Call to order 6:08pm by Charity O'Neill O'Kane

- Pledge of Allegiance recited
- Group Norms and intent statement read and dates of calendar acknowledgement by Charity O'Neill O'Kane.
- DEI Dates for February: see below

Public Forum: None

DEI Point Person: guest speaker Caitlin Sheehan DEI coordinator for Duxbury School District.

Introduced by Becky Milburn, Caitlin Sheehan is a Duxbury native and a History teacher there. She is also the DEI coordinator. She was a catalyst for creating the position after the summer of 2020. Caitlin addressed the committee regarding the ways that she framed out the position to the Duxbury School committee and the community. Due to the issues that were highlighted at Duxbury there was an Anti Racism task force created, while all of this was happening Caitlin began speaking about a DEI coordinator. She also began advocating and looking at budgeting for the position. She has been creating definitions that both the staff and the students are in support of. Culturally responsive teaching has also been a strong guideline for her position, also DESE has also encouraged this type of teaching so it was easier for them to continue with it. She stated that her being able to do all of this, meet with teachers, look for grants, set up PD and engage children has helped support the administration that might have felt overwhelmed in their roles of doing this. Her position is k-12, their district is also a 4 school district, similar to Sandwich. Charity O'Neill O'Kane asked if Caitlin had a reporting process if a DEI issue or incident occurred was it well known that she was the person who they spoke with. Caitlin stated that because she was visible in the school it was easier for her to engage with the students in that way, she also attends faculty meetings at all schools. Caitlin also stated that she has relationships with the community DEI committee as well as the town selectman and other people within the town. Charity asked if Caitlin was specifically trained for this position, she stated that with her history background and bachelors degree in leadership and equity learning was her focus, also urban education. With those things in place she was able to use that and apply it to where she works and lives. Margot Critchfield asked for a recap of what she said during the school committee meeting to calm fears or preconceived notions. Caitlin stated that she spoke of ALL students and allowed students to achieve their high expectations and reach their full potential. Also making sure that all students have those access points to reach those goals. Caitlin also does coaching, using the Coaching for Equity book to insure this process. Kristin Bader asked how her position is classified. She has a designated spot in the schools and is able to go to classrooms and interact with students and teachers. It was asked if her time is mostly spent at the higher grades rather than in the lower grades, she confirmed that is correct, her time is spent speaking and working with students/faculty in 6-12. Caitlin confirmed that she reports directly to the Superintendent and that she
has full autonomy within the position and that she had to work within some guidelines but has been able to work well with it. It was asked if there are DEI groups at each school, Caitlin stated that there is not, however she would like to have teacher leaders trained at each school so to help facilitate the work within the schools. It was asked if there are any social emotional teachers/staff in the school and Caitlin stated that they do not have specific social emotional practices and that they do have adjustment counselors and psychologists in the middle (3-5) and high school (6-12) however no social workers or psychologists in lower grades.

School updates from Administration:
Anna Dunphy spoke of the DEI group at Oak Ridge, it is a group of 3. They have also been working with Maureen in regards to course work that will benefit the DEI movement.
Maureen Wiklund stated that Dr. Gould sent out Portrait of a Graduate survey which included DEI questions, over 900 replies were sent in. This was done with grades 5-12. A little over 200 parents and 100 staff members have also done the survey, the data will be forthcoming when available. Maureen also discussed the Safe and Supportive Schools grant and the work that is being done at Forestdale, the work is being done with the CARES team. This work will be filtered out into the other schools as well. Currently, Maureen is meeting with the CARES team weekly to group together the behavioral/support team with the CARES team to develop common practices within the schools. Combining the groups has allowed for a cohesive group. Maureen also stated that administration was looking to offer a stipend position for a DEI leader at each school, this would be a person already working/teaching at the school. It would be a team leader position within the contract. Positions would be posted within March and for the remainder of the year it would be training/PD to ensure being ready in the fall and moving forward. Becky Milburn asked if the position would be offered for a teacher or if it would be for a non classroom teacher. Maureen stated that this would actually be fine for a classroom teacher. Diana Ganju mentioned that this work would be done either before or after the school day, this being the reason for the stipend.

