



**DENNIS-YARMOUTH REGIONAL SCHOOL DISTRICT
SCHOOL COMMITTEE MEETING AGENDA (REVISED)**

**Mattacheese Middle School
400 Higgins Crowell Road
West Yarmouth, Massachusetts 02673**

**Monday, November 16, 2020
6:30 p.m.**

Meeting called to order at _____, due notice having been posted.

Members Present:

Ms. Jeni Landers, Chairperson
Mr. Joseph Tierney, Vice Chairperson
Mr. James Dykeman, Secretary
Mr. Brian Carey, Treasurer
Mr. Joe Glynn
Mr. Phillip Morris
Mr. Brian Sullivan

Administration

Mrs. Carol Woodbury, Superintendent of Schools
Mr. Kenneth Jenks, Assistant Superintendent for Administrative and Business Services

- I. Open the Meeting (6:30)**
- II. Opening Remarks Addressing Racism**
Members of the School Committee
- III. Reports**
 - A. DYRSD School Committee Student Representative – Tainan Nunes
 - B. School Committee Liaisons to the Boards of Selectmen
 - C. Building Committee Report – Joseph Tierney
 - D. Assistant Superintendent Report – Kenneth Jenks
 - E. Superintendent Report – Carol Woodbury
Notice of Formal Complaint – Attorney Yousef
- IV. School Committee Business**
 - A. Diversity & Inclusion Committee
 - B. Consent Agenda
- V. Calendars**
- VI. Bills and Requisitions**
- VII. Information Item**
Letter of Thanks to Sandra Cashen, Facilities Manager
Letter of Thanks from The Jimmy Fund Clinic to Ms. Colgan's Sixth Grade Class

VIII. Public Comment (7:00)

IX. Adjourn (7:45)

**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. Carol A. Woodbury, Superintendent

Consent Agenda

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

Donations

Move to accept 200 disposable face masks from Mr. John Reed of the Hyannis Rotary International Club.

Move to accept a donation of \$100 from Ms. Kathy Douglass to the Nathaniel Wixon School Library to purchase books.

Surplus

Move to declare as surplus three metal volleyball net bases at the Station Avenue Elementary School.

Minutes

November 2, 2020

From: Muska Yousuf <myousuf@muskayousuf.com>
Sent: Thursday, November 12, 2020 12:53 PM
To: jeni.landars@dy-regional.k12.ma.us; woodburc@dy-regional.k12.ma.us
Subject: Formal Complaint Regarding Joesph Glynn

Dear Superintendent Woodbury and Chairperson Landers:

My name is Muska Yousuf and I am a resident of Yarmouth. I would like to file a formal complaint against one of the members of the Dennis-Yarmouth School Committee by the name of Joseph Glynn.

Mr. Glynn has a history of posting offensive, xenophobic, and racist material on his Facebook Page. I would be happy to provide you with screenshots of these posts. The Cape Cod Times even covered it in today's paper.

I have reviewed the code of ethics and I believe that Mr. Glynn's behavior is in clear violation. I would like to file this formal complaint as a means to initiate a further investigation into this matter. My understanding is that there is currently no recall amendment in the governing documents of the DY School Committee. It is my hope that the School Committee will work towards including one as soon as possible.

Thank you and I would be happy to speak to you both. I can be reached via email (myousuf@muskayousuf.com) or phone (508-237-7785).

Sincerely,
Muska Yousuf

--

The Law Office of Muska Yousuf, LLC
100 Independence Drive, Suite 7, #405
Hyannis, MA 02601
(508)237-7785



Eileen Whalen <whalene@dy-regional.k12.ma.us>

gift

1 message

Debra Griecci <grieccid@dy-regional.k12.ma.us>

Thu, Nov 12, 2020 at 12:18 PM

To: Eileen Whalen <whalene@dy-regional.k12.ma.us>

Just letting you know for the next school committee meeting.

