



Sherborn School Committee

Tuesday, September 16, 2025

5:30 PM

Dover-Sherborn Middle School Library

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

AGENDA

1. **Call to Order**
2. **Community Comments**
[Google Meet Link](#) (community comments only)
3. **Superintendent Comments**
4. **Financial Reports**
 - Warrant Report
 - FY25 Financial Results
 - Update on Capital Projects
5. **Discussion Items**
6. **Action Items**
 - Appoint METCO Liaison to the School Committee **A.R.**
7. **Consent Items** **A.R.**
 - Pine Hill Improvement Plan (2nd read)
 - Approval of Minutes – June 3, 2025
 - Approval of Joint Meeting Minutes of the School Committees – June 10, 2025 (revised)
 - Approval of Gifts
8. **Informational Items**
 - Subcommittee Assignments
 - Dover School Committee Minutes - May 13, 2025
 - Dover-Sherborn Regional School Committee Minutes – March 4, 2025 & May 6, 2025
9. **Items for October 14, 2025**
10. **Adjourn**

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

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: Sherborn School Committee
FROM: Dawn Fattore, Business Administrator
DATE: September 12, 2025
RE: FY25 and FY26 Approved Warrants

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

#	Date	Amount	Fund
1121	6/5/2025	\$37,934.22	General-School
1122	6/5/2025	\$68,967.19	Circuit Breaker
1123	6/5/2025	\$22,700.00	Food Service
1124	6/5/2025	\$72,047.35	General-OOD
1125	6/5/2025	\$289,866.24	General-School
1128	6/18/2025	\$65.91	Title IIA
1129	6/18/2025	\$2,057.41	Title IV
1130	6/18/2025	\$11,276.76	Circuit Breaker
1131	6/18/2025	\$54,204.18	General-OOD
1132	6/18/2025	\$42,636.59	General-School
1133	6/18/2025	\$7,942.89	Food Service
1134	6/23/2025	\$2,953.13	General-School
1135	6/23/2025	\$2,242.92	General-School
1136	6/30/2025	\$3,007.81	General-OOD
1137	6/30/2025	\$4,387.63	Circuit Breaker
1138	6/30/2025	\$2,000.00	Title IV
1139	6/30/2025	\$477.65	Gift Fund
1140	6/30/2025	\$9,250.00	TNTP Math Grant
1141	6/30/2025	\$146.55	Title IIA
1142	6/30/2025	\$22,277.46	General-School
1143	6/30/2025	\$750.00	Bldg Rental Fund
1144	6/30/2025	\$2,085.17	General-School-FY25 Encumbrance
1145	6/30/2025	\$49,484.52	HVAC-CIP FY25 Encumbrance
1146	6/30/2025	\$7,050.26	General-School-FY25 Encumbrance
1147	6/30/2025	\$149,288.89	HVAC-CIP FY25 Encumbrance
1148	6/30/2025	\$3,948.79	General-School FY25 Encumbrance
1149	6/30/2025	\$31,226.59	HVAC-CIP FY25 Encumbrance

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

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

#	Date	Amount	Fund
1001	7/1/2025	\$60,579.00	Circuit Breaker
1003	7/17/2025	\$3,061.25	274 Sped Grant
1004	7/17/2025	\$36,928.89	General-School
1006	7/31/2025	\$24,493.61	ATM25-PH Flooring
1007	7/31/2025	\$13,003.74	Circuit Breaker
1008	7/31/2025	\$897.00	Food Service
1009	7/31/2025	\$3,467.05	Gift Fund
1010	7/31/2025	\$32,386.83	General-School
1012	8/14/2025	\$5,337.55	Gift Fund
1013	8/14/2025	\$9,186.75	Sawin Fund
1015	8/14/2025	\$60,136.81	General-OOD
1016	8/14/2025	\$54,161.28	General-School
1017	9/2/2025	\$4,034.47	Food Service
1018	9/2/2025	\$25,037.96	General-OOD
1019	9/2/2025	\$1,327.66	Gift Fund
1020	9/2/2025	\$26,729.91	Circuit Breaker
1021	9/2/2025	\$153,129.67	Bldg Rental Fund
1022	9/2/2025	\$300,000.00	ATM24-PH HVAC
1023	9/2/2025	\$53,501.26	General-School

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: Sherborn School Committee
FROM: Dawn Fattore, Business Administrator
RE: FY25 Financial Results and Capital Project Update
DATE: September 12, 2025

Attached for your review is:

- Status of Appropriations as of June 30, 2025
- Special Revenue/Revolving Funds as of June 30, 2025

Status of Appropriations

Salaries

The year ended with a **\$182,509** (2.9%) positive variance resulting primarily from net savings from post-FY25 budget staffing changes and further reductions in staffing from the move of the Connections Program to Chickering. These savings were offset by Post-FY25 Budget Staffing additions including a .2 FTE EL Educator, a .2 FTE Pre-School Director and two (2) SPED EAs due to the needs of the current cohort of students.

