



# Dover-Sherborn Regional School Committee

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Tuesday, May 7, 2024

**6:15 PM**

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

## AGENDA

1. **Call to Order**
2. **Community Comments**  
[SC Zoom Link](#) (Meeting ID: 828 0571 4017; Passcode: 318411) (For Community Comments Only)
3. **Student Council Representatives**
4. **Superintendent Comments**
5. **Financial Reports**
  - Warrant Report
  - FY24 Monthly Report
6. **Items for Discussion**
  - 2024-2025 MS Student Handbook (1<sup>st</sup> read)
  - 2024-2025 HS Student Handbook (no changes)
  - Treasurer Position
7. **Items for Approval**
  - Policy Manual Updates (2<sup>nd</sup> read) A.R.
  - MOA - Healthcare A.R.
  - Capital Requests – Use of E&D A.R.
  - Eversource Gas Line Project – Easement Approval A.R.
8. **Consent Items** A.R.
  - Donations
  - Approval of Regional School Committee Minutes – March 5, 2024
9. **Informational Items**
  - Middle School Social Studies Curriculum Pilot
  - [Dover-Sherborn MS - March 2024](#)
  - [Dover-Sherborn HS - March 2024](#)
  - Dover School Committee Minutes – January 16, 2024
  - Sherborn School Committee Minutes - February 6, 2024

10. **Next Meeting June 11, 2024 (5:30 pm start time)**

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

157 Farm Street  
Dover, MA 02030  
Phone: 508-785-0036 Fax: 508-785-2239  
[www.doversherborn.org](http://www.doversherborn.org)



Elizabeth M. McCoy, Superintendent  
Denton Conklin, Assistant Superintendent

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

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TO: Regional School Committee  
FROM: Dawn Fattore, Business Administrator  
DATE: May 3, 2024  
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> |
|------------------|-------------|---------------|
| 1164             | 3/1/2024    | \$192,134.44  |
| 1165             | 3/12/2024   | \$246,212.32  |
| 1173             | 3/25/2024   | \$77,116.09   |
| 1182             | 3/26/2024   | \$391,906.92  |
| 1183             | 4/4/2024    | \$570,438.39  |
| 1191             | 4/12/2024   | \$131,237.42  |
| 1200             | 4/30/2024   | \$106,013.22  |
| 1201             | 05/01/2024  | \$402,873.40  |

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Elizabeth M. McCoy, Superintendent  
Denton Conklin, Assistant Superintendent

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

TO: Dover-Sherborn Regional School Committee  
FROM: Dawn Fattore, Business Administrator  
RE: FY24 Operating Update  
DATE: May 3, 2024

Attached please find:

- a. General Fund Revenues as of April 30, 2024
- b. Status of Appropriations as of April 30, 2024
- c. *Projected* Roll-forward of Excess and Deficiency June 30, 2024

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

## Revenues

Chapter 70 projection reflects 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. The initial Chapter 71 reimbursement payment has been received and reflects an 80% reimbursement rate (FY23 was 79.55%). This is less than what was anticipated from the final Cherry Sheet which estimated a 90% reimbursement rate based on our FY23 transportation expenditures. This reduces the positive variance in this line item by approx. \$60,000. We have revised the projected fees from athletics to reflect our anticipated spring participation and the impact of the family cap on collection of fees. At this point in the school year, we adjusted the estimated to be received for High School Activities to reflect actual participation. We have met the budget for High School Parking and Middle School Activity fees. Interest rates remain favorable resulting in a projected positive variance in Interest Income. We will continue to 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. Custodial overtime and substitute costs are expensed as incurred. You will note a negative variance in Substitutes. We **continue to** have several staff members out on leave and long-term substitutes have been hired to fill those positions. The encumbrances are reflected in the Status of Appropriations.

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 **except in Maintenance of Buildings. We have had several more extensive repairs over the past few months that were all necessary for operations. This is not unexpected given the age of our equipment.** 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 the 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. An estimate for utilities has been encumbered. We will update these as the winter season progresses as well as refine the impact on electricity costs from the supply costs increase (40% higher) which takes effect in December.

### Projected E&D as of June 30, 2024 (all new information)

As we approach the end of the fiscal year and propose capital uses of E&D for approval at Tuesday's meeting, we wanted to provide a projection of E&D as of June 30<sup>th</sup> for your review. The School Committee has already approved the use of \$230,000 towards the FY25 Budget representing excess revenues in FY24. An additional use is being presented on Tuesday evening for three capital project needs that total \$655,000. If this amount is approved, the E&D balance projected for June 30<sup>th</sup> would represent just under 3% of the allowed amount. We will provide additional information on these projects in the memo provided for the *Requested Use of E&D* under Action Items.

### 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 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. **The project bid opening was on March 27<sup>th</sup>. We will be requesting additional funding to complete the project as proposed.**
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 includes 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. The new cost estimate is approx. \$600,000, an increase of \$100,000. Part of the increase was due to higher supply and labor costs for the bleacher kit (\$44,000) once the plans were finalized and the remaining increase is attributable to estimated costs of the foundation and site work. The bleachers have been ordered and the foundation work went out to bid in late January with a bid opening date of February 14<sup>th</sup>. **The sitework contract has been signed at a total cost of \$215,000. We have a few change orders that will slightly reduce this amount. We are in the final stages of confirming possible contributions from DS Boosters and DSCTV. Any gap in funding will be covered through our available revolving funds. We should have more details to present at the June 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 report was filed prior to the March 31<sup>st</sup> filing deadline.**

Our auditors have completed their initial fieldwork **and are in the process of drafting the Audited Financial Statements and related footnotes. We plan to present the audited financial statements at the June meeting.**

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

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

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

**Dover-Sherborn Regional School District**  
**General Fund Revenues**  
as of April 30, 2024

|                             | <u>FY24</u><br><u>BUDGET</u> | <u>YTD</u><br><u>RECEIVED</u> | <u>EST. TO BE</u><br><u>RECEIVED</u> | <u>OPERATING</u><br><u>VARIANCE</u> | <u>% OF</u><br><u>BUDGET</u> |
|-----------------------------|------------------------------|-------------------------------|--------------------------------------|-------------------------------------|------------------------------|
| DOVER ASSESSMENTS           | \$12,954,938                 | \$10,448,820                  | \$2,506,118                          | \$0                                 | 0.00%                        |
| SHERBORN ASSESSMENTS        | 11,209,598                   | 9,401,919                     | 1,807,679                            | \$0                                 | 0.00%                        |
| CHAPTER 70, net             | 2,629,875                    | 2,194,028                     | 437,626                              | \$1,779                             | 0.07%                        |
| CHAPTER 71 (Transportation) | 611,954                      | 347,164                       | 347,164                              | \$82,374                            | 13.46%                       |
| H/S ATHLETIC FEES           | 284,750                      | 254,725                       | 0                                    | (\$30,025)                          | -10.54%                      |
| H/S PARKING FEES            | 52,500                       | 52,500                        | 0                                    | \$0                                 | 0.00%                        |
| H/S ACTIVITY FEE            | 16,500                       | 11,250                        | 0                                    | (\$5,250)                           | -31.82%                      |
| M/S ACTIVITY FEE            | 7,425                        | 8,595                         | 0                                    | \$1,170                             | 15.76%                       |
| MISC REVENUE                | 5,000                        | 875                           | 1,500                                | (\$2,625)                           | -52.49%                      |
| BANK INTEREST               | 40,000                       | 131,907                       | 45,000                               | \$136,907                           | 342.27%                      |
| NON-CASH ACTIVITY           | 0                            | 0                             | 0                                    | \$0                                 | na                           |
| E&D UTILIZATION             | 160,000                      | 160,000                       | 0                                    | \$0                                 | 0.00%                        |
| <b>TOTAL REVENUES</b>       | <b>\$27,972,540</b>          | <b>\$23,011,783</b>           | <b>\$5,145,087</b>                   | <b>\$184,330</b>                    | <b>0.66%</b>                 |

