NOTICE

DOVER-SHERBORN REGIONAL
SCHOOL COMMITTEE MEETING
SEPTEMBER 10, 2019 6:30 P.M.
DOVER-SHERBORN REGIONAL MIDDLE SCHOOL LIBRARY
(Members of the public are welcome to attend.)
Regional School Committee members include: Ms. Anne Hovey, Chair, Ms. Maggie Charron, Vice-Chair,
Ms. Judi Miller, Secretary, Ms. Kate Potter, Mr. Michael Jaffe, Ms. Lynn Collins

AGENDA

1. Call to Order
2. Community Comments
3. Reports:
   • Assistant Superintendent – Ms. Beth McCoy
   • Superintendent- Dr. Andrew Keough
   • DSHS Student and Headmaster’s Report – Mr. Smith
   • DSMS Student and Headmaster’s Report- Mr. Kellett
   • Athletic Director- Ms. Emily Sullivan
4. Financial Reports
   • FY19 Closeout
   • FY20 Operating and Capital Update
5. Consent Agenda
   • Approval of Minutes June 11, 2019
   • Field Trips
6. Communication (For Members Information)
   • 2019-20 School Committee Meeting Schedule
   • Subcommittee Assignments
   • Sherborn School Committee May 14, 2019 minutes
   • Dover School Committee May 20, 2019 minutes
8. Items for October 7, 2019 Meeting
9. Adjournment

Executive Session: -contract negotiations – not to return to open session

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.
To: Dr. Andrew Keough, Superintendent  
From: Elizabeth McCoy, Assistant Superintendent  
Re: September School Committee Meeting  
Date: September 5, 2019

LEADERSHIP RETREAT

Our annual Leadership Retreat was held on August 15 & 16 at the Connors Retreat Center in Dover. The objectives of the retreat included:

- Provide opportunities for relationship building among all members of the administrative team
- Process lessons learned from Finland and their relation to other DS initiatives
- Identify current practices to celebrate and areas for growth in our evolution as a district
- Develop next steps in the implementation of the Portrait of a DS Graduate
- Identify focus indicators for educators/administrators as part of the professional growth process
- Establish goals for the leadership team as it continues to develop as a professional entity
- Share updates relative to ongoing committee work
- Outline schedules and objectives for the opening of school

The highlight of the retreat was a fishbowl conversation involving seven of our rising seniors. The students were asked to reflect upon and discuss learning experiences (K-12) with the greatest impact, opportunities they have had to practice 21st century skills, and advice they have for district leaders as we continue to grow as a leading district. Among many insightful comments, the strongest messages revolved around the impact of positive relationships between faculty and students and the importance of applying content knowledge to relevant real-world situations. As a result, the leadership team has identified two indicators on which they will focus their classroom observations - classroom climate and culture, and student engagement. This will allow evaluators to highlight the efforts of many of our educators and coach others as we all reflect upon and refine our practice.

ENVISIONING DS, 2035

Sixty-five of our educators convened on August 21 to engage in a full-day workshop around envisioning the future of the Dover Sherborn Public Schools. The objectives of the day included:

- Explore the skills and attributes required of our students for success in the 21st century
- Examine global trends in curriculum, instruction and assessment
- Identify current DS practices to celebrate and perpetuate
- Envision the school/classroom of 2035 based on the above
- Develop a multi-year action plan to make our vision a reality
The day began with a Destination Imagination instant challenge that allowed teachers to engage with colleagues from across the district while practicing collaboration, communication, critical thinking and problem solving within the contexts of science, math, history and the arts. From there, educators learned about educational trends in Finland from our building principals and participated in a book discussion of *What Schools Could Be* by Ted Dintersmith. Highlighting areas of possibility for DS as well as challenging some of Ted’s beliefs, educators then had an opportunity to converse with him via Skype and ask pointed questions about his work with schools across the country. The afternoon involved building-based teams engaging in the “Bold Steps” protocol, identifying action steps to bring our district from the realities of 2019 to a shared vision for 2035. Each team then presented their plan to their respective school at the first faculty meeting in September. Follow-up conversations with small groups of educators via department, team and grade-level meetings are now underway.

Feedback from the day included:

- “The atmosphere was positive overall. People definitely seemed to want to be there, and were willing to engage in meaningful dialog about the future of education. The day was also well-structured, and I liked how we got to work with people we didn't know well in the morning, but with people in our buildings in the afternoon. Overall the program was very good.”
- “The level of organization was excellent, this set a very comfortable environment that facilitated good conversations and sharing of ideas. Mixing up the time with activities, hearing about the trip to Finland, Skyping with Ted, working with colleagues from all schools made the day very positive.”
- “I hope that the ideas presented by the faculty are seriously considered and utilized to implement change in the coming years.”
- “At the high school, we should start this work at the department level by having honest and thoughtful conversations about what we are seeing in our classrooms and what we want our classrooms, students, and skills to look like in a few years (not as far off as 2035).”
- “Allot time for that purpose. I liked your emphasis on the good things that were already happening that we can build on. Also, assurance that risk-taking will be supported by the administration at all levels.”
- “Let's come up with specific action plans to tackle many of the "bridges" that ended our sessions today. Maybe break up into initiative groups...”
- “December 2 sounds amazing- I hope we can cross school lines and visit different grades to see the work taking place at all levels!”

Many thanks to those who participated and will serve as conversation leaders moving forward:

**Chickering:** Melissa Baker, Jodi Emerson, Kathy Gillis, Stephen Harte, Michelle Hugo, Allison Parker, Nancy Powers, Ana Winters

**Pine Hill:** Teresa Bien-Aime, Jim Carnes, Stephanie Edelglass, Kelly Hodge, Susan Jarboe, Lee Jeffries, Georgia Lanier, Anna Martignetti, Pam Ritchie, Laurie Ryan, Rachel Santiano, Cindy Sidman

**Middle School:** Sara Collins, Joanne Draper, Maria Fiore, Leonie Glen, Judy Gooen, Jeff Herrmann, Dara Johnson, Lauren Lamanna, Erin Newman, Kim Phelan, Karen Raymond, Allison Rice, Amanda Rogers, Laura Romer, Sandra Sammarco, Cathy Simino, Marsha Sirull
**High School:** Mary Andrews, Janae Barrett, Janice Barry, Carly Blais, Josh Bridger, Lisa Brodsky, Meriwether Burruss, Joseph Catalfano, Linda Cento, Kanee Chlebda, Allison Collins, Gretchen Donohue, Carly Eckles, Jeff Farris, David Gomez, Nick Grout, Scott Huntoon, Keith Kaplan, Lindsay Li, Laura McGovern, Kelly Menice, Brendan O’Hagan, Kelly Owen, Dianne Pappafotopoulos, Mike Sweeney, Greg Tucker

**LITERACY WORK**

The two literacy specialists at the elementary level are well-underway with coaching cycles, modeling lessons and analyzing data to provide appropriate supports and interventions for students. In the meantime, we are convening a PK-12 English team to work with Dr. Jacy Ippolito and colleagues, the literacy consultants we collaborated with last year at the middle school level. Approximately 15 English teachers, special educators and ELL tutors will engage in a two-day summit in late September, the first day focused on developing common beliefs around reading instruction and developing a PK-12 continuum of tiered interventions, and the second day on writing. We look forward to continuing to refine our English program and aligning our curriculum and instruction as we carry out the action plan that resulted from the 2017-18 curriculum review.

**PROFESSIONAL DEVELOPMENT OPPORTUNITIES**

School-based professional development this year will focus on sharing best practices as related to the Strategic Plan (and by design, the Portrait of a DS Graduate):

- Expand opportunities for districtwide professional sharing and team building.
- Design and implement professional development opportunities that further support and develop educators as fluent users of technology, with an aim of increasing student digital literacy and broader implementation of compelling, engaging, and relevant learning experiences.
- Design and implement professional development opportunities that emphasize student-centered instructional practices and foster self-driven independent learning.
- Investigate and implement models of authentic assessment (i.e. Universal Design for Learning) that include ongoing gathering and sharing of (formative) data for continuous improvement of teaching and learning.
- Ensure that learning experiences are horizontally and vertically aligned and emphasize creativity, innovation, critical thinking, design thinking, problem solving, communication, collaboration, and global competency.

Early release days will allow educators to share strategies for inquiry, project-based and personalized learning, increased student engagement, promoting a positive classroom environment, among others. The full day of professional development on December 2 will be an opportunity for teachers to share their magic district-wide as we continue to celebrate “excellence and rigor while adapting best practices and programs to prepare graduates for success in a rapidly changing world.”

As for additional professional development opportunities, we will continue our partnerships with Initiatives for Developing Equity and Achievement for Students (IDEAS), Primary Source and Teachers as Scholars. Educators have already begun enrolling in courses and enthusiasm is high for both the IDEAS class that will be offered in-district this winter and the Teachers as Scholars series that provide the intellectual stimulation and renewal teachers seek in their disciplines.

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 do not discriminate on the basis of race, color, sex/gender, gender identity, religion, national origin, sexual orientation, disability, or homelessness.

SEAL OF BILITERACY

As established through the “an Act Relative to Language Opportunity for Our Kids,” the LOOK Act, schools across Massachusetts (and the nation) are adopting the State Seal of Biliteracy, a means to recognize students who, “attain high functional and academic levels of proficiency in English and a foreign language, meaning that those students can function in those languages in authentic, real-life situations.” As defined by the state legislature, the Seal aims to:

- “Encourage students to study and master languages;
- Certify attainment of biliteracy skills;
- Recognize the value of language diversity;
- Provide employers with a method of identifying people with language and biliteracy skills;
- Provide universities with a method to recognize and give credit to applicants for the attainment of high-level skills in languages;
- Prepare students with skills that will benefit them in the labor market and the global society; and
- Strengthen intergroup communication and honor the multiple cultures and languages in a community.”

Given the alignment of this program with the district’s goals as outlined by the Strategic Plan and Portrait of a Graduate, John Smith (High School Headmaster), Ellen Chagnon (Director of Guidance), Jeff Farris (Department Head for World Language) and Chris Luczkow (Director of English Learner Education) and I are collaborating to develop a proposal for review and potential approval by the three school committees. We look forward to sharing additional details with you later this fall.
The Portrait of a Dover Sherborn Graduate

Preparing All of Our Students for Success in a Rapidly Changing World
Portrait of a Dover Sherborn Graduate

Effective Communicator
Listens to, synthesizes and express thoughts and ideas in a variety of forms and contexts.

