NOTICE

SHERBORN SCHOOL COMMITTEE MEETING
OCTOBER 14, 2014
6:30 P.M.-7:45 P.M.
SHERBORN TOWN HALL
SHERBORN, MA 01770

(Members of the public are welcome to attend. Sherborn School Committee members include: Mr. Frank Hess, Chair; Ms. Anne Hovey, Secretary; Mr. Greg Garland; Ms. Susan Hanlon; and Mr. Frank Hoek)

AGENDA

Call to order

Community Comments

State of the District (6:30-6:45 p.m.)
CSA Updates: Mr. Embree and Mr. Welch
Pine Hill Updates: Dr. Brown
Central Office Updates: Mr. Bliss, Dr. LeDuc, Ms. Green, & Ms. Tague
Subcommittee Updates: Wellness, Policy, and Capital

Presentation, Discussion, and Action (6:45-7:30 p.m.)
Fiscal Year 2016 Budget Planning: FY2016 Capital Items AR
Revolving Fund: Approval of funds (see Business Manager’s report) AR
Goal Focus Points: Wellness: Stress/Anxiety & Challenge Success (Mr. Bliss – goal 3); Next Generation Science Standards – NGSS (Dr. LeDuc – goal 5); Professional Learning Community-like Tenets (Dr. Brown – goal 1)
Assessment Report
Technology Plan Supplement AR
Facility-Building Use Fee Schedule
Staffing-Enrollment Report
Expected Donation

Consent Agenda (7:30-7:35)
1. School Committee Meeting Minutes of 9/16/2014 AR

For Review (7:35-7:45)
Dover Sherborn Regional School Committee Meeting Minutes of 6/23, 7/15, 9/9/2014
Dover School Committee Meeting Minutes of 6/16, 6/17, 6/25, 9/4/2014
Items for the November Sherborn School Committee Meeting
   Fiscal Year 2016 Budget

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.
Principal’s Reflection
The Grades K-2 teachers have completed the beginning of year universal screening assessments (DIBELS early reading and mathematics). This information is used to assess student growth and identify students in need of additional instructional intervention.

The Fundations Program is being implemented with fidelity in grades K-2 to afford consistency in phonics, spelling and vocabulary instruction. Teachers report that the program is working effectively with our literacy model.

Student Recognition
Congratulations to Student Council officers:
  Luke Theberge, President (grade 5)
  Curtis Bowman, Vice President (grade 5)
  Dylan Covell, Secretary (grade 3)
  Jamie Gardner, Secretary (grade 3)

Curriculum & Learning
- Pine Hill Picture Day: September 18th
- Broadmoor Grade 3 Bird Walks: September 23rd & 30th
- Grades 2 & 3 Open House: September 23rd
- Bus Evacuation Drill: September 24th
- Kindergarten to Sunshine Dairy Farm: September 26th
- Grades 4 & 5 Open House: September 30th
- Faculty Advisory Committee Meeting: October 2nd
- Faculty Meeting: October 14th

CSA
- Start of CSA Wrapping Paper Fundraiser: September 19th
- CSA 5K Fun Run: September 28th
- Enrichment Program Young Audiences of Massachusetts; Voci Angelica Performance: September 26th
- CSA Meeting: October 2nd
Professional Development

- Rachel Correia attended MCAS ADC Committee: September 19th
- Jill Fedor, School Nurse attended Challenge Success Conference at Stanford University: September 26th-28th
- Professional Development – Noon Dismissal; Teachers for Teachers: Literacy Coaching October 1st
- Nancy Wong and Denise Hosey attended Wilson Language Training: Fundations Workshop on October 1st
- Anna Martignetti, Lisa Blair and Melissa Feldman attended Social Thinking Conference: October 9th
- Shauna Jean, Lisa Blair and Melissa Feldman attended Social Thinking Conference: October 10th

DS Professional Growth & Evaluation System Update
Educator Professional Growth and Student Learning Goals and Action Plans are due by October 15th

Personnel
Kristen Diebus, Grade 4 Educational Assistant started on September 22
Kathy Muise, Grade 2 Educational Assistant started on September 24

Plant and Facilities
- Building Committee Meeting: September 29th

School Council
- School Council Meeting: October 8th – Agenda Attached

Nutrition/School Lunch

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.
Committee members:
Barbara Brown, Principal
Frank McGourty, Assistant Principal
Maury Frieman, Faculty Representative
Ed McAdams, Faculty Representative
Mary Lucey, Faculty Representative
Sarah O’Connell, Parent Representative
Karin Sutter, Parent Representative
Jennifer Debin, Parent Representative
Tenzin Dengkhim, Parent Representative
Rick Linden, Community representative

Agenda:
1. Welcome and introductions
2. Enrollment and staffing updates
4. Establish Committee focus areas for this school year
5. Other…

Future meeting dates:

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<td>November 5</td>
</tr>
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<td>December 17</td>
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Central Office Report to the Sherborn School Committee
October, 2014

Superintendent’s Updates

Rural Educational Achievement Program (REAP) Grant
We are pleased to report that the Sherborn Public School’s Small, Rural School Achievement (SRSA) grant was renewed for the period of July 1, 2014-September 30, 2015 in the amount of $37,553. The SRSA program is one of two grant programs authorized under the Rural Educational Achievement Program (REAP).

Facility Use Fee Schedule
Facility use will be a topic during upcoming school committee meetings.

One aspect of this issue involves building (not grounds) use. Included in your packet you will find the current Facility Building Use Fee Schedule. The Schedule defines rental rates and conditions for interior space(s) on all three campuses. We include the Schedule to invite review and discussion about current fees on each campus. Again, it is important to note that the Schedule only references building use, not field use.

The other aspect of this issue concerns grounds (athletic field) use. This topic pertains to the Region given that the regional administration oversees the rental process for the various user groups and rather extensive expanse of fields. Administration has reviewed all forms and processes involved in grounds use, and the fee schedule needs to be considered by the Regional School Committee. We have compelling data to share in November that our current rate structure is significantly below “market” as measured by neighboring towns/schools. Data on this will be shared in November. Administration thought it best to first address the building rental matter with each school committee as it is germane to each district.

Enrollment Report
The newly reformatted enrollment report described in the September report will be shared with all three school committees at the October 21st joint school committee meeting.

The report tracks each graduating class from the 2011-12 school year to the current school year, and also provides data on which to base enrollment projections for the 2015-16 school year as well.

As a reminder, the enrollment report will be included in school committee packets each month, but the actual enrollment data will only be revised at set intervals aligning to data uploads to the Department of Elementary and Secondary Education occurring throughout the school year.

PARCC/MCAS
The Regional School Committee, Dover School Committee, and Sherborn School Committee each voted to continue administering MCAS for the 2014-15 school year. The decision of each Committee was filed with the DESE by the October 1 deadline.
The reconstituted Evaluation Committee met on June 12 and September 30. Items discussed included contractually stipulated dates that needed to be more accurately reflected on forms and in Baseline Edge, as well as Plan descriptions that also needed to be reviewed before assigning people to a defined Plan for the 2014-15 school year.

In addition to specific procedural matters, a number of critical elements to the overall System were also discussed. Implementing DDMs, identifying training protocols for “Qualified Peer Observers,” defining evidence standards, confirming methods for soliciting student and staff feedback, and refining SMART goal development are the major elements under consideration this year. The Evaluation Committee detailed topics to be discussed at each meeting over the course of the school year, ensuring that identified topics are aligned with deadlines in the System.

In support of DDM implementation, evaluators participated in a workshop titled “Good Evidence” on August 20th. DS contracted with John D’Auria, one of the founders of Teachers 21, to facilitate the workshop. High school and middle school department chairs/curriculum supervisors were invited to attend, and most did. Given that the workshop was well received, we contracted with Teachers 21 for John D’Auria to facilitate a session for all DS educators on December 1, the full PD day following Thanksgiving.

We are also in the process of contracting with Teachers 21 to offer an instructional leadership course to those DS educators interested in applying to serve as a “Qualified Peer Observer” under the new System. The course and course content need to be identified, and the application process must also be defined. This was discussed at the September 30 Evaluation Committee meeting.

This is also the time of year when educators, including both administrators and teachers, are actively engaged in goal-setting. As this is the second year of goal setting under the new System, everyone seems to feel a bit more comfortable with the exercise. Moreover, there is considerable discussion about team, grade level, and department goals taking place.

We have been asked to cross-validate educator rating data for the DESE for the 2013-14 school year. As the discrepancy reporting window remains open for a defined time, we need to attend to this work the week of October 6. As previously reported, school and district aggregate educator rating information will be made public within a few months.

Revised Annual Disclosure Notifications
Give each school committee’s decision regarding MCAS, administration felt the need to communicate the decision to parents/guardians by way of a revised Annual Disclosure Notification. You will recall that the Annual Disclosure Notification, defining a myriad of protocols and regulations, must be provided to parents/guardians annually. We published an Annual Disclosure Notification for each school in August, but the school committees’ decision necessitated a revision as the original version spoke to the ongoing discussion and impending decision around MCAS and PARCC. In the course of revising each school’s Notification, administration also provided more information about standardized testing administered at each school. Regulations call for sharing such information, so the opportunity to disclose other standardized testing, including the new Scholastic Reading Inventory (SRI) administered at the middle school, was welcome.

You can find the revised Annual Disclosure Notification on each school’s homepage.

Wellness Committee
The Wellness Policy Subgroup of the Wellness Committee met on May 5th and on June 9th to finalize a draft Wellness Policy for review by the Policy Subcommittee (of the school committees) this fall.
A few members of the Wellness Committee will begin working on Wellness Implementation Guidelines speaking more to how the Wellness Policy will be instituted.

Associated with the stress/anxiety arm of the Wellness Committee, the Challenge Success Program is flourishing and the group of 10 participants from across our three districts attended the CSP Conference at Stanford University this past month. Participants include:

Pine Hill: Jill Fedor, nurse
Chickering: Cynthia Shapiro, counselor
Region: Ellen Chagnon; John Smith, HS Headmaster; Heidi Loando, adjustment counselor; Brendan O'Hagan, teacher; Adam Wiskofske, teacher
Parent: Pam Webb
Students: Elizabeth Owen, DSHS ’17, and Andrew Mallett, DSHS ’16

With respect 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 select administrators two weeks ago, and those members of the Wellness Committee concentrating on this area of interest will meet to review the report, discuss options, and propose next steps.

Policy Subcommittee
The Policy Subcommittee comprised of Dover School Committee Chair Dawn Fattore, Regional School Committee member Clare Graham, and Sherborn School Committee member Anne Hovey, met with the Superintendent on October 2. The following existing policies were reviewed at that time: AC, ACA, GBA, GCF, JJ, JB, JBA, JFBB, ADDA, ADF, and BEC. The following new/proposed policies were reviewed at that time: ADDA-R and IHBE.

The Subcommittee identified some issues requiring further research, and that research has begun. The Subcommittee next convenes October 15 to finalize documents for presentation/review at the October joint school committee meeting.

