

# **NOTICE**

## **DOVER-SHERBORN REGIONAL SCHOOL COMMITTEE MEETING AGENDA**

November 2, 2020

5:30 P.M.

**Following guidance issued by Governor Baker regarding the Open Meeting Law, this public meeting will be held remotely, and individuals wishing to participate may do so by utilizing Zoom video conferencing technology\*, to join the meeting by video conferencing using a computer or tablet, please click on the link:**

**Join Zoom Meeting**

<https://us02web.zoom.us/j/87181589144?pwd=SzlnWjBRS0VodFdqRU5OVIZDM0ZmQT09>

**Meeting ID: 871 8158 9144**

**Passcode: 525105**

1. Call to Order
2. Community Comments
3. Updates:
  - Assistant Superintendent – Ms. Beth McCoy
  - Superintendent – Dr. Andrew Keough
  - Principals- John Smith and Scott Kellett
  - Warrant Report
4. Finance and Operations
  - FY21 Monthly Report
5. Discussion on Program of Studies – First Read
6. ACED Recommendations FY22 A.R.
7. Consent Agenda A.R.
  - Approval of Minutes June 9, June 24, September 15, October 6, 2020
8. Communications (For Members Information)
  - Sherborn School Committee September 22, 2020 minutes
  - Dover School Committee September 29, 2020 minutes
9. Items for December 8, 2020 Meeting
10. Adjournment

*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.*

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## DSMS Monthly Report RSC 2020-2021

[Link to 2020-2021 School Improvement Plan](#)

DSMS RSC Monthly Report

Date: November 2020

Submitted by: Scott Kellett

The middle school is excited for the opening of the 2020-2021 school year

SIP Goals Updates:

### **Goal 1: *Innovative Teaching and Learning***

DSMS teachers have been busy and reflective learners over the past month. With multiple surveys shared, feedback has been flowing in from all stakeholders. As the first seven weeks of school have moved along, our teachers have taken time to reflect and refine their instructional practices. Earlier this month our administration rolled out our Learning Plan 2.0 to continue to streamline our communications with students and to increase consistency and ease of use.

### **Goal 2: *Health and Wellbeing of Students and Staff***

October has been a month of compassion and understanding at the Middle School. Teachers have been offering extensive extra help to students (three times per week) and additional support through our new WIN (What I Need) advisory-like check-ins with students. On Wednesdays and one other additional meeting time, all DSMS staff members meet up with small groups of students to provide social and emotional support, academic coaching and any direction that might be helpful. Many WIN groups have been working on technology tips, student organization and time management skill building. We are finishing the month of October with some Halloween costume fun, to bring in a sense of joy and normalcy during these uncertain times.

As teachers and students have settled into our new normal, October brought us to interim reports. Teachers requested an extension of their grading deadline which was granted by the building administration. Teachers also felt the impact of annual professional practice goal setting, which was strongly supported by our district leadership, by providing staff the opportunity to either roll over last year's goals or adopt some district wide goals regarding blended learning strategies. Additionally, teachers were invited to create [Open House videos](#) to introduce themselves and their courses to families, in lieu of a night into the building for our annual Open House. Lastly, we have been hosting optional faculty meetings each week on Wednesdays at 7:30, to allow staff members an opportunity to check-in, ask questions and to share feedback in a casual setting. Attendance for these weekly check-ins has been great and good conversations and thinking have resulted. While blended learning has brought our teachers new challenges and stretched our comfort zone, we are mindful and attentive to our staff needs and well being.

([DS Family Guide- DSMS](#) ) We see this guide as a foundation for all school community members to rely on, for how school will function and flow this year.

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

We are reviewing survey data to evaluate department strengths and weaknesses that have been identified by staff and students. This will enable us to focus on best practices, better coordinate across grade levels and build on skills from earlier years. It will also help us redesign lessons to better support student interests and needs.

We continue to revise content taught at each grade level based on the “need to know” power standards for students. These emphasize content and skills that spiral from year to year - for example, how students use historical or geographical evidence in writing, how they can read charts and graphs, or how they read and interpret primary sources.

Hybrid teaching has forced us to essentially refigure all lessons and units to help students engage deeply within our content areas, while seeing students two times each week. This has meant realigning projects for more independent work, reconfiguring and redesigning assessments, and using more online and asynchronous platforms and tools for students--particularly those where students can adjust reading levels, exercise choice in assignments, and explore content in varied ways.

### **Department Updates:**

**Special Education:** Professional development with Allan Blume regarding IEP development.

Additionally, Fall Learning Plans were created and sent to parents.

Online Course: K-12 Student engagement. Some liaisons.

### **English:**

Students in all three grades are studying short stories this month.

In sixth grade English, students are focusing on analytical reading skills through literature concepts such as plot, theme, antagonist, protagonist and characterization in short stories.

In the seventh grade, students have read several short stories to learn about the elements of plot structure, focusing on the language used to talk about literature as well as examining how stories are created. Soon, they will be writing their own short stories. Students continue to apply these skills to their independent reading.

In grade eight, students are writing their own short stories and reading published models that demonstrate various choices in terms of point of view and story structure. There is an emphasis on the revision process, through mini-lessons on how to “show” rather than “tell” and how to keep verb tense consistent.

Students in Speech and Drama (grade eight) have performed stories from real life, and students in Media Studies (grade seven) have designed logos and created Make the World a Better Place Ad Campaigns.

**Mathematics:** The math department continues to collaborate on how best to create authentic digital assessments that provide feedback on student voice and written evidence of specific math standards, understanding. We have continued to use our IXL program to gain an understanding of each student's level of math skills in: number sense, algebraic relationships, geometry and probability and statistics. Each grade level of math teachers continues to collaborate together to make changes to its grading system, in order to reflect changes that have been made in our digital learning classrooms.

### **Social Studies:**

Students will participate virtually in an online DSMS school election where students can "vote" for President, Senate, the House of Representatives and the 2 ballot initiatives. We will compare DSMS election data against that from our towns, state and country as results become available.

Unfortunately, we just found out that one of our annual traditions, participating in the nationwide National Geographic Geography Bee, has been cancelled due to the pandemic.

Eighth graders are continuing to study our government and will complete their look at the Executive Branch and elections over the next week and will then move on to learning about Congress.

**Science:** The science department has spent time together learning about, and training with, Gizmos lab software to allow for virtual lab experiences this year. These fun and interactive labs have already been used in the science curriculum! Grade level teachers are also spending time collaborating with each other to go over curriculum and the best way to deliver it to students with our hybrid learning schedule.

### **World Language:**

**In Spanish,** Señora Romer's students have been creating a mural on padlet, on the topic of communities with their ideas and pictures about: Inclusion, diversity, respect, education and collaboration. They are comparing and contrasting different communities in different places around the world: values, attitudes, products, costumes...

**In French,** Mme. Mainuli's students have benefited from the stretch of fine weather. They have been in the school's community garden and surrounding areas, marrying French to their natural surroundings.

**In Latin,** the students have all moved beyond their experiences of becoming a tour guide in Rome and onto the more linguistic aspects of their curriculum. The **eighth** graders are adopting/becoming various 1st Century CE personae's as they respond to actual historical events in an epistolary unit, writing letters both personal and official, as their actual historical persona. Each event will be matched with advancing syntax to help them be able to express more complex thoughts in Latin. The **seventh** graders will be doing something vaguely similar, but as their favorite Olympian god, retelling various myths from their respective perspectives. In **sixth** grade, their language skills are still rudimentary, so they will be encountering mythology and culture mostly in English while building their language skills to where they can switch to Latin for their final projects. All classes are using Book Creator for their writing.

