



# Sherborn School Committee

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Tuesday, June 4, 2024

**7:00 PM**

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

## **AGENDA**

1. **Call to Order**
2. Welcome Megha Kadiyala and Nathaniel Jackson
3. Reorganization
4. **Community Comment**
  - [Zoom Link](#) (Meeting ID: 828 0571 4017; Passcode: 318411)  
(Only available for Community Comments)
5. **Superintendent Comments**
6. **Financial Reports**
  - Warrant Report
  - FY24 Monthly Report
7. **Discussion Items**
  - 2024-25 First Read School Improvement Plan
8. **Action Items**
  - 2024-25 Student Handbook 2<sup>nd</sup> Read **A.R.**
9. **Consent Items**
  - Approval of Minutes – April 2, 2024
  - Approval of Minutes – May 7, 2024
10. **Informational Items**
  - Enrollment
  - Sub Committee Assignments
  - [Pine Hill Newsletter April 11, 2024](#)
  - [Pine Hill Newsletter May 15, 2024](#)
  - Dover School Committee Minutes – March 14, 2024
  - Dover-Sherborn Regional School Committee Minutes – March 5, 2024
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: Sherborn School Committee  
FROM: Dawn Fattore, Business Administrator  
DATE: May 31, 2024  
RE: FY24 Approved Warrants

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

#	Date	Amount	Fund
1122	5/9/2024	\$225.00	274 SPED Grant
1123	5/9/2024	\$750.00	Title IV
1124	5/9/2024	\$24,845.77	General-School
1126	5/23/2024	\$7,364.45	Food Service
1127	5/23/2024	\$21,599.61	Gift Fund
1128	5/23/2024	\$67,616.98	Circuit Breaker
1129	5/23/2024	\$81,238.17	General-OOD
1130	5/23/2024	\$18,126.94	General-School

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TO: Sherborn School Committee  
FROM: Dawn Fattore, Business Administrator  
RE: FY24 Monthly Financial Update  
DATE: May 31, 2024

Attached for your review is:

- Status of Appropriations as of May 31, 2024

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

## Status of Appropriations

### Salaries

Most salaries have been encumbered and budget balances reflect the final accounting entry processed to allocate the negotiations reserve of \$200,000. There were post-budget staffing changes resulting in variances in both the Educators Classroom and SPED line items. Variances will continue to fluctuate as we account for leaves and other staffing changes throughout the year. The Educational Assistant negative variance reflects one additional SPED EA that was budgeted for the Circuit Breaker Fund but, given the OOD variances noted below, are included in the General Fund. Substitutes and Custodial overtime services are expensed as incurred. You will see those budget balances decrease as the year progresses.

### Expenditures

There are no material variances to report to date. Projections have been encumbered for utilities and transportation with both showing a negative variance due to continued high costs of diesel fuel (transportation) and delivery costs of utilities. We will continue to review and update estimates as warranted.

### Out-of-District

Costs for FY24 placements known to date have been encumbered. We budgeted for 10 placements and at this time have 11. In addition, costs for existing placements increased due to changes in placements as well as additional required services. The total negative variance as of April 30<sup>th</sup> remains at approximately **\$200,000**, however additional Circuit Breaker funds have been applied to reduce the General Fund deficit to **\$100,000**.

Circuit Breaker reimbursement has been finalized. Total reimbursement of \$514,778 was approved comprised of \$446,407 in tuition and \$68,371 in transportation reimbursement. The Status of Appropriations reflects the use of approx. \$420,000 (versus the \$320,000 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 in the General Fund as of June 30<sup>th</sup>.

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

## **Update on Facilities Assessment and Cooling Studies**

As was communicated at the November School Committee meeting, we obtained proposals for both a Facilities Assessment and Cooling Study for Pine Hill. We met with the Working Group, which includes both School and Town representatives, to review the proposals and determine next steps and funding. It was agreed to proceed with both studies. The cost of the Facilities Assessment (\$16,800) was equally shared, with the School Committee funding the costs of the Cooling Study (\$8,000). Funds from the Building Rental Fund were used to cover the School Committee's portion of both projects.

Based on the recommendations from the Cooling Study, the School Committee approved capital requests for new roof-top units (to include air-conditioning) for the Library, Cafeteria and Auditorium. The capital request of \$300,000 (an additional \$100,000 is coming from the Building Rental Fund) was approved at Town Meeting on April 24<sup>th</sup> **and approved at the Town's elections on May 14<sup>th</sup>**. The installation will take place next summer. We appreciate the Town's support of this request. We will keep the committee updated as the design and bid work take place.

