

November 17, 2021

SCHOOL COMMITTEE MEETING

The November 17, 2021 School Committee (SC) meeting was called to order by Rebecca Charniak at 7:00 PM. She reported that the meeting is being broadcast live and recorded for future rebroadcasting.

School Committee Members present: *Becky Charniak (Vice Chair), Lisa Brown, Julie Moulder and Monique Salvas*

School Committee Members Absent: *Heather Morin (Chair)*

Non-Voting: *Superintendent Paul Vieira, Business & Operations Manager Cortney Keegan*

Pledge of Allegiance

Mission Statement

Student Representative Report

Middle School Student Representative Adrianna Acosta and Lisa Lane gave an update on the student activities that have happened over the past couple weeks and then discuss activities that will be happening soon at the Douglas Middle School.

Public Comment & Communication

There was no public comment

Old Business/New Business

There was no old business or new business

Superintendent's Report

Covid-19 Updates

Superintendent Vieira said on Monday November 29th from 3:00 pm-6:00 pm we will be holding another vaccination clinic here at the Douglas Public Schools. This will be open to all students and most likely be held at the Elementary School.

Dr. Vieira also wants to remind people to follow the protocols. He said if you are symptomatic or you live with someone who is symptomatic, please stay home.

Wellness Update

Dr. Vieira said that last year we started a Wellness Committee and School Committee member Kelli Grady was a part of it. He said we are looking to get our Wellness Committee back up and running. He said we have 5 goals this year: Looking at School Committee policies around Wellness & Life Threatening Allergies, look at Health and Education Services, School Nutrition, Physical Education and Social Emotional Well-being of All. He said he is looking for a member of the School Committee to be a part of the Wellness Committee. Ms. Charniak said she would be willing to serve on this Committee.

DHS School Improvement Plan

Mr. Romano presented the School Improvement Plans for the High School. He presented what his plans were from the previous school year and what has been accomplished. He then updated and highlighted what his plans are for this school year. *Please see the attached School Improvement Plans for the High School.*

DHS DEI Professional Development Outline

Mr. Romano said that after the GSA students came in and they spoke to what their experience here at the school it really kind of helped to raise awareness for everyone. He said we have come up with some ideas of how to make this better for students and to make ourselves better at what we're doing. He

said that he has contacted a teacher in Chelmsford MA, Dr. Christina Wittels, and she does work with teachers related to supporting LGBTQIA students. She will be coming in January to work with staff.

He said we will also be doing a book study with staff. He said the best book he had found is one called Respect is Only Human.

Mr. Romano said on the student side he had shared a Google form with students where they can put down if they have a preferred name or pronouns that they'd like to use. He said we will be holding an advisory to reiterate what behaviors constitute as harassment and bullying and how to report it.

He said we are looking into family activities. He said he would like to send something out explaining the use of pronouns and possibly an evening with families of LGBTQIA students or any parent who would like to be involved.

He said they will also be looking into revising the handbook and removing gendered pronouns from it. He said we also updated the dress code because times are changing and fashions change. We made it less gender bias against female students.

School Committee & Sub-Committee Report

Accounts Payable Report

Ms. Moulder signed the following warrants:

Warrant 20SCHL22 dated 11/12/2021 totaling \$2,099.65

Warrant 20SCH22 dated 11/10/2021 totaling \$584,291.84

Consent Agenda

Minutes November 3, 2021

-Ms. Brown made a motion to approve the School Committee meeting minutes for November 3, 2021. Ms. Salvas seconded the motion. Roll Call Vote: Lisa Brown-Aye, Becky Charniak-Aye, Julie Moulder-Aye and Monique Salvas-Aye.

Athletic Positions for Tournament Games – MIAA (At Round 16)

Mr. Romano said that when a school's athletic team qualifies for the state tournament there are additional positions required by the MIAA. Although these positions will likely not be needed they need to be approved in the event we make the state tournaments.

-Ms. Brown made a motion to approve the MIAA Recommended Tournament Personnel Fees in accordance with the attached MIAA Recommended Tournament Personnel Fees schedule dated 11/3/2021. These stipend amounts are retroactive to November 10, 2021 Ms. Salvas seconded the motion. Roll Call Vote: Lisa Brown-Aye, Becky Charniak-Aye, Julie Moulder-Aye and Monique Salvas-Aye.