Bus Contract
Please see the Business Manager’s section of this report for more information concerning the transportation contract timeline.

Regional Schools’ News

DSHS Class of 2013 Alumni Survey
Our first-ever one-year out alumni survey was launched on August 14th to the 125 alumni from the Class of 2013 for whom we have a personal email address. We received 47 responses before the survey closed. We look forward to compiling the responses and providing the results to school committees in November.

Cell Tower
During the past six months, the Dover Sherborn Regional School Committee (RSC), the governing body of the DS Middle and High Schools and facilities, has been exploring the idea of placing a cell tower on the Regional School Campus.

Reasons to consider the tower included concerns about student safety and a cell tower proposal/lease on land abutting the school. At the October 7th RSC meeting, the RSC discussed the legal documents and needed decisions regarding the tower. After listening to opinions both for and against the cell tower proposal, the committee decided to gather more information and to postpone any votes until their November 4th meeting. The Committee is gathering more information on nearby proposed cell towers including the
tower on land abutting the school, a cell tower planned on a water tower in Medfield and a new tower in Sherborn.

The Committee is interested in hearing community comments or questions. Of course, please do not hesitate to contact any member of the committee with your thoughts or questions:
http://www.doversherborn.org/index.cfm/page/Regional-School-Committee-/pid/10228

A list of FAQs and other related documents may be found at http://www.doversherborn.org/index.cfm/page/page/pid/21243.

The next meeting on this issue will be November 4 at 6:30 P.M. in the DSMS library. All community members are welcome at every meeting of the RSC.

**Donation: Alex Paganelli Piano**
At its June 10th meeting, the RSC voted favorably to accept the most generous donation of a piano in memory of Alex Paganelli (DSHS ’08). Several meetings and conversations took place over the summer related to this donation. Issues of transport, positioning, fire code, security, relocation, and insurance all had to be considered.

We are pleased to report that the piano was delivered on October 2 without incident.

A dedication ceremony was held Saturday, October 4. Mr. Smith attended to offer thanks for the most generous donation.

**Assistant Superintendent’s Updates**

**Educator Evaluation**
As of October 31, all educators and administrators will have set SMART goals in the area of professional practice and student learning as part of the Professional Growth and Evaluation System (PG&ES). Additionally, educators will review data from district-determined measures (DDMs) administered as a pre-assessment and focus on specific areas of strength and improvement.

Evaluators have begun mini-observations, during which evaluators observe classrooms for a minimum of ten minutes and provide feedback to educators on what is observed as it relates to the seven categories of effective practice. The administrative team continues to meet to discuss providing effective feedback to educators.

The district has also contracted with Mr. John D’Auria, Teachers 21, to provide professional development for all staff in movement towards a culture of using assessments to determine impact on student learning, a component of new educator evaluation system. On December 1, 2014, Mr. D’Auria will address the entire K-12 faculty and provide follow-up activities for each building. Additionally, as part of the educator evaluation plans, this spring the district will partner with educators who wish to become qualified peer observers. These qualified peer observers will work collaboratively with their colleagues to participate in peer observations. Training for these individuals will occur in the spring.

**Professional Development**
Professional development continues at the elementary level with educators focused on crafting Understanding by Design (UbD) units of study. Chickering teachers are writing units infusing social studies content into writing, and Pine Hill continues to focus on reading units of study.
At the middle and high school, educators are working with our Language-Based strategies consultant, Ms. Ann Larsen. The middle school is also focusing on using data from the new reading assessment, SRI, to inform instruction for our sixth grade students in the area of reading comprehension. At the high school, those faculty members and administrators who attended the Challenge Success trip to Stanford University will share their initial learnings on the October 29 early release day.

Assessment
In the last week, MCAS results were distributed to families. These reports contain information regarding each individual student’s proficiency level in grades 3-8 and 10 English Language Arts (ELA) and mathematics and grades 5, 8, and 10 Science. MCAS is one indicator of student movement towards standards that D-S uses to assure each student is progressing towards proficiency. Each student, in the areas of ELA and mathematics, received a student growth score which reflects this student’s personal growth in this particular content area, as measured against academic peers statewide with a similar test history. Administration and staff at each school use MCAS results to inform instruction, in addition to a myriad of other assessments.

All Massachusetts districts and schools with sufficient data are classified into one of five accountability and assistance levels, with the highest performing in Level 1 and lowest performing in Level 5. Massachusetts uses the Progress and Performance Index (PPI) to assess the improvement of each district and school toward its own targets. The PPI combines information about narrowing proficiency gaps, growth, and graduation and dropout rates into a single number. Important to note is that all three districts are Level 1, an incredible accomplishment for our students. For more information about how the determination was made, please visit http://profiles.doe.mass.edu/mcas/achievement_level.aspx?linkid=32&orgcode=06550000&orgtypecode=5&

Special Education Director’s Updates
The Dover-Sherborn SEPAC held its first meeting of the 2014-15 school year on October 3. Items discussed included:

- Updates regarding the reorganization of Special Education
- Superintendent's goals regarding the reorganization and communication with the SEPAC
- Priorities for the development of a parent survey
- Volunteers for a subcommittee to develop survey questions
- Expanding and organizing Special Education information on the district website
- The newly updated parent brochure

Upcoming events sponsored by the SEPAC include:
- Basic Rights workshop in conjunction with the Medfield SEPAC- October 21, 2014, 7:00pm, Blake Middle School, Medfield. MA
- Process and implementation of 504s with Brian Meringer and Ann Dever-Keegan, date TBD
- Teaching Skills for Managing Anxiety In Children, date TBD

Future SEPAC meetings are scheduled for November 14, January 23, March 13, May 1, and June 5. Meetings are held from 9:00-10:30, at as yet undetermined locations.

Business Manager’s Updates
Status of Appropriation as of October 31, 2014
We finalized the Fiscal Year 2015 contract cost and reallocated the contract settlement line item to the appropriate budget salary line items/accounts. The favorable salary variance is projected to be $123K. This variance is as a result of a staff changes realized post-budget development. We are still tweaking this number as it relates to lane changes, but most changes are of course confirmed and duly encumbered.

Circuit Breaker Reimbursement
Please see the enclosed Circuit Breaker reimbursement calculation for each district. The document details receipts received by the Town of Sherborn (and the Region when applicable) for student cases that are Circuit Breaker-eligible in grades K-age 22.

The Regional Agreement holds each town financially responsible for the associated costs of special needs students attending school out of district. The state contributes a percentage sharing amount over a determined threshold for all special needs students attending both in district and out of district. Circuit Breaker reimbursement for FY14 was 75% of claims over the threshold of $39,951 per student. This amounted to the Region receiving $26,733; the Town of Dover receiving $536,501; and the Town of Sherborn receiving $474,802.

Facilities
At the building committee meeting on Monday September 30, 201, there were three bills discussed concerning the window project, flooring project and school security. The bill for the window shades was not included in the contract for the replacement windows. The costs of these shades are $6,755. The flooring project has been completed; however the teachers are requesting scatter rug are provided for the reading circle as the tile flooring is cold. The costs of these fire retardant rugs are $2,200. The security enhancements were not considered until the lockdown this summer and the budget was already final. The cost to complete the security enhancements at the Pine Hill School is $4,950.

In the first two instances the money would typically come from the project funds; however there is only $1,494 remaining in the ATM14 capital article excluding the Installation project which remains to be completed. The administration is requesting the School Committee consider utilize the Building Rental Revolving Fund as the funding source. The $14K rental income to be received from the lease payments from ACCEPT and TEC offset the majority of this cost.

If the Sherborn School Committee agrees with this recommendation the motion would be: That the amount of $13,905 be expended from the Building Rental Fund for window shades, classroom area rugs, and security enhancements.

The capital projects approved at ATM 2014 remain unchanged from that previously reported. The only remaining project pertains to the insulation project, which is under review and will be discussed as part of the FY16 capital discussion on October 14.

Out-of-District (OOD) Tuition and Transportation
We are currently running a favorable variance of $143,049 in Regional OOD and $25,173 for Pine Hill OOD. The Regional variance is the result of placement changes as well as student withdrawals. During the budget process we projected 14 Regional placements; we currently have 13 placements. The Pine Hill variance is as a result of placement changes resulting in shorter commutes and therefore less financial burden on the transportation line. These placements took advantage of the newly created relationship with TEC and ACCEPT sited at Pine Hill. The number of Pine Hill placements remains unchanged from the budget projection. This variance does not include the Circuit Breaker differential between the budgeted 51 percent and the actual 72 percent reimbursement. We caution that it is early in the school year and special education costs are variable.

FY 16 Budget Process
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
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, 2014. This is an election year so the time table may change as a result of the general elections.

FY 16 Transportation Contract and Bid Timeline
October 1-October 17, 2014 - Develop bid specifications
October 20, 2014 Advertise bid specs in Good and Service Bulletin and local newspaper
October 24, 2014 Bid specifications available
November 21, 2014 Bid opening
December Award of contract by school committees

The numbers can be incorporated into the budgets upon determination of the lowest responsible bidder, subject to school committees’ award.

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<th>Description</th>
<th>FY 15 Budget</th>
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<th>Encumbrance</th>
<th>Balance</th>
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<td>108,045</td>
<td>34.98%</td>
</tr>
<tr>
<td>TUITION TO MA SCHOOLS</td>
<td>64,660</td>
<td>0</td>
<td>64,660</td>
<td>0</td>
<td>100.00%</td>
</tr>
<tr>
<td>TUITION TO NON-PUBLIC SCHOOL</td>
<td>952,398</td>
<td>120,342</td>
<td>832,056</td>
<td>674,147</td>
<td>16.58%</td>
</tr>
<tr>
<td>TUITION TO COLLABORATIVES</td>
<td>64,000</td>
<td>6,383</td>
<td>57,617</td>
<td>150,764</td>
<td>(93,147)</td>
</tr>
<tr>
<td>SUBTOTAL OOD</td>
<td>1,253,925</td>
<td>131,086</td>
<td>1,122,839</td>
<td>932,956</td>
<td>15.14%</td>
</tr>
<tr>
<td>Grand Total:</td>
<td>6,746,470</td>
<td>906,577</td>
<td>5,839,893</td>
<td>4,652,531</td>
<td>17.60%</td>
</tr>
<tr>
<td>District Code</td>
<td>District Name</td>
<td>Eligible Students Claimed</td>
<td>Total Eligible Expenses</td>
<td>Foundation</td>
<td>Net Claim</td>
</tr>
<tr>
<td>--------------</td>
<td>----------------</td>
<td>---------------------------</td>
<td>-------------------------</td>
<td>------------</td>
<td>-----------</td>
</tr>
<tr>
<td>0078</td>
<td>Chickering</td>
<td>11</td>
<td>759,581</td>
<td>455,488</td>
<td>304,093</td>
</tr>
<tr>
<td>0269</td>
<td>Pine Hill</td>
<td>&lt;5</td>
<td>185,089</td>
<td>124,224</td>
<td>60,865</td>
</tr>
<tr>
<td>0655</td>
<td>DS Region</td>
<td>25</td>
<td>2,219,786</td>
<td>1,014,496</td>
<td>1,205,290</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**SUBSET of DS REGIONAL**

|            |                |                          |                         |            |           |           | 0            |

