



NOTICE
DOVER-SHERBORN REGIONAL SCHOOLS
SCHOOL COMMITTEE MEETING
JANUARY 6, 2015, 6:30 P.M.-8:30 P.M.
DOVER-SHERBORN REGIONAL MIDDLE SCHOOL LIBRARY

(Members of the public are welcome to attend. Regional School Committee members include: Ms. Dana White, Chair, Mr. Michael Lee, Vice Chair, Ms. Carolyn Ringel, Secretary, Ms. Clare Graham, Mr. Richard Robinson, and Ms. Lori Krusell)

AGENDA

Call to order

Community Comments

State of the District (6:30-6:45 p.m.)

Middle School Updates: Mr. Jeb Shue & Mr. Kellett
High School Updates: Ms. Catherine Boland & Mr. Smith
Central Office Updates: Mr. Bliss, Dr. LeDuc, Ms. Green, & Ms. Tague

Presentation, Discussion, and Action (6:45-8:15 p.m.)

ACED Update 3: Instructional Leadership Reconfiguration
ACED Update 4: Qualified Peer Observers (QPOs)
ACCEPT Special Education Transportation Formula Change
Fiscal Year 2016 Budget:
 Capital Requests / Intermunicipal Agreement
 Operating Budget
Audited Fiscal Year 2014 Financials - Mr. James Eggert, Treasurer
Bond Refunding
MARS Legal Fund
Town Report – Draft
Goal Focus Points: Dr. LeDuc - International Students
Minuteman Regional Vocational Technical High School

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Consent Agenda (8:15-8:20)

Regional School Committee Meeting Minutes of 12/2/2014
School Committee Selection of Arbitrator
Obsolescence Declaration: Fitness Equipment
Donation Acceptance: Leuders Environmental, Inc.
Donation Acceptance: Winter Coaching Stipend
Donation Acceptance: DS Youth Basketball Donation
Donation Acceptance: Anonymous

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For Review (8:20-8:30)/

Sherborn School Committee Meeting Minutes of 11/18/2014
Dover School Committee Meeting Minutes of 10/28 & 11/6/2014
Enrollment Report as of October 1, 2014
Items for the January Regional School Committee Meeting
 Dover Town Report due Friday, January 10, 2014
 Sherborn Town Report due by noon on Friday, January 24, 2014

Executive Session

For discussion pertaining to school safety. Not to return to open session.
Executive Session Minutes 6/16 & 9/9/2014

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.



The Public Schools of Dover and Sherborn
157 Farm Street
Dover, MA 02030
Phone: 508-785-0036 Fax: 508-785-2239
URL: www.doversherborn.org
Mr. Steven B. Bliss, Superintendent
Dr. Karen L. LeDuc, Assistant Superintendent
Ms. Therese Green, Director of Special Education
Ms. Christine Tague, Business Manager

Dover- Sherborn
Middle School
155 Farm Street
Dover, MA 02030
Phone: 508-785-0635
Fax: 508-785-0796

Mr. Scott Kellett
Headmaster

Mr. Brian Meringer
Assistant Headmaster

Ms. Jill Arkin
Special Education
Team Chair

Ms. Ellen Chagnon
Guidance Director

Mr. Heath Rollins
Athletic Director

TO: Mr. Steven Bliss, Superintendent
FROM: Mr. Scott Kellett, Headmaster, DSMS
RE: Headmaster's Monthly Report
DATE: January 1, 2015

Headmaster's Reflections

Mr. Meringer and I would like to congratulate the cast and crew of Annie. Eash cast had two outstanding performances. It was an honor to have the Mudge Family in attendance for the opening night performance. Special thanks to Claire MacKay (Director), Geoff Herrmann (Music Director), and Carmel Bergeron (Backstage Director), and a host of parents for making these shows such a success. Attached you will find a list of the casts for these performances.



Special thanks to both Chief McGowan and Chief Thompson for their commitment to proactively educating our students. Chief McGowan continues to make Officer Grabert available to teach our 7th grade "Keeping it Real" DARE curriculum along with visiting our health classes. Chief Thompson has encouraged Detective Godinho to present to our 7th and 8th grade students on leadership.

Mr. Meringer is in the process of arranging visits to both Medfield and Wellesley to investigate their BYOD Programs. These visits will help us gather information about both the benefits and potential pitfalls of such a program.

MS Happenings:

Monday, January 5 th :	School Re-Opens from Holiday Break
Monday, January 5 th :	MS School Council Meeting 3:00 PM
Wednesday, January 7 th :	MS Winter Band Concert
Thursday, January 8 th :	8 th Grade Parent Night with HS
Thursday, January 15 th :	MS Choral Festival
Friday, January 16 th :	MS MLK Day Celebration
Friday, January 30 th :	Term 2 Report Cards Posted to ASPEN Portal

Student Recognition

Congratulations to Patrick Foster who was the school-wide winner of the DSMS Geography Bee on December 23rd. The runner-up was Siddarth Kumar. All students participated in in-class oral rounds (like a spelling bee) the week before Thanksgiving.

The finalists were:

6th grade:

Baird Graage - Moon

Jack Worcester - Moon

Noah Guarini - Sun

7th grade:

Varun Jayanti - Thunder

Joseph Collins - Lightning

Cooper Evans - Lightning

8th grade:

Aaron Marsh - Ice

Evan Lipsky - Ice

Sidarth Kumar - Ice

Patrick Foster - Fire

We then had run-offs for all students with perfect scores on the class rounds to select 10 students (typically three per grade) to compete in the school wide bee.

It is with great pride that the middle school recognizes John Sveen ("Bobby Orr: Still Making Magic"), Thalia Bakker-Marshall ("Maya Angelou: Her Song Lives On"), Natalie Ahn (Cassie's Home), Julia DeLuca ("The Awful Oil Spill"), and Rose Gilio ("Elephants in India") for being published in the most recent issue of The Hutch Magazine.

Curriculum & Learning

English:

Sixth grade students are wrapping up their Harlem Renaissance unit. This unit began with a novel study incorporating research skills with the librarian, and culminated in students presenting their findings to their classmates. As a result of this cross-curricular endeavor, they are teaching one another about the history, music, art, poetry, dance and fashions of the 1920's.

Seventh graders are exploring the essential question, "How do individuals' words and actions have an effect on a community." As students investigate this topic, they will read *Seedfolks* by Paul Fleischman along with other stories, poems, and articles. Students will also watch the documentary, *The Children's March*, to explore how children affected their community in Birmingham, Alabama in 1963. Our new unit integrates with our school-wide celebration of the life, work, and legacy of Dr. Martin Luther King scheduled for January. Argument writing is the focus-skill for this unit.

In Mr. McIntosh's Reading Workshop students are finishing *Of Mice and Men* and discussing Steinbeck's use of symbolic/metaphorical language. In Writing Workshop they are peer editing their critical essays (reviews), which evaluate everything from iPhones to ski brands to Beyonce's latest CD to theories that the moon landing was a hoax.

Mrs. Pudelka's students have written in-class essays for *Of Mice and Men* and their second book reviews for the year (using electronic portfolios in Google Drive). They have held close reading circle discussions to look at passages from the text (*Of Mice and Men*) and used technology to vote on the most interesting characters.

They completed (*Almost*) New Year's Writing Resolutions and selected excerpts from favorite pieces of their own writing to share with the class next week as a writing celebration.

Ms. Duryea's students are also completing their essays and giving book talks on outstanding independent reading titles.

We are very proud of our department member, Kevin McIntosh. An excerpt from his recently finished novel, *Class Dismissed*, was published in Printers Row Journal, the Chicago Tribune's literary supplement.

Social Studies:

6th grade students are continuing to learn about the ancient Egyptians. The unit focuses on the ancient Egyptians' belief in an afterlife and how their religious beliefs impacted almost every aspect of their daily lives. Students will also learn about the many contributions that the ancient Egyptians made to the advancement of civilization.

7th grade students are finishing up the Middle East with a discussion about the Israeli/Palestinian conflict. We had Yusra Khan, a former DSMS staff member, come and speak to the 7th grade about Islam. We will begin our Africa Unit after the holiday break.

8th grade students are completing their Constitution unit with an intense focus on civics and the rights and responsibilities they have as US citizens. After break they will focus on the Bill of Rights and write to an elected or appointed official regarding an issue of importance to them.

Science:

Sixth graders went on field trips to the Challenger Learning Center for a simulated flight to Mars! Students took on the role of astronaut and experienced mission control and the Mars Lander followed by a one hour program in the planetarium called "Oasis in Space." It took us on a journey through the solar system in search of water.

7th grade life science students have been working on their ecology unit and wrapping up just in time for the end of 2014. They've had a wonderful time exploring the great outdoors and will be celebrating nature's wonders in their upcoming Sidman Science, Art and Poetry project. Students are moving into their study of cell biology learning about cellular processes such as photosynthesis, cellular respiration and fermentation. Students will make cell models from kitchen ingredients and celebrate their new knowledge in class.

8th grade is wrapping up their unit on atoms with exciting hands-on lab work -- the "flame tests," and using a computer program to "build" atoms from models of protons, neutrons, and electrons.

Industrial Technology:

6th - Started work on their woodworking project.

7th - Just finished bridges writing assignment and have begun their mass production (wooden box) project.

8th - Just finished electricity unit. Good growth from pre to post assessment. Still more changes to come. They are beginning their telecommunications project.

Library:

Math Counts Club has achieved Silver Level status.

The library aides had a lunch meeting with door prizes. We currently have 60 library aides.

Technology News:

Hour of Code Education @ Dover-Sherborn Middle School:

During the global Hour of Code, sixth and seventh grade students in Sandra Sammarco's Technology Literacy class at Dover-Sherborn Middle School joined 179 other countries to participate in National Computer Science Education week. The week was dedicated by Code.org (CEO Hadi Partovi) in honor of Grace Murray Hopper (born December 9, 1906), the pioneer of computer programming.

State Representative Denise Garlick, Kelly Powers from MassCAN Educational Development Center and Mr. Sushil Kumar, a DSMS parent, visited Ms. Sammarco's classroom to take part in this event by joining students and writing a total of 20,197 lines of javascript code, a 21st century skill for our community's young learners.



Music:

The 6th Grade and combined 7th & 8th Grade Concert Bands are really looking forward to performing our **Winter Band Concert** in Mudge Auditorium on Wednesday, January 7th at 7:00 pm. Both groups have been working very hard all semester to become a cohesive group of musicians and are close to ready for this concert.

The **Jazz Eclipse** (6th grade) and the **Sharp9 Big Band** (7th & 8th grade) jazz ensembles are gearing up for their premiere performance for the 2014-15 school year on January 16th for the Martin Luther King afternoon assembly. The **Jazz Eclipse** is directed this year by DSHS junior Jeffrey Kennan and sophomore Caroline Whitaker.

After that, it's onto our annual **Chocolate Cafe** on Sunday, February 8th from 2-4pm in Lindquist Commons. This event features performing ensembles from the entire 6-12 region, the community and of course, lots of CHOCOLATE! We hope to see you at these fun and exciting events.

Sixth grade Music has successfully completed the piano unit and has begun the unit on guitar. Along the way we learned about a number of different piano composers and had a great class discussion about the definition of music (what makes music different from noise, and how do we decide if something is music rather than just sound?). We will be continuing our discussion as well learn guitar and learn about the different styles of guitar music as well.

Sixth grade Chorus is busy preparing for the Dover Sherborn Choral Festival, which will be January 15th at 7pm. This month we have been working on hearing our pitches internally, before we to sing them, and polishing more difficult transitions in the music. We have also continued our work on crisp consonants and rhythm, and on working together as a choir rather than a group of individual singers.

Seventh and eighth grade Chorus is also busily preparing for the Choral Festival scheduled for January 15th, and also has been invited to sing at halftime for the Providence Bruins on Feb. 6th. This month we have worked on being more consistent with our vowels as well as running larger sections of our pieces to prepare for the concert. We have also worked on going beyond singing a bunch of notes in a row, instead trying to sing longer phrases so that we can tell a story with our music.

Technology Literacy:

An Internet Safety Parent/Guardian event has been scheduled for all DS schools on Thursday, February 12, 2015 at 6:30 at the Mudge Auditorium. Mark your calendars.

Wellness:

In physical education classes students have been wrapping up their six week unit on net sports- inclusive of badminton and Nitroball. In addition, all students spent part of their class time in the fitness center completing the Six Minute Challenge, Eight Minute Challenge or wearing a Polar Heart Monitor to gauge their workouts.

After winter break, students will begin working on dance lessons. Grade six will learn several different line dances. The seventh grade will learn two square dance routines. The eighth grade classes will work on hip hop dances and create their own dance as well.

In the spirit of Challenge Success, seventh grade health classes are practicing meditation skills and are identifying ways to relax and slow down their breathing.

Eighth grade health classes are discussing healthy relationships in the context of friendships as a springboard for discussing more romantic relationships.

Andrea Merritt in collaboration with Mimi Krier from SPAN-DS arranged for Detective Godinho from the Sherborn Police Department to present to our 7th and 8th grade health classes. On December 17th, 165 DSMS students completed a survey with the following results:

Detective Godinho's presentation was (please circle)

Awesome 103

Good 61

Boring 1

Seventy of these students gave their names as being interested in joining a Peer Leadership Group at DSMS and would like to see Detective Godinho come back and be involved in the group.

Some of the "messages" the students took away from today's assembly:

- *Use your passion as fuel to be successful in life and be who you are*
- *Believe and follow you*
- *That many high schoolers do not drink and do drugs and that it is not considered cool*
- *Drugs and alcohol can be avoided in high school and college if you find things or reasons to keep yourself healthy*
- *That you should let your passions guide you throughout your life; never take drugs and don't drink underage*
- *I learned you have to be yourself to succeed*
- *That it is possible to make it through high school and college without taking drugs or drinking*

- *Let sports and your love of activities guide your life*
- *Don't do drugs, be cool like Detective Godinho*

6th Grade:

This past month, both students and teachers had a great time on their field trip to the Challenger Learning Center in Framingham, MA. Approximately 60 students attended on three different days. Each group attended the planetarium, viewing a program called "Oasis in Space" and also participated in a simulated flight titled, "Voyage to Mars." A fun day was had by all!

Student Council:

Prior to the break, members of the Middle School Student Council met to determine which charitable organization they would like to support this year. More information on this decision will be available next month. Student Council also held a bake sale in order to raise money for charity and is planning to work throughout January to organize its 3rd Annual Trivia Night. Last year's event was extremely successful and we were able to raise a substantial amount of money for the American Red Cross Disaster Relief Fund. The date of this year's Trivia Night has not yet been determined, but we are looking forward to another fun night in support of our charitable efforts.

Professional Development:

The Challenge Success Committee has met three times to discuss the system wide roll-out of this initiative. As part of this undertaking, Ellen Chagnon, Heidi Loando, Adam Wiskofske, Elizabeth Owen (HS junior), and Andrew Mallett (HS junior) introduced the program to the middle school staff on Tuesday, November 18th during a faculty meeting. A presentation on the "well-balanced" child for the HS and MS staff is scheduled for January 6th.

DS Professional Growth & Evaluation System Update:

Brian Meringer, Terry Green, Ellen Chagnon, and I have finished the first cycle of observations for our staff and are looking forward to meeting with each staff member in January.

Personnel:

We are pleased to welcome Meaghan Collins to the middle school staff as a long term special education liaison filling in for Amanda Rogers.

Plants and Facilities:

The middle school is very appreciative of the efforts of Ralph Kelly, Dave Bonavire, Chris Hendricks and the entire Plants and Facilities staff for their continued prompt response to our needs and for keeping the building and the grounds in excellent condition.

School Council:

**Dover Sherborn Middle School
School Advisory Council Agenda
3:00 PM
MS Conference Room**

- 1 Welcome
- 2 Handbook
- 3 School Improvement Plan

4 Other Business

5 Adjourn

Meeting Dates:

- December 1, 2014 at 3:00 PM in MS Conference Room
- January 5, 2015 at 3:00 PM in MS Conference Room
- February 2, 2015 at 3:00 PM in MS Conference Room
- March 2, 2015 at 3:00 PM in MS Conference Room
- April 6, 2015 at 3:00 PM in MS Conference Room
- May 4, 2015 at 3:00 PM in MS Conference Room

**DSMS School Council Minutes
December 1, 2014**

Committee Members Present: Julie McKee, Irene Wieder, Wendy Lutz, Joelle Sobin, Anita Sebastian, Scott Kellett, Amy Lam. The committee welcomed Kevin Bowman, community representative for Dover. Kevin has twins who are in 5th grade in Chickering School. Welcome!

Agenda

Handbook

Scott is meeting with the Student council for feedback on social media next Monday 12/8

He hopes to get their feedback on what could be done to educate students-- if anything-- about social media in tech classes

Also, he will check in with them about possible additions to the handbook

Student Council could really help make portions user friendly.

Or, could 5th grade report student council help out?

SIP Survey

The School Council reviewed the draft of a survey to be sent out to parents.

Considerable time was spent discussing the BYOD aspect of the survey and the ramifications of possibly implementing the program at DSMS.

We discussed whether all current middle school parents should answer all parts of the survey (Scott says yes-- information will be valuable no matter what.)

Suggestions:

- add number and grade levels of children in system at the beginning of the survey.
- breaking question about 5th to 6th transition into several segments.
- (Comments were also made about the purpose behind gathering the info-- for math leveling for example. Scott suggested the idea of showing a graphic that shows the flow chart of where classes go.)
- bold the directions before each set of questions
- change the amount of open ended feedback to 150 words NOT characters

- Capitalize "Back to School" night

Scott will clean this up and hopes to send out by early January

School dances

POSITIVE brought forward the question of whether to permit students from other schools to dances high school does permit this-- with sign off process from admin of the other school

Scott will check on liability with Central Office

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.



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Mr. Steven B. Bliss, Superintendent
Dr. Karen L. LeDuc, Assistant Superintendent
Ms. Therese Green, Director of Special Education
Ms. Christine Tague, Business Manager

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

Mr. John Smith
Headmaster

Ms. Ann Dever-Keegan
Asst. Headmaster

Ms. Ellen Chagnon
Guidance Director

Mr. Heath Rollins
Athletic Director

TO: Mr. Steven Bliss, Superintendent
FROM: John G. Smith, Headmaster, DSHS
RE: Headmaster's Monthly Report
DATE: January 6, 2015

Headmaster's Reflections

Dover Sherborn High School has been selected to represent schools across the Commonwealth and the nation by participating in the 2015 administration of the National Assessment of Educational Progress (NAEP), also known as The Nation's Report Card. NAEP is administered by the National Center for Educational Statistics, within the U.S. Department of Education. Public schools in Massachusetts selected for NAEP are required to participate under the Massachusetts Education Reform Act of 1993. Additionally, the No Child Left Behind Act of 2002 requires states and school districts that receive federal funds under Title I of the Elementary and Secondary Education Act to participate in all activities related to NAEP assessments in reading and mathematics. Dover Sherborn has been chosen to have 50 grade 12 students participate in mathematics, reading or science. The testing date for the High school will be February 3, 2015. Each testing session will last approximately 120 minutes.

HS Events:

Monday, January 12th- School Council Meeting
Monday, January 19th- No School Martin Luther King Jr. Day
Tuesday, January 20th- Last day of term 2
Wednesday, January 21-Friday January 23rd midterm exams
Monday, January 26th- Third term begins

Student Recognition:

During the weekend of December 13th and 14th, the DSHS high school a cappella group, DS al Coda, competed in a regional competition sponsored by the non-profit youth music organization Pavoh (see www.pavoh.org). Groups in the competition included Salem Witch Pitch (a group that won the Northeast High School a cappella championship 2 years ago and sang for President Obama in early December) and the Needham Subway Dwarves (also a nationally competitive group) and Weston's Town Criers (ranked recently as best all male a cappella group in the country and 3rd overall in the country). According to the group advisor and Physics teacher Josh Bridger, "Our DS group has never competed in any competition before. They performed with great musicality, tonality, choreography, poise, and grace. They were stunning. They received feedback right after their performance from 3 professional judges, who ultimately determined Dover Sherborn the winner."

Curriculum and Learning

All academic disciplines are continuing to progress through their various curriculums. Teachers will shortly begin reviewing and planning for the midyear exams to be held on Wednesday, January 21st through Friday January 23rd. The order of exams for the upcoming midyear schedule is the following:

Wednesday, January 21- English and Science 7:45-9:45/10:30-12:30

Thursday, January 22- Social Studies and Mathematics 7:45-9:45/10:30-12:30

Friday, January 23- World Language 8-9:00/ Make ups 9:30-11:30

All other elective courses will hold their midyear assessment/final the week before.

Athletics-

The Athletic Department is pleased to report 291 students tried out for our winter sports teams. Official team participation numbers are recorded at the first game. The official numbers are as follows: boys' basketball 39, girls' basketball 30, gymnastics 5, boys' ice hockey 23, girls' ice hockey 17 (including 6 Hopkinton participants), swimming 33 and winter track 23. Alpine and Nordic Skiing numbers are not official until their first competition, but 40 Alpine skiers tried out for the team, and Nordic currently has 65 skiers.

