



Dover-Sherborn Regional School Committee

Tuesday, November 7, 2023

6:30 PM

Dover-Sherborn Middle School Library

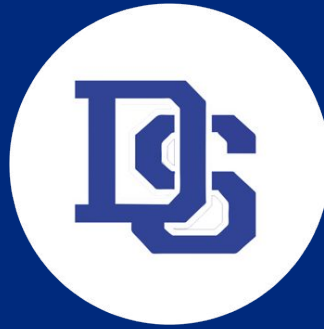
[Livestream via Dover-Sherborn Cable Television](#)

AGENDA

- 1. Call to Order**
- 2. Community Comments –**
 - [Zoom Link](#) (Meeting ID: 828 0571 4017; Passcode: 318411)
(Only available for Community Comments)
- 3. Student Council Reps: Esther Mersuli and Annie Loeffler**
- 4. Superintendent Comments**
- 5. Financial Reports**
 - Warrant Report
 - FY24 Monthly Report
- 6. Discussion Items**
 - FY 25 Budget Guidance
 - Calendar Task Force
- 7. Action Items**
 - P - Card
- 8. Consent Items**
 - Approval of Minutes – October 10, 2023
 - Approval of High School Out of State Field Trip
- 9. Informational Items**
 - Dover-Sherborn High School Principal's Memo
 - [Dover-Sherborn H.S. Newsletter](#)
 - [Dover-Sherborn MS Newsletter](#)
 - Sherborn School Committee Minutes – September 19, 2023
 - Dover School Committee Minutes – September 26, 2023
- 10. Items for December 5, 2023 Meeting**
- 11. 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 race, color, sex/gender, gender identity, religion, national origin, sexual orientation, disability, or homelessness.



Dover-Sherborn Public Schools

Regional School Committee Meeting

Tuesday, November 7, 2023

6:30 PM

Superintendent's Update



CONGRATULATIONS!



Science Olympiad - 1st in League

Cast & Crew of Sherlock Holmes



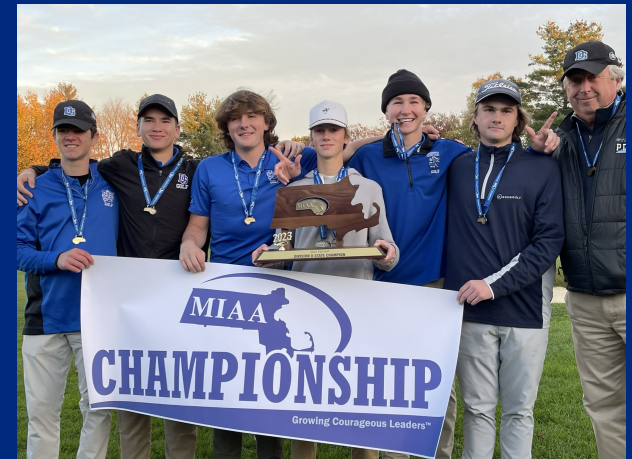
Golf Team - State Champions

Field Hockey - Sweet 16



Boys' Soccer - Sweet 16

Girls' Soccer - Sweet 16



Superintendent's Update



Vision for Teaching & Learning



9 Best Practices

Educator Goals



Leader Goals

Classroom Observations

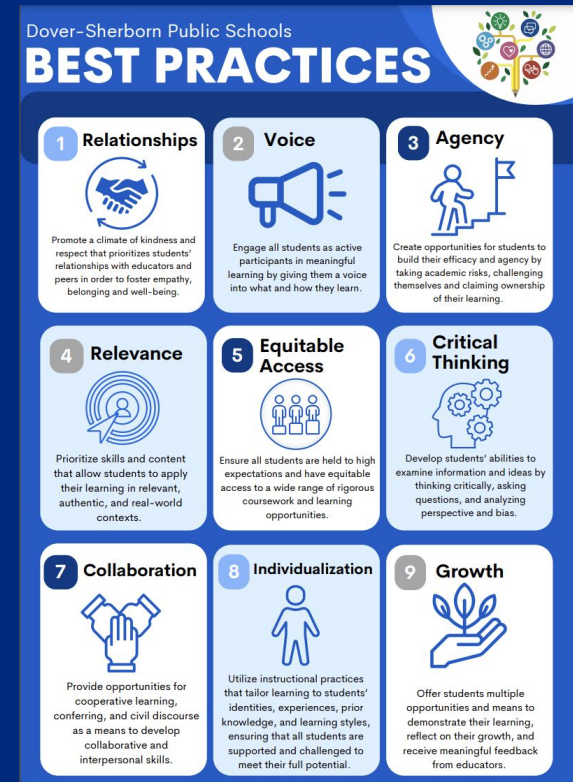


Calibration of Feedback

Monthly Faculty Meeting Focus



November PD Day



Superintendent's Update



District Measures of Success

Data Dashboard



Academic Benchmarks

Standardized Assessments

Attendance/Discipline



Student Surveys

Panorama - October 2023

Metrowest Youth Risk Adolescent Survey - November 2023

Challenge Success - March 2024

Panorama - March 2024

VOCAL - MCAS 2024



OPEN
ARCHITECTS

Superintendent's Update



Transparent Communication



Superintendent's Newsletter

Superintendent Office Hours



PTO Meetings

Councils on Aging Luncheons



MASS/MASC Conference



Communication Specialist Workshop

Lead Now Application



Superintendent's Update



A Vision for METCO 2.0

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: November 3, 2023
RE: FY24 Approved Warrants