## Physical Education & Wellness

### Grade 6, 7, 8

**We are educating students about the benefits of muscle fitness.** Students begin each class with a dynamic stretching warmup and proceed to muscle fitness exercises using body weight such as plank poses, squats, pushups and v sits. Students then participate in a Happy Heart run-½ mile on the track; with the goal to try to go a bit faster than a walk or self-paced.

Focus during our remote learning is on muscle fitness terminology, safety around muscle fitness/strength training exercises and putting together a fitness plan that works for each student.

**Students continue to work on tactics, strategies and skill with our Net Sports Unit.**

Activities include: tennis, soccer tennis, pickleball, speedminton and soon...badminton and ping pong.

### Grade 7 - Self Management/Accessing Information

Mental Health - Stress Management Strategies / Meditation / Posture / Breath

SOS - Signs of Suicide video on Depression

Next Topic - Healthy Relationships/Friendships / Support systems

### Grade 8 - Interpersonal Communication / Refusal Skill

Building resilience / Decision-Making / Styles of communication

Role play - Types of Peer Pressure / Assertive refusal

Next Topic - Healthy Relationships / Consent

### Guidance:

Our guidance department hosted a Sixth Grade Parents Guidance Night on...

### Technology:

### Fine and Performing Arts:

- **Visual Arts and General Music** at the middle school is continuing to take an SEL approach to learning, focusing more closely on the individual responses and expression through the arts.
- **The FPA department was excited to use our [Mastery Based Rubric](#)** for the progress reports last week, as well as see World Language adopt the rubric this year. We look forward to gathering more student/parent feedback regarding the rubric as originally planned last March, before the pandemic hit.
- **Band, Chorus, and our other ensembles have been granted permission to sing/play in person** in accordance with the [safety guidelines outlined by DESE](#). While transportation is a limiting factor for some of our 8th grade and High School students, we are able to meet with 6th-7th grade students on their in person days (Tuesday and Friday), and are still providing a remote option for all students unable to attend in person.

**Student Council:** Student Council has begun the election process for the 2020-2021 school year.

**Grades & Teams:**

**Sixth Grade:** We are working to develop a list of technology needs among students and parents. We will create a resource to aid parents in supporting their children in accessing our digital resources. Weekly meetings continue to occur to look at students' social-emotional needs, as well as to develop plans and support structures for students struggling with the transition to middle school.

**Seventh Grade:** We continue to do a weekly review of all our 7th grade student's social emotional and academic needs in our weekly student engagement team meetings. As we move into introducing a new curriculum we continue to discuss how best to improve our students' time management of their weekly work, in a digital learning environment.

**Eighth Grade:** The eighth grade teams are collaborating throughout each week to identify and get help for students who are struggling socially, emotionally, academically or with organization. The teams work with each other to put together plans to address the needs of individual students or to address common concerns for many students. We continue to refine the use of our digital space to make it accessible and helpful to all of our students.

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Emily Sullivan  
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TO: Dr. Andrew Keough, Superintendent  
FROM: John G. Smith, Principal, DSHS  
RE: Administrator's Monthly Report  
DATE: November 2, 2020

### **Principal's Reflections:**

Congratulations to the newest members of the DS National Honor Society. These students were inducted on Thursdays October 22<sup>nd</sup> during a Virtual ceremony:

### **NHS Inductees** **2020-2021**

Kai Abbett  
Ethan Alyea  
Riya Bahadur  
Ryan Bendremer  
Owen Bingham  
Elizabeth Birmingham  
Curtis Bowman  
Charlotte Buehler  
Jane Caffrey  
Arden Caldicott  
Ava Carbone  
Russell Ceol  
Evan Charneski  
Matthew Charron  
Kelsey Chiu  
Bethany Correll  
Sam Correll  
Anna Davis  
Timothy Dillon  
Emily Drum  
Jenna Eiten  
Piper Evans

Andrew Federico  
Cecilia Fielding  
Corinne Forman  
George Garrett  
James Gibbons  
Sarah Goldstein  
Alexander Goodness  
Caroline Gray  
Peter Green  
Jackson Griebel  
Cole Hadar  
Amelia Haggerty  
Ella Hain  
Sophie Hatfield  
Isabella Heredia  
Rachel Herman  
Aiden Johnson  
Elijah Kaplan  
Conor Keating  
Lauren Kelly  
Jacqueline Kiel  
Ingrid Kinder

Rachel Lipsky  
Nicole Mayer  
Mercy McGehee  
Camille McLaughlin  
Avery McStravick  
Avery Moore  
Austen Morris  
Long Nguyen  
Emilio Oliva  
Robert Ozerdem  
Rebekka Perinne  
Dan Pomahac  
John Potter  
William Quinn  
Samuel Randa  
Mason Rauch  
Joshua Rooney  
Marisol Saenz  
Noah Sampson  
Zoe Schwartz  
Amal Sharfi  
Joshua Shen

Evan Skeary  
Shane Sklyar  
Olivia Smith  
Eleanor Soska  
Zachary Spellman  
Eva Swaddipong  
Zachary Szeto  
Sophia Tate  
Isabel Taylor  
Benjamin Teich  
Samuel Thomps  
Gregg Vignaux  
Indivar Wahl  
Edward Wang  
Emily Waugh  
Clare Whitaker  
William Whittle  
Frances Wilson  
Steven Xie  
Irene Yang

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### **HS Events:**

Wednesday November 11<sup>th</sup>- Veterans Day No School  
Saturday November 14<sup>th</sup>/Sunday November 15<sup>th</sup>- Last weekend of fall sports  
Wednesday November 25<sup>th</sup>- Early Release Thanksgiving Break  
Monday November 30<sup>th</sup>- Full Day Professional Development- No School for students

### **Curriculum:**

#### School Committee Report – Science

This year the science department has been focusing on providing our students with authentic laboratory experiences during the current global pandemic. Members of the science department across all disciplines are collaborating on best-practices and safety protocols for in-person laboratory investigations. Science teachers are also identifying and creating rigorous laboratory activities where students remotely perform investigations, analyze data, and form scientific conclusions using the Claim, Evidence, and Reasoning model.

The science department is prioritizing diversity, equity, and inclusion within the science curriculum this year. Using Banks' Levels for Transforming Curriculum as a springboard, teachers are analyzing each course's current level, identifying areas for improvement, and creating long-term curricular goals. Several department members have attended the webinar, "The History of Scientific Racism (and Why it Matters for STEM Educators)," and science teachers are working towards authentically addressing racism and inequities in the teaching of science at DSHS.

### **Biology**

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Biology teachers have been using Labster and Gizmos to incorporate rigorous, inquiry-based interactive labs into the curriculum. They are engaging students and maximizing class time by completing group activities, where possible. Students have been collaborating together through the use of Jamboard, Nearpod, and Zoom breakout rooms. In order to properly assess students in person and remotely, online resources such as Flipgrid, Go Formative, and Google Forms are also being implemented. In AP Biology, students have successfully completed labs at home (the isopod animal behavior) and in the classroom (diffusion and osmosis). In all AP science classes, students are given opportunities to experience AP-style questions through the use of College Board's AP Classroom. These resources are used for self-assessment and self-reflection on students' academic progress.

### Chemistry

In Chemistry, students are completing hands-on laboratory investigations regularly. Remote students have used Facetime and Zoom to meet with their in-person lab partners to record and analyze data in real-time. Students have already performed several experiments on topics such as chemical reactions, density, and lab techniques. In AP Chemistry, students are also working together on in-person labs including gravimetric analysis of fertilizer and calorimetry.

Chemistry teachers are adapting online lab simulations from Labster and Gizmos for potential remote use, if necessary. Lastly, Chemistry students are collaborating frequently via Zoom breakout rooms in order to solve complex problems together and improve their critical thinking skills.