We have received the draft report of the Facilities Assessment, and the Working Group has met with the architects and plans to meet in the coming weeks to continue discussions on next steps. **We will share initial action steps at the June meeting.**

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



Sherborn Public Schools  
Status of Appropriations as of May 31, 2024

	FY24	EXPENDED		TOTAL	OPERATING	% of
	BUDGET	31-May	ENCUMBRANCES	PROJECTED	VARIANCE/ BUD.REMAINING	BUDGET
<b>SALARIES</b>						
SUPERINTENDENT	\$139,344	\$92,631	\$46,316	\$138,947	396	0.28%
BUSINESS AND FINANCE	115,939	77,628	38,814	116,442	(503)	- 0.43%
DISTRICT INFO MANAGEMENT	79,530	52,804	26,402	79,206	325	0.41%
SPED ADMINISTRATION	213,749	115,141	99,265	214,406	(657)	- 0.31%
SCHOOL LEADERSHIP-BUILDING	339,024	314,773	28,358	343,132	(4,108)	- 1.21%
ACADEMIC LEADERS	35,156	31,784	4,334	36,118	(962)	- 2.74%
EDUCATORS, CLASSROOM	2,882,222	2,152,377	713,976	2,866,354	15,868	0.55%
EDUCATORS, SPED	1,136,712	786,674	235,384	1,022,059	114,653	10.09%
SUBSTITUTES	34,000	50,690	6,805	57,495	(23,495)	-69.10%
EDUCATIONAL ASSISTANTS	409,665	375,061	53,316	428,377	(18,712)	- 4.57%
LIBRARIANS & MEDIA CENTER	124,930	95,268	28,580	123,848	1,082	0.87%
BUILDING BASED PD	20,250	21,172	450	21,622	(1,372)	- 6.77%
GUIDANCE COUNSELORS	132,496	62,654	70,242	132,896	(399)	- 0.30%
PSYCHOLOGICAL SERVICES	115,450	88,808	26,642	115,450	0	0.00%
MEDICAL/HEALTH SERVICES	98,333	71,580	24,509	96,089	2,243	2.28%
CUSTODIAL SERVICES	244,643	216,884	26,771	243,655	987	0.40%
<b>TOTAL SALARIES</b>	<b>\$6,121,442</b>	<b>\$4,605,929</b>	<b>\$1,430,166</b>	<b>\$6,036,095</b>	<b>\$85,347</b>	<b>1.39%</b>
<b>EXPENDITURES</b>						
SCHOOL COMMITTEE	\$6,800	\$7,301	\$585	\$7,886	(1,086)	-15.97%
SUPERINTENDENT	17,000	17,431	0	17,431	(431)	- 2.53%
LEGAL SERVICES	8,000	5,000	1,000	6,000	2,000	25.00%
DISTRICT INFO MANAGEMENT	68,100	67,286	384	67,670	430	0.63%
SCHOOL LEADERSHIP-BUILDING	22,900	23,919	878	24,797	(1,897)	- 8.29%
SPED SERVICES/SUPPLIES	117,500	74,551	16,837	91,388	26,112	22.22%
LIBRARIANS & MEDIA CENTER	3,850	3,127	0	3,127	723	18.79%
COURSE REIMBURSEMENT/PD	27,600	11,067	9,680	20,747	6,853	24.83%
TEXTBOOKS	38,500	35,919	973	36,892	1,608	4.18%
LIBRARY INSTRUCTIONAL MATERIALS	5,000	4,648	366	5,014	(14)	- 0.27%
INSTRUCTIONAL EQUIPMENT	12,700	10,613	2,228	12,842	(142)	- 1.12%
GENERAL SUPPLIES	49,600	44,777	2,347	47,124	2,476	4.99%
CLASSROOM INSTRUCT TECHNOLOGY	22,500	23,065	0	23,065	(565)	- 2.51%
GUIDANCE	3,500	6,107	0	6,107	(2,607)	-74.49%
MEDICAL/HEALTH SERVICES	3,150	1,786	0	1,786	1,364	43.30%
TRANSPORTATION SERVICES	239,879	191,595	52,784	244,379	(4,500)	- 1.88%
CUSTODIAL SERVICES	21,500	19,504	2,850	22,354	(854)	- 3.97%
MAINTENANCE OF BUILDINGS	125,550	105,849	8,436	114,285	11,265	8.97%
UTILITIES	125,500	129,525	17,161	146,687	(21,187)	-16.88%
<b>TOTAL EXPENDITURES</b>	<b>\$919,129</b>	<b>\$783,069</b>	<b>\$116,509</b>	<b>\$899,579</b>	<b>\$19,550</b>	<b>2.13%</b>
<b>TOTAL INDISTRICT OPERATING</b>	<b>\$7,040,571</b>	<b>\$5,388,999</b>	<b>\$1,546,675</b>	<b>\$6,935,674</b>	<b>\$104,897</b>	<b>1.49%</b>
<b>OOD TUITION &amp; TRANSPORTATION</b>						
TUITION TO NON-PUBLIC/OUT-OF-STATE	\$505,000	\$373,573	\$22,623	\$396,196	\$108,804	21.55%
TUITION TO COLLABORATIVES/MA PUBLIC	235,000	353,189	70,225	423,414	(188,414)	-80.18%
<b>Total Tuition</b>	<b>740,000</b>	<b>726,762</b>	<b>92,849</b>	<b>819,611</b>	<b>(79,611)</b>	<b>-10.76%</b>
TRANSPORTATION SERVICES	145,000	134,531	21,852	156,383	(11,383)	- 7.85%
<b>TOTAL OOD</b>	<b>\$885,000</b>	<b>\$861,293</b>	<b>\$114,701</b>	<b>\$975,994</b>	<b>(\$90,994)</b>	<b>-10.28%</b>
<b>TOTAL OPERATING</b>	<b>\$7,925,571</b>	<b>\$6,250,291</b>	<b>\$1,661,376</b>	<b>\$7,911,668</b>	<b>\$13,904</b>	<b>0.18%</b>
* Total Charged to CB	320,000	335,031	84,660	419,691	(99,691)	



