

# DAC / District Accountability Committee Meeting Minutes

April 8, 2014  
Wilcox Building, Board of Education Room, Castle Rock, CO  
6:30 PM – 8:30 PM

## Call to Order and Roll Call:

*Barb Cousins, Recorder, called the meeting to order.*

### Present:

Becky Barnes, Chair / Parent Member  
Jean Medberry, Vice-Chair / Parent Member  
Barb Cousins, Recorder / Parent Member  
Brandy Nath, Voting Elementary Teacher  
Mark Harrell, Franktown Elementary School Principal  
Becky Takeda-Tinker, Parent Member  
Chad Timkin, Parent Member  
Ron Booth, Voting Community Member

Dan McMinimee, Assistant Superintendent of Secondary Education / Staff Liaison  
Judi Reynolds, Board of Education Liaison  
Meghann Silverthorn, Board of Education Liaison

### Absent:

Michael Holmes, Parent Member

## General Meeting:

1. Roll call and confirmation of quorum.
2. Becky asked for volunteers for several sub-committees at the last meeting. She has asked that we wait to form the committees until after the three new DAC members are confirmed. DAC will complete the final list once the new DAC members are on board. The list so far includes:
  - a. **Long Range Planning Committee** – two DAC members – Jean Medberry & TBD.
  - b. **Cite 6 Review Committee** to meet in June, July and August 2014 – Becky Takeda-Tinker & Mike Holmes.
  - c. **DAC Best Practices Committee** to create a set of tools for all future DACs to use – two DAC members - TBD & TBD and requesting SAC member participation. Meetings will be held one hour before each DAC meeting.

3. There were SAC audience questions about the final compilation of the individual schools recommended **budget spending priorities** for the school year 2014-15. Each school completed a form and sent it to the DAC by January 31, 2014. Becky compiled the results and provided the chart to all SACs. This same document was presented by Becky to the DCSD BOE at their annual retreat in March. The DAC agreed to explain briefly, in writing, that they did not provide their own recommendations to the BOE other than adding that any additional funding should go to the schools. This is in compliance with the current School Based Budgeting/ SBB format and district policy. The link is found in the March 2014 newsletter.

4. The **three new DAC finalists were discusses at the meeting**. Pending BOE approval, they will become members and start at the May DAC meeting. They are: Sandra Brownrigg from Sedalia, Chris Cingrani from Highlands Ranch and Brian Wetterling from Highlands Ranch. Congrats! They were introduced and a one page handout with an introductory paragraph on each person was presented.

5. The DCSD DAC plans to **“market” the CO State Advisory Council for parent involvement in education/ SACPIE, (SB 13-193)** for next year and get the SACs involved earlier in the yearly process. We will train in August/ September and not, as we had in the past, trained in October. Additionally, for 2014-15 year, we will ask the SACs to hold elections in May, similar to the PTO process, and tell DAC the results by September. For the 2015-16 school year, we will ask for the election results in May of 2015. It was suggested to make sure the upcoming grade parents are notified of the elections and ways in which they can participate at their child’s new school. We will be surveying for Best Practices and providing examples for marketing to parents.

6. DCSD has filled a new position required by SB 13-193. **Kathy Brown is the new School/Community Partnership Coordinator**. Becky has been in contact with her and the goal is to meet soon and determine the best ways in which DAC can work with her office.

7. **Code of Conduct** at DCSD - Dan McMinimee and Rob Ross, district attorney highlighted the policy and its use with student problems. They stressed that there is “wiggle room” for special needs students and all circumstances, keeping in mind that the policy is the same for all grades. The maximum time a student can be expelled is one year. Other states have indefinite expel policies. A student expelled in DCSD, can go to another district but can also be denied. Bullying was discussed, the policy and the resources. Restorative practices were discussed and often shared by administration officials. If there is a change in the Code, it goes for approval first to the district lawyer and final approval is by the BOE.

8. **Safety** – also discussed by Dan and Rob Ross. This is an emphasis in the 2014-2017 Strategic Plan. Discussion was focused on the physical and emotional standards and new equipment. SAC questions were centered on more counselors for the ratio of students as it was felt the ratio was too high. Suggestions were for more training of substitute teachers, providing them with laptops or tablets for use on the day they work at a school, training them for emergencies. Finally, it was suggested to add to the new district app, the links for Text a Tip & Safe to Tell.

9. **CORA/ CO Open Records Act** – also discussed by Dan and Rob Ross. DAC members

are subject to CORA. Therefore, if requested, a DAC member must submit emails as they are relevant to the subject requested. Becky suggested that a DAC member create a separate email account for DAC purposes only or at least, keep emails separated by specific topics. If you delete the emails before the request, you cannot provide them. Redact anything personal and not relevant to the request. No personal liability insurance is needed.

10. Becky motioned to **adjourn** and Jean 2nd it. The meeting was adjourned at 8:30 pm.

**Handouts at meeting:**

- ✓ Agenda
- ✓ List of three new DAC members and a brief bio of each

*Next DAC meetings scheduled for May 13, 2014 & June 10, 2014 at 6:30 pm.*

*Submitted by Barb Cousins, Recorder*

*Submitted on 5/1/14*