



Dover School Committee

Tuesday, November 21, 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)

- (Available for Community Comments only)

3. Superintendent Comment

4. Financial Reports

- Warrant Report
- FY24 Monthly Report

5. Discussion Items

6. Action Items

- Proposed FY25 Budget
 - Operating

7. Consent Items

- Approval of Dover School Committee Minutes October 24, 2023.
- Grants

8. Informational Items

- [Chickering November Newsletter](#)
- Sherborn School Committee Minutes - October 17, 2023
- Dover-Sherborn Regional School Committee Minutes - October 10, 2023

9. Items for January 16, 2024 Meeting

10. 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.



Dover-Sherborn Public Schools

Dover School Committee Meeting

Tuesday, November 21, 2023

6:30 PM

Superintendent's Update



Vision for Teaching & Learning



9 Best Practices

Educator Goals



Leader Goals

Classroom Observations

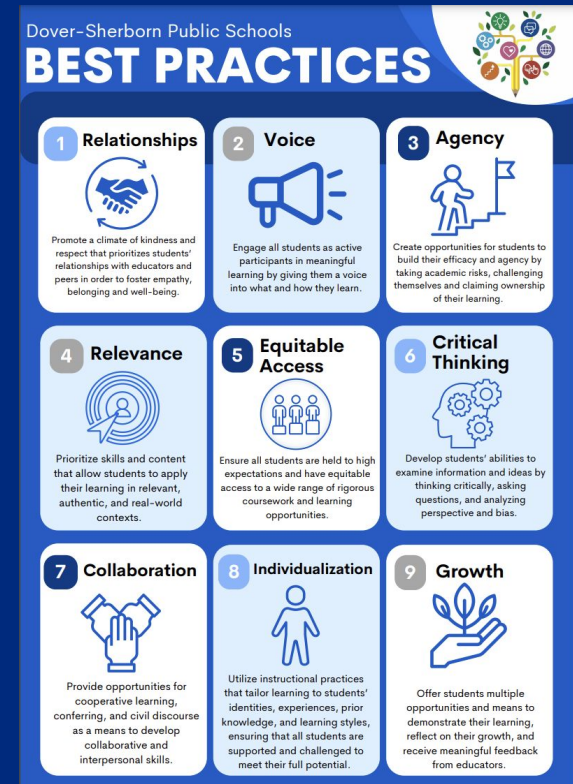


Calibration of Feedback

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: Dover School Committee
FROM: Dawn Fattore, Business Administrator
DATE: November 17, 2023
RE: Approved FY24 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>	<u>Fund</u>
1044	11/2/2023	\$96,450.61	Circuit Breaker
1045	11/2/2023	\$175,997.34	General-OOD
1046	11/2/2023	\$62,981.09	General-School
1047	11/13/2023	\$17,810.88	General-OOD
1049	11/16/2023	\$60,476.14	General-OOD
1050	11/16/2023	\$138,831.69	General-School
1051	11/16/2023	\$16,491.53	Food Service
1052	11/16/2023	\$40,567.76	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: Dover School Committee
FROM: Dawn Fattore, Business Administrator
RE: FY24 Operating Update
DATE: November 17, 2023

Attached please find:

- * Status of Appropriations as of November 16, 2023
- * Special Revenue/Revolving Funds as of September 30, 2023

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

Status of Appropriations

Salaries

Function code budgets now include the allocation of the salary reserve approved in the FY24 Budget. The majority of salaries for FY24 have been encumbered. There are variances in several of the line items resulting from the following:

- *Educators, Classroom* reflects a leave of absence.
- *Educators, SPED* reflects the addition of a .8FTE Speech Language Pathologist and .35FTE Physical Therapist that were previously covered by outside contracted services in the SPED Services/Supplies Expenditure line item. There will be some savings in that line item (**approx. \$40,000**) to offset the negative variance in salaries. **With the start of the school year and an evaluation of needs, an additional .2FTE of OT services has been allocated to Chickering based on the current cohort of students.** In addition, there were several post-budget staffing changes that resulted in budget variances.
- *Educational Assistants* reflect savings from SPED positions not needed due to changes in student placements and the needs of the current cohort of students. These savings help offset the increase in OOD expenses noted below. This variance may decrease as we continue to finalize positions.

