

**Dover Sherborn School Committee  
Dover School Committee  
Sherborn School Committee  
Dover Sherborn Union #50 Superintendency Committee  
Agenda  
September 5, 2019  
6:30 pm  
Dover Sherborn Middle School Library**

1. Call to Order
2. Community Comments
3. Superintendent Report – Opening of School
4. Approval to Invite Sherborn Board of Selectmen to designate a Selectperson to serve on the School Committee Negotiating Team  
A.R.
5. Approval to invite Dover Board of Selectmen to designate a Selectperson to serve on the School Committee Negotiating Team  
A.R
6. Appointment of Subcommittee for the purpose of negotiating Superintendent Contract  
A.R
7. Consent Agenda  
A.R.
  - Approval of April 30, 2019 Minutes
  - RE- Appoint Dr. Keough to TEC Board of Directors
8. Adjournment

Executive Session – with respect to collective bargaining - not to return to open session

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

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# The Public Schools of Dover and Sherborn

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Dr. Andrew W. Keough, Superintendent

Ms. Dawn Fattore, Business Administrator

Ms. Elizabeth M. McCoy, Asst. Superintendent

Ms. Kate McCarthy, Director of Student Services

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

**To: Dover School Committee, Sherborn School Committee, and Dover Sherborn Regional School Committee**

**From: Andrew W. Keough, Ed.D.**

**Date: September 5, 2019**

**RE: Superintendent Report – School Opening 2019**

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## **Leadership Retreat –**

Once again this year we held our Leadership Retreat at the Connor's Center in Dover. The setting was ideal and we used the time to re-connect and re-organize our thinking around our priorities. Two standout activities included a presentation by Beth McCoy and our four principals on their experiences traveling to Finland in July. They learned so much and had a great deal to share. They will give a presentation for the JSC in October and for parents later in the fall. This was followed by a panel event with senior students who identified for the Leadership Team the key experiences/educator qualities that have really made a difference in their learning. The major takeaways were that they learn best from teachers who they respect and have formed relationships with, and seem to retain the most when their learning experiences are engaging and connected to real world experiences. This was an amazing two days and I want to thank Beth McCoy for assisting me in organizing this event.



## **Opening Day for Staff -**

Our first day for staff was Monday August 26<sup>th</sup>. As has been our tradition in recent years, we began the day running through slide show of teacher travels and major life events that they experienced over the summer. This was a lot of fun and allowed me the opportunity to remind our educators, that we (including our students) all come to school with different life interests and experiences and that our job as educators is to find ways to “unlock the passions and joys” of our students. This was followed by a similar, albeit shorter presentation of the Finland trip by members of our Leadership Team and an explanation as to how it links with our innovation and Portrait of a Graduate work. Joined by School Committee Chair's, Angie Johnson, Henry Spalding, and Anne Hovey, we then recognized our newly

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hired staff members, our most recent professional teaching status teachers, and finally those educators with considerable years working in the system. The morning was closed out with a presentation from DSEA President, Laura McGovern. This was a wonderful day that could not have happened without the support of my assistant Cheryl Ingersoll, Assistant Superintendent, Beth McCoy, and Food Service Director, Janelle Madden and her team. I also want to thank our PTO parents for welcoming our teachers back with thoughtful greetings and meals over their first two days. It made for a happy start to the year!



### Opening Day for Students –

Our students arrived on August 28th, full of energy and ready to start the school year. The buildings and grounds looked beautiful, thanks to the efforts of Ralph Kelley and his crew, and once again some of our entry ways were marked with well-wishes from our staff. As I walked the four schools that day, I was thrilled to have the opportunity to help out wherever possible and even tried my luck at giving directions in the high school and opening a middle school locker (which I failed at!) for a rising sixth grader. I especially enjoyed watching student’s eyes light up as they entered rooms with new “innovative” furniture and the looks of pride on the faculty member’s faces as they welcomed their students. It was a great day and DS pride was running high!



### Social Emotional Well Being Work –

This was a busy summer for us as we worked to implement a number of the recommendations from the Special Education Review. Of particular interest to us was ensuring that all of our students have the social emotional supports needed to be successful while in school. This year, across the district, we hired additional adjustment counselors, psychologists, special education teachers, educational assistants, and Board Certified Behavior Analysts (BCBA) in order to keep up with the demands of our socially emotionally challenged students and to take pressure off of those in other roles being called upon to provide supports outside their areas of expertise. I want to thank the school committees for acknowledging the importance of this work and supporting the special education

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reorganization, which has resulted in a more effective model for servicing our students in need. Finally, I want to thank our new student services administrators, Kate McCarthy, Director of Student Services, and Naomi O'Brien, Elementary Special Education Coordinator.

