

**Dover Sherborn Regional School Committee
Dover School Committee
Sherborn School Committee
Dover Sherborn Union #50 Superintendency Committee**

Dover-Sherborn Regional School Committee ~	Dover School Committee ~	Sherborn School Committee
Clare Graham, Chair**	Adrian Hill, Chair*	Greg Garland, Chair*
Lori Krusell, Vice Chair**	Henry Spalding, Secretary*	Anne Hovey, Secretary*
Dana White, Secretary**	Lauren Doherty*	Scott Embree*
Michael Lee	Brooke Matarese	Jennifer Debin
Carolyn Ringel	Michael Jaffe	Kate Potter
Richard Robinson		

*Union #50 Member

**Non-voting Union #50 Member

**Agenda
September 12, 2016
6:30 pm
DSMS Library 155 Farm Street Dover, MA 02030**

1. Call to Order (6:30-6:31 pm)
2. Community Comments (6:31- 6:35 pm)
3. Superintendent Search Update (6:35 – 6:55 pm)
4. Consent Agenda (6:55 – 7:00 pm) **A.R.**
 - Approval of Minutes- June 15, 2016 and June 21, 2016
5. Executive Session - to discuss strategy with respect to collective bargaining and not to reconvene in Open Session. (7:00 pm)
 - Approval of Minutes- April 12, 2016, May 27, 2016, June 21, 2016 **A.R.**
6. 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 Dover Sherborn Public Schools do not discriminate on the basis of age, race, color, sex/gender, gender identity, religion, national origin, sexual orientation, disability, or homelessness.

The Public Schools of Dover and Sherborn

*Memo from
Interim Superintendent Bill McAlduff*

TO: Sherborn School Committee

From: William H. McAlduff, Jr.
Interim Superintendent

Date: September 9, 2016

RE: Agenda Item #3

Attached please find information on the Superintendent search. Ms. Dana White will speak to this information.

The Public Schools of Dover and Sherborn (DS Schools)
CANDIDATE PROFILE

During the month of September 2015, The Public Schools of Dover and Sherborn (Dover Sherborn Schools), with the assistance of the New England School Development Council (NESDEC), conducted a Community Needs Assessment through a series of community input groups, an online questionnaire, and interviews.

Participants provided their views in answer to three prompts:

- the qualities, characteristics, skills, knowledge, and experiences desired in a new Superintendent of Schools;
- the pressing tasks and challenges ahead for him or her in the first six to twelve months;
- the definition of excellence as it relates to educating students in the Dover, Sherborn, and Dover-Sherborn Regional Schools.

The Dover Sherborn School Committees subsequently reviewed and analyzed the community's input and added their own perspective to create the resulting Candidate Profile. The Candidate Profile is designed to guide the interview and selection process during the superintendent search.

The School Committees wish to thank and commend all those in the community and the schools who took the time to participate in the community needs assessment process. The School Committees look forward to using the valuable insights gained through the needs assessment as candidates are considered for the position of Superintendent of Schools.

Respectfully submitted,

The Dover, Sherborn, and Dover-Sherborn Regional School Committees

The Public Schools of Dover and Sherborn (DS Schools)

CANDIDATE PROFILE

The School Committees of Dover and Sherborn seek a leader with demonstrated achievements who will

- focus on team over self
- build trust through clear communications and expectations
- continuously improve all aspects of our high-performing district.

These leadership qualities can be expressed in many ways. The successful candidate will establish evidence of:

- Team orientation
 - Situational leadership
 - Collaboration and consensus building
 - Hiring that meets district needs and expectations
 - Staff delegation and empowerment
 - Wisdom and courage dealing with conflict and making tough decisions
- Communication
 - Direct, honest and clear communication using a variety of media
 - Ability to listen and to build trust with all constituencies
 - Composure in difficult situations
 - Appropriate accessibility
- Commitment to continuous improvement
 - Goal formation and prioritization
 - Problem solving in complex situations
 - Innovation
 - Willingness to consider productive and inclusive change
 - Exemplary educational and fiscal results

The next leader of Dover Sherborn Schools will be someone who has the vision, demonstrated skills and sustained commitment to maintain and extend our overall excellence including the academic, social and emotional health of every student. The administrators, teachers, staff, students, and communities are invested in finding, hiring, and supporting that leader.



