



**DENNIS-YARMOUTH REGIONAL SCHOOL DISTRICT
SCHOOL COMMITTEE MEETING
AGENDA**

Monday, September 11, 2023

**Dennis-Yarmouth Intermediate/Middle School
Media Center
286 Station Avenue
South Yarmouth, Massachusetts 02664**

**Regular Meeting
6:30 p.m.**

THIS MEETING WILL ALSO BE ACCESSIBLE TO VIEW REMOTELY:

**Channel 22 Live: <https://bit.ly/3IV5MVh>
YouTube Live: <https://bit.ly/3CGdOXR>**

Members:

Ms. Jeni Landers, Chairperson
Ms. Jennifer Rose, Vice Chairperson
Ms. Marilyn Bemis, Secretary
Mr. Tomas Tolentino, Treasurer
Mr. Joseph Tierney
Mr. Phillip Morris
Mr. Joe Glynn

Administration

Dr. Marc J. Smith, Superintendent of Schools
Mr. David Flynn, Assistant Superintendent for Finance and Operations
Mrs. Maria Lopes, Assistant Superintendent of Student Services and Instruction
Rose-Anna Joachim, Student Representative to the School Committee
Isabelle Power, Student Representative to the School Committee

A. Call to Order (6:30 p.m.)

B. Reports and Discussions

- i. Student Representatives Report – Rose-Anna Joachim and Isabelle Power
- ii. Permission for Dennis-Yarmouth Regional High School Overnight Travel and Request to Miss 3 School Days – Colin Kulis (Enclosure B2)

Motion: Move to approve a Dennis-Yarmouth Regional High School field trip to Washington, D.C. as per Mrs. Bennett's August 21, 2023 memo. The dates of the trip are March 12, 13, and 14, 2024. The group requests permission to miss school for three days.

C. Superintendent's Entry Plan

Motion: Move to Approve the Superintendent's Entry Plan as presented.

D. Subcommittee, Representatives, Liaison Report

- i. School Building Committee Report – Joseph Tierney
- ii. School Committee Liaisons to the Boards of Selectmen

E. Superintendent's Report

- i. Recognition of Donations and other Acknowledgments
- ii. Convocation and Opening Day Report

F. Consent Agenda

Consent Agenda (Enclosure F)

The Superintendent recommends the School Committee approve the following items as presented:

Donations:

Move to accept a donation of gaming equipment valued at \$959.84 from Staples to the Dennis-Yarmouth High School eSports Program as per Mrs. Bennett's August 16, 2023 memo.

Move to accept a donation of twelve LL Bean backpacks to the Dennis-Yarmouth Regional School District from Mr. Mark Ohrenberger of Yarmouth Port as per Dr. Smith's August 29, 2023 memo.

Minutes:

7-6-23 Minutes

8-7-23 Workshop Minutes

G. Bills and Requisitions

H. Calendars

I. Public Comment

J. Adjournment

**The items listed to be discussed are those reasonably anticipated by the Chair. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law.*

***Please note: The timeframes listed above are intended to guide the School Committee in their work. It should be understood that the times are approximate, and therefore may occur earlier than noted; and may be taken out of order at the request of the Chair and a vote of the*

School Committee.

Should there be a need for clarification on any of the aforementioned, please contact me prior to the meeting to allow sufficient time for further research if necessitated. Thank you. Dr. Marc J. Smith, Superintendent



Dennis-Yarmouth Regional High School

210 Station Avenue

South Yarmouth, Massachusetts 02664-3026

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KENDRA BENNETT
Principal

ELIZABETH AMBROSINI
JOSHUA CLARKIN
ARIANA KMIEC
Assistant Principals

CRAIG EVANS
Dean of Students

MARY O'CONNOR
Athletic Director

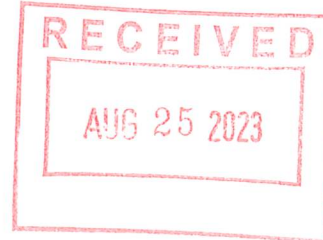
MEMORANDUM

TO: Mr. Marc Smith
Superintendent

FROM: Mrs. Kendra Bennett *KB*
Principal

DATE: August 21, 2023

RE: 2024 Field Trip to Washington, D.C.