School Business and Operations Manager Report

Transfers and Reclassifications

There were no transfers or reclassifications

Other Topics

There were no topics not anticipated

Adjournment

-At 7:49 p.m. Ms. Brown made a motion to adjourn the School Committee meeting. Ms. Salvas seconded. Roll Call Vote: Lisa Brown-Aye, Becky Charniak-Aye, Julie Moulder-Aye and Monique Salvas-Aye.

Respectfully Submitted,

Lauren Tibbetts
Recording Secretary

School Improvement Plan

Douglas High School

2021-2022



“Decisions are made in the best interest of our students.”

Joshua Romano, Principal

Desi Vega, Assistant Principal

Douglas High School

School Council

Staff Representatives: Carolyn Braney, Jill Carpenter, William Hillman, Brett Marmaras, Joshua Romano, Desi

Vega Parent/Community Representatives: Karolyn Champagne, Lou Squier, Donna Taylor, Karen Walcek

Student Representatives: Sam Bloniasz, Nicholas LaPolit

Douglas Public Schools Mission Statement

The Douglas Public Schools offer diverse learning experiences that meet the academic, social, physical, and emotional needs of all students. We provide a safe, supportive, and challenging learning environment in which students may achieve academic success and personal growth. Decisions are made in the best interest of our students.

-Approved by District-Wide Faculty and School Committee Vote – Sept. 2006

Statement of Beliefs about Student Learning

The Douglas High School community believes in a learning environment that is safe, supportive, and intellectually challenging. We maintain high expectations for all students and emphasize the skills necessary to be college and career ready. We encourage students to be informed citizens and lifelong learners.

The Douglas High School community believes:

- that all students have the ability to learn
 - in providing a comprehensive, challenging, and engaging curriculum
 - learning is most effective when meaningful connections are made
 - students learn best when they are encouraged to think, work, and communicate effectively
- in exposing students to intellectual and cultural experiences
- in respect for diverse cultural and individual differences

• in equal opportunity to succeed academically and develop socially

Core Values

Self-Reliance ~ Progress ~ Inclusiveness ~ Respect ~ Integrity ~ Tenacity

21st Century Learning Expectations:

The DHS student will:

1. read critically and write effectively
2. speak confidently and convincingly
3. listen for understanding
4. demonstrate critical thinking; gather and analyze information to solve problems
5. develop skills necessary to lead a healthy and balanced physical and emotional life
6. engage in creative, expressive, and innovative learning through art, music, drama, and/or technology
7. demonstrate personal, social, and civic responsibility

Narrative Overview

The 2021-2022 school year will be the continuation of the recovery from the impacts of Covid-19 and the creation of the “New Normal” that will determine the shape of school in the years to come. This will include assessing gaps in student learning, re-establishing the academic study habits that were changed or not in practice during the hybrid year, and work with social-emotional learning and executive functioning skills to help students regain these skills.

DHS will also move forward with several new program opportunities for students. We will continue to implement new half-year courses that meet specific interests across the departments. Changes to graduation requirements have led to a great increase in the amount of students taking courses in the arts, business, culinary arts, and technology. New Pathways will also be launched as a means to guide students to take challenging courses that will help them succeed in their further education. We will also launch our first Project Lead the Way course, Introduction to Engineering.

Finally we will work on improving the culture of DHS to promote equity and inclusiveness for all students and staff. This will include revisions to our curriculum, instructional practices, and the policies and procedures that we use in day to day operations.

Student Learning Goal: Academic Excellence Goal

DHS will increase student achievement by building teacher capacity for effective instruction and expanding new opportunities for students.