Guidance News

PSAT Results:

Students are able to pick up their October PSAT results in the guidance office at any time. Scores will be reviewed in sophomore seminars, quarter three and during sophomore and junior individual appointments.

Course Selection:

Students in grades 9-11 will be choosing elective courses during the month of January for the 2015-2016 school year. They will also participate in course selection meetings with their school counselor in February through their Social Studies course. Eighth grade students will be choosing electives in late January/early February. More information on course selection for all grades will be emailed home when we return to school in January.

Parent Evenings:

Eighth Grade Parent/Guardian night will be on Thursday, January 8th, 2015 at 7pm in Lindquist Commons Auditorium. The night will be hosted by the High School Headmaster, Director of Guidance and the Department Heads. The focus will be on high school requirements and course selection in addition to a general curriculum overview.

Sophomore Parent/Guardian Night will be on Thursday, February 5th, 2015 at 7pm in Lindquist Commons Auditorium. Counselors will discuss standardized testing, Naviance, college and career planning.

Facilities and Physical Plant

A new television monitor has been purchased and installed in the main lobby of the high school. The purpose of the monitor is to improve and increase student communication with regard to announcements, club and activity messages as well as highlights from drama and athletic programs.

**Dover Sherborn Regional Schools
High School Athletic Director Search Process Time Line
Winter-Spring 2015**

Date	Action
January 5-9	Search Committee identification begins
January 13 (After school meeting 2:30-4:00)	Search Committee convenes for organizational meeting (Agenda to include norms, needs assessment survey, process, job description, and timeline)
January 20	Position posted (Internally, Masssupt.org , DS website, School Spring, MIAA)
January 30	Application closing date (Candidates' credentials to be electronically provided via Google Drive to Search Committee members for independent review)
February 10 (After school meeting 2:30-4:00)	Search Committee meets to identify semi-finalists and review survey results
February 23-24 (12:00-4:30)	Search Committee conducts semi-finalist interviews
February 26	Search Committee identifies finalists
March 2-4	Finalists interview with Superintendent
March 5	Full Day School visit/public forum
March 5-6	Superintendent conducts references checks
Week of March 9	New Athletic Director named
July 1	New Athletic Director begins

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Central Office Report to the Dover-Sherborn Regional School Committee January, 2015

Superintendent's Updates

School Start Times Initiative

Parents received an email the third week of November formally announcing our school start times research initiative. In that communication we mentioned that a series of online surveys would be available to stakeholder groups on Monday, December 1. The parent/guardian survey was made available that day. A similar survey was made available to educators and students on December 1.

We strongly encouraged parents/guardians to spend a little time familiarizing themselves with this issue by way of a myriad of resources (e.g., web links, video clips, articles) provided at <http://www.doversherborn.org/index.cfm/page/School-Start-Times/pid/21393>.

There has certainly been a major focus on the topic of sleep on a national and international stage. The topic prompted discussion and in some instances resulted in modified school start times in school districts both locally and in other parts of the country. Students' wellness and academic achievement inspired the work of the DS School Start Times Committee. A few resources highlighting the academic connection to sleep include:

<http://www.theguardian.com/lifeandstyle/2014/oct/09/study-teenage-sleep-patterns-assess-impact-learning>

<http://www.bbc.com/news/education-29461685>

<http://www.startschoollater.net/success-stories.html>

<http://www.bbc.com/news/business-22209818>

The November 30th premiere of the National Geographic special *Sleepless in America*, a project of Emmy-award winning documentary producer John Hoffman, contains a segment on school start times.

Links to the documentary follow:

Trailer -

<https://www.youtube.com/watch?v=Ti20okupT6U>

Trailer on the issue of school start times from the

film: <http://channel.nationalgeographic.com/channel/videos/school-start-times-and-adolescent-sleep-deprivation/>

Parents of elementary-age students can access the survey at

<https://www.surveymonkey.com/s/9CGFZKV>. Parents of middle/high school-age student can

access the survey at <https://www.surveymonkey.com/s/9CLTDM5>. Surveys remain available until December 8.

Questions, concerns, and/or suggestions for the DS School Start Times Committee can be directed to schoolstarttimes@doversherborn.org.

Reminder

The next RSC meeting is Thursday, February 5.

Fiscal Year 2016 Capital Notices of Intent

The Fiscal Year 2016 capital request will be discussed again at the January 6 regularly scheduled Regional School Committee meeting. Information related to the proposed capital items was provided at November 4 Regional School Committee meeting and discussed at the December 2 meeting.

If the RSC seeks to modify its initial notices of intent related to FY16 capital that should be done now or certainly by the February 11 meeting being held to finalize budget issues.

ACCEPT Transportation Pricing Methodology

The ACCEPT Collaborative formed a Transportation Subcommittee several months ago to comprehensively review the formula used to charge member districts for use of transportation services. The PowerPoints related to the subcommittee's work were provided to Dover School Committee members via the Committee's Google drive. These documents were furnished in an effort to keep Committee members updated.

The Subcommittee presented its findings to the Board of Directors at its regularly scheduled December 10 meeting, and the Board voted to approve the new formula.

The current billing method is per child, per mile. The new formula is ratio-based. Our out-of-District Coordinator is running the figures based on the old and now-adopted method, and we hope to share those findings with the Dover School Committee at its December 16 meeting. Ms. Green, Special Education Director, will also provide an overview of the new formula at the January 6 RSC meeting.

In advance of the December 16 meeting, we are pleased to include in your packet a PowerPoint shared with the ACCEPT Board of Directors on December 10 that helped in clarifying questions and points related to each member district's projected FY16 costs for ACCEPT transportation.

Fiscal Year 2015 Budget

Proposed 9C Cuts

The enclosed letter, signed by 80 senators and representatives, urges Governor Patrick to restore the \$18M to regional transportation proposed in the scope of his recently announced 9C cuts. While the Patrick Administration may not respond to this correspondence, it will also be sent to Governor-Elect Baker.

We are pleased to see both Representative Linsky and Garlick endorsed the letter.

Massachusetts Association of Regional School Committees (MARS) Legal Fund Appeal

MARS engaged a law firm to opine on the 2010 law stating that, "Notwithstanding any general or special law to the contrary, regional school transportation payments made by the state in any fiscal year through the general appropriations act shall not be lowered by a greater percentage than any reduction made to state chapter 70 payments in that fiscal year." The implication of this statement being that regional transportation should not be subject to 9C cuts.

MARS requests regional school committees to consider contributing \$500 to a legal fund created by MARS for the purpose of paying for this legal engagement concerning the 2010 law. The funds will reportedly also be used to provide assistance in considering actions that may be taken to protecting regional transportation reimbursement.

DESE Flexibility Waiver Renewal

The DESE plans to submit a request to the U.S. Department of Education for a three-year renewal of the state's Elementary and Secondary Education Act (ESEA) flexibility waiver in March. Beginning in January and prior to submitting the request, the Department will reach out to and gather feedback from the field and other stakeholders regarding implementation of the recently enacted school and district accountability and assistance system authorized by the waiver. The renewal process is a chance to reflect on current implementation and, as appropriate, propose enhancements that are likely to benefit students.

Educator Evaluation

As discussed in previous settings, District Determined Measures (DDMs) are a major component of the educator evaluation statute as codified by regulation. The DS Professional Growth and Evaluation System therefore references DDMs and of course as a school system we have complied with DDM development and are in the process of piloting DDMs this year, as required. DDMs are essentially a platform of assessments used to measure educator effectiveness and to inform an educator's Impact on Student Learning Rating.

A representative leadership group from MASS meets with the Commissioner of Education periodically, and the topic of DDMs recently surfaced. There is acknowledgement that districts are in different stages with this work. At that meeting it was agreed that MASS would create a questionnaire to survey districts about the status of this work. The data will then be discussed with the roundtable. The Commissioner reminded the group that DDMs are codified in both the regulations and in the Stand for Children Legislation.

DS Boosters Showcased in the Boston Globe

If you have not read the article in the December 21 edition of *The Boston Globe* regarding the DS Boosters, please do so at <http://www.bostonglobe.com/metro/regionals/west/2014/12/21/dover-sherborn-boosters-determined-make-difference-with-athletic-program/k1ToabU6oMzCOLsLxLebWO/story.html>.

The article titled, "Dover Sherborn Boosters determined to make a difference" by Tim Healey, showcases many aspects of the DS Boosters including the breadth of successes the group has accomplished.

We thank DS Boosters President Bill Scatchard, as well as Vice President Chris Robbins, Treasurer Susan Armo, and Secretary Ruth Mallett for their commitment to, and leadership of, the DS Boosters.



Parent Social Norming Campaign

Working in partnership with SPAN-DS, regional administrators are in the throes of creating a comprehensive marketing plan for the Parent Social Norming Campaign. The team intends to minimally send a postcard once a month to every household with a high school or middle school student. Postcards will address at least one of three outcomes identified in the MetroWest Health Foundation Grant: Perception; communication; or prevention.

Based on parent focus groups and the parent social norms survey, we have learned that parents prefer to be contacted and communicated with using the following media, in order of preference: Email; DS weekly blasts; and the DS website.

Dr. and Mrs. Mudge Recognized at DSMS Performance of Annie

Dr. Gilbert Mudge, Mrs. Barbara Mudge, as well as their son Andrew, attended the opening night of Annie at the Alan Mudge Auditorium at Lindquist Commons. We knew that the Mudge family was expected in the audience and we ensured that they were represented in the opening remarks as well as in the Play Bill.

Alan Mudge was a member of the DS Class of 1990 who tragically passed away only a few weeks after graduation in a hiking accident. In the months that followed, through donations from friends, family, and colleagues of the Mudge family, as well as members of the Dover and Sherborn communities, the Alan Thayer Mudge Fund was created.

In 2001, when funding for the renovation of Lindquist Commons was cut from the Regional Campus Building Project, the Mudge Fund stepped in. In recent years, the Mudge Fund has upgraded the lighting and sound systems in the auditorium, provided choral risers and sound shells for band and choral concerts, and also purchased body microphones for plays and musicals.

The fund has also made generous donations to Pine Hill and Chickering, including sponsoring the fifth grade Pine Hill Destination Imagination Team “The Funky Fantasticos “ two years ago when they earned the chance to go to Globals.

School Mental Health Conference

A team of educators from across our schools will attend the School Mental Health: Treating Students K-12 Conference sponsored by Harvard Medical School January 30-31.

The course will look at findings that will enhance the emotional well-being of children and adolescents at school. Topics will focus on students, teachers, mental health personnel, administrators, families, and others impacting the child and his/her school needs. The emphasis is on practical clinical information and skills based on current research, including evidence-based practices, and innovative learning strategies. Interactive learning formats, including group case discussions, Q and A, panel presentations, and didactic lectures will be used to assist the learners in developing new strategies they can apply in their school or practice setting.

Learning Objectives

Upon completion of this course, participants will be able to:

- assess how to promote mental health in the schools;
- develop interventions for the prevention of violence and suicide;
- incorporate strategies for working with young men of color and LGBT students;
- outline the effects of social media on behavior and drug abuse on the brain;
- develop strategies to reach vulnerable children and change challenging behaviors.

Please visit <http://www.hms-cme.net/352466/> for more information about the symposium.

Wellness Committee

Associated with the stress/anxiety arm of the Wellness Committee, the Challenge Success Program is underway. Ms. Chagnon, Regional Director of Guidance, scheduled the faculty presentations of the Well Balanced Student from Challenge Success on January 6 for the Regional teachers and on February 10 for the elementary teachers.

Plans for the parent evening, envisioned for all K-12 parents, are being finalized.

The next meeting of the Challenge Success Book Club is Thursday, January 15. We would like to invite anyone who is interested in exploring issues related to Challenge Success to join us for the second meeting of the Challenge Success Book Club taking place on Thursday, January 15 from 7:00-8:30 p.m. at a to-be-announced location. As mentioned previously, the Book Club does not involve formal membership or a major commitment. Each meeting is conducted as a “stand-alone” event so that participants can drop in for the discussion as schedules allow. Also, in the spirit of Challenge Success, the Book Club should not be a source of added pressure or stress and all are welcome to join in even if you have not finished reading the assigned material. For January, the recommended reading is the NYT Bestseller *Teach Your Children Well: Why Values and Coping Skills Matter More Than Grades, Trophies, or “Fat Envelopes”* by Madeline Levine, Ph.D. Madeline is one of the co-founders of Challenge Success and a psychologist with more than 30 years of clinical experience. She is also a consultant and highly sought-after speaker, delivering one of the keynote addresses at the Challenge Success Conference at Stanford. For those of you who may be constrained for time or are inclined to read only a portion of the book, we encourage you to read the following: Introduction, all of Part One (ch. 1-2), the sections of Part Two pertaining to the ages of your kids (ch. 3, 4 or 5), option to skim Part Three (ch.6-7), and all of Part Four (ch. 8-9). Please contact either of the parent coordinators, Pam Kading Webb (pskwebb@comcast.net) or Carol Chirico (willowmill@gmail.com) if you have questions or are interested in participating.

With respect to the food service/dining service arm of the Wellness Committee, the Edvocate report was provided immediately preceding the opening of school. The Edvocate consultant met with administrators in September, together with Food Service Director Ms. Janelle Madden, to discuss next steps and to review his findings. Ms. Madden subsequently submitted a draft Action Plan that is part of the larger State of Food Services Report shared with the three school committees at the October 21 joint meeting. School committee members shared ideas and perspectives at the October 21 meeting, which is appreciated and will inform the work of the Food Service Subgroup of the Wellness Committee. The Subgroup met Monday, December 8, and we look forward to sharing the suggested next steps with the school committees at an upcoming meeting.

One take-away from a subsequent meeting was the management system in place in the food service area is in dire need of replacement. We are exploring a replacement platform as offering a web-based Point of Sale (POS) interface, streamlined free and reduced lunch processing capability, and menu planning-nutritional analysis capacity. These aspects of the proposed management system offer heightened accountability, productivity, inventory control, and profitability.

Chemical Health Night

Working closely with Mr. Smith, DSHS Headmaster, and Ms. Chagnon, Regional Guidance Director, Ms. Keegan, DSHS Assistant Headmaster, is planning a Chemical Health night to take place March 9.

Designed for an audience of parents/guardians and students, Kevin Hill P., M.D., Harvard Medical School and McClean Hospital, is slated as the keynote speaker. Dr. Hill P. is an addiction specialist and is an area expert on the topic of marijuana.

Please stay tuned for more information on this event.

Internet Safety Night

Ms. Sandra Sammarco, MS technology teacher-integrator, organized an upcoming Internet Safety Night planned for February 12, 2015. Working in partnership with Dover Police, Ms. Sammarco will present with

Sergeant Mick and Officer Grabert, together with the members of the Metropolitan Law Enforcement Council. The presentation will revolve around age-appropriate Internet and social networking safety.

Chickering School News

Integrated Preschool Program

There will be an integrated preschool program housed at Chickering next year. We are thrilled with this development and thank the Dover School Committee and Dover Warrant for supporting the program.

Pine Hill School News

The Brain Busters Advance to State Championship

On the weekend of December 6, six 5th graders affectionately named the Brain Busters were among 46 teams from Massachusetts participating in the 2013 First LEGO League (FLL) robotics competition in Worcester. The Brain Busters placed highly in the regional competition, and received a coveted “golden ticket” allowing them to move on to the state championship, Robonautica, to be held at Worcester Polytechnic Institute on December 20. We are pleased and proud to report that the Brain Busters came in 3rd place with their robot out of the 85 teams at the December 20th event. They also won the Robot mechanical design award!

The Brain Busters team is comprised of Ryan Bendremer (10), Owen Bingham (11), Dillon Natale (10), Nate Randa (11), Sam Randa (11) and Zachary Szeto (11).

During the regional competition, the Brain Busters won the competition-wide elimination battle, winning the “Last Robot Standing Award.” The team also won the prestigious “Programming Award” for their use of gyroscopes and overall advanced programming.

In addition to the robotics portion of the competition each year there is a theme and teams are asked to present an innovative solution to a real world problem related to that topic. This year’s theme is called “World Class,” and teams devised ways to improve the way people learn. The Brain Busters project was called Brain Coin, an incentive based learning system where kids can earn extra screen time by completing educational activities.

There are greater than 200,000 students on 25,000 teams in over 80 countries participating in the FLL robotics program.

Earlier this year, the Brain Busters received the FLL Global Innovation Award and are working towards patenting the innovative idea they came up with for the previous competition.

The underlying goals of this competition are to teach the young participants about creative problem solving and teamwork, while exposing them to computer programming, robotics, engineering principles and science fundamentals.

Assistant Superintendent’s Updates

International Student Acceptance Update

We are pleased to include in the January 6 RSC packet an update on the international student program.

Wellness

The full Wellness Committee will convene on January 26 to discuss progress in the areas of food service, wellness policy, and stress and anxiety. Highlighted will be the work of bringing Challenge Success to our four schools, with professional development happening for the staff at these schools during the month of January.

The food service subgroup met on December 8 with Mr. John Ledwick to debrief the *Advocate* report and discuss the action plan set forth by Janelle Madden, DS Food Service Director. Mr. Ledwick highlighted the tenets of the action plan, noting the quality of the food served and the effectiveness of the food service staff. Additionally he highlighted the need to create a strategic vision, to improve financial modeling, to proactively communicate food service and to look at any facilities and equipment needs. Ms. Madden reviewed the Food Service Action Plan, which contained three main components: staff training, marketing and menu selection-presentation and is tailored to the three venues across the district. Ms. Madden, Mr. Bliss and I met to follow-up on the action steps and to discuss next steps.

The Wellness Policy subgroup met on October 6 and November 17 to discuss implementation guidelines in the areas of physical activity, nutrition, and social and emotional health. The committee was apprised of the School Committee Policy Subcommittee referral of the draft policy back to the Wellness Subcommittee, which will meet in late January to review the policy in reference to the MASC draft policy.

The Stress and Anxiety Subgroup met on December 4 to update members on the Challenge Success program. A book study group is underway and professional development has happened for all staff at the region. Additional training is scheduled for all schools in January.

Educator Evaluation

The first round of educator evaluations, three in number, was completed by December 15th for staff who are part of the One Year Self Directed Growth Plan and for Non-Professional Teacher Status.

Educators are administering District Determined Measures (DDMs) in all areas and collecting data to inform instruction and to determine student growth.

Qualified Peer Observer (QPO) applications were received and reviewed by building administration. The district is contracting with Teachers21 to provide a two graduate credit course for these identified QPOs to receive training in conducting effective peer observations. The course runs from March – May 2015.

Special Education Director's Update

The SEPAC has been working with the Special Education Administrator to finalize a parent/guardian survey that will provide us with data regarding year one of the Special Education reorganization.

A number of language-based PD sessions with Ann Larsen have taken place across all three districts. We have also had a number of planning sessions to help us define our current program and develop practices to improve the program moving forward.

ACCEPT Transportation Services has received authorization to utilize a point value system for calculating transportation costs (current system is a per-mile cost). There are some considerations in regard to the new system to keep in mind. These considerations are noted in the explanation of the new system.

Business Manager's Updates

Enclosed please find the Status of Appropriations as of December 31, 2014.

Expenses

The \$10,075 variance in the Business Manager function code is attributable to the unexpected retirement of the AP/AR clerk. A temporary employee has been hired. The temporary employee now stands prepared to train whoever is appointed to the position permanently. The variance accounts for the additional help and also accounts for the encumbrance for the retiree's salary for the remainder of the year. When the encumbrance is liquidated on the final payment to the retiree for vacation time this variance should decrease substantially.

There are no other significant variances to report at this time.

Revenues

Enclosed please find the revenue report through November 30, 2014. We await final determination from the State House concerning proposed 9C cuts. To date the only cut that has been realized is with the METCO Program for approximately \$4,000.

All other revenue sources are unremarkable at this time.

Facilities

The WWTF met permit in December.

FY15 Regional Capital Projects Update:

¾ Pick-up truck with plow – Delivered

Sander for 2007 pick-up truck – Delivered and installed

All-purpose tractor – Delivered

Mower – Delivered

HS & MS gym & HS weight room lighting LED upgrade – Complete

HS gym & boys' locker room/HS library painting – Complete

HS gym boys' locker room plumbing fixture upgrade – Complete

Lindquist lavatory rehab:

Phase One Partition Replacement - Complete

Phase Two Painting – During the holiday recess

Phase Three Floor Refinish - February Vacation

HS main entrance concrete plaza replacement – Scheduled for April recess

WWTF Replacement parts – June 2015 (need to run WWTF full year to determine replacement part June 2015)

Lindquist Commons exterior entry & service doors – June 2015

MS and HS carpeting projects – December recess.

Fiscal Year 2016 Budget

There are still many fluid numbers concerning the FY16 budget. The state budget is one, which sets determine Minimum Local Contribution (MLC) which of course affects assessments. The West Suburban Health Group has not yet set a meeting date for FY16 rate-setting. We anticipate receiving WSHG's schedule after the Holidays. The student transportation bid is scheduled to be opened January 30. We have no known retirements at this time. The notification date is February 1.