New England School Development Council

28 Lord Road, Marlborough, MA 01752 ➤ Tel: 508-481-9444 ➤ www.nesdec.org

EXECUTIVE OPPORTUNITY

SUPERINTENDENT OF SCHOOLS THE PUBLIC SCHOOLS OF DOVER AND SHERBORN MASSACHUSETTS

The School Committees of Dover and Sherborn in Massachusetts invite highly qualified candidates to apply for the position of Superintendent of Schools. The towns of Dover and Sherborn take great pride in their communities and strong support of public education. All district schools instill a passion for learning and have a long-standing reputation for academic excellence. Recognizing the accomplishments of the schools, *Boston Magazine* listed Dover-Sherborn as the top-ranked public school system in Massachusetts for 2015. Further, the August 2015 edition of *Newsweek* ranked Dover-Sherborn High School as the top high school in Massachusetts and number sixteen in the nation.

The public schools of Dover and Sherborn offer a history of educational excellence through the collaborative efforts of engaged students, committed faculty, dedicated parents and fiscally supportive communities. The distinctive, semi-rural towns of Dover and Sherborn are located 20 miles west of Boston, with easy access to the Massachusetts Turnpike. Over 2,000 students are enrolled in four schools: two town-based elementary schools along with a regional middle and high school. The system is led by a superintendent along with three school committees who share one mission and are committed to ensuring a unified approach to the districts' management and leadership.

The candidate interested in this position must have comprehensive leadership, management and educational experience, and be committed to engaging with an involved community and building upon a tradition of academic excellence. A license or eligibility for licensure as a superintendent of schools in Massachusetts is required; an earned doctorate is desired, but not mandatory. This position offers a regionally competitive salary and contract that recognize exceptional credentials, accomplishments and promise. Screening of applications will begin on or about **October 21, 2015**, with a preferred starting date on or about **July 1, 2016**.

Interested applicants should contact:

Dr. Arthur L. Bettencourt
Dover-Sherborn Superintendent Search
New England School Development Council
28 Lord Road
Marlborough, MA 01752
Phone: 508-481-9444
Email: search@nesdec.org

**To download additional information and the application, please visit: www.nesdec.org
(http://www.nesdec.org/executive_search/currentsearches.aspx)**

Member:



NSDC

National School Development Council

Dear Fellow Educator:

The School Committees of Dover and Sherborn invite highly qualified candidates to apply for the position of Superintendent of Schools.

Dover-Sherborn is a small, comprehensive school system serving the distinctive, semi-rural, residential towns of Dover and Sherborn, which are located 20 miles west of Boston. These communities strongly support excellence in public education and are dedicated to instilling a passion for learning. With 2,000 students, the public schools of Dover and Sherborn comprise four schools: two town-based elementary schools along with a regional middle and high school. Each elementary school also runs an inclusive, limited-enrollment preschool. The schools have a long-standing reputation for academic excellence; *Boston Magazine* just listed Dover-Sherborn as the top-ranked public school system in Massachusetts for 2015. Further, the August 2015 edition of *Newsweek* ranked Dover-Sherborn High School as the top high school in Massachusetts and number sixteen in the nation.

A deliberate choice for parents and educators seeking the best educational opportunities, the public schools of Dover and Sherborn offer:

- A tradition of educational excellence
- Engaged students who come to school ready to learn and with experiences beyond the classroom
- Distinguished and committed faculty and staff
- Dedicated parents and citizens
- High community expectations
- Generous support and consistent funding from the towns and communities

Through the collaborative efforts of students, teachers, parents and the community, Dover and Sherborn students achieve high scores on state and national tests, excel in the fine arts and win state athletic championships. Across all the schools, educators work continually to improve curriculum, enhance the Special Education program and hone the educator evaluation processes. Additionally, the schools' participation in Stanford University's nationwide Challenge Success Program evidences the system's commitment to the social-emotional wellness of their learning communities.

The Superintendent works in collaboration with three school committees to lead the system. Two committees of five elected members govern their respective town's elementary school, while a third committee of six elected members governs the regional middle and high schools. Comprising three Massachusetts school districts, the public schools of Dover and Sherborn share one mission, and the school committees are committed to viewing their work through a regional perspective to ensure a unified approach to the management and leadership of the districts. The three school committees meet together multiple times per year to increase collaboration and set joint strategic district goals. The total operating budget for FY16 is \$37.9

million, allocated as follows: \$9.7 million, \$6.6 million and \$21.6 million for Dover, Sherborn and the Dover-Sherborn Regional Schools respectively.