Expenditures

Operating expenditures had a positive variance of **\$21,002**. This primarily related to savings in special education services due to the shift of the Connections program offset by higher utility costs and additional costs approved for the HVAC project and charged against current year Maintenance of Buildings.

Out-of-District

OOD tuition and transportation costs were **\$40,307** over-budget as of June 30th. We budgeted for 13 placements and ended the year with 14. Based on the cohort of placements, there is a positive variance in tuition costs of approx. **\$110,000**. Transportation costs (due to placement changes) were over-budget by **\$150,000** resulting in a negative OOD variance of approx. **\$40,000**.

HVAC Approved Expenditures

As communicated in June, the Select Board approved the use of remaining FY25 School funds to explore an option to provide some form of improvement to the air handling system in the Auditorium. This study was completed and the Select Board approved, at the end of June, a change order to install an ERV system in the Auditorium. This system provides for fresh air exchange and heating capabilities but no air cooling. The change order was approximately \$155,000 with the Select Board approving the use of the School's operating budget surplus. You will see that notation at the bottom of the Status of Appropriation. This is in addition to the additional \$75,000 of supplemental reserves the Select Board approved in order to initiate the Library and Cafeteria project. See the Capital Project section below for a complete summary of the HVAC project.

Summary of results

The net results from operations based on the FY25 budgeted amount, taking into consideration the HVAC approved funds, is a positive variance of **\$8,204**.

Special Revenue/Revolving Funds

The roll-forward for the Special Revenue and Revolving Funds is included for your review. Information on FY25 expenses is included in the Notes section of the statement.

Capital Project Update

Below is a summary of the costs and funding sources of the HVAC Project which included a new RTU for the Library and Cafeteria and the ERV System for the Auditorium:

COSTS:

Base contract price (Library and Café)	\$743,232
Change order #1 (alternate for Auditorium)	<u>151,437</u>
TOTAL PROJECT COSTS	\$894,669

FUNDING SOURCES:

Approved Capital ATM24 – Town funded	\$300,000
Use of FY25 Surplus and Supplemental Funds	230,000
DESE approved use of Cafeteria Surplus Funds	125,000
Use of Building Rental Funds	<u>239,669</u>
TOTAL FUNDING	\$894,669

The Library and Cafeteria units are scheduled to be operational on Tuesday, September 16th. The Auditorium unit is scheduled for delivery in mid-October with the installation to take place thereafter. We appreciate the support from the Town for this initiative.

The other approved capital project for Pine Hill was flooring replacement (\$30,000) for the lower-level classrooms in the Library. The new flooring was installed in July.

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

Sherborn Public Schools
Status of Appropriations as of June 30, 2025

	FY25	EXPENDED	OPERATING VARIANCE/	% of
<u>SALARIES</u>	<u>BUDGET</u>	<u>30-Jun</u>	<u>BUD.REMAINING</u>	<u>BUDGET</u>
SUPERINTENDENT	\$142,711	\$142,712	(1)	0.00%
BUSINESS AND FINANCE	119,935	107,015	12,920	10.77%
DISTRICT INFO MANAGEMENT	81,610	81,578	32	0.04%
SPED ADMINISTRATION	219,893	233,760	(13,867)	- 6.31%
SCHOOL LEADERSHIP-BUILDING	350,888	346,570	4,318	1.23%
ACADEMIC LEADERS	35,746	36,323	(576)	- 1.61%
EDUCATORS, CLASSROOM	3,108,513	2,930,216	178,297	5.74%
EDUCATORS, SPED	1,039,608	928,413	111,195	10.70%
SUBSTITUTES	34,000	39,180	(5,180)	-15.24%
EDUCATIONAL ASSISTANTS	394,948	490,778	(95,830)	-24.26%
LIBRARIANS & MEDIA CENTER	127,553	155,088	(27,535)	-21.59%
BUILDING BASED PD	20,250	19,381	869	4.29%
GUIDANCE COUNSELORS	145,120	128,491	16,629	11.46%
PSYCHOLOGICAL SERVICES	118,925	118,925	0	0.00%
MEDICAL/HEALTH SERVICES	102,556	104,066	(1,510)	- 1.47%
CUSTODIAL SERVICES	256,925	254,176	2,749	1.07%
TOTAL SALARIES	\$6,299,181	\$6,116,673	\$182,509	2.90%