Kathy Douglass donated \$100 in the name of her grandson, Wixon 5th grader Christian Sylvester, to the library for books.

~~~~~  
Debbie Griecci  
Nathaniel H. Wixon School  
Principal Secretary

STATION AVENUE ELEMENTARY SCHOOL  
276 Station Avenue, South Yarmouth, MA 02664  
Phone: (508) 760-5600 Fax: (508) 760-5601




*"All aboard for the future...."*

Peter J. Crowell  
Principal

Patricia A. Leary  
Assistant Principal

Date: October 30, 2020

To: Kenneth T. Jenks  
Assistant Superintendent for Administrative & Business Services

From: Peter J. Crowell   
Principal

Re: Station Avenue Elementary Surplus

SAE would like to declare three metal bases for volleyball nets as surplus.

We no longer use these here and have reached out to other district schools  
who also will not use them.

Thank you.

**DENNIS-YARMOUTH REGIONAL SCHOOL DISTRICT**  
**Minutes of a School Committee Meeting**  
**Monday, November 2, 2020**

A Dennis-Yarmouth Regional School Committee meeting was held on Monday, November 2, 2020, at Mattacheese Middle School, West Yarmouth, Massachusetts.

Members Present: Jeni Landers, Chairperson; Joseph Tierney, Vice Chairperson; James Dykeman, Jr., Secretary; Brian Carey, Treasurer; Brian Sullivan; Phillip Morris; and Joe Glynn.

Others Present: Carol Woodbury, Superintendent of Schools; Kenneth Jenks, Assistant Superintendent for Administrative and Business Services; Tainan Nunes, Student Representative to the School Committee; Eileen Whalen, Recording Secretary to the School Committee; Michael Bovino, Interim Principal, Mattacheese Middle School; Tim Blake, Principal, Nathaniel Wixon School; Jen Legge; Michelle Dunn, DYEA; Tracy Post, Yarmouth Board of Selectmen; Vida Morris; Walter Hartley; and Andy Hazelton.

At 6:32 p.m., Jeni Landers, Chairperson, called the meeting to order.

**Reports**

DYRSD School Committee Student Representative – Tainan Nunes: Tainan reported on the latest from the high school. Marching Band is finishing up; there will be a couple of shows coming up for families only. Clubs are starting up; the National Honor Society has already met. Tainan wanted to pass on everyone's appreciation of the lunch ladies. Chair Landers asked how things are going on the hybrid schedule. Tainan said that most students would prefer to be in person every day but that it is going very well. Students especially like the 8:30 start on remote Wednesdays.

School Committee Liaisons to the Boards of Selectmen: No reports.

Building Committee Report – Joseph Tierney: Mr. Tierney reported that the Building Committee met on October 29<sup>th</sup> and that he invited the owner's project manager and architects to make a presentation to the Committee. Superintendent Woodbury introduced Andy Hazelton and Walter Hartley. Mr. Hazelton began his presentation by telling the Committee that he would be happy to take questions during the presentation if they so wished. He then presented an overview of the updated plans including the exterior, material palette (a sample board was on display at the meeting); the ideas for color; the auditorium lobby; artist renderings of many areas including the gym; media center; classroom wings; typical classrooms. He pointed out the many color transitions within the building. Safety zones within classrooms are clearly delineated. He also showed the proposed graphics for the different areas. He then gave a brief update on the athletic fields. Walter Hartley then gave a project schedule update; the 90% submission is coming up. Prequalification and bidding is coming up. He then went over key dates and next steps. He said that at the building committee meeting it was decided to have a 19 month construction schedule with an anticipated January 2023 move-in date.

Mr. Glynn thanked Mr. Hazelton and Mr. Hartley for the presentation and offered any support needed. Mr. Tierney also thanked them and wished to acknowledge the cooperation of the towns of Dennis and Yarmouth.

Assistant Superintendent Report – Kenneth Jenks: Mr. Jenks gave a brief update to the Committee. HVAC specialists will be going through the schools on Wednesday-Thursday-Friday of this week. There will be a professional development day on Tuesday, November 3<sup>rd</sup>; buses are going well.

Superintendent Report – Carol Woodbury: The superintendent referenced the governor’s letter which was included in the packet regarding the FY21 Innovation Pathway Planning Grant in the amount of \$23,105. She wished to acknowledge the efforts of Dale Fornoff, Lisa Fedy, and Paul Funk for their work in obtaining this grant which supports career education for high school students.