- **DOVER**
  - Total Dover Circuit Breaker: 1,158,728.29
  - 72% Reimb: 452,994

- **SHERBORN**
  - Total Sherborn Circuit Breaker: 1,061,057.71
  - 72% Reimb: 414,811

- **REGION**
  - Total Region Indistrict above Foundation: 0

**District Wide TOTAL CB**

- Total DP Region:
  - Total Dover Circuit Breaker: 933,254
  - Total Sherborn Circuit Breaker: 636,994

**Net amount in FY2015 Pine Hill Budget Grades K- Age 22**

*51% or $234,778 of this amount was utilized to reduce the total anticipated budget for FY15 OOD Tuition and Transportation*

Total FY 15 Budget OOD Tuition and Transportation: 1,488,701

Less: 51% CB Reimbursement: (234,776)

Net amount in FY2015 Pine Hill Budget Grades K- Age 22: 1,253,925

June 30th adjustment for additional CB over the 51%: (223,858)

- Total Reimbursement: 1,030,067
- Budgeted Reimbursement: (234,776)
- Actual versus Budget Reimbursement: 223,858
<table>
<thead>
<tr>
<th>Project</th>
<th>Amount</th>
<th>RFP (Yes or No)</th>
<th>Funding Source(s)</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Air Handling Units</td>
<td>$17,000</td>
<td>ATM16</td>
<td>Major component overhaul and duct cleaning (2 AHUs housed in servicing the library)</td>
<td></td>
</tr>
<tr>
<td>Classroom Windows</td>
<td>$18,600</td>
<td>ATM16</td>
<td>Partial recommissioning of all 31 classrooms univers @ $400/room + Replacement party (Debits Insight calls for replacement of oldest units from 1998-1999 - deferred)</td>
<td></td>
</tr>
<tr>
<td>Slab Carbing and Sidewalk Section Repairs</td>
<td>$14,000</td>
<td>ATM16</td>
<td>Estimated @ $11/degree foot (5,000 sq ft Pine Hill lane and plaza entrance; 1,000 sq ft bus loop)</td>
<td></td>
</tr>
<tr>
<td>Windows</td>
<td>$163,211</td>
<td>ATM16</td>
<td>Library, Library Classrooms, Cafeteria per Onsite Insight @ $123,211 + Architectural and Engineering Work + Contingency</td>
<td></td>
</tr>
<tr>
<td>Early Childhood Playground</td>
<td>$50,000</td>
<td></td>
<td>See below</td>
<td></td>
</tr>
<tr>
<td>Sub-Total</td>
<td>$292,811</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Less Deferral Items</td>
<td>$9</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Less FY16 General Fund / Alt Funding</td>
<td>$0</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Less Private Donation</td>
<td>$50,000</td>
<td></td>
<td>Private donation from anonymous family</td>
<td></td>
</tr>
<tr>
<td>TOTAL ATM16 REQUEST</td>
<td>$242,811</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
# Dover Sherborn Public Schools Capital Projects Overview FY15

## Regional Campus ATM 14 Appropriations

<table>
<thead>
<tr>
<th>Equipment:</th>
<th>Estimate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tractor</td>
<td>25,900</td>
</tr>
<tr>
<td>Mower</td>
<td>12,700</td>
</tr>
<tr>
<td>3/4 Ton Truck</td>
<td>35,000</td>
</tr>
<tr>
<td>Sander</td>
<td>5,500</td>
</tr>
<tr>
<td><strong>Total Equipment</strong></td>
<td>79,100</td>
</tr>
</tbody>
</table>

| Lighting Upgrades: HS & MS gymnasiums and weight room | 23,175 |
| Painting HS Library, HS gym, locker and restrooms    | 78,093 |
| Carpet teachers' lounges and HS foyer                | 51,239 |
| Lindquist Commons doors, painting, and flooring      | 50,977 |
| HS exterior walls and service doors                  | 13,083 |
| WWTF replacement parts                               | 7,313  |
| Replacement of HS entrance concrete (near nurse's office) | 12,000 |
| Baseball Field Dugouts (Dowd Family donation)        | 0      |
| Snack Shack (DSEF Donation)                         | 0      |
| **Total Regional Campus**                           | 315,000|

## Pine Hill ATM Appropriations

<table>
<thead>
<tr>
<th>Auditorium windows</th>
<th>19,510</th>
<th>Completed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Flooring</td>
<td>27,000</td>
<td>Completed</td>
</tr>
<tr>
<td>Flooring</td>
<td>8,400</td>
<td>Completed</td>
</tr>
<tr>
<td>Insulation</td>
<td>33,056</td>
<td>On hold per Capital Committee</td>
</tr>
<tr>
<td>Tractor</td>
<td>17,700</td>
<td>Delivered</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>105,666</td>
<td></td>
</tr>
</tbody>
</table>

## Chickering ATM Appropriations

| Concrete repairs (front and rear) | 13,000 | Completed |
| LED exterior lighting upgrades    | 15,641 | Completed |
| Complete security enhancements    | 7,136  | Work to be done in October |
| Gym block and ceiling painting    | 16,745 | Completed |
| Gym floor refinishing             | 14,625 | Work to be done in summer 2015 |
| Energy management system major upgrade | 22,950 | Under review |
| Floor burnisher                   | 6,797  | Delivered |
| **Total**                         | 96,914|

**TOTAL** 523,914
MATHEMATICS
Elementary: Pine Hill and Chickering
- MCAS data show we are competitive with some of the areas’ most highly-regarded elementary schools as detailed below.

<table>
<thead>
<tr>
<th></th>
<th>Grade 3</th>
<th>Grade 4</th>
<th>Grade 5</th>
</tr>
</thead>
<tbody>
<tr>
<td>Belmont</td>
<td>89%</td>
<td>79%</td>
<td>88%</td>
</tr>
<tr>
<td>Dover (Chickering)</td>
<td>96% (*88.7%)</td>
<td>81% (*77.7%)</td>
<td>87% (*87.3%)</td>
</tr>
<tr>
<td>Lexington</td>
<td>87%</td>
<td>82%</td>
<td>90%</td>
</tr>
<tr>
<td>Medfield</td>
<td>85%</td>
<td>68%</td>
<td>74%</td>
</tr>
<tr>
<td>Sherborn (Pine Hill)</td>
<td>88% (*87.3%)</td>
<td>65% (*73.6%)</td>
<td>87% (*86.6%)</td>
</tr>
<tr>
<td>Wayland</td>
<td>86%</td>
<td>72%</td>
<td>82%</td>
</tr>
<tr>
<td>Wellesley</td>
<td>87%</td>
<td>78%</td>
<td>87%</td>
</tr>
<tr>
<td>Weston</td>
<td>92%</td>
<td>82%</td>
<td>86%</td>
</tr>
<tr>
<td>Westwood</td>
<td>88%</td>
<td>83%</td>
<td>88%</td>
</tr>
</tbody>
</table>

* Percentages are an average for the ‘12, ‘13, and ‘14 MCAS administrations.

Secondary: Middle School
- MCAS data show we are competitive with some of the areas’ most highly-regarded middle schools as detailed below.
- The middle school is in the midst of a three year transition to the common core, having recently aligned the curriculum to the standards.
- A detailed review of the MCAS released items indicated an alignment to the content standards.

<table>
<thead>
<tr>
<th></th>
<th>Grade 6</th>
<th>Grade 7</th>
<th>Grade 8</th>
</tr>
</thead>
<tbody>
<tr>
<td>Belmont</td>
<td>81% (-3)</td>
<td>83% (+3)</td>
<td>83% (-4)</td>
</tr>
<tr>
<td>Dover-Sherborn</td>
<td>81% (+3) (*81.8%)</td>
<td>83% (+1) (*79.8%)</td>
<td>80% (+5) (*78.7%)</td>
</tr>
<tr>
<td>Lexington</td>
<td>87% (-1)</td>
<td>87% (0)</td>
<td>86% (-2)</td>
</tr>
<tr>
<td>Medfield</td>
<td>76% (-3)</td>
<td>75% (-6)</td>
<td>74% (0)</td>
</tr>
<tr>
<td>Wayland</td>
<td>84% (0)</td>
<td>78% (-6)</td>
<td>82% (-4)</td>
</tr>
<tr>
<td>Wellesley</td>
<td>78% (-6)</td>
<td>77% (+3)</td>
<td>73% (-2)</td>
</tr>
<tr>
<td>Weston</td>
<td>84% (+1)</td>
<td>79% (+2)</td>
<td>72% (-6)</td>
</tr>
<tr>
<td>Westwood</td>
<td>84% (0)</td>
<td>74% (-3)</td>
<td>76% (+6)</td>
</tr>
</tbody>
</table>

( ) Percentage change from previous year administration.
(*) Percentages are the four year average for the ’11-’14 MCAS administrations.
Secondary: High School

- MCAS data show that we continue to be one of the highest performing districts in the state, as has been the case since the inception of the test. In particular, the percentage of students scoring Advanced or higher (85% average over the last two years) is among the best in the state.

<table>
<thead>
<tr>
<th>Percent of Students Performing in Proficient or Advanced Categories</th>
</tr>
</thead>
<tbody>
<tr>
<td>Math MCAS 2014</td>
</tr>
<tr>
<td><strong>Grade 10</strong></td>
</tr>
<tr>
<td>Belmont 97% (+2)</td>
</tr>
<tr>
<td>Dover-Sherborn 97% (-2) (*98.5%)</td>
</tr>
<tr>
<td>Lexington 98% (+1)</td>
</tr>
<tr>
<td>Medfield 97% (+1)</td>
</tr>
<tr>
<td>Wayland 96% (+1)</td>
</tr>
<tr>
<td>Wellesley 94% (-4)</td>
</tr>
<tr>
<td>Weston 95% (-2)</td>
</tr>
<tr>
<td>Westwood 96% (0)</td>
</tr>
</tbody>
</table>

( ) Percentage change from previous year administration.
(* ) Percentages are the four year average for the ’11-’14 MCAS administrations.
How do we measure up?

ENGLISH LANGUAGE ARTS
Elementary: Pine Hill and Chickering

- Internal Benchmark assessments including DIBELS (a fluency measure) or AIMSWeb, DRA, and Fountas and Pinnell (providing the appropriate reading level for each student) indicate that the majority of our students read accurately and with comprehension at or beyond their grade level.