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

<u>Voucher #</u>	<u>Date</u>	<u>Amount</u>
1072	10/17/2023	\$218,037.78
1081	10/27/2023	\$149,174.81
1082	10/29/2023	\$394,558.20

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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: FY24 Operating Update
DATE: November 3, 2023

Attached please find:

- a. General Fund Revenues as of October 31, 2023
- b. Status of Appropriations as of October 31, 2023

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

Revenues

Chapter 70 and 71 revenue projections reflect the final Cherry Sheet amounts. The small variance in Chapter 70 is due to adjustments to our student enrollment in school choice districts and charter schools that were not included in preliminary cherry sheets. Chapter 71 revenues reflect a 90% reimbursement rate (FY23 was 79.55%). We are projecting no variances in athletics or activity fees. **Interest rates remain favorable resulting in a projected positive variance in Interest Income.** We will review all activities as the year progresses and adjust projections accordingly.

Operating Expenditures

Salaries

Function code budgets now include the allocation of the salary reserve approved in the FY24 Budget. We have encumbered the majority of salaries for FY24. Most stipends have been recorded with the exception of winter and spring coaching positions; these are encumbered prior to each season. Custodial overtime and substitute costs are expensed as incurred.

A few staffing updates to note:

- Converted the SPED team chair educator budgeted positions to two SPED Administrator positions (one at each building) and covering the district-wide Out-of-District Coordinator position with a .5 FTE.
- Piloting a Math Specialist at the Middle School that is currently budget neutral given post-FY24 staffing changes.
- Increased the BCBA position from a .6FTE to a 1.0FTE due to current program/student needs.
- Combined the Athletic Trainer position (new to the budget in FY24) with the Athletic Administrative Assistant position to make this position more marketable as well as creating efficiencies in the Athletic Office. This results in small overall savings.
- **Increased the English Learner (EL) educator position to a .8FTE (from a .5FTE) due meet the needs of the current student cohort.**

Expenditures

At this time we are not projecting any material variances in operating expenses. **Transportation and health insurance expenses have been encumbered. Healthcare costs are projected to be within our budgeted amounts. Retiree healthcare rates were approved for calendar year 2024. We saw a larger than normal increase primarily due to costs of prescription drug coverage. The increase for our most subscribed plan is 4.7%. (Important to note however that this plan has had no increases for the past several years.) The current projection for our contribution to the OPEB fund is \$250,000. Utilities will be encumbered in the December statement.**

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

Capital Project Update

We had two sets of capital projects approved for FY24 – the Rooftop Air Handler Replacement Project funded through an IMA and several other smaller projects funded with E&D and Community Education Funds as approved by the Committee. Below is a status summary of each one:

1. *Roof Air Handlers Replacement Project* at a cost of \$1,200,000 – We have continued the pre-bidding work necessary to move forward with this project but due to continued long-lead time for delivery it has been recommended by our engineering firm to delay this installation until the summer of FY25. Given the tight timeframe we have to receive and then install the equipment in July/August the timing was just too risky. Although this is not optimal given the current conditions of a few of the units, it does make sense for the overall project. We have informed the Towns of this delay and the corresponding hold on the payment terms of the IMA. We will keep the Committee updated on the revised timeline and the outcome of the bidding process. There is a chance we will need to request additional funding to complete the project.
2. *High School Floor Replacement* at a cost of \$120,000 – The installation took place in July and included hallways and classrooms in the math wing.
3. *Lindquist Bathroom renovations* at a cost of \$30,000 – This project has been completed and include several sustainability features (motion sensor touchless faucets and hand dryers).
4. *Bleacher/Press Box Renovation* for approved funding to date of \$225,000 – In addition to these funds, we have also secured \$75,000 of funding through the Mudge Foundation and are discussing potential funding from Dover-Sherborn Cable TV. We are finalizing the project bidding components and should have a revised total project cost by our **December** meeting. The work is scheduled to be completed this summer.

FY23 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. This will take place prior to the March 31st filing deadline.

Our auditors are scheduled to begin their fieldwork later in **November**. We will keep the Committee updated on their progress and the timeline for the presentation of the audited financial statements.

As previously communicated, our E&D was certified on August 30th at \$1,126,642 (4.03%).

FY25 Budget

Version 1.0 will be presented to the Committee in December along with the Budget Calendar including key Town meeting dates.