**Dover-Sherborn Regional School District  
Status of Appropriations as of April 30, 2024**

|                                | FY24                    | EXPENDED                |                        | TOTAL                   | OPERATING<br>VARIANCE/ | % OF             |
|--------------------------------|-------------------------|-------------------------|------------------------|-------------------------|------------------------|------------------|
| <u>SALARIES</u>                | <u>BUDGET</u>           | <u>30-Apr</u>           | <u>ENCUMBRANCES</u>    | <u>PROJECTED</u>        | <u>BUD. REMAINING</u>  | <u>BUDGET</u>    |
| SCHOOL COMMITTEE               | 23,510                  | 18,918                  | 5,489                  | 24,407                  | (898)                  | -3.82%           |
| SUPERINTENDENT                 | 204,420                 | 173,582                 | 31,251                 | 204,834                 | (413)                  | -0.20%           |
| FINANCE & HUMAN RESOURCES      | 264,513                 | 205,833                 | 26,144                 | 231,977                 | 32,536                 | 12.30%           |
| DISTRICTWIDE INFORMATION MGMT  | 244,485                 | 201,235                 | 34,672                 | 235,906                 | 8,579                  | 3.51%            |
| SPED/GUIDANCE ADMINISTRATION   | 573,036                 | 415,871                 | 80,469                 | 496,340                 | 76,697                 | 13.38%           |
| SCHOOL LEADERSHIP - BUILDING   | 763,801                 | 631,610                 | 112,244                | 743,854                 | 19,946                 | 2.61%            |
| ACADEMIC LEADERS               | 150,688                 | 78,576                  | 72,067                 | 150,643                 | 45                     | 0.03%            |
| EDUCATORS, CLASSROOM           | 10,558,140              | 7,239,740               | 3,219,025              | 10,458,765              | 99,375                 | 0.94%            |
| EDUCATORS, SPED                | 1,828,569               | 1,317,591               | 609,887                | 1,927,478               | (98,909)               | -5.41%           |
| SUBSTITUTES                    | 121,300                 | 156,190                 | 19,607                 | 175,797                 | (54,497)               | -44.93%          |
| EDUCATIONAL ASSISTANTS, SPED   | 586,359                 | 450,875                 | 107,497                | 558,372                 | 27,987                 | 4.77%            |
| LIBRARIANS                     | 190,798                 | 171,482                 | 76,214                 | 247,696                 | (56,898)               | -29.82%          |
| BUILDING BASED PD              | 38,250                  | 20,668                  | 8,325                  | 28,993                  | 9,257                  | 24.20%           |
| GUIDANCE                       | 1,250,239               | 838,000                 | 356,099                | 1,194,099               | 56,139                 | 4.49%            |
| PSYCHOLOGICAL SERVICES         | 215,798                 | 131,740                 | 58,551                 | 190,291                 | 25,507                 | 11.82%           |
| MEDICAL / HEALTH SERVICES      | 241,825                 | 165,384                 | 72,171                 | 237,554                 | 4,271                  | 1.77%            |
| ATHLETICS                      | 550,422                 | 349,420                 | 160,017                | 509,438                 | 40,985                 | 7.45%            |
| OTHER STUDENT ACTIVITIES       | 196,850                 | 111,413                 | 85,261                 | 196,674                 | 177                    | 0.09%            |
| CUSTODIAL & GROUNDS SERVICES   | 808,620                 | 661,505                 | 142,571                | 804,076                 | 4,544                  | 0.56%            |
| <b>TOTAL SALARIES</b>          | <b>\$ 18,811,625</b>    | <b>\$ 13,339,632</b>    | <b>\$ 5,277,562</b>    | <b>\$ 18,617,194</b>    | <b>\$194,431</b>       | <b>1.03%</b>     |
| <br><u>EXPENDITURES</u>        |                         |                         |                        |                         |                        |                  |
| SCHOOL COMMITTEE               | 40,500                  | 24,019                  | 18,500                 | 42,519                  | (2,019)                | -4.99%           |
| SUPERINTENDENT                 | 55,000                  | 62,098                  | 2,247                  | 64,345                  | (9,345)                | -16.99%          |
| LEGAL SERVICES                 | 38,000                  | 15,000                  | 15,000                 | 30,000                  | 8,000                  | 21.05%           |
| DISTRICTWIDE INFO MGMT         | 90,000                  | 90,749                  | 8,815                  | 99,564                  | (9,564)                | -10.63%          |
| SCHOOL LEADERSHIP - BUILDING   | 80,050                  | 47,946                  | 20,815                 | 68,761                  | 11,289                 | 14.10%           |
| GENERAL ED OTHER               | 28,685                  | 18,404                  | 5,342                  | 23,746                  | 4,939                  | 17.22%           |
| SPED SERVICES/SUPPLIES         | 102,000                 | 62,858                  | 21,549                 | 84,406                  | 17,594                 | 17.25%           |
| LIBRARIES & MEDIA CENTER       | 4,775                   | 2,696                   | 0                      | 2,696                   | 2,079                  | 43.54%           |
| COURSE REIMBURSEMENT/PD        | 92,900                  | 45,849                  | 20,900                 | 66,749                  | 26,151                 | 28.15%           |
| TEXTBOOKS & RELATED SOFTWARE   | 93,180                  | 67,227                  | 16,390                 | 83,618                  | 9,562                  | 10.26%           |
| LIBRARY INSTRUCTIONAL MATERIAL | 29,800                  | 23,034                  | 2,702                  | 25,736                  | 4,064                  | 13.64%           |
| INSTRUCTIONAL EQUIPMENT        | 74,100                  | 51,029                  | 6,550                  | 57,579                  | 16,521                 | 22.30%           |
| GENERAL SUPPLIES               | 162,575                 | 123,518                 | 15,398                 | 138,917                 | 23,658                 | 14.55%           |
| OTHER INSTRUCTIONAL SERVICES   | 19,500                  | 19,850                  | 2,924                  | 22,774                  | (3,274)                | -16.79%          |
| CLASSROOM INSTRUCTIONAL TECH.  | 132,700                 | 129,298                 | 746                    | 130,044                 | 2,656                  | 2.00%            |
| GUIDANCE                       | 33,350                  | 29,714                  | 4,489                  | 34,203                  | (853)                  | -2.56%           |
| MEDICAL / HEALTH SERVICES      | 8,800                   | 6,731                   | 907                    | 7,638                   | 1,162                  | 13.21%           |
| TRANSPORTATION SERVICES        | 1,039,200               | 704,365                 | 322,136                | 1,026,501               | 12,699                 | 1.22%            |
| ATHLETICS                      | 189,500                 | 192,870                 | 29,641                 | 222,511                 | (33,011)               | -17.42%          |
| CUSTODIAL SERVICES             | 58,000                  | 44,443                  | 5,308                  | 49,751                  | 8,249                  | 14.22%           |
| MAINTENANCE OF BUILDINGS       | 569,700                 | 505,620                 | 133,892                | 639,512                 | (69,812)               | -12.25%          |
| MAINTENANCE OF GROUNDS         | 60,000                  | 50,021                  | 6,650                  | 56,671                  | 3,329                  | 5.55%            |
| UTILITIES                      | 585,250                 | 390,982                 | 173,325                | 564,307                 | 20,943                 | 3.58%            |
| ER RETIREMENT CONTRIBUTION     | 869,000                 | 837,459                 | 0                      | 837,459                 | 31,541                 | 3.63%            |
| ER INSURANCE ACTIVE EMPLOYEES  | 2,990,050               | 2,442,267               | 498,474                | 2,940,741               | 49,309                 | 1.65%            |
| ER INSURANCE RETIRED EMPLOYEES | 820,000                 | 453,593                 | 345,000                | 798,593                 | 21,407                 | 2.61%            |
| 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                  | 14,700                  | 14,700                 | 29,400                  | 0                      | 0.00%            |
| <b>TOTAL EXPENDITURES</b>      | <b>\$9,160,915</b>      | <b>\$6,556,675</b>      | <b>\$2,452,400</b>     | <b>\$9,009,074</b>      | <b>\$151,841</b>       | <b>1.66%</b>     |
| <br><b>TOTAL OPERATING</b>     | <br><b>\$27,972,540</b> | <br><b>\$19,896,307</b> | <br><b>\$7,729,961</b> | <br><b>\$27,626,268</b> | <br><b>\$346,272</b>   | <br><b>1.24%</b> |

**Dover-Sherborn Regional School District**  
**PROJECTED Roll-forward of Excess and Deficiency**  
June 30, 2024

|                                               |                      |                    |       |
|-----------------------------------------------|----------------------|--------------------|-------|
| Certified E&D as of June 30, 2023             |                      | \$1,126,642        | 4.03% |
| Results of operations:                        |                      |                    |       |
| Revenue Surplus                               | 184,330              |                    |       |
| Operating Surplus                             | 346,272              |                    |       |
|                                               | <u>total surplus</u> | \$530,602          |       |
| Uses of E&D:                                  |                      |                    |       |
| Approved for Capital                          | (655,000)            |                    |       |
| Approved for FY25 Operating Budget            | (230,000)            |                    |       |
|                                               | <u>total uses</u>    | (\$885,000)        |       |
| Projected Uncertified E&D as of June 30, 2024 |                      | <u>\$772,244</u>   | 2.76% |
| Allowed E&D as of June 30, 2024               |                      | \$1,443,860        | 5.00% |
| Amount under Allowed E&D as of June 30, 2024  |                      | <u>(\$671,616)</u> |       |

# Proposed Changes Dover Sherborn Middle School

## Student Handbook '24-'25

Add updated language page 28

Current verbiage:

### Dismissal

If you are to be dismissed from school before the regular dismissal time, please do this via the middle school attendance email [middleschoolattendance@doversherborn.org](mailto:middleschoolattendance@doversherborn.org) or a parent/guardian/caregiver may come in and sign a student out. We can't dismiss by phone.

