a thoughtful way, based on teacher input, making sure there is adequate PD, planning time, training for special education teachers and EAs, as well as communication with parents/caregivers to help them understand the changes.

How will additional updates about the math curriculum pilot be communicated to the community?

We anticipate that we will be presenting an update to the Dover and Sherborn School Committees in the fall. Our new Dover-Sherborn website will also have a math pilot page which will feature up to date information on the math pilot as it progresses. ‘

If you have any questions, please feel free to contact Assistant Superintendent Denny Conklin: conklind@doversherborn.org

Previous Math Update from May 2023

What is the elementary math curriculum pilot?

This year Pine Hill and Chickering began limited pilots of two new math programs - [Eureka Squared](#) and [Illustrative Math](#). One teacher in each grade engaged in professional development and implemented one unit from either Eureka Squared or Illustrative Math.

How were these two programs chosen?

Both programs are research-based and focus on giving students a firm grasp on math concepts while also allowing for meaningful real-world connections.

DESE's CURATE project involves panels of teachers and educational professionals rating various curriculum programs used across the state; reviews and documents are linked [here](#). Additionally, EdReports, a non-profit organization that evaluates curriculum, has published full reviews of both [Eureka Squared](#) and [Illustrative Math](#). (For comparison, reference the review of [Everyday Math](#), the program Dover-Sherborn is currently using.)

Finally, in a survey of districts throughout MA, Eureka Squared and Illustrative Math are two of the most common elementary math programs currently in use.

Why are we shifting away from Everyday Math?

Everyday Math has been used at the elementary level for over twenty years. Since then, there have been major advances in the research and guidance surrounding math education, including the [Common Core State Standards](#) and [Mathematics Practice Standards](#). In line with the [Dover-Sherborn Portrait of a Graduate](#), we are also seeking a curriculum that prepares students to excel in the areas of critical thinking, collaboration, communication, creativity, perseverance, empathy and engaged citizenship.

“On the ground,” teachers are putting a great deal of time and effort into supplementing Everyday Math in order to meet the needs of all students - those at, above and below grade level. Part of the criteria for selecting a new math program is that it includes aligned and consistent differentiated materials for use across classrooms.

How will the district determine which curriculum to implement?

We have adapted the DESE curriculum adoption rubric to assess the piloted math programs; the criteria is linked [here](#).

What are the next steps for the math pilot?

We are currently evaluating teacher feedback and student outcomes relative to Eureka Squared and Illustrative Math. We will also be meeting with teachers to discuss both programs, including their opportunities and challenges. We will use this information to plan next steps in the math pilot for the 2023-2024 school year which will likely involve a more extensive pilot of one or both programs.

Once the District's curriculum leaders have done ample research and selected a program, a recommendation will be made to the school committees for possible adoption per DS Policy ([page 21](#)). This would likely be in the spring of 2024.

If you have any questions, please feel free to contact Denny Conklin: conklind@doversherborn.org



TO: Beth McCoy, Superintendent
FROM: Barbara Brown, Principal
RE: Principal's Monthly Report
DATE: September 19, 2023

Principal's Reflection:

The Pine Hill faculty and staff showed remarkable enthusiasm and preparedness for the opening of our new school year! In addition to welcoming 50 new kindergarten students, we were delighted to meet 16 new students across grades 1-5. We opened school with a total of 402 students, including 14 students from Boston who are enrolled at Pine Hill through our DS partnership with METCO, Inc.

Welcome to our impressive line up of newly hired faculty and staff:

- Abbi Solomon, Fifth Grade Teacher
- Alice Mackay, Fourth Grade Teacher - Long Term Sub (for 6-8 weeks)
- Yolanda Williams, Spanish Teacher (starting on 9-20-23)
- Philip Rodino, Special Education Teacher - Learning Center
- Bridgid Avery, Special Education Teacher - GOALS Program K-2
- Devin Hildick, Special Education Teacher - GOALS Program 3-5
- Amy Dorfman, Speech & Language Pathologist
- Kristen Graham, Board Certified Behavior Analyst (BCBA)
- Natasha Clarke, Educational Assistant (kindergarten)
- Jonelle McBride, Educational Assistant (preschool)
- Laurie Frederico, Educational Assistant (special education)
- Anissa Baptiste, Educational Assistant (special education) (starting on 9/28/23)

Professional Development:

Assistant Superintendent, Denny Conklin, met with DS K-12 teacher leaders, curriculum coordinators, and department chairs the week before school opened. They established a shared vision for leading school improvement work and curriculum renewal for the upcoming school year. Dover Sherborn educators have a shared list of "best practices" that

we will use to calibrate expectations for teaching and learning that is relevant and engaging across all content.