### Physics

Physics teachers at DS have been developing and modifying labs to give students an opportunity to perform safe and rigorous hands-on explorations both in school and at home. Students are conducting analytical motion studies of simple household toys using data collection from their

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phones and Bluetooth sensor probes. Previously conducted labs are being adapted to work for hybrid and remote students, such as the investigation of friction on an inclined plane. Physics students will use robust online simulations to enhance their learning throughout the year in topics ranging from kinematics & collision analysis to modern investigations of photoelectric effect and complex circuit design. Physics teachers are also using a variety of new applications (ie. Padlet & PhET) to enhance their curriculum and engage students in virtual labs. A new online platform, Positive Physics, has been implemented this year. In this platform, concepts are reinforced and students build their confidence in solving complex problems.

### Electives

Students enrolled in science elective course are completing virtual labs using Gizmos, Labster, and LabXchange software simulations. In particular, Anatomy & Physiology students are using Gizmos to enhance student learning and provide lab experiences as they explore the human body systems. Advanced Topics in Biology students are safely engaged in hands-on activities such as experimental design and micropipetting techniques. Future work will include investigations with enzymes, molecular biology, and biotechnology.

In addition to using virtual lab software, students in Environmental Research will be working with the DS Sustainability Task Force and the Town of Sherborn Sustainability Coordinator to integrate authentic assessment opportunities and learn about local sustainability efforts at the administrative level. Further, guest speakers will be meeting with Environmental Research students to highlight innovative environmental projects and careers to enhance the overall curriculum.

Finally, Astronomy students are continuing to explore the mysteries of the universe. This fall, students will complete a series of virtual and hands-on labs including: exploring exoplanets,

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measuring parallax, building water bottle rockets, using telescopes, and studying orbital mechanics and astronomical spectroscopy. Students are continuing to keep regular star journal entries, developing an understanding of what they see at night when they look up, as well as how and why they observe celestial objects moving throughout the year.

### Faculty Research

Last summer, physics teacher Josh Bridger continued his work for CIQM (Center for Integrated Quantum Materials). Plans for his physics students to present a new quantum Diamond Magnetometer exhibit at the Museum of Science last spring had to be postponed, but will resume once it is safe. Mr. Bridger is currently collaborating with researchers and educators at MIT, Harvard, and Howard Universities in developing a Virtual Reality (VR) environment for teaching Solid State Physics. As part of a CIQM grant supplement, Mr. Bridger will be able to acquire two full state-of-the-art VR setups for DSHS. He plans to develop and field test explorations in crystal structures using this new technology with his physics students once it is safe to do so. The aim of the project is to help students explore, manipulate, and visualize the atomic crystal structures of common solids as well as revolutionary new materials currently being synthesized in research labs.

### Student Research Abroad

Chemistry and Marine Science teacher Janae Barrett is coordinating an international field trip with ten students to the Cape Eleuthera Institute in the Bahamas through Earthwatch Institute. While in the Bahamas, students will work with a group of scientists on a long term study of the biology and habitats of endangered sea turtles. Students will be engaged in a variety of research-based tasks while on the island, including conducting population surveys, population growth rate measurements, and predator/prey surveys. The program was originally planned for February 2021, but, due to the pandemic, it has been rescheduled for February 2022.

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### School Committee Report- Mathematics

A number of members of the math department have “flipped” their classrooms for the 2020-2021 school year. To best accommodate the hybrid model, teachers are recording lectures using ScreenCastify (or other similar software) and assigning students the homework of watching these videos. We are also adding embedded questions into the videos, using EdPuzzle, to help students engage with and really think about the key concepts presented. Then, during both in-person and remote class time, students are working through problem sets to practice the concepts taught in the video lectures. Using this approach, students are able to work with their classmates with direct support from the teacher to solidify their understanding of the key concepts presented in the videos. While this method is new to all our teachers and most of our students, we’re adjusting and improving with experience. Hopefully, we’ll have it really “dialed in” soon!

Other department members are running their classes in a more traditional format with synchronous lessons/class work and asynchronous problem sets for homework. This decision was made with the particular students being taught at the forefront of our minds. We decided that those who typically struggle with math would benefit from a more structured approach to each lesson with additional teacher support for working on problems that are new to the students.

In addition to preparing for the flipped classroom over the summer, the department also considered the reality that the breadth of our curriculum will, most likely, need to be reduced for this academic year. With that in mind, we reviewed each of our classes and identified key areas that could be “de-emphasized” in a situation where we either don’t have the same amount of class time available or where our instruction is not as effective given the adjustment to a hybrid mode. Of course, as lovers of all things math, this was a difficult endeavor! Given that, we have done our best to focus on the topics that we believe to be most important to our students’ success in the field over the coming years. We are also adjusting our curriculum to take into account the loss of learning that occurred during the spring semester of last year, requiring us to spend more time on topics that in most years, students would have already mastered prior to entering our classes.

Finally, as a way of showing our commitment to being culturally responsive and antiracist educators, in a number of our first year classes one of the introductory assignments was to

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research and report on a non white mathematician. Students were asked to find a mathematician (we generated a list of possibilities) who was a minority in some way and with whom they shared something in common. They then researched this person and reported back to the class about their findings. The goal here was to find a way to help our students engage in the class by seeing that people like them in some way are very accomplished in mathematics. In general, we *do* always talk about “dead white dudes”: Pythagoras, Gauss, Bernoulli, Fibonacci, Turing, Euclid, Euler, and Newton, just to name a few. We might squeeze in Ramanujan and pat ourselves on the back for being so inclusive, but the truth is that we generally only talk about white, male mathematicians, and then we wonder why our not-white-male students engage so little in math class. This assignment, adopted from [The Mathematician Project](#) (NCTM website), was an attempt to help our students understand that non-white people have advanced the field in far-reaching ways. Some of the connections students made were unexpected, but heartwarming – particularly given the divisiveness prevalent in our country today.

### **Guidance:**

#### GUIDANCE NOVEMBER NEWS

##### Seniors:

Senior Seminars and scheduled individual appointments will be wrapping up mid-November. Counselors will still be available to work with seniors individually at any time and are strongly encouraging all seniors and families to continue to make appointments as needed throughout the school year. Currently 42% of the senior class has submitted college applications. This number will definitely increase in the next week as we approach the early November 1 deadline.

##### Freshmen:

Freshmen Parent/Guardian Night was held on October 8<sup>th</sup> via Zoom. Counselors reviewed graduation requirements, discussed the MA bullying law and reporting process, gave a brief introduction to Naviance and standardized testing and shared a general overview of guidance services in grades 9-12. During the presentation and after, parents/guardians could ask questions using the chat function. About 60 parents were in attendance.

Freshmen Seminars will begin the week of November 16<sup>th</sup> and run during the second quarter. Each freshman will participate in one seminar class once per week on Wednesdays during Flex

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Block. Topics to be covered include: an overview of guidance services, high school requirements, stress management, mindfulness strategies, time management and transition to the high school.

Freshmen Meet and Greets were scheduled in early October. Each counselor met with small groups of their grade 9 students to check-in, share information about accessing guidance and answer any questions. Individual appointments with grade 9 students will be ongoing throughout the year. We continue to encourage students to come to guidance or make an appointment through our calendar scheduling system whenever they need to.

#### Sophomores:

Sophomore individual appointments will begin during second quarter. During that meeting, they will be re-introduced to Naviance and begin talking about standardized testing, careers and the college search process. Sophomore Seminars will run during third quarter. Sophomore Parent/Guardian Night is scheduled for Thursday, February 4<sup>th</sup>.