Dennis-Yarmouth Regional High School requests approval for a trip to Washington, D.C. with class officers, Voices Heard and Technology student leaders. The proposed dates of this trip are March 12, 13 and 14, 2024. We also respectfully request permission for the participating students to miss school for three days so that they may participate in this experience.

The trip is being planned by Jennifer Edwards and Colin Kulis. The cost of the trip is estimated to be \$1106.00 - \$1243.00 depending on how many students participate. Fundraising opportunities will be provided to help defray the cost of the trip. A sample itinerary is attached.

Appropriate permission slips will be completed and expectations for appropriate behavior will be reviewed with all participants.

I recommend approval of this trip and look forward to an opportunity to review this request with you.

Thank you.

KAB/jdp
KAB/jdp
Enclosure



Sample Itinerary

Dennis-Yarmouth Regional High School | Washington, D.C.

Day One: Tuesday, March 12, 2024

- 6:00 AM Meet motorcoach at Dennis-Yarmouth Regional High School
210 Station Ave, South Yarmouth, MA 02664

Load luggage

Depart for Washington, D.C.

Self-expensed lunch at rest stop (or bring bagged lunch)
- 3:00 PM Estimated Afternoon Arrival in DC + Meet Your Landmark Tour Manager!

Landmark Tour Managers travel with your group for the full duration of your trip and are available to you 24/7.
- 3:30 PM - 5:30 PM Smithsonian National Museum of Natural History

White House Viewing from Lafayette Park (Photo Stop!)
- 6:30 PM Group Sit-Down Dinner
- 8:00 - 9:30 PM Visit illuminated monuments: Lincoln Memorial, Vietnam, and Korean War Memorial, World War II Memorial and Washington Monument
- 10:00 PM Check into hotel accommodations: Downtown hotel or similar*

Overnight Security included Nightly from 10:00 PM - 4:00 AM

Day Two: Wednesday, March 13, 2024

- Breakfast at the hotel and motorcoach departure for Mount Vernon
- 10:00 AM Visit George Washington's Mount Vernon Estate Tour + Grounds Admission
- 12:00 PM Lunch Voucher included at Mount Vernon's Food Court
- 1:00 PM Meet motorcoach and depart for National Museum of African American History
- 3:30 PM Meet motorcoaches and depart for the National Archives
- 4:00 PM-5:30 PM Visit the National Archives
- 5:30 PM Meet motorcoach and depart for dinner

- 6:00 PM-7:00 PM Group Sit Down Dinner: Carmine's Italian Restaurant
- *Pre-Fixed Group Dinner Menu; Groups choose between 2 appetizers, 2 kinds of pasta, and 2 entrees and 2 desserts served family style. (Example menu: Mozzarella & Sliced Tomatoes, Garlic Bread, Penne Marinara, Rigatoni Bolognese, Chicken Parmesan and Meatballs, with Tiramisu and Cheesecake for dessert)*
- 7:30 PM-9:30 PM Take Metro and visit Tidal Basin Memorials Walking Tour with a Local Licensed Guide: Thomas Jefferson, FDR, and MLK Memorials (Cherry Blossoms)
- Meet shuttle and return to hotel accommodations

Day Three: Thursday, March 14, 2024

- Breakfast at the hotel
Meet motorcoaches and depart for the US Marine Corps War Memorial
- 8:00 AM Visit the US Marine Corps War Memorial: Iwo Jima
- 8:30 AM-10:00 AM Visit Arlington National Cemetery- Guided Walking Tour
- Changing of the Guard Ceremony at the Tomb of the Unknown Soldier
- 11:00 AM-12:00 PM Lunch voucher at L'Enfant Food Court
- 12:00 PM - 1:00 PM Meet motorcoaches and visit the United States Botanic Garden
- 2:00 PM- 4:00 PM Meet motorcoaches and visit the United States Holocaust Memorial Museum
- 4:00 PM -5:30 PM Meet motorcoaches and visit the International Spy Museum
- 6:00 PM Meet motorcoaches and depart for Pinstripes: Georgetown
- 6:30 PM-8:30 PM Pinstripes: Bowling & Dinner
- 8:30 PM Return to hotel accommodations