Our instructional coaches (Jen Ryan – Literacy, Lindsay Weiner, Math, and Leslie Campbell, SEL) are supporting new teachers with curriculum and helping all K-5 teachers establish the beginning of the year routines and expectations for readers, writers, and math instruction. Our elementary teachers in DS use the district developed “launching lessons” to assure that consistent foundations are built in order to provide meaningful workshop instructional models for learning.

PLC Leaders and Instructional Coaches meet with school administration monthly. The focus during our September 12th meeting was on key elements for creating collective efficacy among teaching teams. Teacher leaders discussed strategies for moving from groups to teams with a shared focus and interdependency. We will use *The Art of Coaching Teams*, by Alena Aguilar to center our work with teacher leaders this year.

August 28 and 29: Teacher Workshop Days - Focus areas on school safety, vision and goals for school improvement work, launching the school year
September 18: Faculty Meeting - school safety training

Pine Hill Happenings:

- August 29: Open House Grades 1-5
- August 30: First Day of School Grades 1-12
- August 30: Kindergarten and Preschool Open House
- August 31: First Day of School Preschool and Kindergarten
- September 4: No School - Labor Day
- September 7: CSA Meeting 7pm
- September 10: CSA sponsored Pine Hill 5K
- September 17: METCO family BBQ
- September 20: Early Release Day
- September 20: CSA sponsored Ice Cream Social

Professional Growth and Evaluation

Pine Hill Shared Goals Suggestions for Educator Teams 2023-2024

Professional Practice Goal

In order to support a thriving community of caring and connectedness within my classroom, I will deeply integrate Responsive Classroom Practices with fidelity as well as Positive Behavioral Interventions and Supports (PBIS) principles. This will be evident through increased student engagement and empowerment, increased positive behavior, and a classroom atmosphere where every student feels valued and included.

Possible Action Steps/Benchmarks:

- Attend training session(s) or choose a reading on Responsive Classroom Practices, PBIS, and/or Fly Five to enhance understanding of their core principles and effective implementation strategies. Adjust practice accordingly.
 - Click [here](#) for RC text ideas
 - Click [here](#) for PBIS accommodations and interventions for Tier1, Tier 2, and Tier 3
- Devote time to design intentional morning meeting components that effectively tie in academic content as well as [CASEL](#) standards, nurturing both social-emotional development and academic growth.
- Collaboratively establish clear, positively framed classroom rules with my students that align with PBIS principles, encouraging student ownership and investment in the classroom culture.
- Implement a system to track behavior and engagement data, allowing me to measure the impact of Responsive Classroom Practices and PBIS principles over time.
- Maintain proactive communication with parents/caregivers, regularly sharing insights about classroom activities, behavior, and SEL integration, fostering a collaborative environment. Utilize two-way communication to engage parents/caregivers in these conversations.
- Engage with colleagues and join peer learning communities to exchange ideas, share successes, and troubleshoot challenges related to Responsive Classroom Practices and PBIS.

Student Learning Goal

By the end of the academic year, I will enhance student learning by prioritizing the application of skills and content in real-world contexts, maintaining high expectations, and

promoting equitable access through the implementation of Universal Design for Learning (UDL) principles.

Possible Action Steps/Benchmarks:

- Evaluate at least 2-3 existing units within the curriculum to identify opportunities for embedding real-world applications across subjects and applying all UDL principles. Make necessary adjustments and document effectiveness. See planning templates [here](#).
- Engage with peers and educators in a learning community (PLC) to exchange ideas and strategies for successful UDL implementation. Utilize a shared text related to UDL and/or PBL. Click [here](#) for text ideas.
- Use designated PD time and common planning time to refine best practices (DS's top 9 list) with my team. Make necessary adjustments and document effectiveness.
- Use designated PD time and common planning time to continue using the curriculum audit tool to evaluate and improve lessons and units of study (across content) in order to assure culturally responsive practices are in place.
- Participate in Katie Novak training sessions related to UDL implementation to continually enhance skills in creating inclusive learning environments (scheduled for the January and February early release day PD sessions).
- Proactively communicate with parents/caregivers regarding the UDL approach explaining the benefits and opportunities for diverse learning experiences.
- Prioritize a structured system for creating an equitable workshop model in both Math and ELA by tailoring instruction to meet individual needs through whole groups, small groups, and individual structures. Work with coaches in these content areas for support.