Custodial overtime and substitute costs are expensed as incurred. We will update the committee on changes in staffing as the year progresses.

Expenditures

There are no material expenditure variances to report at this time.

Out-of-District

Tuition encumbrances are reflected for all out-of-district placements as of September 30th. We currently have 24 placements, six (6) more than budgeted. The total negative variance in tuition costs is approximately **\$915,000**. This is comprised of **\$610,000** from new placements and **\$450,000** from changes in placements, offset by **\$145,000** of savings from students leaving and graduating early. This is a significant variance and could continue to fluctuate as the year progresses. We will keep the Committee updated on changes. As we estimated FY24 Circuit Breaker (CB) to be at least \$1.0 million, we have the funding necessary to cover the variance at this time without requesting additional funds from the Town. We are awaiting the final CB details but do know that tuition costs are being fully funded at the 75% mandated rate and transportation costs at 57%. Transportation costs will be encumbered next month once we receive the final roster of riders with associated costs from ACCEPT.

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

Special Revenue/Revolving Funds (new information for this report)

Included for your review is the quarterly statement of special revenue and revolving funds. You will note the activity in the Pre-K Revolving Fund reflects expenses for the second pre-k classroom added in FY24.

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

Dover Public Schools
Status of Appropriations as of November 16, 2023

	FY24	EXPENDED		TOTAL	OPERATING	% of
SALARIES	BUDGET	16-Nov	ENCUMBRANCES	PROJECTED	VARIANCE/ BUD.REMAINING	BUDGET
SUPERINTENDENT	\$139,344	\$46,316	\$92,631	\$138,947	397	0.28%
BUSINESS AND FINANCE	115,968	38,814	77,628	116,442	(474)	- 0.41%
DISTRICT INFO MANAGEMENT	79,530	26,402	52,804	79,206	324	0.41%
SPED ADMINISTRATION	213,268	50,338	164,068	214,406	(1,138)	- 0.53%
SCHOOL LEADERSHIP-BUILDING	391,163	164,153	230,640	394,793	(3,630)	- 0.93%
ACADEMIC LEADERS	37,080	13,369	20,092	33,461	3,620	9.76%
EDUCATORS, CLASSROOM	3,740,807	995,732	2,699,684	3,695,416	45,391	1.21%
EDUCATORS, SPED	921,271	269,856	812,666	1,082,523	(161,252)	-17.50%
SUBSTITUTES	45,000	10,092	2,000	12,092	32,908	73.13%
EDUCATIONAL ASSISTANTS	761,941	172,872	450,201	623,073	138,868	18.23%
LIBRARIANS & MEDIA CENTER	63,262	17,663	47,941	65,604	(2,342)	- 3.70%
BUILDING BASED PD	16,875	32,598	0	32,598	(15,723)	-93.17%
GUIDANCE COUNSELORS	128,288	34,999	94,996	129,995	(1,707)	- 1.33%
PSYCHOLOGICAL SERVICES	99,399	28,153	76,417	104,570	(5,171)	- 5.20%
MEDICAL/HEALTH SERVICES	96,286	22,260	69,261	91,520	4,766	4.95%
CUSTODIAL SERVICES	225,536	71,903	107,081	178,984	46,552	20.64%
TOTAL SALARIES	\$7,075,018	\$1,995,518	\$4,998,110	\$6,993,628	\$81,390	1.15%