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 October 31, 2023

	<u>FY24</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	\$12,954,938	\$4,176,356	\$8,778,582	\$0	0.00%
SHERBORN ASSESSMENTS	11,209,598	3,622,130	7,587,468	\$0	0.00%
CHAPTER 70, net	2,629,875	879,968	1,759,947	\$10,040	0.38% *
CHAPTER 71 (Transportation)	611,954	0	758,823	\$146,869	24.00% *
H/S ATHLETIC FEES	284,750	128,215	156,535	\$0	0.00%
H/S PARKING FEES	52,500	41,489	11,011	\$0	0.00%
H/S ACTIVITY FEE	16,500	5,775	10,725	\$0	0.00%
M/S ACTIVITY FEE	7,425	5,535	1,890	\$0	0.00%
MISC REVENUE	5,000	521	4,479	\$0	0.00%
BANK INTEREST	40,000	35,092	75,000	\$70,092	175.23%
NON-CASH ACTIVITY	0	0	0	\$0	na
E&D UTILIZATION	160,000	160,000	0	\$0	0.00%
TOTAL REVENUES	\$27,972,540	\$9,055,081	\$19,144,460	\$227,001	0.81%

* Based on final FY24 Cherry Sheet

Dover-Sherborn Regional School District
Status of Appropriations as of October 31, 2023

	FY24	EXPENDED		TOTAL	OPERATING VARIANCE/	% OF
<u>SALARIES</u>	<u>BUDGET</u>	<u>31-Oct</u>	<u>ENCUMBRANCES</u>	<u>PROJECTED</u>	<u>BUD. REMAINING</u>	<u>BUDGET</u>
SCHOOL COMMITTEE	23,571	7,437	16,116	23,553	18	0.07%
SUPERINTENDENT	205,242	72,015	132,818	204,834	408	0.20%
FINANCE & HUMAN RESOURCES	264,513	90,824	177,065	267,889	(3,376)	-1.28%
DISTRICTWIDE INFORMATION MGMT	244,680	83,107	155,499	238,605	6,075	2.48%
SPED/GUIDANCE ADMINISTRATION	573,036	166,125	327,064	493,189	79,847	13.93%
SCHOOL LEADERSHIP - BUILDING	763,801	251,322	507,263	758,585	5,216	0.68%
ACADEMIC LEADERS	150,688	2,124	148,507	150,630	58	0.04%
EDUCATORS, CLASSROOM	10,556,090	2,054,885	8,386,728	10,441,612	114,478	1.08%
EDUCATORS, SPED	1,822,106	374,080	1,556,953	1,931,033	(108,927)	-5.98%
SUBSTITUTES	121,300	18,390	29,691	48,081	73,219	60.36%
EDUCATIONAL ASSISTANTS, SPED	586,359	99,566	480,774	580,340	6,019	1.03%
LIBRARIANS	195,133	47,634	200,062	247,696	(52,563)	-26.94%
BUILDING BASED PD	38,250	20,668	0	20,668	17,582	45.97%
GUIDANCE	1,247,204	247,627	945,770	1,193,396	53,808	4.31%
PSYCHOLOGICAL SERVICES	216,697	36,594	153,697	190,291	26,406	12.19%
MEDICAL / HEALTH SERVICES	243,682	48,007	190,948	238,954	4,728	1.94%
ATHLETICS	550,422	152,633	152,515	305,148	245,275	44.56%
OTHER STUDENT ACTIVITIES	197,110	0	185,886	185,886	11,224	5.69%
CUSTODIAL & GROUNDS SERVICES	811,741	244,171	519,701	763,872	47,869	5.90%
TOTAL SALARIES	\$ 18,811,625	\$ 4,017,208	\$ 14,267,055	\$ 18,284,263	\$527,362	2.80%
 <u>EXPENDITURES</u>						
SCHOOL COMMITTEE	40,500	8,221	24,500	32,721	7,779	19.21%
SUPERINTENDENT	55,000	54,081	4,407	58,488	(3,488)	-6.34%
LEGAL SERVICES	38,000	7,500	22,500	30,000	8,000	21.05%
DISTRICTWIDE INFO MGMT	90,000	52,415	28,171	80,586	9,414	10.46%
SCHOOL LEADERSHIP - BUILDING	80,050	22,029	25,876	47,905	32,145	40.16%
GENERAL ED OTHER	28,685	4,643	960	5,603	23,082	80.47%
SPED SERVICES/SUPPLIES	102,000	22,083	43,005	65,088	36,912	36.19%
LIBRARIES & MEDIA CENTER	4,775	50	681	731	4,044	84.70%
COURSE REIMBURSEMENT/PD	92,900	19,980	4,534	24,514	68,386	73.61%
TEXTBOOKS & RELATED SOFTWARE	93,180	54,179	7,794	61,973	31,207	33.49%
LIBRARY INSTRUCTIONAL MATERIAL	29,800	11,770	3,036	14,806	14,994	50.32%
INSTRUCTIONAL EQUIPMENT	74,100	27,516	21,291	48,807	25,293	34.13%
GENERAL SUPPLIES	162,575	59,678	14,133	73,811	88,764	54.60%
OTHER INSTRUCTIONAL SERVICES	19,500	4,050	12,555	16,605	2,895	14.85%
CLASSROOM INSTRUCTIONAL TECH.	132,700	47,568	74,517	122,085	10,615	8.00%
GUIDANCE	33,350	12,659	650	13,309	20,041	60.09%
MEDICAL / HEALTH SERVICES	8,800	2,048	425	2,472	6,328	71.91%
TRANSPORTATION SERVICES	1,039,200	92,035	927,827	1,019,862	19,338	1.86%
ATHLETICS	189,500	51,948	29,867	81,814	107,686	56.83%
CUSTODIAL SERVICES	58,000	16,642	2,863	19,505	38,495	66.37%
MAINTENANCE OF BUILDINGS	569,700	185,687	225,140	410,828	158,872	27.89%
MAINTENANCE OF GROUNDS	60,000	26,814	13,255	40,069	19,931	33.22%
UTILITIES	585,250	89,008	12,086	101,094	484,156	82.73%
ER RETIREMENT CONTRIBUTION	869,000	837,459	0	837,459	31,541	3.63%
ER INSURANCE ACTIVE EMPLOYEES	2,990,050	1,013,098	1,929,110	2,942,208	47,843	1.60%
ER INSURANCE RETIRED EMPLOYEES	820,000	179,797	620,000	799,797	20,203	2.46%
OTHER NON EMPLOYEE INSURANCE	104,900	100,334	0	100,334	4,566	4.35%
LONG TERM DEBT RETIREMENT	760,000	0	760,000	760,000	0	0.00%
LONG TERM DEBT SERVICE	29,400	0	29,400	29,400	0	0.00%
TOTAL EXPENDITURES	\$9,160,915	\$3,003,293	\$4,838,581	\$7,841,874	\$1,319,041	14.40%
 TOTAL OPERATING	 \$27,972,540	 \$7,020,500	 \$19,105,637	 \$26,126,137	 \$1,846,403	 6.60%