<u>EXPENDITURES</u>				
SCHOOL COMMITTEE	\$6,800	\$10,584	(3,784)	-55.65%
SUPERINTENDENT	17,950	18,215	(265)	- 1.47%
LEGAL SERVICES	8,000	5,000	3,000	37.50%
DISTRICT INFO MANAGEMENT	67,700	68,031	(331)	- 0.49%
SCHOOL LEADERSHIP-BUILDING	22,900	27,480	(4,580)	-20.00%
SPED SERVICES/SUPPLIES	96,000	19,772	76,228	79.40%
LIBRARIANS & MEDIA CENTER	3,850	5,139	(1,289)	-33.48%
COURSE REIMBURSEMENT/PD	27,600	22,027	5,573	20.19%
TEXTBOOKS	60,000	66,451	(6,451)	-10.75%
LIBRARY INSTRUCTIONAL MATERIALS	6,000	4,923	1,077	17.95%
INSTRUCTIONAL EQUIPMENT	12,700	10,859	1,841	14.49%
GENERAL SUPPLIES	49,000	37,022	11,978	24.44%
CLASSROOM INSTRUCT TECHNOLOGY	22,500	33,433	(10,933)	-48.59%
GUIDANCE	3,500	5,200	(1,700)	-48.57%
MEDICAL/HEALTH SERVICES	2,275	1,736	539	23.71%
TRANSPORTATION SERVICES	245,854	241,653	4,201	1.71%
CUSTODIAL SERVICES	21,500	20,716	784	3.65%
UTILITIES	133,000	159,162	(26,162)	-19.67%
MAINTENANCE OF BUILDINGS	126,500	155,225	(28,725)	-22.71%
TOTAL EXPENDITURES	\$933,629	\$912,627	\$21,002	2.25%

TOTAL INDISTRICT OPERATING	\$7,232,810	\$7,029,299	\$203,511	2.81%
-----------------------------------	--------------------	--------------------	------------------	--------------

OOD TUITION & TRANSPORTATION

TUITION TO NON-PUBLIC/OUT-OF-STATE	\$352,000	\$126,376	225,624	64.10%
TUITION TO COLLABORATIVES/MA PUBLIC	512,000	627,633	(115,633)	-22.58%
Total Tuition	864,000	754,009	109,991	12.73%
TRANSPORTATION SERVICES	145,000	295,298	(150,298)	-103.65%
TOTAL OOD	\$1,009,000	\$1,049,307	(\$40,307)	- 3.99%

TOTAL OPERATING	\$8,241,810	\$8,078,606	\$163,204	1.98%
------------------------	--------------------	--------------------	------------------	--------------

HVAC Approved Expenditures			\$155,000	
<i>net results for FY25</i>			\$8,204	0.10%

* Total Charged to CB	375,000	406,334	(31,334)	
-----------------------	---------	---------	----------	--

Sherborn Public School
Special Revenue/Revolving Funds as of June 30, 2025

<u>SPECIAL REVENUE / REVOLVING FUNDS</u>	<u>FUND BALANCE @ 07/01/24</u>	<u>REVENUE</u>	<u>EXPENDITURES/ ENCUMBRANCES</u>	<u>FUND BALANCE @ 06/30/25</u>	<u>Notes:</u>
BUILDING RENTAL	\$ 103,878	\$ 230,183	\$ 304,926	\$ 29,134	Revenue from SHEDA Rental Fees/Expenses include consulting costs for HVAC project, custodial coverage for building rental and encumbrance for HVAC project
CAFETERIA	190,342	224,396	342,025	72,712	Reflects \$125,000 encumbrance for HVAC project
CIRCUIT BREAKER	121,607	515,188	406,334	230,461	Does not reflect prepay of \$60,579
GIFT FUND	965	8,288	2,177	7,076	See page 2 for details
NON-RESIDENT TUITION	52,756	-	-	52,756	
PINE HILL PRESCHOOL	157,788	76,448	33,970	200,267	
SAWIN GIFT FUND	7,384	-	206	7,177	
FIDUCIARY FUND					
STUDENT ACTIVITY FUND	\$ 4,969			\$ 4,969	Student Activity Fund balance per School

FY25 Pine Hill - Miscellaneous Gifts							
Gift/Donor	Purpose	Bal Fwd @ 07/01/2024	Revenue	Expenditures	Encumbered	Balance @ 06/30/2025	Notes
<u>GIFT FUND</u>							
Various	PH Library Book Fund	\$ 965.31	0.00	924.78		40.53	
CSA	Educator grants		6,030.81			6,030.81	
Peace Abbey	SPED Department		1,000.00			1,000.00	
Middlesex Savings Bank			1,257.00	1,252.63		4.37	Book room grant
		\$ 965.31	8,287.81	2,177.41	0.00	\$ 7,075.71	
						\$ 7,076	



PINE HILL 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.

