Sherborn School Committee

Tuesday, October 15, 2024
6:30 PM

Dover-Sherborn Middle School Library
Livestream via Dover-Sherborn Cable Television

AGENDA

1. **Call to Order**
2. **Community Comments**

   https://meet.google.com/gre-owyp-oeu (will close after Community Comments)
3. **Superintendent Comments**
4. **CSA Co-Presidents-Irene Bassalee and Kara McDermott**
5. **Financial Reports**
   - Warrant Report
6. **Items of Discussion**
   - FY26 Budget Development Guidance Discussion
7. **Action Items**
8. **Consent Items** **A.R.**
   - Approval of Minutes September 24, 2024
   - Approval of FY25 Grants
9. **Informational Items**
   - October Enrollment Report
   - Dover School Committee Minutes - June 4, 2024
   - Dover-Sherborn Regional School Committee Minutes – September 10, 2024
10. **Items for November 12, 2024 Meeting**
11. **Adjourn**

NOTE: The listings of matters are those reasonably anticipated by the Chair, which may be discussed at the meeting. Not all items listed may, in fact, be discussed and other items not listed may also be raised for discussion to the extent permitted by law.

The Public Schools of Dover and Sherborn do not discriminate on the basis of race, color, sex/gender, gender identity, religion, national origin, sexual orientation, disability, or homelessness.



Sherborn School Committee Meeting

Tuesday, October 15, 2024

Superintendent's Update

GENERAL UPDATES

- Open Houses
- Arts Homecoming
- METCO Retreat
- Legal Updates
- Student Safety
- MCAS Analysis

Superintendent's Update



Superintendent's Update



Superintendent's Update

GOAL 1 - Best Practices

Further implement the District's 9 Best Practices to engage students as active learners in the development of skills depicted in the Dover-Sherborn Portrait of a Graduate.

- Identified core indicators
- Focusing classroom observations on Best Practices
- Calibrating observation write-ups and feedback

Superintendent's Update

GOAL 2 - Student Voice

Elevate student voice as a means to increase students' sense of belonging and inform classroom, school and district policy and practice

- Educators have analyzed Challenge Success Survey data
- Recruiting students for Superintendent Advisory Council
- Enlisting students to host a shadow for a day
- Collaborating with Challenge Success on "I Wish" campaign

Superintendent's Update

GOAL 3 - Streamlined Communication

Streamline tools and strategies to improve communication, increase collaboration and strengthen engagement with families and the community.

- Launched ParentSquare platform with educators & parents
- Providing ongoing in-person, virtual and written support to users
- Assigning parent leaders access to post messages
- Attending "Writing for Busy Readers" workshop

Superintendent's Update

STUDENT LEARNING GOAL

Calibrate and refine educator observations to ensure focused and constructive feedback relative to educator, school and district goals.

- Met with High School Department Chairs re: observations & feedback
- Working with evaluators to refine eductor goals
- Engaging in classroom observations with principals

Superintendent's Update

PROFESSIONAL PRACTICE GOAL

Engage with local, state and national superintendents to gain additional strategies to communicate with stakeholders, navigate challenges and maintain momentum on district goals and initiatives.

- Participated in Leading Now cohort training
- Meeting with assigned Leading Now coach
- Attended first New Superintendent Induction Program of the year
- Engaging in consultancy protocol with peers

Assistant Superintendent's Update

- Classroom visits & PLC leader meetings
- Data sweeps & data team meetings
- Planning for December 2 PD Day



Sample Student Learning Goals

By May 2024, Kindergarten students will increase their ability to blend and read simple CVC, CCVC words, and digraphs with one vowel sound by 50% over their midyear baseline scores on DIBELS assessments. This will be achieved through targeted instruction using *Fundations* and *Heggerty* to develop phonemic awareness and phonics skills.

By the end of the 2024-2025 academic year, first grade students will increase their oral reading fluency, focusing on reading accuracy, by 10% as measured by DIBELS assessments.

Through the use of Math Fact Lab and the program's use of visuals and routines, students will establish and utilize efficient computational strategies to build fluency.

