Dover-Sherborn Regional School Committee

Tuesday, September 9, 2025
5:30 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. **Student Council Representatives**
4. **Superintendent Comments**
5. **Financial Reports**
   - Warrant Report
   - FY25 Closeout
   - Capital Project Update
6. **Items for Discussion**
   - Subcommittee Assignments
7. **Items for Approval**
8. **Consent Items** **A.R.**
   - 2025-2026 MS School Improvement Plan (2nd read)
   - 2025-2026 HS School Improvement Plan (2nd read)
   - Approval of Regional School Committee Minutes – June 10, 2025
   - Gifts – Athletics
   - Grant – Mass Cultural Council
9. **Informational Items**
   - Dover School Committee Minutes – May 13, 2025
   - Sherborn School Committee Minutes – May 6, 2025
10. **Next Meeting October 7, 2025**
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.

The Public Schools of Dover and Sherborn
157 Farm Street
Dover, MA 02030
Phone: 508-785-0036 Fax: 508-785-2239
www.doversherborn.org

Elizabeth M. McCoy, Superintendent
Denton Conklin, Assistant Superintendent

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

TO: Regional School Committee

FROM: Dawn Fattore, Business Administrator

DATE: September 5, 2025

RE: FY25 and FY26 Approved Warrants

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

Voucher #	Date	Amount
1275	6/17/2025	$539,217.77
1276	6/30/2025	$141,113.55
1277	6/30/2025	$48,400.48
1278	6/30/2025	$371,520.90
1279	6/30/2025	$38,511.89

The following FY26 Accounts Payable Warrants were approved by one of the Committee's designated signers:

Voucher #	Date	Amount
1017	7/17/2025	$1,290,433.53
1018	7/21/2025	$172,396.50
1019	8/1/2025	$85,568.70
1020	8/4/2025	$429,749.00
1021	8/7/2025	$87,058.45
1022	8/7/2025	$816,686.75
1048	8/28/2025	$213,253.82
1049	8/29/2025	$698,924.50
1050	9/1/2025	$436,259.60

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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: FY25 Financial Results and Year-End Requirements
DATE: September 5, 2025

The following reports as of June 30, 2025 are attached for your review:

a. General Fund Revenues
b. Status of Appropriations
c. Roll-forward of Excess and Deficiency
d. Special Revenue/Revolving Funds

General Revenues

Total Revenues exceeded budgeted revenues by **$256,435 (.89%)** comprised of the following variances:

- Positive variance in Chapter 70 of **$93,959** due to final state budget higher than Governor's initial budget (used for budget)
- Transportation reimbursement higher than projected Cherry Sheet by **$52,264** (approx. 84% reimbursement rate)
- Continue to see negative variances in Athletic Fees *(total of $39,855)* – will review family cap for FY27 Budget Process
- Favorable interest rates continued with Massachusetts Municipal Depository Trust (MMDT) resulting in a positive variance in interest income of **$145,573**
- **$175,000** of this variance applied to FY26 Budget through use of E& D Funds.

Status of Appropriations

The operating budget ended the year with a surplus of **$477,989 (1.66%)**. The key variances were:

- Salaries of **$379,621** (1.96%) representing:
  - Savings in several function codes due to reductions in FTEs (HR Director and 1.0 SPED Educator) and Post FY25 Budget staffing changes offset by additions of a .3FTE MS Wellness Educator and a .2FTE OT and a .2FTE EL due to student needs
  - Savings from reduction of two Educational Assistant positions based on student needs and some costs moved to grants
  - Negative variance in substitute costs due to various extended leaves.

- Expenditures of **$98,368** (1.04%) representing:
  - Negative variance in Legal services based on District needs in FY25
  - Negative variance in Districtwide Information Management from initiatives moved forward post FY25-Budget, for example Parent Square

- Savings in Gen Ed Other and Classroom Instructional Technology of approx. $40,000 related to the post FY-25 Budget implementation change for the World Language Lab upgrade. This was a one-time budgetary amount removed in FY26.
- Positive variance in SPED Services/Supplies based on the needs of the current cohort of students
- Negative variance in Textbooks and Related Software due to the expansion of on-line curriculum support programs as we continue to meet the needs of all students
- Positive savings in transportation due to lower Athletic transportation costs and lower fuel surcharge adjustments based on the price of diesel fuel
- Negative variance in Athletics due to increases in cost for fees, rentals, supplies and some one-time purchasing needs. This was accounted for in the FY26 Budget process where applicable.
- Negative variance in Maintenance of Buildings due to increase in needed repairs and costs of outside contractors. This was offset by savings in utilities.

- As a reminder, based on these known savings, RSC voted to approve **$350,000** of funding for the Turf Project in March and a **$75,000** transfer to the Unemployment Compensation Fund in June.

Summary of Results and Roll-forward of Excess and Deficiency

Net result of operations was a surplus of **$659,424** (net the $75,000 transferred to the Unemployment Fund). The Committee approved several uses of Excess & Deficiency funds for FY26 including **$175,000** for the FY26 operating budget and **$350,000** for the Turf Project leaving a proposed certified E&D fund balance of **$930,609** (3.20% of the FY26 operating budget). We are now within RSC's stated policy of a 3-4% E&D reserve. The roll-forward of Excess & Deficiency is included for your review.

Our E&D and related financial schedules will be submitted to the Department of Revenue in the coming weeks. We will inform the Committee when E&D is certified.