SAFE & SUSTAINABLE SPACES





PINE HILL SCHOOL IMPROVEMENT PLAN

2025-2026

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

DISTRICT GOALS 2025-26

EDUCATOR COLLABORATION

Provide opportunities for educators to share Best Practices across classrooms and further expand their repertoire of instructional strategies aimed at student engagement and deeper learning.

DATA-INFORMED DECISION-MAKING

Convene a PK-12 data team to analyze district data and further implement a culture of data-informed decision-making relative to student growth and achievement within each school.

SAFE & SUPPORTIVE SCHOOLS

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

SCHOOL IMPROVEMENT GOAL 1: For the 2025-2026 academic year, we will work to refine and strengthen Math 2.0 instructional practices to ensure rigorous, engaging, and inclusive math instruction for all learners.

ACTION STEPS	PERSON(S) RESPONSIBLE	ANTICIPATED OUTCOMES & EVIDENCE
Continued Coaching and Support: Maintain intensive coaching cycles with the Math Coach to deepen instructional strategies and promote best practices across classrooms. Data-Driven Instruction: Expand use of structured data protocols to monitor student progress and inform targeted math interventions. Project-Based Learning Integration: Fully embed activity-based and project-based learning from the Reveal curriculum to enhance real-world application and critical	Principal Assistant Principal Special Education Coordinator Instructional Math Coach Educators	Ongoing, collaborative coaching cycles with the Math Coach will cultivate deeper instructional expertise and promote consistent use of high-impact strategies across classrooms — <i>evidence: coaching logs, peer-visit reflections</i> Systematic use of structured data protocols will help teachers monitor progress, adjust instruction in real time, and implement targeted math interventions to address student needs — <i>evidence: data-team documents, intervention rosters, and improved benchmark-assessment growth scores.</i> Embedding activity- and project-based tasks from the Reveal





PINE HILL SCHOOL IMPROVEMENT PLAN

2025-2026

thinking. • Scope and Sequence Refinement: Revisit and adjust the math scope and sequence based on year-one implementation data and teacher feedback to improve pacing and coherence. • Professional Development: Provide ongoing PD focused on differentiation and instructional scaffolds, with a priority on supporting diverse learners, including MLs and students with disabilities.		curriculum will enhance student engagement, critical thinking, and real-world application of math concepts — <i>evidence: authentic-task exemplars, planned PBL experiences at each grade level.</i> Refining the math scope and sequence using year-one implementation data and teacher feedback will improve pacing, ensure coherence across grades, and support smoother instructional flow — <i>evidence: updated pacing guides</i> Ongoing professional development focused on differentiation and scaffolding will strengthen teachers' capacity to meet the needs of all learners, including ELLs and students with disabilities — <i>evidence: PD attendance and reflection logs, lesson-plan artifacts showing scaffolds, and subgroup gains on common assessments.</i>
---	--	---

SCHOOL IMPROVEMENT GOAL 2: For the 2025-2026 academic year, we will work to build staff capacity to use data effectively and collaborate purposefully to meet the needs of all students.

ACTION STEPS	PERSON(S) RESPONSIBLE	ANTICIPATED OUTCOMES & EVIDENCE
--------------	-----------------------	---------------------------------





PINE HILL SCHOOL IMPROVEMENT PLAN

2025-2026

• Refined Data Teams (Data Teams 2.0): Strengthen data team protocols to analyze subgroup data (ELLs, Special Education, and economically disadvantaged students) and develop responsive instructional strategies. Design clear, actionable intervention plans with embedded progress-monitoring checkpoints. • Professional Learning Communities (PLCs): Strengthen PLCs by aligning each session to a focused structure using a bank of protocols in addition to teacher education around Open Architects and better utilizing this as a data tool. • Cross-Grade Vertical Teams: Promote vertical collaboration to ensure instructional coherence across grade spans and support student transitions. Include peer observations. • Data Tools and Capacity Building: Continue training and support for the effective use of tools such as IXL, DIBELS, and Bridges to inform instruction and measure growth.	Principal Assistant Principal Special Education Coordinator Instructional Math Coach Instructional Literacy Coach Educators	Refined Data Teams 2.0 will deepen subgroup analysis (ELLs, Special Education, economically disadvantaged) and generate clear intervention plans with built-in progress checks, leading to more equitable growth and faster response to learning gaps — <i>evidence: data-team agendas and protocols, and increases in benchmark scores for identified subgroups.</i> Strengthened PLCs will follow a focused protocol bank and integrate Open Architects as a robust data source, resulting in tighter collaborative planning and more targeted instructional adjustments — <i>evidence: PLC minutes showing protocol usage, and use of Open Architects reports</i> Cross-grade vertical teams with peer observations will enhance instructional coherence across grade spans, smoothing student transitions and reducing skill gaps between grades — <i>evidence: vertical-team activities embedded in faculty meetings</i> Continued training on IXL, DIBELS, and Bridges will build staff capacity to interpret data accurately and tailor instruction, yielding measurable growth in foundational skills and fluency — <i>evidence: PD attendance logs, and longitudinal performance reports generated from each tool.</i>
--	---	---

SCHOOL IMPROVEMENT GOAL 3: For the 2025-2026 academic year, we will work to celebrate effective instruction and student success while strengthening social-emotional learning and community connections.