Productive Collaborator
Works with others to accomplish a shared goal and values the perspectives and contributions of each team member.

Critical Thinker
Evaluates and analyzes multiple forms of information to synthesize new ideas.

Engaged Citizen
Is curious, invested and active; contributes to personal growth & learning, family, school, community, civic life and the world.

Creative Innovator
Uses imagination and knowledge to design and create original products and solutions.

Resilient Learner
Welcome challenges, embraces setbacks and sees obstacles as an opportunity to grow and learn.

Many thanks to the members of the Academic Innovation Committee who dedicated countless hours to developing the Portrait of a Dover Sherborn Graduate.

Louisa Anastasopoulos  Lee Jeffries
Hanka Augustinova   Nicolas K
Layla B   Lauren Lamanna
Janice Barry   Robin Lancaster
Kevin Bauman   Maria Laskaris
Ryan B   Christopher Lehrich
Barbara Brown   Xiaocang Lin
Amanda Brown   Chris Luczkow
Paul Butterworth   Brooke Matarese
Julia Cavan   Elizabeth McCoy
Ellen Chagnon   Nancy Moy-Szeto
Maggie Charron   Erin Newman
Nancy Cordell   Dianne Pappafotopoulos
Rob Daniel   Ford P
Rahul D   Kim Phelan
Joy Dasgupta   Donna Power
Laura Dayal   Janel Pudelka
Jennifer Debin   Lauren Rinaldi
Caleb Dolan   Tyson Roy
Oliver F   Laurie Ryan
Leonie Glen   Lisa Schwarz
Tammy Goldfisher   Aisling S
Prateek Goorha   John Smith
Renee Grady   Joelle Sobin
Megan H   Nan Theberge
Steve Harte   Pam Webb
Adrian Hill   Lindsay Weiner
Anne Hovey   Stephen Wrobleski
Ana Hurley
# Portrait of a Graduate Timeline

**SY 2017-18**  
Superintendent leads development of Strategic Plan via entry process

**April 2018**  
School Committee approves Strategic Plan, including:

**Innovative Teaching & Learning**  
*Maintain excellence and rigor while adapting best practices & programs to prepare graduates for success in a rapidly changing world*

- Develop a “Portrait of a Graduate” consistent with the community’s expectations along with a process to measure and evaluate success.
- Establish partnerships with institutions of higher education for collaborative staff professional development, advancement of programming and innovative practices, and student access to supplemental learning experiences beyond the traditional school walls.
- Expand opportunities for district-wide professional sharing and team building.
- Design and implement professional development opportunities that further support and develop educators as fluent users of technology, with the aim of increasing student digital literacy and broader implementation of compelling, engaging, and relevant learning experiences.
- Design and implement professional development opportunities that emphasize student-centered instructional practices and foster self-driven independent learning.
- Investigate and implement models of authentic assessment (i.e. Universal Design for Learning) that include ongoing gathering and sharing of (formative) data for continuous improvement of teaching and learning.
- Ensure that learning experiences are horizontally and vertically aligned and emphasize creativity, innovation, critical thinking, design thinking, problem solving, communication, collaboration, and global competency.
- Integrate social justice and social emotional wellness standards across all disciplines into the formal and informal curriculum of the District and ensure consistency of implementation at all levels.
- Continue to explore the impact of race and identity in the classroom, and gain knowledge and culturally responsive practices that will improve students’ access to learning and sense of connectedness via #WEareDS.

**Fall 2018**  
Superintendent promotes Strategic Plan

**October 2018**  
Asst. Superintendent recruits Academic Innovation Committee (AIC)

**January 2019**  
Asst. Superintendent launches AIC (57 members representing all constituencies)

- Meeting 1: Framing the work; presentation by Dr. Tony Wagner  
- Screening: *Most Likely to Succeed*  
- Screening: *Beyond Measure*  
- Industry Think Tank panel discussion  
- College in the 21st Century Panel  
- Meeting 2: Synthesize research & findings  
- Meeting 3: Finalize the Portrait
<table>
<thead>
<tr>
<th>Month</th>
<th>Event Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>May 2019</td>
<td>AIC requests feedback from community re: competencies (612 responses)</td>
</tr>
<tr>
<td>June 2019</td>
<td>AIC Leaders share process &amp; product with school committees (3) &amp; faculty (4)</td>
</tr>
</tbody>
</table>
| July 2019  | Graphic artist finalizes Portrait of a DS Graduate image  
School Leaders explore Finnish educational system | |
| August 2019| Leaders engage students in conversation re: impactful experiences  
Teachers (65) attend Envision DS 2035 workshop & identify action steps |
| September 2019 | Teachers present proposed action steps to faculties (4)  
AIC shares Portrait & process with community via social media, newsletters |
| Fall 2019  | Teachers share current & evolving practices via meetings & newsletters  
Teachers engage in conversation re: next steps via meetings, lunches, etc.  
Teachers adopt common goals re: classroom climate & student engagement  
Early adopters participate in learning opportunities, including but not limited to:  
- Innovative Spaces Grant (Summer 2019)  
- Project Based Learning World (Summer 2019)  
- High Tech High Graduate School of Education Institute (Fall 2019)  
- Workshops with Petteri Elo, Finnish Educator (Fall 2019)  
- Fuse Fellowship (School Year 2019-20)  
- Cross-school visits w/ Ticket to Travel (School Year 2019-20)  
Evaluators highlight strategies for classroom climate & student engagement  
Students explore Portrait via assemblies & group meetings (4 schools)  
Asst. Superintendent convenes PK-12 Instructional Leadership Team (ILT) |
| November 2019 | Superintendent hosts parent/community event re: Portrait of a Graduate |
| December 2019 | Teachers celebrate DS practices via full day of professional development |
| Winter/ Spring 2019 | ILT engages stakeholders re: beliefs about learning, defining success, etc. |
| SY 2019-20 | Teachers continue to share best practices via meetings & newsletters  
More teachers engage in professional development opportunities  
ILT synthesizes recommendations/action steps for new Strategic Plan  
Superintendent presents new Strategic Plan to School Committee |

*Note: This timeline is subject to change in order to properly engage all stakeholders in developing the vision and action plan for the district.*
To: Regional School Committee
From: Dr. Andrew Keough
Date: September 6, 2019
RE: Superintendent’s Report

Please refer to the JSC September 5, 2019 packet for my Superintendent’s Report. Please find attached information on new hires at the Region and preliminary enrollment numbers.
New Hire Information

District
Kate McCarthy, Director of Student Services.
Replacing Debbie Dixson.
Bachelor's Degree from UMASS and Master's from Tufts.
Previous employer – Newton Public Schools

Naomi O'Brien, Elementary Coordinator
New position
Bachelor's Degree and Master's from Lesley University
Previous employer – Burlington Public Schools

Laura Driscoll, Team Chair for Chickering and Pine Hill
New (reconfigured) position
Bachelor's Degree from Boston University and Master's Degree from Framingham State
Laura has been serving as the Team Chair at Chickering.

Keri Campbell, Administrative Assistant for Student Services – Finance
New (reconfigured) position
Bachelor's Degree from Salem State.
Previous employer – Sharon Public Schools

Julie MA, BCBA for Pine Hill and the High School
New position
Bachelor's Degree from Framingham State, Master's from Worcester State and Applied Behavior Analysis Certificate from UMASS Boston
Previous employer - Needham Public Schools
George Jenkins, GRIT (Growth, Resilience, Integrity, Tenacity) Program Middle School

New Position

Bachelor’s Degree from University of New England, and Master’s Degree from Cambridge College

George was our Bridge Academic Coordinator at DS High School and will now be serving as an Adjustment Counselor to both our GRIT (.5 FTE) and middle school general education students (.5 FTE).

Eric Lochiatto, GRIT (Growth, Resilience, Integrity, Tenacity) Program Middle School

New Position

Bachelor’s Degree from Curry College and Master’s Degree from Cambridge College

Eric will serve as the Lead Educator in the GRIT Program.

Previous employer – Newton Public Schools

Jessica Lutz, School Psychologist High School

New Position

Bachelor’s Degree from Boston University and Master’s Degree from Tufts.

Previous employer - Concord Carlisle Regional High School

Sophie Chen, Math Teacher High School

Replacing Terry Luskin

Bachelor’s Degree and Master’s Degree from University of California.

Previous employer- Alliance Margaret Bloomfield High School, Huntington Park, CA

Emily Sullivan, Athletic Director

Replacing Ron Sudmyer (Interim) and Jeff Parcells

Bachelor’s Degree from Saint Norbert College, Master’s Degree Texas A & M University

Previous Employer – Sturgis Charter School
**Patricia Williamson – LTS English Teacher High School**

Filling in for Heather Lockrow, she is on Maternity leave

**Bachelor's Degree from Colorado College**

Patti has been serving as a Student Teacher and Substitute Teacher at DS. She is a 2013 graduate of DSRHS.

**Laura Romer- World Language Teacher Middle School**

Replacing Christine Babson

**Bachelors’ and Master’s Degree from University of Buenos Aires Medical School**

Laura has been our FLES Teacher at Chickering School for the past five years.