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: September 15, 2023
RE: FY23 and FY24 Approved Warrants

The following FY23 Accounts Payable Warrants were approved by one of the Committee's designated signers:

#	Date	Amount	Fund
1130	6/8/2023	\$103.11	Sawin Fund
1131	6/8/2023	\$1,133.50	TITLE IIA
1132	6/8/2023	\$26,965.95	General-OOD
1133	6/8/2023	\$36,628.05	General-School
1135	6/22/2023	\$826.11	Sawin Fund
1136	6/22/2023	\$42,740.11	General-School
1137	6/22/2023	\$14,729.21	Circuit Breaker
1138	6/22/2023	\$53,292.68	General-OOD
1139	6/30/2023	\$5,545.60	Bldg Rental
1140	6/30/2023	\$8,436.91	Food Service
1141	6/30/2023	\$15,041.55	General-OOD
1142	6/30/2023	\$19,434.84	General-School
1143	7/19/2023	\$15,502.52	General-School-FY23 Encumb

The following FY24 Accounts Payable Warrants were approved by one of the Committee's designated signers:

#	Date	Amount	Fund
1002	7/19/2023	\$26,763.57	General-School
1004	8/3/2023	\$6,739.68	ESSER III
1005	8/3/2023	\$27,535.38	General-School
1006	8/3/2023	\$23,294.49	Food Service
1008	8/17/2023	\$1,881.39	Food Service
1009	8/17/2023	\$47,562.98	General-OOD
1010	8/17/2023	\$36,525.58	General-School
1011	8/21/2023	\$14,486.81	General-School
1013	8/31/2023	\$1,278.50	Food Service
1014	8/31/2023	\$31,419.16	General-OOD
1015	8/31/2023	\$4,757.00	Title I
1016	8/31/2023	\$4,500.00	ESSER III
1017	8/31/2023	\$10,350.60	Sawin Fund
1018	8/31/2023	\$44,598.34	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 Financial Results and FY24 Building Update
DATE: September 15, 2023

Attached for your review is:

- Status of Appropriations as of June 30, 2023
- Special Revenue/Revolving Funds as of June 30, 2023

Status of Appropriations

Salaries

The year ended with a \$27,195 positive variance resulting primarily from net savings from post-FY23 budget staffing changes. The Special Education Educators line item reflects the conversion of two special educational assistants to an additional special educator to provide more direct instruction to students on IEPs. The corresponding savings in the Educational Assistants line item are partially offset however, with the transfer of an educational assistant from the CB fund to help offset the negative variance in OOD tuition costs.

Expenditures

Operating expenditures had a small negative variance of **\$1,663**. There are no material variances to report.

Out-of-District

OOD tuition and transportation costs were **\$311,450** over-budget as of June 30th. 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. The negative variance resulted from unanticipated placements as well as changes in placements that resulted in higher costs. As previously noted, we exhausted 100% of the Circuit Breaker Fund.

Summary of results

The net results from operations based on the budgeted amount for FY23 is a net deficit of **\$285,917**. This is being covered by the \$300,000 of additional appropriations approved by the Town leaving \$14,083 of unused appropriations. We appreciate the steps taken by the Town to address the additional financial needs of the School for FY23.

Special Revenue/Revolving Funds

The roll-forward for the Special Revenue and Revolving Funds is included for your review. Information on FY23 expenses is included in the Notes section of the statement.

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

FY24 Building Updates

We continue to address the building temperatures at Pine Hill. With the recent three-day heat wave of high 80's and low 90's, we brought back the freestanding air cooler units which were deployed in the library wing, auditorium and hallways. The units, however, could not keep up with the temperature and humidity levels resulting in one early release day and one "hybrid day" that included utilizing spaces at the Sherborn Library (which is air-conditioned) for two grade-levels. Given the continued humidity levels, we kept these units on-site. The rental cost for this time period will be approximately \$10,000 and is being assessed to the Building Rental Fund.

In order to address the more long-term needs of managing this issue, we are in discussions to request an engineering study to provide viable options for cooling strategies at Pine Hill. This is the path followed by both Chickering and the Middle School as they addressed the same issue. We hope to have more detailed information for the Committee at October's meeting.

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

Both studies will hopefully provide information needed for next steps.