ACTION STEPS	PERSON(S) RESPONSIBLE	ANTICIPATED OUTCOMES & EVIDENCE
--------------	-----------------------	---------------------------------





PINE HILL SCHOOL IMPROVEMENT PLAN

2025-2026

• Instructional Walks: Conduct grade-level instructional walks focused on content-specific best practices and SEL integration. • Shout-Outs: Recognize staff for effective instructional and PBIS-aligned strategies through internal communications. Feature effective strategies and celebrations in the family newsletter to highlight classroom success and promote transparency. • Shared Staff Text: Use an anchor picture book as well as a professional text to promote positively and create a shared vision with the Pine Hill Staff. • Scenario-Based SEL Practice: Implement monthly SEL scenarios aligned with PBIS expectations to promote student reflection and community values. • Positive Student Celebrations: Continue school-wide and classroom-based PBIS recognition through events, assemblies, and daily acknowledgments.	Principal Assistant Principal Special Education Coordinator Educators	Regular grade-level instructional walks will surface and spread content-specific best practices while modeling seamless SEL integration, resulting in more aligned, high-quality instruction school-wide — <i>evidence: walkthrough schedules and feedback forms, teacher reflection notes, and upward trends on targeted indicators in observation rubrics.</i> Systematic “shout-outs” in internal channels and the family newsletter will elevate exemplary instructional and PBIS-aligned strategies, boosting staff morale and accelerating adoption of proven practices — <i>evidence: newsletter spotlights, and increased classroom use of highlighted strategies.</i> A shared anchor picture book and professional text will cultivate a common language and a unified, positive vision among staff, strengthening culture and guiding classroom implementation — <i>evidence: staff-meeting discussion artifacts, read-alouds in all 22 classrooms, minutes from PLC with references to shared professional text</i> Monthly scenario-based SEL activities tied to PBIS expectations will deepen student reflection and reinforce community values, leading to more consistent positive behaviors — <i>evidence: scenario lesson materials, and reductions in minor behavior incidents</i> Ongoing school-wide and classroom PBIS celebrations will recognize positive student choices, increasing motivation and nurturing a supportive climate — <i>evidence: behavior-referral trends, and feedback from celebration events.</i>
--	---	---

DRAFT

Sherborn School Committee Meeting of June 3, 2025

Members Present: Megha Kadiyala
Becca Hammond
Nathaniel Jackson (remote)
Kemberlie Grant (remote)
Also Present: Beth McCoy, Superintendent
Denny Conklin, Assistant Superintendent

1) **Call to Order**

Beth McCoy called the meeting to order at 6:01 pm in the DSMS Library.

2) Literacy Presentation - Denny Conklin and the Literacy Coaches reviewed the process to date. The criteria to evaluate programs have been determined and that work will be done over the summer. Piloting a new program (if necessary) will start in the fall of 2026 with full implantation planned for the 2027-2028 school year.

3) Welcome Katherine Hayes Manzolini and William Alfano

4) **Reorganization**

Megha Kadiyala made a motion to nominate Rebecca Hammond as Chair of the Sherborn School Committee. Nathaniel Jackson seconded.
25-08 VOTE: 3 - 0 via roll call

Rebecca Hammond made a motion to nominate Megha Kadiyala as Secretary of the Sherborn School Committee. Nathaniel Jackson seconded.
25-09 VOTE: 3 - 0 via roll call

5) Community Comments - none

6) Superintendent Comments - Beth McCoy updated recent and upcoming meeting/events in the District including the remaining events on the 2024-25 calendar and thanked faculty, staff, students, and parents/guardians for a successful year.

7) **Financial Reports**

- Warrant Report
- FY25 Monthly Report
 - Salaries: there are no changes to report since the last meeting.
 - Expenditures: the costs of an additional consulting contract with the engineering firm for a potential change order for the HVAC project (to include improvements to the HVAC system in the Auditorium) has been encumbered. The Town approved use of current year funds to cover the cost.
 - Out-of-District: there are no changes to report since the last meeting.