EXPENDITURES

SCHOOL COMMITTEE	\$10,650	\$5,279	\$1,434	\$6,713	3,937	36.97%
SUPERINTENDENT	17,300	16,251	804	17,055	245	1.42%
LEGAL SERVICES	9,000	2,500	2,500	5,000	4,000	44.44%
DISTRICT INFO MANAGEMENT	84,500	54,509	920	55,429	29,071	34.40%
SCHOOL LEADERSHIP-BUILDING	18,158	12,847	5,972	18,819	(661)	- 3.64%
CLASSROOM CONTRACTED SERVICES	3,500	3,337	0	3,337	163	4.64%
SPED SERVICES/SUPPLIES	110,200	26,545	39,113	65,658	44,542	40.42%
LIBRARIANS & MEDIA CENTER	13,860	8,698	415	9,113	4,747	34.25%
COURSE REIMBURSEMENT/PD	34,900	4,246	6,142	10,389	24,511	70.23%
TEXTBOOKS & RELATED SOFTWARE	41,000	41,723	422	42,145	(1,145)	- 2.79%
LIBRARY INSTRUCTIONAL MATERIALS	6,100	3,017	842	3,859	2,241	36.74%
INSTRUCTIONAL EQUIPMENT	17,500	3,779	7,558	11,336	6,164	35.22%
GENERAL SUPPLIES	63,050	44,363	1,366	45,730	17,320	27.47%
CLASSROOM INSTRUCT TECHNOLOGY	24,000	24,018	0	24,018	(18)	- 0.07%
GUIDANCE	3,500	0	347	347	3,153	90.09%
MEDICAL/HEALTH SERVICES	2,600	688	633	1,320	1,280	49.21%
TRANSPORTATION SERVICES	268,305	52,585	220,827	273,412	(5,107)	- 1.90%
CUSTODIAL SERVICES	25,000	8,866	3,526	12,392	12,608	50.43%
UTILITIES	257,500	60,659	157,717	218,376	39,124	15.19%
MAINTENANCE OF BUILDING	135,500	65,211	30,859	96,070	39,430	29.10%
TOTAL EXPENDITURES	\$1,146,123	\$439,122	\$481,396	\$920,517	\$225,606	19.68%

TOTAL INDISTRICT OPERATING	\$8,221,141	\$2,434,640	\$5,479,506	\$7,914,146	\$306,995	3.73%
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OOD TUITION & TRANSPORTATION

TUITION TO MA SCHOOLS	0	0	178,031	178,031	(178,031)	-100.00%
TUITION TO COLLABORATIVES	310,000	121,822	246,526	368,348	(58,348)	-18.82%
TUITION TO NON-PUBLIC SCHOOL	1,695,000	811,726	1,451,285	2,263,011	(568,011)	-33.51%
TUITION TO OUT OF STATE SCHOOLS	180,000	122,849	171,848	294,697	(114,697)	-63.72%
TRANSPORTATION SERVICES	\$372,500	\$1,080	\$16,793	\$17,873	354,627	95.20%
TOTAL OOD	\$2,557,500	\$1,057,477	\$2,064,483	\$3,121,960	(\$564,460)	-22.07%

TOTAL OPERATING	\$10,778,641	\$3,492,117	\$7,543,989	\$11,036,106	(\$257,465)	- 2.39%
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CB Reimbursement offset at 75%
Est.Operating Expenses/ Surplus

tbd	tbd
\$11,036,106	(\$257,465)

Dover Public Schools
Special Revenue/Revolving Funds as of September 30, 2023

<u>SPECIAL REVENUE/REVOLVING FUNDS</u>	<u>FUND BALANCE @7/01/2023</u>	<u>REVENUE</u>	<u>EXPENDITURES / ENCUMBRANCES</u>	<u>FUND BALANCE @ 09/30/23</u>	<u>Notes:</u>
BUILDING RENTAL	\$ 79,585	\$ 180	\$ 201	\$ 79,564	
CIRCUIT BREAKER	-		1,135,630	(1,135,630)	Estimated FY24 Circuit Breaker revenue is approx. \$1MM
FOOD SERVICES	249,013	10,684	32,175	227,522	Net of deposits in advance - \$13,329, Reported ACTUAL ACTIVITY ONLY
GIFTS (see pg 2 for details)	22,499			22,499	
PRESCHOOL	197,153	70,205	123,653	143,705	Preschool tuition balances of \$63,965 due (Dec & March payments) Estimated fund balance @ June 30 = \$207,670
FIDUCIARY FUND					
STUDENT ACTIVITY FUND	\$ 14,222			\$ 14,222	Student Activity Account balance per school