Survey Update:
Becky Milburn stated there are no further updates.

Communication Update:
Emily Klaiback and Becky Milburn have been working on communication, there was discussion about a communication flow chart. Dr. Gould, Becky and Emily had a conversation about the groups at each building working on the same page. Emily had shared with Dr. Gould information that Wheaton College had shared about community building and communication around possible incidents that could occur. It was also mentioned that it is not just the schools, it is the town and community as well. Emily stated that the ideas for positive communication started from the parent groups on social media, her idea is to have a social media campaign that would help increase the base for the DEI work that we are doing. Possible use of seniors with images and using quotes or perspectives regarding inclusivity could create a social media page that would encompass our message. Charity reminded the group that we can have ideas, however that there is a chain of command for ideas like this, that we are only able to advise and not create. Becky stated that Dr. Gould enjoyed the idea and Becky mentioned that perhaps it could come from a club or student group. Charity stated that if there is a recommendation that we would like to make that we need to vote on it and not run with things that we think the schools “need” to do. We are an advisory group for the school committee and
not a group to create and implement protocols. Kristin stated that while all these ideas are amazing, we need to remember our policies and protocols. Becky apologized to Emily publicly as she feels she misguided her, perhaps their focus can be switched to a recommendation. Margot Critchfield stated all the wonderful things we have done thus far, and that we are creating new and exciting ventures.

**Protocol:**

Kristin Bader just wanted to point out that we need to make sure that we are not communicating to administrators any ideas or information that we are sharing in meetings. If you have any questions or concerns to email either Charity, Trinity or Kristi.

**World of Difference Update:**

Diana Ganju updated, kicked off the program at the faculty meeting last week. Beth Donahue, Trinity Broderick, Nate Everett and Diana are the advisors. A letter went out to the community as well. Students were asked to apply via an online application, nominations were also sent out to staff and students. Fliers and emails have also gone out, applications have been coming in as well as nominations. It is a two week application process. A 1:1 conversation type interview will take place, there will also be social media interactions along with homeroom visits. Applications due 2/18, interviews and then final group selections first week of March. Trinity stated that the diversity club is going to be pushing into homerooms to highlight it and also to answer any questions. Tessa Cary also stated that some students in her grade have been discussing it as well. There is a lot of interest all ready and that is exciting news.

**Media Collection:**

Kathleen Reynolds updated that there is a media collection document in google docs. Many national news and local news articles have links to them as well. Kathy states that some might be subscriber links only, but that she thinks she has corrected that.

- Act on Meeting Notes for 12/7/21 and 1/4/22, motion was made by Charity O’Neill O’Kane and seconded by Kathleen Reynolds, unanimously approved 12/7/21 minutes. 1/4/22 Charity O’Neill O’Kane made motion, Tessa Cary seconded motion, Diana Ganju and Carly Smith abstained, all else in favor. Minutes approved for 1/4/22.
- **Public Forum:** none
- **Any other topics not anticipated:**
  Kristin Bader suggested we have Maureen Wiklund joining the committee. This would need to be a change in the handbook, the School Committee will need to do this.
  Ethics training needs to be sent in via Taylor White
- **Closing Remarks and Thanks** none
- Motion to adjourn by Lisa Kent, seconded by Kathleen Reynolds
- Unanimous vote to adjourn at 8:03 pm

Signed by:

Lisa C. Kent  Secretary

February 2022 Dates
American History Month
Black History Month (since 1976)
Human Relations Month

- February 1: Lunar New Year
- February 2: National Freedom Day, celebrating the signing of the Thirteenth Amendment, which abolished slavery in the U.S. in 1865.
- February 20: World Day of Social Justice, marking the coming together of people from all walks of life to support the idea of justice, victims’ rights, and ensuring no crime that jeopardizes peace takes place.
- February 21: Presidents’ Day. Honoring the birthdays of George Washington and Abraham Lincoln, as well as every U.S. President.

Multiple religions observe holidays in February, including Bahai, Buddhism, Christianity, and Hinduism.

The DEI is aware that this is only a partial list of important dates and events for the month of February. We encourage and welcome the community to aid in educating us and informing us of missing dates of corrections through the public forum.