Dover and Sherborn residents take pride in maintaining their communities, including their open spaces (which represent 50% or more of each town's area). Recreation and nature can be enjoyed through horseback riding, tennis, hiking, bicycling, swimming and skating. The Trustees of Reservations conserve and maintain vast forests abutting town parks. There are active year-round recreation programs for everyone from children to seniors.

The candidate interested in this position must have comprehensive leadership, management and educational experience and be committed to engaging with an involved community and building upon a tradition of academic excellence. A license or eligibility for licensure as a superintendent of schools in Massachusetts is required; an earned doctorate is desired, but not mandatory. This position offers a regionally competitive salary and contract that recognize exceptional credentials, accomplishments and promise.

To request an application or for more information, please contact:

Dr. Arthur Bettencourt
Dover-Sherborn Superintendent Search
New England School Development Council
28 Lord Road
Marlborough, MA 01752
Phone: 508-481-9444
Email: search@nesdec.org

**To download the application, please visit: www.nesdec.org
(http://www.nesdec.org/executive_search/currentsearches.aspx)**

Review of applications will begin on **October 21, 2015**. The expected start date for the new Superintendent is **July 1, 2016**.

We look forward to your application. In addition, we would appreciate your referral to, or nomination of, individuals who you believe are qualified for this position. All inquiries and nominations are confidential and should be made to the NESDEC office. Thank you in advance for your consideration.

Very truly yours,

NESDEC/Dover-Sherborn Superintendent Search Team

Carolyn Burke, Ed.D

Anthony Bent, Ed.D

Arthur L. Bettencourt, Ed.D

Member:



NSDC

National School Development Council

The Public Schools of Dover and Sherborn

*Memo from
Interim Superintendent Bill McAlduff*

TO: Dover-Sherborn Regional School Committee

From: William H. McAlduff, Jr.
Interim Superintendent

Date: September 2, 2016

RE: Agenda Item # 4

The following communications and information are included on the Consent Agenda. The items on the Consent Agenda will be approved by the Committee in its entirety unless a member asks that a particular item be put on hold for further discussion.

- Approval of Minutes - June 15, 2016 and June 21, 2016

Dover-Sherborn Regional School Committee
Dover School Committee
Sherborn School Committee
Union #50 Superintendency Committee
Meeting Minutes –June 15, 2016
DSMS Headmaster’s Conference Room

Present:

Dover School Committee

Adrian Hill *, Secretary
Lauren Dougherty* (7:40pm)
Henry Spalding
Brook Matarese
Michael Jaffe

Sherborn School Committee

Greg Garland*, Chair
Anne Hovey*, Secretary
Scott Embree*
Jennifer Debin
Kate Potter

Dover Sherborn Regional School
Committee

Clare Graham**, Chair
Dana White**, Secretary
Michael Lee
Richard Robinson (remote participation
8:15pm)

Union#50

* Voting, ** Non-Voting

Interim Supt Bill McAlduff

- 1. Call to order:** The meeting was called to order at 6:35pm by Clare Graham. There was a quorum of the Sherborn School Committee (SSC) and the Dover School Committee (DSC) at this time, and of the Dover Sherborn Regional School Committee at 8:15pm (RSC). The agenda was read aloud.
- 2. Public Comment-**none
- 3. Selectmen to ratify the Educator’s Agreement**

Motion by Henry Spalding and a second by LaurenDoherty to ask the Dover Board of Selectmen to name a Selectmen according to MGL to participate in the ratification of the to be negotiated Educator’s Agreement. VOTE: all YES

Motion by Anne Hovey and a second by Kate Potter to ask the Sherborn Board of Selectmen to name a Selectmen according to MGL to participate in the ratification of the to be negotiated Educator’s Agreement VOTE: all YES

4. Executive Session

6:50 pm Roll call vote to go into Executive Session not to return to open session for the purposes of contract negotiation, except the Regional School Committee which will return to Open Session

Dover School Committee: Adrian Hill-yes; Lauren Dougherty-yes; Brook Matarese-yes;

Michael Jaffe –yes; Henry Spalding-yes.

Sherborn School Committee

Greg Garland-yes; Anne Hovey-yes; Scott Embree-yes; Jennifer Debin-yes; Kate Potter-yes

Dover-Sherborn Regional School Committee

Michael Lee-yes; Dana White-yes; Clare Graham-yes.

