

Jeffco Schools District Accountability Committee September 20, 2016 Minutes

Present:

John Byrne, Alisa Cole, Brian Conroy, Tanya Coulter, Suzanne Covington, Tom Coyne, Terry Elliott, Carsten Engebretsen, Nikki Fitterer, Angela Geier, Deb Guiducci, Dave Johnson, Sed Keller, Jennifer Kirskey, Beth Knudsen, Margaret Lessenger, Jill Mark, Melissa Martini, Nancy McCanless, Annette McMahon, Sara Miller, Julie Oxenford-O'Brian, Alonzo Rodriguez, Greg Seupaul, Martissa Spencer, Mark Stutz, Sally Kate Tinch, Julie Vanek, Cindy Walker, Lucas Ward, Dave Wells, Katie Winner

Absent:

Esther Caldera, Jim Earley, Dave Epp, Bill Kottenstette, Lisa Papke, Molly Snyder, Rachel Swalley

Guests: Addenbrooke Classical Academy SAC representative, Tracy Apel, Kathleen Askelson, Matt Flores, Tim Matlick, Suzi Thompson

Agenda:

- Welcome and Introduction – Deb Guiducci
- Approval of Agenda, May Minutes – Deb Guiducci
- DAC Roles, Norms and Responsibilities – Deb Guiducci
- Sub-committee Current Status – Mark Stutz
- Sub-committee Organization for 2016/2017 – Mark Stutz
- Charter School Application Review – Terry Elliott, Tim Matlick
- Fall DAC/SAC Update – Deb Guiducci
- Draft Agenda for October/Board Comments – Deb Guiducci
- Closure – Deb Guiducci

Decisions (current):

1. Minutes of May 3, 2016 were approved.
2. The meeting agenda was approved as presented.
3. The DAC adjourned at 7:27 pm and took a group photo for use in communications by Tracie Apel as part of the Family/School Partnership work.

Action Items (future):

- Members signed up for a sub-committee and set first meeting date/time. Communications on each sub-committee's work will be coordinated through the sub-committee Chair.
- Members will receive Montessori waitlist numbers from February 2016.
- Members will email to [Helen Neal](#) or [Deb Guiducci](#) any items for the October 18 DAC meeting agenda by October 5.

Notes:

- Info **Welcome and Introductions-** **Deb Guiducci** welcomed a quorum of the DAC and led the group in introductions by sharing a favorite summer activity or what would be missed with the passing of summer.
- Action **Approval of Agenda, Minutes-** **DAC members** approved the meeting agenda by unanimous consent. Minutes were approved by unanimous consent.
- Action **DAC Roles, Norms, Responsibilities-** **Deb Guiducci** noted the norms in place from last January as DAC works together for this year, the standing and ad-hoc subcommittees use in meeting statutory requirements of DAC, the bylaws subcommittee work on member voice outside of DAC work. Comments were shared for focus on appropriate conduct given DAC experience on districtwide topics while communicating with non-DAC community members and leadership.
- Info **Subcommittees Current Status-** **Mark Stutz** provided a brief overview (**see presentation**) of the DAC standing subcommittees (4), and the executive committee and bylaws committee. The charges for each subcommittee were noted to fulfill the requirements of DAC and the process used in recommendations to the Board of Education on DAC work. Members chose among Budget, Charter Review, Family/School Partnership and Unified Improvement Plan subcommittees for their DAC work this year: **Budget** (Katie Winner, chair; Alisa Cole, Brian Conroy, Suzanne Covington, Deb Guiducci, Dave Johnson, Nancy McCanless, Annette McMahon, Greg Seupaul); **Charter Review** (John Byrne, chair; Sed Keller, Jill Mark, Mark Stutz, Sally Kate Tinch, David Wells); **Family/School Partnership** (Lisa Papke, chair; Alisa Cole, Carsten Engebretsen, Angela Geier, Jen Kirksey, Sara Miller, Alonzo Rodriguez, Martissa Spencer, Lucas Ward); **UIP** (Julie Oxenford O'Brian, chair; Tonya Coulter, Suzanne Covington, Tom Coyne, Jim Earley, Nikki Fitterer, Deb Guiducci, Sed Keller, Beth Knudsen, Margaret Lessenger, Melissa Martini,

Cindy Walker).

- Action **Subcommittee Organization for 2016/17-** **Mark Stutz** brought groups back together to share reports on the focus of subcommittee discussions regarding the DAC work calendar, upcoming issues and the next meeting date. Each committee report was provided by the affirmed Chair. Initial meetings were noted: UIP (10/3, 3:30-5:30 pm, Ed Center), Budget (10/26, 5 pm, Ed Center or Golden HS), Charter Review (9/27, 5 pm, Ed Center), Family/School Partnership (10/10, 5-6 pm, Dunstan MS)
- Action **Charter School Application Review-** **Terry Elliott, Tim Matlick** outlined the application, timeline and review process (**see handout**) used in the district for opening a charter school and noted there is one application being considered (Great Work Montessori). The DAC Charter Review subcommittee will present its review of the application to the full DAC prior to the October meeting. The DAC will review and make final comments during the October meeting and submit the final review to the Board of Education following the meeting. A brief overview of the application was shared for the PK-3 school (growing to PK-8) in east Lakewood/Edgewater (zip 80226). DAC members John Byrne and David Epp are members of the Charter School Review Committee (different from the DAC Charter Review subcommittee). Questions regarding waitlists and distribution of Montessori schools within the district, contract length, second application window, charter school academic and financial success were answered.
- Info **Fall DAC/SAC Update-** **Deb Guiducci** walked members through the Fall Update event on September 28, 5:30-7:30 pm in the Ed Center including the new breakout sessions. Particular emphasis was a review of the responsibilities for DAC Articulation Area representatives (introduction of DAC Artic reps with schools so SAC attendees know who they will look for later as artic areas gather; review of Discussion Guide, Question Prompt sheet, Sign-In/SAC Meeting list). Discussion involved providing meaningful experiences at the Fall Update. Suggestion for future: allow high schools to gather together instead of by articulation area.
- Info **Draft Agenda for October/Board Comments-** **Deb Guiducci** requested any revisions to the October 18 agenda be shared now and on email to her or Helen Neal before the executive committee meeting on October 5. Additions included reports by the Family/School Partnership subcommittee on district policy and the UIP subcommittee on district performance to date. No board member was present.
- Action **Closure-** adjourned at 7:27 p.m. A group photo was taken to be used in future communication from DAC to SACs.