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

Sherborn Public Schools
Status of Appropriations as of June 30, 2023

<u>SALARIES</u>	<u>FY23</u> <u>BUDGET</u>	<u>EXPENDED</u> <u>THRU 6/30</u>	<u>OPERATING</u> <u>VARIANCE</u>	<u>% of</u> <u>BUDGET</u>
SUPERINTENDENT	\$143,408	\$135,285	8,123	5.66%
BUSINESS AND FINANCE	113,115	112,563	552	0.49%
DISTRICT INFO MANAGEMENT	77,214	74,919	2,295	2.97%
SPED ADMINISTRATION	209,753	194,739	15,014	7.16%
SCHOOL LEADERSHIP-BUILDING	330,287	328,908	1,380	0.42%
ACADEMIC LEADERS	31,173	34,202	(3,029)	- 9.72%
EDUCATORS, CLASSROOM	2,748,073	2,725,288	22,785	0.83%
EDUCATORS, SPED	1,031,298	1,091,570	(60,272)	- 5.84%
SUBSTITUTES	34,000	38,708	(4,708)	-13.85%
EDUCATIONAL ASSISTANTS	428,921	388,699	40,222	9.38%
LIBRARIANS & MEDIA CENTER	120,241	120,241	0	0.00%
BUILDING BASED PD	20,250	21,662	(1,412)	- 6.97%
GUIDANCE COUNSELORS	100,669	127,523	(26,854)	-26.68%
PSYCHOLOGICAL SERVICES	112,068	112,068	0	0.00%
MEDICAL/HEALTH SERVICES	126,398	103,417	22,981	18.18%
CUSTODIAL SERVICES	237,517	227,400	10,117	4.26%
TOTAL SALARIES	\$5,864,386	\$5,837,191	\$27,195	0.46%
<u>EXPENDITURES</u>				
SCHOOL COMMITTEE	\$6,800	\$9,596	(2,796)	-41.12%
SUPERINTENDENT	17,000	15,021	1,979	11.64%
LEGAL SERVICES	8,000	9,463	(1,463)	-18.29%
DISTRICT INFO MANAGEMENT	73,290	72,121	1,169	1.60%
SCHOOL LEADERSHIP-BUILDING	22,300	21,744	556	2.50%
SPED SERVICES/SUPPLIES	104,500	108,945	(4,445)	- 4.25%
LIBRARIANS & MEDIA CENTER	3,850	3,559	291	7.55%
COURSE REIMBURSEMENT/PD	26,000	15,227	10,773	41.43%
TEXTBOOKS	38,500	38,423	77	0.20%
LIBRARY INSTRUCTIONAL MATERIALS	4,500	4,502	(2)	- 0.04%
INSTRUCTIONAL EQUIPMENT	12,700	11,985	715	5.63%
GENERAL SUPPLIES	43,600	42,996	604	1.39%
CLASSROOM INSTRUCT TECHNOLOGY	19,500	22,916	(3,416)	-17.52%
GUIDANCE	3,500	3,418	82	2.35%
MEDICAL/HEALTH SERVICES	3,150	2,417	733	23.27%
TRANSPORTATION SERVICES	233,942	237,783	(3,841)	- 1.64%
CUSTODIAL SERVICES	21,500	22,410	(910)	- 4.23%
MAINTENANCE OF BUILDINGS	123,050	120,588	2,462	2.00%
UTILITIES	122,000	126,230	(4,230)	- 3.47%
TOTAL EXPENDITURES	\$887,682	\$889,345	(\$1,663)	- 0.19%
TOTAL INDISTRICT OPERATING	\$6,752,068	\$6,726,535	\$25,532	0.38%
<u>OOD TUITION & TRANSPORTATION</u>				
TUITION TO NON-PUBLIC/OUT-OF-STATE	\$290,000	\$573,422	(283,422)	-97.73%
TUITION TO COLLABORATIVES/MA PUBLIC	150,000	149,247	753	0.50%
Total Tuition	440,000	722,669	(282,669)	-64.24%
TRANSPORTATION SERVICES	135,000	163,781	(28,781)	-21.32%
TOTAL OOD	\$575,000	\$886,450	(\$311,450)	-54.17%
* Total Charged to CB	360,000	458,619	(98,619)	
TOTAL OPERATING	\$7,327,068	\$7,612,985	(\$285,917)	- 3.90%