The superintendent also gave a brief update on the schools. The high school is in a hybrid model while K-7<sup>th</sup> grade is in person. Approximately 80-85% of students are in person. There are families who would like to switch from remote to in-person; the challenge is that space is at a premium. Recently there were 2 students with positive cases of Covid-19; neither of which was contracted at school. Appropriate protocols were followed in both cases. Students who were instructed to quarantine were able to continue their studies at home with their school-issued iPads. Mrs. Woodbury said it was very important for parents to make sure their contact information is up to date at their child’s school.

Mr. Carey asked if it would be possible for more students to attend the high school in person; he is concerned about students’ mental health. Mr. Glynn agreed with Mr. Carey. He also mentioned the outstanding communication by the district. He also asked about pathways planning in the younger grades; Superintendent Woodbury said there was going to be a Grade 6-7-8 presentation to the Committee at an upcoming meeting in regards to this.

### **School Committee Business**

#### **Consent Agenda**

On a motion by Joseph Tierney, seconded by Brian Carey and carried 7-0 it was voted to approve the following items included in the consent agenda:

#### **Donations**

Move to accept the following donations to the Nathaniel Wixon School: 50 hand sewn masks for students from Ms. Hilary Morrison; 10 Frisbees for recess from Matt Barbo of Cape Cod Toy Chest; and \$600.00 in gift cards from Holly Demers on behalf of Fill-A-Backpack.

#### **Minutes**

October 19, 2020

#### **Calendars**

The calendars were included in the packet.

**Bills and Requisitions**

Bills and requisitions were signed by the Committee.

**Public Comment**

Ms. Vida Morris commented on the feasibility study for the new building.

**Adjourn**

At 7:34 p.m., on a motion by Brian Carey, seconded by Phillip Morris, and carried 7-0 it was

VOTED: To adjourn the meeting.

Minutes recorded and prepared by,

Eileen M. Whalen, Assistant Secretary

DRAFT





# Dennis-Yarmouth Regional School District

Administration Center

296 Station Avenue

South Yarmouth, Massachusetts 02664-1898

Telephone (508) 398-7600

Fax (508) 398-7622

To: Sandra Cashen  
Facilities Manager

From: Carol A. Woodbury *CAW*  
Superintendent

Date: November 6, 2020

Re: MIIA Rewards Flex Grant

Please accept my sincere thanks for your work in obtaining an MIIA Flex Grant in the amount of \$6,190.60 for fiscal year 2021. Your submission for the purpose of purchasing AEDs, a portable generator, handicap parking signs, and playground safety fiber has been accepted.

Your ongoing help and support on behalf of the Dennis-Yarmouth Regional School District is greatly appreciated.

## Carol Woodbury

---

**From:** Maryann Marino <mmarino@mma.org>  
**Sent:** Wednesday, November 04, 2020 10:39 AM  
**To:** Maryann Marino; Jilayne Mitchell; Magnolia, Adriene; woodburc; damorej; cashens; cordeirl@dy-regional.k12.ma.us; Lin Chabra  
**Subject:** MIIA Rewards Flex Grant for FY 21 Awarded- Dennis Yarmouth Regional School District

Dear Sandra,

MIIA is pleased to inform you that your Flex Grant submission for the purpose of:

Purchase of AEDs, portable generator, handicap parking signs, and playground safety fiber, has been accepted.

A check in the amount of \$6,190.60 will be issued to you within the next few weeks. We understand that this grant will be handled according to standard grant procedures.

We appreciate your participation in the program and hope that this grant will assist you in your proactive risk management efforts.

Lin Chabra, MIIA Member Services Manager  
(617) 426-7272 x 250

Mary Ann Marino  
Administrative Assistant  
MIIA Risk Management  
[617-426-7272](tel:617-426-7272) x 262  
cell- [781-223-1870](tel:781-223-1870)  
[www.emiaa.org](http://www.emiaa.org)

Follow us on Twitter: [@massmunicipal](https://twitter.com/massmunicipal)  
Like us on Facebook: [massmunicipal](https://www.facebook.com/massmunicipal)



The MMA's 1st virtual Annual Meeting & Trade Show is coming in January!



# MIIA Flex Grant Program Application

Fiscal Year 2021 (7/1/20 - 6/30/21)

The MIIA FY21 Flex Grant which provides members with the option of designating up to 50% of their FY20 and FY19 (due to COVID-19 extension) Rewards credit for risk management products and related services is designed to reduce premiums in the following fiscal year. Members may request only ONE Rewards Flex Grant per fiscal year. If you have already taken your FY20 Flex Grant, you cannot take a second Flex Grant under the COVID-19 extension.