# DRAFT PINE HILL IMPROVEMENT PLAN OVERVIEW 2024-2025



## MTSS

For the 2024-2025 academic year we will work to strengthen the Multi-Tiered System of Supports (MTSS) structures and systems within our elementary school to ensure equitable access to high-quality instruction and interventions for all students, leading to improved academic, social-emotional, and behavioral outcomes.

### 1. Strengthening Tier 1 instructional practices

- a. Professional Development for Universal Design for Learning (UDL)
- b. Professional Development for Responsive Classroom through school leadership structures and off-site trainings

### 2. Systematize Tiers 1, 2, and 3 through research-based tools

- a. Refining assessments
  - i. DIBELS through grade 5 (ELA)
  - ii. Additional phonics screeners in Kindergarten & 1 (ELA)
  - iii. Implementation of 95% group phonics lesson library (ELA)
  - iv. Pilot additional assessment STAR (Math and ELA)
  - v. Engage in sub-group-specific data analysis through data team structures
  - vi. Pilot Bridges curriculum for intervention and WIN blocks (Math)

### 3. Implement a school-wide Positive behavior intervention Support system

- a. Streamline and define expectations across all spaces through matrices and proactive teaching structures
- b. Celebrate, and positively reinforce student success
- c. Utilize restorative practices to repair harm done
- d. Solidify and increase counseling services for students who qualify for tier 2 and 3 supports



## ENHANCING MATH INSTRUCTION

For the 2024-2025 academic year we will work to enhance student achievement and engagement in mathematics through the successful implementation of a new mathematics curriculum and the integration of best mathematical practices. We aim to create a dynamic learning environment where all students have the opportunity to excel in mathematics and develop the critical thinking skills necessary for success in the 21st century.

### 1. Implementation of the new curriculum, Reveal

- a. Professional Development for all educators through school coaching structures and skilled staff developers
- b. Establish structures for teacher collaboration vertically within the school and across both elementary schools
- c. PLC Leader focus on math strategies and support for new curriculum
- d. Common assessments across the grades, within Reveal, Bridges and IXL

### 2. Integration of Best Mathematical Practices

- a. Math Coach will identify and disseminate evidence-based best practices
- b. Coaching, peer observation, and access to instructional materials to promote best mathematical practices
- c. Utilize PLC structure for collaborative planning with a math focus



# DRAFT PINE HILL IMPROVEMENT PLAN 2024-2025



## COMMUNICATION AND CONNECTION

For the 2024-2025 academic year, we will work to enhance communication and strengthen connections with caregivers by implementing regular, transparent updates on student progress and school events through multiple channels, including digital platforms and in-person meetings. We aim to foster a collaborative environment where caregivers feel informed, involved, and empowered to support their children's educational journey.