FY24 Miscellaneous Donations							09.30.23
Gift/Donor	Purpose	Bal Fwd @ 07/01/2023	Revenue	Expenditures	Encumbered	Ending Balance @ 09/30/23	Notes
<u>RESTRICTED GIFTS</u>							
Mudge Memorial	Sound System	10,000.00				10,000.00	
Various Donors	SPED Program	2,427.12				2,427.12	
Friends of Chickering Music	Music Program	430.23				430.23	
						12,857.35	
<u>UNRESTRICTED GIFTS</u>							
OTHER	Unrestricted	9,641.41				9,641.41	
TOTAL		\$ 22,498.76	0.00	0.00	0.00	\$ 22,498.76	

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 School Committee
FROM: Dawn Fattore, Business Administrator
RE: FY25 Operating Budget – Version 1.0
DATE: November 17, 2023

We look forward to reviewing the initial FY25 Operating Budget at Tuesday's meeting. Budget books were delivered to Committee Members. The FY25 Operating Expense Summary is attached.

We will be asking for the Committee's approval in order to submit these to the Town for their budget planning process.

Dover Public Schools

FY25 OPERATING EXPENSE SUMMARY

Description	FY21 Expended	FY22 Expended	FY23 Expended	FY24 Budget*	FY25 Proposed*	\$ CHANGE	% CHANGE	% SUB BUDGET	% TOTAL BUDGET
SALARIES & OTHER COMPENSATION	6,130,698	6,404,878	6,776,587	7,075,018	7,514,274	439,256	6.21%	86.62%	
OTHER EDUCATIONAL EXPENDITURES	367,394	406,557	511,087	459,818	471,368	11,550	2.51%	5.43%	
REGULAR EDUCATION TRANSPORTATION	243,257	267,660	266,566	268,305	276,821	8,516	3.17%	3.19%	
BUILDINGS & GROUND EXPENDITURES	313,601	344,489	348,002	418,000	413,000	(5,000)	-1.20%	4.76%	
Sub-total In-District	7,054,950	7,423,584	7,902,242	8,221,141	8,675,463	454,322	5.53%		73.96%
TUITION	2,213,965	1,521,233	1,351,248	2,185,000	2,681,900	496,900	22.74%	87.80%	
TRANSPORTATION	414,264	420,347	406,555	372,500	372,500	0	0.00%	12.20%	
Sub-total OOD	2,628,230	1,941,580	1,757,803	2,557,500	3,054,400	496,900	19.43%		26.04%
TOTAL SCHOOL DEPARTMENT	\$9,683,180	\$9,365,164	\$9,660,044	\$10,778,641	\$11,729,863	\$951,222	8.83%		100.00%
CB Expenditures	\$1,094,158	\$1,163,340	\$1,151,763						
TOTAL SCHOOL DEPARTMENT w/CB	\$10,777,337	\$10,528,504	\$10,811,807	\$10,778,641	\$11,729,863				

* Budget years include 100% of OOD costs (FY24 and FY25 CB are estimated to be approx. \$1million, updates will be provided in later versions)

based on Proposed Budget as of November 22, 2022

DRAFT

Dover School Committee Meeting of October 24, 2023

Members Present: Liz Grossman
Martha Castle
Jessica Hole
Also Present: Beth McCoy, Superintendent
Denny Conklin, Assistant Superintendent

1) Call to Order

Liz Grossman called the meeting to order in the Middle School Library at 6:30 pm.

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
 - Salaries: the majority of the salaries have been encumbered. There are variances in several line items: 1) Educator, Classroom reflects a leave of absence; 2) Educators, SPED reflects the addition of a .8FTE Speech Language Pathologist and .35FTE Physical Therapist that were previously covered by outside contracted services in the SPED Services/Supplies Expenditure line item and there were several post-budget staffing changes; and 3) Educational Assistants reflect savings from SPED positions not needed due to changes in student placements and the needs of the current cohort of students.
 - Expenditures: there are no material variances to report at this time.
 - Out of District: there are currently 6 more placements than budgeted. The total negative variance in tuition costs is approximately \$915,000; comprised of \$610,000 from new placements and \$450,000 from changes in placements, offset by \$145 of savings from students leaving or graduating early. Circuit Breaker reimbursement is estimated to be \$1,000,000.
 - Capital Projects: the FY24 flooring project was completed over the summer. The fire control panel replacement is scheduled to be completed over February break.