Sherborn Public School

Special Revenue/Revolving Funds as of June 30, 2023

SPECIAL REVENUE / REVOLVING FUNDS	FUND BALANCE @ 07/01/2022	REVENUE	EXPENDITURES/ ENCUMBRANCES	FUND BALANCE @ 06/30/2023	Notes:
BUILDING RENTAL	\$ 74,327	\$ 50,214	\$ 45,514	\$ 79,027	Expenses include \$20,870 for security system upgrade, \$6,887 for playground replacement and \$5,236 for portable AC units
CAFETERIA	138,542	227,558	172,252	193,849	Net of deposits in advance - \$10,422, Reported ACTUAL ACTIVITY ONLY
CIRCUIT BREAKER	164,616	294,003	458,619	-	
GIFT FUND (see page 2 detail)	1,254		1,254	-	
NON-RESIDENT TUITION	76,695		67,788	8,908	Reflects expense for a classroom educator added subsequent to the FY23 Budget approval process.
PINE HILL PRESCHOOL	76,643	92,537	64,363	104,816	Net of FY24 Deposits = \$20,870
SAWIN GIFT FUND	20,100	40,000	36,238	23,862	Expenses include \$31,568 for outdoor learning space and \$2,022 for Innovative Classroom items
FIDUCIARY FUND					
STUDENT ACTIVITY FUND	\$ 1,363	\$ 6,436	\$ 6,812	987	Student Activity Fund balance per Town report at June 30

FY 23 Pine Hill - Miscellaneous Donations							
Gift/Donor	Purpose	Bal Fwd @ 07/01/2022	Revenue	Expenditures	Encumbered	Balance @ 06/30/2023	Date/Yr
GIFT FUND							
Special Education Gifts	SPED Program	\$ 1,254.30		1,254.30		-	
		\$ 1,254.30	0.00	1,254.30	0.00	\$ -	

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

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

Excellence & Innovation in Learning

In order to assure that ALL students have deep learning and meaningful experiences, we will prioritize the application of skill and content by promoting equitable access through the implementation of Universal Design for Learning (UDL) principles for all students.

District Strategic Objective	Action Step	Rationale	Person(s) Responsible	Evidence of Effectiveness
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Maintain academic excellence and rigor while adapting practices to prepare graduates for success in a rapidly changing world.	Participate in Katie Novak professional development training sessions (2X) related to UDL implementation.	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	<p>Teachers will understand the UDL principles and apply them across content. Specifically, teachers will evaluate at least 2-3 existing units within the curriculum to embed real-world applications across subjects and make necessary adjustments in their practice.</p> <p>Educators will engage with colleagues through professional learning communities (PLC) to exchange ideas and strategies for successful UDL implementation.</p> <p>Implement a continued shift in roles of technology and library educators in support of integration, increased inquiry and innovation</p> <p>Educators will enhance skills in creating inclusive learning environments through the application of UDL strategies</p>
	Integrate culturally responsive teaching practices to cultivate a learning space where each child's unique background, experiences, and perspectives are acknowledged, valued, and leveraged to enrich the learning process.	Culturally responsive teaching is integral to meeting the needs of all students. It incorporates attributes and knowledge from each student's cultural background into instructional strategies and curricula in order to improve educational outcomes for all.	Principal Assistant Principal Math Coach Literacy Coach PLC Leaders Teachers	<p>Educators will evaluate the existing curriculum to identify opportunities for incorporating diverse perspectives, voices, and experiences across different subject areas through the use of curriculum audit tool.</p> <p>Teachers will implement CR strategies within classrooms that promote an inclusive and respectful environment, allowing students to share their perspectives openly and document effectiveness through student feedback.</p>

Challenging and Supporting All Learners

Goal: Nurture a positive school culture and strong sense of belonging as a means to improve academic and social-emotional outcomes for all students.

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>Pilot Five Fly social competency curriculum across K-5 classrooms</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.</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 safety; ● Creating learning communities rooted in culturally 	<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>responsive pedagogy;</p> <ul style="list-style-type: none">● 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

Family & Community Engagement

Goal: In order to foster a strong partnership between teachers, administration, and families Pine Hill will increase meaningful communication and streamline the sharing of school information for the benefit of our students.

District Strategic Objective	Action Step	Rationale	Person(s) Responsible	Evidence of Effectiveness
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<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>Create an inclusive school environment that encourages family involvement through open houses, back-to-school nights, and volunteer opportunities</p> <p>Establish clear guidelines and expectations for school staff in order to create a more consistent approach to communication for all families</p> <p>Use social media to showcase and celebrate learning and inform about upcoming updates.</p> <p>Create a quarterly newsletter that highlights the rich teaching and learning our students experience including special subjects.</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 June 6, 2023

Members Present: Dennis Quandt
Amanda Brown
Kristen Aberle
Christine Walsh
Rebecca Hammond

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

1) Call to Order

Beth McCoy called the meeting to order at 5:32 pm in the Middle School Library.