Special Revenue/Revolving Funds

Included for your review is the Statement of Special Revenue/Revolving Funds as of June 30, 2025.

End-of Year DESE Report

The Business Office is in the process of completing the FY25 EOYR report which is used by the Department of Education to determine the Region's compliance with net school spending as well as determining the current year's Chapter 71 Regional Transportation Reimbursement. The reporting deadline is September 30, 2025.

Annual Audit

R.E.Brown will be scheduled to begin the annual audit. We will keep the Committee updated on their progress and the timeline for presentation of the Audited Financial Statements.

Project Update

We will provide an update on our summer capital projects at Tuesday's meeting. Please mark your calendar for our first athletic contest on the new Turf Field scheduled for **September 26th at 6pm**!

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

Dover-Sherborn Regional School District

General Fund Revenues

as of June 30, 2025

	FY25 BUDGET	YTD RECEIVED	OPERATING VARIANCE	% OF BUDGET
DOVER ASSESSMENTS	$13,268,125	$13,268,125	$0	0.00%
SHERBORN ASSESSMENTS	11,613,962	11,613,962	$0	0.00%
CHAPTER 70, net	2,666,106	2,760,065	$93,959	3.52%
CHAPTER 71 (Transportation)	694,327	746,591	$52,264	7.53%
H/S ATHLETIC FEES	284,750	244,895	($39,855)	-14.00%
H/S PARKING FEES	52,500	52,500	$0	0.00%
H/S ACTIVITY FEE	15,000	16,875	$1,875	12.50%
M/S ACTIVITY FEE	7,425	9,195	$1,770	23.84%
MISC REVENUE	5,000	481	($4,519)	-90.38%
BANK INTEREST	40,000	185,573	$145,573	363.93%
NON-CASH ACTIVITY	0	5,368	$5,368	na
E&D UTILIZATION	230,000	230,000	$0	0.00%
TOTAL REVENUES	$28,877,195	$29,133,630	$256,435	0.89%

Dover-Sherborn Regional School District
Status of Appropriations as of June 30, 2025

	FY25 BUDGET	EXPENDED 30-Jun	OPERATING VARIANCE/ BUD. REMAINING	% OF BUDGET
SALARIES				
SCHOOL COMMITTEE	22,130	21,000	1,130	5.11%
SUPERINTENDENT	210,879	210,562	317	0.15%
FINANCE & HUMAN RESOURCES	295,529	172,783	122,746	41.53%
DISTRICTWIDE INFORMATION MGMT	251,328	244,735	6,593	2.62%
SPED/GUIDANCE ADMINISTRATION	507,228	504,728	2,500	0.49%
SCHOOL LEADERSHIP - BUILDING	782,892	746,726	36,166	4.62%
ACADEMIC LEADERS	153,674	153,966	(293)	-0.19%
EDUCATORS, CLASSROOM	10,814,663	10,838,493	(23,830)	-0.22%
EDUCATORS, SPED	2,055,667	1,927,877	127,790	6.22%
SUBSTITUTES	121,300	236,151	(114,851)	-94.68%
EDUCATIONAL ASSISTANTS,SPED	521,473	370,779	150,694	28.90%
LIBRARIANS	255,106	255,106	0	0.00%
BUILDING BASED PD	38,250	39,038	(788)	-2.06%
GUIDANCE	1,329,236	1,280,127	49,108	3.69%
PSYCHOLOGICAL SERVICES	199,273	199,273	0	0.00%
MEDICAL / HEALTH SERVICES	251,670	262,714	(11,044)	-4.39%
ATHLETICS	550,991	536,987	14,005	2.54%
OTHER STUDENT ACTIVITIES	202,544	205,919	(3,375)	-1.67%
CUSTODIAL & GROUNDS SERVICES	842,113	819,360	22,753	2.70%
TOTAL SALARIES	**$ 19,405,945**	**$ 19,026,325**	**$379,621**	**1.96%**
EXPENDITURES				
SCHOOL COMMITTEE	42,200	35,503	6,698	15.87%
SUPERINTENDENT	71,000	76,646	(5,646)	-7.95%
LEGAL SERVICES	38,000	60,209	(22,209)	-58.45%
DISTRICTWIDE INFO MGMT	102,300	127,200	(24,900)	-24.34%
SCHOOL LEADERSHIP - BUILDING	91,550	91,001	549	0.60%
GENERAL ED OTHER	54,600	27,239	27,361	50.11%
SPED SERVICES/SUPPLIES	71,500	49,250	22,250	31.12%
LIBRARIES & MEDIA CENTER	4,775	5,518	(743)	-15.55%
COURSE REIMBURSEMENT/PD	92,900	90,092	2,808	3.02%
TEXTBOOKS & RELATED SOFTWARE	76,500	95,158	(18,658)	-24.39%
LIBRARY INSTRUCTIONAL MATERIAL	29,800	25,903	3,897	13.08%
INSTRUCTIONAL EQUIPMENT	74,800	78,477	(3,677)	-4.92%
GENERAL SUPPLIES	161,225	144,549	16,676	10.34%
OTHER INSTRUCTIONAL SERVICES	19,200	16,683	2,517	13.11%
CLASSROOM INSTRUCTIONAL TECH.	188,350	164,286	24,064	12.78%
GUIDANCE	35,600	39,173	(3,573)	-10.04%
MEDICAL / HEALTH SERVICES	6,500	6,996	(496)	-7.62%
TRANSPORTATION SERVICES	1,068,000	1,022,177	45,823	4.29%
ATHLETICS	197,000	218,893	(21,893)	-11.11%
CUSTODIAL SERVICES	58,000	58,535	(535)	-0.92%
MAINTENANCE OF BUILDINGS	589,500	616,543	(27,043)	-4.59%
MAINTENANCE OF GROUNDS	63,000	54,693	8,307	13.19%
UTILITIES	641,750	562,929	78,821	12.28%
ER RETIREMENT CONTRIBUTION	845,000	836,241	8,759	1.04%
ER INSURANCE ACTIVE EMPLOYEES	3,175,000	3,166,694	8,306	0.26%
ER INSURANCE RETIRED EMPLOYEES	835,000	854,840	(19,840)	-2.38%
OTHER NON EMPLOYEE INSURANCE	114,000	123,254	(9,254)	-8.12%
LONG TERM DEBT RETIREMENT	710,000	710,000	0	0.00%
LONG TERM DEBT SERVICE	14,200	14,200	0	0.00%
TOTAL EXPENDITURES	**$9,471,250**	**$9,372,882**	**$98,368**	**1.04%**
TOTAL OPERATING	**$28,877,195**	**$28,399,206**	**$477,989**	**1.66%**