Your dismissal time will then be noted on the attendance bulletin. At the time of dismissal, go to your locker if necessary, report to the main office before leaving the building, and, if you return to school, report again to the main office for an admit slip to class.

Proposed verbiage change in yellow: (our current procedures)

**Dismissal:** If a student is to be dismissed from school before the regular dismissal time, the rules and procedures are detailed below:

- Any student dismissal from school during our school day must be communicated through our attendance email, [middleschoolattendance@doversherborn.org](mailto:middleschoolattendance@doversherborn.org).
- We can't dismiss a student by phone.
- The student will need to stop by the main office upon arrival in the morning, or at the permission of a classroom teacher, to get a dismissal pass.
- The student will show this pass to the teacher of the class from which they are being dismissed.
- The student will proceed to the main office, then wait in our lobby for their parent/caregiver to come sign them out in the dismissal book. Note that parents/caregivers must come in and sign the dismissal book or students will not be dismissed.
- Dismissals happening from 2:10 pm on will have to be via our school attendance email and sent in prior to 2:10 pm. "On demand"-meaning showing up at the door and requesting this from 2:10 pm on will not be permitted, aside from emergency situations.

### Dropping Off Forgotten Items

If you are dropping off a forgotten item(s) for your student after the school day has started we do not call into class to alert the student that it is there. We will have a white board in the lobby for students to check alerting them that there is an item waiting for them to pick up. We will honor emergency situations to call into a class for an item.

Additionally, if your student forgets an item, please don't feel you need to bring it in for them. It can be a good opportunity for them to own this moment and learn from it. Forgetting something at home can be momentarily painful but can also go a long way in helping them with their organization, responsibility and resilience. These are important skills for our MS students.

## Add language on page 33

### Current Verbiage:

#### Lockers

All students have lockers at school. Your hallway locker and Physical Education locker have a combination that only you will know. Do not share that combination with anyone. Be sure to secure items in your lockers and keep them closed and locked.

The lockers at DSMS are school property. The administration has the right to check lockers for damage and for illegal or inappropriate items if they have reasonable suspicion. Keep your locker clean, neat and free of any non-essential items.

### Proposed Additional Verbiage:

Additional language is highlighted in yellow.

#### Lockers

All students have lockers at school. Your hallway locker and Physical Education locker have a combination that only you will know. Do not share that combination with anyone. Be sure to secure items in your lockers and keep them closed and locked.

The lockers at DSMS are school property. The administration has the right to check lockers for damage and for illegal or inappropriate items if they have reasonable suspicion. **Students shall have no expectation of privacy in regards to their lockers.** Keep your locker clean, neat and free of any non-essential items.

## Change of Language on page 34

### Current Verbiage:

#### Procedures for H Block

All students will go to their H Block classes as per their schedule. Please report there before going to any other location. The H Block Help Session and Directed Research sessions are quiet, study centered times at DSMS. Students will work quietly and will bring sufficient material to stay focused and academically productive for 48 minutes. Students must have a pass that is signed by a teacher with a current time noted in order to be in the halls. The only exception should be bathroom, locker, water, office/nurse passes (available in all rooms).

Any student desiring to see any teacher during H Block must procure a pass prior to H Block. **In short, get a pass early in the day.** The exceptions to this rule are the library, art room, and computer lab. H Block teachers can give passes to students for those three areas, but no more than three students may receive passes at one time. All students need to return to their assigned H Block class by 3:05 p.m.. ***Any student found in the hallways without a pass will be spoken to or brought to the office. An administrator will be present in hallways during H Block. Repeat offenders may***

*be subject to further consequences (detention, parent/guardian/caregiver contact, loss of H Block pass privileges).*

## Proposed Language Changes

Changes are highlighted in yellow:

### Procedures for Flex Block

Flex Block is an important part of our school day.

All students will go to their assigned Flex Block classes as per their schedule. Students must report there before going to any other location. The Flex Block period is a quiet, study centered time. Students will work quietly and will bring sufficient material to stay focused and academically productive for this block of time. Students must have a pass that is signed by a teacher with a current time noted in order to attend another Flex Block session. The only exception should be bathroom, locker, water, office/nurse passes (available in all rooms).

Flex Block will begin with a ten-minute screen-free period where students may do independent reading, organize themselves and/or work on paper-based work.

Any student desiring to see any teacher during Flex Block must procure a pass prior to Flex Block starting. The exceptions to this rule are the various Flex Block Labs that are running during Flex Block. Flex Block teachers may give passes to students for those Labs after the first ten-minutes and will adhere to the limits set forth. Student dismissal will happen at 3:10 from the Flex Block rooms and Flex Block Labs.

Any student found in the hallways without a pass or violating the privileges of Flex Block will be referred to administration for disciplinary action including loss of Flex Block privileges.

## Change of Language page 42

### Current Verbiage:

*1. indicates first offense 2. indicates repeat offense*

| BEHAVIOR/ACTION                                                                                                                                 | SCHOOL RESPONSE/CONSEQUENCE                                                                                                  |
|-------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------|
| Students may not sell items during school hours. (This shall include but not be limited to candy, food, jewelry, school supplies and clothing.) | 1. All items will be confiscated and the appropriate detention or suspension will be determined.<br>2. Same as #1            |
| Cafeteria Misbehavior<br>Such as but not limited to the following:<br>Food fights<br>Failure to clean up after oneself                          | 1. Cafeteria cleanup duty (time determined by the severity of the case)<br>2. Cafeteria cleanup duty and up to one detention |

|                                                                                                                                                                                                                                                                       |                                                                                                                                                                                                                                                                                                       |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Cursing, foul language<br>Comments directed towards another student and/or a staff member                                                                                                                                                                             | Up to two office detentions; possible suspension; parent/guardian/caregiver notification<br><br>Up to one-day suspension; parent/guardian/caregiver conference. If action results in disruption to the educational process, up to a five-day suspension                                               |
| Cursing overheard/not directed toward a person                                                                                                                                                                                                                        | 1. Warning; parent/guardian/caregiver notification, consequences dependent upon severity<br>2. Up to two office detentions; parent/guardian/caregiver notification                                                                                                                                    |
| Cutting class<br>Unexcused absence from a class, the library, the computer lab, or directed research                                                                                                                                                                  | One office detention, parent/guardian/caregiver notification, and/or zeros may be given for any work due or completed on the day of the cut<br><br>Up to two office detentions, parent/guardian/caregiver notification, and/or zeros may be given for any work due or completed on the day of the cut |
| Cutting detention<br>Applies to both teacher-assigned and office detentions                                                                                                                                                                                           | 1. Two office detentions assigned for every failure to report and parent/guardian/caregiver notification.                                                                                                                                                                                             |
| Disruptive Behavior<br>Applies to situations when a student is sent to the office from a class, the library, the computer lab or a directed research for disruptive behavior                                                                                          | Up to two office detentions; parent/guardian/caregiver notification<br><br>Up to one-day suspension; parent/guardian/caregiver conference                                                                                                                                                             |
| Insubordination or insolence<br>Such as but not limited to the following:<br>Failure to follow a reasonable request by a staff member<br>Boldly disrespectful in speech or behavior<br>Verbal assault<br>An act of insubordination that places others at serious risk | Consequence is dependent upon severity and may vary from an office detention and parent/guardian/caregiver notification up to a five-day suspension and possible recommendation for long-term suspension depending on the circumstances.                                                              |
| Physical intimidation<br>The act of physically intimidating another by invading personal space and/or backing someone against a wall                                                                                                                                  | Up to a five-day suspension or possible recommendation for long term suspension depending upon the severity of the case or repetitive nature of the case; parent/guardian/caregiver conference                                                                                                        |
| Verbal threat of violence against the life of another                                                                                                                                                                                                                 | Possible suspension or recommendation for long term suspension depending upon the circumstances                                                                                                                                                                                                       |