8) **Discussion Items**

- 2025-26 School Improvement Plan: 1st read
- FY26 Capital Projects - the Administration is pursuing a change order to improve the ventilation and heating in the Auditorium at the request of the Town.

9) **Action Items**

DRAFT

- 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.

10)Consent Items

- Approval of Minutes: May 6, 2025

*Megha Kadiyala made a motion to approve the Consent Agenda. Becca Hammond seconded.
25-10 VOTE: 3 - 0 via roll call*

11)Informational Items

- Subcommittee Assignments
- Dover Sherborn Regional Committee minutes of May 6, 2025
- Dover School Committee Minutes of March 5, 2025
- FY26 Projected Enrollment

12)Adjournment at 6:47 pm.

Respectfully submitted,
Amy Davis

DRAFT

Dover-Sherborn Regional School Committee
Dover School Committee
Sherborn School Committee
Union #50 Superintendency Committee
Meeting Minutes June 10, 2025

Present:

Dover School Committee

Goli Sepehr

Jessie Hole

Kate Cook

Kevin Bielke

Sherborn School Committee

Rebecca Hammond

Megha Kadiyala

Nathaniel Jackson

Katie Manzolini

Bill Alfano

Dover-Sherborn Regional School
Committee

Angie Johnson

Jeff Cassidy

Toa Ashk

Mary Lowder

Lindsay Lie

1. Call to order – The meeting was called to order at 6:48 PM in the DSMS Library.

2. Union #50 Reorganization

Kate Cook made a motion to nominate Becca Hammond as Chair of the Union #50 Committee.

Megha Kadiyala seconded.

Vote in favor: Becca Hammond, Megha Kadiyala, Nathaniel Jackson, Goli Sepehr, and Kate Cook.

Jessie Hole made a motion to nominate Goli Sepehr as Vice-Chair of the Union #50 Committee.

Kate Cook seconded.

Vote in favor: Becca Hammond, Megha Kadiyala, Nathaniel Jackson, Goli Sepehr, and Kate Cook.

3. Community Comments - none

4. Superintendent Comments -

- Superintendent McCoy spoke about recent and upcoming events in the district including graduation, recognition ceremonies, and summer projects for the Administration.

5. Discussion Items

- Homework & Holiday Task Force Update - Denny Conklin spoke about the pilot of the Homework & Holiday guidelines and the positive feedback that was received in review of the past school year. The Administration will continue to work to enforce the guidelines.

6. Action Items

- Approval to invite Dover Selectman and Sherborn Select Board to designate a member to serve on the School Committee Negotiating Team.

Jeff Cassidy made a motion to invite the Dover Selectman and the Sherborn Select Board to designate a member to serve on the School Committee Negotiating Team. Mary Lowder seconded.

DRAFT

Vote in favor: Angie Johnson, Toa Ashk, Jeff Cassidy, Mary Lowder, and Lindsay Nie
Megha Kadiyala made a motion to invite the Sherborn Select Board to designate a member to serve on the School Committee Negotiating Team. Bill Alfano seconded.

Vote in favor: Becca Hammond, Nathaniel Jackson, Bill Alfano, Kate Manzolini, and Megha Kadiyala

Kate Cook made a motion to invite the Dover Selectman to designate a member to serve on the School Committee Negotiating Team. Kevin Bilky seconded.

Vote in favor: Goli Sepehr, Kevin Bilky, Jessie Hole, and Kate Cook.

7. Consent Agenda

- Appoint Elizabeth McCoy to TEC and ACCEPT Board of Directors
- Approval of minutes - April 29, 2025 minutes

There were motions to approve the Consent Agenda.

RSC: motion by Jeff Cassidy, second by Mary Lowder.

Vote in favor: Angie Johnson, Toa Ashk, Jeff Cassidy, Mary Lowder, and Lindsay Nie

SSC: motion by Megha Kadiyala, second by Nathaniel Jackson

Vote in favor: Becca Hammond, Nathaniel Jackson, Bill Alfano, Kate Manzolini, and Megha Kadiyala

DSC: motion by Kate Cook, second by Jessie Hole

Vote in favor: Goli Sepehr, Kevin Bilky, Jessie Hole, and Kate Cook.

8. Informational Items

- Draft School Committee 2025-26 Meeting Schedule
- Class of 2025 Matriculation Report

9. Adjourn at 7:50 pm to Executive Session to discuss strategy with respect to collective bargaining, not to return to Open Session.