Fiscal Year 2016 Budget Timeline

The state budget process is fluid the following will give some guidance as to the intended state budget process and timetable. These time frames are tentative.

January, 2015 – Governor's House 1 proposed

February-March 15, 2015 - House and Senate deliberate Governor's House 1

March 20, 2015- House Ways and Means budget proposed

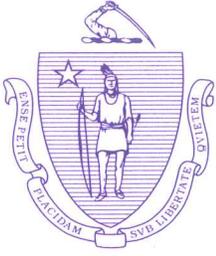
March – April 10, 2015- Senate and House deliberate further

April 15, 2015- Senate Ways and Means budget proposed

May-June 2015 - Conference Committee

If an impasse exists between the various versions the budget goes to conference committee between the Governor's office, Senate and House leadership. The ultimate objective is to have a state budget passed by June 30, 2015. As this is an election year, the time table may be somewhat fluid.

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.



The Commonwealth of Massachusetts

HOUSE OF REPRESENTATIVES
STATE HOUSE, BOSTON 02133-1054

REPRESENTATIVE
ANNE M. GOBI

REPRESENTING THE PEOPLE OF
THE 5TH WORCESTER DISTRICT

Committee On:
Environment, Natural
Resources and Agriculture
Chair

ROOM 473F, STATE HOUSE
TEL. (617) 722-2210
FAX. (617) 722-2239

DISTRICT OFFICE:
TEL. (508) 885-9596
1-800-650-4624

December 5, 2014

His Excellency Deval Patrick, Governor
State House, Room 105
Boston, MA 02133

Dear Governor Patrick,

We are writing today asking that you please restore the over \$18 million in funding that was removed from the Regional School Transportation budget as a part of the 9C cuts. This cut will lower the funding to FY14 levels.

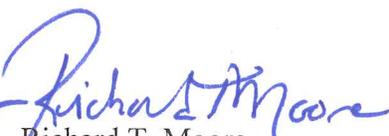
While we are well aware of the budget shortfall and the need to close the gap, Regional School Transportation funding is too important to be reduced so drastically. These districts are already in tenuous financial situations, even without the 9C cuts. Reducing their funding would directly affect the quality of education the students are receiving. Massachusetts prides itself in the world class education it can provide to its citizens and these cuts put that standard at risk.

As you are aware, regional school transportation funding is to be reimbursed per statute at 100%. The Commonwealth has never kept that promise and the FY15 funding is the closest it has come to making the commitment promised to districts when they regionalized. We respectfully request that you restore the funding for Regional School Transportation and please provide a response to this letter.

Sincerely,

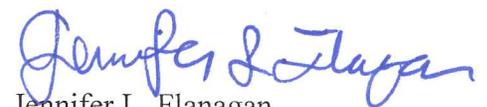

Anne M. Gobi
State Representative


Stephen M. Brewer
State Senator


Richard T. Moore
State Senator


Harriette L. Chandler
State Senator


James B. Eldridge
State Senator


Jennifer L. Flanagan
State Senator

Tricia Farley-Bouvier
State Representative

Angelo J. Puppola, Jr
State Representative

Timothy R. Madden
State Representative

William Smitty Pignatelli
State Representative

Stephen L. DiNatale
State Representative

Cleon H. Turner
State Representative

Colleen M. Garry
State Representative

Nicholas A. Boldyga
State Representative

Michael D. Brady
State Representative

James Arciero
State Representative

Denise C. Garlick
State Representative

Brian M. Ashe
State Representative

Aaron Vega
State Representative

Claire D. Cronin
State Representative

Paul W. Mark
State Representative

Josh S. Cutler
State Representative

Danielle W. Gregoire
State Representative

Brian R. Mannal
State Representative

Jeffrey N. Roy
State Representative

Jonathan D. Zlotnik
State Representative

Daniel M. Donahue
State Representative

Steven S. Howitt
State Representative

Frank A. Moran
State Representative

RoseLee Vincent
State Representative

Bradley H. Jones, Jr
State Representative

Bradford Hill
State Representative

Elizabeth A. Poirier
State Representative

Angelo L. D'Emilia
State Representative

Kimberly N. Ferguson
State Representative

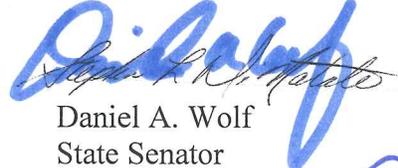
Susan W. Gifford
State Representative


Marc R. Pacheco
State Senator

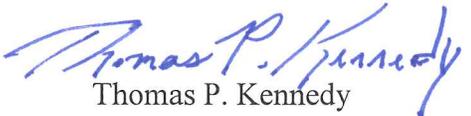

Benjamin B. Downing
State Senator


Michael O. Moore
State Senator

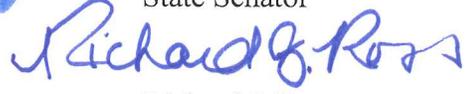

Michael F. Rush
State Senator

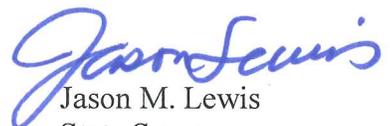

Daniel A. Wolf
State Senator


Gale D. Candaras
State Senator


Thomas P. Kennedy
State Senator


Michael Barrett
State Senator


Richard J. Ross
State Senator

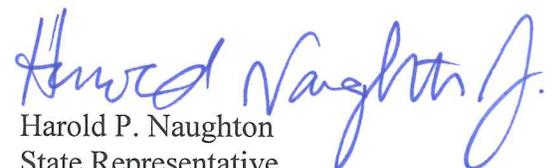

Jason M. Lewis
State Senator


Robert L. Hedlund
State Senator


Donald F. Humason, Jr
State Senator


Stephen Kulik
State Representative


Louis L. Kafka
State Representative


Harold P. Naughton
State Representative


John V. Fernandes
State Representative

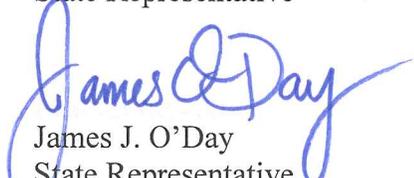

David P. Linsky
State Representative


Sarah K. Peake
State Representative


Frank I. Smizik
State Representative


Cory Atkins
State Representative

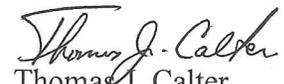

Kate Hogan
State Representative


James J. O'Day
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William C. Galvin
State Representative


Tackey Chan
State Representative


Linda Dean Campbell
State Representative


Thomas J. Calter
State Representative


Chris Walsh
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Carolyn C. Dykema
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Paul K. Frost

Paul K. Frost
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Donald H. Wong

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Kevin J. Kuros

Kevin J. Kuros
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Peter J. Durant

Peter J. Durant
State Representative

Keiko M. Orrall

Keiko M. Orrall
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Todd M. Smola

Todd M. Smola
State Representative

Geoff Diehl

Geoff Diehl
State Representative

Shawn Dooley

Shawn Dooley
State Representative

Marc T. Lombardo

Marc T. Lombardo
State Representative

Leah Cole

Leah Cole
State Representative

Sheila C. Harrington

Sheila Harrington
State Representative

Overview of Massachusetts' Waiver Proposal

The No Child Left Behind Act (NCLB), the most recent authorization of the Elementary and Secondary Education Act (ESEA), is the principal federal law affecting education from kindergarten through high school. The main goal of NCLB is to help all students reach proficiency in English language arts/reading and mathematics by the year 2014.

At one time NCLB provided useful feedback on district and school performance – particularly through its focus on disaggregating data for student groups. However the rising number of districts and schools judged inadequate under NCLB, both in Massachusetts and across the nation, led the U.S. Department of Education (ED) in September 2011 to invite states to seek flexibility from specific requirements of NCLB. In exchange for this flexibility, states must propose rigorous and comprehensive state-developed plans designed to improve educational outcomes for all students, close achievement gaps, increase equity, and improve the quality of instruction.

On November 14, 2011, the Massachusetts Department of Elementary and Secondary Education (ESE) submitted a flexibility waiver request to ED. On January 18, 2012, ESE submitted a revised request based on feedback it received from a panel of peer reviewers and ED staff. Both submissions are available at www.doe.mass.edu/apa/title1/. ED approved Massachusetts' request for flexibility on February 9, 2012.

This document presents an overview of Massachusetts' waiver request, with an emphasis on what will be the same and what will be different under this flexibility.

Why seek flexibility?

- ★ Opportunity for a unified accountability & assistance system
 - ★ Federal: 81% of schools, 90% of districts not making AYP
 - ★ State: Better differentiation
- ★ Opportunity to focus more deliberately on proficiency gaps

Objectives of our waiver proposal

- ★ Unify accountability & assistance system
 - ★ Bring together state & federal requirements
- ★ Maintain Massachusetts' track record in setting high standards & expectations
 - ★ Establish goals that are ambitious & attainable
- ★ Incentivize improved student achievement in all schools
- ★ Identify schools that need the most assistance in the aggregate & for student subgroups, & recognize high achieving & improving schools
- ★ Incorporate growth in accountability determinations

#	Element	Pre-NCLB waiver	Post-NCLB waiver plan
1	Curriculum standards	- Transition to Common Core State Standards	- Same
2	Educator evaluation	- Transition to new educator evaluation & support system	- Same
3	Assessments – future	- Transition to PARCC assessments	- Same
4	Assessments – current	- MCAS	- Same
4.a	MCAS participation requirements	- All students: ELA & math grades 3-8, 10; science grades 5, 8, HS - MCAS Alternate Assessment - MEPA (2011-12) → WIDA (2012-13)	- Same
4.b	MCAS reporting	- Performance levels, composite performance index, growth	- Same
5	Fiscal flexibility		
5.a	Transfer of federal funds	- Districts may transfer certain amounts of Title IIA, Title IID, & 21st Century Community Learning Center funds into Title I, depending on district NCLB accountability status	- Transfer of up to 100% of Title IIA funds into Title I possible
5.b	21 st Century Community Learning Center programs	- Grants support expanded learning time outside regular school day	- Grants may support expanded learning time both within & outside regular school day
6	Reducing burden		
6.a	Improvement planning	- Requirements under state law: Three-year district improvement plan with annual action plans; annual school improvement plans - Requirements under NCLB: District & school improvement plans with specific required elements; highly qualified teacher improvement plans	Requirements under state law: Three-year district improvement plan with annual action plans; annual school improvement plans - No additional district or school improvement plans - No highly qualified teacher improvement plans
6.b	School & district report cards	- Annual district & school report cards disseminated to families of all district students	- Details to be determined. Possibility of leveraging MCAS parent/guardian reports.

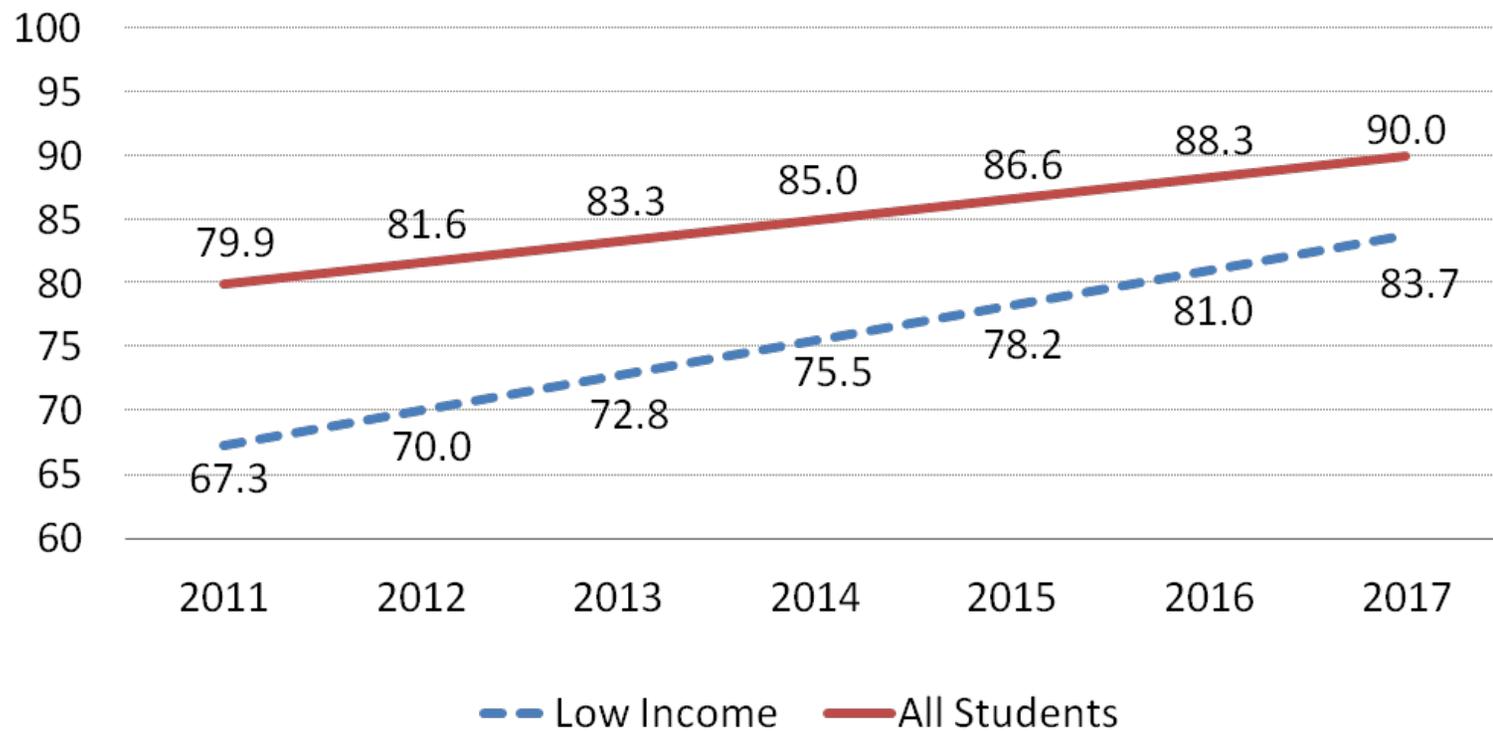
#	Element	Pre-NCLB waiver	Post-NCLB waiver plan
7	School & district recognition, accountability, & support	- Dual systems – federal & state	- Unified system
7.a	Goal	- 100% proficiency by 2013-14	- Halving proficiency gaps by 2016-17
7.b	Annual progress determinations	- Adequate yearly progress (AYP) in ELA & math based on MCAS participation and: - achievement (Composite performance Index (CPI)) or improvement (CPI); & - attendance (K-8) or graduation rate (HS)	- Annual measurable objectives (AMOs) based on MCAS participation and new Progress & Performance Index indicators: - closing proficiency gaps (CPI) in ELA, math, & science; - % warning/failing; - % advanced; - growth (student growth percentiles); & - dropout & graduation rates (HS only)
7.c	Subgroup determinations	- 9 subgroups: low income, special education, English learners/former English learners, major racial/ethnic groups - Minimum group size = 40	- Same 9 groups plus multi-race non-Hispanic, Pacific Isl., and “High Needs” super subgroup comprising low income, special education, English learner/former English learner students - Minimum group size = 30
7.d	Labels	- NCLB accountability status & state accountability & assistance levels	- Accountability & assistance levels (1-5)
7.e	Classification of districts	- Federal: improvement or corrective action based on AYP - State: based on lowest performing school, or district accountability review findings (Levels 4 & 5)	- Based on lowest performing school, or district accountability review findings (Levels 4 & 5)
7.f	Classification of schools	- Federal: improvement, corrective action, or restructuring based on AYP - State: Level 1 & 2 based on NCLB accountability status; Level 3 & 4 lowest performing 20% of schools based on relative ranking - Charter schools not assigned to a Level	- Level 1 & 2: based on new Progress & Performance Index for aggregate & high needs subgroups only - Level 3: schools with lowest performing subgroups & lowest performing 20% of schools based on relative ranking - Level 4: same as pre-waiver - Charter schools assigned to a Level
7.g	Reservation of Title I funds	- 20% of district Title I grant for supplemental educational services (SES) & school choice based on school NCLB accountability status - 10% of district or school allocation for professional development based on NCLB accountability status	- Up to 25% of district Title I grant for districts in Level 2—5, used to support district/student needs as assessed in relation to Conditions for School Effectiveness - No additional district or school reservation for professional development required
7.h	School recognition	- Commendation schools (exiting NCLB accountability status, high growth, narrowing proficiency gaps)	- Commendation schools (high achievement, high progress, narrowing proficiency gaps)
7.i	District & school support	- Level 4 districts: ESE liaisons - Level 3 & 4 districts: District & School Assistance Centers (DSACs)	- Same structure - DSACs more directly involved in Level 3 district needs assessment

Reduce the proficiency gap by half by 2016–17

Notes:

- ★ The *proficiency gap* is the gap between a group’s current achievement and proficiency for all students (Composite Performance Index (CPI) of 100).
- ★ Our goal over six years is for all groups to increase their CPI by half the amount required to reach a CPI of 100, thus halving proficiency gaps.
- ★ In the example below, the distance between the starting CPI for all students and proficiency for all students (CPI of 100) is 20.1 CPI points (100 – 79.9 = 20.1). Half that amount is 10 points. If the group achieves a CPI of 90 by 2017, it will have reduced its proficiency gap by half.

Example: Math CPI – All Students, Low Income



**Dover Sherborn Regional School District
Status of Appropriations December 31, 2014**

Description	FY14 Budget	YTD	Balance	Encumbrance	Budget Balance	% Bud Remaining
SCHOOL COMMITTEE	268,485	29,051	239,434	14,283	225,151	83.86%
SUPERINTENDENT	281,112	114,757	166,355	87,294	79,061	28.12%
BUSINESS AND FINANCE	173,850	88,259	85,591	95,666	(10,075)	-5.80%
HUMAN RESOURCES AND BENEFITS	20,919	10,506	10,413	10,506	(94)	-0.45%
LEGAL SERVICE FOR SCHOOL COMMI	60,000	26,827	33,173	0	33,173	55.29%
DISTRICTWIDE INFORMATION MANAG	340,678	150,775	189,903	147,089	42,814	12.57%
DISTRICT ACADEMIC LEADERS	160,480	80,240	80,240	80,240	0	0.00%
SCHOOL LEADERSHIP - BUILDING	761,446	347,835	413,612	341,181	72,430	9.51%
SCHOOL CURRICULUM LEADERS/DEPT	82,976	41,487	41,489	41,487	2	0.00%
TEACHERS, CLASSROOM	8,169,944	2,527,688	5,642,255	5,639,205	3,050	0.04%
TEACHERS, SPECIALISTS	1,429,495	466,679	962,816	919,086	43,729	3.06%
INSTRUCTIONAL COORD & TEAM LDR	34,040	18,084	15,956	18,084	(2,128)	-6.25%
SUBSTITUTES	110,000	33,897	76,103	2,355	73,749	67.04%
NON CLERICLA PARAPROFESS/INSTR	242,490	96,047	146,443	141,661	4,782	1.97%
LIBRARIANS & MEDIA CENTER DIRE	207,970	66,471	141,499	140,896	604	0.29%
PROFESSIONAL DEVELOPMENT	64,400	14,924	49,476	1,695	47,781	74.19%
TEACHER/INSTRUCT. STAFF-PROF D	48,070	24,117	23,953	2,137	21,816	45.38%
TEXTBOOKS & RELATED STOFWARE/	58,460	20,987	37,473	215	37,258	63.73%
LIBRARY INSTRUCTIONAL MATERIAL	65,800	28,725	37,075	4,159	32,916	50.02%
INSTRUCTIONAL EQUIPMENT	62,966	26,137	36,829	15,210	21,619	34.33%
GENERAL SUPPLIES	136,539	72,342	64,197	17,926	46,272	33.89%
OTHER INSTRUCTIONAL SERVICES	23,500	6,698	16,802	8,052	8,750	37.23%
CLASSROOM INSTRUCTIONAL TECHNO	106,634	52,134	54,500	3,640	50,860	47.70%
GUIDANCE INCL. GUID. COUNSELOR	675,652	220,883	454,770	405,997	48,773	7.22%
PSYCHOLOGICAL SERVICES	94,716	29,143	65,573	65,573	0	0.00%
MEDICAL / HEALTH SERVICES	163,005	54,495	108,510	103,617	4,893	3.00%
TRANSPORTATION SERVICES	730,756	259,100	471,656	436,137	35,518	4.86%
ATHLETICS	569,836	185,172	384,664	181,077	203,587	35.73%
OTHER STUDENT ACTIVITIES	142,557	65,067	77,490	67,549	9,941	6.97%
CUSTODIAL SERVICES	1,342,579	669,268	673,311	435,525	237,786	17.71%
UTILITIES	592,465	198,687	393,778	204	393,574	66.43%
ER RETIREMENT CONTRIBUTION	418,562	420,168	(1,606)	0	(1,606)	-0.38%
ER INSURANCE ACTIVE EMPLOYEES	2,862,849	1,455,342	1,407,507	125,778	1,281,728	44.77%
OTHER NON EMPLOYEE INSURANCE	63,761	58,900	4,861	0	4,861	7.62%
LONG TERM DEBT RETIREMENT	1,153,000	0	1,153,000	1,153,000	0	100.00%
LONG TERM DEBT SERVICE	423,882	217,641	206,241	206,241	0	48.66%
TOTAL	22,143,874	8,178,532	13,965,342	10,912,765	3,052,576	19.92%