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: John Lafleche, Treasurer
Dawn Fattore, Business Administrator

DATE: November 3, 2023

RE: Approval of P-card Issuance

As was discussed at the Committee's September meeting, we would like approval from the Committee to enter into an agreement for a purchasing card. Included for your review is the Resolution Authorizing Issuance and the financial management procedure for use of the procurement card.

The following motion is presented for action by the Committee:

Motion to approve the Resolution Authorizing Issuance of Individual Procurement Cards through the Bank of Montreal.

The Public Schools of Dover and Sherborn

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Elizabeth M. McCoy, Superintendent
Denton Conklin, Assistant Superintendent

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

Resolution Authorizing Issuance

Of

Individual Procurement Cards

WHEREAS, the School Committee of the Dover-Sherborn Regional Schools has the authority to enter into an agreement with the Bank of Montreal for purchasing cards.

NOW, THEREFORE, BE IT RESOLVED by the School Committee of the Dover-Sherborn Regional Schools that the School Business Administrator is authorized to enter into an Agreement with the Bank of Montreal to secure Procurement Cards for the School Business Administrator.

The School Committee authorizes the School Business Administrator to execute a p-Card program agreement on its behalf.

Approved this 7th day of November 2023.

Ayes _____

Nays _____

Chairperson _____

Date: November 7, 2023

Dover-Sherborn Regional Schools

FINANCIAL MANAGEMENT

Procurement Card Use

The School Committee permits the use of District procurement cards for actual and necessary expenses incurred in the performance of work-related duties for the District. The School Business Administrator shall be the sole employee issued a District procurement card. The P-card shall be maintained in the School Business Office

The procurement card may only be used for legitimate District business expenditures. The use of the procurement card is not intended to circumvent any District purchasing procedure.

DRAFT

Dover-Sherborn Regional School Committee Meeting of October 10, 2023

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

1) Call to Order

Judi Miller called the meeting to order at pm in the Middle School Library.

2) Community Comments - none

3) Superintendent Comments - Superintendent Beth McCoy spoke about the recent Open Houses, the upcoming Challenge Success Panel and other District Events. She also highlighted the work of the Calendar Task Force. Assistant Superintendent Denny Conklin also gave an update of his work with the faculty on curriculum audits and teacher professional practice goals.

4) Financial Reports

- Warrant Report
- FY24 Monthly Report
 - Revenues: Chapter 70 and 71 revenue projections reflect the final Cherry Sheet amounts. The small variance in Chapter 70 is due to adjustments to our student enrollment in school choice districts and charter school that were not included in preliminary cherry sheets. Chapter 71 revenues reflect a 90% reimbursement rate (FY23 was 79.55%). There are no projected variances in athletics or activity fees.
 - Salaries: the majority of salaries have been encumbered. A few staffing updates: the SPED team chair educator budgeted positions have been converted to two SPED Administrators; increased the BCBA position from .6 FTE to 1.0 FTE due to current program/student needs; and the Athletic Trainer position (new in FY24) has been combined with the Athletic Administrative Assistant position.
 - Expenditures: there are no material variances projected at this time.
 - Capital Projects: Roof Air Handlers Replacement - installation of the new handlers has been delayed until the summer of 2025 due to the continued long lead time for delivery; High School Floor Replacement - installation complete; Lindquist Bathroom renovations - project complete; and Bleacher/Press Box Renovation - project bidding components are being finalized and there should be a revised total project cost by the November meeting.
 - FY23 Wrap Up: The Region's EOYR has been filed with DESE. Auditors are scheduled to begin their fieldwork later this month.