### **Transportation (General and Metco) -**

As an important component of the Start Times Task Force – Phase II work, we have begun adjusting our transportation routes. Our goal has been twofold: to provide more sleep time to our students under the current transportation model, and to shorten our routes to the greatest extent possible so that our elementary start times for 2020-21 will move closer to 8:00 a.m. by the time of the official rollout in the fall of 2020. Dawn Fattore worked tirelessly on these challenges over the summer and considerable progress has been made. Unfortunately there have been some issues with the new models as well, especially in Sherborn, and we are continuing to work on them. We are confident that in the end, all of our routes will be more efficient, shorter, and result in our students having the opportunity for more sleep. I want to thank Dawn, Tricia Schmitt, and Connolly Bus Co. for their many efforts in this regard.

As mentioned last spring, we are continuing to study our Metco transportation schedule as part of the Start Time-Phase II work. We are seeking to agree on a new contract with Eastern Bus Co. (the only bidder) however the submitted bid came in considerably higher than previous years, thus we are seeking to discuss it further with them. Unfortunately, standard Metco transportation costs rising more than anticipated may interfere with our ability to offer a second bus in the morning for our secondary Boston students. This is a fluid situation and we will continue to keep the committees apprised of any changes.

Over the summer I attended a Public Safety meeting in Sherborn to discuss the possibility of having the emergency access road to Pine Hill School completed and opened as a one way exit. This would help to address safety concerns on the site created by significant traffic challenges and could help streamline our bus runs under the new start time plan. I will be attending a Selectmen's meeting in September to ask for deeper examination of this issue on the part of the town moving forward.

### **Start Times Task Force – Phase II Update**

The sub committees of the Start Times Task Force – Phase II continue to meet and with the return of faculty, students, and families, will resume confronting the challenges that will come with changing our start times in the fall of 2020. I am confident that the issues highlighted in the spring of 2019 can be effectively be addressed and we are planning to provide a more thorough update on our progress at the October meeting of the Joint School Committee. Additionally, we will be providing updates on progress to the community via the start times website and the Central Office Newsletter.

**#WEareDS**

# DRAFT

Dover-Sherborn Regional School Committee  
Dover School Committee  
Sherborn School Committee  
Union #50 Superintendency Committee  
Meeting Minutes June 11, 2019  
Dover Sherborn Middle School Library - Dover, MA

Present:

Dover School Committee

Henry Spalding, Chair\*

Rachel Spellman, Secretary\*

Brooke Matarese\*

Leslie Leon

Mark Healey

Sherborn School Committee

Angie Johnson, Chair\*

Megan Page, Secretary\*

Amanda Brown\*

Mike Fitzgerald

Nancy Cordell

Dover-Sherborn Regional School  
Committee

Anne Hovey

Maggie Charron

Judi Miller

Kate Potter

Michael Jaffe

Lynn Collins

\* - Union #50 Member

\*\* - Union #50 non-voting member

1. **Call to order** – The meeting was called to order at 6:00 pm. There was a quorum of the Dover Sherborn Regional School Committee (DSRSC), the Dover School Committee (DSC), the Sherborn School Committee (SSC), and the Union #50 Superintendency Committee.
2. **Reorganization** -  
Mr. Spalding nominated Angie Johnson as Chair of the Union #50 Superintendency Committee. Ms. Spellman seconded.  
Vote in favor: Ms. Johnson, Ms. Page, Ms. Brown, Mr. Spalding, Ms. Spellman, and Ms. Matarese.  
Ms. Johnson nominated Henry Spalding as Secretary of the Union #50 Superintendency Committee. Ms. Page seconded.  
Vote in favor: Ms. Johnson, Ms. Page, Ms. Brown, Mr. Spalding, Ms. Spellman, and Ms. Matarese.
3. **Community Comments** - Mr. Higley, Sherborn Planning Board, presented copies of the complete Master Plan for the Town of Sherborn and requested to be given time on a future agenda to discuss the Plan, particularly around housing development and enrollment impact. Mr. Lee added that the section regarding Economic Sustainability contains important information for school committee members who will be part of the negotiation team for the teacher contract.
4. **Superintendent Report** - Dr. Keough spoke about:
  - Graduation - 150 students graduated on June 6th. The class matriculation report was included in the packet.
  - Start Time Update - The Start Time Task Force will now serve as the Steering Committee that will oversee working groups that will address key areas of concern. The working groups are: Transportation and Traffic, Staff Implications, Secondary Before and After School Programming, Secondary School Schedules, Elementary Before, During, and After School Programming, and Communications. Work has already begun and will continue over the summer. At the October Joint meeting a summary of findings, financial implications, and remaining work to be done will be presented.