Dover-Sherborn Regional School District

7/01/2014 - 11/30/2014

GENERAL FUND
REVENUE

	BUDGET	YTD	BUDGET BALANCE	Nov-13	Increase over Nov-13
DOVER ASSESSMENT REVENUE	(\$10,467,496.00)	(\$4,122,297.00)	-6,345,199.00	(\$3,958,457.00)	(\$163,840.00)
SHERBORN ASSESSMENT REVE	(\$8,995,182.00)	(\$3,547,764.00)	-5,447,418.00	(\$3,374,686.00)	(\$173,078.00)
STATE AID CHAPTER 70 REVENUE	(\$1,423,306.00)	(\$ 678,906.00)	-744,400.00	(\$ 593,040.00)	(\$85,866.00)
STATE AID CHPT 71 TRANSP REV	(\$373,390.00)	(\$ 0.00)	-373,390.00	(\$ 0.00)	\$0.00
BLDG RENT REVENUE (TRSF)	(\$20,000.00)	(\$20,000.00)	0.00	(\$20,000.00)	\$0.00
PREM/INTEREST TRNSF/CAPI	\$0.00	(\$ 0.00)	0.00	(\$ 0.00)	\$0.00
REVENUE M/S ACTIVITY FEE	(\$19,250.00)	(\$11,255.00)	-7,995.00	(\$13,045.00)	\$1,790.00
ATHLETIC FEES REVENUE	(\$215,000.00)	(\$102,470.00)	-112,530.00	(\$ 98,450.00)	(\$4,020.00)
MISC REVENUE	(\$10,000.00)	(\$ 7,078)	-2,922.00	(\$14,792.00)	\$7,714.00
REVENUE H/S ACTIVITY FEE	(\$ 9,250.00)	(\$11,880.00)	2,630.00	(\$11,865.00)	(\$15.00)
REVENUE H/S PARKING FEES	(\$38,000.00)	(\$35,541.00)	-2,459.00	(\$28,804.00)	(\$6,737.00)
TRANSFERS IN/OUT	(\$60,000.00)	(\$66,493.00)	6,493.00	(\$60,000.00)	(\$6,493.00)
BANK INTEREST GEN FUND R	(\$13,000.00)	(\$ 2,576.00)	-10,424.00	(\$ 4,685.00)	\$2,109.00
EXCESS & DEFICIENCY	(\$500,000.00)	(\$ 0.00)	-500,000.00	(\$ 0.00)	\$0.00
	<u>(\$22,143,874.00)</u>	<u>(\$ 8,606,260.00)</u>	(13,537,614.00)	<u>(\$8,177,824.00)</u>	(\$ 428,436.00)

\$6,493 transferred from Comm Ed to general fund to reimburse summer drama director pay inadvertently charged to general fund in a prior year.

\$1.7m CD purchased - interest to post at maturity

The Public Schools of Dover and Sherborn
157 Farm Street
Dover, MA 02030
Phone: 508-785-0036 Fax: 508-785-2239
URL: www.doversherborn.org
Mr. Steven B. Bliss, Superintendent
Dr. Karen L. LeDuc, Assistant Superintendent
Ms. Therese Green, Director of Special Education
Ms. Christine Tague, Business Manager



MEMORANDUM

TO: Advisory Committee on Extra Duties (ACED)
Administrative Cabinet
Sherborn School Committee
Dover School Committee
Dover-Sherborn Regional School Committee

FROM: Steven Bliss, Superintendent

RE: Extra Duty Instructional Leadership Reconfiguration (ACED Update #3b)

DATE: December 21, 2014 (*Original proposal dated November 12, 2014*)

As a school system, Dover-Sherborn offers rich and diverse fine arts opportunities for students in each of our four schools. The visual and performing arts have long been a hallmark of our three school districts, and the entire fine arts platform has grown and become more sophisticated and complex over time and especially within the past few years. Perhaps what is most spectacular, and is a direct credit to the teaching faculty and administration at each school, is the fact that fine arts has morphed into a true K-12 enterprise in terms of art and music instruction and system-wide exhibits and performances.

One need not look very far to appreciate the vital role of the arts in the towns of Dover and Sherborn. The fine arts play a key role not only in our local, but also in our national and international culture. It is not an exaggeration to offer that the arts are integral and central to our success, well-being, and quality of life.

The Public Schools of Dover and Sherborn offer a variety of studies in the visual arts, music, and performing arts in all schools at all grade levels. The programs in the schools are more alike than different in that student participation, appreciation, creativity, skill acquisition, knowledge, performance, production, and artistry are key components in the expectations we have of our students in all fine arts classes.

Thankfully the arts in our schools have never and are not in danger of being marginalized as has tragically been the case in other school districts, particularly during difficult financial times. At DS, however, we increasingly operate as a K-12 system, and not as three stand-alone districts, as evidenced by recent visual and performing arts curriculum development efforts system-wide, and with that momentum has come the need for a unified and systemic approach to fine arts education across our schools/school districts.

Concurrent with the invigorating changes with the fine arts we have also witnessed and have instructionally responded to changes in the areas of technology and engineering. While the Living, Fine, and Technical Arts (LFTA) positions at the middle and high school provide leadership, in part, in the areas of technology and engineering, in their current iteration the positions oversee the visual and performing arts, as well as technology-engineering, and the living arts (e.g., foods at the HS).

The technology and engineering aspects of the LFTA positions are intrinsically connected through both content and state and national learning standards. Neither the fine nor the living arts seems to logically connect with the technology and engineering fields, however, and as such it makes

sense instructionally to have the secondary technology and engineering experience be highly concentrated and content-specific. Moreover, the expanding and increasingly complex fields of technology and engineering in effect demand heightened focus, greater acuity, and increased rigor, especially at the secondary level.

In striking familiarity to the regional approach seen in and with the fine arts in recent years at DS, the technology and engineering teachers at the region have begun working closely on curriculum articulation. While there is considerable work to be done in this regard, a heightened focus on these two areas will ultimately produce a more robust, relevant, and rigorous curriculum and learning experience for our students.

In light of the momentum within the context of both the fine arts (K-12) and technology and engineering (grades 6-12) within our schools, we propose the reconfiguration of some instructional leadership positions currently assigned to the region, which will positively impact the broader teaching-learning model system-wide.

Specifically, and as defined below, we seek to reconfigure the Living, Fine, and Technical Arts positions at the region, ultimately resulting in a Fine Arts Department Chair (grades K-12) and a Technology-Engineering Department Chair (grades 6-12).

Current

<u>Position 1:</u> Living, Fine, and Technical Arts Department Chair Grades 9-12/HS	
5.50 Ratio Points @ \$1,441.05/ratio point	\$ 7,925.76
.2 Release Time	<u>\$16,000.00</u>
Sub-Total Position 1	\$23,925.76
<u>Position 2:</u> Living, Fine, and Technical Arts Curriculum Leader Grades 6-8/MS	
4.25 Ratio Points @ \$1,441.05/ratio point	\$ 6,124.46
Release Time	<u>\$ 00</u>
Sub-Total Position 2	\$ 6,124.46
Total (Regional) FY16 budget allocation/cost	\$30,050.22

Proposed

<u>Position 1:</u> Fine Arts Department Chair Grades K-12	
5.50 Ratio Points @ \$1,441.05/ratio point	\$ 7,925.76
.2 Release Time	<u>\$16,000.00</u>
Sub-Total Total 1	\$23,925.76
(Cost share by district based on FTE share: Region 61%; Sherborn 18%; Dover 21%)	

<u>Position 2:</u> Technology-Engineering Department Chair Grades 6-12 (Replicates other department chair positions)	
5.50 Ratio Points @ \$1,441.05/ratio point	\$ 7,925.76
.2 Release Time	<u>\$16,000.00</u>
Sub-Total Position 2	\$23,925.76
Total (system-wide) FY16 budget allocation/cost	\$47,851.52

➤ Total Region FY16 Budget Allocation (Includes share of Position 1 and all of Position 2)	\$38,520.47
➤ Total Dover FY16 Budget Allocation (Includes share of Position 1)	\$ 5,024.41
➤ Total Sherborn FY16 Budget Allocation (Includes share of Position 1)	\$ 4,306.64

DRAFT JOB DESCRIPTION

POSITION: Fine Arts Department Chair

QUALIFICATIONS:

1. Minimum of five years' experience as a teacher or certified equivalent in a school district.
2. Massachusetts licensure as supervisor/director preferred.
3. Master's degree or equivalent in the area of Art, Music, Theatre or other relevant content area.
4. An understanding of current educational research as it relates to various modes of instruction, curriculum, curriculum development, principles of organization and management, and the behavioral sciences is desirable.

REPORTS TO: Assistant Superintendent for Curriculum, Instruction and Assessment or his/her designee.

GENERAL RESPONSIBILITIES: The Fine Arts Department Chair shall provide leadership, coordination, supervision and innovation in the visual and performing arts so that each student may derive maximum benefit from the continuing pursuit of the arts.

Essential Functions: The Fine Arts Department Chair shall:

1. Be responsible for teacher evaluation (in conjunction with building principals), supervision and support, related in-service training and collaborative projects with other departments.
2. Act as liaison with administrators, teachers, parents, Cultural Arts Committees and others concerning all programs available through the Fine and Performing Arts Departments.
3. Develop, implement, coordinate and evaluate curriculum. Maintain curriculum guidelines for all levels. Work with the Assistant Superintendent for Curriculum, Instruction and Assessment on curriculum implementation and improved integration with other areas of curriculum.
4. Convene regular meetings with teachers for curriculum planning and implementation. Ensure coordination of services among department staff.
5. Consult in the selection of instructional materials and equipment. Identify, secure and maintain inventory records for appropriate materials for teachers and students.
6. Teach an 80% complement of courses

7. Remain current in the field and translates that expertise into developmentally appropriate curriculum and learning environments for children.
8. Develop instructional strategies and teach model lessons for teachers. Act as a resource to teachers on matters of teaching methods, course content and student behavioral problems.
9. Develop and administer extracurricular and co-curricular arts activities to meet the wide range of student interests and abilities (instrumental music and art exhibits).
10. Explore and develop program enrichment opportunities through partnerships and collaboration with artists, museums, performers, and galleries.
11. Supervise all district-wide performances and exhibitions, and other exhibitions and performances of students when they are representing The Public Schools of Dover and Sherborn. Provide leadership in the planning and execution of individual school concerts, recitals and exhibitions
12. Advocate and oversee all the art and music budgets.
13. Work with the building principals in the scheduling of classes and the assignment of the staff in the program.
14. Serve in a leadership capacity on related curriculum committee(s).
15. Plan and supervise special departmental projects and disseminate departmental information to the community through proper channels.
16. Participate in the process for hiring and supporting new department staff.
17. Work with the Assistant Superintendent for Curriculum, Instruction and Assessment to design and implement applicable grants.
18. Support and promote the districts' annual goals.
19. Perform any other duties as assigned by the Superintendent or his/her designee.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently required to travel between schools, move around school buildings, sit and talk, see and hear. The employee is occasionally required to use hands to finger, handle, or feel objects, tools, or controls; and reach with hands or arms.

The employee must occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision and the ability to adjust focus.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The noise level in the work environment is variable and can become quite loud.

SELECTION GUIDELINES:

Formal application, rating of education and experience; oral interviews and reference check.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

This job description is subject to change in a manner consistent with law by the employer as the needs of the employer and requirements of the job change.

TERMS OF EMPLOYMENT:

Annual appointment per the Educators' Agreement.

EVALUATION:

Evaluated by the Assistant Superintendent for Curriculum, Instruction, and Assessment

Fine Arts Department Chair Grades K - 12

5.5 Ratio points @ \$ 1,441 \$ 7,926

.2 Release time \$ 16,000

Total Cost \$ 23,926

Budget			Town % share of	Town \$ share of	Total Town Cost for the Position
Funding Allocation		Cost Extension	Reg. Operating	this Reg. Cost	
DS Region	80%	\$ 19,141			
Dover	10%	\$ 2,393	53.15%	\$ 10,173	\$ 12,566 Dover
Sherborn	10%	\$ 2,393	46.85%	\$ 8,967	\$ 11,360 Sherborn

Budget			Town % share of	Town \$ share of	Total Town Cost for the Position
Funding Allocation		Cost Extension	Reg. Operating	this Reg. Cost	
DS Region	60%	\$ 14,356			
Dover	20%	\$ 4,785	53.15%	\$ 7,630	\$ 12,415 Dover
Sherborn	20%	\$ 4,785	46.85%	\$ 6,726	\$ 11,511 Sherborn

\$ 150.73

Budget			Town % share of	Town \$ share of	Total Town Cost for the Position
Funding Allocation		Cost Extension	Reg. Operating	this Reg. Cost	
DS Region	50%	\$ 11,963			
Dover	25%	\$ 5,982	53.15%	\$ 6,358	\$ 12,340 Dover
Sherborn	25%	\$ 5,982	46.85%	\$ 5,605	\$ 11,586 Sherborn

\$ 226.10

Budget			Town % share of	Town \$ share of	Total Town Cost for the Position
Funding Allocation		Cost Extension	Reg. Operating	this Reg. Cost	
DS Region	33%	\$ 7,975			
Dover	33%	\$ 7,975	53.15%	\$ 4,239	\$ 12,214 Dover
Sherborn	33%	\$ 7,975	46.85%	\$ 3,736	\$ 11,712 Sherborn

\$ 351.70

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MEMORANDUM

TO: Dover-Sherborn Regional, Dover, & Sherborn School Committees
FROM: Steven Bliss, Superintendent
DATE: December 17, 2014
RE: ACED – Update #4

The Advisory Committee on Extra Duties (ACED) met on December 12 to continue its work as defined by the terms of Appendix C of the Educators' Contract. The December 12 agenda topic concerned the currently defined Mentor Teacher position appearing in Appendix C.



By way of background, an educator new to the profession or new to DS (at any school and in any role defined by Contract) is assigned a Mentor Teacher with whom he/she works during his/her first year of employment at DS . A teacher mentor earns a .75 ratio, which amounts to \$1,063.77, for the 2014-15 school year. (The amount of \$1,063.77 is 75 percent of 1.0 point valued at \$1,418.36.) While the Mentor Teacher role appears in Appendix C, the cost for all Mentor Teachers has for years been charged against each district's Title II-A Improving Teacher Quality Grant. The sum total needed to fund any/all Mentor Teachers each year in a given district has not been charged to that district's operating budget; rather, that sum has been charged to the district's Title II-A Grant.



Given the contractually agreed-upon 1.6 percent increase in ratio assignments each year of the current Contract, the ratio value for the 2015-16 school year is \$1,441.05. The Mentor Teacher value is 75 percent of that, or \$1,080.80. In planning for next year, the ACED considered staffing changes giving rise to the need for Mentor Teachers for the 2015-16 school year. As we do not anticipate many staff changes next year, the Title II-A Grant in each of our districts can be otherwise used, albeit for a purpose allowable under the terms of the grant, namely, for activities under the auspices of professional development.

The DS Professional Growth and Evaluation System (DS PG&ES) calls for the implementation of Qualified Peer Observers (QPOs) beginning in the 2015-16 school year. Please refer to the DS PG&ES for more information about this aspect of the evaluation system. While compensation for QPOs was not defined when the DS PG&ES was developed two years ago (in large part because the System had not been approved by the DESE and the Educators' Contract was due to be negotiated), it was understood that those educators who apply for and are appointed as QPOs by administrators would 1) take a course on supervision and evaluation and 2) receive a stipend commensurate with the workload associated with the QPO role.

As the QPO function is analogous to a Mentor Teacher, and given that administration does not envision the need for many Mentor Teachers next year, the ACED and the Evaluation Committee concur that the .75 ratio should logically be assigned to those educators named QPOs for the 2015-16 school year as follows:

QPO assigned one (1) educator	.25 Ratio
QPO assigned two (2) educators	.50 Ratio
QPO assigned three (3) educators	.75 Ratio

It is therefore the recommendation of the ACED, as well as the Administrative Cabinet and the Evaluation Committee, that Title II-A Improving Teacher Quality Grant funds for FY16 (2015-16 SY) be used in support of a .75 ratio assignment for all twenty-three (23) named QPOs system-wide.



The transportation service assessment model for allocating expenses to member districts that use ACCEPT for transporting students is a practical, cost effective and predictable means of charging for services. The assessment model achieves two important goals; to provide districts with a predictable budget for transportation services and to create an equitable and simplified means of billing.

Each district's assessment is based on its' share of ridership as of a point in time and the assessment remains constant for the ensuing school year regardless of an increase or decrease to ridership. The model has been used very successfully by CASE Collaborative for many years.

The model assigns a weighted factor to each student as follows: students transported in-town are assigned a factor of 1.0; students transported to ACCEPT programs are assigned a factor of 2.0; students transported to all other schools are assigned a factor based on distance as follows:

- less than 10 miles 3.0
- less than 50 miles 3.5
- greater than 50 miles 4.0

Factors for each student are added to arrive at a total for each district. Each district is allocated their percentage of the budget to transport students based on the total for all students.

Proposed ACCEPT Transportation Assessment Model
December, 2014

Each student assigned a factor as follows:

- Transported in-town 1.0
- Transported to ACCEPT 2.0
- Transported to all other schools:
 - less than 10 miles 3.0
 - less than 50 miles 3.5
 - greater than 50 miles 4.0

*Residential students' factors reduced 80%

Sample of Transportation Cost Calculation

Town	Factor of 1	Factor of 2	Factor of 3	Factor of 3.5	Factor of 4	Total Students	Total Points
Sample	0	2	2	9	2	15	49.5

Total number of points for all districts participating in ACCEPT Transportation = 1,200

Sample Town's percentage of the total number of points = 4.12 %

ACCEPT's total transportation budget = \$5,000,000

Sample Town's cost (4.12% of \$5,000,000) = \$206,000

Divide that number by 15 students= \$13,733 per student (rounded)

CONSIDERATIONS

- Once we receive the cost calculation for the year the cost remains constant.
- The calculated cost per student may be more, or less, than the cost calculated per mile.
- The proposed date for snapshot of the number of students transported for each town would be November 13, 2014 and September 14, 2015. This would impact the timeline for reporting actual costs for Special Ed Transportation.
- These calculated costs are for September to June only. Summer transportation costs would be calculated at the per mile rate.