### 1. **Implementation of Parentsquare**

- a. Communication with families to promote the utilization
- b. Educator training to ensure usage consistency

### 2. **Caregiver Forums**

- a. Bi-monthly caregiver "chats" to share school-based happenings
- b. Virtual office hours to answer caregiver questions and form relationships

### 3. **Written Communication**

- a. Bi-weekly administrative newsletters, including Pine Hill Pages

# Pine Hill Handbook Changes 2024-2025 School Year

Cover	Formatting and design
p4	Updated letter to include 3 core values, Respectful, Responsible, Read to Grow Updated signatures on letter
Pg 5	Delete was blank
Page 13	Core values - Revised by adding the 3 Rs with examples, and changed descriptors. Bullets were the same in all three columns, this was updated to reflect categories. Minor shifts in language to mirror updated behavior matrix.
Pg 17	Deleted redundant paragraph
Page 32	Added, All student meals are subsidized by the state government. For the 2024-2025 school year, we're excited to introduce a breakfast program. Students can enjoy a variety of cold breakfast options, including fruit. Additional snacks can be purchased using student lunch accounts.
Page 39	Added updated behavior matrix
Page 15	Added in a line about restorative justice. “ whenever possible and appropriate a restorative approach will also be applied.” This is consistent with al 4 schools.
Page 26	<p>Added “or any other legally protected class” under the harassment section.</p> <p style="text-align: center;">The Dover-Sherborn Public Schools are committed to providing faculty, staff, and students with a learning and working environment that is free from harassment (verbal and/or physical) based on gender, race, religion, national origin, ethnic background, color, age, sexual orientation, gender identity, disability or any other legally protected class.</p>



**DRAFT**

**Sherborn School Committee and  
Dover School Committee**  
Meeting of April 2, 2024

Members Present:	Dennis Quandt (remote)	Liz Grossman
	Kristen Aberle	Jeff Cassidy
	Christine Walsh	Jessica Hole
	Rebecca Hammond	Martha Castle
		Goli Sepehr

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

**1) Call to Order**

Liz Grossman called the meeting to order 5:30 pm.

**2) Community Comments** - There were several comments from parents who opposed the adoption of Reveal Math and requested the decision be delayed so a public forum could be held allowing two way communication between community members, school committee members, and the administration.

**3) Math Curriculum Adoption** - Denny Conklin gave a presentation on the findings of the two year pilot to vet a new K-5 math curriculum. The full presentation can be found [here](#). After the thorough review of the research and data gathered and input from teachers and staff, the elementary leadership team and Assistant Superintendent recommend the adoption of Reveal Math.

*There were motions to adopt Reveal Math as the district's K-5 math curriculum.*

*DSC: motion by Jeff Cassidy, second by Martha Castle*

*VOTE: 5 - 0*

*SSC: motion by Becca Hammond, second by Kristen Aberle*

*VOTE: 4 - 0 via roll call*

**4) Request to Name a Bench in the Outdoor Classroom (Sherborn only)** - the CSA is requesting dedication of a bench in the new Outdoor Classroom to Dr. Brown in honor of her retirement and all of her support in bringing the space to life. A bench will be placed along the side of the shed and a mosaic plaque will be hung above it.

*Becca Hammond made a motion to accept the gift. Kristen Aberle seconded.*

*VOTE: 4 - 0 (via roll call)*

**5) Adjournment at 7:11 pm.**

Respectfully submitted,  
Amy Davis

## DRAFT

### Sherborn School Committee Meeting of May 7, 2024

Members Present: Dennis Quandt  
Kristen Aberle (remote)  
Christine Walsh  
Rebecca Hammond

Also Present: Beth McCoy, Superintendent  
Dawn Fattore, Business Administrator

#### 1) **Call to Order**

Dennis Quandt called the meeting to order at 5:30 pm in the DSMS Library.

#### 2) **Community Comments** - none

#### 3) **CAS Update** - Megha Kadiyala spoke about the work of the CSA over the school year.

#### 4) **Superintendent Comments** - Beth McCoy updated recent and upcoming meeting/events in the District including the Challenge Success Conference that was hosted by DS. Principal Barbara Brown updated the Committee on the principal transition as well as other staffing hires/vacancies at Pine Hill.

#### 5) **Financial Reports**

- Warrant Report
- FY24 Monthly Report as of April 30th
  - Salaries: there are no changes since the last report.
  - Expenditures: there are no material variances to report to date.
  - Out of District: there are no changes since the last report.