**Sam Jekowsky – Science Teacher Middle School**

Replacing Adam Wiskofske

**Bachelor’s Degree Wheaton College**

Previous Employer- Needham Public Schools

---

**Educational Assistants-**

Abby Shannon, Sarah App, Molly McGill, Jane Fitch, Ross Bubly, Melissa Neitlich

Bridge Academic Coordinator – TBA
<table>
<thead>
<tr>
<th>Grade</th>
<th>Sep-19</th>
<th>Oct 1st 2018</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Boston</td>
<td>6</td>
<td>4</td>
</tr>
<tr>
<td>Dover</td>
<td>94</td>
<td>90</td>
</tr>
<tr>
<td>Sherborn</td>
<td>85</td>
<td>78</td>
</tr>
<tr>
<td>Total</td>
<td>185</td>
<td>173</td>
</tr>
<tr>
<td>7</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Boston</td>
<td>4</td>
<td>3</td>
</tr>
<tr>
<td>Dover</td>
<td>87</td>
<td>98</td>
</tr>
<tr>
<td>Sherborn</td>
<td>74</td>
<td>73</td>
</tr>
<tr>
<td>Total</td>
<td>165</td>
<td>174</td>
</tr>
<tr>
<td>8</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Boston</td>
<td>3</td>
<td>6</td>
</tr>
<tr>
<td>Dover</td>
<td>97</td>
<td>92</td>
</tr>
<tr>
<td>Sherborn</td>
<td>75</td>
<td>79</td>
</tr>
<tr>
<td>Total</td>
<td>175</td>
<td>177</td>
</tr>
<tr>
<td>9</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Boston</td>
<td>6</td>
<td>2</td>
</tr>
<tr>
<td>Dover</td>
<td>86</td>
<td>109</td>
</tr>
<tr>
<td>Sherborn</td>
<td>77</td>
<td>68</td>
</tr>
<tr>
<td>Total</td>
<td>172</td>
<td>179</td>
</tr>
<tr>
<td>10</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Boston</td>
<td>2</td>
<td>3</td>
</tr>
<tr>
<td>Dover</td>
<td>101</td>
<td>97</td>
</tr>
<tr>
<td>Sherborn</td>
<td>66</td>
<td>78</td>
</tr>
<tr>
<td>Total</td>
<td>169</td>
<td>178</td>
</tr>
<tr>
<td>11</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Boston</td>
<td>3</td>
<td>4</td>
</tr>
<tr>
<td>Dover</td>
<td>93</td>
<td>94</td>
</tr>
<tr>
<td>Sherborn</td>
<td>76</td>
<td>70</td>
</tr>
<tr>
<td>Total</td>
<td>174</td>
<td>168</td>
</tr>
<tr>
<td>12</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Boston</td>
<td>4</td>
<td>4</td>
</tr>
<tr>
<td>Dover</td>
<td>92</td>
<td>84</td>
</tr>
<tr>
<td>Sherborn</td>
<td>70</td>
<td>66</td>
</tr>
<tr>
<td>Total</td>
<td>166</td>
<td>154</td>
</tr>
</tbody>
</table>

|         | 1206   | 1203        |

| September ENROLLMENTS |
TO: Dr. Andrew Keough, Superintendent  
FROM: John G. Smith, Headmaster, DSHS  
RE: Headmaster’s Monthly Report  
DATE: September 10, 2019

Headmaster’s Reflections:

The High School is off to a great start for 2019-2020. We have welcomed a freshmen class of 172 and we have an overall enrollment of 683. Students are thrilled with the new policy allowing for 9th, 10th and 11th graders to sleep in first period when they have a DR. In addition, all grades were pleased to hear about the change to the mid year and final exam percentages. As you know, we have reduced the mid year and final exams to 10% for the year. Each semester will be weighed 45% with the midyear and final being 5% for each exam. This should take some additional stress off the students and support their overall average for their courses.

HS Events:
Friday September 6th- Freshmen Activities Fair- 1:30pm-2:15pm  
Thursday September 12th- Senior Boat Cruise- 4pm-10 pm  
Thursday September 26th High School Open House 6:30pm -8:30 pm  
Friday, October 4th, DS Arts Homecoming- School Day

Student Recognition:
Congratulations to Varun Jayanti and Isabel Tate for being named National Merit Scholarship Semi-Finalists. They represent approximately 16,000 students (representing less than 1% of all high school seniors) from across the United States. Their selection is based upon their performance on the 2018 PSAT.

Curriculum:
Twenty eight high school faculty recently participated in the Envisioning DS 2035 workshop with teachers from across the entire district. Teachers were able to brainstorm bold ideas and examine current practices to create strategies for addressing the Portrait of a Graduate. As part of this full day workshop, teachers were able to listen to Ted Dintersmith via Skype. Ted is the author of What Schools Could Be.
Guidance:

AP exams
Registration opens September 16, 2019 online at: https://user.totalregistration.net/AP/220695
Registration closes on November 1, 2019 at midnight.
Students in AP classes and any student wishing to take an AP exam at DSHS MUST register by November 1, 2019. The College Board has instituted a much earlier registration deadline and a $40 late fee and transfer/cancellation fee so all exams must be ordered by the November deadline. Any student looking to take an AP exam that is not offered at DSHS must also register before November 1, 2019.

PSATs are Saturday Oct 19th at DSHS

Seniors
Parent/Guardian Night
The counseling staff will host a Senior Parent/Guardian Night on Thursday, September 12, 2019 at 6:30 pm in the Lindquist Commons Mudge Auditorium. The focus of the evening will be on the college application process and counselors will be available to answer any questions.

Financial Aid Night
September 17, 2019, 6:30pm in Lindquist Commons Mudge Auditorium – A representative from MEFA (Massachusetts Educations Financing Authority) will be presenting. Open to parents and students in all grades.

Senior Seminars & Individual Meetings
Senior seminars started the first week of school. Students will meet with a counselor once per cycle during quarter one in a classroom setting during their regularly scheduled DR’s to explore post-secondary opportunities, walk through the college application process, polish essays, practice interview strategies and have all of their questions answered.
Individual student meetings with their counselor begin the week of September 16, 2019. Seniors are welcome to make as many appointments as needed with their counselor during the school year.

College Visits
Dover Sherborn hosts many admissions representatives from various colleges during the fall. This year, visits will start on September 16th and continue until the Thanksgiving break. Please check Naviance regularly and listen to the morning announcements throughout the semester to make sure you don't miss any visits that might be important to you!

FRESHMEN
Freshmen Meet and Greets
We will be welcoming our freshmen students to the guidance office through Meet and Greet opportunities during the months of September and October. We have scheduled small groups of students to come down to guidance during their Directed Research periods to discuss their

The Public Schools of Dover and Sherborn do not discriminate on the basis of age, race, color, sex/gender, gender identity, religion, national origin, sexual orientation, disability, or homelessness.
transition to the high school and meet the guidance/administrative staff. Freshmen will be scheduled for seminar classes during second quarter and individual appointments in April. Students are welcome to make an appointment with their counselor at any time during the school year.

Important fall and winter dates - 6:30pm start times

Financial Aid Night – September 17, 2019 – 6:30pm
Freshmen Parent/Guardian Night – October 03, 2019 – 6:30pm
PSAT at DSHS – Saturday, October 19, 2019 – 7:40am (MORNING START TIME)
Junior Parent/Guardian Night – November 14, 2019 – 6:30pm

**Athletics**

The fall is off to a great start in athletics. There are 320 student athletes participating in a fall sport. Fall participation per sport is as follows:

- Football 42 (varsity and JV)
- Boys XC 51 (varsity)
- Girls XC 58 (varsity)
- Boys Soccer 58 (varsity, JV, and JV2)
- Girls Soccer 42 (varsity and JV)
- Golf 27 (varsity and JV)
- Field Hockey 42 (varsity and JV)

There have been many adjustments to the game and practice schedules to accommodate for the EEE curfew. All athletics are ending 30 minutes before sunset until the first frost.

Boys and girls soccer had a strong start in their first game with wins against Westwood on Tuesday, September 3rd. The girls won 5-0, and the boys came back after being down 2-0 to win 5-2. Football kicked off the season on September 6th against Brookline, and will return home again on October 11th against Bellingham. Cross country will begin their league schedule on September 11th at Medway. Golf lost a close first match at Westwood but are looking to bounce back against Millis Thursday, September 5th. Field Hockey got off to a great start with a 4-1 win over Medway on Wednesday, September 4th.

All our fall teams will be volunteering at the Booster Triathlon on Sunday, September 15th.

Respectfully,

Emily Sullivan
Athletic Director
Special thanks to our D1A Assembly planners who, under the direction of Mrs. Newman, Mrs. Bond and Mr. Macchiano, presented two informative assemblies for our school. This event continues to be the highlight of our school opening, as it is student-centered.

SIP Goals Updates:

**Goal 1: Innovative Teaching and Learning**

*Maintain excellence and rigor while adapting best practices and programs to prepare graduates for success in a rapidly changing world*

Evidence of accomplishment:

Four of our educators (Janel Pudelka, Julie McKee, Allison Rice, and Sara Collins) attended a PBL workshop and will be reporting back to our staff with a focus on potential PBL opportunities that could be introduced here at the MS. In addition, we will be looking to have several staff members visit other schools that focus on PBL. In addition, Wendy Lutz, Cathy Simino, Ana Hurley, and Amanda Rogers will be traveling to High Tech High in Southern California in early October to gain some insight into their PBL curriculum. Many thanks to DSEF for making all of this possible.

The MS had sixteen staff members that attended the Innovation Workshop on August 21st. Beth McCoy organized a day of activities and discussed possible changes in pedagogy that could enhance our students educational experience.

We have two educators participating in the FUSE Fellowship to learn about personalized learning. Sara Collins and Erin Newman will be sharing the highlights of their experience with our staff.

Through the generosity of DSEF, two of our classrooms have been transformed from traditional classrooms to innovative learning spaces. Special thanks to Erin Newman, Toni Milbourn, Sara Collins, and Jason Criscuolo for putting in the time to make this happen.

Room 235Before/After Pictures
Goal 2: Health and Wellbeing of Students and Staff

Revise and enhance programs in support of the social-emotional needs of students and staff

Evidence of accomplishment:

We have introduced our new DCAP to our staff and continue to develop our RTI Program.

Staff have been provided a list of courses including Differentiated Instruction, Special Education, Social Emotional, and SEI.

Our special education staff is creating a Lunch Cafe for students who can become overwhelmed in the cafeteria.

The high school and middle school have met several times looking at potential opportunities to adjust our schedules with the change of the start time.

Team Thunder created fun student videos to help learn students names and some of their interests. Here are some introduction videos.

Our GRIT Program (Growth Resilience Integrity Tenacity) is up and running under the direction of Eric Lochiatto, lead teacher, and George Jenkins, adjustment counselor. They have worked diligently to ready their space.

GRIT Room Pictures
Our Guidance Department created and distributed the *DSMS Survival Guide*. A student document of tips will be shared from guidance focusing on school norms and how to for sixth-grade students and students new to the district.

Our sixth grade teachers will be piloting a new format for sixth grade parents that will involve a ten minute conference with two teachers. As part of this conference they will provide the parents with a Transition Checklist.

Beth McCoy is working on getting an outside consultant to work with both the ELA and math departments on how to best utilize small group time and whole class instructional strategies.