Day Four: Friday, March 15, 2024

- Breakfast at the Hotel
Load luggage
Meet motorcoaches and depart for Capitol Hill
- 10:00 AM Visit the United States Capitol Building and Capitol Hill (Supreme Court Building and Library of Congress)
- *Based on government availability*
- Meet and Greet with a Representative or Senator
**Based on government availability*
- 1:00 PM Meet motorcoaches and depart for Dennis-Yarmouth Regional High School
- Lunch at rest stop

9:00-10:00 PM

Estimated arrival at Dennis-Yarmouth Regional High School

Full Itinerary is subject to availability

Marc J. Smith, Ed. D.

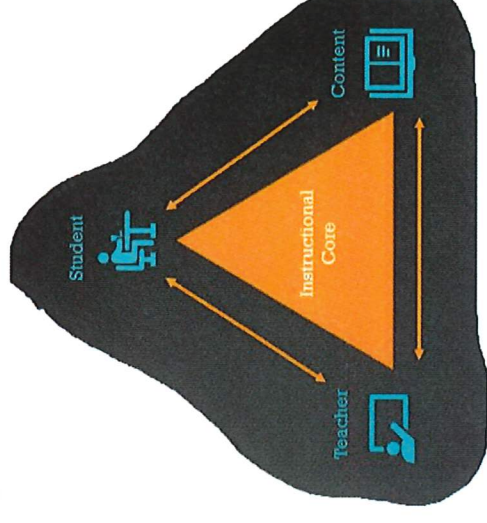
Superintendent Entry Plan



Dennis-Yarmouth Regional School District

Values

- **Equity** – Demographics should not be a predictor of student success
- **Growth** – Continual and ongoing for students, adults, and organization
- **Relationships** – People are at the heart of our work. There are no schools without relationships and we must work each day to develop them.
- **Teaching & Learning** – Is the core purpose of schools.





Process

Data will be collected through:

- Individual interviews
- Focus groups
- Survey instruments
- Document review
- Learning walks

Existing sources of data to be analyzed include:

- Achievement & Growth data
- Accountability data
- Discipline data
- School choice data
- Enrollment trends
- Staffing patterns
- Budget
- Key organizational literature

Stakeholder groups

Data will be collected across a wide variety of stakeholder groups:

- Students and student organizations
- Families and Family organizations
- Town and safety officials
- Community organizations and state officials/representatives
- Faculty & staff working in a wide variety of roles across the district





Guiding Questions

1. What traditions, history, or expectations about being a Dolphin do you believe must remain at all cost?
2. What are the greatest areas of growth for the school district?
3. Why do you believe that families choose school choice out of D-Y at a rate of almost 4:1 versus choice in?
4. What core values drive the district's work and strategy? In what ways do the district's actions support its stated values?
5. How are educators organized for learning together – What structures exist at each grade span for professional development, collaboration, or job embedded learning? How effective are the current structures?
6. What data should we be monitoring in order to measure the health and effectiveness of the school district?
7. Do we know if everyone feels as though they truly belong here at D-Y? If so, do they? If not, what should we be doing in order to find out?
8. As currently operating, is D-Y working to ensure that "EACH student is empowered to achieve excellence with integrity in a changing world?"
9. To what extent are we effectively implementing Tier I instruction and curriculum effectively? What is the relationship between implementation of curriculum/instruction and student achievement?

Process - Next Steps

Designing & Scheduling:

- Work with building admin to build schedules for focus groups over fall/ early winter
- Design survey instruments for various groups and develop deployment timeline

Communication Strategy

- Design effective & efficient strategy for communicating entry plan
- Address barriers for access



Questions??