#### Juniors:

Junior Parent/Guardian and Student Night is scheduled for Wednesday, December 9<sup>th</sup> at 6:00pm on Zoom. Junior individual appointments will be scheduled in quarter 3 and Junior Seminars in quarter 4.

#### SATs:

SATs were held at DS on October 14<sup>th</sup> – 77 seniors participated.

#### PSATs:

PSATs were held at DS on October 17<sup>th</sup> – 113 juniors participated

#### AP Exam Registration:

Due to the earlier deadlines set by The College Board last year, students must now register for their AP exams online by November 13<sup>th</sup>, 2020 to avoid a \$40 late fee per exam (set by the College Board). Many communications have gone out to students and parents via their AP teachers and through guidance emails.

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### **Fine and Performing Arts Update:**

The Fall Drama program is hosting small groups of students in person to practice while still maintaining social distancing and appropriate health and safety standards.

On October 23, the Boards of Health for Dover and Sherborn granted the district permission to follow the state guidelines for playing wind instruments and singing. Singing may occur outdoors only at a distance of 10 feet while wearing masks. Wind players may perform outdoors or indoors at a distance of 10 feet while wearing Instrument Masks and Bell Covers. The High School ensembles will meet in person on Wednesday mornings beginning the week of November 2<sup>nd</sup>. Attendance on Wednesdays is optional since some students may not have access to transportation.

### **Athletics:**

Golf finished their season on Monday with an exciting win vs. Westwood, and the team finished the season 9-1 after losing a nail biter to Westwood earlier in the season. This win ties them for the best team in the POD with Westwood. Sophomore, Ben Schroeder was our medalist shooting a 34 and we had four other student athletes shoot a 35! Those student athletes were Billy Rooney, Owen Bingham, Tim Hill, and Curtis Bowman. The other five fall sports continue to practice as we head into our third game weekend vs. Westwood, and have Millis and Dedham left after this weekend concludes with Westwood. Winter sport modifications from the EEA and MIAA are set to be released on Monday, November 2nd.

## DOVER-SHERBORN HIGH SCHOOL | Public School in Dover, MA

**SCHOOL NEED** *“We noticed an increase in students feeling stressed out, overwhelmed and not able to cope. We had to figure out something better than Band-Aiding the problem.”* —Ellen Chagnon, Director of Guidance

### PARTNERSHIP WITH CHALLENGE SUCCESS

- » Joined School Program as a New Team in 2014; Returning Team from 2015–2019
- » Administered student survey in 2014 and 2017\* and parent survey in 2018

### KEY CHANGES MADE

- » Revised mid-year exams to be shorter in length and spaced further apart
- » Created homework-free weekends and holidays
- » Changed homework assignments to focus on quality over quantity
- » Set goal to have everyone off campus by 5:30; limited length of sports practices accordingly
- » Built a robust and enduring parent education program
- » Launched a major “Academic Innovation” initiative to incorporate more project-based learning and alternative assessments as the next phase of Challenge Success work

### BENEFITS TO STUDENTS

- » Added a student wellness lens to all decision-making at the school
- » Increased student perception that the school supports them and works to reduce their stress
- » Decreased academic worry: percent of students reporting they feel “a lot” of pressure to do well in school fell from 52% to 39%
- » Improved perception of homework assignments as more purposeful, targeted, and relevant; students reporting less ‘busywork’

\*Surveys in 2014 and 2017 were administered cross-sectionally

*“We are creating a culture now where we constantly ask ourselves some important questions: Is this good for our students? Is this reasonable for our students? Will these changes allow our students to enjoy their educational experience?”* —John Smith, Headmaster

*“My junior year, I was taking too many AP classes and was so overwhelmed with work, plus just plain unhappy. I chose to drop one AP class and replace it with an engaging, fun class that I had always wanted to take: Marine Science. In the spirit of Challenge Success, the guidance department was extremely helpful and supportive of this decision, which made it a lot easier to take this step that would typically be against the DS norm.”* —Student

*“I feel a lot of parent peer pressure to overschedule my kids and they are tired. Challenge Success has made me more cognizant of saying NO to overscheduling and letting my kids have more down time.”* —Parent

The Public Schools of Dover and Sherborn

157 Farm Street

Dover, MA 02030

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

[www.doversherborn.org](http://www.doversherborn.org)

Dr. Andrew W. Keough, Superintendent

Ms. Dawn Fattore, Business Administrator

Ms. Elizabeth M. McCoy, Asst. Superintendent

Ms. Kate McCarthy, Director of Student Services

*Commitment to Community  
Equity and Excellence  
Respect and Dignity  
Climate of Care*

TO: Regional School Committee  
FROM: Dawn Fattore, Business Administrator  
DATE: October 30, 2020  
RE: FY21 Approved Warrants

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

**Voucher #    Date        Amount        Fund**

<b><u>Voucher #</u></b>	<b><u>Date</u></b>	<b><u>Amount</u></b>	<b><u>Fund</u></b>
1058	10/6/2020	\$97,613.19	General
1065	10/15/2020	\$93,395.53	General
1066	10/25/2020	\$357,221.48	General
1075	10/29/2020	\$90,597.75	General

Dover Sherborn High School  
9 Junction Street  
Dover, MA 02030  
Phone: 508-785-1730 Fax: 508-785-8141

John Smith  
Principal



Ellen Chagnon  
Director of Guidance

Ann Dever-Keegan  
Assistant Principal

Emily Sullivan  
Athletic Director

To: Dr. Andrew Keough, Superintendent of Schools

From: John G. Smith, HS Principal

RE: Potential changes to 2021-2022 Program of Studies

Dear Dr. Keough:

The proposed modifications for the 2021-2022 Program of Studies will be minor. The only potential change is proposing some of our Art, Technology and Music honors courses being included in a student's GPA. We are in the beginning stages of a discussion with our Academic Standards Committee. If the Academic Standards Committee moves this forward then we will request the Regional School Committee review and consider approving this change. This change will support students who are working hard in these honors level courses to receive credit in their GPA's.

As a result of the Covid 19 pandemic this past spring and again this current school year, we are posting language in our school profile and program of studies to reflect the grading changes that have been implemented. We are proposing the following:

### **DSHS Guidance COVID-19 Statement**

#### **2019-2020 School Year:**

Due to the COVID-19 pandemic, Dover Sherborn High School shifted to remote learning on Friday, March 13, 2020. Standard letter grades were given for Quarters 1 and 2 and, subsequently, Semester 1. A letter grade was also given for Quarter 3, representing *only* the in-person portion of the second semester. Fourth quarter was graded on a Pass/Fail basis. Final grades for the year were calculated by weighting each grade as follows: Semester 1 (72%), Quarter 3 (18%), Quarter 4 (10%).

#### **2020-2021 School Year:**

For the 2020-2021 school year, Dover Sherborn High School has opted to follow a hybrid model of education. Students attend school in-person for two days each week and learn remotely for three days. Standard letter grades will be given, though students will not be taking midyear or final exams. To accommodate a later start of the school year, we have adjusted our overall semester grades to reflect a running average of work done each semester. A first quarter grade will therefore *not* necessarily reflect 50% of the first semester grade and should be viewed as an interim grade report.

Please click [here](#) to view the current Program of Studies

*The Public Schools of Dover and Sherborn*

*Memo from  
Superintendent Dr. Andrew Keough*

To: Dover Sherborn Regional School Committee  
From: Andrew W. Keough, Ed.D,  
Superintendent  
Date: October 29, 2020  
RE: ACED Recommendations for FY22 Agenda Item # 6

---

The ACED committee met to review requests. The committee has decided to recommend that the Cross Country head coaches ratio increase from 4.0 to 5.50.

	Current Ratio	\$	ACED Recom Ratio	\$
Cross Country Coach	4.00	\$6,045.32	5.50	\$8,312.32

The total cost increase for the two coaching positions will be \$4,533.99

I will be happy to answer any questions in regards to these recommendations.