Dover-Sherborn Regional School District
Roll-forward of Excess and Deficiency
June 30, 2025

			E&D %
Certified E&D as of June 30, 2024		$796,185	2.76%
Results of operations:			
Revenue Surplus	256,435		
Operating Surplus	477,989		
Approved Transfer to Unemployment Fund	(75,000)		
total surplus		$659,424	
Uses of E&D:			
Approved for FY26 Operating Budget	(175,000)		
Approved for Capital	(350,000)		
total uses		($525,000)	
FY25 increase to E&D		*$134,424*	
Uncertified E&D as of June 30, 2025		$930,609	3.20%
Allowed E&D as of June 30, 2025		$1,454,367	5.00%
Amount under Allowed E&D as of June 30, 2025		($523,758)	

Dover-Sherborn Regional School District

Special Revenue/Revolving Funds as of June 30, 2025

SPECIAL REVENUE / REVOLVING FUNDS	07/01/2024 FUND BALANCE	REVENUE	EXPENDITURES / ENCUMBRANCES	06/30/2025 FUND BALANCE	NOTES:
ATHLETICS	$ 189,791	$ 6,600	$ 139,372	$ 57,018	Expenses reflect Bleacher/Press Box Project
BUILDING/PARKING	155,715	56,067	119,265	92,516	Expenses reflect Bleacher/Press Box Project and Custodial Coverage for Rentals
CAFETERIA	519,859	787,172	846,963	460,069	New steamer purchased ~ $30,000 with installation
CIRCUIT BREAKER	33,478	-	33,478	0	
HEALTH GRANT	0	24,000	24,000	0	
MISCELLANEOUS GIFTS*	162,869	54,200	185,449	31,620	Expenses reflect Bleacher/Press Box Project of $175,000
REGIONAL TRANSPORTATION	0	-	-	0	
SPORTS GIFTS	4,025	15,130	15,130	4,025	
UNEMPLOYMENT	35,669	75,928	26,244	85,353	Reflects $75,000 transfer from General Fund
FIDUCIARY / TRUST FUNDS					
H/S STUDENT ACTIVITY	140,416	-	-	146,747	Only Net Activity Reported
M/S STUDENT ACTIVITY	78,128	82,668	78,930	81,866	
OPEB INVESTMENT TRUST	1,638,712	495,216	5,659	2,128,268	FY25 Contribution was $250,000
TRUST/SCHOLARSHIP FUNDS	35,260	$1,830	3,800	33,290	

*See second page for detail

FUND 63	FY 25 Miscellaneous Gifts						
Gift/Donor	Purpose	7/1/2024 Fund Balance	Revenue	Expenditures	Encumbered	6/30/2025 Fund Balance	Notes
RESTRICTED GIFTS							
Alan Mudge Memorial Fund	Various - per Board Directives	83,087.84		75,000.00		8,087.84	$75,000 Bleacher/Press Box Project
CS Gift & DSEF & PTO	Challenge Success	12,371.86	3000	1,864.88		13,506.98	
SPAN DS	Wellness Programs	4,053.20	-	1,750.83		2,302.37	
Metco Gifts	Metco Support	5,044.74	1,200.00	833.70		5,411.04	
Anonymous Family	SpEd or Assistive Tech	6,000.00				6,000.00	
N.E. Patriots Foundation & BSN Sports	Football Program	1,384.00				1,384.00	
Leuders	Science	834.00				834.00	
Various	Bleacher/Press Box Project	50,000.00	50,000.00	100,000.00		0.00	DSCTV and DS Boosters funding
						0.00	
UNRESTRICTED GIFTS							
Various Gifts	Unrestricted	93.61		6,000.00		(5,906.39)	$6,000 grant to be received P.O.S.I.T.I.V.E library furniture
TOTAL		162,869.25	54,200.00	185,449.41	0.00	$31,619.84	
					FUND BALANCE	$31,620	