Superintendent Entry Plan



Dennis-Yarmouth Regional School District



Dennis Yarmouth Regional School District

Office of the Superintendent

296 Station Avenue, South Yarmouth, Massachusetts 02664

Phone: (508) 398-7600 Fax: (508) 398-7622

Superintendent's Entry Plan

Marc J. Smith, Ed. D.

Dennis-Yarmouth Regional School District

Dear Dolphin Community,

It is with great joy and excitement that I start my journey as superintendent of this amazing school district. The mission of Dennis-Yarmouth is to “Empower Each Student to Achieve Excellence with Integrity in a Changing World” and I look forward to working with the community in supporting this mission.

During the next several months, I will be conducting a thorough learning and listening tour across the district to help develop a deep understanding of the district, its strengths, its people, its systems, its structures, and its areas for growth. A comprehensive entry plan will ensure that the strong existing traditions of D-Y remain while also helping to develop a clear vision for the district heading into the future. This approach allows me to seek input from a wide range of stakeholders in the district as well as begin to establish relationships that will be critical to my success as a superintendent.

Please know that the main purpose of my entry plan is to learn. Each member of the D-Y community has valuable insights into the district and a wide range of perspectives from students, families, staff, and the community at large will help to ensure your superintendent is serving the needs of our community. The following pages outline the specific details of my entry plan. I look forward to getting to know each of you and engaging in our work together.

Collaboratively,

Marc

Introduction

This entry plan will serve as an outline of the process that I will utilize to learn about the Dennis-Yarmouth Regional School District in order to support success in the role of superintendent. The entry plan will outline the steps taken to collect information, the key stakeholders that will contribute to that information collection, the data that will be collected, and the different processes that will be utilized to garner input. The purpose of this work is to help me understand, using a multi-perspective approach, our school system and develop a strategy for continual improvement based upon a deep study of the district as it stands today.

My entry plan, along with all my work in the district, will be supported by my Core Values as a leader:

- 1. Relationships** - At the heart of what we do in education lies relationships. Relationships are essential in the classroom between students and teachers/staff for academic success, and they are equally critical in order for leaders to be effective. Finally, schools and school systems must work purposefully to build meaningful relationships with families and the school community to support student success.
- 2. Teaching and Learning** - This is the heart and soul of what we do as an organization. Everything else that we do in schools is in support of teaching and learning and it is my job as school superintendent to ensure that we remain focused on ensuring that all students are learning at the highest levels and that our educators are supported to deliver high quality instruction every day.
- 3. Growth** - Learning is a never ending process. Our work with students is always about taking students from where they are and moving them along to where they need to be. In order to do this effectively, every member of our school staff needs to be a continual learner, ready to grow in order to support on-going systemic improvement.
- 4. Equity** - Demographic characteristics should not be a predictor of school success, yet in public schools they still remain to be a reliable predictor of who succeeds and who does not. We have work to do to ensure that ALL students have an equal opportunity to succeed in our school systems where gender, race, first-language status, neurodiversity, LGBTQ+ identity, socio-economic standing, etc. no longer can be used to predict who is more likely to be successful.

A thorough entry plan helps me to understand the existing cultural norms within D-Y as well as the district's Core Values that have historically driven decision-making. A multi-perspective approach allows for calibration as well as creating opportunities to determine if any stakeholders within the organization have historically felt underrepresented, underserved, or marginalized by existing systems, processes, practices, and structures.

Summary of Process

The main purpose of the entry process is learning. In order to be successful as superintendent both in the short and long term, it will be necessary for me to develop a deep understanding of the organization at all levels. Deep understanding requires a multi-modal, multiple perspectives analysis of the organization in order to develop a clear strategy for the future. At the heart of every school system lies the instructional core: the interaction between students, teachers, and the curriculum. Additionally, as a school organization, there are many systems that support the instructional core including: instructional leadership, business and finance, human resources, data management, transportation, food services, safety, policy development, family and community engagement, etc.