## **DRAFT**

### **Dover-Sherborn Regional School Committee** Meeting of June 9, 2020

Members Present: Anne Hovey  
Maggie Charron  
Judi Miller  
Kate Potter  
Michael Jaffe  
Lynn Collins

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

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

Ms. Hovey called the virtual meeting to order at 6:03 pm and read the following into the record: Good evening. My name is Anne Hovey and I am the chair of the Dover-Sherborn Regional School Committee. This Open Meeting of the Dover-Sherborn regional school committee is being conducted remotely consistent with Governor Baker's Executive Order of March 12, 2020, due to the current State of Emergency in the Commonwealth due to the outbreak of the "COVID-19 Virus."

For this meeting, the Dover-Sherborn regional school committee is convening via Zoom App, as posted. Information on how to join our School Committee mtgs and mtg agendas were posted on the Dover Sherborn District Website and on the town calendars.

Please note that this meeting is being recorded. Please be aware that anything that you broadcast may be captured by the recording.

#### **PUBLIC COMMENT:**

Community comments are an opportunity for members of the community to be heard. We respectfully request that you please make your comments brief (2-3 minutes) and that you move the discussion forward by adding new information. Please try to avoid repeating points that have already been made.

For community comments, please virtually raise your hand and wait to be called on. When you speak, please begin by stating your name and street address.

Community comments are an opportunity for us to listen to members of the community. It is not a forum for answering questions or engaging in a debate. Once the public comment section of the meeting has been concluded, we will move on to other business and unsolicited comments from the community will no longer be permitted. This is standard operating procedure in school committee meetings across our 3 school districts.

We invite everyone to stay and listen to the entire meeting, but also understand that many of you are unable to do so and may have to leave the Zoom call. We appreciate that you have taken the time to participate in this most important process and we encourage you to reach out to your school committee reps at any time.

School Committee members, please remember to virtually raise your hand when you would like to speak. Always begin by stating your name.

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

## DRAFT

### 3) Reports

- DSHS Headmaster Report - Mr. Smith provided an update on upcoming events at the high school
- DSMS Headmaster Report - Mr. Kellett provided an update on the middle school.
- Warrant Report

### 4) Financial Reports

#### *FY20 Operating Update as of June 4th*

- Revenues - Significant increases in revenues for Chapter 71 (transportation) reimbursement (\$85,989) and interest income (\$40,000) were realized. The final transportation payment for FY19 has been received resulting in an 84% reimbursement rate. Overall, there is a positive variance of \$127,383 excluding athletic fees.
- Salaries - there is an estimated positive salary variance of \$280,000 due primarily to previously reported post-budget staffing changes and the closure of school.
- Expenses - the significant positive operating variances are in transportation and employee benefits. Transportation variances reflect the use of the RTRF (\$277,000) and the savings from the school closure (\$116,000). Employee benefits reflect saving from actual healthcare enrollment vs budgeted (\$145,000), savings on worker's compensation premiums (\$18,500), lower Medicare tax expense (\$10,000) vs budget, and savings in retiree healthcare costs of \$60,000 resulting from the cost share change and enrollment. Other significant variances include savings of \$75,000 in supplies for both classroom/general and athletics due to school closure. The negative variance in the maintenance of buildings resulting from emergency repairs of HVAC equipment and additional costs associated with the Middle School LED retrofit project are offset by the savings in utilities resulting from the net metering contract (approx \$20,000) and lower usage than budgeted included school closure impact. Excluding transportation and employee benefit activity, the projected positive variance from operations is \$120,000 or 1.4% of budget.
- Regional Transportation Reimbursement Fund (RTRF) - Transportation reimbursement is based on prior year expenditures. With the closure of school, actual costs were reduced by \$116,000 which will result in lower reimbursement for FY21 of approximately \$77,000 assuming a 70% reimbursement rate. In addition, the Governor's budget was based on a 75% reimbursement rate which in the current economic times may not be realized. To cover these shortages it is recommended to transfer the current excess Chapter 71 revenues of \$85,989 to the RTRF.

*Maggie Charron made a motion to transfer \$85,989 to the Regional Transportation Reimbursement Fund. Michael Jaffe seconded.*

*20-19 VOTE: 5 - 0 via roll call (Kate Potter not present for vote)*

- Use of E&D - the FY21 Chapter 70 revenue estimate was based on the Governor's FY21 budget. It is now expected that the revenue will be below FY20 actuals. To prepare for the likely shortfall, it is recommended that FY21 Chapter 70 budgeted revenues be reduced by \$200,000 and replaced with E&D funds. The total approved budget and related Town assessments remain the same it is only the funding sources that are changing. The Administration anticipates covering the costs of the FY21 capital projects, covering projected state revenue shortfalls, providing a small turn back of funds to the Towns and leaving the District with a 5% E&D reserve going into a volatile economic period.

## DRAFT

Sherborn Advisory representatives requested that the Regional Committee consider turning back more of the E&D balance to the Towns given the anticipated economic challenges at the Town level and that the 5% level is the maximum allowed by law. There was discussion between the committee members who felt the Region needs to keep a higher than usual E&D balance given the unknowns going into the next fiscal year.

*Michael Jaffe made a motion to reduce FY21 Chapter 70 revenue by \$200,000 and increase use of E&D by \$200,000. Judi Miller seconded.*

*20-20 VOTE: 5 - 0 via roll call*

- OPEB Financial Policy - the last step in the process for the OPEB Trust Fund is approval of the funding policy. The change in the retiree costs share of health insurance premiums will be reallocated to the OPEB Trust Fund. It is estimated the annual contribution will be approximately \$140,000 once the 50% is fully realized.

*Lynn Collins made the following motion: for purposes of funding, the Dover Sherborn Regional School District will seek to appropriate, at a minimum, \$100,000 as part of each fiscal year's operating budget. The primary source of funding will come from the pay-as-you-go savings derived from the recently agreed upon cost share of retirees over the next four years (70/30 cost share to 50/50 cost share by FY23). Michael Jaffe seconded.*

*20-21 VOTE: 5 - 0 via roll call*

- 5) Appointment of DS Regional Treasurer** - the District's current Treasurer is retiring after 15 years. A search was conducted over the past few months and the Search Committee recommends John Lafleche for appointment. His resume was provided.

*Lynn Collins made a motion to approve John Lafleche as Treasurer for the District for FY21. Maggie Charron seconded.*

*20-22 VOTE: 5 - 0 via roll call*

- 6) Approval of 2020-21 Handbooks** - there were no additional changes to those proposed at last month's meeting.

*Lynn Collins made a motion to approve the 2020-21 Student Handbook for the Dover Sherborn Middle School. Maggie Charron seconded.*

*20-23 VOTE: 5 - 0 via roll call*

*Judi Miller made a motion to approve the 2020-21 Student Handbook for the Dover Sherborn High School. Lynn Collins seconded.*

*20-24 VOTE: 5 - 0 via roll call*

- 7) Approval of 2020-21 School Improvement Plans** - the school improvement plans were presented with the understanding that they may need to be adjusted.

*Maggie Charron made a motion to approve the 2020-21 Dover Sherborn Middle School Improvement Plan. Lynn Collins seconded.*

*20-25 VOTE: 5 - 0 via roll call*

*Lynn Collins made a motion to approve the 2020-21 Dover Sherborn High School Improvement Plan. Maggie Charron seconded.*

## **DRAFT**

*20-26 VOTE: 5 - 0 via roll call*

- 8) Approval of District's Opportunity Plan** - In support of the Student Opportunity Act Plan, additional Chapter 70 funding will be provided to districts for the 2020-21 school year. Dover Sherborn will receive an additional \$117,851 to be used to ) focus on student subgroups who are not achieving at the same high level as their peers; 2) adopt, deepen or continue specific evidence-based programs to close opportunity and achievement gaps for student subgroups and allocate resources to support these programs; 3) monitor success in reducing disparities in achievement among student subgroups over three years with a small number of metrics and targets; and 4) engage families, particularly those families representing student subgroups most in need of support, about how best to meet their students' needs.