REGIONAL SCHOOL COMMITTEE (updated 09.05.25)	
	2025-26
Chair	Angie Johnson
Vice Chair	Jeff Cassidy
Secretary	Lindsay Nie
Finance	
Warrants & Payroll *Signs accounts payable and payroll warrants*	Jeff Cassidy
Subcommittees	
Superintendent's Evaluation *Coordinates evaluation of the superintendent per DESE guidelines*	Angie Johnson Jeff Cassidy
Personnel *Reviews and approves sick bank requests*	Jeff Cassidy
Negotiations *Participates in the collective bargaining process with the Dover Sherborn Educational Association*	Jeff Cassidy Mary Lowder
Search Committees *Participates in search committees for administrative positions as needed*	
Policy *Revises and proposes policies as needed for joint review by the school committees; conducts periodic policy manual reviews; identifies required policy review cycles*	Angie Johnson
Buildings & Facilities *Collaborates with the Business Administrator and Director of Facilities on annual approval of the Capital Plan*	Angie Johnson
Employee Benefits (INSERT)	
Liaisons *Serves as the key point of contact with each organization; attends meetings as requested*	
MS POSITIVE (meets monthly; contact President)	

HS PTO (meets monthly; contact President)	
MS School Advisory Council (meets monthly; contact Ann Dever-Keegan)	
HS School Advisory Council (meets monthly; contact John Smith)	Lindsay Nie
Challenge Success (meets monthly; contact Ellen Chagnon)	
METCO (meets as needed; contact Monique Marshall Veale)	
SEPAC (meets monthly; contact Kate McCarthy)	Mary Lowder
Wellness (meets annually; contact Kate McCarthy)	Jeff Cassidy
Athletic Advisory (meets three times annually; contact Emily Sullivan)	
Boosters (meets monthly; contact President)	
FOPA (meets monthly; contact President)	
Task Forces	
Communication (meets as needed)	Lindsay Nie

The Public Schools of Dover and Sherborn District Strategy 2023-2028

Dover Sherborn Middle School IMPROVEMENT PLAN

2025-2026

DISTRICT VISION

We will distinguish ourselves through innovative teaching and learning experiences that inspire all students to pursue their individual passion for learning and excellence while we continue to be a nationally recognized, high-performing school system.

MISSION

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

THEORY OF ACTION

If we are able to successfully inspire, challenge, and provide the necessary support for all of our students, ***then*** they will be equipped with the tools necessary to achieve their fullest potential in a rapidly changing society.

CORE VALUES

COMMITMENT TO COMMUNITY • EQUITY AND EXCELLENCE • RESPECT AND DIGNITY • CLIMATE OF CARE

STRATEGIC OBJECTIVES 2023-2028

EXCELLENCE & INNOVATION IN LEARNING
Maintain academic excellence and rigor while adapting practices to prepare graduates for success in a rapidly changing world.

CHALLENGE & SUPPORT ALL STUDENTS
Enhance programming to ensure all students are able to achieve their full potential within a supportive learning environment.

PROFESSIONAL LEARNING & GROWTH
Expand opportunities for professional growth and collaboration among educators in support of the District's vision for teaching and learning.

FAMILY & COMMUNITY ENGAGEMENT
Engage families and community members in the strategic pursuit of a shared vision and mission.

The Public Schools of Dover and Sherborn District Strategy 2023-2028

Dover Sherborn Middle School IMPROVEMENT PLAN

2025-2026

SAFE & SUSTAINABLE SPACES
Evaluate and update facilities to ensure safe, sufficient and sustainable spaces amidst a changing educational and environmental landscape.

DISTRICT GOALS 2024-25 (TB Updated)
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.
Student Voice Elevate student voice as a means to increase students' sense of belonging and inform classroom, school and district policy and practice.
Communication Strategy Streamline tools and strategies to improve communication and increase collaboration with families and the community.

SCHOOL IMPROVEMENT GOAL 1: Expand opportunities for professional growth & collaboration among educators in support of the District's vision for teaching and learning.

ACTION STEPS	PERSON(S) RESPONSIBLE	ANTICIPATED OUTCOMES & EVIDENCE
Continuation of our DSMS Best Practices 2.0. Provide space/time for professional opportunities for peer observations, collaboration and share outs.	Principal, Assistant Principal, Curriculum Leaders	Departmental & interdepartmental peer observations for '25-'26. Staff/department meeting direct PD and regular professional share outs.
Infuse, elevate and acknowledge our work around the DS Portrait of a Graduate	Principal, Assistant Principal, Team & Curriculum Leaders	Highlighting/Showcase current student-work that shows POG competencies. Adjustments to teaching and assessment reflect POG competencies.
Continue to grow and enhance our MTSS WIN block for both home-base WINs and Intervention WINs.	Principal, Assistant Principal, Team & Curriculum Leaders, ELA/Math Specialists, Teacher Interventionists	Using our Win Working Group's feedback around staff needs -provide the structure/support needed to ensure continued success and student engagement.

The Public Schools of Dover and Sherborn District Strategy 2023-2028

Dover Sherborn Middle School IMPROVEMENT PLAN

2025-2026

SCHOOL IMPROVEMENT GOAL 2: Refine and further implement district-wide routines, policies and systems that foster safe and supportive school environments for all students and staff.