Students will increase their engagement, **voice** and **collaboration** around their IEP Development using the New IEP Structure as a guide.

Sample Professional Practice Goals

I will implement the Reveal Math curriculum and focus on the Best Practice of student **voice** by implementing math talks in my daily math lessons.

I will implement the Reveal Math curriculum and focus on the Best Practice of **individualization** by differentiating instruction and utilizing the Depth of Knowledge questions in the student workbooks, leading small groups daily, and using math stations

By May 2025, I will implement instructional practices in math that provide students with opportunities to self-reflect on their progress and growth. This will involve incorporating structured self-assessment tools, such as exit tickets and hand signals, into math lessons.

I will share out and collect feedback from educators and families prior to Team Meetings in order to collaborate as well as individualize the New IEP process.

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Elizabeth M. McCoy, Superintendent
Denton Conklin, Assistant Superintendent

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

TO: Sherborn School Committee
FROM: Dawn Fattore, Business Administrator
DATE: October 11, 2024
RE: FY25 Approved Warrants

The following FY25 Accounts Payable Warrants were approved by one of the Committee's designated signers:

#	Date	Amount	Fund
1023	9/26/2024	$11,276.76	Circuit Breaker
1024	9/26/2024	$4,909.50	274 Grant
1025	9/26/2024	$5,231.25	General-OOD
1026	9/26/2024	$9,384.33	Food Service
1027	9/26/2024	$36,052.05	General-School
1029	10/10/2024	$1,420.00	Reap Grant
1030	10/10/2024	$6,742.00	Title IV
1031	10/10/2024	$15,330.92	Circuit Breaker
1032	10/10/2024	$27,516.96	General-OOD
1033	10/10/2024	$57,218.13	General-School

DRAFT

Sherborn School Committee
Meeting of September 24, 2024

Members Present:	Kristen Aberle
	Christine Walsh
	Megha Kadiyala
	Becca Hammond
	Nathaniel Jackson
	Kemberlie Grant, METCO Representative
Also Present:	Beth McCoy, Superintendent
	Denny Conklin, Assistant Superintendent
	Dawn Fattore, Business Administrator

1) **Call to Order**

Cristine Walsh called the meeting to order at 5:31 pm in the DSMS Library.

2) Community Comments - none

3) **Superintendent Comments -** Beth McCoy updated recent and upcoming meeting/events in the District. Assistant Superintendent Denny Conklin gave an update on the new Math Curriculum and ELA Curriculum evaluation.

4) Financial Reports

- Warrant Report
- FY25 Monthly Report - an initial projection was provided: there have been numerous post-budget staffing changes resulting in salary savings and there is a projected negative variance in OOD resulting from unanticipated transportation costs.
- FY24 Budget Closeout
  - Salaries: the year ended with a $86,148 (1.41%) positive variance resulting primarily from net savings from post-FY24 budget staffing changes.
  - Expenditures: there was a positive variance of $31,226 primarily related to savings in special education services due to in-district students being place OOD. Utility costs were were higher than budgeted but partially offset by savings in Maintenance of Buildings.
  - Out of District: tuition and transportation costs were $163,163 over budget. The negative variance resulted from unanticipated placements as well as changes in placements that resulted in higher costs. Additional Circuit Breaker funds covered $73,908 of the variance and the remaining balance was offset with salary savings from the in-district budget.
  - Summary of Results: a positive variance of $28,119 (0.35%) and a $121,607 balance in the Circuit Breaker fund.
  - Special Revenue/Revolving Funds: included for review

5) **Discussion Items**

- Pine Hill Improvement Plan: 2nd read

Kristen Aberle made a motion to approve the Pine Hill Improvement Plan. Megha Kadiyala seconded.
24-16 VOTE: 5 - 0 via roll call

6) **Action Items**

7) Consent Items

- District Superintendent Goals
- Technology Responsible Use Agreement - under “How should I interact with other people?”, change 3rd bullet to read: I will ask a teacher or parent before contacting someone online I don’t already know.
- Approval of Minutes: June 4, 2024

Kristen Aberle made a motion to approve the Consent Agenda as amended. Megha Kadiyala seconded.
24-17 VOTE: 5 - 0 via roll call

8) **Informational Items**

- Sub Committee Assignments
- Dover Sherborn Regional Committee minutes of March 20 & May 7, 2024
- Dover School Committee Minutes of May 13, 2024

9) Items for October 15, 2024 - FY26 Budget guidance

10) Adjournment at 6:26 pm.