2) Welcome Rebecca Hammond

3) Reorganization

Beth McCoy asked for nominations for Chair of the Sherborn School Committee for FY24.

Amanda Brown nominated Dennis Quandt as Chair. Christina Walsh seconded.

23-07 VOTE: 5 - 0

Dennis Quandt nominated Christine Walsh as Secretary. Amanda Brown seconded.

23-08 VOTE: 5 - 0

4) Community Comments - A parent of a rising 3rd grader advocated for a fourth section in the 3rd grade next year given that the numbers are close to the policy recommendation and she feels the smaller classes are necessary for the attention/support required for Covid learning recovery.

5) Reports

- Superintendent Report - Beth McCoy presented a brief update from her office: an agreement has been reached with the DS Educators Association for a new 3 year contract; Robin Mansfield and Nancy Wong are retiring; and there are two finalists being interviewed for the HR Director position.
- Principal's Report - Dr. Brown highlighted recent and upcoming events at Pine Hill.
- Warrant Report

4) FY23 Monthly Report as of May 31, 2023

- Salaries - there are no changes since the last report.
- Expenditures - there are no changes since the last report.
- Out-of-District - any remaining deficits will be covered with other funding sources once the year is closed out.
- FY24 Operating and Capital Updates - enrollment numbers continue to be monitored for any changes from projections and compliance with class size guidelines. The current incoming kindergarten class is 50.
Looking towards FY24, OOD placements are fairly stable with one or two anticipated placement changes. There is discussion at the legislative level to provide districts with some financial relief from the 14% increase in non-public tuition rates.

5) 2023-24 Family Handbook: first read - the Administration, with the advice of legal council, will be collaborating over the summer to align our handbook language about the policies and procedures that apply to all DS schools. Changes specific to the Pine Hill School Family Handbook include changes to the faculty roster and date updates.

DRAFT

6) 2023-24 School Improvement Plan: first read - the plan was based upon the findings of the Superintendent Entry Plan and focuses on three of the five priorities areas in the entry plan.

6) Consent Agenda

- Approval of Minutes: May 9, 2023

Christine Walsh made a motion to approve the Consent Agenda as amended. Amanda Brown seconded.

23-09 VOTE: 5-0.

7) Communications

- Dover Sherborn Regional Committee minutes of March 9, 2023
- Subcommittee Assignments

8) Adjournment at 6:30 pm.

Respectfully submitted,
Amy Davis

2023-2024 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 12, 2023 5:30 pm start ***	Tuesday, September 19, 2023 5:30 pm start ***	Tuesday, September 26, 2023	Tuesday, September 12, 2023
Tuesday, October 10, 2023	Tuesday, October 17, 2023 5:30 pm start***	Tuesday, October 24, 2023	
Tuesday, November 7, 2023	Tuesday, November 14, 2023*	Tuesday, November 21, 2023*	
Tuesday, December 5, 2023*			
Tuesday, January 16, 2024		Tuesday, January 16, 2024 5:30 pm start***	Tuesday, January 30, 2024
Tuesday, February 6, 2024	Tuesday, February 6, 2024 5:30 pm start ***		
Wednesday, February 14, 2024***			
Tuesday, March 5, 2024**	Tuesday, March 12, 2024**	Thursday, March 14, 2024**	
Tuesday, May 7, 2024	Tuesday, May 7, 2024 5:30 pm start ***	Monday, May 13, 2024	
			Tuesday April 2, 2024
			Tuesday, April 23, 2024
Tuesday, June 11, 2024 5:30 pm start ***	Tuesday, June 4, 2024 ****	Tuesday, June 4, 2024-- 5:30 pm start***	Tuesday, June 11, 2024
<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 the Library at DS Middle School, unless otherwise noted. **September 19th meeting will be held at the Sherborn Town Hall</i>	<i>Dover School Committee meetings begin at 6:30 p.m. in the Library at DS Middle School, unless otherwise noted.</i>	<i>Joint School Committee meetings begin at 6:30 p.m. in the Library at the DS Middle School, unless otherwise noted.</i>
* Meeting to include first pass of the FY25 Budget	Sherborn School Committee meetings begin at 6:30 p.m. in the DSMS Library.	* Meeting to include first pass of the FY25 Budget	
** Meeting to include final action on FY25 Budget	* Meeting to include first pass of the FY25 Budget	**Meeting to include final action on FY25 Budget	
*** Budget Meeting with Dover Warrant and Sherborn Advisory Committees - tentative	** Meeting to include final action on FY25 Budget	*** 5:30 pm start time DSMS Library	
*** 5:30pm start time	*** 5:30pm start time DSMS Library	**** DSMS Library	
	****DSMS Library		