*Judi Miller made a motion to approve the Student Opportunity Plan. Michael Jaffe seconded.  
20-27 VOTE 5 - 0 via roll call*

## **9) Consent Agenda**

- Approval of Minutes of May 5, 2020

*Michael Jaffe made a motion to approve the Consent Agenda. Judi Miller seconded.  
20-28 VOTE: 6 - 0*

## **10) Communications**

- Class of 2020 Matriculation Report
- Sherborn School Committee minutes of March 10, 2020
- Dover School Committee minutes of March 5 and April 28, 2020

## **11) Adjournment at 7:48 pm.**

Respectfully submitted, Amy Davis

## DRAFT

### Dover-Sherborn Regional School Committee Meeting of June 24, 2020

Members Present: Anne Hovey  
Maggie Charron  
Judi Miller  
Kate Potter  
Michael Jaffe  
Lynn Collins

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

#### 1) Call to Order

Dr. Keough called the virtual meeting to order at 6:01 pm and read the following into the record: Good evening. This Open Meeting of the Dover-Sherborn regional school committee is being conducted remotely consistent with Governor Baker's Executive Order of March 12, 2020, due to the current State of Emergency in the Commonwealth due to the outbreak of the "COVID-19 Virus."

For this meeting, the Dover-Sherborn regional school committee is convening via Zoom App, as posted. Information on how to join our School Committee mtgs and mtg agendas were posted on the Dover Sherborn District Website and on the town calendars.

Please note that this meeting is being recorded. Please be aware that anything that you broadcast may be captured by the recording.

#### PUBLIC COMMENT:

Community comments are an opportunity for members of the community to be heard. We respectfully request that you please make your comments brief (2-3 minutes) and that you move the discussion forward by adding new information. Please try to avoid repeating points that have already been made.

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We invite everyone to stay and listen to the entire meeting, but also understand that many of you are unable to do so and may have to leave the Zoom call. We appreciate that you have taken the time to participate in this most important process and we encourage you to reach out to your school committee reps at any time.

School Committee members; please remember to virtually raise your hand when you would like to speak. Always begin by stating your name.

#### 2) Reorganization

Dr. Keough asked for nominations for Chair: Michael Jaffe nominated Maggie Charron as Chair of the Dover Sherborn Regional School Committee. Judi Miller seconded.

20-19 VOTE: 6 - 0 via roll call

## **DRAFT**

Michael Jaffe nominated Judi Miller as Vice Chair for the Dover Sherborn Regional School Committee. Anne Hovey seconded.

20-20 VOTE: 6 - 0 via roll call

Maggie Charron nominated Lynn Collins as Secretary for the Dover Sherborn Regional School Committee. Judi Miller seconded.

20-21 VOTE: 6 - 0 via roll call

### **3) Community Comments**

#### **4) Consent Agenda**

- Donation - \$51,000 from the Alan Thayer Mudge Fund for technology needs and replacement of the stage curtain in the auditorium.

*Lynn Collins made a motion to approve the Consent Agenda. Anne Hovey seconded.*

*20-22 VOTE: 6 - 0 via roll call*

#### **5) Communications**

- Subcommittee Assignments
- Sherborn School Committee minutes of May 12, 2020
- Dover School Committee minutes of May 18, 2020

#### **6) Adjournment at 6:23 pm.**

Respectfully submitted, Amy Davis

## DRAFT

### Dover-Sherborn Regional School Committee Meeting of September 15, 2020

Members Present: Anne Hovey  
Maggie Charron  
Judi Miller  
Kate Potter  
Michael Jaffe  
Lynn Collins

#### 1) Call to Order

Ms. Charron called the virtual meeting to order at 6:30 pm and read the following into the record:

Good evening. This Open Meeting is being conducted remotely consistent with Governor Baker's Executive Order of March 12, 2020,

Information on how to join remote School Committee meetings and meeting agendas are posted on the Dover Sherborn District Website.

Please note that this meeting is being recorded. Be aware that anything that you broadcast may be captured by the recording.

Community comments are an opportunity for members of the community to be heard. We respectfully request that you please make your comments brief (2-3 minutes) and that you move the discussion forward by adding new information. Please try to avoid repeating points that have already been made.

Community comments are an opportunity for us to listen to members of the community. It is not a forum for answering questions or engaging in a debate. Once the public comment section of the meeting has been concluded, we will move on to other business and unsolicited comments from the community will no longer be permitted. This is standard operating procedure in school committee meetings across our 3 school districts. We appreciate that you have taken the time to participate and encourage you to reach out to your school committee reps at any time.

#### 2) Community Comments - none

#### 3) Reports

- Assistant Superintendent Update - Ms. McCoy shared the presentation she gave to the faculty at the start of school as well as the schedule of the professional development offered during the 10 days before students arrived.
- Superintendent Update - Dr. Keough thanked the Administration for their hard work over the summer and credited the successful opening of school to the effort and preparedness of the faculty and staff.
- DSHS Headmaster's Report - Mr. Smith said he was disappointed that students were not able to return to school as planned but the hybrid model allows for a quick and smooth pivot to remote learning for the week.
- DSMS Headmaster's Report - Mr. Kellett said the opening of school went well and thanked Ms. Hurley for all her work particularly creating the DSMS Family Guide.
- Warrant Report

#### 4) Financial Reports

- FY20 Closeout
  - a) General Revenues - there were significant increases in revenues for Chapter 71 (transportation) reimbursement \$85,989 and interest income \$32,500. The negative variance in athletic fees was offset by the spring coaching stipends that were not expended.

## DRAFT

- b) Status of Appropriations - the operating budget ended the year with a surplus of \$1,187,804. The key variances were: \$390,959 in salaries representing multiple unfilled/vacant positions throughout the year, post-budget staffing changes, cancellation of spring sports (approx \$90,000) and savings from custodial overtime and substitute costs due to school closure as of March 13th; \$277,400 in transportation costs charged to the Regional Transportation Reimbursement Fund as approved by the committee as well as savings of \$116,000 from the school closure; and \$246,000 in employee benefits comprised of savings from actual healthcare enrollment versus budgeted, savings on worker's compensation premiums, lower Medicare tax expense versus budget, and savings in retiree healthcare costs resulting from the agreed upon cost share change and actual enrollment activity.
- c) Summary of results - the net result of operations was a surplus of \$1,215,845. The Committee approved several uses of Excess & Deficiency funds for FY21 including \$575,000 for capital projects and \$375,000 for the FY21 operating budget leaving a proposed certified E&D fund balance of \$1,409,923 (5.39%) of the FY21 operating budget. Ms Fattore estimates approximately \$100,000 will be returned to the Towns once E&D is certified.
- d) Special Revenue/Revolving Funds - a summary of FY20 activity was provided.
- FY21 Operating and Capital Update - Chapter 70 revenue is expected to be at FY20 levels which is much higher than originally forecasted. Ms. Fattore gave an update on the spending of the CARES School Reopening Grant of approximately \$280,000: \$80,000 on technology (primarily laptops for faculty and students); \$65,000 on Professional Development; \$25,000 for PPE; \$20,000 on tent rentals; and \$15,000 for contracted services (HVAC and concierge testing access) leaving approximately \$80,000.