Objective	Action Steps Strategies/Resources	Timeline
<p>Use a summer program to close gaps in student learning.</p> <p><i>Philosophical basis: DHS Beliefs About Learning Core Values: Progress</i></p> <p><i>21st CLE: Read critically and write effectively</i></p> <p><i>Speak confidently and convincingly Listen for understanding</i></p> <p><i>Demonstrate critical thinking; gather and analyze information to solve problems</i></p> <p><i>DPS Blueprint: Ac Excellence, Growth Mindset</i></p>	<ul style="list-style-type: none"> • Communicate program goals and structure to parents. • Enroll students • Plan schedule and curriculum. • Conduct program. • Assess results; use data to inform additional interventions. <ul style="list-style-type: none"> • Email/Onecall • Recommendations of Counselors • Teacher input. Materials from MS 	<ul style="list-style-type: none"> • June-July 2021 • June-July 2021 • July 2021 • August 2021 • September 2021

<p>Use data (placement tests, benchmark scores, and assessments) to determine gaps in instruction from hybrid and remote instruction.</p> <p>Goal is for 98% of students to pass all classes. (95% passed all classes in 2019-2020)</p> <p><i>Philosophical basis:</i> <i>DHS Beliefs About Learning Core Values:</i> <i>Progress</i> <i>21st CLE: All</i></p>	<ul style="list-style-type: none"> • Review course assessment data by departments. ID gaps in learning, develop plans to address them. • Create and Distribute data dashboards to staff in order to identify students that may require additional monitoring. <ul style="list-style-type: none"> o EWIS Data o AP Data o MCAS Data 	<ul style="list-style-type: none"> • Review done by September 30 2021 • By opening of school
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<p><i>DPS Blueprint: Ac Excellence, Growth Mindset</i></p>	<ul style="list-style-type: none"> • Eliminate low-track math courses <ul style="list-style-type: none"> o Support CP Classes with Sp Ed assets 	<ul style="list-style-type: none"> • Opening of school • September 2021
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<p>Identify at-risk students in each grade that need targeted academic support and implement appropriate academic interventions.</p> <p>Goal is for 94% of SWD to pass all classes (91% passed all classes in 2019-2020)</p> <p><i>Philosophical basis: DHS Beliefs About Learning Core Values: Progress, Inclusiveness</i> <i>21st CLE: All DPS Blueprint: Ac Excellence, Growth Mindset</i></p>	<ul style="list-style-type: none"> • Use SST to identify students in need of academic interventions. • Conduct PD on Sp Ed Accommodations and co-teaching strategies • Conduct para training <ul style="list-style-type: none"> o Data collection • Expand Peer Tutoring • Implement revised Intervention Block. <ul style="list-style-type: none"> o Evaluate effectiveness and revise as needed 	<ul style="list-style-type: none"> • SST Meetings and protocols. • Sp Ed Department meetings • Topics selected by staff/admin. Staff meeting and/or PD time. • Topics selected by sparas/admin. PD time. Reimbursement for time • Training for peer tutors • Data form signups 	<ul style="list-style-type: none"> • Ongoing bi-weekly meetings • Conducted throughout the year • Completed by September 4, 2020 • Training completed by end of September 2020 • September 2021; quarterly review
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<p>Conduct Professional Development in selected areas to improve instruction.</p> <p><i>Philosophical basis:</i> <i>DHS Beliefs About Learning</i> <i>DPS Blueprint: Ac Excellence, Growth Mindset</i></p>	<ul style="list-style-type: none"> • Universal Design for Learning <ul style="list-style-type: none"> o Conduct basic training in UDL • Learning Walks <ul style="list-style-type: none"> o Train Department Chairs in Learning Walks 	<ul style="list-style-type: none"> • Throughout the year • September 2021
	<ul style="list-style-type: none"> o Conduct Learning Walks and identify areas of need o Plan and conduct PD in areas of need <ul style="list-style-type: none"> • Co-Teaching PD 	<ul style="list-style-type: none"> • October 2021 and January 2022 • As needed • September-October 2021

Professional Practice Goal: New Opportunities

Develop and/or implement new programs and curriculum to expand or create new college and career readiness opportunities for students.