#### 6) **Discussion Items**

- Student Handbook: 1st read - the proposed changes were summarized and discussed.
- Pine Hill Cooling and Building Studies Update - the capital request of \$300,000 was approved at the Annual Town Meeting on April 24th. The last step is the ballot approval which will take place at the Town's elections on May 14th. If approved, the installation will take place over the summer. The draft report of the Facilities Assessment has been delivered and the Working Group has met with the architects. Further meetings are planned for the coming weeks to continue discussion of next steps. The report and suggested action steps will be presented at the June meeting.

#### 7) **Action Items**

- Policy Manual Updates: 2nd read

*Christine Walsh made a motion to approve the changes to the Policy Manual. Becca Hammond seconded.*

*24-09 VOTE: 4- 0 via roll call*

#### 8) **Consent Items**

- Approval of Minutes: March 12, 2024
- Donations - \$7,430 from the CSA.

*Christine Walsh made a motion to approve the Consent Agenda. Becca Hammond seconded.*

## **DRAFT**

*24-10 VOTE: 4 - 0 via roll call*

### **9) Informational Items**

- Pine Hill Newsletters
- Dover Sherborn Regional Committee minutes of February 6, 2024
- Dover School Committee Minutes of January 16, 2024

### **10) Items for June 4, 2024 meeting - Facilities Report**

Dennis Quandt and Amanda Brown were recognized and thanked for their years of commitment to the Sherborn School Committee.

### **11) Adjournment at 6:18 pm.**

Respectfully submitted,  
Amy Davis

**2023-2024**  
**PINE HILL ENROLLMENT**  
**As of May 1, 2024**

classroom total	Comments	Grade level total	Projected 2024-2025
K Connery	16		
K Jeffries	17		
K Sidman	17	50	59
1 Fabri	21		
1 Gird	22		
1 Losch	21	64	51
2 Edelglass	18		
2 Jarboe	17		
2 Mealey	18		
2 Parker	18	71	63
2 Custodio	21		
3 Ritchie	23		
3 Scobie	23	67	73
4 Aguilar	17		
4 Carter	18		
4 Hilton	18		
4 Santiano	19	72	66
5 Darrah	17		
5 Mackay	16		
5 Ross	18		
5 Solomon	19	70	74
<b>TOTALS:</b>	<b>394</b>	<b>394</b>	<b>386</b>
PreK – Stefanelli	15	15	
<b>TOTAL W/Pre-K</b>	<b>409</b>	<b>409</b>	

<b>SHERBORN SCHOOL COMMITTEE</b>	
(updated)	
	2024-25
<b>Chair</b>	
<b>Secretary</b>	
Finance	
<b>Warrants</b>	
Subcommittees	
<b>Superintendent's Evaluation</b> <i>Coordinates evaluation of the superintendent per DESE guidelines</i>	
<b>Union #50</b> <i>Three voting members (from each of the Dover and Sherborn School Committees) responsible for employment of the superintendent</i>	
<b>Personnel</b> <i>Reviews and approves sick bank requests</i>	
<b>Negotiations</b> <i>Participates in the collective bargaining process with the Dover Sherborn Educational Association</i>	
<b>Search Committees</b> <i>Participates in search committees for administrative positions as needed</i>	
<b>Policy</b> <i>Revises and proposes policies as needed for joint review by the school committees; conducts periodic policy manual reviews; identifies required policy review cycles</i>	
<b>Buildings &amp; Facilities</b> <i>Collaborates with the Business Administrator and Director of Facilities on annual approval of the Capital Plan</i>	
Liaisons	
<i>Serves as the key point of contact with each organization; attends meetings as requested</i>	
<b>Pine Hill CSA</b> (meets monthly; contact Ariana Delaney & Megha Kadiyala)	



<b>School Advisory Council</b> (meets monthly; contact Barb Brown)	
<b>Challenge Success</b> (meets monthly; contact Ellen Chagnon)	
<b>DS AIDE</b> (meets as needed; contact Beth McCoy)	
<b>METCO</b> (meets as needed; contact Monique Marshall Veale)	
<b>SEPAC</b> (meets monthly; contact Kate McCarthy)	
<b>Wellness</b> (meets annually; contact Ellen Chagnon)	
<b>Task Forces</b>	
<b>Communication</b> (meets as needed; contact Denny Conklin)	

## Approved 5.13.24

### Dover School Committee Meeting of March 14, 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 6:30 pm.

#### 2) Community Comments - none.

#### 3) FY25 Dover Schools Budget Hearing

Dawn Fattore presented adjustments to the FY25 Budget: transfer of Connections (GOALS) Educator from Pine Hill \$67,708; additional EA's for Connections Program \$32,353; reduction of one K classroom section based on enrollment (\$67,533); reduction of one K EA based on enrollment (\$28,153); utilize ESSER III funds to offset portion of new path curriculum (\$17,000), and OOD placement change due to Connections move to Dover (\$110,000) for a total decrease of (\$122,625).