## Proposed language changes highlighted in yellow:

*Below is a list of potential behavior and resulting consequences. Consequences will escalate if behavior is repeated. Please note that this is only a partial list. Any behavior that is dangerous or harmful to our school community will be addressed as such.*

| BEHAVIOR/ACTION                                                                                                                                                                                                                                                       | SCHOOL RESPONSE/CONSEQUENCE                                                                                                                                                                                                           |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Students may not sell <b>personal</b> items during school hours. This shall include but not be limited to candy, food, jewelry, school supplies and clothing.                                                                                                         | All items will be confiscated and appropriate consequences assigned.                                                                                                                                                                  |
| Cafeteria misbehavior                                                                                                                                                                                                                                                 | Loss of lunch break/recess privileges, lunch detention                                                                                                                                                                                |
| Cursing, foul, hurtful, harmful language<br>Comments directed towards another student and/or a staff member                                                                                                                                                           | Detention; possible suspension; parent/guardian/caregiver notification<br><br>Up to one-day suspension; parent/guardian/caregiver conference. If action results in disruption to the educational process, up to a five-day suspension |
| Cutting class<br>Unexcused absence from a class, the library, the computer lab, or <b>Flex Block</b>                                                                                                                                                                  | Detention, parent/guardian/caregiver notification, and/or academic consequences may be given for any work due or completed on the day of the cut.                                                                                     |
| Cutting detention<br>Applies to both teacher-assigned and office detentions                                                                                                                                                                                           | Additional detention(s) assigned for every failure to report and parent/guardian/caregiver notification.                                                                                                                              |
| Disruptive Behavior<br>Applies to situations when a student is sent to the office from a class, the library, the computer lab or a directed research for disruptive behavior                                                                                          | Detention, possible suspension; parent/guardian/caregiver notification                                                                                                                                                                |
| Insubordination or insolence<br>Such as but not limited to the following:<br>Failure to follow a reasonable request by a staff member<br>Boldly disrespectful in speech or behavior<br>Verbal assault<br>An act of insubordination that places others at serious risk | Detention, possible suspension; parent/guardian/caregiver notification                                                                                                                                                                |
| Physical intimidation<br>The act of physically intimidating another by invading personal space and/or backing someone against a wall                                                                                                                                  | Possible suspension depending upon the severity of the case or repetitive nature of the case; parent/guardian/caregiver conference                                                                                                    |
| Verbal threat of violence against the life of another                                                                                                                                                                                                                 | Possible suspension or recommendation for long-term suspension depending upon the circumstances                                                                                                                                       |

## Additional Language Proposed P.52

### Current Verbiage:

#### **SUSPENSIONS**

Suspensions may be short term or long term. Short term suspension means the removal of a student from the school premises and regular classroom activities for ten (10) consecutive school days or less. Long term suspension means the removal of a student from the school premises and regular classroom activities for more than ten (10) consecutive school days, or for more than ten (10) school days cumulatively for multiple disciplinary offenses in any school year.

Suspensions may also occur in-school or out-of-school. In-school suspension is the removal of a student from regular classroom activities, but not from the school premises, for no more than ten (10) consecutive school days, or no more than ten (10) school days cumulatively for multiple infractions during the school year. Long-term suspension means the removal of a student from the school premises and regular classroom activities for more than ten (10) consecutive school days, or for more than ten (10) school days cumulatively for multiple disciplinary offenses in any school year. A principal may, using their discretion, allow a student to serve a long-term suspension in school.

During the course of any suspension, a student is ineligible to participate in any school-related activities, including athletic activities. The student and their parent/guardian/caregiver are expected to meet with a school administrator prior to the student's return to class. During the course of an out-of-school suspension, a student may not be on school premises without the permission of school administration.

A student will not be excluded from school without being afforded appropriate due process as set forth below. If, however, a student's continued presence in school poses a danger to persons or property, or materially and substantially disrupts the order of the school, and, in the administrator's, judgment there is no alternative available to alleviate the danger or disruption, a student who is charged with a disciplinary offense may be removed temporarily from school before receiving due process pursuant to an Emergency Removal (see below for more information.)

### Additional Language to add highlighted in yellow here:

The school shall not suspend or expel a student until alternative remedies have been employed and their use and results documented and, following and in direct response to a specific incident or incidents, unless specific reasons are documented as to why such alternative remedies are unsuitable or counter-productive, and in cases where the student's continued presence in school would pose a specific, documentable concern about the infliction of serious bodily injury or other serious harm upon another person while in school.

Additional Language Proposed P.54-55  
Current Verbiage:

### III. LONG TERM SUSPENSION

Except in the case of an Emergency Removal provided below, prior to imposing a long-term suspension **(more than 10 days of suspension, whether in-school or out-of-school, whether consecutive or cumulative for multiple offenses during a school year), an administrator will follow the procedures for short-term suspension plus additional** procedures as follows:

1. Notice: The notice will include all of the components for a short-term suspension in Section C above, plus the following:

- In advance of the hearing, the opportunity to review the student's record and the documents upon which the administrator may rely in making a determination to suspend the student or not;
- the right to be represented by counsel or a lay person of the student's choice, at the student's/parent/guardian/caregiver's expense;
- the right to produce witnesses on their behalf and to present the student's explanation of the alleged incident, but the student may not be compelled to do so;
- the right to cross-examine witnesses presented by the school district;
- the right to request that the hearing be recorded by the administrator, and a copy of the audio recording provided to the student or parent/guardian/caregiver upon request; and
- the right to appeal the administrator's decision to impose long-term suspension to the superintendent.

2. Format of Hearing: The Hearing will afford the rights set forth in the notice above. The administrator will also provide the parent/guardian/caregiver, if present, an opportunity to discuss the student's conduct and offer information, including mitigating circumstances, that the administrator should consider in determining consequences for the student.

3. Decision: Based on the evidence, the administrator will determine whether the student committed the disciplinary offense, and, if so, after considering mitigating circumstances and alternatives to long-term suspension, what remedy or consequence will be imposed, in place of or in addition to a long-term suspension. The administrator will send the written determination to the student and parent/guardian/caregiver by hand-delivery, certified mail, first-class mail, email to an address provided by the parent/guardian/caregiver for school communications, or any other method of delivery agreed to by the school and the parent/guardian/caregiver. If the administrator decides to suspend the student on a long-term basis, the written determination will:

- Identify the disciplinary offense, the date on which the hearing took place, and the participants at the hearing;
- Set out the key facts and conclusions reached;
- Identify the length and effective date of the suspension, as well as a date of return to school;

4. Include notice of the student's opportunity to receive education services to make academic progress during the period of removal from school (if more than 10 cumulative days);
5. Inform the student of the right to appeal the administrator's decision to the superintendent or designee. Notice of the right of appeal will be in English and the primary language of the home if other than English, or other means of communication where appropriate, and will include the following information stated in plain language:
  - a) The process for appealing the decision, including that the student or parent/guardian/caregiver must file a written notice of appeal with the superintendent within five (5) calendar days of the effective date of the long-term suspension; provided that within the five (5) calendar days, the student or parent/guardian/caregiver may request and receive from the superintendent an extension of time for filing the written notice for up to seven (7) additional calendar days; and that
  - b) The long-term suspension will remain in effect unless and until the superintendent decides to reverse the administrator's determination on appeal.

No long-term suspension will extend beyond the end of the school year in which such suspension is imposed.

Language addition to 5 b) highlighted in yellow here:

- b) The long-term suspension will remain in effect unless and until the superintendent decides to reverse the administrator's determination on appeal. The principal's decision to long-term suspend a student rather than expel them under M.G.L. c. 71, s. 37H is final and not appealable.

No long-term suspension will extend beyond the end of the school year in which such suspension is imposed.

# The Public Schools of Dover and Sherborn

157 Farm Street  
Dover, MA 02030  
Phone: 508-785-0036 Fax: 508-785-2239  
[www.doversherborn.org](http://www.doversherborn.org)



Elizabeth M. McCoy, Superintendent  
Denton Conklin, Assistant Superintendent

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

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TO: Regional School Committee  
FROM: Dawn Fattore, Business Administrator  
RE: Posting for District Treasurer for FY25  
DATE: May 3, 2024

Our current Treasurer, John Lafleche will be leaving us as of June 30th. John has served as Treasurer since July 1, 2021, and has been a valuable asset to the Regional School Committee as well as the Business Office. His oversight of our investments and cash management have yielded favorable returns for the District. In addition, he has served as a trustworthy advisor for region-related activities as they occur. He will be missed by all in the Business Office, and we wish him well as he takes more time to really enjoy retirement!

We plan to post the position this week and are requesting a member from School Committee to join our Search Committee. We are hopeful we will have a new appointment to bring forward to the Committee for approval prior to June 30<sup>th</sup>.

John will be joining us at the June meeting to assist the Auditors in presenting the Audited Financial Statements. The Committee will have an opportunity to wish him well at that time.

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Elizabeth M. McCoy, Superintendent  
Denton Conklin, Assistant Superintendent

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

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TO: Regional School Committee  
FROM: Dawn Fattore, Business Administrator  
DATE: May 3, 2024  
RE: Healthcare Memorandum of Agreement for FY25-FY27

Our current Memorandum of Agreement for employee healthcare related benefits expires on June 30, 2024. This three-year agreement was last approved in April of 2021. The provisions that we are proposing to continue for another three-year period include employer contributions to health savings accounts (HSA) for employees subscribing to a high-deductible plan and a opt-out provision. Both options expand the choices available for employees as they consider their healthcare coverage.

We shared this updated agreement with representatives from all four bargaining associations and did not receive any questions or concerns. The draft MOA is attached for your review and approval.