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- METCO Transportation - The Administration has sent out an RFP with two bid options: A) two morning buses and one afternoon bus and B) continuation of the current one morning and one afternoon bus model. Option A is meant to address immediate issues related to METCO transportation.
- 5. Special Education Department Update** - Ms. Dixon and Ms. McCarthy reviewed the work done to date in the Special Education Department.
  - 6. Curriculum Review: Math and Spanish (FLES)** - Ms. McCoy highlighted the changes to the Math and Spanish curriculum as part of the K-12 review.
  - 7. Policy: Bullying Policy JICFB and Plan (first read)** - the updated policy was provided for review. Any comments should be forwarded to the Policy Committee and votes of approval will take place at the next Joint meeting.
  - 8. Superintendent Goals Action Plan** - Dr. Keough provided and discussed the progress made on each of the the goals/objectives he set for the school year.
  - 9. School Start Time Task Force Updates** - see discussion under Superintendent Report (#4)
  - 10. Food Service: Lunch Increase** - The requested price increase for all three districts is \$.25 for lunch and \$.10 for milk which would result in new lunch prices of \$3.75 at the Region and \$3.25 at the elementary schools. Milk prices would be \$.80 at the Region and \$.70 at the elementary schools. The last price increase was effective in September 2016. At that time, the food service operations at all the schools were facing minimal to negative operating results. With the price increase and some structural changes there have been healthier operation results which allows for necessary equipment replacement/upgrades through food service revolving funds.

There were motions to approve the the increase of \$0.25 to lunches and \$0.10 to milk beginning with the 2019-20 school year.

DSRSC: motion by Ms. Charron, second by Ms. Miller  
Vote in favor: Ms. Hovey, Ms. Charron, Ms. Miller, Ms. Potter, Mr. Jaffe, and Ms. Collins

SSC: motion by Ms. Brown, second by Ms. Brown  
Vote in favor: Ms. Johnson, Ms. Brown, Ms. Page, Mr. Fitzgerald, and Ms. Cordell.

DSC: motion by Mr. , second by Ms. Matarese  
Vote in favor: Mr. Spalding, Ms. Matarese, Ms. Spellman, Mr. Healey, and Ms. Leon
  - 11. Building Use Fee Increase** - Ms. Fattore suggested an increase in the fees charged for custodial services to bring them into alignment with actual costs: weekday/Saturday hourly rate - \$40 (from \$35) and Sunday/holiday hourly rate - \$55 (from \$45).

There were motions to approve the Building Use fee as presented effective July 1, 2019.

DSRSC: motion by Ms. Charron, second by Ms. Miller  
Vote in favor: Ms. Hovey, Ms. Charron, Ms. Miller, Ms. Potter, Mr. Jaffe, and Ms. Collins

SSC: motion by Ms. Brown, second by Ms. Brown  
Vote in favor: Ms. Johnson, Ms. Brown, Ms. Page, Mr. Fitzgerald, and Ms. Cordell.

DSC: motion by Mr. , second by Ms. Matarese  
Vote in favor: Mr. Spalding, Ms. Matarese, Ms. Spellman, Mr. Healey, and Ms. Leon
  - 12. Consent Agenda**
    - Approval of Minutes of April 30, 2019
    - RE-Appoint Dr. Keough to ACCEPT Board of Directors

There were motions to approve the Consent Agenda.

DSRSC: motion by Ms. Charron, second by Ms. Miller  
Vote in favor: Ms. Hovey, Ms. Charron, Ms. Miller, Ms. Potter, Mr. Jaffe, and Ms. Collins

SSC: motion by Ms. Brown, second by Ms. Brown  
Vote in favor: Ms. Johnson, Ms. Brown, Ms. Page, Mr. Fitzgerald, and Ms. Cordell.

DSC: motion by Mr. , second by Ms. Matarese

# DRAFT

Vote in favor: Mr. Spalding, Ms. Matarese, Ms. Spellman, Mr. Healey, and Ms. Leon

## **13. Communications**

- Draft 2019-20 Meeting Schedule

## **14. Adjournment at 7:55 pm to Executive Session not to return to Open Session for matters pertaining to collective bargaining.**

Respectfully submitted, Amy Davis

*The Public Schools of Dover and Sherborn*

*Memo from  
Superintendent Dr. Andrew Keough*

To: Joint School Committee  
From: Dr. Andrew W. Keough, Superintendent  
RE: Re-appoint to TEC Board of Directors  
Date: September 4, 2019

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In accordance with Chapter 43 of the Acts of 2012 I request that the Joint School Committee vote to re-appoint me to the TEC Collaborative Board of Directors for the 2019-20 fiscal year.