To develop of a deep understanding of the organization, I will utilize the following mechanisms to collect data from the organization and stakeholder groups (described below):

- Individual interviews
- Focus groups
- Survey instruments
- Document review
- Learning walks

In addition to these data collection methods, I will analyze data from existing data sources:

- District and School State Achievement and Growth Data (MCAS, ACCESS)
- District and School Accountability Data (Grade 9 passing, attendance, advance course enrollment, graduation rate, etc.)
- Local Achievement and Growth Data (NWEA MAP, BAS, Reading Recovery)
- Student Discipline Data
- School Choice (In, Out, inter-district)
- District Enrollment Trends (overall, demographic patterns, course access, program access)
- Staffing patterns (hires, retention, attendance, licensure, ratios, performance)
- Budget (cost center trends, grants, projections FY25)
- Key organizational literature (Safety plans, Strategic plan, NEASC reports, Coordinated program reviews, collective bargaining agreements, Financial audits, school handbooks, etc.)

The following practices will be applied to throughout the data analysis process:

- Data will be disaggregated wherever possible to identify patterns affecting any populations
- Data will be triangulated
- When analyzing quantitative data, multi-year trends will be analyzed whenever possible
- Qualitative data will be analyzed by identifying common themes in participants responses

Key Stakeholders

In order to ensure that I develop a fully comprehensive understanding of the district, it is imperative that I listen to a wide variety of voices within the school community. An effective school system is supported by many individuals, organizations, and intersecting relationships. Simultaneously, in any large organization there are often those who feel like their voices have been excluded from the decision-making process, who feel as though the organization is not designed to serve them, or are unable to access the organization due to structural barriers. Part of my entry work will be to learn about these individuals and groups, as well as seek out their experiences and use them to improve upon the system.

The following stakeholder groups will be accessed in order to help inform my learning during this entry process. This list is not exhaustive.

Students/Families/Community

- Students
- Student organizations
- Families
- Family organizations
- Town Officials (Administrators, Finance Directors, Select Board Chairs)
- Safety Officials (Chiefs - Police & Fire both towns, SRO's)
- Community Organizations (Rotary, Cape Cod Children's Place, Substance Abuse Councils, Cape International Language Academy, etc.)
- State Representative and State Senator (Flanagan/Cyr)

Faculty/Staff

- Teachers
- Teacher Leader Groups/Teams (CLC, PBIS, Department Heads, etc.)
- Paraprofessionals & Administrative Assistants
- Bus drivers
- Instructional Coaches
- Food Service personnel
- Mental & Physical Health staff

Leadership

- School Committee (Individually)
- Administrative Team (Individually and groups)
- Central Office Staff
- DYREA & DYRSAA Leadership

Key Questions

I will engage in focus group and individual conversations with the above listed stakeholders. I will be holding several forums throughout the fall for interested members of each group to provide me with their perspectives on the Dennis-Yarmouth Regional School District. In order to provide as much access as possible to participants, I will hold these meetings at a range of locations and times. I will additionally offer multiple virtual sessions for those for whom travel is a barrier. I will also look to partner with some local community organizations to host listening sessions at their organizations where key stakeholders are already attending. Finally, I will work to arrange translation services for any participants requiring this support in order to participate.

While questions will likely need tailoring to each stakeholder group, a set of key questions will guide my inquiry. Those questions are listed below.

Sample questions for interviews and focus groups

1. What traditions, history, or expectations about being a Dolphin do you believe must remain at all cost?
2. What are the greatest areas of growth for the school district?
3. Why do you believe that families choose school choice out of D-Y at a rate of almost 4:1 versus choice in?
4. What core values drive the district's work and strategy? In what ways do the district's actions support its stated values?
5. How are educators organized for learning together – What structures exist at each grade span for professional development, collaboration, or job embedded learning? How effective are the current structures?
6. What data should we be monitoring in order to measure the health and effectiveness of the school district?
7. Do we know if everyone feels as though they truly belong here at D-Y? If so, do they? If not, what should we be doing in order to find out?
8. As currently operating, is D-Y working to ensure that “EACH student is empowered to achieve excellence with integrity in a changing world?”
9. To what extent are we effectively implementing Tier I instruction and curriculum effectively? What is the relationship between implementation of curriculum/instruction and student achievement?