ACTION STEPS	PERSON(S) RESPONSIBLE	ANTICIPATED OUTCOMES & EVIDENCE
Create a school community (staff, students, families) conversation and focus on Executive Functioning. Understanding, implementing and growing.	Principal, Assistant Principal, Team & Curriculum Leaders,	Establishment of a DSMS *Executive Function Focus Group* composed of staff who have specialty and interest in EF. This group will inform both the short-term and long-term EF plan for DSMS. Parent/Caregiver education.
Review, reflect and design next steps around the Challenge Success "I wish" data.	Central Admin, Principal, Asst. Principal, Guidance Staff, Team Leaders, Curriculum Leaders, all staff	Data points of: staff reflection & action, attendance, school refusal and Panorama survey results.
Continue to prioritize, implement and grow our restorative responses to student behavior.	Principal, Assistant Principal, Guidance staff	Collaboration with students, staff and families around student behaviors. A reduction in repeat behaviors. Implementation of revised Region Student Handbook

The Public Schools of Dover and Sherborn District Strategy 2023-2028

Dover Sherborn Middle School IMPROVEMENT PLAN

2025-2026

SCHOOL IMPROVEMENT GOAL 3: Maintain academic excellence & rigor while adapting practices to prepare graduates for success in a rapidly changing world. Continue to refine, grow and adapt our MTSS to current student needs and data.

ACTION STEPS	PERSON(S) RESPONSIBLE	ANTICIPATED OUTCOMES & EVIDENCE
Continue to develop, grow/support the role and capacity of our Literacy and Math specialists along with supporting teacher-interventionists in their roles.	Principal, Assistant Principal, Reading & Math Specialist, Asst. Superintendent Teacher Interventionists	Student data: IXL, MCAS, Team Data/Input, Open Architects Reflection/input from staff working directly within these roles.
Refine and enhance our MTSS WIN block for both home-base WINs and Intervention WINs.	Principal, Assistant Principal, Team & Curriculum Leaders, ELA/Math Specialists, Teacher Interventionists	Using our Win Working Group's feedback (students/staff) and family feedback and looking at data sources-implement adjustments that ensure continued success and student engagement.

SCHOOL IMPROVEMENT GOAL 4: Ensure that our buildings and grounds support strong instructional and extracurricular programs to meet the needs of our students and staff.

ACTION STEPS	PERSON(S) RESPONSIBLE	ANTICIPATED OUTCOMES & EVIDENCE
Utilize open spaces to be more community/collaborative for student-work/class gathering spaces including Intervention space. Grow our break/recess offerings for student social interactions.	Principal, Assistant Principal	Input from stakeholders re: needs Volume of use for community/collaborative space. Install 4-square courts and purchase indoor/outdoor equipment games based on student feedback.

The Public Schools of Dover and Sherborn Strategic Plan 2023-2028

Dover-Sherborn High School Improvement Plan 2025-2026

District Vision
We will distinguish ourselves through innovative teaching and learning experiences that inspire all students to pursue their individual passion for learning and excellence while we continue to be a nationally recognized, high-performing school system.
District Mission
The Dover Sherborn Schools share in the mission to inspire, challenge and support all students as they discover and pursue their full potential.
District Theory of Action
If we are able to successfully inspire, challenge, and provide the necessary support for all of our students, ***then*** they will be equipped with the tools necessary to achieve their fullest potential in a rapidly changing society.
District Core Values
The Dover Sherborn Schools commit to the following Core Values: **Commitment to Community** **Equity and Excellence** **Respect and Dignity** **Climate of Care**

Dover-Sherborn Strategic Objectives 2023-2028

Resource Allocation, Attainment, and Efficiency	***Further Strengthen Partnerships with Families and Communities***	***Ensure World Class Curriculum, Instruction, and Assessment***	***Ensure the Health and Wellbeing of Staff and Students***	***Maintain and Ensure Safe, Secure, State of the Art Facilities***
In an effort to provide the highest quality education in the most efficient and productive manner possible, evaluate district practices and protocols for securing and managing human and capital resources.	In an effort to broaden collaborative school relations with the parent and greater communities of Dover, Sherborn and Boston, , seek to strategically improve communications through the use of the latest technology and varied platforms, enhanced "professional development" for families and community members, and further develop relationships with community partners.	Given the complexities and diversification of the world, the shifting economic dynamic associated with globalization, and expansion of technology we will renew our focus on the offerings, programs, and learning experiences available in the Public Schools of Dover and Sherborn. We will seek to maintain our level of excellence, remain highly competitive, and continue to adapt to those best practices and offerings that will best prepare our graduates for success in the rapidly changing 21st century.	Through a commitment to student well-being both social-emotionally and physically, we will more deeply assess the learning experiences for our students. We will ensure program enhancements where necessary and a revision of policies or structures that may be hindering healthy student development. Recognizing that our teachers remain vital to the success of our system, we will respond to the increasing pressures on teachers, while seeking to strengthen their health and wellbeing through professional development and other focused efforts.	Ensure that all Dover Sherborn students are educated in safe and secure facilities that provide quality classroom, meeting, special education, and storage spaces, meeting reflective of the needs of the 21st Century learner.