5) Consent Items

- Approval of Minutes: September 12, 2023

Kate Potter made a motion to approve the Consent Items. Colleen Burt seconded.
23-11 VOTE: 5 - 0

DRAFT

6) Discussion Items

- October Enrollment Report - Beth McCoy review the report including a breakdown of demographics at the middle and high schools.
- Academic Testing Report - Denny Conklin presented the highlights of the report on AP, SAT, and MCAS results.

7) Action Items

- Approval of DSMS field trip to Washington, DC: June 7 - 9, 2024 for entire 8th grade

Colleen Burt made a motion to approve the Consent Items. Angie Johnson seconded.

23-12 VOTE: 5 - 0

- Approval of DSHS field trip to Boston, MA: January 25 - 28, 2024 for Harvard Model United Nations program.

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

23-13 VOTE: 5 - 0

8) Informational Items

- DSMS Principal's Report
- DSHS Principal's Report
- Sherborn School Committee minutes of June 6, 2023
- Dover School Committee minutes of June 13, 2023

9) Items for November 7, 2023 DS Regional School Committee Meeting - FY25 Budget guidelines, MCAS analysis, CPR as graduation requirement, and Substance Prevention & Abuse added to Junior year curriculum.

10) Adjournment at 7:30 pm.

Respectfully submitted, Amy Davis

11/01/23

John Smith, Principal
Dover-Sherborn High School
9 Junction Street
Dover, MA 02030

Dear Mr. Smith,

I am requesting permission for an out-of-state field trip for approximately 18 seniors. Students will leave on Sunday, March 10, 2024, and return home on Thursday, March 14, 2024. Most students will miss three classes in each subject over the four days and will be responsible for all make-up work. The students will be participating in the Close-up Washington D.C. program, which brings young scholars from across the United States together to study government in our nation's capital. Our school has participated in this program for many years and we would like to continue to offer this tremendous opportunity for our students as they participate in seminars, meet Washington insiders, visit Capitol Hill, foreign embassies, and the Supreme Court during oral argument. They will also have the opportunity to conduct museum and monument study visits while using the city of Washington D.C. as a classroom. I have been involved with this program for 20+ years and I can attest to its value in providing students with an outstanding experience in civic education. Please see the enclosed documents for additional information about the program.

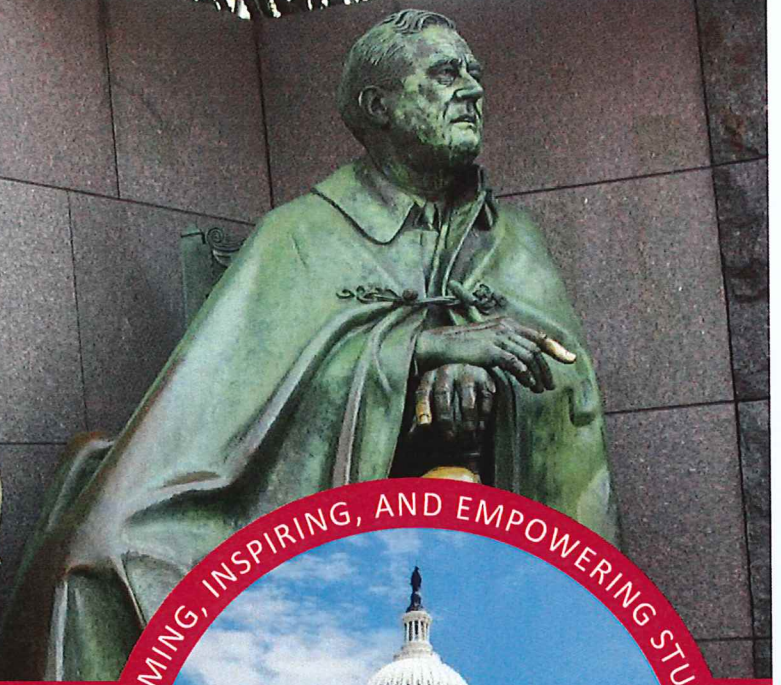
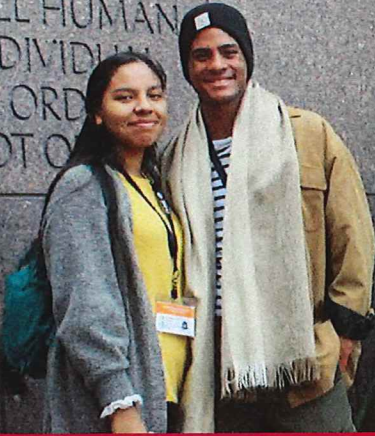
TOTAL COST (All Inclusive air, hotel, transfers, food): \$1975

Sincerely,

A handwritten signature in black ink, appearing to read "Thomas Bourque", with a stylized flourish at the end.

