March 27, 2018

Jeff Wulfson

Acting Commissioner of Elementary
and Secondary Education

75 Pleasant Street

Malden, MA 02148

Dear Acting Commissioner Wulfson,

As Receiver of the Paul A. Dever Elementary School, I respectfully request your consideration of a proposal to slightly alter the student and staff schedule in SY18-19 based on student attendance data collected during SY17-18.

**Student Hours**

The Dever proposes to redistribute approximately 44 instructional hours across 180 school days in SY18-19 instead of 186 schools days implemented in SY17-18. The adjustment is in response to a 10-20% student attendance decrease during the Dever school days that are not aligned with the BPS student calendar. To date, the SY17-18 average Dever daily attendance is 93% which is 3% less than the SY17 96.3% Measurable Annual Goal (MAG) for the Dever. By altering the Dever’s calendar to match the BPS calendar, this attendance MAG is more achievable.

In order to make this adjustment and maintain the instructional hours of SY17-18 in SY18-19 we propose the following:

1. On the day prior to Thanksgiving for SY18-19, Dever students and staff will complete a half day in alignment to the BPS schools. For SY17-18 this was a full day off for students and staff at the Dever. This will recoup 4.45 instructional hours.
2. For SY18-19 Dever students will officially begin school at 7:35 AM instead of the SY17-18 start time of 7:45 AM. This start time will be in effect 5 days a week, and will recoup 1,800 minutes, or 30 instructional hours.
3. Dever students will be dismissed at 12:45pm on Wednesdays instead of 12:30pm. Over the course of 37 Wednesdays in SY18-19, this change will recoup 555 minutes, or 9.25 hours.

**Staff Days**

For SY18-19, returning staff will work 193 days, which includes 180 instructional days, 11 summer professional development (PD) sessions, and 2 end of school sessions. New staff will work 195 days, which includes 180 instructional days, 13 summer PD sessions, and 2 end-of-school sessions. This increase of staff PD days in SY18-19 allows staff days to remain consistent from SY17-18 to SY18-19.

**SY18-19 Student and Staff Calendar**

* + New Dever teachers report for 13 days of PD on Tuesday, August 21, 2018
	+ Returning Dever teachers report for 11 days of PD on Thursday, August 23, 2018
	+ Students in grades 1-5 report for the first day of school on September 6, 2018
	+ Kindergarten students report for the first day of school on September 10, 2018
	+ All students/staff complete a half day of school on November 21, 2018
	+ Only staff report on January 2, 2019 (previously all students/staff reported)
	+ Last student day of school on June 18, 2019 (any snow days will extend this date)
	+ All Dever staff report for 2 days of professional development on June 20 and 21, 2019

Thank you for considering these proposals aimed at improving student attendance at the Paul A. Dever Elementary School.

Sincerely,

**SIGNED BY DR. TOMMY CHANG**

Tommy Chang, Ed.D.

Superintendent