<table>
<thead>
<tr>
<th></th>
<th>Grade 3</th>
<th>Grade 4</th>
<th>Grade 5</th>
</tr>
</thead>
<tbody>
<tr>
<td>Belmont</td>
<td>81%</td>
<td>72%</td>
<td>91%</td>
</tr>
<tr>
<td>Dover (Chickering)</td>
<td>87% (*86%)</td>
<td>79% (*75%)</td>
<td>91% (*88.3%)</td>
</tr>
<tr>
<td>Lexington</td>
<td>79%</td>
<td>87%</td>
<td>92%</td>
</tr>
<tr>
<td>Medfield</td>
<td>77%</td>
<td>69%</td>
<td>79%</td>
</tr>
<tr>
<td>Sherborn (Pine Hill)</td>
<td>87% (*86.6%)</td>
<td>85% (*81.5%)</td>
<td>92% (*88%)</td>
</tr>
<tr>
<td>Wayland</td>
<td>81%</td>
<td>82%</td>
<td>88%</td>
</tr>
<tr>
<td>Wellesley</td>
<td>80%</td>
<td>78%</td>
<td>89%</td>
</tr>
<tr>
<td>Weston</td>
<td>91%</td>
<td>88%</td>
<td>82%</td>
</tr>
<tr>
<td>Westwood</td>
<td>76%</td>
<td>82%</td>
<td>91%</td>
</tr>
</tbody>
</table>

*Percentages are an average for the ’12, ’13, and ’14 MCAS administrations.

Secondary: Middle School

- All objective measures indicate that our students consistently achieve at a high level.
- The department will focus on implementing the writing common core state standards within the development of curriculum roadmaps aligned to UbD template.

<table>
<thead>
<tr>
<th></th>
<th>Grade 6</th>
<th>Grade 7</th>
<th>Grade 8</th>
</tr>
</thead>
<tbody>
<tr>
<td>Belmont</td>
<td>89% (0)</td>
<td>93% (0)</td>
<td>97% (-1)</td>
</tr>
<tr>
<td>Dover-Sherborn</td>
<td>88% (+1) (*89.7%)</td>
<td>91% (-4) (*92.5%)</td>
<td>95% (0) (*94.8%)</td>
</tr>
<tr>
<td>Lexington</td>
<td>90% (0)</td>
<td>92% (-1)</td>
<td>96% (0)</td>
</tr>
<tr>
<td>Medfield</td>
<td>85% (+1)</td>
<td>93% (-4)</td>
<td>96% (+3)</td>
</tr>
<tr>
<td>Wayland</td>
<td>86% (+2)</td>
<td>90% (-4)</td>
<td>96% (+1)</td>
</tr>
<tr>
<td>Wellesley</td>
<td>87% (-1)</td>
<td>95% (+4)</td>
<td>93% (-1)</td>
</tr>
<tr>
<td>Weston</td>
<td>88% (-1)</td>
<td>92% (-4)</td>
<td>96% (-1)</td>
</tr>
<tr>
<td>Westwood</td>
<td>88% (0)</td>
<td>92% (+3)</td>
<td>94% (0)</td>
</tr>
</tbody>
</table>

( ) Percentage change from previous year administration.
(*) Percentages are the four year average for the ’11-’14 MCAS administrations.
Dover Sherborn Public Schools
2014 MCAS
How do we measure up?

Secondary: High School
- MCAS data show that we continue to be one of the highest performing districts in the state, as has been the case since the inception of the test. Since the test's inception in 1999, DSHS has scored among the top schools statewide.

<table>
<thead>
<tr>
<th>Percent of Students Performing in Proficient or Advanced Categories, ELA MCAS 2014</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grade 10</td>
</tr>
<tr>
<td>Belmont</td>
</tr>
<tr>
<td>Dover-Sherborn</td>
</tr>
<tr>
<td>Lexington</td>
</tr>
<tr>
<td>Medfield</td>
</tr>
<tr>
<td>Wayland</td>
</tr>
<tr>
<td>Wellesley</td>
</tr>
<tr>
<td>Weston</td>
</tr>
<tr>
<td>Westwood</td>
</tr>
</tbody>
</table>

( ) Percentage change from previous year administration.
(* ) Percentages are the four year average for the ’11-’14 MCAS administrations.
Dover Sherborn Public Schools
2014 MCAS
How do we measure up?

SCIENCE

Elementary: Chickering and Pine Hill
- Recent revisions and updates in Science curriculum to align with Massachusetts and National Science Standards as well as technology integration demonstrate improved student performance on MCAS.

<table>
<thead>
<tr>
<th></th>
<th>Percent of Students Performing in Proficient or Advanced Categories, STE MCAS 2014</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Grade 5</strong></td>
<td></td>
</tr>
<tr>
<td>Belmont</td>
<td>81%</td>
</tr>
<tr>
<td>Dover (Chickering)</td>
<td>77% (*80.3%)</td>
</tr>
<tr>
<td>Lexington</td>
<td>80%</td>
</tr>
<tr>
<td>Medfield</td>
<td>66%</td>
</tr>
<tr>
<td>Sherborn (Pine Hill)</td>
<td>88% (*86.6%)</td>
</tr>
<tr>
<td>Wayland</td>
<td>76%</td>
</tr>
<tr>
<td>Wellesley</td>
<td>69%</td>
</tr>
<tr>
<td>Weston</td>
<td>73%</td>
</tr>
<tr>
<td>Westwood</td>
<td>86%</td>
</tr>
</tbody>
</table>

*Percentages are an average for the ’12, ’13, and ’14 MCAS administrations.

Secondary: Middle School
- The department is reviewing MCAS released items to determine areas of strength and areas for improvement within the topics of science, technology and engineering
- Given the assessment focus on all areas of science, earth, physical and life, the department is investigating whether more spiraling of curriculum should be applied in 8th grade.

<table>
<thead>
<tr>
<th>2014</th>
<th>Grade 8</th>
</tr>
</thead>
<tbody>
<tr>
<td>Belmont</td>
<td>78% (-2)</td>
</tr>
<tr>
<td>Dover-Sherborn</td>
<td>69% (+1) (*71.5%)</td>
</tr>
<tr>
<td>Lexington</td>
<td>79% (+3)</td>
</tr>
<tr>
<td>Medfield</td>
<td>65% (-2)</td>
</tr>
<tr>
<td>Wayland</td>
<td>78% (+1)</td>
</tr>
<tr>
<td>Wellesley</td>
<td>58% (+4)</td>
</tr>
<tr>
<td>Weston</td>
<td>76% (-3)</td>
</tr>
<tr>
<td>Westwood</td>
<td>54% (+2)</td>
</tr>
</tbody>
</table>

( ) Percentage change from previous year administration.
(*) Percentages are the four year average for the ’11-’14 MCAS administrations.
Secondary: High School

- DSHS consistently ranked #1 or #2 in the state on the STE MCAS.

<table>
<thead>
<tr>
<th>Percent of Students Performing in Proficient or Advanced Categories, SCIENCE MCAS 2014</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grade 10</td>
</tr>
<tr>
<td>Belmont</td>
</tr>
<tr>
<td>Dover-Sherborn</td>
</tr>
<tr>
<td>Lexington</td>
</tr>
<tr>
<td>Medfield</td>
</tr>
<tr>
<td>Wayland</td>
</tr>
<tr>
<td>Wellesley</td>
</tr>
<tr>
<td>Weston</td>
</tr>
<tr>
<td>Westwood</td>
</tr>
</tbody>
</table>

( ) Percentage change from previous year administration.
(* ) Percentages are the four year average for the ’11-’14 MCAS administrations.
Background
This Technology Supplement provides insight as to how the instructional leadership team and
the educators at Pine Hill School plan to enhance existing curriculum to address a society where
skills for success are now broadly based, digitally motivated, and mobile bound. Aligned with
the Dover Sherborn Public Schools Technology Plan, the Supplement speaks to the school’s
efforts in meeting the needs of today’s learner and to supporting the mission of the Dover-
Sherborn Public Schools in a broad sense and to the school improvement goals of Pine Hill
School specifically. This document speaks to the role of technology and related resources in
enhancing and supporting curriculum to address the dynamic nature of students’ learning styles
and to transform the learning process.

As we identify best practices for integrating technology into curriculum, we look to shift from
our current approach of strict hardware replacement to a more client-driven model based on the
needs directly associated with curriculum development and delivery. Capital funds have
historically been used to replace existing hardware according to a replacement cycle with some
instructional dialog/input, but in a concerted effort to truly transform teaching and learning to
meet societal demands and learners’ needs, a paradigm shift is needed. When pedagogically
appropriate, technology can serve as a vehicle in fortifying the curriculum and optimizing the
learning experience.

Henceforth, the school district’s budget request earmarked for technology will support this
Technology Supplement, and align with the technology literacy tenets underlying the Common
Core Standards, ISTE Standards, and the Dover-Sherborn Public Schools Technology Plan.
Such financial support is vital in creating and sustaining an innovative, project-based, dynamic,
and student-centered learning environment in which students experience more personalized
learning. Models such as blended learning and flipped classrooms are some examples of how
technology can facilitate students’ learning and provide an opportunity for teachers to
appropriately differentiate instruction, provide adequate supports for struggling students, and
enrich the learning experience for those students ready for a challenge. As is the case in all
schools within the Dover-Sherborn Public Schools, it is expected that learning be rich, robust,
rigorous, and relevant, and emphasize higher order thinking skills. Technology is a tool in
achieving this end by recognizing and accommodating student’s diverse learning needs and
styles.

This Supplement defines our approach to technology integration at Pine Hill School and speaks
to ongoing professional development designed to ensure that faculty members are trained to
effectively integrate technology into the curriculum.

The Dover Sherborn Public Schools Educational Technology Plan aligns with the National
Educational Technology Plan in:
- Incorporating Project-Based Learning (PBL) into the curriculum, allowing for flexibility
  and creative thinking
Creating a teaching environment that includes elements of the flipped classroom, blended learning, and technology resources to assist standards-based curriculum units that are relevant and rigorous

- Designing lessons including the 5 Cs of concepts of knowledge, critical thinking, communication, collaboration, and creativity
- Providing a means by which students can easily access information and become active participants in the learning process
- Allowing students to be active learners who are responsible for their own learning

Vision
Dover Sherborn Public Schools will enhance student learning by providing teachers and students with the necessary resources, skills, and tools in an interactive technology integrated environment.

The Technology Committee of Pine Hill School - comprised of administration, faculty and the Technology Integrator - strives to engage, support, and encourage all students by granting them global access to information and communication; instill all students with the technology skills that will enable them to find success in today’s global society; and ensure that staff and administration receive the opportunities, skills, and equipment to successfully integrate technology into their classrooms and curricula.

Pine Hill School will enhance student learning by providing teachers and students with the necessary resources, skills, and tools in an interactive technology-integrated environment.

Goal
Educators will enhance teaching and learning with the integration of technology through the use of mobile devices and interactive whiteboards to support critical thinking, problem solving, communication, collaboration, creativity and innovation while addressing and accommodating individual learning styles.