Thomas Bourque
Social Studies/Government Teacher
Dover-Sherborn High School

HO) SEEK TO ESTABLISH
OF GOVERNMENT BASED ON
MENTATION OF ALL HUMAN
A HANDFUL OF INDIVIDUAL
CALL THIS A NEW ORDER
NEW AND IT IS NOT O



WASHINGTON, DC

4-DAY HIGH SCHOOL PROGRAM



ABOUT CLOSE UP

The Close Up Foundation was founded in 1971 as a comprehensive, **nonprofit, civic education organization** with the goal of helping young people understand, experience, and take part in their government. Our mission to create informed, inspired citizens remains essential over 50 years later, guiding us in our work to engage schools in all 50 states. Through **experiential programs** in our nation's capital and in local communities, **virtual programs**, **professional development** for educators, and **curriculum and resource design**, we have served more than one million students and educators nationwide.

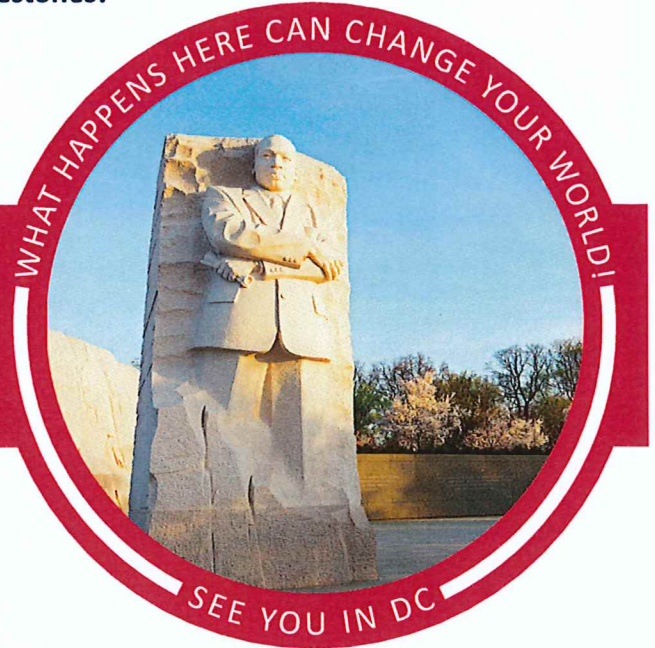
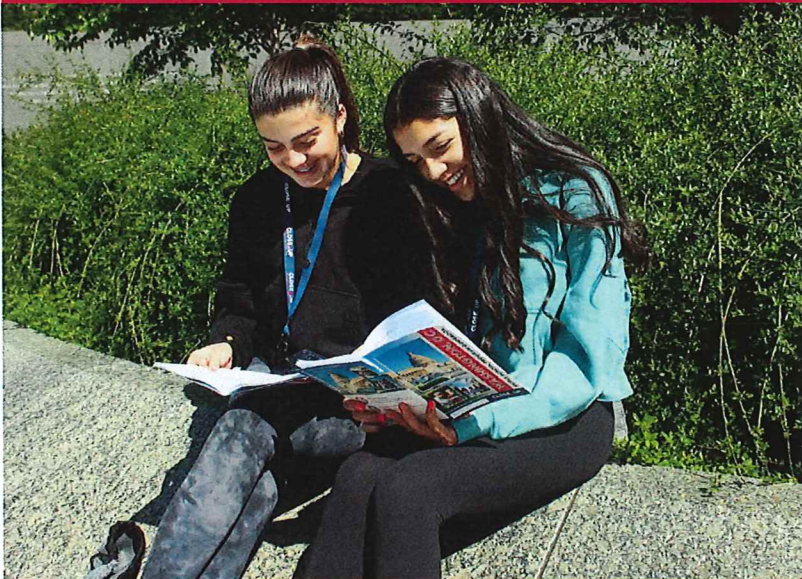


Learn more about Close Up's history, mission, and milestones!

CLOSE UP IS ENDORSED BY:



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CONNECT WITH CLOSE UP:



CST-1002082-40: Registration as a seller of travel does not constitute approval by the State of California.

DOWNLOAD/PRINT

CLOSE UP HIGH SCHOOL 4-DAY PROGRAM - WASHINGTON, DC

DAY 1



Arrive in Washington, DC
Meet your Close Up concierge and explore DC with your school

Lunch & Orientation
Meet students from across the country and get to know your program instructor

Introductory Workshop*
What are the biggest issues that we face in our democracy today?

Exploring American Political Values Study Visit**
How do the values of liberty, equality, and justice impact trends and ideas in the U.S. political system today?

Jefferson Memorial—How do the rights outlined in the Founding Documents apply to our view of liberty today?