Credits under this option are released to the member in the form of a payment to be used for risk management purposes, subject to MIIA's approval. All requests must be accompanied by a vendor quote.

Eligible items to be considered under the MIIA Flex Grant in addition to those currently eligible under the MIIA Risk Management Grant Program include but are not limited to:

- **Personal Protective Equipment:** turnout gear, rain gear, etc. floor drains, hazardous waste
- **Equipment:** generators, automatic external defibrillators, two-way radios, GPS, tablets, street signs, etc.
- **Repairs:** roofs, gutters, walkways, stairs, lighting, playground equipment and replacement of safety surfacing
- **Services:** tree pruning/removal, catch basin cleaning, sewer video/cleaning, parking lot paving, sidewalk repairs
- **Remediation/Removal:** asbestos, lead, mold, underground tanks,
- **Ergonomic Equipment:** desks, chairs, monitor stands, etc.
- **Video Cameras:** Installation/expansion of video observation cameras and recurring security monitoring fees
- **Program Development:** pavement management program, Mass Lead Containment Control Plan
- **Training and Updates:** safety training and legal updates
- **Employment Practices Liability Assessment:** i.e. pay equity

## MIIA Rewards Grant Designation

Total earned FY20 MIIA Rewards credit \$ 14,535

Amount eligible for FY21 MIIA Rewards Flex Grant \$ 7,268

(Amount eligible for MIIA Rewards Flex Grant is 50% of total Rewards credit.)

Amount to be applied for FY21 MIIA Flex Grant \$ 6,190.60

MIIA Member: Dennis Yarmouth RSD Contact Person Bandra Cashen

Phone 508 726 8161 Email cashensedy-regional.k12.ma.us

Purpose and Description of Grant: Summarize what you plan to do, who will do it, and when it will be done.

please see attached

Grant Amount: \$ 6,190.60 Submit formal vendor estimate covering cost per item/training/consultation

If approved a check will be processed and sent to the attention of the grant contact person listed on the application. The funds should be handled in accordance with your municipality's grant handling process.

Chief Executive Officer and Chief Procurement Officer must sign the grant application attesting to the above. By signing and submitting this application, I (we) attest that all applicable state and local purchasing regulations and guidelines have been followed.

Chief Executive Officer Signature: Carol A. Woodbury

Print: Carol A. Woodbury

Date: 11/2/20

Chief Procurement Officer Signature: Ken V. Weeks

Print: Ken V. Weeks

Date: 2 Nov 2020

Email application to [miiflexgrant@mma.org](mailto:miiflexgrant@mma.org) by May 1, 2021.

Questions: Lin Chabra at [lchabra@mma.org](mailto:lchabra@mma.org) or 617-838-5941



## Dennis-Yarmouth Regional School District

Administration Center

296 Station Avenue

South Yarmouth, Massachusetts 02664-1898

Telephone (508) 398-7600

Fax (508) 398-7622

### FY 21 MIIA Flex Grant Application

As the Facility Manager for the Dennis-Yarmouth Regional School District, safety is very important to me. This grant will give us the opportunity to enhance our safety within the school district.

- Purchasing additional AEDs will help us to meet the code requirements for AEDs and allow us to provide life-saving medical treatment in the event of emergencies. Having AEDs throughout the school district provides an added layer of safety for our students, staff and community.
- A portable generator will be a great addition for our grounds department. Having the ability to use a portable generator will be a huge help with power loss issues. The generator will be used to aid in the operation of our grounds equipment.
- Handicap parking signs will help to designate specific parking spots. It is important for the inclusion of all in our community that specific spots are designated for the handicap.
- Playground safety fiber is an essential material for keeping our playgrounds safe. Our students enjoy spending lots of time on the playgrounds and their safety is our utmost concern. Playground safety fiber keeps the ground around the playground safer for students.

Sincerely,

A handwritten signature in cursive script that reads "Sandra Cashen".

Sandra Cashen

Facilities Manager

**CF MEDICAL INC. )))**



**Purchase Order/Remit-to Instructions:**

CF Medical, Inc.  
 12 Lakeview Ave  
 Danvers, MA 01923  