### 5) Consent Agenda

- Approval of Minutes: August 14, 2020

*Anne Hovey made a motion to approve the Consent Agenda. Lynn Collins seconded.  
20-29 VOTE: 6 - 0*

### 6) Communication

- 2020-21 School Committee Meeting Schedule
- Subcommittee Assignments

### 7) Items for October 6, 2020 meeting

### 8) Adjournment at 8:12 pm.

Respectfully submitted, Amy Davis

Dover-Sherborn Regional School Committee  
Communications Workshop  
Dover-Sherborn Middle School Outdoor Tent  
October 1, 2020

In attendance: Maggie Charron, Chair, Judi Miller, Vice Chair, Anne Hovey, Michael Jaffe, Kate Potter, Lynn Toney Collins

Ms. Charron called the workshop to order at approximately 5 pm. Ms. Charron distributed and introduced the Preparation Memo and Working Agenda. The Committee members engaged in a robust discussion of each agenda item in turn.

The meeting was adjourned at 6:30 pm.

Respectfully submitted:

Lynn Toney Collins, Secretary

## DRAFT

### Dover-Sherborn Regional School Committee Meeting of October 6, 2020

Members Present: Anne Hovey  
Maggie Charron  
Judi Miller  
Kate Potter  
Michael Jaffe  
Lynn Collins

#### 1) Call to Order

Ms. Charron called the virtual meeting to order at 6:33 pm and read the following into the record:

Good evening. This Open Meeting is being conducted remotely consistent with Governor Baker's Executive Order of March 12, 2020,

Information on how to join remote School Committee meetings and meeting agendas are posted on the Dover Sherborn District Website.

Please note that this meeting is being recorded. Be aware that anything that you broadcast may be captured by the recording.

Community comments are an opportunity for members of the community to be heard. We respectfully request that you please make your comments brief (2-3 minutes) and that you move the discussion forward by adding new information. Please try to avoid repeating points that have already been made.

Community comments are an opportunity for us to listen to members of the community. It is not a forum for answering questions or engaging in a debate. Once the public comment section of the meeting has been concluded, we will move on to other business and unsolicited comments from the community will no longer be permitted. This is standard operating procedure in school committee meetings across our 3 school districts. We appreciate that you have taken the time to participate and encourage you to reach out to your school committee reps at any time.

**2) Community Comments** - Janice Barry mentioned that October 26th marks the 6 week mark from the opening of school when chorus and band can meet to practice/perform outdoors. She and the rest of the department are looking forward to this as teaching chorus and band without being able to sing or play the instrument is like trying to teach without books. Matt Guarini expressed his support for a quicker return to school in person 4 days per week for the middle and high school as health issues for students extend beyond COVID and a balance needs to be found.

#### 3) Reports

- Superintendent Update - Dr. Keough is encouraged by the start to the year and owes a debt a gratitude to local medical professionals and their expertise to get students back to school this fall. He is relying on the Health and Hygiene Committee to recommend any changes to the in-person schedule going forward.
- Headmasters' Report - Mr. Smith and Mr. Kellett spoke about their desire to change the title of Headmaster to Principle to be more inclusive. They also spoke about the work being done to address cultural responsiveness in the curriculum and the return of band and chorus.
- Athletic Update - Ms. Sullivan reported that there are 277 athletes participating in fall sports and practices have been going well. She is working on a plan to allow 2 spectators per athlete for home games (masks and socially distancing required) with the Boards of Health.

## DRAFT

- Warrant Report

### **4) Financial Reports as of September 30th**

- Revenues - The State's budget approved Chapter 70 revenues were more favorable than initially projected with a decrease in funding of \$40,000 vs the anticipated \$200,000. Chapter 71 revenue has not yet been confirmed. There are no projected variances in athletic or activity fees. Parking fees are not being collected for a negative variance of \$52,500.
- Salaries - the majority of salaries have been encumbered excluding the costs of lane changes, shared educator salaries (between districts) and vacant educational assistant vacancies.
- Expenditures - no material variances in operating expenses are projected at this time as many expenditure categories have not been encumbered yet. Ms. Fattore is working with Connolly Bus on an amendment to our current transportation contract to reflect the changes in this year's operations. It will be shared with the school committee when finalized.
- Re-Opening Grant - a full report of expenditures to date will be provided at the next meeting.

### **5) October Enrollment Report** - there are 1,181 students enrolled in the Regional School District: 635 from Dover, 523 from Sherborn, and 23 from Boston.

### **6) Consent Agenda**

- Approval of Minutes: September 8, 2020

*Anne Hovey made a motion to approve the Consent Agenda. Kate Potter seconded.  
20-30 VOTE: 4 - 0*

### **7) Communication**

- DSHS Headmaster Report
- DSMS Headmaster Report
- Sherborn School Committee minutes of June 24, 2020
- Dover School Committee minutes of June 24, 2020

### **8) Items for November 2, 2020 meeting**

### **9) Adjournment at 8:09 pm.**

Respectfully submitted, Amy Davis

**APPROVED OCTOBER 13, 2020**

**Sherborn School Committee**  
Meeting of September 22, 2020

Members Present: Angie Johnson  
Amanda Brown  
Megan Page  
Nancy Cordell

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

**1) Call to Order**

Ms. Johnson called the virtual meeting to order at 6:30 pm and read the following into the record: Good evening. This Open Meeting of the Sherborn School Committee is being conducted remotely consistent with Governor Baker's Executive Order of March 12, 2020, due to the current State of Emergency in the Commonwealth due to the outbreak of the "COVID-19 Virus."

In order to mitigate the transmission of COVID-19, we have been advised and directed by the Commonwealth to suspend public gatherings, and as such, the Governor's Order suspends the requirement of the Open Meeting Law to have all meetings in a publicly accessible physical location. Further, all members of public bodies are allowed and encouraged to participate remotely.

For this meeting, the Sherborn School Committee is convening via Zoom App, as posted. Information on how to join our School Committee mtgs and mtg agendas were posted on the Dover Sherborn District Website and on the town calendars.

Please note that this meeting is being recorded, and that some attendees are participating by video conference. Accordingly, please be aware that others may be able to see you, so please take care not to "screen share" your computer. Anything you broadcast may be captured by the recording.

Community comments are an opportunity for members of the community to be heard. We respectfully request that you please make your comments brief (2-3 minutes) and that you move the discussion forward by adding new information. Please try to avoid repeating points that have already been made.

Community comments are an opportunity for us to listen to members of the community. It is not a forum for answering questions or engaging in a debate. Once the public comment section of the meeting has been concluded, we will move on to other business and unsolicited comments from the community will no longer be permitted. This is standard operating procedure in school committee meetings across our 3 school districts.

**2) Community Comments - none**

**3) Reports**

- Principal's Report - Ms. Gullingsrud summarized Dr. Brown's report in her absence.
- Assistant Superintendent Update - Ms. McCoy shared the presentation she gave to the faculty at the start of school as well as the schedule of the professional development offered during the 10 days before students arrived.
- Superintendent Update - Dr. Keough thanked the Administration for their hard work over the summer and credited the successful opening of school to the effort and preparedness of the faculty and staff.
- Warrant Report

## **APPROVED OCTOBER 13, 2020**

### **4) FY20 Budget Closeout**

- Status of Appropriations as of June 30th - The year ended with a positive operating variance of \$74,198 comprised of: a negative salary variance of \$19,315 caused primarily from additional required educational support; positive operating variance of \$20,000 in special education services due to the change in needs of the student cohort; \$34,600 savings in transportation and \$13,600 in utilities due to the school closure; and a positive variance of \$19,721 in Out of District expenditures.
- Special Revenue/Revolving Funds - a summary of all activity for the accounts in FY20 was provided.