FDR Memorial—What rights are needed to ensure equality and promote the welfare of citizens?

Martin Luther King, Jr. Memorial—How do we see MLK's view of justice today?

U.S. Marine Corps Memorial
Visit the larger-than-life representation of the iconic flag-raising at Iwo Jima

Dinner at Pentagon City Mall

American Political Values Workshop
Examine the connections between liberty, equality, and justice

DAY 2



White House Study Visit
Discuss the purpose of protest and what restrictions are legitimate

Citizen Action Sites
Get inspired by examples of citizens making a difference in their communities and the nation

Neighborhood Study Visit and Lunch
Explore DC off the beaten path in places like Dupont Circle or Chinatown

National Museum of African American History and Culture

All-You-Can-Eat Pizza Dinner

Facts & Fun: Ultimate Trivia Night
Show off your knowledge of DC with new teammates from across the country!

Social Time

Sample schedule subject to change.

**Workshops are small learning communities made up of students from various states. Each workshop community is led by the same Close Up program instructor for the duration of the trip.*

*** Study visits led by highly trained instructors provide unique opportunities to learn using historic sites and institutions as living classrooms.*

CST-1002082-40: Registration as a seller of travel does not constitute approval by the State of California.

DAY 3



War Memorials Study Visit
What do the WWII, Vietnam War, and Korean War Memorials say about those who have served and sacrificed?

Lincoln Memorial
What does the imagery of this memorial say about Lincoln's legacy?

Lunch at L'Enfant Plaza

National Politics Seminar
Gain inside access and discuss current issues with a DC lobbyist, journalist, or policymaker

Capitol Hill Group Photo

Smithsonian Institution Exploration
Discover a world-renowned museum of your choice on the National Mall

Dinner at Ronald Reagan Building and International Trade Center

Mock Congress Workshop & Simulation
Debate, amend, and vote on the same issues elected representatives are currently considering

Social Time

DAY 4



Capitol Hill Day

Meet with your members of Congress or their staff

Observe congressional committee hearings to see how laws are formed

Explore the U.S. Capitol Visitor Center and Museum

Lunch at Longworth Cafeteria

Visit the Supreme Court, where landmark cases are decided

Explore the Library of Congress and view the symbolic art and architecture

Witness the House of Representatives and Senate in action in the Galleries

Depart for Home

“Close up changed my life, it enriched me with the knowledge and experience to engage with my community.”

- RHIANNON, STUDENT, CO



Dover-Sherborn High School

9 Junction Street

Dover, MA 02030

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

John G. Smith, *Principal*
Timothy O'Mara, *Assistant Principal*
Ellen Rowley, *Director of Guidance*
Emily Sullivan, *Athletic Director*

TO: Elizabeth McCoy, Superintendent

FROM: John G. Smith, Principal, DSHS

RE: Update re: CPR & Substance Abuse Information

DATE: October 30, 2023

23-24 CPR Expanded Opportunities for Students - Department Goal

The Wellness Department is continuing to offer CPR Certification for students in the Sophomore-Junior-Senior elective rotation. This year, it will run for the November-January elective offerings.

As of today - Elliott Lucil is the only "Instructor Certified" member of the Wellness Department. Joe Gruseck and Laura McGovern are becoming "Instructor Certified" this year as their Professional Goal.

By the end of this school year - 3 of the 4 department members will have the certification required to expand offering CPR certification to students outside of the SJS elective model. In the spring of '24, the Wellness Department will identify how this is going to roll out for the 24-25 school year.

23-24 Substance Use Education in the Upper Grades

The Wellness Department recognizes that the MetroWest Adolescent Health Survey statistics on Substance Use shows large increases in use from Freshman to Sophomore year and again from Sophomore to Junior year. While understanding that tackling this important issue from a community wide effort is consistent with the other Metrowest communities - taking time from our Sophomore-Junior-Senior elective model is not the place to add individualized lessons. Knowing that attitudes and perceptions are key to Substance Use - we recommend expanding Health lessons in younger grades - starting with 6th grade - to begin this important work.

That said, as part of our ongoing work with SPAN-DS (Substance Prevention Network), the Dover SRO and the Sherborn SRO have been meeting with all fall sports teams and will also meet with cast and crew of the fall play over the next few weeks. This is an opportunity for our students to hear firsthand about the dangers of alcohol and substance abuse as well as laws related to under the influence, driving while impaired, junior operator laws as well as social

hosting laws. We will repeat these important conversations each season in order to expand the audience that hears this important information. Roughly 60% of our students participate in athletics and 10% in drama, therefore touching the vast majority of our student body multiple times as they progress through high school.

Sherborn School Committee
Meeting of September 19, 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

Dennis Quandt called the meeting to order at 5:31 pm in the Sherborn Town Hall.

2) Community Comments - Richard Robinson spoke in favor of installing AC at Pine Hill and gave some advice given what he learned while getting AC installed at DSMS.