Our technology vision and next steps are informed by the following:

- National Educational Technology Plan
- Common Core and MA Technology standards
- DS District Technology Plan
- DS Academic Excellence Report
- PH School Improvement Plan
SCHOOL YEAR 2014-2015

Goal 1: Maximize educator and student use of technology for research, critical thinking, problem solving, decision making, communication, collaboration, creativity and innovation through the identification and implementation of project-based common technology learning experiences for students, by grade level.

Curriculum Connections: Educators will increase exploration and use of technology for instruction in a variety of curricular settings, build capacity with devices, enhancing access to information and opening up opportunities to develop 21st century skills.

Budget Implication: Refer to the chart inserted at the end of this Plan

Action Plan:
- Identify the expectations for student learning experiences relative to the Technology Literacy Standards to assure uniform common grade level learning experiences
- Create a documented list of agreed upon learning products for grade level content areas/units of study
- Define anticipated learning outcomes for students using mobile devices inclusive of Digital Literacy Standards, the 5 Cs of concepts of knowledge, critical thinking, communication, collaboration, and creativity
- Provide professional development (using Technology Educators in the system) to incorporate technology literacy standards and development of products to show student learning
- Use technology for designed differentiated and innovative learning opportunities
- Use technology to enhance communication with Pine Hill families (e.g., blasts, web page, LibGuides, classroom postings)
- Use mobile devices in the classroom with identified software apps (e.g., readers’ response journals, blogging, research for multi-media projects, accessing digital resources, and online communication with children in other countries.) Educator toolkit of “essential to know and use” applications as identified by the Pine Hill Technology Committee via an educator survey conducted Spring 2014 includes: Little Bird Tales, Book Creator, Skitch, i Movie, Voice Thread, Notability, Socrative, Blogging app, ExplainEverything, Croak It, Screen Chomp, i Create, Note taking App, Snapguide, Postcard Maker (for assessment), Pcard maker light and Google Apps

Benchmarks: (as aligned with Pine Hill School Improvement Plan):
- Identify a scope of essential expectations for student learning experiences K-5 relative to the technology and curriculum standards by November 2014
- Create a documented list of agreed-upon learning products for grade level content areas/units of study by January 2015
- Define anticipated learning outcomes for students using mobile devices inclusive of digital literacy standards (the 4 C’s) by March 2015
• Develop, with the Pine Hill Technology Committee, a building-wide plan for professional development in technology utilizing district and building staff by November 2014
• Increase educator knowledge of ASPEN capabilities and functions and encourage web presence for school-to-home communication by June 2015

Goal 2: Maximize educator and student access to technology

Curriculum Connections: Professional development and maintenance of equipment affords educators and students access to content, the ability to analyze data, to interact with digital media, and to deliver real-time assessment data to teachers.

Budget Implication: Refer to the chart inserted at the end of this Plan

Action Plan:
• Provide educators with the ability to mirror mobile devices in the classroom setting
• Research internet-based and app resources to enhance instructional repertoire for student learning
• Redefine the roles of Librarian and Technology Integrator in support of a 21st century learning model
• Increase student access to mobile devices to support flexibility of use (refer to technology replacement cycle in Goal #4)

Benchmarks: (as aligned with Pine Hill School Improvement Plan):
• Install Apple TVs in every classroom by October 2014
• Train educators in the use of Apple TVs by November 2014
• Convene a team to research and assess the roles of Librarian and Technology Integrator in support of a 21st century learning model by June 2015

Goal 3: Increase the capacity of educators to integrate technology for robust teaching and learning

Curriculum Connections: Educators will increase exploration and use of technology for instruction in a variety of curricular settings, build capacity with devices, enhancing access to information and opening up opportunities to develop 21st century skills.

Budget Implication: Refer to the chart inserted at the end of this Plan

Action Plan:
• Provide professional development to educators in a toolkit of “essential to know and use” applications as identified by the Pine Hill Technology Committee via an educator survey conducted Spring 2014 (e.g., Little Bird Tales, Book Creator, Skitch, i Movie, Voice Thread, Notability, Socrative, Blogging app,
ExplainEverything, Croak It, Screen Chomp, i Create, Note taking App, Snapguide, Postcard Maker (for assessment), Pcard maker light and Google Apps

- Develop a building-wide plan for professional development in technology utilizing district and building staff
- Develop fluency with Google Apps for Education
- Increase educator knowledge of ASPEN capabilities and functions and encourage web presence for school-to-home communication

**Benchmarks:** Refer to Goal #1 benchmarks

**Goal 4:** Determine a technology replacement cycle plan ensuring that technology is maintained and upgraded

**Budget Implication:** Refer to the chart inserted at the end of this plan

**Action Plan:**
- Review inventory in consultation with the Director of Technology to determine priorities and needs as aligned to the Technology Supplement Plan
- Update computer lab and library areas for “digital literacies” enhancement
## School Year 2014-2015 Budget Appropriation

<table>
<thead>
<tr>
<th>Item</th>
<th>Cost</th>
<th>Purpose</th>
<th>Timeline</th>
<th>Alignment to goal</th>
</tr>
</thead>
<tbody>
<tr>
<td>Increase iPad mini access in grades K-2 classrooms (9 rooms total) from 30 to 45 (5 per classroom)</td>
<td>15 @ $400 ea Total $6,000</td>
<td>Allows for increased usage of interactive technologies</td>
<td>SY ’14-’15</td>
<td>1, 2</td>
</tr>
<tr>
<td>Increase iPad2 access for grades 3-5 classrooms (10 total) from 60 to 100 devices (10 per class)</td>
<td>30 @ $400 ea Total $12,000</td>
<td>Allows for increased usage of interactive technologies</td>
<td>SY ’14-’15</td>
<td>1, 2</td>
</tr>
<tr>
<td>Install Apple TVs in classrooms for wireless interactive capability</td>
<td>23 @ $175 ea Total $4,025</td>
<td>Allow for remote projection in classroom</td>
<td>SY ’14-’15</td>
<td>2</td>
</tr>
<tr>
<td>Infrastructure enhancements and replacement cycle of technology equipment</td>
<td>$10,000 To include switches, projectors</td>
<td>Increased capacity</td>
<td>SY ’14-’15</td>
<td>2, 4</td>
</tr>
<tr>
<td>Purchase of 20 Chromebooks</td>
<td>20 @ $279 ea Total: $5,580</td>
<td>Afford wireless device integration to support student learning</td>
<td>SY ’14-’15</td>
<td>2</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$37,605</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
### Addendum, Summer 2014

<table>
<thead>
<tr>
<th>Item</th>
<th>Cost</th>
<th>Purpose</th>
<th>Timeline</th>
<th>Alignment to goal</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dell Server</td>
<td>$7,445</td>
<td>Increase wireless access</td>
<td>Summer 2014</td>
<td>4</td>
</tr>
<tr>
<td>Chromebooks charging station</td>
<td>2 Charging stations @ $549 Total $1,098</td>
<td>Increased access</td>
<td>Summer 2014</td>
<td>4</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$8,543</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
SCHOOL YEAR 2015-2016

Goal 1: Maximize educator and student use of technology for research, critical thinking, problem solving, decision making, communication, collaboration, creativity and innovation

Curriculum Connections: Educators will increase exploration and use of technology for instruction in a variety of curricular settings, build capacity with devices, enhancing access to information and opening up opportunities to develop 21st century skills.

Budget Implication: None at this time

Action Plan:
- Research solutions to support a wireless classroom to infuse project-based learning
- Review implementation of anticipated learning outcomes for students using mobile devices inclusive of Digital Literacy Standards in the areas of communication, collaboration, creative problem solving and critical thinking (5 C’s)
- Research internet-based and app resources to enhance instructional repertoire for student learning

Benchmarks:
- Use grade level product completion to assess student learning of grade level Digital Learning Standards, ongoing throughout the school year
- Research completed on internet-based and app resources, December 2015, and action plan developed to implement identified resources, inclusive of needed professional development, May 2016

Goal 2: Increase the capacity of educators to integrate technology for robust teaching and learning and to provide more uniform tools for collaboration and communication between staff/families/guardians/community

Curriculum Connections: Constituents will develop a better understanding of long- and short-term initiatives and their purpose.

Budget Implication: None at this time

Action Plan:
- Use technology resources to enhance communication with Pine Hill families (e.g., Aspen Family Portal, Aspen Pages, email blasts, classroom postings)
- Acquire mobile devices for classroom use

Benchmarks:
- Increase educator/family knowledge of ASPEN capabilities and functions and encourage web presence for school-to-home communication by June 2016
Goal 3: Determine a technology replacement cycle that assures technology is maintained and upgraded

Budget Implication: Refer to the chart inserted at the end of this Plan

Action Plan:
- Periodically review inventory and needs assessment to determine priorities as aligned to the Technology Supplement Plan
### School year 2015-2016 Budget Appropriation

<table>
<thead>
<tr>
<th>Item</th>
<th>Cost</th>
<th>Purpose</th>
<th>Timeline</th>
<th>Alignment to goal</th>
</tr>
</thead>
<tbody>
<tr>
<td>Technology replacement cycle: Laptops</td>
<td>40 @ $459</td>
<td>Replace outdated equipment</td>
<td>Summer 2015</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Total: $18,360</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Technology replacement cycle: Desktops</td>
<td>10 @ $600</td>
<td>Replace outdated equipment</td>
<td>Summer 2015</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Total: $6,000</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Projector Replacement</td>
<td>5 @ $2,000</td>
<td>Replace outdated projectors</td>
<td>Summer 2015</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Total: $10,000</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Infrastructure</td>
<td>2 HP 2920 Switches @ $2,400</td>
<td>Replace old switches</td>
<td>Summer 2015</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>Total: $4,800</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$39,160</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
## ADDENDUM

### TECHNOLOGY AVAILABILITY BY GRADE LEVEL

<table>
<thead>
<tr>
<th>Grade Level</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Grades K-2</strong></td>
<td>30 iPad minis shared among classrooms</td>
</tr>
<tr>
<td></td>
<td>2 Student desktop computers in each 1st and 2nd grade room</td>
</tr>
<tr>
<td></td>
<td>Interactive whiteboard and projector in each classroom</td>
</tr>
<tr>
<td></td>
<td>1 Teacher desktop per classroom</td>
</tr>
<tr>
<td><strong>Grades 2-3</strong></td>
<td>60 iPads housed in the library cart</td>
</tr>
<tr>
<td></td>
<td>2 Student desktop computers in each 2nd and 3rd grade room</td>
</tr>
<tr>
<td></td>
<td>Interactive whiteboard and projector in each classroom</td>
</tr>
<tr>
<td></td>
<td>1 Teacher desktop per classroom</td>
</tr>
<tr>
<td><strong>Grades 4-5</strong></td>
<td>Laptop cart for grade 4 = 20 Devices</td>
</tr>
<tr>
<td></td>
<td>Laptop cart for grade 5 = 25 Devices</td>
</tr>
<tr>
<td></td>
<td>2 Netbook carts shared by 4th and 5th grade = 50 Devices</td>
</tr>
<tr>
<td></td>
<td>2 Student desktops computers in each 4th and 5th grade room</td>
</tr>
<tr>
<td></td>
<td>Interactive whiteboard and projector in each classroom</td>
</tr>
<tr>
<td></td>
<td>1 Teacher desktop per classroom</td>
</tr>
<tr>
<td></td>
<td><strong>Shared with whole school</strong></td>
</tr>
<tr>
<td></td>
<td>1 Computer lab with 28 desktops</td>
</tr>
<tr>
<td></td>
<td>iPod Cart = 25 Devices</td>
</tr>
<tr>
<td></td>
<td>Apple TV in the library</td>
</tr>
<tr>
<td></td>
<td>18 Desktop computers in the library</td>
</tr>
</tbody>
</table>
Fee Schedule for Use of Buildings