Timeline

Phase	Tasks	Timeline
Planning and Preparation	Write Draft Entry Plan	July - August
	Share Draft Plan for Feedback	August - September
	Schedule Interviews and Forums	August - December
	Create Survey Questions for Stakeholders	August - September
Information and Data Gathering	Document Review	July - November
	Conduct Interviews, Hold Forums, and Attend Meetings	July - January
	School Site Visits	September - January
Process Information	Report to School Committee on Process	September - December
	Collect Data and Solicit Data Presentations	August - December
	Synthesize Information and Data	December - January
Next Steps and Action Plan	Report to School Committee Emerging Themes	December - January
	Generate Draft of <i>Report of Entry Findings</i> to Share with Administrative Team	February
Presentation of Entry Plan	Complete and present a <i>Report of Entry Findings</i>	February-April
Development of District Strategy	Working with the Leadership Team to develop the District Strategy for Improvement.	March - July

Culmination of the Plan

Throughout the entry plan I will provide the School Committee with regular updates through the “Superintendent’s Report” during your School Committee meetings. In these reports, I will update the committee on progress within the process as well as themes as they emerge. This will culminate in a finalized Report of Entry Findings which will be presented to the Committee and public at one of our meetings in March.

Expected Outcomes

At the conclusion of this entry plan, the following outcomes can be expected that will help to inform my work as superintendent as well as support future decision-making and recommendations:

1. A summary of major themes from qualitative data collected across multiple means as described previously.
2. A summary of major findings from quantitative analysis.
3. A structural and operational assessment of the district along with how those systems are supporting the instructional core and any possible recommendations for improvement.
4. A report of findings relative to equity, access, and belonging that indicates areas of success within the district as well as areas in which the system is not providing equitable access or creating a sense of belonging for all.
5. Identification of key areas for future short and long term improvement strategies.



Dennis-Yarmouth Regional High School

210 Station Avenue

South Yarmouth, Massachusetts 02664-3026

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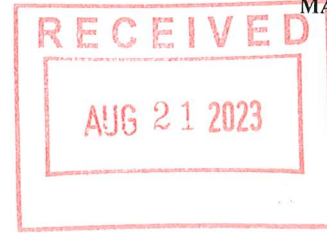
CRAIG EVANS
Dean of Students

MARY O'CONNOR
Athletic Director

MEMORANDUM

TO: Dr. Marc Smith
Superintendent of Schools

FROM: Mrs. Kendra Bennett *KB*
Principal
Mr. Shane Brennan
eSports Head Coach



DATE: August 16, 2023

RE: Gifts

Staples has made a donation of the following items to our school for the Dennis-Yarmouth High School eSports program:

<u>Donation</u>	<u>Quantity</u>	<u>Value</u>
Logitech G502 Hero Gaming Mouse	4	\$199.96 (\$49.99 ea)
G512 Carbon Lightsync Keyboard	4	\$399.96 (\$99.99 ea)
G435 Wireless Headset	4	\$199.96 (\$49.99 ea)
LG Hard Gaming Mousepad	4	\$159.96 (\$39.99 ea)

On behalf of our students and teachers, I ask that you accept this gift. Thank you.



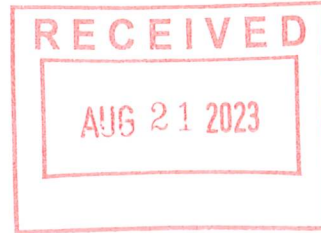
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JOSHUA CLARKIN
ARIANA KMIEC
Assistant Principals

CRAIG EVANS
Dean of Students

MARY O'CONNOR
Athletic Director

August 16, 2023

Adam DeSanto
500 Staples Drive
Framingham, MA 01701

Dear Mr. DeSanto,

On behalf of the Dennis-Yarmouth Regional High School eSports program, I would like to extend my sincere appreciation and gratitude for the generous donation of gaming equipment, valued at \$959.84. Your generosity will provide exciting opportunities for our students!