### **5) FY21 Budget & Capital Update** - a report will be provided at the October meeting.

### **6) Remote Learning Enrichment Center** - In accordance with DESE Commissioner Reilly's guidance, a program that allows for our students whose parents are teachers to stay in school on their remote days (with the exception of Wednesday) has been established. The program is call the Remote Learning Enrichment Center and the funding will be charged to the CARES Reopening grant. There are 9 students participating at Pine Hill and the center is being staffed by previously underemployed Extended Day staff.

Nancy Cordell made a motion to approve the Remote Learning Enrichment Center as presented. Megan Page seconded.

20-14 VOTE: 4 - 0 via roll call

### **7) Consent Agenda**

- Approval of Minutes: June 24, 2020

Megan Page made a motion to approve the Consent Agenda. Amanda Brown seconded.

20-15 VOTE: 4 - 0 via roll call

### **8) Communications**

- 2020-21 Meeting Calendar
- Subcommittee Assignments

### **9) Items for October 13, 2020 meeting**

### **10) Adjournment at 7:18 pm.**

Respectfully submitted,  
Amy Davis

## APPROVED OCTOBER 20, 2020

### Dover School Committee Meeting of September 29, 2020

Members Present: Brooke Matarese  
Mark Healey  
Leslie Leon  
Colleen Burt  
Sara Gutierrez Dunn

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

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

Ms. Matarese called the virtual meeting to order at 6:30 pm and read the following into the record: Good evening. This Open Meeting of the Dover School Committee is being conducted remotely consistent with Governor Baker's Executive Order of March 12, 2020, due to the current State of Emergency in the Commonwealth due to the outbreak of the "COVID-19 Virus."

In order to mitigate the transmission of COVID-19, we have been advised and directed by the Commonwealth to suspend public gatherings, and as such, the Governor's Order suspends the requirement of the Open Meeting Law to have all meetings in a publicly accessible physical location. Further, all members of public bodies are allowed and encouraged to participate remotely.

For this meeting, the Dover School Committee is convening via Zoom App, as posted. Information on how to join our School Committee mtgs and mtg agendas were posted on the Dover Sherborn District Website and on the town calendars.

Please note that this meeting is being recorded, and that some attendees are participating by video conference. Accordingly, please be aware that others may be able to see you, so please take care not to "screen share" your computer. Anything you broadcast may be captured by the recording.

Community comments are an opportunity for members of the community to be heard. We respectfully request that you please make your comments brief (2-3 minutes) and that you move the discussion forward by adding new information. Please try to avoid repeating points that have already been made.

Community comments are an opportunity for us to listen to members of the community. It is not a forum for answering questions or engaging in a debate. Once the public comment section of the meeting has been concluded, we will move on to other business and unsolicited comments from the community will no longer be permitted. This is standard operating procedure in school committee meetings across our 3 school districts.

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

#### 3) **Reports**

- Principal's Report - Dr. Reinemann reviewed her report and answered questions.
- Assistant Superintendent Update - Ms. McCoy shared the presentation she gave to the faculty at the start of school as well as the schedule of the professional development offered during the 10 days before students arrived.
- Superintendent Update - Dr. Keough thanked the Administration for their hard work over the summer and credited the successful opening of school to the effort and preparedness of the faculty and staff. He also reviewed the Reopening Plan - Phase 2 which would bring K-3 students back in-person 4 days per week:

## APPROVED OCTOBER 20, 2020

- a) Guiding Principle - Education is essential to children's intellectual, social and emotional development. This can be more completely addressed with in-person education, particularly among younger students who are not yet independent learners. These benefits must be weighed against the risk of COVID-19 transmission in the community and in the schools to determine when it is safe and appropriate to increase in-person learning time.
- b) Key Public Health Metrics - Community Prevalence: To support moving to the next stage of in-person learning, the combined Dover- Sherborn case rate averaged over two weeks should remain in "green", defined as < 4 cases / 100,000, for the 4 weeks prior to advancing to the next stage. This is the most recent tracking of our data (this data will also be posted to our [webpage](#) every Wednesday afternoon after being released by the state).
- c) Testing capacity: The test positivity rate in the community should be below 2% for at least two consecutive weeks, which is one indicator of adequate testing capacity. Furthermore, the school system should not be consistently exceeding the daily contracted testing capacity (currently 5/day, above what is available through primary care offices).
- d) School based spread: There should be no clusters of cases with evidence of in-school transmission. This is defined as meeting criteria for activation of the state mobile testing unit. Currently these criteria are as follows:
  - \* Two or more students/staff within the classroom group develop COVID-19 within 14 days, and transmission/exposure occurred in the classroom
  - \* More than 3% of the cohort/grade (at least 3 individuals) develop COVID-19 within 14 day, and transmission/exposure occurred in the school
  - \* More than 3% of the school develops COVID-19 within 14 days (of note – for our typical school size this would already have triggered "Red" based on the population of our district)
  - \* Three or more staff within the same school develop COVID-19 within 14 days, and there is evidence of transmission among staff
  - \* Two or more students on the same bus develop COVID-19 within 14 days
- e) Logistical Requirements - The addition of more in-person schooling days raises multiple logistical issues including available spacing in classrooms (we have committed to ensuring 5.5 feet of distancing between students in classrooms), scheduling of lunch and snacks to ensure adequate distancing while unmasked (with spacing of 6 feet and all students facing the same direction our lunchroom capacity has shrunken considerably), and coordination of bus schedules. While public health measures are an important milestone – any level of opening needs to ensure that the available physical plant can accommodate appropriate distancing and cohort sizing. Dr. Keough stated that if the current data trend holds, K-3 will be brought back for in-person learning 4 days per week beginning on October 19th.

- Warrant Report

- 6) **FY20 Budget Closeout** - The year ended with a positive operating variance of \$111,341 comprised of: a positive salary variance of 218,604 due to post-budget staffing changes, extended maternity leave, unfilled stipend positions, plus savings from unused substitute and custodial overtime salaries due to the school closure; \$34,800 savings in transportation and \$44,000 in utilities due to the school closure; offset by a negative variance of \$218,554 in Out of District expenditures resulting from a combination of new placements as well as changes in placements.

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- Special Revenue/Revolving Funds - a summary of all activity for the accounts in FY20 was provided. Ms. Fattore highlighted the playground resurfacing which was completed in June with funding from the PTO as well as the Building Rental and Unrestricted Gifts accounts.
- 7) **FY21 Update** - Faculty devices and K-2 iPads were purchased through the Town's CARES funding. The Reopening Grant CARES monies have been used to purchase PPE, rent tents, and additional staffing. The FY22 Capital Request is being developed as requested by the Town.
- 8) **Remote Learning Enrichment Center** - In accordance with DESE Commissioner Reilly's guidance, a program that allows for our students whose parents are teachers to stay in school on their remote days (with the exception of Wednesday) has been established. The program is call the Remote Learning Enrichment Center and the funding will be charged to the CARES Reopening grant. There are 9 students participating at Pine Hill and the center is being staffed by previously underemployed Extended Day staff.

*Leslie Leon made a motion to approve the Remote Learning Enrichment Center as presented. Mark Healey seconded.*

*20-14 VOTE: 5 - 0 via roll call*

### 9) **Consent Agenda**

- Approval of Minutes of June 24, 2020

*Leslie Leon made a motion to approve the Consent Agenda. Mark Healey seconded.*

*20-15 VOTE: 5 - 0 via roll call*

### 10) **Communications**

- 2020-21 Meeting Calendar
- Subcommittee Assignments
- Regional School Committee - none
- Sherborn School Committee minutes of June 24, 2020

### 11) **Adjournment at 7:55 pm.**

Respectfully submitted,  
Amy Davis