Rental Fee Schedule
A. The following organizations will be assessed a rental fee for use of the school facilities:
   • All profit organizations and businesses
   • All community service organizations of a civic, social, or athletic nature that charge admission, ask for donations, or level a basic membership fee
   • All religious organizations
B. Non-profit Dover and Sherborn community service organizations such as the scout troops and the League of Women Voters will be assessed the utility rate based on the number of hours of room use.
C. Other Dover and Sherborn non-profit community and local religious organizations who rent the facilities for multiple days of six dates or more will be assessed the utility rate based on the number of hours of room use.
D. The following rates will be charged for the use of school buildings (all rates listed below are hourly rates):

<table>
<thead>
<tr>
<th>Building/Room</th>
<th>Region*</th>
<th>Utility Rate**</th>
<th>Elementary*</th>
<th>Utility Rate**</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cafeteria &amp; Kitchen</td>
<td>$30.00</td>
<td>$5.00</td>
<td>$30.00</td>
<td>$5.00</td>
</tr>
<tr>
<td>Cafeteria</td>
<td>$20.00</td>
<td>$5.00</td>
<td>$20.00</td>
<td>$5.00</td>
</tr>
<tr>
<td>Choral Room</td>
<td>$25.00</td>
<td>$5.00</td>
<td></td>
<td>$5.00</td>
</tr>
<tr>
<td>Library</td>
<td>$25.00</td>
<td>$5.00</td>
<td>$20.00</td>
<td>$5.00</td>
</tr>
<tr>
<td>Gymnasium (High School)</td>
<td>$80.00</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Gymnasium (Middle School)</td>
<td>$50.00</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Gymnasium (Elementary)</td>
<td>$50.00</td>
<td></td>
<td>$30.00</td>
<td></td>
</tr>
<tr>
<td>Auditorium (Lindquist)</td>
<td>$45.00</td>
<td>$5.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Lecture Hall (High School)</td>
<td>$25.00</td>
<td>$5.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Classrooms (All Schools)</td>
<td>$15.00</td>
<td>$5.00</td>
<td>$15.00</td>
<td>$5.00</td>
</tr>
<tr>
<td>Multipurpose Rooms</td>
<td></td>
<td>$20.00</td>
<td>$20.00</td>
<td>$5.00</td>
</tr>
<tr>
<td>Multipurpose Rooms w/Kitchen</td>
<td></td>
<td>$30.00</td>
<td>$30.00</td>
<td>$5.00</td>
</tr>
</tbody>
</table>

*A minimum of three (3) hours will be charged for the use of the above facilities.
**The Utility Rates will be assessed only to those community service or local religious organizations that rent the facilities for multiple days of six dates or more.

Custodial Fee Schedule
A. Weekdays and Saturdays: Time and one-half the regular hourly rate with a 3 hour minimum. Rate $35.00 per hour.
B. Sundays and Holidays: Double the regular hourly rate with a 3 hour minimum. Rate $45.00 per hour (Custodians must arrive at least half hour before your group arrives. They stay until everyone has left the building and also do cleanup which takes approximately another half hour. You are also billed for this additional time.)
C. Additional custodial time will be added to all bills to account for the opening and closing of the school building, preparation for the event and for clean-up.

Cafeteria Worker Fee Schedule (required if any oven or other cooking equipment is used)
A. Weekdays: Time and one-half the cafeteria worker’s regular hourly rate with a 3 hour minimum. Rate $35.00 per hour
B. Sundays and Holidays: Double the cafeteria worker’s regular hourly rate with a 3 hour minimum. Rate $45.00 per hour
C. All organizations (in-school, school-related, community service, religious, profit) who charge admission or ask for donations will be assessed cafeteria fees when the use of the kitchen facilities is necessary.

Police
Four hour minimum. Contact Dover Police at 508-785-1130 for fees and confirmation sheet.
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Aggregate Enrollment (Excluding Pre-K)</td>
<td>465</td>
<td>434</td>
<td>416</td>
<td>396</td>
<td>385</td>
<td>376</td>
<td>372 (budgeted 360)</td>
<td>365</td>
</tr>
<tr>
<td>Special Education Enrollment *</td>
<td>57</td>
<td>53</td>
<td>60</td>
<td>67</td>
<td>61</td>
<td>59</td>
<td>61 (7 are Pre-K)</td>
<td></td>
</tr>
<tr>
<td># of Class Sections</td>
<td>24</td>
<td>23</td>
<td>23</td>
<td>22</td>
<td>20</td>
<td>20</td>
<td>19</td>
<td>19</td>
</tr>
<tr>
<td>Total Enrollment –Pre-K # of Sections 2014-15</td>
<td>17 (1)</td>
<td>18 (1)</td>
<td>14 (1)</td>
<td>15 (1)</td>
<td>24 (2)</td>
<td>21 (2 sections of 11)</td>
<td>22 (2 sections of 8 and 14)</td>
<td></td>
</tr>
<tr>
<td>Avg. Class Size –K # of Sections 2014-15</td>
<td>19 (3)</td>
<td>18 (3)</td>
<td>19 (3)</td>
<td>17 (3)</td>
<td>17 (3)</td>
<td>49 (3 sections of 16)</td>
<td>51 (3 sections of 17)</td>
<td>49***</td>
</tr>
<tr>
<td>Avg. Class Size –Grade 1 # of Sections 2014-15</td>
<td>19 (4)</td>
<td>16 (4)</td>
<td>15 (4)</td>
<td>16 (4)</td>
<td>17 (3)</td>
<td>58 (3 sections of 19)</td>
<td>60 (3 sections of 21)</td>
<td>50</td>
</tr>
<tr>
<td>Avg. Class Size –Grade 2 # of Sections 2014-15</td>
<td>19 (3.5)</td>
<td>18 (4)</td>
<td>17 (4)</td>
<td>20 (3)</td>
<td>22 (3)</td>
<td>59 (3 sections of 20)</td>
<td>62 (3 sections of 21)</td>
<td>60</td>
</tr>
<tr>
<td>Avg. Class Size –Grade 3 Wardwell # of Sections 2014-15</td>
<td>18 (4.5)</td>
<td>18 (4)</td>
<td>19 (4)</td>
<td>17 (4)</td>
<td>21 (3)</td>
<td>68 (4 sections of 17)</td>
<td>64 (3 sections of 21-22)</td>
<td>61</td>
</tr>
</tbody>
</table>

Note: One grade 3-4 multi-age class

*Grade 3-4 multi-age class
## PINE HILL ELEMENTARY SCHOOL
### STAFFING AND ENROLLMENT ANALYSIS
#### 2008-2016 SCHOOL YEARS
(Revised October 10, 2014)

<table>
<thead>
<tr>
<th></th>
<th>Avg. Class Size –Grade 4</th>
<th>Avg. Class Size –Grade 5</th>
<th>Regular Education Teachers</th>
<th>Regular Education Aides</th>
<th>Spanish Teacher</th>
<th>Special Education Teachers</th>
<th>Special Education Educational Assistants</th>
<th>Guidance and School Psychologist</th>
<th>Occupational Therapist</th>
<th>Speech &amp; Language Pathologist</th>
<th>Literacy Specialist</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>22 (4)</td>
<td>19 (5)</td>
<td>27.2</td>
<td>8</td>
<td>0</td>
<td>6</td>
<td>7</td>
<td>1.2</td>
<td>1</td>
<td>1</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>20 (4)</td>
<td>23 (4)</td>
<td>26.2</td>
<td>8</td>
<td>0</td>
<td>6</td>
<td>7</td>
<td>1.4</td>
<td>1</td>
<td>1</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>18 (4)</td>
<td>21 (4)</td>
<td>26.2</td>
<td>8</td>
<td>0</td>
<td>6</td>
<td>8</td>
<td>1.4</td>
<td>1</td>
<td>1</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>20 (4)</td>
<td>18 (4)</td>
<td>25.2</td>
<td>8</td>
<td>0</td>
<td>6</td>
<td>8</td>
<td>1.4</td>
<td>1</td>
<td>1</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>19 (4)</td>
<td>20 (4)</td>
<td>23</td>
<td>8</td>
<td>0</td>
<td>6</td>
<td>9</td>
<td>1.4</td>
<td>1</td>
<td>1</td>
<td>0</td>
</tr>
<tr>
<td># of Sections 2014-15</td>
<td>3 sections of 21</td>
<td>4 sections of 20</td>
<td>23</td>
<td>8</td>
<td>0</td>
<td>6</td>
<td>2 are Pre-K</td>
<td>1.4</td>
<td>1</td>
<td>1</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>64 (4 sections of 17-18)</td>
<td>66 (3 sections of 22)</td>
<td>78</td>
<td>8</td>
<td>.8 (40% charged to Pine Hill)</td>
<td>2 are Pre-K</td>
<td>10 (2 Pre-K: 1 per class and 1 1:1)</td>
<td>1.2 (40% charged to Pine Hill)</td>
<td>10 (2 Pre-K: 1 per class and 1 1:1)</td>
<td>1.2**</td>
<td>1.4**</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>66</td>
<td>8</td>
<td>.8 (40% charged to Pine Hill)</td>
<td>2 are Pre-K</td>
<td>10 (2 Pre-K: 1 per class and 1 1:1)</td>
<td>1.2 (40% charged to Pine Hill)</td>
<td>10 (2 Pre-K: 1 per class and 1 1:1)</td>
<td>1.2**</td>
<td>1.4**</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>70</td>
<td>8</td>
<td>.8 (40% charged to Pine Hill)</td>
<td>2 are Pre-K</td>
<td>10 (2 Pre-K: 1 per class and 1 1:1)</td>
<td>1.2 (40% charged to Pine Hill)</td>
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<td>1.4**</td>
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Notes
* Does not include out-of-district placed students, but includes Pre-K (Sherborn) students.

** Staffing figures reported for the 2013-14 school year reflect the need to move those previously classified as “contractors” to “staff” to comply with IRS regulations. There was no net dollar change in what was budgeted for these services as the funds for “contractors” will be reclassified to “salaries.”