Respectfully submitted, Amy Davis

The Public Schools of Dover and Sherborn

157 Farm Street

Dover, MA 02030

Phone: 508-785-0036 Fax: 508-785-2239

www.doversherborn.org



Elizabeth M. McCoy, Superintendent
Denton Conklin, Assistant Superintendent

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

TO: Sherborn School Committee

FROM: Allison Gullingsrud, Principal

RE: Donations from SAWIN Fund and CSA

DATE: September 3, 2025

SAWIN Grant

On behalf of Pine Hill School, we request your approval to accept a generous grant donation of \$15,000.00 from the SAWIN Fund. This grant was awarded to Pine Hill through the efforts of our Art Teacher, Librarian, Technology Teacher, and Music Teacher.

- **Outdoor Learning Hub Sculptures**

Pine Hill School is seeking to commission artist Marty Kelley to create a series of interactive sculptures for the new Outdoor Learning Space. These pieces inspire creativity, connect students with nature, and serve as a lasting representation of our commitment to art and environmental education.

- **Music Program - Barred Instruments**

Our music program uses barred instruments daily, and additional bass xylophones and mallets ensure all students have access to high-quality instruction. These instruments support performances like the Grade 4 Mashup and enrich lessons in improvisation, rhythm, and collaboration from kindergarten through fifth grade.

- **Makerspace Expansion**

Pine Hill's Makerspace provides students with hands-on opportunities in STEAM through tinkering, design, and exploration. The program now includes 2nd-grade students and features a monthly "Genius Hour," where parents and community members share their expertise to spark curiosity and connect learning to the real world.

CSA Grants

On behalf of Pine Hill School, we request your approval to accept a generous grant donation of \$9,250.00 from our CSA for a new outdoor learning space through the Raise the Paddle live auction fundraiser, and additionally \$6,030.81 for teacher grants. This grant (total grant donation of \$15,280.81) was awarded to Pine Hill through the efforts of the entire school staff.

SHERBORN SCHOOL COMMITTEE (updated 8/26/25)	
	2025-26
Chair	Becca Hammond
Secretary	Megha Kadiyala
Finance	
Warrants <i>Signs accounts payable and payroll warrants</i>	Megha Kadiyala Becca Hammond (back up)
Subcommittees	
Superintendent's Evaluation <i>Coordinates evaluation of the superintendent per DESE guidelines</i>	Nathaniel Jackson
Union #50 <i>Three voting members (from each of the Dover and Sherborn School Committees) responsible for employment of the superintendent</i>	Becca Hammond Megha Kadiyala Nathaniel Jackson
Personnel <i>Reviews and approves sick bank requests</i>	Kate Manzolini
Negotiations <i>Participates in the collective bargaining process with the Dover Sherborn Educational Association</i>	Becca Hammond Megha Kadiyala
Search Committees <i>Participates in search committees for administrative positions as needed</i>	Kate Manzolini
Policy <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>	Bill Alfano
Buildings & Facilities <i>Collaborates with the Business Administrator and Director of Facilities on annual approval of the Capital Plan</i>	Nathaniel Jackson
Liaisons <i>Serves as the key point of contact with each organization; attends meetings as requested</i>	
Pine Hill CSA (meets monthly; contact CSA President)	Megha Kadiyala

School Advisory Council (meets monthly; contact Allison Gullingsrud)	Megha Kadiyala
Challenge Success (meets monthly; contact Ellen Chagnon)	Becca Hammond
METCO (meets as needed; contact Monique Marshall Veale)	Nathaniel Jackson
SEPAC (meets monthly; contact Kate McCarthy)	Bill Alfano
Wellness (meets annually; contact Kate McCarthy)	Becca Hammond
Task Forces	
Communication (meets as needed)	Kate Manzolini

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

Dover-Sherborn Regional School Committee
Meeting of March 4, 2025

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

1) Call to Order

Mark Healey called the meeting to order at 6:31 pm in the Middle School Library.

2) Community Comments - none

3) Continued Discussion on FY26 Budget

- the FY26 Norfolk County Retirement System appropriation notice was received and the amount due is in line with the FY25 amount. The projected 8% increase (\$68,000) was removed from the FY26 Budget.
- the adjusted increase for Healthcare Premium based on approved rates is 5.4%, resulting in a reduction of \$125,000 in the FY26 Budget line item.
- retiree healthcare premium expenses were also recalculated based on approved rates and an increase of \$8,200 is needed.
- A single bid from the existing service provider was received for FY26-28 Transportation services. The contract terms will be discussed at the Joint Meeting on April 1st. The increase for the first year of the contract is in line with the budget.
- Version 3.0 is now an overall budget increase of 0.73%, down from 2.06% in Version 1.0.

4) Vote to Certify FY26 Operating Budget

Colleen Burt made a motion to approve the utilization of \$175,000 of June 30, 2024 certified Excess & Deficiency funds for the FY26 Budget. Kate Potter seconded.