 Phone: 978-750-6823  
 Fax: 978-750-0596  
 www.cfmedicalquotes.com

|                        |                                          |
|------------------------|------------------------------------------|
| <b>Company Name:</b>   | Dennis Yarmouth Regional School District |
| <b>Address:</b>        |                                          |
| <b>Address Con't:</b>  |                                          |
| <b>City/State/Zip:</b> |                                          |
| <b>Contact Name:</b>   | Sandy Cashen                             |
| <b>Email:</b>          | cashens@dy-regional.k12.ma.us            |
| <b>Phone/Fax:</b>      | (none) / (none)                          |
| <b>Notes:</b>          |                                          |
| <br>                   |                                          |
| <b>Sales Rep:</b>      | Kristen Gallant                          |
| <b>Phone/Fax:</b>      | 978-880-0455 / 978-750-0596              |

|                               |          |
|-------------------------------|----------|
| <b>Quote Prepared:</b>        | 10/30/20 |
| <b>Expires:</b>               | 12/29/20 |
| <b>Quote Number:</b>          | 51442    |
| <b>Purchase Order Number:</b> |          |

|                          |  |
|--------------------------|--|
| <b>Medical Direction</b> |  |
| <b>MD Name:</b>          |  |
| <b>Address:</b>          |  |
| <b>City/State/Zip:</b>   |  |
| <b>Phone:</b>            |  |
| <b>Fax:</b>              |  |

| Qty                                                                                     | Item Description                       | Item               | List Price (USD) | Bid Price (USD) | Extended Price (USD)        |
|-----------------------------------------------------------------------------------------|----------------------------------------|--------------------|------------------|-----------------|-----------------------------|
| 2                                                                                       | HeartStart FRx Defibrillator           | 861304             | \$1952.00        | \$1248.00       | 2496.00                     |
| 2                                                                                       | FRx Ready Pack (Carry Case/Spare Pads) | 861304/R01         | \$180.00         | \$117.00        | 234.00                      |
| 2                                                                                       | Window Decal                           | AED Decal          | \$4.00           | \$0.00          | 0.00                        |
| 2                                                                                       | CPR/AED Prep Kit                       | HST-RESCUE01       | \$24.00          | \$0.00          | 0.00                        |
| 2                                                                                       | AED wall Sign                          | HST-WS01           | \$24.00          | \$0.00          | 0.00                        |
| 2                                                                                       | Large Surface Cabinet with Alarm       | CFM-CAB-LA         | \$150.00         | \$100.00        | 200.00                      |
| 2                                                                                       | Discount                               | Trade-In Credit    | \$0.00           | \$-300.00       | -600.00                     |
| 2                                                                                       | Infant/Child Key                       | 989803139311       | \$105.00         | \$73.00         | 146.00                      |
| <b>Special Instructions:</b>                                                            |                                        | Subtotal           |                  |                 | \$2476.00                   |
| 861304 - Includes: 1 set Smart Pads II, Battery, User Guide, Manual and 8 Year Warranty |                                        | Tax @ 0%           |                  |                 | \$0.00                      |
| *MEDICAL DIRECTION REQUIRED*                                                            |                                        | Freight            |                  |                 | \$18.00                     |
|                                                                                         |                                        | <b>GRAND TOTAL</b> |                  |                 | <b>\$2494.00</b>            |