FY25 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%; decreasing enrollment (25 classroom sections vs 26 in FY24); and continued trend budgeting for operating accounts.

The proposed FY25 Operating Budget is \$11,302,838 which is \$524,197 (5.57%) greater than FY24: in-District increase over FY24 is \$381,697 (4.64%) and Out-of-District increase is \$142,500 (5.57%).

*Jeff Cassidy made a motion to approve the FY25 Budget in the amount of \$11,302,838 as presented. Jessie Hole seconded.*

*24-02 VOTE: 5 - 0*

#### 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: Due to the increase in placements, tuition costs are projected to exceed budget by approximately \$920,000, comprised of \$600,000 from new placements and \$485,000 from changes in placements, offset by \$165,000 of savings from students leaving and graduating early. Transportation costs are projected to exceed budget by approximately \$90,000. Total projected OOD costs exceed budget by approximately \$1.0 million but is fully covered at this time by FY24 CB reimbursement.

#### 5) Superintendent Comments - Beth McCoy provided a brief update on recent and upcoming events in the District.

## Approved 5.13.24

### 6) Discussion Items

- Proposed Revisions ACCEPT Collaborative Agreement: 1st read
- Continued Discussion of 2024-25 School Calendar - committee members shared their thoughts on the school calendar question after the working group meeting and response from Town Counsel. There was consensus that regardless of the final decision of the committees the policy must be made easily understandable and students/families should be educated about all holidays.

### 7) Action Items

- Annual Vote on MA School Choice Law - MA General Law requires local school committees to vote annually as to whether or not the district will participate in School Choice (receive school choice students).

*Jeff Cassidy made a motion to have the Dover School not participate in School Choice program for the 2024-25 school year. Goli Sepehr seconded.*

*24-03 VOTE: 5 - 0*

- Approval of Student Opportunity Act Plan - The Student Opportunity Act (SOA), enacted in 2019, requires every district to set clear targets for improving disparities in achievement among student groups and develop a three-year plan to implement evidence-based strategies to meet those target. Denny Conklin presented the Dover SOA Plan highlighting the district's chosen evidence-based programs as well as the strategy to engage parents/caregivers and other stakeholders.

*Jeff Cassidy made a motion to approve the Student Opportunity Act Plan as presented. Goli Sepehr seconded.*

*24-04 VOTE: 5 - 0*

- Policy: METCO Representative to the School Committee 2nd read -

*Jeff Cassidy made a motion to approve the METCO Representative to the School Committee Policy as presented. Jessie Hole seconded.*

*24-06 VOTE: 5 - 0*

- PTO Request for use of Chickering School for Fundraiser - the Chickering PTO requested permission to use the Chickering School on May 4, 2024 to hold the Biennial Spring Auction and to serve alcohol at the event pending approval by the Town of Dover.

*Martha Castle made a motion to approve the PTO request as presented. Jessie Hole seconded.*

*24-07 VOTE: 5 - 0*

### 8) Consent Items

## **Approved 5.13.24**

- Approval of Minutes: January 16, 2024

*Goli Sepehr made a motion to approve the Consent Agenda. Jeff Cassidy seconded.  
24-08 VOTE: 5 - 0*

### **9) Informational Items**

- Chickering Newsletters
- Regional School Committee minutes of February 6, 2024
- Sherborn School Committee minutes of February 6, 2024

**10) Items for April 2, 2024 Meeting - math and literacy curriculum**

**11) Adjournment at 7:58 pm.**

Respectfully submitted,  
Amy Davis

**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) FY24 Dover Sherborn Regional School Budget Hearing**

Dawn Fattore presented the FY24 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 FY24 Operating Budget is \$28,877,195 which is \$904,655 (3.23%) greater than FY23. Dover's assessment increase is \$313,187 (2.42%) and Sherborn's is \$404,364 (3.61%). Capital requests for FY24 include: . The remaining projects totaling \$367,500 will be funding the Excess & Deficiency (E&D) funds.

**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%)



**Approved 5.7.2024**

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