**Goal 3: Content Review and Research of Social Studies**

Evidence of accomplishment:

The Social Studies Department is in the initial process of starting their curriculum review and will be focusing on bias and cultural responsiveness.

Eighth grade teachers used summer professional time to adjust elements of the curriculum to reflect changes in state standards. Much of our summer time was devoted to curriculum initiatives. We have reviewed several major curriculum units and revised all essential questions. In the 8th grade, Kim Phelan attended a workshop on Inquiry Design which will be guiding our curriculum revision. She was also selected to attend a new course sponsored by the Gilder Lehrman Institute of American History on Colonial America at the Hingham Historical Society taught by historians David McCullough and Annette Gordon Reed, among others. Wendy Lutz was awarded a seat in a program covering slavery in the colonial North, overseen by the National Endowment for the Humanities.

Seventh grade teachers, Angelo Macchiano and Jason Criscuolo worked to revise units and realign topics being taught based on the new standards. This involved significant coordination with the sixth grade and shifting units between the grade levels.

Sixth grade teachers, Allison Rice and Sara Collins attended a Project Based Learning Conference in Columbus, Indiana along with two eighth grade English teachers. We will be focusing Social Studies curriculum around Inquiry Design and Project Based Learning at all grade levels and Allison and Sara will be our department “experts” as we add more experiential learning. They also spent time looking at skills the students need to focus on as well as revising essential questions (EQs).

**Group Updates:**

**English:**

Sixth graders are getting started on a book advertisement for one of their summer reading novels. They will then begin reviewing the elements of plot, while reading a variety of short stories.

Seventh grade is currently exploring summer reading and is about to begin reading and writing short stories.

Eighth grade is using a writing workshop model to develop short stories with an eye to the publication process.
Mathematics:

Our math department staff used summer days to design some new initiatives that were identified during our work from last year’s math curriculum review.

1. Erin Newman and Toni Milbourn designed an innovative math classroom and purchased furniture through a DESF grant that supports their math class programs in 8th grade.

2. Kathy Moloy took two courses to support our curriculum review goals. One course was on Teaching Student-Centered Mathematics that focused on the building of a student-centered math class and a second course was on How to Strengthen the School Family Partnership, which used text from the book, Beyond the Bake Sale.

3. Karen Raymond (Gen Ed) and Judy Gooen (Spec Ed) developed a curriculum plan for a co-taught 6th and 7th grade math class. Dianne Kee (Gen Ed) and Meg Collins (Spec Ed) collaborated on ways to use student work stations in the 7th grade math classroom.

4. Erin Newman and Carmel Bergeron researched the IXL personalized learning platform that they will use in their 7th grade math classes, to provide individual student practice and student growth reports of math skills.

5. Brooke Ehle, Marsha Sirull and Kerry Hennessy developed curriculum for the pilot of a beginning of year 6th grade project based learning activity.

Social Studies:

See comments above on Curriculum Revision for Social Studies in Goal #3.

Jason Criscuolo and Sara Collins were part of the Innovative Classroom grant and are excited about their new shared classroom workspace.

Sara Collins was also selected as a FUSE fellow for DSMS. Fuse Fellowships focus on sharing the best practices of blended and personalized learning. Fellows are enthusiastic about the power of personalized learning, driven by research and best practice, passionate about supporting people, and demonstrate outside-of-the-box thinking. Her background in Special Education, Social Studies and tech make her an ideal coordinator and collaborator in this effort! Fellow DSMS teacher Erin Newman is also a FUSE Fellow which will simplify collaboration across grade levels and disciplines.

Social Studies teachers will be incorporating Inquiry Design and Project Based learning into their units more comprehensively over the next two years as we go through our curriculum review cycle this year.

Science:

Our middle school science department were a bunch of busy learners this summer!

Seventh grade science teacher, Mrs. Heather Bond shares, “While taking the class, Culturally Responsive Teaching and the Brain by Zaretta Hammond, I was able to spend time during summer work days implementing what I had learned from the text and upgrade lessons. The course helped me better understand the neuroscience behind culturally responsive instructional moves and how it can meet the
needs of all students! By using elements of the students' culture to accelerate the processing of new
content, I hope to improve my teaching practice and encourage a great classroom environment.”

Our Team Thunder 7th grade science teacher, Ana Hurley, traveled to Alexandria, Virginia to the
National Science Congress as the voting delegate for Massachusetts. At the National Congress, science
leaders from across the country make formal recommendations to the National Science Teachers
Association. Mrs. Hurley was an active participant and even presented a formal resolution in session. It
was passed and will be brought to the NSTA. Mrs. Hurley has been working with MAST, Massachusetts
Association of Science Teachers as the vice president and has been enjoying working with science
educators near and far. Additionally, Mrs. Hurley spent some summer time working on climate change
inquiry units for all three grades of science.

Physical Science Teacher, Mary Memmot shares, “I met several times with Sam Jekowsky, the new 8th
grade science teacher, to share ideas about our curriculum. In July, I participated in a hands-on field-
based science course at the New England Aquarium called "On the Waterfront." It gave me some great
ideas for how to include marine/freshwater connections in our physical science course. I also got to muck
around in a salt marsh, one of my favorite habitats. I'm grateful for the support of our professional
development funds for this endeavor.”

**World Language:**

The world language department is adapting their 6th grade instruction to meet the needs of our FLES
students.

**Technology:** September Kick Off: Girls Who Code Club

DS girls will work in teams to develop their coding skills and explore ideas on how technology and
computer programming can be used to solve real world problems, past present and future. Together, they
will learn about inspiring role models as well as connect with women in the field today through
interactive activities and hands-on projects.

The Girls Who Code Club will meet once a month after school on Wednesdays throughout the school
year at the Middle School, with Ms. Sammarco in Room 118.

**Fine and Performing Arts:** In pursuit of our District Goal of *Innovative Teaching and Learning:* the
DSMS Fine and Performing Arts along with Technology and Engineering are piloting a standards-based
grading system this year. The goal is that the replacement of letter grades with a more descriptive rubric
will provide more effective feedback for student learning as well as provide them with better tools for
self-assessment within our project-based curricula.

The K-12 music department worked over the summer to explore the book series *World Music Pedagogy:*
looking for ways to integrate Cultural Responsiveness into our existing curriculum and foster a global
mindset in our students.

We had 3 new additions/expansions to the Fine & Performing Arts staff this year.
**Media Center:** In the process of providing media center orientation to all 6th graders. In addition, Ms. Woodward presented Slums of the World slide show and talked about her experiences in Haiti to Mr. McCoy's engineering classes.

**6th Grade:** School is truly in full swing, and the 6th Grade has an exciting event to kick off the school year! This year's 6th Grade Welcome Back Social will be held on Friday, 9/27, between 1:15 and 2:15 P.M. in the MS Gymnasium. Students will enjoy a great afternoon with snacks provided by POSITIVE, along with activities and fun dance music.

6th grade elections for the Middle School Student Council will take place on Wednesday, September 25th.

**7th Grade:** Teams Thunder and Lightning are eager to kick off the year with a bang! Students have been wonderful in class and we are about to roll out options for students to bring in their own devices. The entire seventh grade will go to Hale Reservation for team-building and low ropes on September 20th. Lastly, our team leaders will host an informal welcome to seventh grade parents with a meeting in the Mudge Auditorium at 5:45pm on Open House night, Thursday, September 19th.

**8th Grade:** Eighth grade students are in the process of selecting their CAG for this year.
TO: Regional School Committee

FROM: Dawn Fattore, Business Administrator

RE: FY19 Financial Results and Year-End Requirements

DATE: September 6, 2019

The following reports as of June 30, 2019 are attached for your review:
   a. General Fund Revenues
   b. Status of Appropriations
   c. Special Revenue/Revolving Funds

General Revenues

Revenues exceeded budget by $141,486 (0.57% of budget) consisting primarily of additional state funds and interest income.

Status of Appropriations

The operating budget ended the year with a surplus of $808,259. The key variances were:
   • $151,696 in salaries representing multiple unfilled/vacant positions throughout the year and post-budget staffing changes
   • $229,000 in transportation costs charged to the Regional Transportation Reimbursement Fund as approved by the committee
   • $300,000 in healthcare costs due to actual enrollment in new plan selections (high deductible and benchmark), vacant/unfilled positions and the utilization of the opt-out election. The FY19 budget was built assuming 100% of participants on benchmark plans.

The expenditure variance, excluding the transportation and healthcare variances, was $279,259 (1.1% of budget).

Summary of Results

Net result of operations was a surplus of $949,745. The Committee approved several uses of Excess & Deficiency funds in FY19 totaling $822,400 (including $100,000 for the FY20 budget) leaving a proposed certified E&D fund balance of $1,238,551 (4.8%) of the FY20 operating budget. We have submitted our E&D calculation filing and will inform the Committee when we have receive the certification letter from the Department of Revenue.

