

## APPROVED SEPTEMBER 17, 2018

### Sherborn School Committee

Meeting of June 14, 2018

Members Present: Kate Potter  
Angie Johnson  
Jennifer Debin  
Megan Page  
Amanda Brown

Also Present: Dr. Andrew Keough, Superintendent  
Beth McCoy, Assistant Superintendent  
Dawn Fattore, Interim Business Manager  
Barbara Brown, Principal

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

Dr. Keough called the meeting to order at 6:32 pm in the Sherborn Town Hall.

#### 2) **Reorganization -**

Dr. Keough asked for nominations for Chair: Ms. Debin nominated Kate Potter as Chair of the Sherborn School Committee. Ms. Johnson seconded.

18-09 VOTE: 5 - 0

Ms. Potter nominated Angie Johnson as Secretary for the Sherborn School Committee. Ms. Debin seconded.

18-10 VOTE: 5 - 0

#### 3) **Public Comment - none**

#### 4) **Reports**

- Principal's Report - Dr. Brown highlighted recent and upcoming events at Pine Hill.
- Assistant Superintendent Report - Ms. McCoy spoke about items she has been wrapping up at the year ends as well as gave an outline of plans for next years professional development.
- Superintendent Report - Dr. Keough reviewed his report and highlighted the following items:
  - An audit of the Special Education department will begin in the fall.
  - The Security Audit by Synergy Solutions has been completed and preliminary recommendations will be presented in executive session at the June Joint School Committee meeting.
  - Due to unanticipated students that are eligible to receive services in the Pre School program, Dr. Keough made a recommendation that an additional 0.6 FTE pre-k teacher and a 0.6 educational assistant to accommodate the needs. There will not be an impact to the operating budget as pre-k revolving funds will be used to pay the salaries.
  - There are no significant changes to estimated enrollment for the 2018-19 school year.

#### 5) **FY18 Monthly Report**

The Status of Appropriations as of June 8th was provided.

- Salaries - The overall positive salary variance is still projected to be \$70,000.
- Operating Expenditures - The majority of expected expenditures have been encumbered and the estimated surplus projection has been increased to approximately \$50,000.

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- OOD Expenditures -There have been several adjustments in tuition since May resulting in a net increase in OOD tuition of approximately \$20,000. The resulting negative variance to date is \$69,854.
  - Overall - The negative variance in OOD was able to be offset with positive operating results from in-district expenses. The Administration projects returning approximately \$50,000 to the Town from the FY18 operating budget. In addition, there is a reserve in the Circuit Breaker fund of approximately \$60,000 to help offset unanticipated OOD placements for FY19. This is in addition to the \$65,000 already allocated to the FY19 budget.
- 6) **2018-19 Family Handbook** - Dr. Brown highlighted changes to the handbook and answered questions from Committee members.  
Ms. Johnson made a motion to approve the changes to the Family Handbook for the 2018-19 school year. Ms. Debin seconded.  
18-11 VOTE: 5 - 0
- 7) **2018-19 School Improvement Plan** - Dr. Brown reviewed the plan which has three main initiatives: 1) to foster student wellness by working to cultivate a safe, inclusive, accessible, caring, and engaging learning environment as well as to continue to explore and implement research-based strategies to develop student skills with regard to resiliency and stress reduction; 2) design, develop, and implement learning resources to create equitable and accessible learning experiences for all students; and 3) conduct a formal curriculum review of K-5 mathematics as outline in the DS Curriculum Review Cycle.  
Ms. Debin made a motion to approve the 2018-19 School Improvement Plan. Ms. Johnson seconded.  
18-12 VOTE: 5 - 0
- 8) **Consent Agenda**
- Approval of Minutes: May 8, 2018  
Ms. Johnson made a motion to accept the Consent Agenda. Ms. Debin seconded.  
18-13 VOTE: 3 - 0 - 2 (Ms. Brown and Ms. Page abstained)
- 9) **Communications**
- Regional School Committee - none
  - Dover School Committee minutes of March 5, 2018
- 10) **Adjournment at 7:54 pm**

Respectfully submitted,  
Amy Davis