|                                                                                         |                                        |                    |                  |                 | (Including tax and freight) |

**CF MEDICAL INC. )))**



**Purchase Order/Remit-to Instructions:**

CF Medical, Inc.  
12 Lakeview Ave  
Danvers, MA 01923  
Phone: 978-750-6823  
Fax: 978-750-0596  
www.cfmedicalquotes.com

I understand and accept this indication of use of any medical equipment purchased from CF Medical, Inc.  
The signature below verifies agreement with CF Medical's Terms and Conditions and the intent of the signer to purchase medical equipment of supplies listed above from CF Medical, Inc.

**Signature/Title:** \_\_\_\_\_

**Date:** \_\_\_\_\_

We accept Master Card and Visa: Card Number \_\_\_\_\_ Exp Date \_\_\_\_\_ Billing Address Same as Above  Yes  No

**Please Sign and, if necessary, include a Purchase Order - Fax Back to 978-750-0596**

PO's made to: CF Medical, Inc. - 12 Lakeview Ave. - Danvers, MA 01923 - P: 866-242-8010 F: 978-750-0596

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Brand: Honda

43 ratings

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Color: Companion



Roll over image to zoom in



- MORE POWER. SAME LEGENDARY QUALITY. - The EU2200i Companion delivers 10% more power than the previous EU2000 Companion - enabling you to power more of what you need, in the same lightweight, compact package. The EU2200i Companion gives you the power to ge
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\$1,199.00 & FREE Shipping

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In Stock

Qty: 1

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Ships from Hardware Sales Inc. Sold by Hardware Sales Inc.

Select delivery location

Add to List

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# Shopping Cart



| Remove | Product Name                | Product No. | Availability | Unit Price | Qty | Subtotal |
|--------|-----------------------------|-------------|--------------|------------|-----|----------|
| X      | ADA PARKING SIGN (ALUMINUM) | C21101      | In stock     | \$12.30    | 12  | \$147.60 |



Subtotal \$147.60  
**Grand Total \$147.60**



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# Supreme Forest Products, Inc New England Playground Surfacing

**49 DePaolo Drive  
Southington, CT 06489**

860-485-1636 Office  
860-485-1646 Fax

| <b>QUOTE</b> |           |
|--------------|-----------|
| DATE         | NUMBER    |
| 10/22/2020   | ENVC14610 |

| <b>BILL TO</b>                                                                         |
|----------------------------------------------------------------------------------------|
| Dennis-Yarmouth Regional School District<br>296 Station Avenue<br>S Yarmouth, MA 02664 |

| <b>SHIP TO</b>                                           |
|----------------------------------------------------------|
| ONE truck to:<br>S Yarmouth, MA 02664<br>Tractor Trailer |

| <b>REP</b> |
|------------|
|            |

| ITEM | DESCRIPTION             | QUANTITY | RATE         | TOTAL             |
|------|-------------------------|----------|--------------|-------------------|
| PSF  | Playground Safety Fiber | 90       | 26.1111      | 2,350.00          |
|      |                         |          | <b>TOTAL</b> | <b>\$2,350.00</b> |



DANA-FARBER



Boston Children's

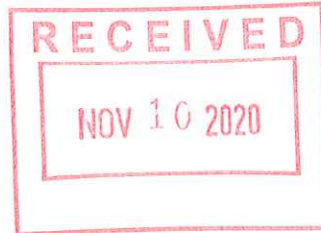
CANCER AND BLOOD DISORDERS CENTER

Lisa Scherber, MS  
Director of Patient and Family Programs  
Pediatric Hematology/Oncology  
Jimmy Fund Clinic

450 Brookline Avenue, SW 350C  
Boston, Massachusetts 02215-5450  
617.632.3278 tel  
617.632.4297 fax  
lisa\_scherber@dfci.harvard.edu  
www.dana-farber.org

November 5<sup>th</sup>, 2020

Mattacheese Middle School  
C/o: Kathy Colgan  
400 Higgins Crowell Road  
West Yarmouth, MA 02673



Dear Ms. Colgan's Sixth Grade Class,

Thank you for the thoughtful handmade cards you made for the patients here at The Jimmy Fund Clinic for Halloween! Everyone was commenting on how nicely decorated the cards were. It was so generous of you to make these wonderful cards to help us bring smiles to our patients and their families! Cards like these always brighten up their days knowing others are always thinking of them. Thank you so much for helping us spread joy!

Kind regards,

Lisa Scherber, MS  
Director of Patient and Family Programs  
Dana-Farber/Boston Children's Cancer and Blood Disorders Center



Teaching Affiliates of Harvard Medical School