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

MEMORANDUM OF AGREEMENT  
BETWEEN  
THE DOVER-SHERBORN REGIONAL SCHOOL COMMITTEE  
AND  
DOVER SHERBORN  
EDUCATION ASSOCIATION,  
ADMINISTRATIVE ASSISTANTS ASSOCIATION,  
EDUCATION SUPPORT PROFESSIONAL ASSOCIATION,  
CUSTODIAL ASSOCIATION,  
FOOD SERVICE ASSOCIATION

WHEREAS, the Dover-Sherborn Regional School Committee (the "Committee") currently provides health insurance benefits to eligible subscribers of the District through participation in the West Suburban Health Group (WSHG); and

WHEREAS, the Committee and the Dover Sherborn Education Association, Administrative Assistants Association, Education Support Professional Association, Custodial Association and Food Service Association (the "Associations") agreed to terms effective July 1, 2018 that allowed the District to remain a member of the WSHG; and

WHEREAS, there are currently no changes to the WSHG benefit offerings;

NOW THEREFORE, the Committee and the Associations agree as follows:

1. Term

This Agreement shall be for a three-year period commencing July 1, 202~~4~~<sup>7</sup> and ending June 30, 202~~7~~<sup>4</sup>. Should the WSHG cease to be a viable entity during the term of the Agreement then the Committee may terminate the Agreement upon no fewer than ninety (90) days' notice to the Associations.

2. Plans

The District will continue to offer whatever Benchmark and High Deductible Plans that are offered by the WSHG. Should the WSHG implement any change of benefits or plans the parties understand that such changes will be implemented. The District will give the Associations reasonable notice and an opportunity to discuss such decisions by the WSHG.

3. High Deductible Plans

The District will continue to offer the following for High Deductible plan employee enrollees.

I

Chair

Date \_\_\_\_\_

Education Association

Date \_\_\_\_\_

Administrative Assistant Association

Date \_\_\_\_\_

---

Education Support Professional Association
Date \_\_\_\_\_

Custodial Association

Date \_\_\_\_\_

Food Service Association

Date \_\_\_\_\_

## Attachment A – Opt-Out Provision

1. Employees who have been enrolled in a District offered health insurance plan for at least two consecutive years ~~immediately prior to July 1, 2021~~, and who remain eligible (during the entire time they seek an opt-out payment) and who opt-out of the District plan (so that the employee is no longer receiving health insurance from the District for the relevant benefit year) shall receive per fiscal year:

- \$2,000 (if the employee was enrolled in an individual plan) or
- \$4,000 (if the employee was enrolled in a family plan).

The opt-out provision shall be for a three-year period commencing July 1, 202~~4~~<sup>1</sup> and concluding June 30, 202~~7~~<sup>4</sup> and shall “sunset” on that date unless extended by mutual agreement of the parties. Employees presently receiving an opt-out payment will continue to do so as long as they remain eligible and meet the criteria outlined in this MOA.

2. Employees who opt-out for a full year will receive the opt-out payment in the first June pay period. (For example, if an employee opts-out of a family plan effective July 1, 202~~4~~<sup>1</sup>, the employee will receive the \$4,000 payment in June of 202~~5~~<sup>2</sup>).

3. Employees who are enrolled in a District plan as of July 1st, but otherwise meet the eligibility criteria in (1) above, and who then enroll in a spouse’s plan during the benefit year shall be entitled to a pro-rata share of the opt-out payment amount.

4. Employees who are properly enrolled in the opt-out provision and retire or resign their employment with the District prior to receipt of the opt-out payment will be entitled to a pro-rata share of the opt-out payment amount.

5. In no event will an employee be eligible to receive an opt-out payment if the employee is enrolled in a Town of Dover, Town of Sherborn or Dover-Sherborn Regional School District offered plan as either a subscriber or dependent.

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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: Proposed Capital Projects – Funded with E&D  
DATE: May 3, 2024

Attached please find an updated Capital Request schedule for projects to be undertaken in FY24 and FY25. We are requesting funding from the Region's Excess and Deficiency Fund as noted.

We will walk through each project and provide additional information at Tuesday's meeting.

You will see details of the bid costs and funding make-up for the High School's RTU project on the attached schedule. As we have been discussing all year, the costs of this project for multiple reasons have exceeded the initial amount approved through the IMA. We are hopeful we can secure the funding needed to complete the project in its entirety. One piece of the funding request is to re-allocate already approved capital funding for the High School Boilers of \$350,000 to this project.

In addition, we have an emergency related request associated with our fire suppression system that needs to be taken care of immediately. This is a new request added to the schedule.

If the Committee agrees with the funding request, the following motions are presented for action by the Committee:

*Motion to transfer \$655,000 of June 30, 2023, certified Excess & Deficiency funds to the Region's Capital fund to cover costs for approved capital projects as presented.*

*Motion to reallocate \$350,000 of approved capital funding from the High School Boiler Project to the High School Roof-top Project*

Approval of this motion will leave projected E&D as of June 30, 2024, at approximately 2.75% (maximum is 5%, School Committee Policy recommends E&D be maintained at a 3% to 4% range)

DOVER-SHERBORN REGIONAL SCHOOL DISTRICT  
FY25 CAPITAL PLAN w/ years 2026-2029  
May 7, 2024 V2.0

| # | Capital Item Requested                             | Location     | Addition/<br>Replacement? | 2025      | 2026        | 2027        | 2028      | 2029      | NOTES                                                                                                                                                      |
|---|----------------------------------------------------|--------------|---------------------------|-----------|-------------|-------------|-----------|-----------|------------------------------------------------------------------------------------------------------------------------------------------------------------|
|   | Rooftop Air Handling Units - HS Additional Funding | HS           | replace                   | \$500,000 |             |             |           |           | FY24 IMA was \$1.2 million - Bid for total project was \$2,019,745 -reallocating \$350,000 from HS Boiler project approved for FY23                        |
|   | Exterior Ductwork Replacement                      | Lindquist    | replace                   | \$110,000 |             |             |           |           | Additional work needed from FY22 insulation replacement project- ductwork rotted requires replacement (total project \$130,000 - \$20,000 funds remaining) |
|   | Fire Suppression System - Control Panel            | Control Bldg | replace                   | \$45,000  |             |             |           |           | Emergency Repairs needed - Control Panel -model no longer supported - replacement parts not available - complete replacement required                      |
|   | Bleacher Replacement                               | Region       | replace                   |           |             |             |           |           | Additional funding needed for Bleacher replacement project based on updated estimates - Hold until June - will find alternatives that do not include E&D   |
|   | Turf Field/Track/Fencing                           | Grounds      | replace                   |           | \$1,500,000 |             |           |           |                                                                                                                                                            |
|   | Rooftop Air Handling Unit (HVAC)                   | MS           | replace                   |           | \$150,000   |             |           |           |                                                                                                                                                            |
|   | Rooftop Air handling unit (HVAC - 2 units)         | Lindquist    | replace                   |           | \$390,000   |             |           |           |                                                                                                                                                            |
|   | AAON Rooftop units (4)*                            | MS           | replace                   |           | \$140,000   |             |           |           | Moved from FY25 to FY26                                                                                                                                    |
|   | Lobby Carpet                                       | HS           | replace                   |           | \$40,000    |             |           |           |                                                                                                                                                            |
|   | Rooftop Air Handling Unit (HVAC - 2 units)         | Lindquist    | replace                   |           |             | \$300,000   |           |           |                                                                                                                                                            |
|   | Roof                                               | HS           | restore                   |           |             | \$1,200,000 |           |           |                                                                                                                                                            |
|   | AAON Rooftop units (2)                             | HS           | replace                   |           |             | \$85,000    |           |           |                                                                                                                                                            |
|   | Admin Office flooring                              | MS/HS        | replace                   |           |             | \$400,000   |           |           |                                                                                                                                                            |
|   | Well #1 Flow Boy Pump Control Panel and Well Pump  | Grounds      | replace                   |           |             | \$15,000    |           |           |                                                                                                                                                            |
|   | Restroom Renovations                               | Region       | replace                   |           |             |             |           |           |                                                                                                                                                            |
|   | Boilers                                            | MS           | replace                   |           |             |             | \$100,000 |           |                                                                                                                                                            |
|   | TOTALS                                             |              |                           | \$655,000 | \$2,220,000 | \$1,650,000 | \$100,000 | \$260,000 |                                                                                                                                                            |

Capital request for RSC - use of E&amp;D

**\$ 655,000**

Notes for RTU Project:

|              |                           |                  |
|--------------|---------------------------|------------------|
| RTU -7 units | Base bid 4 units          | 1,165,598        |
|              | alternate 3 units         | 854,147          |
|              | total                     | <b>2,019,745</b> |
|              |                           | (1,200,000)      |
|              | Approved IMA              | <u>(350,000)</u> |
|              | Boiler Reclass            | 469,745          |
|              | Additional funding needed | 30,000           |
|              | Plus Project Mgmt         | <u>30,000</u>    |
|              | Total requested           | <b>499,745</b>   |

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Elizabeth M. McCoy, Superintendent  
Denton Conklin, Assistant Superintendent

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

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TO: Regional School Committee  
FROM: Dawn Fattore, Business Administrator  
DATE: May 3, 2024  
RE: Eversource gas line project – Request Approval for Easement and Signatory Authorization

Eversource has requested approval of the attached easement in order to install a new gas line connection for the Region. This will allow Eversource the ability to continue to operate and maintain the pipeline safely into the future. Our current connection is out near the road to the back fields. The proposed new pipeline will connect us directly to gas lines in Medfield maintained by Eversource.