ACCEPT
Education Collaborative
Celebrating 40 Years

**Transportation Billing
Methodology Recommendation
Board of Director Presentation
December 10, 2014**

UNLOCKING POTENTIAL • ACHIEVING SUCCESS



Transportation Sub-Committee

Created by BOD in July for following reasons:

- 1) Review history of ACCEPT transportation
- 2) Identify district concerns
- 3) Review transportation budget
- 4) Explore various billing options
- 5) Provide recommendation to BOD



Transportation Sub-Committee

Participants:

- Jeff Marsden; Superintendent, Medfield
- Matt Lacava; SPED Director, Medfield
- Ed Gothgart; Chief Operating Officer, Framingham
- Barbara Durand; Business Manager, Ashland
- Anne Gulati; Business Manager, Needham
- Kat Bernklow; SPED Director, Medway
- Tim Luff; SPED Director, Natick
- Ralph Dumas; Business Manager, Hopkinton
- Keith Buday; Business Manager, Holliston



Transportation Sub-Committee

ACCEPT Staff:

- Marcia Berkowitz, Executive Director
- Peg Murphy, Transportation Manager
- Shane Marchand, Fleet and Safety Manager
- Bill Hurley, Director of Finance
- Paul Tzovolos, Director of Special Education
- Michael Palladino, Consultant



Transportation Services Billing Methods

- 1) Current price per student/per mile with modifications for 4 or more students and in-town routes
- 2) Cost Accounting method using estimated route cost per student per day
- 3) Daily van rate used by for-profit vendors
- 4) Assessment model



Assessment Model

- 1) Each district's share based on prior year ridership as of November 13, 2014
- 2) Assessment remains constant for year
- 3) Changes in ridership do not impact district
- 4) Realistic budget assumption emphasized
- 5) Assessment provided in time for upcoming budget timeline



Assessment Model Factors

Each student assigned a factor as follows:

- transported in-town 1.0
- transported to ACCEPT 2.0
- transported to all other schools:
 - less than 10 miles 3.0
 - less than 50 miles 3.5
 - greater than 50 miles 4.0

**Residential students factors reduced 80%*



Assessment Model

FY 16 Budget Assumptions:

- Ridership demands remain constant
- Driver/Monitor Headcount remains at 151
- Fleet updated for 30 replacement vehicles
- Salaries increased 2%
- Price of Gasoline \$3.50 per gallon
- Outside vendor requirements remains constant



Assessment Model Budget

	FY 16	FY 15	FY 15	FY 14
	<u>Budget</u>	<u>Forecast</u>	<u>Budget</u>	<u>Actual</u>
Salaries	2,560,859	2,457,440	1,957,862	2,412,643
Benefits	211,637	194,990	244,163	218,966
Vendors	965,000	933,987	765,000	1,038,884
Vehicle	1,896,217	1,867,527	1,896,003	1,894,411
Other	<u>121,475</u>	<u>129,829</u>	<u>178,303</u>	<u>150,767</u>
Total	<u>5,755,187</u>	<u>5,583,772</u>	<u>5,041,331</u>	<u>5,715,671</u>



Assessment Model Budget

Total FY 16 Budget	\$ 5,755,187
Less Summer Costs	\$ 544,388
Less Monitor Costs	<u>\$ 294,710</u>
Amount Assessed	<u>\$ 4,916,089</u>



Assessment Model Budget

Amount Assessed	\$ 4,916,089
FY 15 Estimated Billing	\$ 4,739,134
% Increase	3.7%



Assessment Model Students

ASSESSMENT MATRIX STUDENT FACTORS AS OF NOV 13th

TOWN	1	2	3	3.50	4	Total
ASHLAND	27	1	1	21	2	52
D/S	0	0	1	8	0	9
DOVER	0	2	2	9	2	15
FRAMINGHAM	54	21	8	110	18	211
FRAM REGIONAL SCHOOLS	0	0	0	4	0	4
FRAMINGHAM - TOTAL	54	21	8	114	18	215
HOLLISTON	0	6	1	18	1	26
HOPKINTON	27	4	1	7	4	43
MEDFIELD	8	2	2	13	0	25
MEDWAY	1	3	0	20	4	28
NATICK	4	7	3	34	3	51
SHERBORN	2	0	0	1	0	3
NON-MEMBER DISTRICTS	0	0	2	6	1	9
TOTAL	123	46	21	251	35	476



Assessment Model Percentages

TOWN	Nov 13th	FY 15
ASHLAND	9.02%	8.72%
D/S	2.38%	2.16%
DOVER	3.72%	4.15%
FRAMINGHAM	46.04%	46.97%
FRAM REGIONAL SCHOOLS	1.13%	0.92%
FRAMINGHAM - TOTAL	47.16%	47.94%
HOLLISTON	5.66%	5.66%
HOPKINTON	6.21%	5.86%
MEDFIELD	4.38%	4.63%
MEDWAY	6.35%	7.32%
NATICK	12.18%	12.55%
SHERBORN	0.44%	0.87%
NON-MEMBER DISTRICTS	2.49%	1.04%
	100.00%	100.00%



Assessment Model Results

TOWN	FY 16 Budget	FY 15 Projected	% Change
ASHLAND	431,808	408,911	5.6%
D/S	117,693	101,397	16.1%
DOVER	184,095	194,841	-5.5%
FRAMINGHAM	2,275,938	2,203,034	3.3%
FRAMINGHAM REGIONAL SCHOOLS	55,666	43,157	29.0%
FRAMINGHAM - TOTAL	2,331,604	2,248,655	3.7%
HOLLISTON	279,920	265,325	5.5%
HOPKINTON	293,041	274,683	6.7%
MEDFIELD	216,699	217,288	-0.3%
MEDWAY	314,114	343,116	-8.5%
NATICK	601,986	588,485	2.3%
SHERBORN	21,869	40,682	-46.2%
NON-MEMBER DISTRICTS	123,260	48,751	152.8%
TOTAL	4,216,089	4,690,383	4.8%



Assessment Model Statistics

TOWN	Students as of Nov 13th	Cost per Student	Total Points	Points Per Student
ASHLAND	52	8,304	108.6	2.09
D/S	9	13,003	29.6	3.29
DOVER	15	12,204	46.3	3.09
FRAMINGHAM	211	10,726	572.4	2.71
FRAM REGIONAL SCHOOLS	4	13,838	14.0	3.50
FRAMINGHAM - TOTAL	215	10,784	586.4	2.73
HOLLISTON	26	10,766	70.4	2.71
HOPKINTON	43	6,815	73.7	1.71
MEDFIELD	25	8,619	54.5	2.18
MEDWAY	28	11,155	79.0	2.82
NATICK	51	11,737	151.4	2.97
SHERBORN	3	7,249	5.5	1.83
NON-MEMBER DISTRICTS	9	13,618	31.0	3.44
TOTAL	476	10,328	1236.4	2.60



Assessment Model Conclusions

- Approval of Assessment Model
by Transportation sub-committee
- Assessment Model Endorsed by
SPED Directors and Business
Managers

**TOWN OF DOVER
TOWN OF SHERBORN
DOVER-SHERBORN REGIONAL SCHOOL DISTRICT**

INTERGOVERNMENTAL AGREEMENT

This Intergovernmental Agreement (the "Agreement") is entered into under and pursuant to Section 4A of Chapter 40 of the Massachusetts General Laws, by and among the Towns of Dover and Sherborn, Massachusetts (each a "Member Town"), acting through their respective Boards of Selectmen, and the Dover-Sherborn Regional School District (the "District"), acting by and through its Regional District School Committee (the "School Committee") by votes duly adopted on _____, in the case of the Town of Dover, _____, in the case of the Town of Sherborn and _____ in the case of the District. In consideration of the mutual covenants and agreements set forth herein and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, each Member Town and the District hereby agree as follows:

1. RECITALS.

a. That each Member Town is generally authorized by the Massachusetts General Laws to finance, acquire land for, construct, remodel, make extraordinary repairs to and originally equip and furnish public buildings.

b. The District was duly established in 1953 pursuant to Chapter 71, Sections 16 to 16I, inclusive of the General Laws by the Member Towns.

c. Pursuant to Chapter 71, Sections 16(c) and (d), of the General Laws, the District is authorized to construct, reconstruct, add to, remodel, make extraordinary repairs to, equip, organize and operate schools for the benefit of its Member Towns, and to incur indebtedness for these purposes.

d. The District plans to expend \$358,000 to pay costs of major equipment and building improvements and to pay all costs incidental and related thereto (the "Project").

e. The Member Towns would like the option of contributing their respective shares of the cost of the Project directly, rather than to have such cost paid by the District through the issuance of its bonds or notes and then allocated annually to the Member Towns in accordance with the District Agreement.

f. The Member Towns would like the option of raising their respective contributions towards the cost of the Project through direct appropriations, or, in the alternative, through the authorization and issuance of general obligation debt.

g. That in accordance with Chapter 71, Section 16(d) of the General Laws, and the District Agreement, the Member Towns do not have the authority to borrow money to finance public school facilities of the District.

h. Chapter 40, Section 4A of the General Laws permits a governmental entity, including regional school districts and their member towns, to contract to perform jointly, or for such other governmental entity or entities, any services, activities or undertakings which any of the contracting governmental entities is otherwise authorized by law to perform.

2. **PROJECT COST AND ALLOCATION.** The total cost of the Project shall be \$358,000, of which 54.45% (which equals \$194,931) is allocable to the Town of Dover and 45.55% (which equals \$163,069) is allocable to the Town of Sherborn, which allocation has been determined in accordance with the capital cost allocation provisions set forth in Section 4(b) of the District Agreement as a capital cost.

3. **PAYMENT OF MEMBER TOWN SHARES OF PROJECT COSTS.** Each Member Town shall pay its respective share of the costs of the Project to the District on or before July 15, 2015, provided that, the Town of Sherborn's obligation to pay its share of the costs is expressly made contingent upon appropriation of Sherborn's allocation of said costs under Section 2 of this Agreement by the Sherborn 2015 Annual Town Meeting and, if the Sherborn 2015 Annual Town Meeting votes that such appropriation shall be funded through the issuance of bonds or notes contingent on the approval of a Proposition 2½, so-called, ballot question, the Town of Sherborn's obligation to pay its share of the costs is also expressly made contingent on the approval of a Proposition 2½, so-called, ballot question for this amount at the 2015 Sherborn Annual Town Election. The absence of a town meeting appropriation by either Member Town of its allocated costs, or if the appropriation in either Member Town is contingent upon passage of a Proposition 2½, so-called, ballot question, the absence of approval of a Proposition 2½, so-called, ballot question in either such Member Town, shall operate as disapproval of the proposed expenditure and this agreement shall be of no force or affect.

Upon completion of the Project, any funds contributed by the Member Towns and not expended to pay costs of the Project, shall be returned to the Member Towns in accordance with the same proportion that each Member Town contributed to the Project's total cost. All funds that are not required to complete the Project shall be returned to the Member Towns on or before the last day of the fiscal year in which the Project is completed.

4. **FINANCING OF THE PROJECT.** The District authorizes each Member Town to act on its behalf and exercise all of its legal powers and duties with respect to the financing of its respective share of the Project's cost and the issuance of bonds and notes therefor. Each Member Town's share of the Project's costs may be raised through either the direct appropriation of funds, or the authorization and issuance of its own general obligation indebtedness. The District shall obtain all necessary professional and other services necessary to carrying out the Project and shall oversee all aspects thereof. All amounts payable on account of principal and interest on any bonds or notes issued by a Member Town to finance its share of Project costs shall be paid directly by each such Member Town to the paying agent of any such bonds or

notes. The District shall not be liable for the repayment of any debt issued by a Member Town to finance its share of the cost of the Project.

5. RECORD KEEPING. As required by Chapter 40, Section 4A of the General Laws, the Member Towns and the District shall maintain accurate and comprehensive records of services performed, costs incurred and reimbursements and contributions received on account of the Project; shall provide for the performance of regular audits of such records; and shall provide periodic financial statements with respect to Project expenditures.

6. TERM. The term of this Agreement shall be one year from the date hereof.

7. AMENDMENTS. Any provision of this Agreement may be amended by an amendment approved by vote duly adopted by each of the Member Towns acting through their respective Boards of Selectmen and by vote duly adopted by the Regional District School Committee. No modification or waiver of any provision of this Agreement shall be valid unless duly authorized as an amendment hereof and duly executed by each Member Town and the District.

8. GOVERNING LAW. This Agreement shall be governed by and construed in accordance with the laws of The Commonwealth of Massachusetts.

9. COUNTERPARTS. This Agreement may be signed in any number of counterparts, all of which taken together, shall constitute one and the same instrument, and any party hereto may execute this Agreement by signing one or more counterparts.

10. EFFECTIVENESS. This Agreement shall not take effect unless each Member Town shall have provided for its respective share of the costs of the Project, whether by direct appropriation of funds, or through the authorization of general obligation indebtedness, by votes of their respective annual town meetings on or prior to June 30, 2015.

IN WITNESS WHEREOF, the Member Towns by their Boards of Selectmen and the District by its Regional District School Committee, each duly authorized, have executed this Agreement under their respective seals as of the ___ day of _____, 2015.

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DOVER-SHERBORN REGIONAL DISTRICT,
by its Regional District School Committee

By _____

(DISTRICT SEAL)

TOWN OF DOVER,
by its Board of Selectmen

(TOWN SEAL)

TOWN OF SHERBORN,
by its Board of Selectmen

(TOWN SEAL)

The Public Schools of Dover and Sherborn
157 Farm Street
Dover, MA 02030
Phone: 508-785-0036 Fax: 508-785-2239
URL: www.doversherborn.org
Mr. Steven B. Bliss, Superintendent
Dr. Karen L. LeDuc, Assistant Superintendent
Ms. Therese Green, Director of Special Education
Ms. Christine Tague, Business Manager



DOVER-SHERBORN REGIONAL SCHOOLS
PROPOSED FISCAL YEAR 2016 OPERATING BUDGET DISCUSSION POINTS
PRESENTED DECEMBER 2, 2014
REVISED JANUARY 6, 2015

OVERVIEW

1. This proposed budget seeks to remind school committee members, towns' finance committees, and taxpayers that the Region is slated to receive additional Chapter 70 funds in the amount of \$177,246 (net of school choice charges) and additional Chapter 71 funds in the amount of \$128,373 in Fiscal Year 2015. The adopted Fiscal Year 2015 budget reflects \$1,423,306 in Chapter 70 funds and \$373,390 in Chapter 71 funds.
2. This proposed budget considered guidance provided by both Dover Warrant and Sherborn Advisory with respect to Fiscal Year 2016 budget development. Specifically, Sherborn Advisory sought a maximum 1.5 percent or \$86,430 increase in the operating budget and \$179,946, or a 12 percent benefit cost increase, for the Region for a total of \$266,376 in allowable Fiscal Year 2016 increases. In its communication, Dover Warrant requested a level-service budget proposal from all departments for Fiscal Year 2016. Both member towns seek responsible and reasonable budgets inclusive of general education and both in- and out-of-district special education costs.
3. This proposed budget, and the resulting Assessment Schedule, reflects Dover's operating assessment of 53.37 percent and Sherborn's operating assessment of 46.63 percent. This represents a .21 percent increase for Sherborn in terms of the operating assessment, and a corresponding .21 percent decrease for Dover in terms of the operating assessment.
4. This proposed budget, and the resulting Assessment Schedule, reflects Dover's debt assessment of 54.45 percent and Sherborn's debt assessment of 45.55 percent. This represents a .02 percent increase for Dover in terms of the debt assessment, and a corresponding .02 percent decrease for Sherborn in terms of the debt assessment.
5. This proposed budget demonstrates administration's appreciation for the fact that our two member towns almost entirely fund our first-class school system via local individual property taxes where both the base (value of real estate) and the multiplier (tax rate applied to the base) are legally constrained in terms of growth.
6. This proposed budget reflects a relatively static enrollment model at both the middle school and the high school for the 2015-16 school year. The middle school enrolled 514 students as of October 1, 2014, and is expected to open at 525 students in the fall of 2015. The high school enrolled 667 students as of October 1, 2014, and is expected to open at 660 students in the fall of 2015.

Despite the enrollment for the 2015-16 school year being relatively flat in relation to the 2014-15 school year, concerns have been raised about class sizes at the high school. The high school has absorbed a 10 percent enrollment surge in the past five years while adding no new teaching positions and only increasing the Chinese position by .2 FTE.

7. This proposed budget reflects all known retirements as of October 1, 2014. **At this time we have no confirmed retirements for the 2015-16 school year.**
8. This proposed budget was built with significant collaboration between central office and building-based administrators.
9. This proposed budget was built with a watchful eye on the state of the Commonwealth's financial health. Although we are not largely dependent on Chapter 70 that flows from the state, said funds are certainly part of our overall financial model. Accordingly, Governor Patrick's plan to trim \$329 million in spending from the \$36.5 billion state budget, first announced the week of November 10 and again referenced on November 20, caught our eye and deserves our attention. Such mid-year budget cuts are referred to as "9C cuts". In very early November the Patrick administration held a briefing to disclose the gap, which they say is forming in part due to the likelihood of a legally required reduction in the income tax rate in January from 5.2 percent to 5.15 percent. In mid-October, the Patrick administration stuck by its fiscal 2015 revenue estimate while flagging areas where the state faced revenue exposure. The Governor has the authority to reduce specific line items, and those germane to our operation include Circuit Breaker, Regional Transportation, and METCO. Reductions to Chapter 70/Municipal Aid require special legislation, and the Governor proposed special legislation for such authorization.

The question was asked whether administration anticipates our member towns being affected by proposed 9c cuts.

As of early December, the METCO reduction was enacted and our FY15 grant was reduced by approximately \$4,000.

We have not received much in the way of formal communication as to the other proposed reductions. The Massachusetts Association of Regional Schools (MARS) is working closely with the Patrick Administration to prevent any reductions to Regional Transportation (Chapter 71). As for Circuit Breaker reimbursement, thus far we have learned from the Department of Elementary and Secondary Education (DESE) that the extraordinary relief provision allowable under Circuit Breaker is most vulnerable.

10. With respect to Regional Transportation (Chapter 71), the Fiscal Year 2014 appropriation was \$51,521,000. The Fiscal Year 2015 appropriation was increased by \$18,730,563 for a total appropriation of \$70,252,563, representing a 90 percent reimbursement rate. The proposed 9C cut to this line would level-fund Regional Transportation at the Fiscal Year 2014 amount of \$51,521,000. For the Region, this could translate to a \$128,000 decrease. By way of background, between fiscal years 2008 and 2012, transportation costs for regional school districts grew by more than 10 percent, while the state appropriation for the program declined by 25 percent. Since fiscal year 2012, the state appropriation has increased from \$43.5M to the \$70.3M included in this year's budget, and reimbursement percentages have risen from 60 percent to 90 percent.
11. With respect to the METCO Program, the proposed cut translates to a 2.32 percent reduction in the METCO grant for Fiscal Year 2016 (2015-16 school year). The Fiscal Year 2015 total for the METCO Grant is \$201,718, so a 2.32 percent reduction amounts to \$4,680.
12. With respect to Circuit Breaker, the approved Fiscal Year 2015 state budget nearly fully funds the Special Education Circuit Breaker Program. Used to offset special education costs that are extraordinary and difficult to anticipate, the Fiscal Year 2015 appropriation is \$257.5 million. This is

the third year in a row that the fund increased. By way of background, the last time the state was able to meet its Special Education Circuit Breaker commitment over a three-year period was between fiscal years 2006 and 2008. The DESE indicates that proposed 9C cuts to Circuit Breaker would affect those claims deemed “extraordinary,” of which we do not have any at Dover-Sherborn at the present time.

13. This proposed budget reflects student migration from the elementary schools to Dover-Sherborn Middle School, and assumes migration of expenses related to certain student cohorts to the middle school as well. Specifically, the 1.5% or \$101,197 in allowable operating budget expense increases at Pine Hill, none of which was realized in the proposed Fiscal Year 2016 budget for Pine Hill, should logically flow to the Region’s Fiscal Year 2016 budget given the aggregate student population shift. **It is also worth noting that not only did the Pine Hill Fiscal Year 2016 budget not increase by the allowable 1.5 percent of \$101,197, but the actual budget decreased over Fiscal Year 2015 by .47 percent or \$31,664. (This will be reflected in the Business Manager’s FY16 Budget Summary spreadsheet once revised)**
14. This proposed budget assumes \$500K use of Excess and Deficiency (E&D) for Fiscal Year 2016. As of June 30, 2014, the Region’s E&D was certified at \$980,484 predicated on \$500K use of E&D in Fiscal Year 2015. **While it is true that the Region has closed its fiscal budgets with an average \$500K surplus, that surplus has become part of E&D and is used in each fiscal year’s budget.**
15. This proposed budget reflects the contractually negotiated increases for all associations including: administrative assistants, food service, custodians, and instructional support (educational assistants). The approximate increase for all association members is approximately 2 percent.
16. This proposed budget reflects a 2 percent increase for administrators and IT support staff.
17. This proposed budget anticipates favorable action by the Regional School Committee at its December 2, 2014 meeting with respect to bond refunding. Our general obligation bonds of \$8,700,000 have a call provision available on May 15, 2015. A call provision allows the issuer to repurchase and retire the bonds. In the case of these bonds the call provision was not available until the 10th year of the 20-year bonds. Callable bonds pay a higher yield than comparable non-callable bonds. Refunding in 2015 produces savings due in large part to the current rate environment. The Net Present Value savings, after bond premium, issuance, and underwriter discount costs is *estimated* to be \$1.1 million over the remaining 10-year life of the bonds. **The actual cost savings will not be known until the bonds are sold in February, 2015. Any realized savings will be used to decrease each member town’s debt assessment. There is no provision for utilizing savings for any new capital or operating expenses.**
18. This proposed budget does not include a placeholder for OPEB contributions. For informational purposes, however, we offer the following concerning the status of the Region’s OPEB obligations as of June 30, 2013 and as reflected in the audited Fiscal Year 2013 financials:

OPEB Obligation as of June 30, 2012	\$3,888,866
Annual Contribution	\$1,611,896
Pay-As-You-Go	\$628,008
Net Increase	\$983,888

OPEB Liability as of July1, 2013 \$4,872,754

An actuarial study will be done in 2015.