5. Open Session: Dover Sherborn Regional School Committee

It was noted that at the upcoming negotiation it is Sherborn's turn to name a Selectmen to ratify the contract. The towns alternate naming a participant and last negotiation the vote was with Dover.

Motion by Dana White and a second by Michael Lee to ask the Sherborn Board of Selectmen to name a Selectmen according to MGL to participate in the ratification of the to be negotiated Educator's Agreement. VOTE: all YES

Respectfully submitted,
Clare Graham

DRAFT

Dover-Sherborn Regional School Committee
Dover School Committee
Sherborn School Committee
Union #50 Superintendency Committee
Meeting Minutes June 21, 2016
Dover Sherborn Middle School - Dover, MA

Present:

Dover School Committee

Adrian Hill, Chair*

Henry Spalding, Secretary*

Lauren Doherty*

Sherborn School Committee

Greg Garland, Chair*

Anne Hovey, Secretary*

Scott Embree*

Kate Potter (arrived 7:20 pm)

Jennifer Debin

Dover-Sherborn Regional School
Committee

Clare Graham, Chair**

Dana White, Secretary**

Richard Robinson

Michael Lee

Carolyn Ringel

* - Union #50 Member

** - Union #50 non-voting member

- 1. Call to order** – The meeting was called to order at 6:37pm. 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. Union #50 Reorganization**

Mr. Garland made a motion to nominate Mr. Hill as Chair of the Union #50 for the 2016-17 school year. Mr. Spalding seconded.
Vote in favor: Mr. Spalding, Ms. Doherty, Mr. Garland, Ms. Hovey, Mr. Embree, and Mr. Hill
Ms. Hovey made a motion to nominate Mr. Garland as Secretary of the Union #50 for the 2016-17 school year. Mr. Embree seconded.
Vote in favor: Mr. Hill, Mr. Spalding, Ms. Doherty, Mr. Garland, Ms. Hovey, and Mr. Embree
- 3. Community Comments- None**
- 4. Approval of increase in School Lunch Milk Price** –There was discussion regarding information provided on milk prices at Dover-Sherborn Schools.
Motion to approve the price of milk to be set at the elementary schools at \$.60 and at the Middle School and High School at \$.70.
DSC: Motion by Ms. Doherty and second by Mr. Hill. Vote in favor: Mr. Spalding, Ms. Doherty and Mr. Hill.
SSC: Motion by Ms. Hovey and second by Mr. Embree. Vote in favor: Mr. Garland, Ms. Debin, Ms. Hovey and Mr. Embree.
DSRSC: Motion by Mr. Robinson and second by Ms. White. Vote in favor: Ms. Graham, Ms. Ringel, Mr. Robinson, Mr. Lee and Ms. White.
- 5. Approval of 2016-17 School Year Goals** - The teacher evaluation removed as a goal as this will be the fourth year of using the new methodology, the goal is no longer needed. Discussion regarding the amount of work needed to be done in the first part of the year. Motion to approve the 2016-2017 School Year Goals as presented.
DSC: Motion by Mr. Spalding and second by Ms. Doherty. Vote in favor: Mr. Spalding, Ms. Doherty, and Mr. Hill
SSC: Motion by Ms. Hovey and second by Ms. Debin. Vote in favor: Mr. Garland, Ms. Potter, Ms. Debin, Ms. Hovey and Mr. Embree
DSRSC: Motion by Mr. Robinson and second by Ms. White. Vote in favor: Mr. Lee, Ms. Graham, Ms. Ringel, Ms. White and Mr. Robinson.

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6. **Approval of Five Year Technology Plan** - Each school committee was presented with the plan at their respective June meetings. Mr. Ritacco was in attendance to answer questions. There were motions to approve the Five Year Technology Plan.

DSRSC: motion by Mr. Robinson, second by Ms. Ringel

Vote in favor: Ms. Graham, Ms. White, Mr. Robinson, Ms. Ringel, and Mr. Lee

SSC: motion by Ms. Hovey, second by Ms. Debin

Vote in favor: Mr. Garland, Ms. Hovey, Mr. Embree, and Ms. Debin

DSC: motion by Ms. Doherty, second by Mr. Spalding

Vote in favor: Mr. Hill, Mr. Spalding, and Ms. Doherty

7. Policy Updates

- **First Reading: JK (formerly JIC) Student Conduct:** This policy is required by MA State Law and supports language that already exists in the student handbooks. Any comments should be forwarded to the Policy Subcommittee.