Enrollment
*** Estimated kindergarten enrollment for the 2015-16 SY is based on 2013 census data reflecting 44 age-eligible prospective kindergarten students, plus unexpected move-ins/registrations of 5 for a total of 49.

Migration of grades, plus an estimated 49 kindergarten students, yields a 354 student enrollment for the 2015-16 school year. That figure is increased by an estimated 11-student in-migration, for a total estimated school enrollment of 365. We typically enroll 10-15 students during the summer.
### The Public Schools of Dover and Sherborn
#### Enrollment Report

#### School Year 2011-12

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### Notes
- METCO Enrollment: 9 at Chickering; 9 at Pine Hill; 14 at DSM; 8 at DSHS
- Other Enrollment: 2 AFS students in grade 11
- Total Region Enrollment by Residency: Dover = 596; Sherborn = 561; Other = 24
Sherborn School Committee  
Meeting of September 16, 2014

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

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

1) Call to Order  
Mr. Hess called the meeting to order at 6:32 pm in the Sherborn Town Hall.

2) Community Comments – None

3) State of the District  
a) CSA Update - Mr. Embree spoke of recent and upcoming events including: Welcome Back Ice Cream Social on August 28th, Wrapping Paper fundraiser will be kicking off soon, and Pine Hill 5K will be on September 28th.

b) Pine Hill Updates - Dr. Brown thanked the faculty and staff for their work ensuring an successful opening of school this year for 370 students.

c) Superintendent  
• Opening of School - Mr. Bliss highlighted the "Unsung Heroes" recognized on the first day back for faculty and staff.

• Enrollment Report - A new report format has been developed that will track enrollment by graduating class, district and school as well as synchronizing data with the Student Information Management System (SIMS) data transmissions to the Department of Elementary and Secondary Education. The new enrollment report will be updated for the October, March, and June meetings.

• Transportation Contract - a proposed timeline for the RFP process will be provided in October as this is the last year of the current contract with Michael J. Connolly & Sons Bus Company.

• ACCEPT Collaborative Updates - Mr. Bliss pointed out the highlights from recent ACCEPT meetings provided in his report.

d) Director of Special Education - Ms. Green thanked everyone that assisted with the smooth implementation of the special education reorganization.

e) Business Manager  
• Status of Appropriations - Ms. Tague provided the preliminary report as of June 30, 2014 which shows a balance remaining for FY14 excluding out of district tuition and transportation of $74,277 or 1.3% of the operating budget. The variance is comprised of $25,992 in salary accounts and $48,285 in operating expense accounts.

• Facilities - The window and flooring projects have been completed. Work has begun on the Capital Budget request for FY16.

4) Presentation, Discussion and Action  
a) Fiscal Year 2016 Budget Planning - a calendar of important dates was provided for planning purposes.

b) Goal Focus Points - The Administration provided the school committee with updates on work done over the summer on the District Goals including the Educator Evaluation
c) PARCC/MCAS - The Administration does not recommend moving to PARCC (Partnership for Assessment of Readiness for College and Careers) testing this year for the following reasons: the Commonwealth has not made a full commitment to PARCC, DS students already show readiness for college and careers, moving to PARCC would impact the District Goals for 2014-15, and the faculty wishes to remain with MCAS to "level the playing field" for the second year of the new Educator Evaluation system.

Mr. Hess made a motion to remain with MCAS for 2014-15 school year testing. Mr. Garland seconded.

14-25 VOTE: 5 - 0

d) Technology Plan Supplement - provided for review and discussion. The Committee asked for more information on software, Professional Development, and technology availability by grade level to be included in the supplement. Approval of the Plan will be on the October meeting agenda.

e) Use of Consent Agenda

Mr. Garland made a motion that the Sherborn School Committee use the Consent Agenda format. Mr. Hoek seconded.

After discussion about the necessity of approving the use of a consent agenda, Mr. Garland withdrew his motion.

5) Consent Agenda
a) Meeting minutes of 6/12 and 6/25/14
b) Executive Session meeting minutes of 5/13/14 (for release)
c) Appointment of School Nurse

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

14-26 VOTE: 5 - 0

6) For Review
a) Dover Sherborn Regional School Committee minutes of 5/6, 5/21, 6/10, 6/16, & 8/19/2014
b) Dover School Committee minutes of 5/19/14
c) Items for the October Sherborn School Committee Meeting: enrollment report as of October 1, 2014, Pine Hill Technology Plan Supplements (AR), FY16 Capital Items request, MCAS results, Facility fee schedule, and Wellness Committee Edvocate report.

7) Adjournment at 8:36 PM into Executive Session for matters pertaining to approval of meeting minutes and discussion of school security not to return to Open Session.

Mr. Hess - aye, Ms. Hovey - aye, Mr. Garland - aye, Mr. Hoek - aye, and Ms. Hanlon

Respectfully submitted,
Amy Davis
Members Present: Dana White, Chair  
Michael Lee, Vice Chair  
Richard Robinson  
Clare Graham  
Carolyn Ringel, Secretary  
Lori Krusell  
Also Present: Steve Bliss, Superintendent  
Karen LeDuc, Assistant Superintendent  
Bill Solomon, Special Counsel  
Steve Riggs, Technical Consultant - Isotrope

1) Call to Order  
Ms. White called the meeting to order at 8:00 am in the Middle School Library. Mr. Lee participated remotely.

2) Special Items and New Business
   a) Cell Tower - Ms. White gave an overview of the cell tower process to date. According to
      FCC regulations, health concerns cannot stop an application that will solve a "known gap
      in coverage". Additionally, the private land application for a cell tower that is in front of
      the Dover Planning Board would place the cell tower closer to the school buildings than
      the proposed sites in the School Committee's RFP. Ultimately the Regional School
      Committee has concluded that it is better to be the landlord than the neighbor of the cell
      tower to allow management of the best possible location of the tower in relation to the
      school buildings. Attorney Solomon reviewed the terms of the RFP: minimum bid price
      for one 10 foot aperture - $23,000, 40% of revenue received for co-locators, co-locators
      can only be personal wireless service providers unless approved by School Committee,
      100 foot mono-pine tower, and $1,000 lease administration fee for all locators. There
      was discussion about desired locations, the lease term (25 years including penalty
      schedule for early termination) and escalator (3% per year for 10 years then 3% or
      Boston-area CPI not to exceed 5% per year), and the language to require lease
      payments after 9 months even if tower is not built. Public comments were taken.
      Mr. Robinson made a motion to pursue the RFP with changes made per the discussion
      during the meeting. Ms. Krusell seconded.  
      14-60 VOTE: 4 - 0 (Mr. Lee and Ms. Ringel departed before vote was taken)
   b) Donation Acceptance: High School Benches - The PTO and the Class of 2014 has
      donated benches for the high school valued at $4,829.20. Ms. Graham disclosed that
      she is the chair of the PTO and has followed the appropriate guidelines to allow her to
      vote to accept the donation as a school committee member.
      Ms. White made a motion to accept the donation of benches from the High School PTO and
      the Class of 2014 in the amount of $4,829.20. Mr. Robinson seconded.  
      14-61 VOTE: 4 - 0
   c) Obsolescence Declaration: Health Textbooks
      Ms. White made a motion to approve the obsolescence declaration of 26 Health textbooks.
      Mr. Robinson seconded.  
      14-62 VOTE: 4 - 0
   d) Custodial Contract - A contract has been reached and requires school committee
      approval.
      Ms. Graham made a motion to approve the Custodial Contract as discussed. Mr. Robinson
      seconded.
14-63 VOTE: 4 - 0

3) **Adjournment**

There was a motion to adjourn at 9:46 am.

Respectfully submitted,

Amy Davis
Dover-Sherborn Regional School Committee  
Meeting of July 15, 2014

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

Also Present: Steve Bliss, Superintendent

1) Call to Order  
Ms. White called the meeting to order at 8:03 am in the Middle School conference room. Mr. Lee and Mr. Robinson participated remotely.

2) Special Items and New Business  
   a) Cell Tower - The draft of the RFP provided by Attorney Solomon was reviewed. Ms. Graham made a motion to approve the draft RFP and attachments as provided by Attorney Bill Solomon with the following caveats: positional wording/input on items #8 and #12, height change to 100 feet maximum including 8 feet for safety communication equipment, references to Public Schools changed to Regional Schools, add two additional testing sites, include requirement of baseline reading in lease, dates updated by Business Manager, and making pre-bid meeting mandatory. Ms. Krusell seconded.  
      14-64 VOTE: Ms. White - aye, Mr. Lee - aye, Mr. Robinson - aye, Ms. Graham - aye, and Ms. Krusell - aye.  
      Ms. White made a motion for Ms. Krusell to work with the Superintendent to finalize all documents in Ms. White absence. Ms. Graham seconded.  
      14-65 VOTE: Ms. White - aye, Mr. Lee - aye, Mr. Robinson - aye, Ms. Graham - aye, and Ms. Krusell - aye.  
   b) Treasurer’s Audit Firm Recommendation - Mr. Eggert, Treasurer, has informed the School Committee that the District’s outside auditor has left public accounting and recommended hiring R. E. Brown & Company due to their experience with municipalities and school districts in Massachusetts. The fees would increase by $4,750 to $20,000 for audited financial statements and the End of Year Report. Ms. Graham made a motion to retain R. E. Brown as auditor for the Regional School starting with the audit for the period ending 6/30/2014. Mr. Robinson seconded.  
      14-66 VOTE: Ms. White - aye, Mr. Lee - aye, Mr. Robinson - aye, Ms. Graham - aye, and Ms. Krusell - aye.

3) Adjournment  
   There was a motion to adjourn at 9:03 am.

Respectfully submitted,  
Amy Davis
Dover-Sherborn Regional School Committee
Meeting of September 9, 2014

Members Present: Dana White, Chair
Michael Lee, Vice Chair
Carolyn Ringel, Secretary
Richard Robinson
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
Scott Kellett, Headmaster, DS Regional Middle School
Ms. Borghi and Mr. Shue, Student Council Representatives

1) Call to Order
Ms. White called the meeting to order at 6:32 pm in the Middle School Library.