5) Discussion Items

- October Enrollment Report - Beth McCoy reviewed the report including a breakdown of demographics at Chickering.
- School Committee FY25 Budget Guidance - priorities for next year's budget were discussed.

6) Action Items

- Approve FY25 Capital Plan - the only item on the capital plan for FY25 is continued replacement of classroom flooring for \$140,000.

DRAFT

Jessica Hole made a motion to approve the FY25 Capital Plan as presented. Martha Castle seconded.

23-12 VOTE: 3 - 0

7) Consent Items

- Approval of Minutes: September 26, 2023

Martha Castle made a motion to approve the Consent Agenda. Jessica Hole seconded.

23-13 VOTE: 3 - 0

8) Informational Items

- Dover Elementary Principal's Report
- MCAS Results
- Dover Sherborn Regional School Committee Minutes of September 12, 2023
- Sherborn School Committee Minutes of September 19, 2023

9) Items for November 21, 2023 Meeting

10) Adjournment at 7:38 pm.

Respectfully submitted,
Amy Davis

The Public Schools of Dover and Sherborn

157 Farm Street
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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 School Committee
FROM: Dawn Fattore, Business Administrator
RE: FY24 Grant Approval
DATE: November 17, 2023

We are requesting approval for the following Federal/State entitlement grants received by the Town of Dover/Dover School Committee. These grants have been applied for and approved by the appropriate grant authority. Please refer to the Summary of Grants in your FY24 Budget Book for additional details on how these funds are used to support school operations.

IDEA-SPED 240 Grant - Receive annually based on SPED demographics

- FY24 grant is **\$172,583**

Early Child SPED 262 Grant - Receive annually

- FY24 grant is **\$8,855**

Title I Grant - Receive annually if low income % exceeds 2%

- FY24 grant is **\$14,910**

Title II Grant – Receive annually

- FY24 grant is **\$6,111**

Title IV Grant - Receive annually

- FY24 grant is **\$10,000**



Family Newsletter

November 15, 2023

Hi Chickering!

Welcome to the new format for Family Newsletters!

As we approach this thankful time of year, we are reminded of the amazing support of the Dover and Boston Families that make up our Chickering Community. Thank you for your dedication and engagement with us as we foster an environment where all children can learn, laugh, grow, care and make a difference.

What's up? Here are the [Chickering Top 5](#) for November.

Please reach out to your classroom teacher or us if you have any questions, concerns or ideas

Jim and Deb

We are on X: @ChickeringDover

Included in this newsletter:

Teaching and Learning Spotlight

General Updates

Notes from the Nurse

Notes from our Counselors

Upcoming events and dates

Community News

Quick links

Teaching and Learning Spotlight

This week



322

Second grade is an exciting year as students continue to build their independence and confidence with new curriculum, teachers, and classmates. Second graders are working to become 'Big Kid Readers': building their reading stamina, decoding strategies, and fluency. As writers, they are exploring the elements of narrative and informational writing and begin to apply them to their own writing pieces. In our first science unit, Properties of Matter, students were engaged with hands-on activities and experiments to understand what matter is, the properties of each state, and reversible and irreversible changes. Students were introduced to new vocabulary, made observations, and made connections across lessons. In math, second graders are expanding their knowledge of place value and number sense, and are beginning to apply new fact strategies for addition and subtraction. We are looking forward to all there is to come in second grade!

General Updates

Rainbow Club is returning on Tuesday afternoons after school. For more information, please click this [link](#). The rsvp form can be found [here](#). Our next meeting is December 5, 2:15-3:15.

SCHOOL MESSENGER

On Wednesday, November 15th at approximately 1:00 pm, all parents and guardians that have a cell phone number in Aspen will receive a text message from School Messenger with the opportunity to "opt-in". School Messenger is used to communicate school cancellations, delays, and other school-related emergencies.