SCHOOL COMMITTEE

1. This proposed budget includes a placeholder for paying the minute-taker at school committee meetings. This expense was historically billed through accounts payable and is now embedded in payroll.
2. This proposed budget, while releasing funds set aside for all contracts negotiated and settled in the past few months, also contains a placeholder in the School Committee Negotiations line for Business Office transitions. **As the sitting Business Manager retires in mid-late August and we plan to hire her successor for July 1, there will be at least three and potentially four dual payroll periods.**

SUPERINTENDENT

1. This proposed budget reflects a \$4,750 increase for the annual audit, for a total cost of \$20,000, which was anticipated given the change in audit firms this year.
2. **The Region's FY16 budget changes page to be presented January 6 reflects the reclassification of \$32,500 from the Superintendent's Reserve to the Facilities Reserve. This reclassification stems from the fact that the majority of expenses charged against this line are of a facilities nature.**
3. **A question was posed as to the Superintendent's Reserve account. The account is a reserve, similar in origin and purpose as to why a city or town maintains a reserve. By way of example, the account has been used to cover unexpected leaves of absence not able to be covered by other lines, for the Budget Sense upgrade, to cover unexpected maintenance issues, for commissioning the Edvocate food service report, and for the recently approved technology infrastructure enhancement to the Regional campus providing exterior building WiFi.**

DISTRICT-WIDE INFORMATION MANAGEMENT AND TECHNOLOGY

1. This proposed budget reflects a \$10,000 placeholder for the acquisition of a new food service management system. The school committee will recall that the recently commissioned food service study included a number of issues related to the system used to manage the operational, planning, and financial aspects of the food service program. **As the current management system is not Windows-supported and experiences many issues, we contend that a system overhaul is in order. This overhaul and the move to a web-based system allows for better financial modeling, inventory control, reporting, free and recued lunch reporting, and menu analysis. The Region's share of the cost of the system is estimated at \$20,000 and is embedded in the Technology Software line.**
2. **This proposed budget reflects a .2 FTE increase in the Region's share of the 1.0 FTE system-wide technology integrator-teacher. The person in position is scheduled to begin serving as a back-up to the Data Manager and is also serving as our system-wide webmaster, so it is appropriate for her allocation to be changed.**

CURRICULUM LEADERSHIP/DEPARTMENT HEADS

1. This budget includes the Region's share of a proposed K-12 Fine Arts Department Chair and the reconfiguration of the technology-engineering instructional delivery model grades 6-12. The modest net cost increase of \$5,838.34 (current model cost = \$30,050.22; proposed model cost = \$35,888.56) associated with moving to this model affords our school system K-12 instructional leadership of the fine arts (comprised of the visual and performing arts) in terms of curriculum, evaluation, and all-school exhibits, concerts, and other symposia. Moreover, the model allows for greater collaboration and oversight of technology and engineering at the Region for students at both the middle and high

school. The budget analysis and instructional rationale for this reconfiguration are explained in detail in the Superintendent's memorandum dated November 12, 2014.

TEACHERS, CLASSROOM

1. This proposed budget reflects the reintegration of a 20 percent high school math teacher who was previously relieved of teaching one section of math as she served as the school's master scheduler. Given that the newly appointed Assistant Headmaster oversees scheduling on a go-forward basis, the math teacher shall return to her full teaching complement.
2. A question was posed as to the teaching capacity of the media teacher at the high school. The teacher's schedule calls for 80 percent teaching and 20 percent AV support. This teacher used to teach 40 percent and administration has assigned him additional teaching sections over the past few years to meet enrollment-subscription demand. If the teacher did not support AV for 20 percent of his time, we would have to pay a stipend for someone to cover all after-hour commitments of this nature.
3. This proposed budget reflects the reassignment of 20 percent of a middle school math teacher's salary from the Title I grant to the salary line, as the middle school's Fiscal Year 2016 Title I appropriation will be used for literacy support for struggling readers.
4. This proposed budget reflects the addition of one 1.0 FTE teacher at the high school. This position is needed to respond to increasing class sizes, particularly in the area of math and science. As a result, this one proposed position is slated to be a combination math-science teacher. It should be noted that the high school has not requested additional teaching staff at all in recent years, despite a steady increase in student population. This proposed position, assigned a prospective salary of \$70,040, is included in the overall \$264,880 or 5.9 percent HS Teachers Salary line increase.

There are currently six math classes/sections with 25 or 26 students. There are currently 38 total sections of math offered.

There are currently three science classes with 25 students. This is one over the recommended class size of 24 for science lab courses. There are currently 37 total sections of science offered.

Each of our other core academic disciplines has at least 40 sections offered. For example, there are 42 sections of English, 44 sections of world language, and 40 sections of social studies.

By increasing science by three sections (.6 FTE) we will offer 40 sections of science next year. The additional .4 FTE in the area of math allows us to offer 40 sections of math next year.

5. The HS Teacher Salary line also includes \$12,051 for .2 FTE of an ELL teacher. This is not a new position, rather, the Region has for several years been charged for 10 percent of our system-wide ELL teacher-director, and we need to charge 20 percent of that educator to the Region as she is providing greater direct service and programmatic oversight to Regional-age students. It is disproportionate to reflect only 10 percent of the position to the Region for the 2015-16 school year.

The Region also employs an ELL tutor who works at the direction of the ELL teacher-director, so it is not as if a modest portion of the 1.0 FTE educators satisfies our needs.

We share the following census data with respect to our entire ELL populous. In doing so we remind readers that ELL students fall along a wide continuum of English proficiency levels and there is therefore not a direct correlation between the number of students and the number of educators. For

instance, many beginning levels ELLs are, by regulation, required to receive up to 3 hours of direct instruction daily.

2014-15 SY	28 ELL Students
2015-16 SY (*)	26 ELL Students

(*) ELL enrollment projection assumes a certain number of students are deemed Former Limited English Proficient (FLEP) by way of end-of-year testing.

It is important to note that a number of our ELLs are new to the system and entered at the beginner level, thereby requiring considerably more direct instruction.

6. This proposed budget reflects foreign language lab maintenance contracts for the middle and high school, each valued at \$2,600. These accounts have been fluid over the past few years in light of remarkably unstable foreign language labs. Now that the labs have been updated and the equipment is stabilized, we entered into agreements with a new vendor, and were effectively able to maintain hardware while replacing the software and updating the operating systems.
7. The proposed budget reflects longevity payments scheduled for the 2015-16 school year, as well as a \$25,000 placeholder for each school (total of \$50,000) required by the recently ratified Educators' Contract calling for five \$5,000 retirement commitment longevity payments per school.

The January 6 changes page for the Region's FY16 budget reflects a \$30,000 decrease in the longevity placeholder.

The question was asked whether a revolving account could be created for excess retirement funds. While we are doing research on this item, it is known that revolving accounts are typically established when revenue comes into a town, department, or regional school district for specific events or the operation of a department or program from external sources. The question of setting aside funds from an operating the budget to a revolving fund seems not to fit the criteria. One possible way this could be done is to have an amount set aside until needed by way of an Article approval at Annual Town Meeting (ATM) to set aside this money for the purpose of teacher retirement, for instance. As long as the money is not spent the Article will stay intact like all other Articles. It would be funded by Free Cash and the department's budget would be reduced by that amount the first year.

The idea of creating a revolving account was also presented to the Dover Town Administrator. Mr. Ramsey shared that a Warrant Article would seem to be the most appropriate course of action should the school committees wish to move in the direction of having funds available to cover retirement incentives. Mr. Ramsey compared this to the police sick time buy-back provision and how the Town of Dover funded a Warrant Article and will use funds to cover applicable sick time buy back charges against the Article. The same course of action could presumably be done to address the retirement longevity provision required under the new Educators' Contract.

The question was asked as to how the \$5,000 (one-time, irrevocable notification of retirement) retirement incentive in the recently ratified Educators' Contract aligns with the \$3,000 (x 3 years, non-irrevocable notification of retirement) longevity payments allowed to be taken by an educators after 15 years of service under the former Contract. In response, when the new Contract was ratified, educators who were in former \$3,000 longevity cycle had the option of either remaining in that system and then not being eligible for the one-time \$5,000 retirement incentive, or to move to the new one-

time platform with their retirement incentive being net of what had already been paid (to get to the \$5,000 maximum benefit/ceiling).

The question was asked as to whether or not any other applicable typical longevity (e.g., \$1,000) would be deducted from the \$5,000 (one-time, irrevocable notification of retirement) retirement incentive in the year in which one elects to retire and to take advantage of the retirement incentive. In response, we point to Article 18 Section A2 of the Educators' Contract, specifying that one's \$5,000 retirement incentive is reduced by any applicable longevity payment(s) due the educator in that, his/her final year of employment.

Longevity Census Data 2014-15

	<u>FTEs</u>	<u># Rec. (any) Longevity</u> [Total]	<u># Rec. \$3,000 Longevity</u> [# of Total]	<u>\$5,000 Elig.</u>
DS High School	66	11	0	11
DS Middle School	56	13	2	11
Chickering School	44	14	2	12
Pine Hill School	35	9	1	8

Longevity Census Data 2015-16

	<u>FTEs</u>	<u>Rec. (any) Longevity</u> [Total]	<u># Rec. \$3,000 Longevity</u> {# of Total}	<u>\$5,000 Elig.</u>
DS High School	67	14	0	14
DS Middle School	56	14	0	14
Chickering School	42	20	2	18
Pine Hill School	35	13	1	12

TEACHERS, SPECIALISTS

1. This proposed budget reflects the migration of the salary for the teacher of the visually impaired to the middle school.
2. This proposed budget reflects the migration of the cost for the orientation and mobility instructor to the middle school. These costs were historically in Chickering operating budget.
3. This proposed budget reflects the acquisition of some \$13,643 in specialized equipment specific to middle school students' needs. These costs were historically in the Chickering operating budget. The question was asked as to what steps the district takes to exhaust all options related to having one's health insurance cover the cost of specialized equipment related to activities of daily living (ADL) as opposed to equipment of a curricular-academic nature.

Equipment that we purchase is specifically used during the school day and is the property of the DS Schools. Parents' private insurance sometimes covers needed equipment. We conduct device trials and then provide written feedback to insurance companies regarding the student's level of success with the device(s). Once we provide this information, the insurance company will approve the purchase of the equipment.

Additionally, equipment referenced in an IEP may be eligible for Circuit Breaker reimbursement if the overall cost of educating the student exceeds the foundational formula.

EDUCATIONAL ASSISTANTS

1. This proposed budget reflects the addition of two Tier 3 Educational Assistants (EAs) with specific training to meet students' needs so as to retain students in-district.

Other than to meet the needs of a particular student's IEP calling for a 1:1 EA, no new EAs have been hired for the past several years. We have done our best to meet students' needs without any new hiring, but the number and complexity of cases warranted a review of that for FY16.

Over the past several months the Director of Special Education has worked with the special educators and with the team chairs at the middle and high school to better define the language-based program. In the course of doing so, the team developed a profile for a student in need of language-based support. Those students now comprise a cohort being serviced by the language-based special educator. What we have also found is that it is increasingly difficult (nearly impossible) for the language-based special educator to provide director services *and* to confer with educators in order to build capacity for classroom teachers to meet students' needs in a Response to Intervention (RtI) Tier 2 schema. As a result, the proposed FY16 budget includes two EAs, one for the high school and one for the middle school, to provide direct services for students consistent with IEPs.

LIBRARY AND MEDIA

1. A question was asked about the HS and MS Library Contracted Services lines. These lines provide funding to support the annual maintenance-license agreement for the Destiny Program. The middle school also utilizes this account for memberships and subscriptions.

PROFESSIONAL DEVELOPMENT

1. This proposed budget includes the appropriation of \$12,000 in system-wide professional development to support the Qualified Peer Observer (QPO) aspect of the newly adopted educator evaluation system.

The Evaluation Committee carefully considered the criteria required of any educator seeking to serve as a QPO. A specific course through Teachers 21 was identified as a criterion of anyone wishing to serve as a QPO. The cost of the course is set for up to twenty participants; it is not a per participant cost. We are using a series of accounts to cover the \$12,000 cost of the course this year, and while it may be that fewer DS educators apply for and are accepted to take the course next year, those discussions are still underway and given the early budget development timeline we included a placeholder for the course for FY16.

What's more, if the funds are not needed for FY16 for the QPO aspect of the evaluation system, state law requires that we adopt a teacher and student feedback system next year. One of the companies we are considering estimates the survey cost to be \$6,000.

CLASSROOM TECHNOLOGY

1. This proposed budget includes \$82,850 for computer technology acquisition and/or replacement.

We seek \$41,650 for the middle school which is consistent with the annual request to sustain equipment replacement and for various infrastructure improvements. Four models are due to be replaced in FY16 including the OptiPlex 360s, OptiPlex 380s, Acer Netbooks, and the Dell E5400 laptops. The devices are located in the MS language lab, the MS music lab, one laptop cart, and one Acer Netbook cart. Approximately \$5,000 is used for infrastructure, namely, replacement of two outdated Cisco switches with new HP 2920s at \$2,250 each.

We seek \$41,200 for the high school which is consistent with the annual request to sustain equipment replacement and for various infrastructure improvements. Two models are due to be replaced in FY16 including the OptiPlex 360s and 380s. The devices are located in the language lab, in the front, guidance, nurse, and special education offices, and in a designated science lab (4 units). Approximately \$11,200 of the \$41K HS request is for replacement of seven old projectors @ \$1,600 each and the remaining \$5,000 is ear-marked for infrastructure such as replacing outdated Cisco switches with HP 2920s at \$2,250 each.

GUIDANCE COUNSELORS

1. This proposed budget reflects an additional .5 FTE school adjustment counselor at a cost of \$30,128 and \$7,000 in supplemental tutoring. We currently employ one 1.0 FTE adjustment counselor, but the sharp increase in students' social-emotional needs in the past two years prompted the need for additional adjustment-social worker support. This adjustment counselor will work with a defined cohort of students in need of daily support from a licensed social worker. The current 1.0 FTE adjustment counselor maintains a caseload of (65) students between the middle and high school. Each of these students has needs that are met through regular meetings with the adjustment counselor. Additionally, the adjustment counselor coordinates consultation with school staff, parents/guardians, and outside providers. In addition to her regular caseload, the adjustment counselor has been intimately involved in meeting the needs of at least six students who experienced acute crises requiring emergent hospitalization and, in some instances, specialized residential programs placement. This year alone we have witnessed a significant increase in such cases. When a student in such circumstances returns to the school, the adjustment counselor coordinates his/her re-entry including: adjusting schedules; coordinating make-up work; speaking with physicians; reviewing discharge summaries; and consulting with DS staff.

TRANSPORTATION SERVICES

1. This proposed budget reflects an estimated 16 percent increase in overall increase for student bus transportation allowing for contract negotiations.

Since the budget was developed, we have learned more information about the specifics likely underlying the new transportation contract, thereby allowing us to reduce this line by \$16,000.

The transportation bid specifications are being developed and we seek to reduce, at least by one per building, the number of elementary buses by reconfiguring routes.

The bid opening is January 30.

ATHLETICS

1. The 10.9 percent or \$25,911 increase in the Athletic Coaches line is attributable to three factors.

First, the increase accounts for the contractually agreed upon 1.6 percent ratio increase across all coaching positions as negotiated in the Educators' Contract.

Second, the increase includes six (6) additional assistant coaches needed to maintain a 25:1 student-athlete to coach ratio on the following non-cut teams: Two additional assistant coaches for the Cross Country Team; two additional assistant coaches for the Nordic Ski Team; and two assistant coaches for the (outdoor) Track Teams. Regional School Committee members will recall approving the six (6) additional assistant coaching positions in June of 2014 for the 2014-15 school year. This budget

increase installs those positions for the 2015-16 school year as subscription on the named interscholastic athletic teams is not expected to decline. The cost of the six assistant coaches is \$13K.

Third, the increase accounts-for the 100 percent incorporation of costs related to indoor track. The May 7, 2013 vote of the Regional School Committee approved the adoption of the indoor track team according to the following implementation schedule:

2013-14	100 Percent of costs to be fundraised
2014-15	50 Percent of costs to be fundraised
2015-16	All costs to be included in the operating budget

In addition to officials and transportation expenses, the indoor track team is assigned a head coach at 4.75 ratio points and an assistant coach at 2.00 ratio points.

2. This proposed budget reflects a \$10,000 increase to the Administrative Salaries – Athletics line as we are beginning a search process for a new Athletic Director (AD) and our survey of area AD salaries confirms that a salary adjustment is needed to attract a competitive candidate pool.

OTHER STUDENT ACTIVITIES

This proposed budget reflects a \$10,000 increase in the HS Activities Advisors line. The Regional School Committee will recall that the FY15 budget was built without a “fully loaded” extracurricular model in place, and the RSC subsequently approved an additional \$9,219 to fully fund the extracurricular component of Appendix C in the Educators’ Contract. This placeholder allows the Advisory Committee on Extra Duties (ACED) to do its work of reviewing the extracurricular offerings within defined budget parameters.

CUSTODIAL SERVICES

1. This proposed budget reflects a reduction of Custodial Substitutes Salaries line by \$10,000 so that the budget more accurately reflects utilization.
2. This proposed budget level-funds the Plants and Facilities Reserve Fund at \$86,490. With the proposed January 6 budget changes, administration suggests that \$32,500 from the Superintendent’s Reserve be reclassified to the Facilities Reserve line.
3. This proposed budget includes a \$3,700 or 6.9 percent increase to Wastewater Treatment Facility (WWTF) Contracted Services to cover cost increases associated with the operation of the WWTF.
4. This proposed budget reflects the maturity of an equipment lease of \$10,000 included in the Fiscal Year 2015 budget.
5. A question was posed regarding substitutes for custodians. To clarify, we budget for "run coverage" for when custodians are out. This enables us to ensure that facilities are cleaned. We are staffed in this area, but it is not as if someone can do his/her job and that of another custodian without incurring some form of coverage cost.

UTILITIES

1. This proposed budget reflects a \$3,390 or 21.7 percent increase for water consumption due to our dependence on the Medfield Water System for residual well feed when our lone well is inadequate in meeting irrigation needs on campus. This request remains in place as a decision concerning a second well has not been made. Should a second well be approved, it is understood that this line will decrease.

2. This proposed budget reflects an 18.6 percent increase in electricity costs. Our fixed rate contract expires in December, 2015. Our current supply rate is fixed @ .0746/klw hour. Given that the current market rate is .1143/klw, and is anticipated to go as high as .185/klw over the next 12 months, we locked-in for 12-months at .11463/klw.
3. This proposed budget reflects a \$23,000 or 12.2 percent decrease in heating utility costs. Although our current fixed supply rate of .0775/MMBTU expires in June, 2015, the sizeable reduction is reasonable based upon actual utilization and the new, more favorable, fixed rate of .07145 MMBTU for 24 months.
4. This proposed budget reflects a 9.1 percent or \$2,555 reduction in telephone service due to decreased utilization.

RETIREMENT CONTRIBUTION

1. This proposed budget reflects a 12 percent increase for Norfolk County Retirement.

The question was asked as to whether the increase is attributable to adding staff or to a base rate increase. In response, the increase is primarily related to an actuarial study conducted by Norfolk County Retirement. The increase is actually 30 percent, however, the Board voted to spread the increase over three fiscal years. The increase captures the investment losses as a result of the economic downturn.

INSURANCE EMPLOYEES

1. This proposed budget allows the Region to replenish its unemployment fund by \$5,000. The Region is a pay-as-you-go system whereby we pay directly for eligible unemployment claims. The unemployment fund balance was approximately \$37K as of June 30, 2014. We contributed \$25K to the fund in FY15 and experienced claims history over the past two years giving rise to the need for a modest contribution of \$5K in FY16. We currently have active claims that will reduce the fund balance markedly this year.
2. This proposed budget reflects a 12 percent increase for healthcare, a \$12,000 increase for employer-share Medicare, and allows for nine healthcare plan changes stemming from qualifying events and personnel changes.

OTHER INSURANCE (GROUP AND LIABILITY)

1. A question was posed with respect to pending litigation. The matters giving rise to this line remain active and we are not prepared to release the contingency. We monitor the cases with MIIA and keep school committee leadership informed on any/all developments.

SPECIAL EDUCATION: OUT-OF-DISTRICT

1. The Fiscal Year 2016 budgets prepared for the elementary schools, which maintain financial responsibility for out-of-district (OOD) placed students, reflect a total of \$1,030,514 (\$870,816 net of Circuit Breaker) in related OOD costs for students in grades 6 through age 22 from Sherborn, and \$2,659,196 (budgeted at gross) for students in grades 6 through age 22 from Dover. These figures assume 3 percent tuition and 2 percent transportation increases.

CONCLUSION

1. This proposed budget, reflecting an overall 5.2 percent or \$1,154,584 increase over the Fiscal Year 2015 Regional Budget, is responsibly constructed in that it provides level service against a landscape of increasing enrollment.

2. We approached this budget building exercise with an acute appreciation for the Towns' finances, in full recognition of the need to provide level services in line with enrollment, and with an overriding desire shared among all stakeholders to maintain a superior educational experience for all students. The administrative team has, through this proposed budget, put our best foot forward with the hope and expectation that we will be able to work through the budget process with relative ease over the next few months, thereby allowing us to attend to the lofty goals set by the Superintendent and the Administrative Cabinet revolving around teaching and learning.

DOVER-SHERBORN REGIONAL SCHOOL DISTRICT
Refunding Bond Authorization Vote

VOTED: That in order to reduce interest costs on outstanding debt, the District is authorized to issue bonds or notes for the purpose of refunding all or any portion of its \$15,500,000 General Obligation Bonds, dated November 1, 2005, including, if any, the payment of any premium and accrued interest associated therewith, and all other costs incidental and related thereto, under and pursuant to Chapter 44, Section 21A of the Massachusetts General Laws, or any other enabling authority.

International Student Update

January 6, 2015

At the December 2014 Regional School Committee meeting, a recommendation was put forth to contract with Educatius International as a third party vendor for acceptance of international students. Clearer direction regarding next steps was requested on the topics noted below.