Objective Action Steps	Strategies/Resources	Timeline
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<p>Revise Social Studies Pathway to align with 2018 Framework Revision</p> <p><i>Philosophical basis: DHS Beliefs About Learning</i></p> <p>21 CLE:</p> <p><i>Demonstrate personal, social, and civic responsibility</i></p> <p><i>DPS Blueprint: Ac Excellence, Local and Global Citizenship</i></p>	<ul style="list-style-type: none"> • Implement new grade 9 curriculum • Implement new Civics project requirements. • Complete vertical alignment with the middle school • Review results of Civics project and develop revisions. 	<ul style="list-style-type: none"> • PD time/sub coverage for collaboration • At least one meeting with 8th grade • CPT or sub coverage for collaboration 	<ul style="list-style-type: none"> • September 2021 • Fall 2021 • Spring 2022
<p>Implement new Pathways</p> <p><i>Philosophical basis: DHS Beliefs About Learning</i></p> <p><i>Core Values: Progress, Inclusiveness</i></p> <p><i>DPS Blueprint: Ac Excellence, Growth</i></p> <p><i>Mindset</i></p> <p>Plan/expand new initiatives:</p> <p><i>Philosophical basis: DHS Beliefs About Learning</i></p> <p>21st CLE: <i>Read critically and write</i></p>	<ul style="list-style-type: none"> • Create pamphlets and other materials to inform students and parents. • Review participation in Pathways. Suggest revisions • Propose new Pathways, such as Art. • Launch additional Early College courses with QCC • PLTW: <ul style="list-style-type: none"> o Launch Intro to Engineering 	<ul style="list-style-type: none"> • Review w/Dept chairs, counseling dept, school council. • Review with Dept chairs, counseling dept, school council. • Department meetings • QCC, Uxbridge High • PLTW 	<ul style="list-style-type: none"> • Summer 2021 • January 2022 (with Program of Studies review) • January 2022 • Acuplacer spring 2021 • Launch classes Fall 2022

<p>effectively</p> <p><i>Speak confidently and convincingly</i></p> <p><i>Listen for understanding</i></p>	<p>course. Plan additional Engineering courses</p>	
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<p><i>Demonstrate critical thinking; gather and analyze information to solve problems</i></p> <p><i>DPS Blueprint: Ac Excellence, Growth Mindset, Community Partnerships</i></p>	<ul style="list-style-type: none"> o Apply for Computer Science and Biomedical Pathways o Coordinate with MS on PLTW Pathways • Participate in BV Co-Op planning and launching of courses. 	<ul style="list-style-type: none"> • BV Co-op grant • Spring 2022 • Ongoing
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<p>Create new clubs</p> <p><i>Philosophical basis:</i></p> <p><i>Core Values: Inclusiveness</i></p> <p><i>DPS Blueprint: Community Partnerships, Well-Being of All</i></p>	<ul style="list-style-type: none"> ● Launch new clubs: <ul style="list-style-type: none"> ○ Web Design ○ Robotics ○ Debate ○ Connections ○ Horticulture (formerly Best Buddies) ● Promote club involvement 	<ul style="list-style-type: none"> ● Conduct club fair ● Spring Club Fair/Step-up Day 	<ul style="list-style-type: none"> ● September 2021 ● April-May 2022
<p>Restore Unified Sports Program</p> <p><i>Philosophical basis:</i></p> <p><i>Core Values: Inclusiveness, Respect, Tenacity</i></p> <p><i>DPS Blueprint: Community Partnerships, Well-Being of All</i></p> <p>Conduct Equity Review</p> <p>Response to NEASC finding that females drastically outnumber males in honors and AP Courses.</p> <p><i>Philosophical basis:</i></p> <p><i>DHS Beliefs About Learning</i></p> <p><i>Core Values: Progress, Inclusiveness</i></p> <p><i>DPS Blueprint: Well-Being of All, Local and Global Citizenship</i></p>	<ul style="list-style-type: none"> ● Establish connections with other schools ● Plan and conduct events ● Review access to honors/AP courses based on gender and economic status <ul style="list-style-type: none"> ○ Course recommendations ● Report findings and plan to enhance equity to NEASC 	<ul style="list-style-type: none"> ● Office of Student Support ● NEASC Report ● SIS Data 	<ul style="list-style-type: none"> ● Bowling: January 2022 ● Basketball: May 2022 ● Summer 2021 ● October 2021

School Improvement Goal 1: Well-Being of All

Improve school culture and climate to create a safe and supportive environment for all.