SHERBORN SCHOOL COMMITTEE (updated 09.08.23)	
	2023-24
Chair	Dennis Quandt
Secretary	Christine Walsh
Finance	
Warrants	Dennis Quandt
Subcommittees	
Superintendent's Evaluation <i>Coordinates evaluation of the superintendent per DESE guidelines</i>	Kristen Aberle
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 Christine Walsh
Personnel <i>Reviews and approves sick bank requests</i>	Rebecca Hammond
Negotiations <i>Participates in the collective bargaining process with the Dover Sherborn Educational Association</i>	Christine Walsh
Search Committees <i>Participates in search committees for administrative positions as needed</i>	Amanda Brown
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>	Christine Walsh
Buildings & Facilities <i>Collaborates with the Business Administrator and Director of Facilities on annual approval of the Capital Plan</i>	Dennis Quandt
Liaisons <i>Serves as the key point of contact with each organization; attends meetings as requested</i>	
Pine Hill CSA (meets monthly; contact Ariana Delaney & Megha Kadiyala)	Rebecca Hammond

School Advisory Council (meets monthly; contact Barb Brown)	Amanda Brown
Challenge Success (meets monthly; contact Ellen Chagnon)	Kristen Aberle
DS AIDE (meets as needed; contact Beth McCoy)	Rebecca Hammond
METCO (meets as needed; contact Monique Marshall Veale)	Kristen Aberle
SEPAC (meets monthly; contact Kate McCarthy)	Rebecca Hammond
Wellness (meets annually; contact Ellen Chagnon)	Amanda Brown
Task Forces	
Calendar (meets monthly; contact Beth McCoy)	Christine Walsh
Communication (meets as needed; contact Denny Conklin)	Amanda Brown

Approved 9/13/2023

Dover-Sherborn Regional School Committee
Meeting of June 6, 2023

Members Present: Judi Miller
Maggie Charron
Kate Potter
Angie Johnson
Mark Healey
Colleen Burt

1) Call to Order

Beth McCoy called the meeting to order at 6:34 pm in the Middle School Library.

2) Welcome Colleen Burt

3) Reorganization

Beth McCoy asked for nominations for Chair of the Regional School Committee.

Angie Johnson nominated Judi Miller as Chair of the Regional School Committee. Mark Healey seconded.

23-09 VOTE: 6 - 0

Maggie Charron nominated Mark Healey as Vice Chair of the Regional School Committee.

Angie Johnson seconded.

23-10 VOTE: 6 - 0

Judi Miller nominated Angie Johnson as Secretary of the Regional School Committee. Colleen Burt seconded.

23-11 VOTE: 6 - 0

4) Community Comments - A parent from Dover thanked the Administration and the School Committee members for the balance that has been struck between DEI and academics by the District.

5) Audited FY22 Financials

The FY22 Audited Financial Statements and the Single Audit Compliance Report were reviewed by John Lafleche, Treasurer, and Robert Brown, Principal RE Brown & Company. The Region received a clean opinion with no management letter necessary. The Single Audit Report is required for organizations that expend \$750,000 or more in federal funds during any fiscal year. The Region expended \$1,052,584 in federal awards in FY22, including \$500,000 from the Department of Agriculture primarily related to the federal funded universal free lunch program. Since the universal free lunch program is now state funded the Region does not expect to exceed the \$750,000 that triggers filing of the report.

6) Reports

- Superintendent Report - Beth McCoy provided an update from her office including: the Educators' Contract has been approved by the union; Synergy 911 has recently been on campus to conduct training; Ann Dever-Keegan has been named as the Interim Middle School Principal; and there are two finalists for the position of HR Director.
- DSHS Principal's Report - John Smith reviewed the provided report and answered questions.