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

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.
Dover Sherborn Regional School District
General Fund Revenues

*as of June 30, 2019*

<table>
<thead>
<tr>
<th></th>
<th>FY19 BUDGET</th>
<th>YTD RECEIVED</th>
<th>OPERATING VARIANCE</th>
<th>% OF BUDGET</th>
</tr>
</thead>
<tbody>
<tr>
<td>DOVER ASSESSMENTS</td>
<td>$12,042,917</td>
<td>$12,042,917</td>
<td>$0</td>
<td>0.00%</td>
</tr>
<tr>
<td>SHERBORN ASSESSMENTS</td>
<td>9,504,266</td>
<td>9,504,266</td>
<td>$0</td>
<td>0.00%</td>
</tr>
<tr>
<td>CHAPTER 70, net</td>
<td>2,133,039</td>
<td>2,173,622</td>
<td>$40,583</td>
<td>1.90%</td>
</tr>
<tr>
<td>CHAPTER 71 (Transportation)</td>
<td>428,844</td>
<td>507,190</td>
<td>$78,346</td>
<td>18.27%</td>
</tr>
<tr>
<td>H/S ATHLETIC FEES</td>
<td>255,000</td>
<td>255,000</td>
<td>$0</td>
<td>0.00%</td>
</tr>
<tr>
<td>H/S PARKING FEES</td>
<td>51,000</td>
<td>51,000</td>
<td>$0</td>
<td>0.00%</td>
</tr>
<tr>
<td>H/S ACTIVITY FEE</td>
<td>13,500</td>
<td>13,868</td>
<td>$368</td>
<td>3.46%</td>
</tr>
<tr>
<td>M/I ACTIVITY FEE</td>
<td>11,250</td>
<td>8,910</td>
<td>($2,340)</td>
<td>-20.80%</td>
</tr>
<tr>
<td>MISC REVENUE</td>
<td>5,000</td>
<td>0</td>
<td>($5,000)</td>
<td>-100.00%</td>
</tr>
<tr>
<td>BANK INTEREST</td>
<td>20,000</td>
<td>49,073</td>
<td>$29,073</td>
<td>145.36%</td>
</tr>
<tr>
<td>NON-CASH ACTIVITY</td>
<td>0</td>
<td>357</td>
<td>$357</td>
<td>na</td>
</tr>
<tr>
<td>E&amp;D UTILIZATION</td>
<td>150,000</td>
<td>150,000</td>
<td>$0</td>
<td>0.00%</td>
</tr>
<tr>
<td><strong>TOTAL REVENUES</strong></td>
<td><strong>$24,614,816</strong></td>
<td><strong>$24,756,302</strong></td>
<td><strong>$141,486</strong></td>
<td><strong>0.57%</strong></td>
</tr>
</tbody>
</table>

---

Summary of additional uses of E&D:

- Security Enhancements
  - FY19 BUDGET: $145,000
- FY20 Budget
  - $100,000
- FY20 Capital Projects
  - $300,000
- Transportation Funds
  - $277,400

**TOTAL:** $822,400

---

Rollforward of E&D:

<table>
<thead>
<tr>
<th>Description</th>
<th>FY19 BUDGET</th>
<th>% of Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Certified E&amp;D 6/30/2018</td>
<td>$1,111,206</td>
<td>4.5%</td>
</tr>
<tr>
<td>+ Revenue Surplus</td>
<td>$141,486</td>
<td></td>
</tr>
<tr>
<td>+ Expense Surplus</td>
<td>$808,259</td>
<td></td>
</tr>
<tr>
<td>- Uses of E&amp;D</td>
<td>($822,400)</td>
<td></td>
</tr>
<tr>
<td>Est. E&amp;D 6/30/19</td>
<td>$1,238,551</td>
<td>4.8%</td>
</tr>
</tbody>
</table>

5% of FY20 Budget (allowable) $1,289,613 5.0%
# Dover Sherborn Regional School District
## Status of Appropriations as of June 30, 2019

### Salaries

<table>
<thead>
<tr>
<th></th>
<th>FY19 BUDGET</th>
<th>EXPENDED THRU 6/30</th>
<th>OPERATING VARIANCE</th>
<th>% OF BUDGET</th>
</tr>
</thead>
<tbody>
<tr>
<td>SCHOOL COMMITTEE</td>
<td>27,998</td>
<td>28,003</td>
<td>(5)</td>
<td>-0.22%</td>
</tr>
<tr>
<td>SUPERINTENDENT</td>
<td>195,122</td>
<td>195,012</td>
<td>110</td>
<td>0.06%</td>
</tr>
<tr>
<td>BUSINESS AND FINANCE</td>
<td>200,412</td>
<td>178,531</td>
<td>21,880</td>
<td>10.52%</td>
</tr>
<tr>
<td>DISTRICTWIDE INFMGNT</td>
<td>266,155</td>
<td>257,477</td>
<td>8,677</td>
<td>3.26%</td>
</tr>
<tr>
<td>SPED/GUIDANCE ADMIN.</td>
<td>464,334</td>
<td>432,660</td>
<td>31,674</td>
<td>6.82%</td>
</tr>
<tr>
<td>SCHOOL LEADERSHIP - BUILDING</td>
<td>700,822</td>
<td>696,627</td>
<td>4,594</td>
<td>0.57%</td>
</tr>
<tr>
<td>ACADEMIC LEADERS/OPO</td>
<td>163,127</td>
<td>141,566</td>
<td>21,561</td>
<td>13.22%</td>
</tr>
<tr>
<td>TEACHERS, CLASSROOM</td>
<td>9,221,771</td>
<td>9,188,623</td>
<td>33,147</td>
<td>0.36%</td>
</tr>
<tr>
<td>TEACHERS, SPED</td>
<td>1,449,903</td>
<td>1,437,704</td>
<td>12,199</td>
<td>0.84%</td>
</tr>
<tr>
<td>SUBSTITUTES</td>
<td>110,000</td>
<td>117,842</td>
<td>(7,842)</td>
<td>-7.13%</td>
</tr>
<tr>
<td>EDUCATIONAL ASSISTANTS, SPED</td>
<td>438,145</td>
<td>450,203</td>
<td>(12,058)</td>
<td>-2.75%</td>
</tr>
<tr>
<td>LIBRARIANS</td>
<td>220,502</td>
<td>220,502</td>
<td>0</td>
<td>0.00%</td>
</tr>
<tr>
<td>BUILDING BASED PD</td>
<td>38,250</td>
<td>47,813</td>
<td>(9,563)</td>
<td>-25.00%</td>
</tr>
<tr>
<td>GUIDANCE</td>
<td>784,805</td>
<td>773,617</td>
<td>11,189</td>
<td>1.43%</td>
</tr>
<tr>
<td>PSYCHOLOGICAL SERVICES</td>
<td>102,718</td>
<td>102,718</td>
<td>0</td>
<td>0.00%</td>
</tr>
<tr>
<td>MEDICAL / HEALTH SERVICES</td>
<td>185,683</td>
<td>170,084</td>
<td>15,609</td>
<td>8.40%</td>
</tr>
<tr>
<td>ATHLETICS</td>
<td>413,841</td>
<td>416,110</td>
<td>(2,270)</td>
<td>-0.55%</td>
</tr>
<tr>
<td>OTHER STUDENT ACTIVITIES</td>
<td>177,210</td>
<td>175,000</td>
<td>2,210</td>
<td>1.20%</td>
</tr>
<tr>
<td>CUSTODIAL &amp; GROUNDS SERVICES</td>
<td>767,590</td>
<td>748,307</td>
<td>19,283</td>
<td>2.77%</td>
</tr>
</tbody>
</table>

**Total Salaries**

$15,928,385 $15,776,689 $151,696 0.95%

### Expenditures

<table>
<thead>
<tr>
<th></th>
<th>FY19 BUDGET</th>
<th>EXPENDED THRU 6/30</th>
<th>OPERATING VARIANCE</th>
<th>% OF BUDGET</th>
</tr>
</thead>
<tbody>
<tr>
<td>SCHOOL COMMITTEE</td>
<td>41,500</td>
<td>38,135</td>
<td>3,365</td>
<td>8.11%</td>
</tr>
<tr>
<td>SUPERINTENDENT</td>
<td>59,425</td>
<td>59,044</td>
<td>421</td>
<td>0.71%</td>
</tr>
<tr>
<td>LEGAL SERVICES</td>
<td>40,000</td>
<td>19,351</td>
<td>20,650</td>
<td>51.62%</td>
</tr>
<tr>
<td>DISTRICTWIDE INFO MGMT</td>
<td>70,000</td>
<td>71,752</td>
<td>(1,752)</td>
<td>-2.50%</td>
</tr>
<tr>
<td>SCHOOL LEADERSHIP - BUILDING</td>
<td>93,300</td>
<td>77,486</td>
<td>15,814</td>
<td>16.95%</td>
</tr>
<tr>
<td>CLASSROOM SUPPLIES</td>
<td>34,871</td>
<td>21,902</td>
<td>12,969</td>
<td>37.19%</td>
</tr>
<tr>
<td>SPED SERVICES/SUPPLIES</td>
<td>138,975</td>
<td>159,350</td>
<td>(20,375)</td>
<td>-14.68%</td>
</tr>
<tr>
<td>LIBRARIES &amp; MEDIA CENTER</td>
<td>4,887</td>
<td>4,426</td>
<td>461</td>
<td>9.44%</td>
</tr>
<tr>
<td>COURSE REIMBURSEMENT/PD</td>
<td>94,035</td>
<td>68,102</td>
<td>25,933</td>
<td>27.58%</td>
</tr>
<tr>
<td>TEXTBOOKS &amp; RELATED SOFTWARE</td>
<td>71,035</td>
<td>66,211</td>
<td>4,824</td>
<td>6.79%</td>
</tr>
<tr>
<td>LIBRARY INSTRUCTIONAL MATERIAL</td>
<td>29,558</td>
<td>29,290</td>
<td>268</td>
<td>0.91%</td>
</tr>
<tr>
<td>INSTRUCTIONAL EQUIPMENT</td>
<td>93,050</td>
<td>94,648</td>
<td>(1,598)</td>
<td>-1.72%</td>
</tr>
<tr>
<td>GENERAL SUPPLIES</td>
<td>145,370</td>
<td>129,835</td>
<td>15,535</td>
<td>10.69%</td>
</tr>
<tr>
<td>OTHER INSTRUCTIONAL SERVICES</td>
<td>20,450</td>
<td>18,360</td>
<td>2,090</td>
<td>10.22%</td>
</tr>
<tr>
<td>CLASSROOM INSTRUCTIONAL TECH.</td>
<td>122,850</td>
<td>136,527</td>
<td>(13,677)</td>
<td>-11.13%</td>
</tr>
<tr>
<td>GUIDANCE</td>
<td>40,921</td>
<td>16,340</td>
<td>24,581</td>
<td>60.07%</td>
</tr>
<tr>
<td>MEDICAL / HEALTH SERVICES</td>
<td>8,800</td>
<td>7,337</td>
<td>1,463</td>
<td>16.63%</td>
</tr>
<tr>
<td>TRANSPORTATION SERVICES</td>
<td>810,859</td>
<td>586,628</td>
<td>224,231</td>
<td>27.65%</td>
</tr>
<tr>
<td>ATHLETICS</td>
<td>228,455</td>
<td>220,884</td>
<td>(1,429)</td>
<td>-0.63%</td>
</tr>
<tr>
<td>CUSTODIAL SERVICES</td>
<td>55,500</td>
<td>64,489</td>
<td>(8,989)</td>
<td>-16.23%</td>
</tr>
<tr>
<td>MAINTENANCE OF BUILDINGS</td>
<td>520,000</td>
<td>601,064</td>
<td>(81,064)</td>
<td>-15.59%</td>
</tr>
<tr>
<td>MAINTENANCE OF GROUNDS</td>
<td>60,000</td>
<td>55,593</td>
<td>4,407</td>
<td>7.34%</td>
</tr>
<tr>
<td>UTILITIES</td>
<td>594,250</td>
<td>514,111</td>
<td>80,139</td>
<td>13.49%</td>
</tr>
<tr>
<td>ER RETIREMENT CONTRIBUTION</td>
<td>836,449</td>
<td>833,881</td>
<td>2,568</td>
<td>0.44%</td>
</tr>
<tr>
<td>ER INSURANCE ACTIVE EMPLOYEES</td>
<td>2,903,914</td>
<td>2,575,906</td>
<td>328,008</td>
<td>11.33%</td>
</tr>
<tr>
<td>ER INSURANCE RETIRED EMPLOYEES</td>
<td>703,221</td>
<td>888,281</td>
<td>14,040</td>
<td>2.12%</td>
</tr>
<tr>
<td>OTHER NON EMPLOYEE INSURANCE</td>
<td>61,156</td>
<td>58,596</td>
<td>2,560</td>
<td>4.13%</td>
</tr>
<tr>
<td>LONG TERM DEBT RETIREMENT</td>
<td>890,000</td>
<td>890,000</td>
<td>0</td>
<td>0.03%</td>
</tr>
<tr>
<td>LONG TERM DEBT SERVICE</td>
<td>113,600</td>
<td>113,600</td>
<td>0</td>
<td>0.03%</td>
</tr>
</tbody>
</table>