25-04 VOTE: 6 - 0

Kevin Crotty made a motion to adopt the FY26 Budget in the amount of \$29,087,346 which is reduced by estimated receipts and available funds in the amount of \$4,157,781 for a net amount to be assessed to the member town of \$24,929,565 and that the Treasurer be authorized to certify this budget in the apportioned share of each town based on the statutory method. Angie Johnson seconded.

25-05 VOTE: 6 - 0

5) Financial Reports

- Warrant Report
- FY25 Monthly Operating Report
 - Revenues: the first Chapter 71 transportation payment has been received and reflects an 80% reimbursement rate.
 - Salaries: it is projected there will be a positive variance in salaries of at least \$325,000

Approved 5.6.25

- Expenditures: there are no changes to report
- FY24 Wrap-up: the auditors completed their fieldwork in February.

6) Discussion Items

7) Action Items

- Use of E&D for FY26 Capital Project

Colleen Burt made a motion to transfer \$350,000 of June 30, 2024 certified Excess & Deficiency funds to the Region's Capital Fund to cover a portion of the costs for approved FY26 Capital Projects, subject to the approval of the remaining project costs by the Member Towns. Toa Ashk seconded.

25-06 VOTE: 6 - 0

- Approve Inter Municipal Agreement (IMA) for Capital Project

Kevin Crotty made a motion to approve estimated remixing FY26 Capital Project costs of \$1,600,000 to be funded by Member Towns based on FY26 Capital Costs Assessment percentages, Dover \$858,000 (53.65%) and Sherborn \$741,600 (46.35%).

25-07 VOTE: 6 - 0

8) Consent Items

- Regional School Committee minutes of April 4, 2025
- Annual School Committee Vote on MA School Choice Law

Colleen Burt made a motion to approve the Consent Agenda. Kevin Crotty seconded.

25 - 08 VOTE: 5 - 0

9) Informational Items

- GASB74/75 - Summary of Results
- Sherborn School Committee Minutes - November 12, 2024
- Dover School Committee Minutes of November 19, 2024

10)Next Meeting: May 6th

11)Superintendent Comments - Superintendent McCoy reviewed recent and upcoming events in the District including recent classroom visits, the METCO Legislative Breakfast, and the TriCounty Roundtable with legislators.

12)Adjournment at 7:51 pm.

Respectfully submitted, Amy Davis

Dover-Sherborn Regional School Committee

Meeting of May 6, 2025

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

1) Call to Order

Mark Healey called the meeting to order at 6:37 pm in the Middle School Library.

2) Community Comments - none

3) Student Council Representatives - an update on recent Student Council events including a blood drive, Teacher Appreciation week, and Town Hall meetings was given.

4) Superintendent Comments - Superintendent McCoy reviewed recent and upcoming events in the District including Annual Town Meetings, and the update to all student handbooks over the summer.

5) Financial Reports

- Audited FY24 Financials - Bob Brown from RE Brown presented the audited statements.
- Warrant Report
- FY25 Monthly Operating Report
 - Revenues: there is a projected negative variance in Athletics and miscellaneous revenue accounts.
 - Salaries: an Assistant to the Business Administrator was hired as of mid-April with a realized savings of approximately \$30,000 based on the position being partially filled/vacant since July.
 - Expenditures: there are no changes to report

6) Discussion Items

- District Competency Determination (1st read) - Under MA State Law, students must satisfy the requirements of the “competency determination” (CD) in order to graduate from high school. With the recent passage of Question 2 in November 2024, future MCCAS testing will no longer satisfy the requirement of the CD. The DSHS Administration recommended removing MCAS as a graduation requirement for the District with the assurance that DSHS will continue to ensure that the state standards are covered by the end of each course and the academic rigor of the course is preserved, if not enhanced. The curriculum will not change, what will change is the faculties ability to engage all students in relevant content. Kevin Crotty mentioned that the vote at the local level was in favor of keeping MCAS as a graduation requirement and suggested a survey of parents should be done before the committee votes. The Administration will come back to the June meeting with a suggested plan and timeline for discussing/voting on this item.
- Updates to Athletic Handbook (1st read) - recommended changes were presented for discussion.

7) Action Items

Approved June 10, 2025

8) Consent Items

- Grants - METCO Grant - \$42,644 in additional funds (total grant for FY25 - \$382,526); CSHS Nursing Grant - \$10,000 in additional funds (total grant for FY25 - \$24,000)
- Regional School Committee minutes of March 4, 2025

Colleen Burt made a motion to approve the Consent Agenda. Kate Potter seconded.
25 - 09 VOTE: 5 - 0

9) Informational Items

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

10)Next Meeting: June 10th - Reorganization

Mark Healey and Kate Potter were recognized and thanked for their years of service on the school committee.

11)Adjournment at 8:25 pm.

Respectfully submitted, Amy Davis