The work is slated to take place this summer and will eliminate any future needs to bring in temporary gas tankards when work is required on the main Enbridge line as we have experience in the last several years.

We are requesting approval of the easement as well as the Committee's authorization for the Chair to be the Signatory on behalf of the Committee, specifically for the purposes of signing the easement document.

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

## EASEMENT

Dover-Sherborn Regional School District, a body politic and corporate organized and existing under the provisions of Massachusetts General Laws Chapter 71, having an address at 157 Farm Street, Dover, Massachusetts 02030, (hereinafter called the Grantor), in consideration of Ten Dollars (\$10.00) and the mutual covenants contained herein, grant(s) to EVERSOURCE GAS COMPANY OF MASSACHUSETTS, dba EVERSOURCE ENERGY a Massachusetts corporation having a place of business at 247 Station Drive, Westwood, Massachusetts 02090, its successors and assigns, or any licensee from it (hereinafter called the Grantee), **with quitclaim covenants**, the perpetual and exclusive right and easement to enter upon from time to time, make necessary excavations, locate, relocate, erect, construct, reconstruct, add to, extend, repair, replace, maintain, operate, inspect or remove gas mains or lines and/or distribution systems for gas, together with all fittings, pipes, valves, equipment and other fixtures and appurtenances necessary or useful in connection therewith, including but not limited to any such installations constructed prior hereto by Grantee and/or its predecessors (hereinafter called the Facilities), for the transmission and/or distribution of natural gas (hereinafter called the Easement) on, over, under and across that certain parcel of Grantor's land located at 157 Farm Street, and off Junction Street in Dover, Massachusetts (hereinafter called the Premises).

The Premises are more particularly described in the Deed dated August 11, 1966, and in the Takings dated February 20, 1967, filed in the Norfolk County Registry of Deeds (hereinafter called the Registry) in Book 4377 at Page 350, in Book 4415 at Page 374, and in Book 4415 at Page 377.

The Premises being more fully shown and described on a certain map or plan entitled "PLAN OF LAND IN DOVER, MASS.," dated February 15, 1963, prepared by Cheney Engineering Co., recorded with said Registry in Plan Book 221 as Plan No. 913 of 1966, and being more fully shown and described as PARCEL #1, AREA = 251,814 ± S.F. (5.78 ACRES) on a certain map or plan entitled "PLAN OF LAND IN DOVER & MEDFIELD, MASS., PROPERTY OF JOSHUA G.D. & ROSAMOND M. MANWARING," dated February 1, 1967, prepared by Schofield Brothers, Registered Land Surveyors, recorded with said Registry in Plan Book 222 as Plan No. 208 of 1967, and being more fully shown and described as PARCEL 1, AREA = 31,274 ± S.F. (0.718 ACRES) on a certain map or plan entitled "PLAN OF LAND IN DOVER-MEDFIELD, MASS.," dated January 5, 1967, prepared by Schofield Brothers, Registered Land Surveyors and Civil Engineers, recorded with said Registry in Plan Book 222 as Plan No. 209 of 1967.

It is agreed that the location of said Easement shall be established by the installation of said Facilities across the Premises, and shall consist of a strip or strips of land twenty (20) feet wide, centered on the Facilities constructed or to be constructed. The location of said Easement is generally shown and described as "20' Wide Gas Pipeline Easement" on Exhibit A attached

hereto. Grantor shall have no right to relocate the easement without the express written consent of the Grantee, which may be withheld in Grantee's sole discretion.

By acceptance of this Easement, for as long as and to the extent that Grantee's Facilities, together with all services and appurtenances located on the Premises pursuant to this Easement are used to provide gas distribution and service, but subject to the other provisions of this Easement, the Grantee shall install, repair, replace and maintain such Facilities, services and appurtenances at its own expense, except to the extent otherwise provided in Grantee's tariffs. With regard to any installation, repair, replacement or maintenance (Restorations) of said Facilities, services and appurtenances, the Grantee shall promptly restore the area disturbed to substantially the same condition as existed prior to such Restorations provided, however, that such other restoration shall not include any structures, other improvements or plantings made or installed contrary to the provisions of this Easement. Any relocation of said Facilities and/or services caused by any action on the part of the Grantor shall be at the sole cost of the Grantor.

Grantor may at any time, at its sole cost and expense, prepare and submit to Grantee for review and approval an "as built" plan of the facilities in recordable form. Upon approval of such plan, and concurrently with the recording of such plan, the parties shall execute and record an amendment to this instrument, fixing the location of the easements granted hereunder to the locations and dimensions shown on such plan; provided, that Grantee shall have the right of access over the remainder of the Premises for all purposes under this instrument.

The Grantee shall have all other rights and benefits that it deems necessary for the full implementation and use of the rights herein granted, including, but not limited to, the right to remove and clear all rocks, trees, brush, limbs, structures and other obstructions which in the opinion of the Grantee might interfere with the rights herein granted, and the right of vehicular and pedestrian access across the Premises for all the above purposes.

Grantor further agrees and acknowledges that, except with the written permission of the Grantee no building, structure, or other improvement or obstruction shall be located upon or within the bounds of the Easement, and Grantor will not change the depth of cover or conduct grading operations within the Easement. Grantor will not engage in, and will not permit, the dumping of refuse or waste, or the storage of any materials of any kind and will not engage in, and will not permit, the operation of any heavy machinery or equipment out of compliance with AASHTO or equivalent governing body loading standards over the Easement. Grantor will not cause, and will not permit any third parties to cause, the Easement to be covered by standing water, except in the course of normal seasonal irrigation. Grantor further agrees that nothing shall be attached, at any time, to any property of the Grantee installed by virtue of this Easement. To facilitate the installation, inspection, repair, replacement, relocation, removal, rebuilding or maintenance of its Facilities, the Grantee may in its reasonable judgment, at its option and without liability to and at the expense of the Grantor, remove and dispose of any of the aforesaid made or installed subsequent to the date hereunder which are contrary to the provisions of this Easement. In such event, Grantee shall, at the sole expense of the Grantor, restore the area disturbed to substantially the same condition as existed prior to such work.

Unless otherwise provided by separate agreement, it is agreed that such gas mains, fittings, equipment, fixtures and appurtenances and each and every part thereof, whether fixed to the realty or not, shall be and remain the property of the Grantee, its successors and assigns, as their interests may appear, and the Grantee shall pay all taxes assessed thereon.

In the conduct of all work, neither party shall unreasonably interfere with the business, operations or access of the other party, its employees, invitees or contractors, or any other person having an interest in the Premises.

Any Easement herein described and granted, or any interest therein or part thereof, may be assigned or apportioned by the Grantee, wholly, jointly or in part, to any communication company, public service company or to an entity affiliated with Grantee or succeeding to Grantee's business, and the Grantor hereby agrees to and ratifies any such assignment and acknowledges that the interest so assigned may be utilized by said assignee.

If any third party having an interest in the Premises, as the same are represented herein, shall initiate an action that will adversely affect Grantee's rights and Easement interests as herein granted, then Grantor, at its sole cost and expense, shall pursue and acquire any legal remedies or instruments as may be required by the Grantee to secure Grantee's Easement interests. Grantor shall defend, indemnify and hold harmless the Grantee from and against any and all claims, costs, expenses, judgments, losses or liabilities whatsoever, including reasonable legal fees, arising from such actions.

Grantee shall have the right to connect the installed facilities with its facilities located or to be located in private or public ways adjacent to the Premises. Grantee shall have the right to extend the lines from time to time, and the right to use the installed facilities, to serve other customers of Grantee who may conveniently be served thereby. Grantee shall not be required to remove any underground Facilities upon termination of use or termination of this Easement.

The terms "Grantor" and "Grantee" shall include lessees, heirs, executors, administrators, successors and assigns where the context so requires or permits.

*[Signature(s) to follow on next page(s)]*

IN WITNESS WHEREOF, the Grantor has executed this grant as a sealed instrument this \_\_\_\_ day of \_\_\_\_\_, 2024.

GRANTOR: **DOVER-SHERBORN REGIONAL  
SCHOOL DISTRICT**

By Its: School Committee

\_\_\_\_\_  
By: Judi Miller

Title: Chair

COMMONWEALTH OF MASSACHUSETTS

\_\_\_\_\_, ss

\_\_\_\_\_, 2024

On this \_\_\_\_\_ day of \_\_\_\_\_, 2024, before me, the undersigned notary public, personally appeared Judi Miller, Chair of the School Committee for the Dover-Sherborn Regional School District, proved to me through satisfactory evidence of identification which was \_\_\_\_\_, to be the person whose name is signed on the preceding document and acknowledged to me that she signed it voluntarily for its stated purpose.