**Total Expenditures**

$8,666,431 $8,029,868 $656,563 7.65%

**Total Operating**

$24,614,816 $23,806,657 $808,259 3.23%
## Special Revenue/Revolving Funds as of June 30, 2019

### Special Revenue / Revolving Funds

<table>
<thead>
<tr>
<th>Fund</th>
<th>@ 07/01/2018</th>
<th>Revenue</th>
<th>Transfers In/(Out)</th>
<th>Expenditures / Encumbrances</th>
<th>@ 06/30/2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>Athletics</td>
<td>$ 47,115</td>
<td>$ 45,000</td>
<td>$375</td>
<td>$ 91,740</td>
<td></td>
</tr>
<tr>
<td>Building/Parking</td>
<td>108,551</td>
<td>35,773</td>
<td></td>
<td>109,573</td>
<td></td>
</tr>
<tr>
<td>Cafeteria</td>
<td>171,282</td>
<td>748,004</td>
<td></td>
<td>205,282</td>
<td></td>
</tr>
<tr>
<td>Circuit Breaker</td>
<td>44,899</td>
<td>76,225</td>
<td></td>
<td>55,370</td>
<td></td>
</tr>
<tr>
<td>Health Grants</td>
<td>15,857</td>
<td>60,500</td>
<td></td>
<td>11,685</td>
<td></td>
</tr>
<tr>
<td>Miscellaneous Gifts</td>
<td>110,568</td>
<td>104,230</td>
<td></td>
<td>91,032</td>
<td></td>
</tr>
<tr>
<td>Regional Transportation</td>
<td>229,032</td>
<td>277,400</td>
<td></td>
<td>277,400</td>
<td></td>
</tr>
<tr>
<td>Sports Gifts</td>
<td>3,000</td>
<td>31,000</td>
<td></td>
<td>3,500</td>
<td></td>
</tr>
<tr>
<td>Unemployment</td>
<td>82,800</td>
<td>291</td>
<td></td>
<td>83,091</td>
<td></td>
</tr>
</tbody>
</table>

**Note:**
* Net of deposits in advance - $34,229
** 4Q CB payment received in July.

### Fiduciary / Trust Funds

- H/S Student Activity -- see Notes Below  
  87,023

- M/S Student Activity  
  63,701  104,049  92,861  74,889

- Trust/Scholarship Funds  
  22,854  602  600  22,856

**Notes:**
- H/S Student Activity Advisor processes all revenue and disbursements. Finance Office reviews Cash Reconciliations and records "Net" Transactions, Cash Balance monthly.
<table>
<thead>
<tr>
<th>Gift/Donor</th>
<th>Purpose</th>
<th>Bal Fwd @7/1/18</th>
<th>Revenue</th>
<th>Expenditures</th>
<th>Encumbered</th>
<th>Ending Balance</th>
<th>Date/Yr</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>RESTRICTED GIFTS</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Alan Mudge Memorial Fund</td>
<td>Mudge Auditorium</td>
<td>51,000.00</td>
<td>84,180.00</td>
<td>107,829.00</td>
<td></td>
<td>27,351.30</td>
<td>06/2019</td>
</tr>
<tr>
<td>CS Gift &amp; DSEF</td>
<td>Challenge Success</td>
<td>15,795.20</td>
<td>100.00</td>
<td></td>
<td></td>
<td>15,695.20</td>
<td>bal fwd</td>
</tr>
<tr>
<td>D Family via Town Dover</td>
<td>Dugouts</td>
<td>16,522.00</td>
<td></td>
<td></td>
<td></td>
<td>16,522.00</td>
<td>6/10/2014</td>
</tr>
<tr>
<td>SPAN DS</td>
<td>Wellness Programs</td>
<td></td>
<td>14,000.00</td>
<td>2,500.00</td>
<td></td>
<td>11,500.00</td>
<td>12/2018</td>
</tr>
<tr>
<td>Metco Gifts</td>
<td>Metco Support</td>
<td>6,677.18</td>
<td>2,500.00</td>
<td>3,466.39</td>
<td></td>
<td>5,710.79</td>
<td>bal fwd &amp; 12/2018</td>
</tr>
<tr>
<td>P.O.S.I.T.I.V.E.</td>
<td>Rowing Club</td>
<td>899.45</td>
<td>400.00</td>
<td>600.00</td>
<td></td>
<td>699.45</td>
<td>bal fwd &amp; 3/2019</td>
</tr>
<tr>
<td>Anonymous Family</td>
<td>SpEd or Assistive Tech</td>
<td>3,000.00</td>
<td></td>
<td></td>
<td>3,000.00</td>
<td>3,000.00</td>
<td>1/7/2014</td>
</tr>
<tr>
<td>Fidelity Match (above)</td>
<td>SpEd or Assistive Tech</td>
<td>3,000.00</td>
<td></td>
<td></td>
<td>3,000.00</td>
<td>3,000.00</td>
<td>1/7/2014</td>
</tr>
<tr>
<td>Various Local (balance)</td>
<td>Wireless microphones</td>
<td>8,069.97</td>
<td></td>
<td>8,069.97</td>
<td></td>
<td>0.00</td>
<td>bal fwd 2011 &amp; 6/11/18</td>
</tr>
<tr>
<td>Various Community Groups</td>
<td>Professional Dev. Day</td>
<td></td>
<td>1,200.00</td>
<td>1,200.00</td>
<td></td>
<td>0.00</td>
<td>11/2018</td>
</tr>
<tr>
<td>Raytheon Math Award</td>
<td>Math tablets (Jim Baroody)</td>
<td>51.95</td>
<td></td>
<td></td>
<td></td>
<td>51.35</td>
<td>bal fwd 6/30/12</td>
</tr>
<tr>
<td>K Family</td>
<td>DS Music Program</td>
<td>250.00</td>
<td></td>
<td></td>
<td></td>
<td>250.00</td>
<td>6/15/2018</td>
</tr>
<tr>
<td>Leuders</td>
<td>Science</td>
<td>284.00</td>
<td>150.00</td>
<td></td>
<td></td>
<td>434.00</td>
<td>bal fwd &amp; 12/18</td>
</tr>
<tr>
<td>Anonymous</td>
<td>Library</td>
<td>18.00</td>
<td></td>
<td></td>
<td></td>
<td>18.00</td>
<td>6/30/2014</td>
</tr>
<tr>
<td><strong>UNRESTRICTED GIFTS</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Various Gifts</td>
<td>Unrestricted</td>
<td>5,000.00</td>
<td>1,800.00</td>
<td></td>
<td></td>
<td>6,800.00</td>
<td>2015-2019</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td></td>
<td>110,567.75</td>
<td>104,230.00</td>
<td>123,765.36</td>
<td>0.00</td>
<td>91,032.39</td>
<td>91,032.39</td>
</tr>
<tr>
<td><strong>FUND BALANCE</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>91,032.39</td>
<td></td>
</tr>
</tbody>
</table>
Members Present:  Anne Hovey, Chair
Maggie Charron
Judi Miller
Kate Potter
Lynn Collins
Michael Jaffe

Also Present:  Dr. Andrew Keough, Superintendent
Elizabeth McCoy, Assistant Superintendent
Dawn Fattore, Business Manager
John Smith, HS Headmaster
Scott Kellett, MS Headmaster

1) Call to Order
Dr. Keough called the meeting to order at 8:14 pm in the Middle School Library.

2) Reorganization
- Welcome - Dr. Keough welcomed newly elected members Kate Potter, Michael Jaffe, and Lynn Collins
- Chair - Ms. Charron nominated Anne Hovey as Chair for the Regional School Committee. Ms. Miller seconded.
  19-19 VOTE: 6 - 0
- Vice Chair - Ms. Miller nominated Maggie Charron as Vice Chair for the Regional School Committee. Mr. Jaffe seconded.
  19-20 VOTE: 6 - 0
- Secretary - Ms. Charron nominated Judi Miller as Secretary for the Regional School Committee. Mr. Jaffe seconded.
  19-21 VOTE: 6 - 0

3) Community Comments

4) Reports
- DSHS Headmaster Report - Mr. Smith highlighted recent and upcoming events at the high school.
- DSMS Headmaster Report - Mr. Kellett highlighted recent and upcoming events at the middle school.
- Assistant Superintendent's Report - Ms. McCoy spoke about:
  - Academic Innovation Committee - the final meeting of the year was held on May 10th. Ms. McCoy presented the work of the committee so far to develop the Portrait of a Graduate.
  - Global Stem Summit - Ms. McCoy attended the conference with several other administrators in the district which focused on the need to prepare students to collaborate globally and utilize innovative and scientific approaches to tackling world problems.