3) Reports

- Superintendent Report - Beth McCoy presented a brief update from her office and thanked all who worked hard to ensure a smooth opening to the school year.
- Pine Hill Ari Quality/Cooling Strategies - with the recent three-day heat wave of high 80's and low 90's, freestanding air cooler units were brought in to cool the library wing, auditorium, and hallways. However, the units 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 for two grade levels. Given the continued humidity levels, these units have been kept onsite. The rental cost will be approximately \$10,000 and is being assessed to the Building Rental Fund. The Administration is in discussions to request an engineering study to provide viable options for cooling strategies at Pine Hill. In addition, the Administration is looking into expanding the scope of the Space Needs Audit at the Region to determine the future needs of the Pine Hill School building given its aging structures. An update including more detailed information will be provided at the October meeting.
- Assistant Superintendent Report - Denny Conklin provided an update on the Math Curriculum pilot program.
- Principal's Report - Dr. Brown highlighted the opening of school and upcoming events at Pine Hill.
- Warrant Report

4) FY23 Budget Closeout

- Salaries - the year ended with a \$27,195 positive variance resulting primarily from net savings from post-FY23 budget staffing changes.
- Expenditures - there was a small negative variance of \$1,663 for FY23.
- Out-of-District - 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.
- Summary of Results - net deficit of \$285,917 which was covered by the \$300,000 of additional appropriations approved by the Town leave \$14,083 of unused appropriations.

5) Pine Hill School Improvement Plan: second read - there were no significant changes made from the last reading.

Christine Walsh made a motion to approve the Pine Hill School Improvement Plan. Becca Hammond seconded.

23-10 VOTE: 5 - 0

Approved 10/17/2023

6) Consent Agenda

- Approval of Minutes: June 6, 2023 - correct misspellings as noted

*Christine Walsh made a motion to approve the Consent Agenda as amended. Amanda Brown seconded.
23-11 VOTE: 5 - 0.*

7) Communications

- 2023-24 Meeting Calendar
- Subcommittee Assignments
- Dover Sherborn Regional Committee minutes of June 6, 2023
- Dover School Committee Minutes May 15, 2023

8) Items for October 17, 2023 meeting

9) Adjournment at 6:20 pm.

Respectfully submitted,
Amy Davis

Dover School Committee
Meeting of September 26, 2023

Members Present: Liz Grossman
Goli Sepehr
Jess Hole

Also Present: Beth McCoy, Superintendent
Denny Conklin, Assistant Superintendent
Deb Reinemann, Principal

1) Call to Order

Liz Grossman called the meeting to order in the Middle School Library at 6:33 pm.

2) Community Comments - none.

3) Reports

- Superintendent Report - Beth McCoy presented a brief update from her office and thanked all who worked hard to ensure a smooth opening to the school year.
- Assistant Superintendent Report - Denny Conklin provided an update on the Math Curriculum pilot program.
- Principal's Report - Dr. Reinemann highlighted the opening of school and upcoming events at Chickering.
- Warrant Report

4) FY23 Budget Closeout

- Salaries - the year ended with a positive variance of \$29,695 (.44%). During the year, two EA positions were converted to a SPED Educator to provide more direct instruction to students on IEPs. Other variances resulted from post-FY23 staffing changes, leaves, and coverage for those leaves.
- Expenditures - overall in-district operating expenses were over budget by \$76,675 driven by the significant variance in SPED services based on outside services required to support students on IEPs.
- Out-of-District - costs exceeded budget by \$397,066 (15.8%) based on placement activity throughout the year. There was new placement activity since the June report resulting in additional tuition costs of approximately \$87,000. Budgeted placements for FY23 were 21; actual placements by year end were 26.
- Summary of Results - overall results from operations for FY23 were a negative variance of \$444,046 (4.28%). These unbudgeted costs were offset by the Circuit Breaker reimbursement of \$1,151,763 resulting in a net turn back to the Town of \$707,717.

5) 2023-24 School Improvement Plan: second read

Jess Hole made a motion to approve the 2023-24 School Improvement Plan. Goli Sepehr seconded.
23-10 VOTE: 3 - 0

- 6) Proposed Gift: Basketball Court** - over the past several years, planning discussion have taken place between School Administration, Dover Parks and Recreation, and representatives from Hoops for Hyde regarding renovation of the existing basketball park to create a new regulation size court. The Parks and Recreation Commission met on September 14th and approved the idea of the court addition and will work with School Administration/School Committee to finalize procurement procedures,

Approved 10/24/2023

usage protocols, and long-term maintenance responsibilities. More information will be shared at a future meeting.

7) Consent Agenda

- Approval of Minutes: June 13, 2023

*Jess Hole made a motion to approve the Consent Agenda. Goli Sepehr seconded.
23-11 VOTE: 3 - 0*

8) Communications

- 2023-24 Meeting Calendar
- Subcommittee Assignments
- Dover Sherborn Regional School Committee Minutes of June 6, 2023
- Sherborn School Committee Minutes of June 6, 2023

9) Adjournment at 7:03 pm.

Respectfully submitted,
Amy Davis