Dover-Sherborn District Goals 2025-2026

Setting a Strategic Path - Establish a shared vision for teaching and learning that engages students as active learners in the development of skills depicted in the Dover Sherborn Portrait of a Graduate
Student well being*- Nurture a positive school culture and strong sense of belonging as a means to improve academic and social-emotional outcomes for all students.*
Communication*- Refine communication strategies relative to district goals and practices as a means to increase transparency and build trust with families and the community.*

School Improvement Goal 1: Create and implement a new library design that will enhance the opportunities for students and staff to create and collaborate			
District Strategic Objective	**Action Step**	**Person(s) Responsible**	**Evidence of Effectiveness**

Ensure World Class Curriculum, Instruction, and Assessment ***Maintain and Ensure Safe, Secure, State of the Art Facilities***	The School library is the heart and soul of our school. With upcoming renovations to the current space, this is an excellent opportunity to enhance and expand the use of the library in a way that supports teaching and learning, creates supportive spaces for student and staff collaboration and enables our students to infuse greater technology into their student experience. Research and purchase furniture and equipment that will maximize the opportunities to collaborate. ***UPDATE-Due to unforeseen delays the actual construction of new spaces will not take place until the summer of 2026.**	Librarian High School Administration Instructional Technology Select teachers District Business Manager	*Newly created instructional spaces, along with small breakout rooms will provide students and staff with additional areas to work and produce academic products. An Interdisciplinary course that puts student centered learning at the forefront, will be accessing this space as part of their instructional experience. The development of a maker space where students can use current technology to explore and create. Redesign of a laptop sign out where students can access the web as well as their Google classroom to complete assignments and conduct research

School Improvement Goal 2: *DSHS will continue to refine and expand our co-teaching models in the academic areas of Social Studies, English, Mathematics and Science*				
District Strategic Objective	**Action Step**	**Rationale**	**Person(s) Responsible**	**Evidence of Effectiveness**

Ensure World Class Curriculum, Instruction, and Assessment Given the complexities and diversification of the world, the changing economic dynamic, and expansion of technology we must ensure that the offerings, programs, and experiences available in the Public Schools of Dover and Sherborn are maintaining their excellence, highly competitive, and remaining adaptive to best prepare our graduates for success in their post-secondary lives.	After one full year of co teaching, we will be expanding our co teaching courses to a second course in English, Math, science and Social Studies.	Co teaching opportunities bring together the skills of general education teachers with that of special educators who understand proper modification and can help differentiate instruction so that all students in the general education classes can access the curriculum	Administration, Department Chairs, Special Educator Director, Co teaching teachers	Students will become more aware of the nine best practices. Connections will be made from the nine best practices to the tenants of the Portrait of a DS graduate. Students will have greater supports in order to access the general education curriculum
	Additional training will be provided for all co teachers and new co teachers will have additional common prep time to design modify and implement instructional activities and assessments that will provide all students with access to the full curriculum	When teachers work together across regular education and special education, they can significantly add to the success of response to intervention and other methods of assessing, identifying and teaching a wide range of students.	Administration Student Support Services Classroom teachers/Some Special Education staff	Positive feedback from student surveys. Students meeting and exceeding educational goals Positive collaboration among co teachers to support all students
	Teachers will continue to use the nine best practices as their focus when delivering instruction and creating assessments. This year we will examine high impact strategies that enhance the student experience and direct more of the implementation to the students rather than from the teacher to the students.	All students learn differently and there are numerous strategies that can assist students in creating a level playing field for learning. We are focused on high impact activities that allow students to maximize their personal opportunities for high level learning and	Administration, Department Heads, full faculty	Feedback from faculty as to key strategies used for student success Student survey feedback to learn what strategies students used and how this helped them show mastery of a topic.

School Improvement Goal 3: ***Greater teacher collaboration across all disciplines using the district's nine best practices***				
District Strategic Objective	**Action Step**	**Rationale**	**Person(s) Responsible**	**Evidence of Effectiveness**
Ensure World Class Curriculum, Instruction, and Assessment	Create professional development activities during faculty time, some half days and during our full day professional development in November to share exemplars of the nine best practices including high impact strategies that puts students at the center of their own learning.	In department head discussions throughout this past year, teachers and administrators discussed the need to share the nine best practices across all departments as a way to increase use of the nine best practices as well as examining new and creative ways to deliver instruction	Administration Department Chairs and full faculty	Professional developments activities that showcase exemplar examples of high impact learning from the nine best practices. Faculty feedback from surveys indicating positive learning from these opportunities More consistent observations of teaching implementing the nine best practices and high impact strategies in their everyday instruction.
	The Social Studies Department will engage in work this summer as well as during early release days in the 2025-2026 school year to create shifts in the World History and United States History in order to engage students in more modern world and United States history.	With a shift in the scope and sequence of Social Studies in grades 6-8, it is also imperative that the High School shifts some of their instructional content in order to engage students in understanding history of the world and our country over the last fifty years.	Administration Social Studies Department Head, Assistant Superintendent and members of the High School Social Studies department.	Elimination of some units of study. More content that is post 1970. Instruction in modern World and US History throughout all courses.

<u>School Improvement Goal # 4:</u> *Student Sense of Belonging- To foster a school environment where students feel a sense of belonging and connectedness, while also promoting safe behaviors and attitudes towards alcohol and drugs among the student body.*				
District Strategic Objective	**Action Step**	**Rationale**	**Person(s) Responsible**	**Evidence of Effectiveness**