5) Financial Reports
FY19 Monthly Report as of June 4th.
- Revenues - There are no new variances to report.
- Status of Appropriations - There are no new variances to report.
• Regional Transportation Reimbursement Fund (RTR) - Ms. Fattore is anticipating positive results from FY19 operations that will exceed the amounts already approved for use for FY20 Operating and Capital budgets as well as the amount approved for security enhancements. It is recommended that the excess funds be moved to the RTR which will result in available funds for the Committee to apply to future capital needs, OPEB funding and/or student transportation needs, effectively reducing the overall financial requests to the Towns.

Mr. Jaffe made a motion: The School Committee having authorized and established a Regional Transportation Reimbursement Fund (RTR) in 2015 in accordance with MGL Chapter 233 of the Acts of 2014, hereby votes to transfer from E&D an amount equal to the June 2019 Chapter 71 Regional transportation reimbursements to said fund to be utilized in the upcoming fiscal year in accordance with MA General Law. Ms. Miller seconded.
19-22 VOTE: 6 - 0

• Capital Update - The EMS software upgrade and controller replacements project from FY18 is under review after receipt of detailed report for next steps provided by the engineering firm. There is one remaining project (exhaust/ventilation) from FY19 to complete. Two FY20 projects are either in process or completed with the remaining items to be done over the summer.

6) Approval of 2019-20 Student Handbooks - The proposed changes were presented at the May School Committee meeting. The Policy Committee may be making changes to the handbook during the school year.

Ms. Miller made a motion to approve the 2019-20 Student Handbook for the middle school. Ms. Charron seconded.
19-23 VOTE: 6 - 0

Ms. Miller made a motion to approve the 2019-20 Student Handbook for the high school. Ms. Potter seconded.
19-24 VOTE: 6 - 0

7) Approval of School Improvement Plans - The plans for each school were provided and the headmasters answered questions from the committee members.

Ms. Miller made a motion to approve the School Improvement Plan for the middle school. Mr. Jaffe seconded.
19-25 VOTE: 6 - 0

Mr. Jaffe made a motion to approve the School Improvement Plan for the high school. Ms. Charron seconded.
19-26 VOTE: 6 - 0

8) Sub Committee Assignments - Ms. Hovey will take requests for assignments via email.

9) Appointment of DS Regional Treasurer - Jim Eggart

Ms. Charron made a motion to appoint Mr. Jim Edgar at Treasurer for the Dover Sherborn Regional Schools for FY20. Ms. Miller seconded.
19-27 VOTE: 6 - 0
10) Consent Agenda

- DSEF Grants
- Approval of Minutes of May 5, 2019
- Donations - $3,000 and $1,500 for Softball assistant coaches; $3,000 for Baseball assistant coach; $2,000 for Sailing assistant coach; $3,000 for Girls Lacrosse assistant coach; trombone from Ms. Barbara Alexander to the Music Department; and $500 from SEPAC for the ISSF Scholarship Fund.

Ms. Miller made a motion to approve the Consent Agenda. Ms. Charron seconded.

19-28 VOTE: 6 - 0

11) Communications (for Members Information)

- Class of 2019 Matriculation Report
- Dover School Committee Minutes of March 7, 2019
- Sherborn School Committee Minutes of March 12, 2019

12) Adjournment at 9:27 pm.

Respectfully submitted, Amy Davis
To: Dr. Keough  
From: Scott Kellett  
RE: D.C. Trip Request  
Date: September 4, 2019  

The eighth grade Team Leaders and I are requesting permission from yourself and the Regional School Committee to proceed with the planning of our Washington, D.C. Trip. This trip is tentatively scheduled to take place from June 10, 2020 to June 12, 2020. We will be following a similar itinerary that we have used in previous years. Donna Bedigan has requested a cost breakdown that will be forwarded upon receipt.

Sincerely Yours,

[Signature]

Scott J. Kellett  
Headmaster
April 1, 2019

To: John Smith

From: Maria Laskaris, High School Spanish Teacher

Re: Chile Exchange Program

Dear John,

I, Maria Laskaris, am requesting to implement a Chile Exchange Program at Dover Sherborn High School. Last October of 2018, we had a group of students from the south of Chile come to our school and interact with our students of Spanish. This authentic learning experience was very enriching and valuable to our students.

Host Mom and PTO member, Judy Schulz, encouraged me to launch an exchange program officially for the future. An article then went into the local paper (dover.wickedlocal.com) and the school newspaper about it. As such, we are proposing to take a small group of students every other year to Chile. I have created an application for students to apply for the upcoming trip during April vacation of 2020. The estimated cost of the trip would be $3500.00. Please look over the materials to learn more about the program.

If you have any questions or would like further information, please let me know. I look forward to hearing from you at your earliest convenience.

Best regards,

Maria Laskaris
Spanish Teacher
Dover Sherborn High School
Dover Sherborn Middle School
laskarism@doversherborn.org

The Public Schools of Dover and Sherborn do not discriminate on the basis of age, race, color, sex/gender, gender identity, religion, national origin, sexual orientation, disability, or homelessness.
<table>
<thead>
<tr>
<th>REGIONAL SCHOOL COMMITTEE MEETINGS</th>
<th>SHERBORN SCHOOL COMMITTEE MEETINGS</th>
<th>DOVER SCHOOL COMMITTEE MEETINGS</th>
<th>JOINT SCHOOL COMMITTEE &amp; UNION #50 MEETINGS</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Tuesday, September 10, 2019</strong></td>
<td><strong>Tuesday, September 17, 2019</strong></td>
<td><strong>Tuesday, September 24, 2019</strong></td>
<td><strong>Thursday, September 5, 2019 - 6:30pm DSMS Library</strong></td>
</tr>
<tr>
<td>**Monday, October 7, 2019 -- <strong>5:30 START</strong></td>
<td><strong>Tuesday, October 15, 2019</strong></td>
<td>**Tuesday, October 22, 2019-- **5:30 start *****</td>
<td><strong>Tuesday, October 1, 2019 - 6:30 pm DSMS Library</strong></td>
</tr>
<tr>
<td><strong>Tuesday November 5, 2019</strong></td>
<td><strong>Tuesday, November 12, 2019</strong></td>
<td><strong>Tuesday, November 19, 2019</strong></td>
<td><strong>Tuesday, December 10, 2019- 7:00 pm DSMS Library</strong></td>
</tr>
<tr>
<td><em><em>Tuesday, December 10, 2019</em> - starts at 6:00 pm</em>*</td>
<td><em><em>Tuesday, December 10, 2019</em> - starts at 6:00 pm</em>*</td>
<td><strong>Tuesday, December 10, 2019 - 7:00 pm DSMS Library</strong></td>
<td><strong>Tuesday, December 10, 2019 - 7:00 pm DSMS Library</strong></td>
</tr>
<tr>
<td><strong>Tuesday, January 7, 2020</strong></td>
<td>**Tuesday, January 14, 2020-- **5:30 pm start *****</td>
<td><strong>Tuesday, January 21, 2020</strong></td>
<td><strong>Tuesday, January 14, 2020 - 7:00pm DSMS Library</strong></td>
</tr>
<tr>
<td><strong>Tuesday, February 4, 2020</strong></td>
<td><strong>Tuesday, February 11, 2020</strong></td>
<td><strong>Tuesday, February 11, 2020</strong></td>
<td><strong>Tuesday, February 11, 2020</strong></td>
</tr>
<tr>
<td><strong>Tuesday, February 25, 2020</strong></td>
<td><strong>February 26, 2020</strong>* (tentative)**</td>
<td><strong>February 26, 2020</strong>* (tentative)**</td>
<td><strong>February 26, 2020</strong>* (tentative)**</td>
</tr>
<tr>
<td><strong>Tuesday, March 3, 2020</strong></td>
<td><strong>Tuesday, March 10, 2020</strong></td>
<td><strong>Thursday, March 5, 2020</strong></td>
<td><strong>Tuesday, April 7, 2020 - 6:30 pm DSMS Library</strong></td>
</tr>
<tr>
<td><strong>Tuesday, May 5, 2020</strong></td>
<td><strong>Tuesday, May 12, 2020</strong></td>
<td><strong>Monday, May 18, 2020</strong></td>
<td><strong>Tuesday, April 28, 2020-6:30 pm DSMS Library</strong></td>
</tr>
<tr>
<td><strong>Tuesday, June 9, 2020- 7:00 pm start</strong></td>
<td><strong>Thursday, June 11, 2020</strong>* - 6:00 start**</td>
<td><strong>Tuesday, June 9, 2020</strong>* --6:00 start**</td>
<td><strong>Thursday, June 11, 2020 -7:00 DSMS Library</strong></td>
</tr>
</tbody>
</table>

Regional School Committee meetings begin at 6:30 p.m. in the library at DS Middle School, unless otherwise noted.
Sherborn School Committee meetings begin at 6:30 p.m. in Room 204B at the Sherborn Town Hall, unless otherwise noted.
Dover School Committee meetings begin at 6:30 p.m. in the library at Chickering School, unless otherwise noted.