Thank you again for supporting our students and school community.

Respectfully,

A handwritten signature in black ink, appearing to be 'KB' with a long horizontal stroke extending to the right.

Kendra Bennett
Principal

cc: **Dr. Marc Smith**, Superintendent
Shane Brennan, eSports Head Coach



Dennis Yarmouth Regional School District

Office of the Superintendent

296 Station Avenue, South Yarmouth, Massachusetts 02664

Phone: (508) 398-7600 Fax: (508) 398-7622

August 29, 2023

Mr. Mark Ohrenberger
49 West Woods Lane
Yarmouth Port, Massachusetts 02675

Dear Mr. Ohrenberger:

Thank you for your very kind and thoughtful donation of twelve LL Bean backpacks valued at approximately \$420.00. These colorful backpacks were distributed to students at our three elementary schools.

On behalf of the Dennis-Yarmouth Regional School Committee and our students, we appreciate your extremely generous donation!

Sincerely,

Marc J. Smith, Ed. D.
Superintendent

MJS/emw

DENNIS-YARMOUTH REGIONAL SCHOOL DISTRICT
Minutes of a School Committee Meeting
Thursday, July 6, 2023

A Dennis-Yarmouth Regional School Committee meeting was held on Thursday, July 6, 2023, at the Dennis-Yarmouth Regional School District's Administration Office in South Yarmouth, MA.

Members Present: Jeni Landers, Chairperson; Jennifer Rose, Vice Chairperson; Tomas Tolentino, Treasurer; Marilyn Bemis Secretary; Joseph Tierney, Phillip Morris, Joe Glynn.

Others Present: Betsy Pontius, Director of STEM; Luanne Kiley, Substitute Recording Secretary to the School Committee.

At 5 p.m., Jeni Landers, Chairperson, called the meeting to order. She explains the one item on the agenda tonight is to appoint an interim superintendent. This needs to be someone who has the superintendent certification. This will be temporary for a few weeks until our new Superintendent starts. Currently Dr. Smith is negotiating his start date and his contract so the interim appointment is likely to be 2-3 weeks. David Flynn has agreed to serve for the purposes of signing off on reports for DESE and any other approvals that require the superintendent's signature. Other than that it is just business as usual for the next few weeks while we get Dr. Smith signed on and on boarded.

Phil Morris moves to appoint David Flynn as the interim superintendent and Joe Glynn seconded the motion. After a brief discussion a vote was taken.

The motion carries 7-0 by roll call vote:

Phillip Morris	yes
Marilyn Bemis	yes
Tomas Tolentino	yes
Joe Glynn	yes
Jeni Landers	yes
Jennifer Rose	yes
Joseph Tierney	yes

Chair Landers announces meeting dates for the summer, July 17th and August 7th. All in favor.

Adjournment

At 5:18 p.m., on a motion by Tomas Tolentino, seconded by Joe Glynn, and carried unanimously 7-0; VOTED: To adjourn the meeting.

Minutes recorded and prepared by,

Luanne Kiley, Substitute Assistant Secretary

DENNIS-YARMOUTH REGIONAL SCHOOL DISTRICT
Minutes of a School Committee Workshop Meeting
Monday, August 7, 2023

A Dennis-Yarmouth Regional School Committee Workshop meeting was held on Monday, August 7, 2023, at the Dennis-Yarmouth Intermediate/Middle School in South Yarmouth, Massachusetts.

Members Present: Jeni Landers, Chairperson; Jennifer Rose, Vice Chairperson; Marilyn Bemis, Secretary; Tomas Tolentino, Treasurer; Joseph Tierney; Phillip Morris; and Joe Glynn.