Approved 9/13/2023

- DSMS Principal's Report - David Lawrence reviewed the provided report and answered questions.
- Warrant Report

7) Financial Reports: FY23 Monthly Report as of May 31, 2023

- Revenues - Chapter 71 revenues reflect a 73% reimbursement rate, the Administration anticipates a slightly higher reimbursement rate once the final payment is received but have not made any projections on the current statements.
- Salaries - overall, salary expenditures are within 0.81% of budget.
- Expenditures - with DSEA negotiations taking place this year, there are increased costs in legal fees which is included in the May statement.
- Pro-forma Roll-forward of E&D - with the current projections and proposed uses, E&D at June 30th is \$1,129,798 or 4.04% of the FY24 operating budget.
- FY24 Capital Use of E&D and Community Education Funds - the following capital projects are proposed to be funded with E&D: high school floor replacement \$120,000; Lindquist student restroom renovation \$30,000; and Bleacher/Press Box Renovation \$125,000 totaling \$275,000.

Maggie Charron made a motion to transfer \$275,000 of June 30, 2022 certified Excess & Deficiency funds to the Region's Capital fund to cover costs for approved FY24 capital projects as presented. Angie Johnson seconded.

23-12 VOTE: 6 - 0

- In addition to the above approval of E&D funds for the Bleacher/Press Box Renovation, the Administration also requested a transfer of \$100,000 from Community Education to partially fund the structure expenses.

Colleen Burt made a motion to transfer \$100,000 of funds from the Community Education Fund to the Region's Capital fund to cover costs for the Bleacher/Press Box Renovation as presented. Mark Healey seconded.

23-13 VOTE: 6 - 0

8) Student Handbooks: First Read - the proposed changes to the DSHS Handbook were discussed. The DSMS Handbook is undergoing a full overhaul which will continue into the next school year. The changes for approval at the next meeting will be forwarded to committee members before the vote to approve.

9) School Improvement Plans: First Read - the school improvement plans, that are based on the findings of the Superintendent Entry Plan, were presented for discussion.

10) Consent Agenda

- Approval of Minutes: May 2, 2023
- Donations: \$2,500 from Jennifer Bingham for the Owen Bingham Scholarship Fund and \$100 from the Boylan Family for the Roger Boylan Scholarship Fund.
- Appointment of DS Regional Treasurer - John Lafleche for the 2023-24 school year.

Maggie Charron made a motion to approve the Consent Agenda. Kate Potter seconded.

23-08 VOTE: 5 - 0

11) Communication

Approved 9/13/2023

- Subcommittee Assignments
- Class of 2023 Matriculation Report
- Dover School Committee Minutes of March 9, 2023
- Sherborn School Committee Minutes of March 14, 2023

12)Adjournment at 8:35 pm.

Respectfully submitted, Amy Davis

Dover School Committee
Meeting of May 15, 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 6:30 pm.

2) Community Comments - two Chickering teachers responded to recent community comments and spoke about what they teach in the classroom.

3) Metro West Survey Results - the results were presented and discussed.

4) Reports

- Superintendent Report - Beth McCoy presented an update from her office. Denny Conklin also provided an update on what he has been working on.
- Principal's Report - Dr. Reinemann highlighted recent and upcoming events at Chickering.
- Warrant Report

5) FY23 Monthly Financial Report as of April 30, 2023

- Salaries - the Teachers - Classroom, Guidance, and Psychological line items show a negative variance of approximately \$10,000.
- Expenditures - there are no changes since the last report.
- Out-of-District - tuition costs are now approximately \$270,000 over budget. Transportation costs this month reflect \$20,000 of additional costs and are \$45,000 over budget for the year.
- Special Revenue/Revolving Funds - a new tilt skillet will be purchased this summer for the kitchen using the funds from the Food Services Revolving Account. Participation rates have increased from pre-COVID levels of 48% to over 71% in the current year (increase is likely related to the Federal and State funding of universal free lunch).
- FY24 Operating and Capital Updates - The Town of Dover approved the FY24 operating budget as well as the classroom flooring and fire control panel replacement. The enrollment numbers continue to be monitored for any changes from projections and compliance with class size guidelines (17-22).

6) Proposed changes to 2023-24 Student Handbook: first read - Dr. Reinemann highlighted the proposed changes for the handbook. A vote will be taken at the June meeting.

7) Consent Agenda

- Approval of Minutes: March 9, 2023

Approved September 12, 2023

*Jeff Cassidy made a motion to approve the Consent Agenda. Colleen Burt seconded.
23-05 VOTE: 5 - 0*

8) Communications

- Dover Sherborn Regional School Committee Minutes of February 7 & 15, 2023
- Sherborn School Committee Minutes of February 7 and March 14, 2023

9) Recognition - Sara Gutierrez-Dunn and Colleen Burt were recognized for their contributions to the Dover Schools during their terms on the school committee.

10)Adjournment at 7:38 pm.

Respectfully submitted,
Amy Davis