- International Student Profile
 - Students must be between the ages of 15-18 and, in the case of DS, students will be accepted for grades 9-11 only. Students must demonstrate English proficiency by way of test data and transcripts will be reviewed, focusing on a student's performance in an academic setting (see application process below.)
 - While attending DS, students will be required to maintain a C average in all classes. Students will be assigned classes in which capacity for additional subscription exists. No DS student will be displaced to accommodate an international student.
- Student recruitment
 - Educatius International interfaces with greater than 50 countries. Students are accepted on an F-1 visa and are limited to one academic year in a US public high school. (Note: Students are permitted to attend private schools for more than one year.)
- Acceptance
 - The application process
 - Students submit a comprehensive application, including writing sample, transcripts, normed English proficiency assessment scores, and references. Applicants are also required to interview (via Skype if not in person). Each application is reviewed based on academics, language ability, and motivation.
 - DSHS administration reviews one's application, conducts an interview, and renders a decision concerning admission.
- DS host family recruitment
 - Host families are identified through numerous methods – a meet and greet at the high school, a mailing to each home in Dover and Sherborn, and reference to host family recruitment in eblasts. While Educatius may confer with administration on recruitment of host families, control of this aspect of the program resides with and at the discretion of DS.
 - Educatius International has a Home Stay Department which works with the host school in recruiting host families and establishing host families.
- Host family appointment
 - Host families that have expressed interest in hosting an international student will participate in a home visit from an Educatius Coordinator/Representative. This individual interviews all family members, conducts a police check, checks references, visits the family a second time and accepts the family if they are proven a suitable host.
 - Host families receive preparation from Educatius prior to the student's arrival and support thereafter.

- Host families receive a monthly stipend ~\$700/month and must provide the international student with a room with a bed, space to complete classwork, breakfast, and dinner on school days and breakfast, lunch, and dinner on non-school days.
- Supports systems
 - An International Coordinator is assigned to the school, and may work in several area districts. Each student is assigned one main Coordinator that lives close to the host family and who makes contact with the student at least monthly in order to assure the student is comfortable. Educatius provides a 24/7 emergency services for students and families.
 - Some schools designate a school-based employee to be the school contact – usually a guidance counselor who receives a small stipend to coordinate peer mentoring, social groups, etc.
- Proposed fee structure
 - A public school district is not allowed to charge tuition less than the cost to educate a resident student. Districts usually use their per pupil expenditure as the cost of tuition. The cost of educating an international student is not to be the responsibility of resident taxpayers. There is no regulation precluding a school from charging more than the cost to educate a resident student. Additional costs for transportation, extracurricular activities, and athletics are often embedded in the tuition cost.
- Full year vs. semester students
 - Acceptance of spring semester students during the inaugural year affords DS the opportunity to see how the program works – from interactions with host families, to assimilation into DSHS culture, to placement in classes. Going forward, a combination of full year and semester-long students is an option.
 - It is recommended that 3-5 students (only) be accepted for the first year.
- Impact to AFS
 - AFS will continue to operate as it is currently configured at DSHS, but the coordinator notes that they have been experiencing difficulty attracting unpaid host families and shares that the same challenges may exist in the paid program.

Next steps

Should the Regional School Committee decide to partner with Educatius, a Memorandum of Expectations will be signed by the Superintendent. It includes the work that Educatius and DSHS will do to assimilate international students, as noted above. Additionally, DSHS would write a profile for inclusion on the Educatius website and public school catalogue and we would work collaboratively with Educatius on acceptance of students.

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Dover-Sherborn Regional School Committee

Meeting of December 2, 2014

Members Present: Dana White, Chair
Michael Lee, Vice Chair
Carolyn Ringel, Secretary
Richard Robinson
Clare Graham
Lori Krusell

Also Present: Steve Bliss, Superintendent
Karen LeDuc, Assistant Superintendent
Christine Tague, Business Administrator
Therese Green, Director of Special Education
John Smith, Headmaster, DS Regional High School
Brian Merringer, Headmaster, DS Regional Middle School
Ms. Boland and Mr. Shue, Student Council Representatives

1) Call to Order

Ms. White called the meeting to order at 6:36 pm in the Middle School Library.

2) Community Comments – None

3) State of the District

- a) Middle School Updates - Mr. Shue and Mr. Merringer spoke of recent and upcoming events at the middle school.
- b) High School Updates - Ms. Boland and Mr. Smith spoke of recent and upcoming events at the high school.
- c) Superintendent
 - The Historical Class Size Analysis was included in the packet. In addition, a supplement to last month's class report was provided that removed "small group" classes from the average. The resulting average did not move the overall average significantly. It was noted that despite the average class size number, there are several individual classes that are large/at capacity.
 - Ms. Carolyn Genatossio, DS High School nurse, was appointed School Nurse Leader for the Public Schools of Dover and Sherborn (all four schools).
 - Scheduling Committee - the Committee provided an Executive Summary of the work done towards the goal of aligning the middle and high school schedules to address the needs of advanced students at the middle school as well as conflicts that occur as a result of sharing staff members between the high school and middle school. At their most recent meeting the Scheduling Committee postponed the goal to align schedules for the fall of 2015 but did agree to continue to research options to best meet the needs of students going forward. School Committee members expressed their wishes that the Scheduling Committee continue the dialog towards aligning the schedules so that future declining enrollments/budget considerations do not end up driving the process.
- d) Assistant Superintendent - Dr. LeDuc and Mr. Smith have interviewed two vendors to handle the acceptance and placement of international students, including recruitment of host families. Based on their evaluation, they recommend Educatius International to the School Committee. The School Committee will vote on the recommendation at the January meeting and asked for Dr. LeDuc to provide the following information for the meeting: tuition setting criteria, determination/recruiting process for host families, any

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effect on the AFS program, and any recommendations based on Dr. LeDuc's experience running the program in her previous district.

- e) Business Manager - an FY15 update will be provided at the January meeting. There was nothing substantial to report and work was focused on creating the FY16 budget for this meeting.

4) Presentation, Discussion and Action

- a) Advisory Committee on Extra Duties (ACED): Update 2 - The ACED made a recommendation for the re-allocation of \$9,200 of funds available due to extracurricular programs that are not currently running. A total of 6.5 ratio points were reassigned, several requests were deferred pending a request for additional budget monies, and other requests were deferred to DSEF for funding consideration. The Team Leaders at the Middle School increased by 0.25 each, Ultimate Frisbee Club increased by 0.50, Peer Helping increased by 1.5, China Exchange increased by 1.5, Green Team increased by 0.50, and SADD Advisor increased by 1.0.

Ms. Graham made a motion to approve the new ratios as recommended and presented. Mr. Lee seconded.

14-78 VOTE: 5 - 1 (Mr. Robinson)

- b) Extra Duty Instructional Leadership Reconfiguration - Mr Bliss made a recommendation to reconfigure the Living, Fine, and Technical Arts positions at the Region, ultimately resulting in a Fine Arts Department Chair position (grades K-12) and a Technology-Engineering Regional Coordinator position (grades 6-12). For FY16, the increased cost allocation to the Region is \$5,838.34. There was discussion around the need for the reconfiguration as well as the allocation between districts. The proposal will be revisited based on input received from all the school committees and revisited at a future meeting.
- c) Fiscal Year 2016 Budget: Capital - The FY16 Capital Budget request has been reduced to \$358,000 from \$416,000. The improvements to the HS Courtyard area are being further researched for a future request and the piano restoration has been postponed as well. The remaining \$358,000 consists of 27 projects including lighting efficiency upgrades, a second well, new gym floors (both schools), an emergency generator, Farm Street site lighting, and repairs/replacement of walls, ceilings, stairs and floors at both schools.

Ms. Graham made a motion to approve the Notice of Intent for Dover and Sherborn in the amount of \$358,000 for Capital Budget items at the Regional Campus. Ms. Krusell seconded.

14-79 VOTE: 6 - 0

- d) Fiscal Year 2016 Budget: Intermunicipal Agreement - drafting of the Intermunicipal Agreement has begun.
- e) Fiscal Year 2016 Budget: Operating - Mr. Bliss read highlights from the "Proposed FY16 Operating Budget Discussion Points". The draft FY16 budget: reflects Dover's debt assessment of 54.45% and Sherborn's debt assessment of 45.55%; reflects relatively static enrollment at both the middle school and high school; reflects the reassignment of 20% of a middle school math teacher's salary from the Title 1 grant to the salary line as the middle school's FY16 Title 1 appropriation will be used for literacy support for struggling readers; reflects the addition of one 1.0 FTE teacher at the high school to respond to increasing class sizes; includes \$12,051 for .2 FTE of an ELL teacher; reflects longevity payments scheduled for the 2015-16 school year as well as a \$25,000 placeholder for each school required by the Educators' Contract; reflects a 12% increase for Norfolk County Retirement; allows the Region to replenish its unemployment fund by \$5,000; reflects the addition of 2 Tier 3 Educational Assistants with specific training to meet students' needs so as to retain students in-district; reflects a 12% increase for healthcare, a \$12,000 increase for employer-share Medicare and alloc for 9 healthcare

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plan changes; includes \$82,850 for computer technology acquisition and/or replacement; reflects an estimated 16.4% increase for student bus transportation allowing for contract negotiations; assumes \$500,000 use of Excess and Deficiency for FY16; reflects an additional .5 FTE school adjustment counselor; reflects a 21.7% increase for water consumption due to dependence on the Midfield Water System when the campus well is inadequate to meet irrigation needs; reflects an 18.6% increase in electricity costs due to fixed rate contract expiration; reflects a 12.2% decrease in heating utility costs; reflects a 2% increase for administrators and IT support staff; and reflects a 10.9% increase to athletics due to contractually 1.6% ratio increase and the addition of 6 additional assistant coaches need to maintain a 25:1 student-athlete to coach ratio on the Cross Country Team, Nordic Ski Team and Track Team. The FY16 draft budget totals \$23,298,458 or a 5.21% increase over FY15.

Ms. Graham made a motion to approve the FY16 budget in the amount of \$23,298,458 to submit to the Towns of Sherborn and Dover. Mr. Robinson seconded.

14-80 VOTE: 6 - 0

- f) Campus Wide Communications - The Administration provided a proposal to extend the region's wireless infrastructure to cover outdoor areas including the bus loop, the high school pick-up/drop-off area, the middle school pick-up/drop-off area, and the Nora Searle Field at a cost of \$12,490.

Ms. Graham made a motion to approve the spending of \$12,490 from the Superintendent's Reserve Account for extension of the region's wireless infrastructure as presented in the memo dated November 25, 2014. Ms. White seconded.

14-81 VOTE: 6 - 0

- g) Bond Refunding - Margaret MacLean, Vice President at UniBank, was present at the meeting to discuss the bond refunding and answer any questions. If Bond Market rates hold, the conservative estimated savings to the District will be \$1,090,000 over ten years. The February School Committee meeting was moved to February 5th to allow the Committee to take a vote to begin the process of calling the outstanding bonds.
- h) DSHS Program of Studies 2015-16 Changes - Mr. Smith presented and asked questions regarding the proposed changes to the Program of Studies.

Mr. Robinson made a motion to approve the changes to the DSHS Program of Studies for 2015-16. Ms. Krusell seconded.

14-82 VOTE: 6 - 0

- i) Communications - The Committee discussed adding a liaison to the Guidance Advisory Council. Mr. Smith is in favor of the idea, will discuss it with Guidance and report back. The Committee also discussed ways to use the newly redesigned website to improve communication with parents/community members.

5) Consent Agenda

- a) RSC Meeting Minutes of 11/4/2014
- b) Obsolescence Declaration: MS Math Department - 653 textbooks that are no longer used.
- c) Obsolescence Declaration: MS Science Department - approximately 1,920 textbooks that are no longer used.

Mr. Robinson made a motion to approve the Consent Agenda. Ms. Ringel seconded.

14-83 VOTE: 6 - 0

6) For Review

- a) Sherborn School Committee minutes of 10/14/2014
- b) Dover School Committee minutes - none
- c) Enrollment Report as of October 1, 2014
- d) Items for the January Regional School Committee Meeting: Dover Town Report, Sherborn Town Report, Capital items update, Budget Update, Jim Eggart,

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7) Adjournment at 9:48 PM

Respectfully submitted,
Amy Davis



The Public Schools of Dover and Sherborn
157 Farm Street
Dover, MA 02030
Phone: 508-785-0036 Fax :508-785-2239
URL: www.doversherborn.org
Mr. Steven B. Bliss, Superintendent
Dr. Karen L. LeDuc, Asst Superintendent
Ms. Christine Tague, Business Manager
Ms. Therese Green, Director of Special Education

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

Mr. John Smith
Headmaster

Ms. Ann Dever-Keegan
Asst. Headmaster

Ms. Mindy Roberts-Isaacs
Special Education
Team Chair

Ms. Ellen Chagnon
Guidance Director

Mr. Heath Rollins
Athletic Director

Memorandum

To: Steven Bliss, Superintendent of Schools
From: Dara Johnson, Coordinator of the Wellness Programs
Date: December 3, 2014
Re: Obsolescence Declaration

By way of this correspondence, I request the Regional School Committee vote favorably to declare four stationary bikes listed below obsolete:

- (2) Nautilus MB 300 Series Stationary Bikes
- (2) Cat Eye EC 3200 Stationary Bikes

All 4 bikes are very old and un-repairable

Thank you for considering this request.

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Mr. Steven B. Bliss, Superintendent
Dr. Karen L. LeDuc, Assistant Superintendent
Ms. Therese Green, Director of Special Education
Ms. Christine Tague, Business Manager



Memorandum

TO: Dover-Sherborn Regional School Committee
FROM: Steven Bliss, Superintendent
RE: School Committee Selection of Arbitrator
DATE: December 30, 2014



Through their own legal counsel, school committees generally select arbitrators in collective bargaining grievances unable to be resolved at the local level. In such cases, the grievant files for arbitration of any unresolved grievance usually with the American Arbitration Association (AAA), pursuant to the collective bargaining agreement, and AAA generates a list of arbitrators to be selected by the parties. The Massachusetts Teachers Association (MTA)/Massachusetts Federation of Teachers (MFT) make the arbitration selection for their respective members, and the involved school committee identifies an arbitrator.



MASC suggests that school committees assume a statutory approach under M.G.L. Chapter 150E, Section 1 stating, in part, that "In the case of school employees, the municipal employer shall be represented by the school committee or its designated representative or representatives."

Accordingly, it is the recommendation of the MASC that all school committees adopt the following motion:

It is the motion of the Dover-Sherborn Regional School Committee to designate the Massachusetts Association of School Committees, Inc. (MASC) as one of the Committee's representatives pursuant to M.G.L. Chapter 150E, Section 1 for the particular purpose of selecting an arbitrator and receiving arbitration decisions.

Attached please find the MASC's October 22, 2014 Legislative Bulletin providing greater detail on this topic.

legislative bulletin

Massachusetts Association of School Committees, Inc. One McKinley Square, Boston MA 02109
(617) 523-8454 (800) 392-6023 fax: (617) 742-4125 www.masc.org

To: All School Committee Members and Superintendents
From: Stephen J. Finnegan, Esq.
Date: October 22, 2014

RE: SELECTION OF ARBITRATORS

SCHOOL COMMITTEE SELECTION OF ARBITRATORS

School committees, generally through its legal counsel, select arbitrators in collective bargaining grievances that are not otherwise able to be resolved at the local level. The grievant in such a dispute files for arbitration of any unresolved grievance usually with the American Arbitration Association (AAA), pursuant to the collective bargaining agreement, and AAA generates a list of arbitrators to be selected by the parties. The Massachusetts Teachers Association (MTA)/ Massachusetts Federation of Teachers (MFT) make the arbitration selection for their respective members, and 350 school committees individually make the selection for their school committee. Both parties also receive the written decision of the arbitrator. The decision is generally not available unless both parties agree to its publication. This system was designed to give each of the parties' equal rights to the selection of an arbitrator and receipt of the decision. However, the MFT and the MTA select and receive the decision for their respective members, due to their longstanding policies concerning the selection of an arbitrator. Thereby, they amass substantial libraries of arbitrations from which they make informed arbitration selections. School committees are disadvantaged by the selection process because each school committee only receives the number of arbitration decisions generated by its employees and not the vast numbers of arbitrations generated statewide by their respective members as does the MFT/MTA.

The Massachusetts Association of School Committees (MASC) is offering its members an opportunity to remedy this problem by designating MASC as one of its representatives for the particular purpose of selecting an

arbitrator and receiving arbitration opinions. If each committee votes to adopt a motion (see below) so designating MASC as one of its representatives, we will level the playing field in the selection of arbitrators, and amass a significant library of arbitration decisions to inform our selection of arbitrators. MASC will make the arbitrator selection in consultation with each school committee's legal counsel. We recognize that local counsel will be trying the case and MASC intends to be respectful of their opinion, and to defer to it whenever possible. We note that the Counsel of School Attorneys Executive Board has endorsed the service offered by MASC.

MASC has approached this matter from different angles over the years; however, AAA has raised objections to these proposals. Ultimately, AAA recommended that we take this statutory approach, G. L. c. 150E, S. 1 states in relevant part as follows: "In the case of school employees, the municipal employer shall be represented by the school committee or its designated representative or representatives." We ask that each school committee adopt a motion as follows:

Motion of (maker) _____ to designate the Massachusetts Association of School Committees, Inc. (MASC) as one of (name of school committee) _____ representatives pursuant to G. L. c. 150E, S. 1, for the particular purpose of selecting an arbitrator and receiving arbitration decisions.

The school district will continue to receive the arbitration decisions, through its legal counsel.

In order for this service to work and to ease AAA's processing concerns, MASC needs significant participation by its members. We urge you to adopt this service after consultation with your legal counsel, and send to MASC at the above address a certified copy of said vote, as soon as possible.

over

The Public Schools of Dover and Sherborn
157 Farm Street
Dover, MA 02030
Phone: 508-785-0036 Fax :508-785-2239
URL: www.doversherborn.org
Mr. Steven B. Bliss, Superintendent
Dr. Karen L. LeDuc, Assistant Superintendent
Ms. Therese Green, Director of Special Education
Ms. Christine Tague, Business Manager



MEMORANDUM

TO: Dover-Sherborn Regional School Committee
FROM: Steven Bliss, Superintendent
DATE: December 23, 2014
RE: Leuders Environmental Donation



I respectfully request that the Dover-Sherborn Regional School Committee vote favorably to accept a \$100 donation from Leuders Environmental, Inc. out of Needham.

We receive this donation annually, and it is traditionally provided to and used by Mr. Chicklis with the DSHS Science Department.

Thank you for considering this donation.





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Asst. Headmaster

Ms. Mindy Roberts-Isaacs
Special Education
Team Chair

Ms. Ellen Chagnon
Guidance Director

Mr. Heath Rollins
Athletic Director

TO: Steven Bliss, Superintendent of Schools
FROM: John Smith, Headmaster
DATE: December 22, 2014
RE: Donation Acceptance
CC: Heath Rollins, Athletic Director

I respectfully request that the Regional School Committee vote favorably to accept a \$2000 donation from the DS Boys Basketball team to compensate an assistant coach who worked with the team this season.

Thank you for considering this donation.



The Public Schools of Dover and Sherborn
157 Farm Street
Dover, MA 02030
Phone: 508-785-0036 Fax :508-785-2239
URL: www.doversherborn.org
Mr. Steven B. Bliss, Superintendent
Dr. Karen L. LeDuc, Asst Superintendent
Ms. Christine Tague, Business Manager
Ms. Therese Green, Director of Special Education

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

Mr. John Smith
Headmaster

Ms. Ann Dever-Keegan
Asst. Headmaster

Ms. Mindy Roberts-Isaacs
Special Education
Team Chair

Ms. Ellen Chagnon
Guidance Director

Mr. Heath Rollins
Athletic Director

TO: Steven Bliss, Superintendent of Schools
FROM: John Smith, Headmaster
DATE: December 5, 2014
RE: Donation Acceptance
CC: Heath Rollins, Athletic Director

I respectfully request that the Regional School Committee vote favorably to accept a \$630 donation from the DS Youth Basketball, the cost to replace the rims in the Middle School Gym.

Thank you for considering this donation.

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MEMORANDUM

TO: Dover-Sherborn Regional School Committee
FROM: Steven Bliss, Superintendent
DATE: January 5, 2015
RE: Donation



I respectfully request that the Dover-Sherborn Regional School Committee vote favorably to accept a \$4,000 donation from a family wishing to remain anonymous.

The parents communicated with me a few weeks ago, and shared that they wished to donate \$2,000 with a matching fund donation, thereby totaling \$4,000.

Please know that a formal note of thanks has been sent to the family.

Thank you for considering this donation.



APPROVED DECEMBER 9, 2014

Sherborn School Committee Meeting of November 18, 2014

Members Present: Frank Hess, Chair
Anne Hovey, Secretary
Greg Garland
Frank Hoek
Susan Hanlon

Also Present: Steve Bliss, Superintendent
Karen LeDuc, Assistant Superintendent
Terry Green, Special Education Director
Christine Tague, Business Administrator
Barbara Brown, Principal
Frank McGourty, Assistant Principal

1) Call to Order

Mr. Hess called the meeting to order at 6:30 pm in the Sherborn Town Hall.