\_\_\_\_\_  
Notary Public

My commission expires:

# EXHIBIT A

## RECORD OWNER:

PARCEL I.D. No. 20-006, 20-007, & 20-007A  
DOVER-SHERBORN REGIONAL SCHOOL DISTRICT  
157 FARM STREET  
DOVER, MA 02030

N/F  
DOVER-SHERBORN REGIONAL  
SCHOOL DISTRICT

ALGONQUIN GAS TRANSMISSION  
PIPELINE EASEMENT

OFF FARM STREET

N/F  
NSTAR GAS  
COMPANY

## ASSESSOR'S PARCEL

I.D. No. 20-007

157 FARM STREET

N/F  
DOVER-SHERBORN  
REGIONAL SCHOOL  
DISTRICT

FARM STREET  
~ PUBLIC - VARIABLE WIDTH ~

EXISTING  
GAS EASEMENTS  
BK 4583, PG 84

20' WIDE GAS PIPELINE  
EASEMENT  
(APPROX. LOCATION)

EXISTING  
GAS EASEMENT  
BK 4583, PG 84

20' WIDE GAS PIPELINE  
EASEMENT  
(APPROX. LOCATION)

ASSESSOR'S PARCEL  
I.D. No. 20-007A

N/F  
DOVER-SHERBORN  
REGIONAL SCHOOL  
DISTRICT

ASSESSOR'S PARCEL  
I.D. No. 20-006

N/F  
DOVER-SHERBORN  
REGIONAL SCHOOL  
DISTRICT

PROPERTY LINE (TYP.)

N/F  
FRANK N GOBBI

N/F  
FRANK N  
GOBBI

N/F  
FRANK N  
GOBBI

THIS SKETCH WAS NOT  
PERFORMED UNDER  
THE DIRECTION OF A  
MASSACHUSETTS LICENSED  
LAND SURVEYOR

200 0 200



APPROX. SCALE IN FEET

Proposed  
new gas  
connection

157 FARM STREET, DOVER, MA



427 Columbia Road  
Hanover, MA 02339  
781-826-9200

merrillinc.com

## CLIENT:

EVERSOURCE ENERGY  
247 STATION DRIVE  
WESTWOOD, MA 02090

EVERSOURCE FWO #: 38166743

MERRILL PROJECT #: 24-011

APPROX. SCALE: 1"=200'

DATE: 01/29/2024

DRAWN BY: JAB

SHEET 1 of 1  
© Merrill Corporation

# The Public Schools of Dover and Sherborn

157 Farm Street  
Dover, MA 02030  
Phone: 508-785-0036 Fax: 508-785-2239  
[www.doversherborn.org](http://www.doversherborn.org)



Elizabeth M. McCoy, Superintendent  
Denton Conklin, Assistant Superintendent

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

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TO: Dover-Sherborn Regional School Committee

FROM: Dawn Fattore, Business Administrator  
Angela Lin, Co-Chair Sustainability Task Force

DATE: May 6, 2024

RE: STF Donation– Eastern Redbud Trees

In connection with the Town of Dover's Tree Preservation Committee's work around trees, and in concert with Arbor Day, the STF recently held a bagel/bake sale and raised \$353 to go towards the purchase of two Eastern Redbud trees. We held a planting ceremony on April 25<sup>th</sup> and with the assistance of our grounds department successfully planted them outside of Lindquist. Please enjoy the new plantings next time you are outside – they are a beautiful addition to the area and serve to promote tree preservation in Dover.

We request the Committee formally accept this gift of \$353.



## 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*

**Victoria Sulser**, *Special Education Coordinator*

May 2, 2024

To: Elizabeth McCoy, Superintendent of Schools

From: John G. Smith, High School Principal

Memo: Gift from Mudge Foundation for Massachusetts MOCA Art field trip

Dear Ms McCoy:

I am requesting the School District accept a generous donation of 1200.00 in order for the High School Art Department to conduct a field trip to the MASS MOCA Art Museum. We are extremely grateful to the Mudge Foundation for championing opportunities in the fine and performing arts programs here at Dover Sherborn High School.

Sincerely

John G. Smith

Principal

## DRAFT

### Dover-Sherborn Regional School Committee Meeting of March 5, 2024

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

#### 1) Call to Order

Judi Miller called the meeting to order at 6:32 pm in the Middle School Library.

2) **Community Comments** - there was a comment from a parent who expressed that she felt frustrated and ignored by the Pine Hill School Administration and the Superintendent in respect to her concerns about multiple turnovers of the Spanish teacher, the consistent absence of the teacher of one of her children, and the hiring process for the new principal.

#### 3) FY25 Dover Sherborn Regional School Budget Hearing

Dawn Fattore presented the FY25 Budget. Budget drivers include: contractual payroll increases of approximately 3% across all bargaining units in addition to step and lane increases for educators ranging from 4-9%; staffing changes/retirements which are offsetting the salary increases; one new staffing position plus increases in existing part-time positions; continued funding provided for OPEB Liability Trust; increase in healthcare premiums of approximately 10%; level enrollment; and continued trend budgeting for operating accounts.

The proposed FY25 Operating Budget is \$28,877,195 which is \$904,655 (3.23%) greater than FY24. Dover's assessment increase is \$313,187 (2.42%) and Sherborn's is \$404,364 (3.61%).

#### 4) Discussion and Vote to Certify FY25 Operating Budget

*Maggie Charron made a motion to adopt the FY25 budget in the amount of \$28,877,195 which is reduced by estimated receipts and available funds in the amount of \$3,995,108 for a net amount to be assessed to the member town of \$24,882,087 (comprised of \$24,157,887 in operating expenses and \$724,200 in debt expenses) and that the Treasurer be authorized to certify this budget in the apportioned share of each town based on the statutory method. Colleen Burt seconded.*

24-03 VOTE: 5 - 0

*Mark Healey made a motion to approve the utilization of \$230,000 of June 30, 2023, certified Excess & Deficiency funds for the FY25 Budget. Angie Johnson seconded.*

24-04 VOTE: 5 - 0

#### 5) Financial Reports

- Warrant Report
- FY24 Monthly Report
  - Revenues: the initial Chapter 71 reimbursement payment has been received and reflects an 80% reimbursement rate (FY23 was 79.55%). This is less than anticipated (90%)

## DRAFT

and reduces the positive variance in this line item by approximately \$60,000. The projected fees from athletics have been revised to reflect anticipated spring participation and the impact of the family cap on collection of fees.

- Salaries: there are no changes since the last report.
- Expenditures: there are no changes since the last report.
- Capital Projects Update:

### 6) Discussion Items

- Capital Projects Update: the bid for the roof air handlers replacement was posted on February 28th and will be opened on March 27th. The Bleacher/Press Box renovation bids have been opened and the Administration is working with the lowest bidder to finalize a contract for a start date of June 24th.

### 7) Action Items

- Policy: METCO Representative to the School Committee - second read

*Colleen Burt made a motion to adopt the METCO Representative to the School Committee Policy as presented. Maggie Charron seconded.*

*24-05 VOTE: 5 - 0*

### 8) Consent Items

- Approval of Minutes: January 16, 2024 and February 6, 2024
- Donations - \$10,000 from the Alan Thayer Mudge Foundation for educators' attendance at the South by Southwest EDU Conference; a Jupiter Tenor Saxophone valued at \$699.99 from Michelle Covell; \$710 from the Sustainability Task Force towards a new water fountain with a water bottle filler; \$5,462.50 towards a storage pod unit for use by Open Fields and DS Drama programs; and \$1,250 from Boston Children's Orthopedic Surgery Foundation to cover physician medical services for home football games this past fall.
- Annual Vote on MA School Choice Law
- Approval of HS Overnight Field Trip - 14 students to attend the Tisch College of Civic Life's Education for Public Inquiry and International Citizenship (EPIIC) Program at Tufts University, April 5-6, 2024.

*Angie Johnson made a motion to approve the Consent Items. Mark Healey seconded.*

*24-06 VOTE: 5 - 0*

### 9) Informational Items

- DSHS Newsletter
- DSMS Newsletter
- Sherborn School Committee Minutes of November 14, 2023

### 10) Items for May 7, 2024 DS Regional School Committee Meeting

### 11) Adjournment at 6:50 pm.

Respectfully submitted, Amy Davis

## The Public Schools of Dover and Sherborn

157 Farm Street  
Dover, MA 02030  
Phone: 508-785-0036 Fax: 508-785-2239  
[www.doversherborn.org](http://www.doversherborn.org)



Elizabeth M. McCoy, Superintendent  
Denton Conklin, Assistant Superintendent

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

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To: The Dover-Sherborn Regional School Committee

From: Denny Conklin, Assistant Superintendent

Date: May 2, 2024

Re: Middle School Social Studies Curriculum Pilot

After reviewing the 2018 MA History & Social Sciences Frameworks, we will be aligning Dover-Sherborn Middle School's Social Studies course sequence so that 6th and 7th grades take a two year Global Studies course and Civics in 8th grade. In order to support the 6th and 7th grades in that shift, we want to examine a new set of curriculum materials.