Objective	Action Steps	Strategies/Resources	Timeline
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<p>Provide varied services in response to social/emotional needs of students.</p> <p>Goal is for attendance for students identified as having social-emotional or mental health issues to improve by 10% to mean attendance of 90.5%. (Mean attendance for students with s-e/mh issues in 2019-2020 was 90%. Mean attendance for all students in 2019-2020 was 94.5%)</p> <p><i>Philosophical basis:</i> <i>DHS Beliefs About Learning</i> <i>Core Values: Self-Reliance</i> <i>21st CLE: Develop skills necessary to lead a healthy and balanced physical and emotional life.</i> <i>DPS Blueprint: Well-Being</i></p> <p>Promote Equity and Inclusiveness for All Students</p> <p><i>Philosophical basis:</i> <i>Core Values: Inclusiveness,</i> <i>Respect</i> <i>21st CLE: Develop skills necessary to lead a healthy and balanced physical and emotional life.</i> <i>DPS Blueprint: Well-Being</i></p>	<ul style="list-style-type: none"> • Revise Peer Mentor Program for incoming students identified as at-risk <ul style="list-style-type: none"> ◦ Combine two Peer Mentor Programs ◦ Monthly check-ins on mentor pairs. • Implement Bridge program for students recovering from extended absences • Implement Reset Program for attendance credit recovery. • Include SEL topics in PD and staff meeting times: <ul style="list-style-type: none"> ◦ De-escalation techniques • Conduct activities to promote equity (staff training, etc) <ul style="list-style-type: none"> ◦ PD on reducing implicit bias in instruction ◦ PD in being an effective ally ◦ Prepare and offer a Book Study on Equity • Conduct School Climate Survey 	<ul style="list-style-type: none"> • Data from Middle School on at-risk students • Training for mentors 	<ul style="list-style-type: none"> • Fall 2020 • August 2020
	<ul style="list-style-type: none"> • PD Resources (DR. Whittlesey) • Book Study funds 	<ul style="list-style-type: none"> • School Climate Surveys 	<ul style="list-style-type: none"> • January 2022 • September 2021 and June 2022

	<ul style="list-style-type: none"> • With Connections and Student Advisory Council, implement measures that improve school climate, equity, and sense of school belonging. • Revamp the student handbook so language is less exclusive and more gender neutral 		<ul style="list-style-type: none"> • Monthly meetings with SAC • NLT May 2022
<p>SEL Instruction</p> <p><i>Philosophical basis: DHS Beliefs About Learning Core Values: Self-Reliance 21st CLE: Develop skills necessary to lead a healthy and balanced physical and emotional life.</i></p> <p><i>DPS Blueprint: Well-Being</i></p> <p>Revise Advisory Program</p> <p><i>Philosophical basis: DHS Beliefs About Learning Core Values: Self-Reliance 21st CLE: Develop skills necessary to lead a healthy and balanced physical and emotional life.</i></p> <p><i>DPS Blueprint: Well-Being</i></p>	<ul style="list-style-type: none"> • Select competencies of focus <ul style="list-style-type: none"> • PD on SEL instruction/Lesson Study on SEL lessons • Assess student progress in SEL instruction/assess impact on academic readiness • Devise and implement curriculum based on: <ul style="list-style-type: none"> ◦ Building academic readiness ◦ Interpersonal connections among students and among staff and students. ◦ Future Plans • Assess success of new Advisory lessons on SEL through a survey of students. Assess staff on Advisory. 	<ul style="list-style-type: none"> • CASEL tools • CASEL • School climate and SEL surveys • Naviance curriculum • CASEL resources • Staff and Student surveys of SEL needs 	<ul style="list-style-type: none"> • July 2021 • Fall 2021 • September 2021 and June 2022 • Devise in July 2021 • Implement throughout 2021-2022 • June 2022

School Improvement Goal 2: Community Partnerships

DHS will build collaboration among students, staff, families, businesses, and the community in order to support student achievement

	Strategies/Resources	Objective Action Steps	Timeline
<p>Promote student activities and achievements to the community</p> <p><i>Philosophical basis:</i></p> <p><i>21st CLE: Demonstrate personal, social, and civic responsibility</i></p> <p><i>DPS Blueprint: Well-Being, Growth Mindset</i></p>	<ul style="list-style-type: none"> • Social Media Platforms • Local papers 	<ul style="list-style-type: none"> • Create and implement a PR plan <ul style="list-style-type: none"> o Identify platforms to use o Set goals for postings o Incorporate students/staff in creating posts 	<ul style="list-style-type: none"> • Ongoing throughout the year