Further Strengthen Partnerships with Families and Communities In an effort to broaden collaborative school relations with the parent and greater communities of Dover and Sherborn, seek to strategically improve communications through the use of the latest technology and varied platforms, enhanced "professional development" for families and community members, and further develop relationships with community partners.	Organize regular school-wide events that celebrate diversity, inclusion, and unity, such as club activities, talent shows, club/activity fairs, ice cream socials, sports tournaments, movie events and community service projects/field trips. - Encourage parents to actively participate in school activities, volunteer opportunities, and parent-teacher associations to strengthen the school-home partnership. Examine ways to increase student involvement across our various clubs, sports and organizations .	Through discussions with parents, students, faculty, local community members and all other stakeholders, there is still a need to increase overall spirit and connectedness within many of our extracurricular and club programs.	Administration, Athletics Department Guidance Department Performing Arts Department Full faculty Teacher Advisors PTO School Council Activity Advisors SPAN DS	Creating School Wide opportunities for students to get together outside of the school day to increase student spirit for their school as well as a greater understanding of each other Increased activities across the entire school year that bring students together Increased participation in clubs and activities Increased attendance at drama, music and sporting events through the school year Decrease in data (Metro west Youth Risk Survey) of students using alcohol and drugs as a means to cope with stress or the reason to gather with friends. Regularly assess student perceptions of belonging, connectedness, and attitudes towards alcohol and drugs through surveys, focus groups, and anonymous and general reporting mechanisms.

DRAFT

Dover-Sherborn Regional School Committee
Meeting of June 10, 2025

Members Present: Angie Johnson
Toa Ashk
Jeff Cassidy
Mary Lowder
Lindsay Nie

1) **Call to Order**
Beth McCoy called the meeting to order at 5:31 pm in the Middle School Library.

2) **Welcome Jeff Cassidy, Mary Lowder, & Lindsay Nie**

3) **Reorganization**

Jeff Cassidy made a motion to nominate Angie Johnson as Chair of the Regional School Committee. Mary Lowder seconded.
25-10 VOTE: 5 - 0

Angie Johnson made a motion to nominate Jeff Cassidy as Vice Chair of the Regional School Committee. Lindsay Nie seconded.
25-11 VOTE: 5 - 0

Jeff Cassidy made a motion to nominate Kevin Crotty as Secretary of the Regional School Committee. Toa Ashk seconded.
25-12 VOTE: 5 - 0

4) **Community Comments -** Bill Motley, Dover, spoke about his family's disheartening experience with bullying at DS. He feels the school has failed to handle incidents and procedures have been inconsistently applied. Colleen Burt, Dover, also spoke about concern with the school's handling of bullying incidents. She read three impact statements from those directly effected by bullying.

5) **Superintendent Comments -** Superintendent McCoy reviewed recent and upcoming events in the District including a thank you to faculty, staff, students, and parents/guardians for a successful year. She also reported that an independent investigator has completed a report on the dissemination of inappropriate, altered photos of students by middle school students for potential Title IX, bullying, and/or code of conduct violations. The report has been shared with families involved.

6) **Financial Reports**
   - Warrant Report
   - FY25 Monthly Operating Report
     - Revenues: $175,000 of E&D was approved as a funding source for FY26 budget reflecting the projected revenue surplus.
     - Salaries: $350,000 of the projected $400,000 variance in salaries was used for the Turf Project.

- Expenditures: a detailed analysis of operations will be provided at the September meeting with the final year end statements (as of June 30th)
- Projected E&D: the estimated E&D as of June 30, 2025 is $887,464 or 3.05% (within School Committee Policy of 3-4%).

7) Discussion Items

- 2025-26 MS School Improvement Plan: 1st read
- 2025-26 HS School Improvement Plan: 2nd read

8) Action Items

- Transfer to Unemployment Compensation Fund

Jeff Cassidy made a motion to transfer up to $75,000 to the Unemployment Compensation Fund. Lindsay Lie seconded.
25-13 VOTE: 5 - 0

- High School Athletic Handbook: 2nd read

Jeff Cassidy made a motion to approve the High School Athletic Handbook. Mary Lowder seconded.
25-14 VOTE: 4 - 0 (Toa Ashk no longer present)

- Appoint METCO Liaison to School Committee - Beth McCoy and the chairs of the school committees will work over the summer to find ways to grow and improve the role of METCO Liaison and bring the appointment back in a fall meeting.

9) Consent Items

- Re-Appointment of District Treasurer - Patrick Collins
- Regional School Committee minutes of May 6, 2025

Jeff Cassidy made a motion to approve the Consent Agenda. Lindsay Lie seconded.
25-15 VOTE: 4 - 0

10) Informational Items

- Subcommittee Assignments
- Class of 2025 Matriculation Report
- Sherborn School Committee Minutes - March 11, 2025
- Dover School Committee Minutes of March 6, 2025

11) Adjournment at 6:45 pm.

Respectfully submitted, Amy Davis

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*

To: DS Regional School Committee

From: Emily Sullivan & Cam Siciliano

Date: Friday, September 5, 2025

We request the DS Regional School Committee approve the in-kind donation of a sound system valued at approximately $45,944.50.The system will be installed on our press box.

Please let me know if you have any questions.

Sincerely,
Emily Sullivan

Emily Sullivan

DSHS Athletic Director

Cam Siciliano

Cam Siciliano

DSHS Assistant Athletic Director and Athletic Trainer

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

To: DS Regional School Committee

From: Emily Sullivan, DSHS Athletic Director

Date: September 5, 2025

We are requesting the Regional School Committee approve a $1,500 gift from the Dover Sherborn Boosters to cover the stipends associated with our summer weight room program. The program provides coaching and supervision of the weight room which is open to all DSHS students.

Please let me know if you have any questions.

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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: Elizabeth McCoy, Superintendent

RE: Mass Cultural Council Grant

Date: September 8, 2025

On behalf of the new Intersections of English & Art course at Dover-Sherborn High School, I request your approval to accept a $5,000 grant from the Mass Cultural Council.