Section I of the School Committee Policy Manual for the Public Schools of Dover and Sherborn states:

*The School Committees will rely on the professional staff to design and implement instructional programs and courses of study that will forward the educational goals of the Schools.*

*The Superintendent will have authority to approve new programs and courses of study after they have been thoroughly studied and found to support educational goals.*

*The Committees will consider, and officially adopt, new programs and courses when they constitute an extensive alteration in instructional content or approach. The Committees shall be informed of all new courses and substantive revisions in curriculum. It will receive reports on changes under consideration. Its acceptance of these reports, including a listing of the high school program of studies, will constitute its adoption of the curriculum for official purposes.*

In accordance with this, I wanted to inform you that for the 2024-2025 school year, the 6th and 7th grade social studies teachers will be beginning a "course of study" on the [Investigating History](#) curriculum. Investigating History was created in partnership with DESE, social studies teachers throughout the state, local colleges and universities, and historians. It has been deemed High Quality Instructional Material (HQIM) and is fully aligned to the 2018 MA History & Social Sciences Frameworks, the National Council for Social Studies, and the College, Career and Civic Life (C3) Frameworks. Further information on the research behind the curriculum can be found in its [Design Specification document](#).

Investigating History is an inquiry-based curriculum with built-in support for all students, including Multilingual Learners and students with disabilities. The Investigating History curriculum was developed and vetted over the  
*The Dover Sherborn Schools share in the mission to inspire, challenge and support all students as they discover and pursue their full potential.*

course of 3 years, piloted in 38 school districts and 66 schools from a wide range of geographic and demographic backgrounds, and evaluated by a third party evaluation team. Since Investigating History is an open-source curriculum, all materials are provided digitally to districts at no cost. Obtaining print copies of resources for teachers will cost an estimated \$260.

Throughout next year we will be collecting feedback from administrators, teachers, and students on the Investigating History curriculum. Should it prove to be the right curriculum for the district, we would seek approval for full adoption from the School Committee in Spring 2025.

**Dover School Committee**  
Meeting of January 16, 2024

Members Present: Liz Grossman  
Jeff Cassidy  
Jessica Hole  
Martha Castle  
Goli Sepehr

Also Present: Beth McCoy, Superintendent  
Denny Conklin, Assistant Superintendent

**1) Call to Order**

Liz Grossman called the meeting to order vis Zoom at 5:32 pm.

**2) Community Comments** - none.

**3) Superintendent Comments** - Superintendent Beth McCoy spoke about the Festival of Lights night last month at Chickering, the recent Challenge Success speaker event, and the upcoming State of the District on Jan 24th, 6:30 pm in the DSMS Library.

**4) Financial Reports**

- Warrant Report
- FY24 Monthly Report
  - Salaries: there are no changes since the last report
  - Expenditures: there are no material variances to report.
  - Out of District: the FY24 Circuit Breaker reimbursement has been finalized. Eligible tuition costs are being fully funded at the 75% mandated rate and eligible transportation costs at 57% (below the mandated rate of 75%). Total reimbursement is \$1,108,479 comprised of \$926,933 from tuition and \$181,546 from transportation. Estimated costs for transportation have been encumbered. Due to the increase in placements, actual costs are projected to exceed budget by approximately \$90,000. The total projected OOD costs exceed budget by approximately \$1,000,000 but is fully covered at this time by the FY24 CB reimbursement.
  - End-of-Year Report Compliance Audit - Every 3 years, single school districts are required by DESE to undergo a compliance audit on the EOYR filing. R.E. Brown completed the report for the FY22 filing. There was one finding around the need to have a formal Memorandum of Agreement with the Town of Dover for allocation of municipal expenses. The two parties will work together to create a MOA.

**5) Discussion Items**

- Proposed FY25 Budget - There are three proposed adjustments for version 2.0 of the FY25 Budget; 1) reduction in salary based on anticipated retirement of \$60,000; 2) reduction in projected Tuition costs based on known placement changes of \$316,900; and 3) increase to transportation costs to reflect projected placements and the approved ACCEPT FY25 mileage rate of \$4.27 per mile (3% increase from FY24) of \$72,500. The overall operating budget increase in Version 2.0 is \$646,822 or 6% with: in-district operating increase of \$394,322 or 4.80% and OOD operating increase of \$252,500 or 9.87%.

**6) Action Items**

**7) Consent Items**

**Approved 3.14.2024**

- Approval of Minutes: November 21, 2023
- Grants - IDEA-SPED 274 Grant (Federal Targeted Special Education Improvement) in the amount of \$8,034.
- Town Report
- Pre-School Tuition FY25 Rates - proposed 3% increase to \$6,210 for 3-days and \$10,990 for 5-days.

*Martha Castle made a motion to approve the Consent Agenda. Jeff Cassidy seconded.  
24-01 VOTE: 5 - 0 via roll call*

**8) Informational Items**

- Chickering Newsletter

**9) Items for March 14, 2024 Meeting** - FY25 Budget Hearing, consider addition of staff photos to website

**10) Adjournment at 6:02 pm.**

Respectfully submitted,  
Amy Davis

**Sherborn School Committee**

Meeting of February 6, 2024

Members Present: Dennis Quandt (remote)

Kristen Aberle

Christine Walsh

Rebecca Hammond

Also Present: Beth McCoy, Superintendent

Dawn Fattore, Business Administrator

**1) Call to Order**

Christine Walsh called the meeting to order at 6:30 pm in the DSMS Library.

**2) Community Comments** - none

**3) Superintendent Comments** - Superintendent Beth McCoy spoke about: the recent newsletter she sent out; DESE has completed the visit/data collection portion of their District Review; teachers are currently undergoing their assessments; and the HR Director is working to formalize the hiring process for educators.

**4) Financial Reports**

- Warrant Report
- FY24 Monthly Report
  - Salaries: there are no variances to report since the last meeting.
  - Expenditures: there are no material variances to report to date.
  - Out of District: the total negative variance as of January 31st is approximately \$200,000. Additional Circuit Breaker funds have been applied to reduce the General Fund deficit to \$100,000. CB reimbursement has been finalized at \$514,778 comprised of \$446,407 in tuition and \$68,371 in transportation reimbursements. The Status of Appropriations reflects the use of \$420,000 (vs \$320,000 originally budgeted) for current year tuition costs. This leaves \$95,000 remaining in the CB Fund to use as needed during the year for placement changes and to cover needed deficits.

**7) Discussion Items**

- Proposed FY25 Budget - the V2.0 FY25 Budget reflects a reduction of \$328,120. The in-district adjustments reflect the changes from relocating the GOALS Program to Chickering (\$197,120). The OOD adjustments reflect updated placement projections as well as an increase in proposed use of CB funds (\$131,000). The overall FY25 increase is \$316,239 or 3.99% over FY24. The In-District increase is \$192,239 or 2.73% and the OOD increase is \$124,000 or 14.01% over FY24.
- Pine Hill Principal Hiring Update - Allison Gullingsrud has been named as the sole finalist for the position and Beth McCoy will be announcing a decision later this week after reviewing all the feedback from faculty, staff, students, and parents.
- Policy: METCO Representative to the School Committee - First Read

**8) Action Items**

- Pine Hill HVAC Engineering Study Update - the Cooling Study report from Consulting Engineering Services (CES) was provided for review and discussion. The working group has decided to further explore the recommendations of installing HVAC equipment for ventilation/cooling in the Library, Auditorium, and Cafeteria to provide large areas of

**Approved 3.12.2024**

temperature controlled spaces. The cooling in the Library would have some benefit to the classrooms in that area which record the higher temperatures.

Using the top end of the projected costs from the report and an additional 30% for excluded costs, the proposed placeholder for the Capital Budget Committee is \$375,000. The project would be potentially scheduled for the summer of 2025.

*Becca Hammond made a motion to approve the Capital Budget placeholder of \$375,000 for cooling solutions at Pine Hill. Kristen Aberle seconded.*

*24-03 VOTE: 54- 0 via roll call*

**9) Consent Items**

- Approval of Minutes: November 14, 2023
- Approval of Pre-School Tuition - 3 day rate (M,W,F) = \$6,210 and 5 day rate = \$10,990 represents a 3% increase from FY24 rates.

*Becca Hammond made a motion to approve the Consent Agenda as amended. Kristen Aberle seconded.*

*24-04 VOTE: 4 - 0 via roll call*

**10) Informational Items**

- Pine Hill Newsletters
- Dover Sherborn Regional Committee minutes of November 7, 2023
- Dover School Committee Minutes of October 24, 2023

**11) Items for March 12, 2024 meeting - FY25 Budget Hearing, math curriculum update**

**12) Adjournment at 6:09 pm.**

Respectfully submitted,

Amy Davis