Others Present: Dr. Marc Smith, Superintendent of Schools; Eileen Whalen, Recording Secretary to the School Committee; Tracy Novick, Field Director, Massachusetts Association of School Committees.

At 5:08 p.m., Jeni Landers, Chairperson, called the meeting to order.

Reports

Superintendent Report – Dr. Marc J. Smith

Entry Plan: Dr. Smith referenced his draft Superintendent Entry plan which had been previously distributed to the Committee. He will present the Entry Plan at a September School Committee meeting and is seeking feedback from the Committee within the next 2 weeks if at all possible. The plan includes a timeline, meetings, formalized groups, administrative team, community ties/stakeholder groups, and direction.

School Committee 2023-2024 Meeting Schedule: The Committee reviewed the 2023-2024 School Committee Meeting schedule.

Massachusetts Association of School Committees Workshop

Tracy Novick, Field Director

Ms. Novick stated that there are three priorities for the workshop:

1. Common Understanding
2. Communication
3. Moving Forward Together

One of the many topics discussed was the School Committee meeting agenda and how it is created. The Superintendent Evaluation process was discussed; Tracy said that information that is gathered throughout the course of the year should inform the process. Other topics included the school committee packet, email protocol, and that decisions are made at the committee table. The ten reasons for executive session were discussed. School Committee meeting set-up was discussed as well as the length of meetings and the use of technological devices. When emailing the superintendent it is helpful to copy the School Committee Chair as well as Eileen. Several members commented positively on the makeup of the current Committee. If a School Committee member plans to visit a school, it would be appreciated if they were to notify the superintendent. Mr. Tolentino followed up on this, saying that as a member of the PTO that role is very different

from his role as a School Committee member. Superintendent Smith said he believes in the chain of command and that if an issue comes to him it should have first gone through proper channels. The committee then discussed communication.

The superintendent then discussed setting goals, the superintendent evaluation process, and the strategic plan for the district. Tracy Novick shared the proper procedure for conducting the superintendent evaluation; that it should be an ongoing collaborative process throughout the year.

School Committee Business

On a motion by Phillip Morris, seconded by Marilyn Bemis, and carried unanimously 7-0 it was

VOTED: To approve the following items as presented in the Consent Agenda:

Donation:

Move to accept a donation of \$310.00 to the Natty Fund given in memory of Dr. Paul Funk as per Ms. Bennett's July 20, 2023 memo.

Surplus:

Move to declare as surplus a Sony speaker system as per Mr. Crowell's July 26, 2023 memo.

Minutes

June 29, 2023

July 17, 2023

Bills, Requisitions and Payroll

The warrants were signed by the committee.

Calendars

The upcoming calendars were shared with the members. The next school committee meeting is scheduled for September 11, 2023 at 6:30 p.m.

Adjournment

At 6:57 p.m., on a motion by Joseph Tierney, seconded by Marilyn Bemis, and carried unanimously 7-0; it was

VOTED: To adjourn the meeting.

Minutes recorded and prepared by,

Eileen M. Whalen, Assistant Secretary

September 2023

August '23

S M T W T F S
 6 7 8 9 10 11 12
 13 14 15 16 17 18 19
 20 21 22 23 24 25 26
 27 28 29 30 31

October '23

S M T W T F S
 1 2 3 4 5 6 7
 8 9 10 11 12 13 14
 15 16 17 18 19 20 21
 22 23 24 25 26 27 28
 29 30 31

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
27	28	29	30	31	1	2
3	4 Labor Day	5 Teacher Professional Day	6 First Day of School	7	8	9
10	11 SC Meeting 6:30 DYIMS Media Center	12 SAE Open House	13	14 DYH Open House	15	16
17	18 SC Meeting 6:30 DYIMS Media Center	19 DYIMS Open House	20 MES Open House	21 EHB Open House	22	23
24	25	26	27 1.5 Hour Early Release	28	29	30
1	2	Notes				