

***Dover Sherborn Middle School  
School Advisory Council Agenda  
October 8, 2013  
Meeting Minutes***

1 Welcome

- Present: S. Kellett, K. McIntosh, J. Draper, K. Phelan, A. Sebastian, J. McKee, K. Ferranti, E. Gorden, K. Kaplan, K. Sveen, K. Dummer, M. Lee, R. Graf
- Introductions
- Discussed charges of Council (Handbook, SIP)

2 Elect Co-Chair and Secretary

- Erin Gorden was elected Co-Chair
- Anita Sebastian volunteered to be Secretary after meeting

3 Determine Meeting Dates/Times

- November 19, 2013 at 3:15 PM in MS Conference Room
- December 17, 2013 at 3:15 PM in MS Conference Room
- January 21, 2014 at 3:15 PM in MS Conference Room
- \*February 25, 2014 at 3:15 PM in MS Conference Room
- March 18, 2014 at 3:15 PM in MS Conference Room
- April 15, 2014 at 3:15 PM in MS Conference Room
- May 20, 2014 at 3:15 PM in MS Conference Room

\*Please note that due to vacation this is the fourth Tuesday.

4 Handbook

- Discussed change of handbook format (now similar to HS)
- Suggestion to move some sections to appendices to facilitate finding important information
- Discussed revising the technology policy to make more clear and more at-a-glance so it would be easier to know what is/is not allowed.

5 School Improvement Plan

- Implementing a master academic calendar.

- Discussed three key goals of current SIP:
  - Communication: ASPEN Pilot for real-time grading, detailed progress report at end of each term, and student access to portal
  - Evaluation Implementation
  - Academic Excellence: EmPower and UbD professional development planned

#### 6 Parent & Student Survey Results

- During communication/portal discussion the desire of 8<sup>th</sup> grade students to have a better understanding of their academic standing was discussed.

#### 7 Other Business

- It was agreed we would discuss survey at November meeting
- Plan to discuss changes to the "5th to 6th transition" based on parent and POSITIVE feedback, including change from spring "mingle in the middle" to an end-of-summer event for parents.

#### 8 Adjourn at 4:45 PM