Notes from the Nurse

State-mandated health screenings will begin next week. Pre-K students will receive vision screening. Students in Kindergarten, Second and Third grade will receive vision and hearing screening. First grade students will receive vision, hearing, and BMI screening using height and weight measurements. Fourth graders will receive vision and BMI screening using height and weight measurements. Fifth graders will receive vision and postural screening. I hope to conclude all screenings by winter break.

Is it a virus? Seasonal allergies? Something else? No matter the cause, please keep sick children at home until their symptoms have resolved or markedly improved. As a reminder, per the Dover-Sherborn Public Schools Health Services return-to-school after fever policy, a student must be fever free (temperature less than 100.0 F) without having taken Acetaminophen, Ibuprofen, or any other fever-reducing medication within the last 24 hours.

Notes from our counselors....

Week of November 6, 2023

SEL (Social Emotional Learning) groups are up and running in grades K-5! Additionally, class lessons on Bullying Prevention and Awareness have been presented to grades 3-5.



322

With the coods of our children. To help support your child and yourself, be sure to schedule some outside time whenever possible and maintain a healthy sleep routine. It is amazing how these small actions can help significantly!

Upcoming events and dates

- November 1, Early release @ 11:15, Professional Development for Teachers
- November 10, No School
- November 22, Early release @ 11:15
- November 27, No School, Teacher Professional Development day
-

[Full district calendar](#)

Community News

Register now for grade 3-8 travel, no cut soccer! Information [here](#).

The Dover Town Library has a number of upcoming events! Please see this [flyer](#).

Quick Links

[Doversherborn.org](#)

[Bloomz](#)

[SAC](#)

Deb Reinemann

Deb is using Smore to create beautiful newsletters

Created with **smore**

Communicate quickly and effectively with interactive newsletters.

Smore empowers educators to connect with their community, streamline school communications, and increase engagement.

Create a newsletter

DRAFT

Sherborn School Committee Meeting of October 17, 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 6 pm in the DSMS 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) **CSA Co-Presidents** - Ariana Delaney and Megha Kadiyala provided an update on the CSA events and plans for the school year.

5) Financial Reports

- Warrant Report
- FY24 Monthly Report
 - Salaries: the majority of salaries have been encumbered. There were post-budget staffing changes resulting in variances in both the Educators Classroom and SPED line items. The Educational Assistant negative variance reflects one additional SPED EA that was budgeted for the Circuit Breaker Fund but given the OOD variances it has been moved to the General Fund.
 - Expenditures: there are no material variances to report to date. Projections have been encumbered for utilities and transportation with both showing a small negative variance due to the continued high costs of diesel fuel and delivery costs of utilities.
 - Out of District: costs for FY24 placements known to date have been encumbered. The budget included 10 placements, at this time there are 12 placements. The total negative variance as of September 30th is approximately \$235,000.

6) Consent Items

- Approval of Minutes: September 19, 2023

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

23-12 VOTE: 5 - 0.

7) Discussion Items

DRAFT

- October Enrollment Report - Beth McCoy reviewed the report including a breakdown of demographics at Pine Hill.
- Proposals for Building Assessment and Cooling Study - the estimated cost for a facilities conditions assessment is \$16,000 and for the cooling study is \$8,000. The Administration recommended meeting with the Town Administrator, a Select Board member, and an Advisory member to fully explore the two studies and proceed with formalizing the proposals.
- FY25 Budget Development Guidance Discussion

8) Action Items

9) Informational Items

- Pine Hill School Principal's Report
- MCAS Results
- Dover Sherborn Regional Committee minutes of September 12, 2023
- Dover School Committee Minutes of June 13, 2023

10) Items for November 14, 2023 meeting - FY25 draft budget

11) Adjournment at pm.

Respectfully submitted,
Amy Davis

Dover-Sherborn Regional School Committee

Meeting of October 10, 2023

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

1) Call to Order

Judi Miller called the meeting to order at 6:32 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

6) Discussion Items

- October Enrollment Report - Beth McCoy reviewed 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