2) **Community Comments** – Mr. Hoek thanked Dr. Brown and Mr. Bliss for their efforts with the Election Day Food Drive which resulted in 75 bags of food for A Place to Turn.

3) State of the District

a) CSA Update - Mr. Embree spoke of recent and upcoming events including:

- The Harvest Luncheon was held last week at Pilgrim Church.
- The Genevieve Fundraiser was a success, raising twice as much as last year.
- The co-chairs for the upcoming Auction will be Kate Potter and Sarah O'Connell.
- The directory will hopefully be ready before Thanksgiving break.
- The Pancake Breakfast will be in January.

b) Pine Hill Updates - Dr. Brown updated the Committee on recent and upcoming events.

- Thank you to Ray Wiese for his work with all Veteran's Day related events.
- The DARE program will begin in January with Officer Chad Smith as leader.

c) Superintendent

- Mr. Bliss announced that Ms. Tague plans to retire at the end of the fiscal year and he is forming a Business Manager Task Force to begin the process of finding her replacement. Mr. Garland will be the SSC representative.
- Ms. Genatossio, school nurse at the High School, has been named School Nurse Leader. A job description was provided.
- The DSHS Class of 2013 Alumni Survey was provided.

d) Assistant Superintendent - Dr. LeDuc provided the agenda for the December 1st Professional Development day as well as an example of the UbD (Understanding by Design) for 2-3 grade Physical Education unit.

e) Business Manager

- Facilities - The Extraordinary Maintenance Line will be charged \$1,500 to cover the cost of repairs to downspouts, gutters, and flashing at Pine Hill.

4) Presentation, Discussion and Action

a) Extra Duty: Instructional Leadership Reconfiguration - Mr Bliss made a recommendation to reconfigure the Living, Fine, and Technical Arts positions at the region, ultimately resulting in a Fine Arts Department Chair position (grades K-12) and a Technology-Engineering Regional Coordinator position (grades 6-12). For FY16, the Pine Hill share of the Fine Arts Department Chair would be \$5,981.44 (25% of the total cost). There was

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discussion around the cost of the position versus the benefit that Pine Hill would receive. The cost of the position has been included in the draft FY16 budget and will be discussed further in the context of the overall budget.

- b) FY16 Budget: Operating - Mr. Bliss read the "Proposed FY16 Operating Budget Discussion Points". The draft FY16 budget: maintains 19 classroom sections given projected stable enrollment; increases salary line for Assistant Principal to 70% from 60% with the remaining amount paid from the REAP grant; expands FLES program to include grades K, 1, and 2 at a cost of \$17,023; increases English Language Learner instructional support by \$24,100 due to greater needs of students; includes \$39,160 for technology; includes \$25,000 to fulfill the retirement-longevity language in the Educator's Contract; increases funding in the Equipment Expense line to replace furnishings/equipment deemed unsafe; reduces SPED summer programming/contracted services by \$8,900 as student's IEP needs for these services have lessened; increases the School Psychologist from .4 FTE to .6 FTE at a cost of \$18,000 due to greater student testing requirements of both new and existing students; decreases guidance counselor to .8 FTE due to declining enrollment over last several years; includes step and anticipated lane changes; includes PH share of newly created system-wide Fine Arts Department Chair at a cost of \$5,981.44; reflects an estimated 16.4% increase in general education student transportation due to expiring bus contract; increases electricity budget by 51%; includes \$33,000 for regular education textbooks which are largely consumables; and assumes a 3% tuition increase and a 2% transportation increase for SPED Out of District (OOD) costs. The Regular Education budget (including salaries, transportation, buildings, and other) is proposed to increase 2.06%, Pine Hill OOD is proposed to decrease by 20.15%, and Regional OOD is projected to decrease by 11.09% for an overall budget decrease of 0.75%.

The Committee members discussed the proposed decrease to the guidance counselor position and directed the Administration to restore the position to a 1.0 FTE. The members also directed the Administration to lock in electricity rates for the next year.

- c) FY16 Budget: Capital Items - There are multiple proposed projects totaling \$230,550. The Capital Committee is meeting next week to refine the estimates for each project. The School Committee must vote to file a Notice of Intent with the Board of Selectmen for a Warrant Article.

Ms. Hovey made a motion to approve a capital request of \$230,550. Mr. Hoek seconded.
14-30 VOTE: 5 - 0

5) Consent Agenda

- a) Meeting minutes of 10/14/14
- b) Policy (Second) Readings
- c) Donation: Sawin Fund - \$12,000 for "broad enrichment, educating the whole child through arts/music, guidance programs, and new experiences for the school".
- d) Donation: Mr. and Mrs. Parviz Tayebati - \$1,000 toward engineering kits for grade 2, \$4,500 toward Little Bits (for library Makerspace), and \$9,659 for twenty Lenovo Chromebooks and a cart.
- e) School Committee Selection of Arbitrator - The MA Association of School Committees (MASC) suggests that school committees designate the MASC as a representative pursuant to MGL Chapter 150E, Section 1 for the purpose of selecting an arbitrator and receiving arbitration decisions should those services be needed.

Mr. Hoek made a motion to approve the Consent Agenda items as stated. Mr. Garland seconded.

14-31 VOTE: 5 - 0

6) For Review

- a) Dover Sherborn Regional School Committee minutes of 10/7/2014

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- b) Dover School Committee minutes of 9/23/14
 - c) Items for the December Sherborn School Committee Meeting: FY16 Budget
- 7) Adjournment at 9:09 PM.**

Respectfully submitted,
Amy Davis

APPROVED DECEMBER 16, 2014

Dover School Committee Meeting of October 28, 2014

Members Present: Kristen Dennison, Secretary
Lauren Doherty
Adrian Hill
Henry Spalding

Also Present: Steve Bliss, Superintendent
Karen LeDuc, Assistant Superintendent
Christine Tague, Business Administrator
Laura Dayal, Principal
Therese Green, Director of Special Education

1) Call to Order

Ms. Dennison called the meeting to order at 6:32 pm in the Chickering Library.

2) Community Comments – None

3) State of the District

a) Chickering School Update - Ms. Dayal updated the Committee on recent and upcoming events at Chickering.

b) Superintendent

- Mr. Bliss and Ms. Fattore recently met with the Dover Warrant Committee to discuss FY14 and FY15 budgets as well as capital items for FY16.
- Chickering was well represented at the recent MassCUE conference.
- Dr. Matthew Malone, MA Secretary of Education, visited several DS classrooms on October 7th.
- Mr. Bliss reviewed discussion of the cell tower that is taking place at the Region and encouraged those interested to visit the FAQ's document on the school website and/or attend the Region's meeting on November 4th.

c) Assistant Superintendent - Dr. LeDuc provided updates on the Wellness Committee, December Professional Development Day planning, and Edvocate Report including an action plan.

d) Business Manager

- Status of Appropriations - Ms. Tague provided the report as of October 31, 2014 including encumbered costs for all contracts for administrators, educators, and support personnel. The salary variance is projected to be \$125,000 due to staffing changes after the budget was finalized. The positive variance of \$79,417 in the SPED Teachers function code will be expended for additional contracted BCBA services.
- Out of District - the OOD Transportation and Tuition budget is currently running an unfavorable balance of \$132,894 stemming from unanticipated placement changes as well as newly identified students. The FY15 budget was built with 32 placements while the current number is 36.

4) Presentation, Discussion and Action

a) Integrated Preschool - Ms. Green explained the rationale for establishing an Integrated Preschool at Chickering: there are currently five Dover students attending the Pine Hill preschool with moderate to severe needs and five more students who are either currently being evaluated or have been referred by Early Intervention; the Pine Hill program is at capacity so the five new students will have to be served elsewhere at a tuition cost of \$40,000-\$50,000 plus an average of \$9,000 or more for transportation;

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additionally, 16 Dover families have contacted Chickering expressing interest in sending their "typical peer" children to an integrated program.

Ms. Dennison made a motion to approve the establishment of a one classroom Integrated Preschool at Chickering as defined to begin in the 2015-16 school year. Ms. Doherty seconded.

14-24 VOTE: 4 - 0

b) FY15 Capital Items - Mr. Kelley reviewed the progress of the capital items approved at the 2014 Town Meeting. The gym floor refinishing was not able to be completed over the summer so is scheduled for June 2015. The EMS Upgrade is on hold pending further research comparing it with a "J system" platform.

c) FY16 Capital Request - The requested items were reviewed and discussed.

Ms. Doherty made a motion to approve the FY16 Capital Plan as presented. Mr. Spalding seconded.

14-25 VOTE: 4 - 0

d) Technology Request and Plan Supplement - Dr. LeDuc reviewed a few minor changes to the Technology Plan Supplement. The FY16 Technology request totals \$55,000: 25 Chromebooks, laptops for teachers (existing desktops to computer lab), replacement of two Cisco switches with HP switches, replacement of 5 aging/non-functional projectors, and additional network hardware.

Mr. Bliss explained that the FY15 monies that were intending to be used to purchase laptops for teachers has been redirected to replacement of classroom projectors that have failed. Therefore the request for teacher laptops is now in the FY16 technology plan.

Ms. Doherty made a motion to direct the Administration to continue replacing projectors in FY15 instead of purchasing teacher laptops. Mr. Spalding seconded.

14-26 VOTE: 4 - 0

Ms. Doherty made a motion to approve the FY16 Technology request in the amount of \$55,000. Mr. Spalding seconded.

14-27 VOTE: 4 - 0

e) Goal Focus Points - Ms. Dayal provided the school committee with an update on Professional Learning Communities (PLC's). The PLC's are made up of members of the Chickering faculty and are tasked with the work of revising the curriculum. Ms. Dayal answered questions from the committee members and thanked the committee for the time that was allotted to allow the PLC's to do their work.

f) MCAS - the 2013-14 school year MCAS results were provided and discussed.

g) Business Managers Task Force - Mr. Bliss announced that Ms. Tague plans to retire at the end of the fiscal year and he is forming a Business Manager Task Force to begin the process of finding her replacement. Ms. Fattore will be the DSC representative.

5) Consent Agenda

a) Meeting minutes of 9/23/2014

b) Policy (second) Readings

Mr. Spalding made a motion to approve the Consent Agenda items as stated. Ms. Doherty seconded.

14-28 VOTE: 4 - 0

6) For Review

a) Historical Actuals Fiscal Years 2010-2014 and Budget Fiscal Year 2015

b) Enrollment Report as of October 1

c) Dover Sherborn Regional School Committee minutes of 6/23, 7/15, & 9/9/2014

d) Sherborn School Committee minutes of 9/16/14

e) Proposal for Historic Garden (courtesy of the Powisset Garden Club) - there was discussion as to whether the garden required a vote of approval.

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Ms Doherty made a motion to accept the gift of the Historic Garden from the Powisset Garden Club pending approval by the Chickering Administration. Mr. Hill seconded.

14-29 VOTE: 4 - 0

7) Adjournment at 8:48 PM

Respectfully submitted,
Amy Davis

APPROVED December 16, 2014

Dover School Committee Meeting
November 6, 2014
Chickering School Conference Room

Present: Dawn Fattore, Chair, Kristen Dennison, Secretary, Lauren Doherty, Adrian Hill, Steve Bliss, Superintendent, Karen LeDuc, Assistant Superintendent, Laura Dayal, Principal, Terry Green, Director of Special Ed, Anthony Riccardo, Director of Technology, Bob Cocks, Bob Springett, Capital Budget, Doug Lawrence, James Stuart, Warrant Committee, Christine Tague, Business Manager

Called to order 8:20 am

Mr. Bliss clarified the use of the \$25K appropriated at town meeting for teacher laptops for 2014. This will be purchased in the next several months.

There was discussion around including a line-item in the operating budget for unforeseen replacement/repairs. It was also discussed to consider moving the replacement cost of our current deployment of devices into the operating budget based on their lower cost per unit and useful life starting in FY17. We will discuss this further with the Capital Budget Committee at our November meeting with them and report back to the Dover School Committee in December

Five 3M projector machines (part of the smart boards) in Chickering are anticipated to need replacement within the next year. Five were already placed this FY and charged to the technology operating fund. All are being replaced with an Epson model which has a better performance record.

Vote to approve capital budget technology request for 2016 of \$33,225.

Adrian Hill – moved

Lauren Doherty – second

Unanimously approved.

Meeting adjourned 8:55 am.

THE PUBLIC SCHOOLS OF DOVER AND SHERBORN ENROLLMENT REPORT

2011-2015

(as of October 1, 2014)

Class	SCHOOL YEAR 2011-12						SCHOOL YEAR 2012-13						SCHOOL YEAR 2013-14						SCHOOL YEAR 2014-15							
	Dates	Gr.	Chickering	Pine Hill	Region	Chg.	Dates	Gr.	Chickering	Pine Hill	Region	Chg.	Dates	Gr.	Chickering	Pine Hill	Region	Chg.	Dates	Gr.	Chickering	Pine Hill	Region	Chg.	Regional Split	
Class of 2012	Oct '11	12			161																					
	June '12				159	-2																				
Class of 2013	Oct '11	11			166		Oct '12	12			157	-9														
	June '12				166	0	June '13				156	-1														
Class of 2014	Oct '11	10			155		Oct '12	11			146	-7	Oct '13	12			146	0								
	June '12				153	-2	June '13				146	0	June '14				146	0								
Class of 2015	Oct '11	9			158		Oct '12	10			161	2	Oct '13	11			151	-9	Oct '14	12			151	-1	of 151, 88 D; 63 S	
	June '12				159	1	June '13				160	-1	June '14				152	1	June '15							
Class of 2016	Oct '11	8			195		Oct '12	9			183	-10	Oct '13	10			180	-2	Oct '14	11			177	-1	of 177, 78 D; 95 S	
	June '12				193	-2	June '13				182	-1	June '14				178	-2	June '15							
Class of 2017	Oct '11	7			168		Oct '12	8			170	4	Oct '13	9			167	-2	Oct '14	10			162	-6	of 162, 77 D; 81 S	
	June '12				166	-2	June '13				169	-1	June '14				168	1	June '15							
Class of 2018	Oct '11	6			192		Oct '12	7			194	-2	Oct '13	8			188	-6	Oct '14	9			177	-13	of 177, 95 D; 80 S	
	June '12				196	4	June '13				194	0	June '14				190	2	June '15							
Class of 2019	Oct '11	5	91	68			Oct '12	6			161	3	Oct '13	7			157	-3	Oct '14	8			160	4	of 160, 86 D; 69 S	
	June '12		88	70		-1	June '13				160	-1	June '14				156	-1	June '15							
Class of 2020	Oct '11	4	102	79			Oct '12	5	105	79		1	Oct '13	6			182	-2	Oct '14	7			181	-3	of 181, 98 D; 79 S	
	June '12		103	80		2	June '13		105	79		0	June '14				184	2	June '15							
Class of 2021	Oct '11	3	88	67			Oct '12	4	92	74		7	Oct '13	5	96	77		6	Oct '14	6			173	-1	of 173, 93 D; 75 S	
	June '12		89	70		4	June '13		92	75		1	June '14		96	78		1	June '15							
Class of 2022	Oct '11	2	91	60			Oct '12	3	97	64		10	Oct '13	4	96	62		-1	Oct '14	5	105	66			11	
	June '12		90	61		0	June '13		97	62		2	June '14		96	64		2	June '15							
Class of 2023	Oct '11	1	74	60			Oct '12	2	85	66		9	Oct '13	3	90	67		6	Oct '14	4	89	70			2	
	June '12		79	63		8	June '13		84	67		0	June '14		90	67		0	June '15							
Class of 2024	Oct '11	K	68	48			Oct '12	1	75	51		4	Oct '13	2	80	58		10	Oct '14	3	82	64			5	
	June '12		70	52		6	June '13		75	53		2	June '14		81	60		3	June '15							
Class of 2025							Oct '12	K	70	49			Oct '13	1	78	55		12	Oct '14	2	79	61			1	
							June '13		71	50		1	June '14		81	58		6	June '15							
Class of 2026													Oct '13	K	66	49			Oct '14	1	66	60			4	
													June '14		66	56		7	June '15							
Class of 2027																			Oct '14	K	51	50				
																			June '15							
TOTAL REGION	Oct '11				1195		Oct '12				1172	-20	Oct '13				1171	4	Oct '14				1181	7		
	June '12				1192	-3	June '13				1167	-5	June '14				1174	3	June '15							
TOTAL CH	Oct '11		514				Oct '12		524			5	Oct '13		506			-18	Oct '14		472				-38	
	June '12		519			5	June '13		524			0	June '14		510			4	June '15							
TOTAL PH	Oct '11			382			Oct '12			383		-13	Oct '13			368		-18	Oct '14			371			-12	
	June '12			396		14	June '13			386		3	June '14			383		15	June '15							
TOTAL SYSTEM	Oct '11				2091		Oct '12				2079	-28	Oct '13				2045	-32	Oct '14				2024	-43		
	June '12				2107	16	June '13				2077	-2	June '14				2067	22	June '15							
Notes																								Key		
METCO Enrollment: 9 at Chickering; 9 at Pine Hill; 14 at DSMS; 8 at DSHS																							D = Dover			
Other Enrollment: 2 AFS students in grade 11																							S = Sherborn			
Region Enrollment by Residency: Dover = 615; Sherborn = 542; Other = 24; Total = 1,181																										

2013-14 School Year					2014-15 School Year							
	Grade	# Dover SPED In-District Oct 2013	# Dover SPED In-District June 2014	Chg	# Dover SPED Out-of-District Oct 2013	# Dover SPED Out-of-District June 2014	Grade	# Dover SPED In-District Oct 2014	# Dover SPED In-District June 2015	Chg	# Dover SPED Out-of-District Oct 2014	# Dover SPED Out-of-District June 2015
Class of 2028	N/A	N/A	N/A	N/A	N/A	N/A	Pre-K	8			6	
Class of 2027	Pre-K	<5	9	Unk	<5	<5	K	<5			0	
Class of 2026	K	<5	8	Unk	<5	<5	1	8			<5	
Class of 2025	1	8	10	2	<5	<5	2	12			<5	
Class of 2024	2	11	15	4	0	0	3	16			0	
Class of 2023	3	11	10	-1	<5	<5	4	10			<5	
Class of 2022	4	12	15	3	<5	5	5	19			6	
Class of 2021	5	19	25	6	<5	<5	6	19			<5	
Class of 2020	6	14	14	0	<5	<5	7	10			<5	
Class of 2019	7	14	13	-1	<5	<5	8	12			<5	
Class of 2018	8	13	13	0	0	<5	9	9			<5	
Class of 2017	9	10	10	0	<5	<5	10	6			<5	
Class of 2016	10	11	11	0	<5	<5	11	8			<5	
Class of 2015	11	12	12	0	<5	<5	12	12			<5	
Class of 2014	12	7	7	0	<5	<5	N/A	N/A	N/A	N/A	N/A	N/A
Ages 18-22	N/A	N/A	N/A	N/A	<5	<5	N/A	N/A	N/A	N/A	<5	
District Total		147	172	25	28	35		150			36	

2013-14 School Year					2014-15 School Year							
	Grade	# Sherborn SPED In-District Oct 2013	# Sherborn SPED In-District June 2014	Chg	# Sherborn SPED Out-of-District Oct 2013	# Sherborn SPED Out-of-District June 2014	Grade	# Sherborn SPED In-District Oct 2014	# Sherborn SPED In-District June 2015	Chg	# Sherborn SPED Out-of-District Oct 2014	# Sherborn SPED Out-of-District June 2015
Class of 2028	N/A	N/A	N/A	N/A	N/A	N/A	Pre-K	7			0	
Class of 2027	Pre-K	7	10	3	<5	<5	K	<5			<5	
Class of 2026	K	5	6	1	0	0	1	6			0	
Class of 2025	1	8	9	1	0	0	2	7			0	
Class of 2024	2	11	9	-2	<5	<5	3	10			<5	
Class of 2023	3	7	9	2	0	0	4	9			<5	
Class of 2022	4	7	9	2	<5	<5	5	7			0	
Class of 2021	5	12	9	-3	0	0	6	13			0	
Class of 2020	6	18	18	0	0	0	7	20			0	
Class of 2019	7	12	12	0	<5	0	8	14			<5	
Class of 2018	8	13	13	0	<5	<5	9	10			<5	
Class of 2017	9	6	6	0	<5	<5	10	7			<5	
Class of 2016	10	11	11	0	<5	<5	11	13			<5	
Class of 2015	11	9	9	0	<5	<5	12	9			<5	
Class of 2014	12	5	5	0	<5	<5	N/A	N/A	N/A	N/A	N/A	N/A
Ages 18-22	N/A	N/A	N/A	N/A	<5	<5	N/A	N/A	N/A	N/A	<5	
District Total		131	135	4	20	21		134			17	

Note: These numbers do not include 16 METCO students that have been identified as eligible for Special Education.