- **Second Reading: JKAA Physical Restraint Policy:** There was concern about the word choice in the "Prevention of Dangerous Behavior" paragraph, specifically that the schools "shall develop methods for preventing student violence, self-injurious behavior, and suicide". The Policy Subcommittee will consult with legal counsel and bring the policy back for approval at the next meeting.

8. **Appointment of Interim Business Manager** - Mr. McAlduff recommended Ms. Dawn Fattore for appointment as Interim Business Manager for the 2016-17 school year. Ms. Fattore has been working in the Central Office as the Business Office Associate for the past 18 months and had recently attended End of Year Report training. She is scheduled to participate in Budget Sense's General Ledger Certification training. Ms. Fattore's resume was provided. There was discussion about Ms. Fattore's qualifications as well as whether the position required a DESE license (Mr. McAlduff will verify with DESE; the last two Business Managers have not held a DESE license). There was also discussion about a salary range for the position and consensus that some of the budgeted money for the position should be saved for any training/support Ms. Fattore would need during the year. There were motions to appoint Ms. Dawn Fattore as Interim Business Manager for the 2016-17 school year.

DSRSC: motion by Ms. White, second by Ms. Ringel

Vote in favor: Ms. Graham, Ms. White, Ms. Ringel, and Mr. Robinson. Abstain: Mr. Lee

SSC: motion by Mr. Embree, second by Ms. Potter

Vote in favor: Mr. Embree, Ms. Potter, and Ms. Debin. Against: Mr. Garland and Ms. Hovey

DSC: motion by Ms. Doherty, second by Mr. Spalding

Vote in favor: Mr. Hill, Mr. Spalding, and Ms. Doherty

There were motions to approve a salary range of \$90,000-\$100,000 for the position of Interim Business Manager.

DSRSC: motion by Ms. White, second by Ms. Ringel

Vote in favor: Ms. Graham, Ms. White, Ms. Ringel, Mr. Lee, and Mr. Robinson.

SSC: motion by Mr. Embree, second by Ms. Potter

Vote in favor: Mr. Embree, Ms. Potter, Ms. Hovey, and Ms. Debin. Against: Mr. Garland

DSC: motion by Ms. Doherty, second by Mr. Spalding

Vote in favor: Mr. Hill, Mr. Spalding, and Ms. Doherty

9. Vote to Name Superintendent Search Committee Chair

There were motions to appoint Dana White as Chair of the Superintendent Search Committee.

DSRSC: motion by Mr. Robinson, second by Ms. Ringel

Vote in favor: Ms. Graham, Ms. White, Mr. Robinson, Ms. Ringel, and Mr. Lee

SSC: motion by Ms. Hovey, second by Ms. Debin

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Vote in favor: Mr. Garland, Ms. Hovey, Mr. Embree, Ms. Potter, and Ms. Debin

DSC: motion by Ms. Doherty, second by Mr. Spalding

Vote in favor: Mr. Hill, Mr. Spalding, and Ms. Doherty

10. Consent Agenda

- Approval of Minutes: April 12, 2016
- Designate Interim Superintendent as Voting Member to TEC & ACCEPT
- DSRSC only: Donation for Spring Coach

There were motions to approve the Consent Agenda.

DSRSC: motion by Mr. Robinson, second by Ms. Ringel

Vote in favor: Ms. Graham, Ms. White, Mr. Robinson, Ms. Ringel, and Mr. Lee

SSC: motion by Ms. Hovey, second by Ms. Debin

Vote in favor: Mr. Garland, Ms. Hovey, Mr. Embree, Ms. Potter, and Ms. Debin

DSC: motion by Ms. Doherty, second by Mr. Spalding

Vote in favor: Mr. Hill, Mr. Spalding, and Ms. Doherty

11. Communication

- Draft School Committee Meeting Schedule

12. Adjournment at 8:35 PM to Executive Session for matters pertaining to discussion of strategy related to contract negotiations not to return to Open Session.

DSRSC: Ms. Graham - aye, Ms. White - aye, Mr. Lee - aye, Mr. Robinson - aye, Ms. Krusell - aye, and Ms. Ringel - aye.

SSC: Mr. Garland - aye, Ms. Hovey - aye, Mr. Embree - aye, Ms. Potter - aye, and Ms. Debin - aye.

DSC: Mr. Hill - aye, Ms. Doherty - aye, and Mr. Spalding - aye.

Respectfully submitted,
Amy Davis