Respectfully submitted,
Amy Davis

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Elizabeth M. McCoy, Superintendent
Denton Conklin, Assistant Superintendent

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

TO: Sherborn School Committee
FROM: Dawn Fattore, Business Administrator
RE: FY25 Grant Approval
DATE: October 11, 2024

We are requesting approval for the following Federal/State entitlement grants received by the Town of Sherborn/Sherborn School Committee. These grants have been applied for and approved by the appropriate grant authority. Please refer to the attached Summary of Grants from the FY25 Budget Book for additional details on how these funds are used to support school operations.

IDEA- SPED 240 Grant - Receive annually based on SPED demographics
- FY25 grant is **$95,674**

Early Child SPED Entitlement Grant 262 - Receive annually based on SPED demographics
- FY25 grant is **$2,829**

Title I Grant - Receive annually if low income % exceeds 2%
- FY25 grant is **$15,417**

Title IIA Grant – Receive annually
- FY25 grant is **$4,062**

Title IV A – ESSA Grant - Receive annually
- FY25 grant is **$10,000**

REAP Grant – Federal grant awarded annually to qualified rural community
- FY25 grant is **$49,007**

Sherborn Public School
FY25 Budget
Summary of Anticipated Grants

IDEA - SPED 240 Grant
- Funds salaries of special educational assistants (3)
- Receive annually based on SPED demographics
- FY24 grant is **$95,238**

Early Child SPED Entitlement 262 Grant
- Funds cost of program specific materials and supplies for Preschool program
- Receive annually from Mass. Dept. of Early Education and Care
- FY24 grant is **$2,803**

Title I Grant
- Funds salary of one EA interventionist and curriculum related materials
- Receive annually if low income % exceeds 2%
- FY24 grant is **$18,015**, FY23 grant was $41,095 (fluctuates based on low income %)

Title IIA Grant
- Funds used to cover cost of educator mentoring program
- Receive annually
- FY24 grant is **$4,849**

Title IV A – ESSA Grant
- Funds to build capacity and ensure that all students have access to a high quality educational experience
- Priorities are to support safe and healthy students and support effective use of technology
- FY24 grant is **$10,000**

REAP Grant
- Federal grant awarded annually to qualified rural community
- Funds salary for educational assistant dedicated to literacy support as well as a portion of Assistant Principal's salary
- FY24 grant is **$47,845**

Pine Hill October 1 Enrollment 2024

Grade	Sherborn	Boston
PreK	12	0
K	54	2
1	49	2
2	62	3
3	73	1
4	61	2
5	74	2
TOTAL	385	12

Approved 9.24.2024

Dover School Committee

Meeting of June 4, 2024

Members Present:	Jeff Cassidy
	Jessica Hole
	Martha Castle
	Goli Sepehr
	Kate Cook
Also Present:	Beth McCoy, Superintendent
	Dawn Fattore, Business Manager

1) **Call to Order**

Beth McCoy called the meeting to order 5:31 pm.

2) Welcome School Committee Member Kate Cook

3) Reorganization

Goli Sepehr made a motion to nominate Jeff Cassidy as Chair of the Dover School Committee. Kate Cook seconded.
24-13 VOTE: 3 - 0

Jeff Cassidy made a motion to nominate Goli Sepehr as Secretary of the Dover School Committee. Kate Cook seconded.
24-14 VOTE: 3 - 0

4) Community Comments - none.

5) Superintendent Comments - Beth McCoy provided a brief update on recent and upcoming events as well as thanking the Dover PTO for their appreciation of the faculty and staff.

6) Dover PTO - a member of the PTO walked through the highlights of the PTO events this past year.