2) Community Comments – None

3) State of the District
   a) Middle School Updates - Mr. Shue and Mr. Kellet spoke of recent and upcoming events at the middle school.
   b) High School Updates - Ms. Borghi and Mr. Smith spoke of recent and upcoming events at the high school.
   c) Superintendent
      • Mr. Bliss welcomed Ms. Green as Special Education Director and Ms. Dever-Keegan as Assistant Headmaster at the High School as well as recognizing the “Unsung Heroes for 2014”.
      • Enrollment Report - A new report format has been developed that will track enrollment by graduating class, district and school as well as synchronizing data with the Student Information Management System (SIMS) data transmissions to the Department of Elementary and Secondary Education. The new enrollment report will be updated for the October, March, and June meetings.
   d) Assistant Superintendent - Dr. LeDuc updated the Committee on the Professional Development work done over the summer.
   e) Director of Special Education - Ms. Green thanked everyone that assisted with the smooth implementation of the special education reorganization.
   f) Business Manager
      • Status of Appropriations - Ms. Tague provided the preliminary report as of June 30, 2014 which shows a balance remaining of $504,802 attributable to positive variances in salaries of $107,734 and expenditures of $359,334. The salary variance is attributable to multiple staff changes that occurred post budget development/approval. The expenditures variance consists of the following major components: $37,953 legal services, $16,919 regular/athletic transportation, $75,730 utilities, $145,663 employer insurances, and $54,504 reserve fund balance.
      • Circuit Breaker - Reimbursement for FY14 was 75% of claims over the threshold of $39,951 per student which amounted to $26,733 for the Region, $536,501 for the Town of Dover, and $474,802 for the Town of Sherborn.
      • Facilities - Ms. Tague provided an update of the progress of capital projects approved at the spring Annual Town Meetings. Also, the WWTF met permit over the summer
months. The Administration hopes that if permit is met over the next 6 months the WWTF should be able to get released by the DEP.

4) Presentation, Discussion and Action
a) Fiscal Year 2016 Budget Planning - a calendar of important dates was provided for planning purposes.
b) Regional Transportation Reserve Fund - This summer the Senate and House adopted an Act regarding the establishment of a Regional School Transportation Reimbursement Fund. One the fund is established reimbursements made by the Commonwealth may be deposited into the fund and may carry forward for one fiscal year. The DESE is expected to publish an advisory on use of said funds in the next few months. Mr. Bliss will keep the Committee informed going forward.
c) Goal Focus Points - The Administration provided the Committee with updates on Educator Evaluation ratings, the International Student Program, Special Education reorganization, Directed Research efficiency-rebranding at the High School, and the Middle School reading assessment.
d) PARCC-MCAS - The Administration does not recommend moving to PARCC (Partnership for Assessment of Readiness for College and Careers) testing this year for the following reasons: the Commonwealth has not made a full commitment to PARCC, DS students already show readiness for college and careers, moving to PARCC would impact the District Goals for 2014-15, and the faculty wishes to remain with MCAS to “level the playing field” for the second year of the new Educator Evaluation System.
Ms. Krusell made a motion to remain with MCAS for the 2014-15 school year. Ms. Ringel seconded.
14-67 VOTE: 5 - 0
e) Cell Tower RFP - there is one applicant that made a bid on the cell tower RFP. The following changes have been made to the tower: mono-pole instead of a mono-pine, 120 feet high with the top 8 feet reserved for emergency services, and a 30 year max lease length.
Ms. Ringel made a motion to release the lease for the cell tower. Mr. Robinson seconded.
14-68 VOTE: 5 - 0
Mr. Robinson made a motion to approve additional spending of $1,000 to complete the cell tower process at the Superintendent’s discretion. Ms. Krusell seconded.
14-69 VOTE: 5 - 0
f) Extracompensatory Council - agenda item moved to October
g) Middle School Bring Your Own Device (BYOD) - Mr. Kellett gave a presentation on the proposed MS BYOD initiative including the pros and cons of a BYOD policy and the plans to get input from all stakeholders over the next few months.
h) Use of Consent Agenda

5) Consent Agenda
a) Donation Acceptance: Dover Sherborn Soccer Club - $1,000 unrestricted donation
b) Donation Acceptance: Freshman Boys’ Soccer - $5,000 to cover direct costs
c) Close-Up Washington, D.C. Trip - October 18 - 21, 2014
d) Washington, D.C. Trip: Middle School - June 10-12, 2015
e) Appointment of School Nurse - Ms. Alicia (Lee) Patterson
f) Meeting minutes of 6/10, 6/16, 8/19/2014
Mr. Robinson made a motion to approve the Consent Agenda. Ms. Ringel seconded.
14-70 VOTE: 5 - 0

6) For Review
a) Sherborn School Committee minutes of 5/13/14
b) Dover School Committee minutes of 5/19/14
c) Proposed Facility Use Fee Increase
d) Technology Plan Supplements

e) Items for the October Regional School Committee Meeting: enrollment report as of October 1, 2014, Middle School and High School Technology Plan Supplements (AR), Fiscal Year 2016 Capital Requests, Fall Interscholastic Athletics - Participation Statistics, MCAS results, Transportation contract, Extracompensatory Council, and Facility Use Fee Increase.

7) **Adjournment at 9:20 PM into Executive Session for matters pertaining to approval of meeting minutes and discussion of school security not to return to Open Session.**

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

Respectfully submitted,

Amy Davis
Dover School Committee  
Meeting of June 16, 2014

Members Present:  Dawn Fattore  
Henry Spalding  
Lauren Doherty (arrived at 6:05pm)  
Kristen Dennison  
Adrian Hill

Also Present:  Steven Bliss, Superintendent

1. Call to Order/Reorganization
Mr. Bliss called the meeting to order at 6:00 pm in the Middle School Headmaster’s conference room. He welcomed Mr. Spalding to the committee.

Committee reorganization: Mr. Bliss asked the Committee for nominations for Chair. Ms. Dennison made a motion to appoint Ms. Fattore Chair of the Dover School Committee. Mr. Hill seconded.
14-12 VOTE: 4-0
Mr. Bliss turned the meeting over to Ms. Fattore who took nominations for Secretary. Ms. Fattore made a motion to appoint Ms. Dennison Secretary of the Dover School Committee. Mr. Hill seconded.
14-13 VOTE: 5-0

2. Dover-Sherborn Union #50 Superintendency Committee Appointments – Ms. Fattore, Ms. Dennison and Mr. Hill were appointed.

3. School System Goals 2014-15 – Mr. Bliss answered committee members’ questions regarding the goals for 2014-15. The goals will be approved in the Joint Committee meeting immediately following.

4. Adjournment at 6:25pm.

Respectfully submitted,
Dawn Fattore
Dover School Committee  
Meeting of June 17, 2014

Members Present: Dawn Fattore  
Kristin Dennison  
Lauren Doherty  
Adrian Hill  
Henry Spalding  

Also Present: Steve Bliss, Superintendent of Schools  
Dr. Karen LeDuc, Assistant Superintendent of School  
Christine Tague, Business Manager  
Laura Dayal, Principal  
Maria Colarusso, Chickering Director of Special Education

1) Call to order  
Ms. Fattore called the meeting to order at 6:32 pm in the Chickering Library.

2) Community Comments – none

3) Reports
   a) PTO Report – Ms. Johnstone updated the Committee on recent and upcoming events with PTO:  
      • The 2014-15 proposed budget for the PTO was provided  
      • Teacher grant monies increased to $7,500 from $5,000  
        Mr. Spalding made a motion to accept the PTO grants. Mr. Hill seconded.  
        14-14 VOTE: 5 - 0  
   b) Superintendent’s Report -  
      • Mr. Bliss thanked the Chickering team for their excellent work this year.  
      • On May 28th several representatives from Dover Sherborn including Ms. Doherty attending the  
        Educator Evaluation Spring Convening.  
   c) Assistant Superintendent’s Report - Dr. LeDuc provided the updated DS Public Schools  
   d) Business Manager’s Report  
      • Status of Appropriations - There were no significant changes to the finance report since the last  
        meeting.  
      • Capital Project progress - Ms. Tague provided a summary of FY15 capital projects. All planned  
        projects for Chickering will be done over the summer months with the exception of the energy  
        management system upgrade. That upgrade will be in in the fall. Mr. Kelley is still researching  
        the cost of installing a green energy electric hot water heater.  
      • Food Services - Ms. Tague is projecting a $4,000 deficit in the food services budget due to sick  
        time and substitute costs.  
   e) Principal’s Report - Mrs. Dayal spoke of recent and upcoming events at Chickering.  
      • Faculty members were trained in Zones of Regulation on May 7th.  
      • Kindergarten Update - this year the Literacy Specialist dedicated a significant portion of her  
        time to Tier 2 interventions. Classroom teachers have reported a greater amount of student  
        growth than in years past. Next year there will be two Teaching Assistants who will received  
        training and support from the Literacy Specialist.  
      • Family Handbook - changes to the handbook were provided. It will be available online with  
        links.  
14-15 VOTE: 5 - 0

- School Improvement Plan - the 2014-15 plan was presented and discussed.
  14-16 VOTE: 5 - 0

4) Special Items/New Business
   a) PARCC/MCAS - There was discussion about whether to adopt PARCC for the Dover Schools. The questions will be discussed further in September.
   b) DSC Goals for 2014-15 - There was discussion about development of the goals for 2014-15. Possible future topics for discussion include: building fees, Operating Norms policy, formal goals/define what we do, State of the School meeting.

5) Approval of Minutes
   a) May 19, 2014
      Ms. Doherty made a motion to accept the minutes of May 19, 2014. Mr. Hill seconded.
      14-17 VOTE: 4 - 0 - 1 (Mr. Spalding)

6) Adjournment
   There was a motion to adjourn at 8:34 pm.

Respectfully submitted,
Dawn Fattore
Members Present:  Dawn Fattore
                Kristen Dennison
                Adrian Hill

Also Present:  Steven Bliss, Superintendent

1. Call to Order
Mr. Bliss called the meeting to order at 10:17 am in the Middle School Headmaster’s conference room.

2. Custodians Contract – The custodians contract was presented and discussed. Mr. Hill made a motion to approve the Custodians Contract. Ms. Dennison seconded. 14-18 VOTE: 3 - 0

3. Adjournment at 10:50 am.

Respectfully submitted,
Dawn Fattore
Dover School Committee
Meeting of September 4, 2014

Members Present: Dawn Fattore
Kristin Dennison
Lauren Doherty
Adrian Hill
Henry Spalding

Also Present: Steve Bliss, Superintendent of Schools
Dr. Karen LeDuc, Assistant Superintendent of School
Christine Tague, Business Manager
Laura Dayal, Principal
Deb Reinemann, Assistant Principal
Doug Lawrence and Kate Canning, Warrant Committee

1) Call to order
Ms. Fattore called the meeting to order at 8:15 am in the Chickering conference room.

2) School Committee Goals 2014-15
   a) A sub-committee will work to develop a mission statement and operating norms for the Dover School Committee. Ms. Doherty and Mr. Hill will serve on the sub-committee.
   b) A sub-committee will work to develop a plan for a State of the School session, probably in March. Ideally the session will include the Dover School Committee, SAC and Dover PTO. Ms. Dennison and Mr. Spalding will serve on this sub-committee.
   c) The DSC will consider focusing on some form of self-evaluation with a goal of implementing this process in 2015-16.
   d) There was discussion of Committee Meeting Agenda items for 2014-15. Discussion covered both routine items such as budget that will be discussed throughout the year as well as specific topics to be discussed at different points of the year such as FLES, Technology, Understanding by Design, and Common Core.

3) Adjournment
There was a motion to adjourn at 9:33 am.

Respectfully submitted,
Amy Davis