* Meeting to include first pass of the FY21 Budget
** Meeting to include final action on FY21 Budget
*** Budget Meeting with Dover Warrant and Sherborn Advisory Committees

9/6/2019
<table>
<thead>
<tr>
<th>2019-20 SCHOOL COMMITTEE ASSIGNMENTS-</th>
<th>Region 2019-20</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chairperson</td>
<td>Anne Hovey</td>
</tr>
<tr>
<td>Vice Chairperson</td>
<td>Maggie Charron</td>
</tr>
<tr>
<td>Secretary</td>
<td>Judi Miller</td>
</tr>
<tr>
<td>Finance</td>
<td></td>
</tr>
<tr>
<td>Warrants</td>
<td>Anne Hovey</td>
</tr>
<tr>
<td></td>
<td>Michael Jaffe</td>
</tr>
<tr>
<td></td>
<td>(ALT)</td>
</tr>
<tr>
<td>Payroll</td>
<td>Anne Hovey</td>
</tr>
<tr>
<td></td>
<td>Michael Jaffe</td>
</tr>
<tr>
<td></td>
<td>(ALT)</td>
</tr>
<tr>
<td>Budget</td>
<td>All Members</td>
</tr>
<tr>
<td>Committees</td>
<td></td>
</tr>
<tr>
<td>Superintendent’s Evaluation</td>
<td>Anne Hovey</td>
</tr>
<tr>
<td></td>
<td>Maggie Charron</td>
</tr>
<tr>
<td>Dover-Sherborn Union #50 Superintendency</td>
<td>Anne Hovey</td>
</tr>
<tr>
<td></td>
<td>(non-voting)</td>
</tr>
<tr>
<td></td>
<td>Maggie Charron</td>
</tr>
<tr>
<td></td>
<td>(non-voting)</td>
</tr>
<tr>
<td></td>
<td>Judi Miller</td>
</tr>
<tr>
<td></td>
<td>(non-voting)</td>
</tr>
<tr>
<td>Personnel</td>
<td>Maggie Charron</td>
</tr>
<tr>
<td>Negotiations</td>
<td>Kate Potter</td>
</tr>
<tr>
<td></td>
<td>(Sherborn)</td>
</tr>
<tr>
<td></td>
<td>Lynn Collins</td>
</tr>
<tr>
<td></td>
<td>(Dover)</td>
</tr>
<tr>
<td>Search Committees</td>
<td>none at this time</td>
</tr>
<tr>
<td>Category</td>
<td>Liaison(s)</td>
</tr>
<tr>
<td>---------------------------------------</td>
<td>-------------------------------------</td>
</tr>
</tbody>
</table>
| Policy                                | Judi Miller
                               | Lynn Collins                        |
| Technology                            | Michael Jaffe                       |
| Buildings & Facilities                | Anne Hovey
                               | Maggie Charron                      |
| Educator Evaluation Subcommittee      | Maggie Charron                      |
| Wellness                              | Judi Miller                         |
| Employee Health Benefits              | Maggie Charron                      |
|                                      | Judi Miller                         |
| OPEB Oversight                        | Maggie Charron                      |
|                                      | Judi Miller                         |
| **Liaisons**                          | (MS) Kate Potter                    |
| Pine Hill CSA, Dover/Chickering PTO,  | (HS PTO) Michael Jaffe              |
| HS PTO, MS POSITIVE                   | (HS PTO sub) Anne Hovey             |
| School Council                        | Michael Jaffe (HS)                  |
|                                      | Anne Hovey (sub)                    |
|                                      | Judi Miller (MS)                    |
| T.E.C. Representative                 | Lynn Collins                        |
| Boosters *(Region only)*              | Michael Jaffe                       |
| Challenge Success                     |                                    |
| Athletic Advisory *(Region only)*     | Lynn Collins                        |
| Perf. Arts/Music *(Region only)*      | Judi Miller                         |
| SEPAC                                 | Michael Jaffe                       |
| Metco Liaison                         | Kate Potter                         |
| **TASK FORCES**                       |                                     |
| Academic Innovations                  | Anne Hovey                          |
|                                      | Maggie Charron                      |
| School Start Time                     | Michael Jaffe                       |
|                                      | Judi Miller                         |
| Communication                         | Anne Hovey                          |
|                                      | Kate Potter                         |
Sherborn School Committee
Meeting of May 14, 2019

Members Present:  Kate Potter  
                  Angie Johnson  
                  Amanda Brown  
                  Jennifer Debin  
                  Megan Page  

Also Present:  Dr. Andrew Keough, Superintendent  
               Beth McCoy, Assistant Superintendent  
               Dawn Fattore, Business Administrator  
               Barbara Brown, Principal  

1) Call to Order  
Ms. Potter called the meeting to order at 6:35 pm in the Pine Hill Library.  

2) Public Comment - none  

3) Recognition - Dr. Keough thanked Ms. Potter and Ms. Debin for their dedication during their years on the Sherborn School Committee.  

4) Reports  
• Principal's Report - Dr. Brown highlighted recent and upcoming events at Pine Hill.  
• Assistant Superintendent Report - Ms. McCoy provided her report and Dr. Keough highlighted the following items:  
  • FUSE Fellowship - Four faculty members have been named Fuse Fellows. The Fuse Program aims to "cultivate and disseminate innovative education solutions that improve educator and system capacity to provide personalized experiences for every learner." Though a 18 month program our fellows will learn best practices in personalized and blended learning and serve as coaches.  
  • Multi-Tiered System of Support - The change in focus by the State from Response to Intervention (RTI) to a Multi-Tiered System of Support (MTSS) will not require a shift in practice for the district. Faculty will continue to work with students with various level of need, all of which is outlined the newly updated District Curriculum Accommodation Plan (DCAP) to be published later this spring.  
  • Cultural Responsiveness - there has been a year-long focus on developing anti-biased curricula and acquiring skills to facilitate developmentally appropriate conversations/activities among students around topics of identity and social justice. Professional Development opportunities will be designed and provided next year to continue this work and expand the repertoire of culturally responsive teaching strategies.  
  • Superintendent Report - Dr. Keough reviewed his report and highlighted the following items:  
    • Special Education Coordinator and Team Chair Search - the search is in process and the pool of candidates were excellent for both positions.  
    • Kindergarten Numbers - the current number of registered incoming students is 66 which as would result in 22 students per class. The Administration will continue to monitor the enrollment numbers and report on them again at the June meeting.  

5) FY19 Monthly Financial Report  
The Status of Appropriations as of May 8th was provided:
• Salaries - the Teachers: SPED line item reflects a negative variance of approximately $20,000 due to unbudgeted occupational and speech services based on current student needs. This is offset by the positive variance in the SPED Services/Supplies expenditure line. The salary variance will continue to increase slightly as additional substitute and custodial services are incurred through the end of the year.

• Expenditures - most line items are operating at or near budget with the exception of SPED Services/Supplies as noted.

• Out-of-District - there have been no changes to OOD placements since our last report. The budgeted circuit breaker funds have been fully utilized resulting in a positive variance in OOD expenses in the operating fund of $29,196.

• Special Revenue/Revolving Funds reports as of March 31st were provided.

6) **Proposed changes to 2019-20 student handbooks** - Dr. Brown provided the proposed changes which are primarily annual edits (faculty list, school committee members, dates, etc) and some language clarification around entering the building, process, and the pre-school drop off process. There was a suggestion to add a Diversity and Inclusion Statement and Dr. Brown will also add a description of the METCO Program. The changes will be voted on at the June meeting.

7) **Consent Agenda**
   - Approval of Minutes: March 12, 2019
     Ms. Potter made a motion to approve the Consent Agenda. Ms. Brown seconded.
     19-06 VOTE: 5 - 0

8) **Communications**
   - Regional School Committee minutes of February 26 and March 5, 2019
   - Dover School Committee minutes of January 22, 2019

9) **Adjournment at 8:00 pm.**

Respectfully submitted,
Amy Davis
Dover School Committee
Meeting of May 20, 2019

Members Present: Henry Spalding, Chair
Brooke Matarese, Secretary
Rachel Spellman
Adrian Hill
Michael Jaffe

Also Present: Dr. Andrew Keough Superintendent
Beth McCoy, Assistant Superintendent
Dawn Fattore, Business Manager

1) Call to Order
Mr. Spalding called the meeting to order at 6:30 pm in the Chickering Library.

2) Community Comments - None

3) Reports
a) Principal's Report - Ms. Dayal highlighted items from her report and answered questions from Committee members.

b) Assistant Superintendent Report - Ms. McCoy spoke about:
   • FUSE Fellowship - Four faculty members have been named Fuse Fellows. The Fuse Program aims to “cultivate and disseminate innovative education solutions that improve educator and system capacity to provide personalized experiences for every learner.” Though and 18 month program our fellows will learn best practices in personalized and blended learning and serve as coaches.
   • Multi-Tiered System of Support - The change in focus by the State from Response to Intervention (RTI) to a Multi-Tiered System of Support (MTSS) will not require a shift in practice for the district. Faculty will continue to work with students with various level of need, all of which is outlined the newly updated District Curriculum Accommodation Plan (DCAP) to be published later this spring.
   • Cultural Responsiveness - there has been a year-long focus on developing anti-biased curricula and acquiring skills to facilitate developmentally appropriate conversations/activities among students around topics of identity and social justice. Professional Development opportunities will be designed and provided next year to continue this work and expand the repertoire of culturally responsive teaching strategies.

d) Superintendent Report - Dr. Keough spoke about:
   • Visit by Congressman Kennedy - Congressman Kennedy visited recently for a tree planting ceremony sponsored by the Make a Difference Club.
   • Special Education Coordinator and Team Chair Search - the search is in process and the pool of candidates were excellent for both positions.
   • School Start Times - the Start Times Task Force has been re-named the Start Times Task Force - Phase II and will be broken into smaller work groups led by many of the original members. The focus areas will be Transportation, Staff Implications, Secondary Before/After School Activities, Elementary Before/After School Activities, School Schedules, and Communications. The goal is to include as many stakeholders as possible.

e) Warrant Report - provided for review

4) FY19 Monthly Financial Report -
The Status of Appropriations as of May 15th was provided:

- **Salaries** - the projected positive salary variance remains approximately $200,000 based on several post-budget staffing changes including two retirement and staffing reassignments. A significant portion of the variance represents the unfilled teach position for the Strategic Learning Center due to the current student cohort.
- **Expenditures** - the majority of function codes are operating at or near budget. Regarding maintenance of the building, there have been several significant repairs relating to the emergency sprinkler/fire pump system and HVAC equipment (systems were installed in 2001). These are offset by the positive variances in utilities, primarily heat (oil).
- **Out-of-District** - There has been one new placement and one student leave the district since the last report. Due to the timing of these changes there is minimal impact to the overall variance. The projected negative variance has increase slightly to $78,612.
- **Special Revenue/Revolving Funds** reports as of March 31st were provided. There was also information on the lunch program provided and discussed for the coming vote on price increases at the June Joint meeting.

5) **Consent Agenda**
   a) Meeting minutes of March 7, 2019 - Item 8 vote: change Mr. Spellman to Ms. Spellman. Mr. Hill made a motion to approve the Consent Agenda as amended. Ms. Spellman seconded.
   19-06 VOTE: 5 - 0

8) **Communications**
   a) Regional School Committee minutes: February 7, 26 and March 5, 2019
   b) Sherborn School Committee minutes: February 15 and March 12, 2019

9) **Recognition** - Mr. Spalding and Dr. Keough thanked Adrian Hill and Michael Jaffe for their work on the school committee and various sub-committees over their years of service.

10) **Adjournment at 7:32 pm.**

Respectfully submitted,
Amy Davis