<p>Conduct analysis of reasons students leave the district</p> <p><i>Philosophical basis:</i> DHS Beliefs About Learning DPS Blueprint: Community Partnerships</p> <p>Cross-school activities</p> <p><i>Philosophical basis:</i> Core Values: Inclusiveness, Respect 21st CLE: Demonstrate personal, social, and civic responsibility DPS Blueprint: Community Partnerships</p>	<ul style="list-style-type: none"> • Develop and issue a survey for parents and students • Analyze data results • Develop strategic plan to increase student retention • Step-up day activities <ul style="list-style-type: none"> ◦ Class exploratories ◦ Club fair ◦ Video tours and showcases of DHS opportunities • HS Clubs Mentor MS equivalent clubs (vert teams for clubs) 	<ul style="list-style-type: none"> • Survey from 2021 • Student Council, Student Advisory Council, Department Chairs • TV Production Class 	<ul style="list-style-type: none"> • Fall 2021 • Spring 2022 • Spring 2022 • January to June 2022
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<p>Community service events</p> <p><i>Philosophical basis:</i></p>	<ul style="list-style-type: none"> • Encourage mentoring opportunities for students across the District (ie HS Flex mentor ES Flex students) 		
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Community service events *Philosophical basis:* Beliefs About Learning social, and civic responsibility DPS
21st CLE: Demonstrate personal, Blueprint: Community

*Partnerships, Local and Global
Citizenship*

- School Council, Student Advisory Council
- August 2021 • Fall 2021

Complete the Portrait of the Graduate protocol

Philosophical basis:

Beliefs About Learning

*21st CLE: Demonstrate personal, social, and civic responsibility DPS
Blueprint: All*

- Revise Peer Leaders role in community service requirements

- Develop school-wide community service events:

- o Cancer Walk
- o 12 Days of Christmas

- Assemble committee of stakeholders

- Conduct protocol

- o Identify goals for 2022-2023 SIP

- Share completed Portrait with community



MASSACHUSETTS INTERSCHOLASTIC
ATHLETIC ASSOCIATION



Recommended Tournament Personnel Fees

**Baseball, Field Hockey, Football, Gymnastics, Lacrosse,
Soccer, Softball, Rugby, Volleyball**

	<u>Recommended Fee</u>
Site Manager	\$140
Athletic Trainer	85
Ticket Seller/Taker	60
Pass Gate	60
Auxiliary Security Personnel	60
Head Scorekeeper	45
Head Timer	45
Libero Tracker (volleyball)	45
PA Announcer (where appropriate)	45
Ball Retrievers (where needed)	20

11/03/21

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MASSACHUSETTS INTERSCHOLASTIC
ATHLETIC ASSOCIATION



**2021-2022
MIAA Tournament Host Site Fees
Beginning with Round of 16**

Fall 2021 Tournament Host Site Fee Per Game					
Qty Tickets Sold*	Field Hockey	Soccer	Volleyball	Gymnastics	Football
Up to 600	\$1,200	\$1,200	\$1,200	\$1,500	\$1,700
601 - 1,200	\$1,380	\$1,380	\$1,380	\$1,680	\$1,880
More than 1,201	\$1,560	\$1,560	\$1,560	\$1,860	\$2,060

The MIAA Tournament Host Site Fees were determined using the anticipated staffing needs by sport (such as officials, auxiliary and ticket gate personnel, athletic trainer, and site director). The amounts listed above are per game stipends and will begin with the round of 16. An incremental amount will be added to the MIAA Tournament Host Site Fee based on attendance (per GoFan ticketing report), which requires greater staffing needs associated with larger crowds.

The fee will be paid to the financially responsible school (in most cases the Host school) and is intended to cover the above mentioned staffing needs, with the exception of custodial and police expenses. Invoices for custodial and police detail must be submitted to the Tournament Director for approval and processing.

Schools may set their own payment amounts for staff or use the previously approved MIAA personnel fees as a guide. Game Officials' Fees must be paid at the approved rates per the Game Officials Committee.

MIAA Tournament Host Site Fee payments will be made upon the submission and approval of completed paperwork by the Tournament Director and sport liaison.

*per GoFan report

11/03/21

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