7) Financial Reports

- Warrant Report
- FY24 Monthly Report as of May 31st
  - Salaries: there are no changes since the last report
  - Expenditures: there are no material variances to report.
  - Out of District: Dover is receiving $275,880 in additional reimbursement. This payment reflects an early distribution of FY25 expected CB reimbursement versus additional reimbursement and will be deducted from next year's payments. The Administration plans to work with the Town to apply approximately $90,000 of these funds to FY25. The adjusted CB reimbursement on the Status of Appropriations now reflects an increase of $185,880).

8) **Discussion Items**

- 2024-25 School Improvement Plan: 1st read

9) Action Items

- 2024-25 Proposed to Changes to Student Handbook: 2nd read

Kate Cook made a motion to approve the changes to the Policy Manual. Jeff Cassidy seconded.
24-15 VOTE: 3 - 0

- Donation: Hoops for Hyde Basketball Court -there are plans to move forward with the project as an estimated cost of $60,000. The construction is scheduled to be completed prior to the opening of the 2024-25 school year.

Kate Cook made a motion to accept up to $60,000 for the construction of a basketball court at Chickering Elementary School. Jeff Cassidy seconded.
24-16 VOTE: 3 - 0

10) Consent Items

- Approval of Minutes: April 2 and May 13, 2024

Kate Cook made a motion to approve the Consent Agenda. Jeff Cassidy seconded.
24-17 VOTE: 3 - 0

11) **Communication for Members**

- Subcommittee Assignments
- Enrollment Report
- Chickering Newsletters

12) Literacy Presentation with the Sherborn School Committee

13) Adjournment at 7:13 pm.

Respectfully submitted,
Amy Davis

Approved 10.8.2024

Dover-Sherborn Regional School Committee
Meeting of September 10, 2024

Members Present: Mark Healey
Colleen Burt
Kate Potter
Toa Ashk
Angie Johnson
Kevin Crotty

1) **Call to Order**

Mark Healey called the meeting to order at 5:30 pm in the Middle School Library.

2) **Community Comments -** none
3) **Student Council Representatives -** have not been appointed yet, will be at next month's meeting.
4) **Superintendent Comments -** Superintendent McCoy briefly reviewed the opening of school as she will be giving a more detailed report at the Joint meeting following this one.
5) **Financial Reports**
   - Warrant Report
   - FY24 Closeout
     - Revenues: total revenues exceeded budgeted revenues by $257,962 (0.92%), $230,000 of this variance was applied to FY25 Budget through use of E&D funds.
     - Salaries: surplus of $150,115 representing savings in several function codes due to post FY24 Budget staffing.
     - Expenditures: surplus of $136,199
     - Summary of Results: net result of operations was a surplus of $544,276. The School Committee approved several uses of E&D fund for FY25 including: $655,000 for capital projects and $230,000 for the FY25 operating budget leaving a proposed certified E&D fund balance of $785,918 (2.18% of the FY25 operating budget). The E&D and related financial schedules will be submitted to the Department of Revenue in the coming weeks.
     - Capital Projects Update: all projects are nearing completion.

6) **Discussion Items**
   - 2024-25 MS Student Handbook: 1st read - Ann Dever-Keegan, MS Principal, reviewed the Smartphone/Smartwatch Pilot Program which proposes that students who bring their devices to school secure them in a Yondr pouch. The proposed language for the DSMS Student/Family Handbook was provided.
   - Subcommittee Assignments
7) **Action Items**
8) **Consent Items**
   - Approval of Regional School Committee minutes of June 11, 2024
   - 2024-25 MS School Improvement Plan: 2nd read

- 2024-25 HS School Improvement Plan: 2nd read
- In-state High School Field Trip -

Colleen Burt made a motion to approve the Consent Agenda. Kevin Crotty seconded. 24-23 VOTE: 6 - 0

9) Informational Items

- Dover School Committee minutes of April 2 and May 13, 2024
- Sherborn School Committee minutes of April 2 and May 7, 2024
- Social Studies Pilot Program

10) Next Meeting: October 8th - enrollment report, testing and survey results

11) Adjournment at 6:40 pm.

Respectfully submitted, Amy Davis