As part of the Creative Experiences program, the grant will enhance the unit *"Responsibility and Progress."* This unit invites students to explore questions about our collective relationship with the environment and emerging technologies, considering how present-day choices shape the future of our community. Opportunities to extend learning beyond the classroom - through visits to local farms and interactions with artists and experts - will create authentic experiences grounded in real-world perspectives. Sharing their knowledge with the wider community will serve as both reflection and celebration, highlighting the power of connection and the importance of gathering around food.

Approved 6.3.25

Dover School Committee
Meeting of May 13, 2025

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

1) **Call to Order**

Jeff Cassidy called the meeting to order 6:30 pm.

2) Community Comments - none

3) Superintendent Comments - Beth McCoy updated recent and upcoming meeting/events in the District including Annual Town Meetings, and the update to all student handbooks over the summer.

Denny Conklin spoke about the recent look by the Administration at screen time in elementary classrooms. There will be a full re-visit of policy during the next year to align use of screens with best practices.

4) Financial Reports

- Warrant Report
- FY25 Monthly Report
  - Salaries - there are no changes to report since the last meeting
  - Expenditures - there are no changes to report since the last meeting
  - Out-of-District - there are currently 19 placements, which is two more than budgeted. The total negative variance in tuition costs is approximately $1,068,000, comprised of $860,000 from new placements and $430,000 from changes in placements (offset by $225,000 of savings from students leaving and graduating early).
  - Class size discussion - members of the committee discussed adding this item to a future agenda as there is interest in changing the current policy to lower class size and/or add more support.

5) **Discussion Items**

6) Action Items

7) Consent Items

- Approval of Minutes: March 4, 2025
- Annual School Committee vote on MA School Choice Law - not to participate
- Gifts: $800 from the Dover Cultural Council

Goli Sepehr made a motion to approve the Consent Agenda. Kate Cook seconded.
25-05 VOTE: 5 - 0

Approved 6.3.25

8) **Informational Items**
   - TEC Collaborative FY26 Budget
   - TEC Collaborative Quarterly Report
   - TEC Collaborative Agreement (effective July 1, 2025)
   - ACCEPT Collaborative Quarterly Report
   - Regional School Committee minutes of January 14 & February 4, 2025
   - Sherborn School Committee minutes of February 4, & March 11, 2025

9) Items for June 3, 2025 meeting - Reorganization, Literacy Review update

10) Adjournment at 7:21 pm.

Respectfully submitted,
Amy Davis

Approved 6.3.25

Sherborn School Committee
Meeting of May 6, 2025

Members Present:	Christine Walsh
	Megha Kadiyala
	Becca Hammond
	Kristen Aberle
Also Present:	Beth McCoy, Superintendent
	Denny Conklin, Assistant Superintendent

1) **Call to Order**

Kristen Aberle called the meeting to order at 5:32 pm in the DSMS Library.

2) Community Comments - none

3) Superintendent Comments - Beth McCoy updated recent and upcoming meeting/events in the District including Annual Town Meetings, and the update to all student handbooks over the summer.

4) Financial Reports

- Warrant Report
- FY25 Monthly Report
  - Salaries: the net savings due to post-FY25 Budget staffing is approximately $220,000.
  - Expenditures: material variance to report to date include SPED Services, Classroom Instructional Software, and Utilities. There were significant savings realized in SPED Services due to the relocation of the Connections Program to Chickering. Classroom Instructional Software is over-budget based on several instructional programs being expanded to enhance assessment capabilities.
  - Out-of-District: based on the current cohort of placements, there is a positive variance in tuition costs of approximately $115,000. Transportation costs are over-budget by $153,000 resulting in a negative variance of approximately $38,000. Based on the availability of funds, the use of CB reimbursement was increased by $30,000 to cover an increase in a placement cost.

5) **Discussion Items**

- Pine Hill HVAC Project Update - the final estimated cost of the project exceeded the approved amount of $400,000. The bid was posted with a base bid for the Library unit, first alternate for the Cafeteria unit, and a second alternate for the Auditorium unit. The lowest bid for all three units came in at $1,180,000. The Library installation price is $474,488. The Town agreed to used available supplemental reserve funds to add to the original project funding. The Cafeteria installation price is $268,744. Given the benefit of this unit to Food Services operations, DESE approved the use of $125,000 from the School Lunch Revolving Fund towards the project. The remaining cost of the install will be funded with current and projected rental fees assessed to SHEDA for the programs use of the Cafeteria space. The contract has been awarded and work is beginning. The completion date is set for mid-August. The Administration is researching option for funding the Auditorium unit.

6) **Action Items**

7) Consent Items

Approved 6.3.25

- Approval of Minutes: March 11, 2025

Christine Walsh made a motion to approve the Consent Agenda. Megha Kadiyala seconded. 25-06 VOTE: 4 - 0

8) **Informational Items**

- TEC Collaborative FY26 Budget
- TEC Collaborative Quarterly Report
- TEC Collaborative Agreement (effective July 1, 2025)
- ACCEPT Collaborative Quarterly Report
- Dover Sherborn Regional Committee minutes of February 4, 2025
- Dover School Committee Minutes of January 14, 2025

9) Items for June 3 2025 - Reorganization, Literacy update

Christine Walsh and Kristen Aberle were recognized and thanked for their years of service on the school committee.

10) Adjournment at 6:08 pm.

Respectfully submitted,
Amy Davis