DAC (District Accountability Committee) meeting minutes
Date: June 9, 2015

Wilcox Building, BOE Room
6:30-8:30 p.m.

**Call to Order/ Role Call**
Chris Cingrani (DAC chair / Parent Member)
Barb Cousins (Vice Chair/ Parent Member)
Jean Medberry (Parent Member)
Brian Wetterling (Parent Member)
Amy Pfister (Parent Member)
Mark Harrell (Principal Representative - Franktown Elementary)

**DCSD Staff and BOE members**
Steven Cook (DCSD Assistant Superintendent Secondary Education)
Megan Silverthorn (BOE representative)
Judi Reynolds (BOE representative)
Kathy Brown (Parent/Community liaison)

Absent: Sandra Brownrigg (Recorder/ Parent Member), Jerry Hargrave (Parent Member) Kim Kibort (Parent Member), Michael Holmes (Parent Member), Ron Booth (Community Member), Brandy Nath (Voting Teacher Member), Ted Knight (DCSD Assistant Superintendent Elementary Education)

Meeting began at 6:45 p.m.

**Action items -** Due to absences we did not have a quorum at the June 2015 meeting, so anything that needs to be voted on will have to be tabled until our August 2015 meeting including the adoption of minutes from our May 2015 DAC meeting. Those will be adopted at our August 2015 meeting.

**Committee Updates -** FOC & LRPC - no updates. There meetings will resume in August. There are currently openings on both committees. Amy, Jean, and Kim both offered to assist on the DAC level with LRPC. These committees are all representative of the Board and it's important to identify our liaison role within these groups and strengthen the level of communication between these groups and DAC. It was suggested that we look at formalizing the relationships with these groups and encourage the other committees (FOC and LRPC) to have a similar agenda structure as DAC as well as include DAC and our updates.

CART update - At the May DAC meeting Barb Cousins shared there were 3 schools that were looking for approval (John Hopkins, Parker Arts K-12 and Millstone). From the application process John Hopkins & Parker Arts were "recommended" and approved by the BOE. There are several contingencies in moving forward and

timelines associated with each. Milestone was denied.    Getting thru the application process is step 1 of many steps.   Would be productive to look at DAC having 3 DAC members as part of CART so that there are multiple persons "in the know" on the CART process.

Question asked from the community —   "Who reviews what is going on with existing charter schools and who is reviewing and updating the community on how existing charters are performing within the district?"   Answer given - The Department of Choice Programming.   The answer of who specifically was not identified and Dr. Steven Cook offered to identify that person/group.

DAC committee business - Ideal to look at August and know who on DAC is representing DAC on the UIP committee, FOC, and LRPC going into the 2015-16 school year.

UIP - Brian Wetterling, Kim Kibort, Amy Pfister, Jean Medberry
FOC-
LRPC - Amy Pfister, Kim Kibort, Jean Medberry
CART - Barb Cousins, Jean Medberry

DAC openings - Deborah Lynch has resigned.   There was a conflict with her schooling and DAC meetings.   DAC will look at August for this position to be filled by a secondary teacher within the district.
Ron Booth - has reached his term limit - This position will be filled in August.
Jerry Hargrave - TBD - Chris is going to check with him regarding his level of commitment going forward with DAC

Interviews for open DAC positions will be conducted in a group setting similar to how they were conducted in the fall of 2014. Voting DAC roles are 2 full terms and whatever the partial term is that you filled.

August 2015 meeting will be heavy regarding LEAD and CITE - Want to ensure that DAC has enough time to review and formulate opinions and ask questions about the changes.   It would be ideal for DAC members to have access to the changes/updates to review the information and feel comfortable with voting on CITE/LEAD changes at the August 2015 meeting. CITE updates are finished and will be distributed amongst DAC members mid-July for review.   We will identify a time prior to the August 2015 meeting to meet/discuss the CITE updates.    There are no changes being made to what was approved in August 2014, the CITE updates with changes are the specialist group and that is what will be discussed in August. There is work being done this summer on LEAD and that process between June-August 2015.


DCSD is in a holding pattern regarding CITE to allow educators the ability to absorb and work with the system.   Steve Cook - language is very consistent with the process.   Fall Forum - 10/27 meeting for SAC "kick off" and SAC 101

**DAC meeting dates 2015/16**

8/11/2015
9/8/2015
10/27/2015 - Fall forum (proposed)
11/10/2015
12/8/2015
1/12/2015
2/9/2015 - Spring forum (proposed)
3/8/2015
4/12/2015
5/10/2015
6/14/2015

*We will remain with the second Tuesday evening of the month 6:30-8:30 for DAC meetings

Spring forum - *Question* - Can we look at having a feeder 'break out" session?

**SAC by-law changes** - DAC liaison role.   This role will not change; we are looking at having the duties clarified.   There were approximately 20 schools that submitted feedback via the online survey regarding the DAC liaison role.

Current by-laws regarding DAC liaison role state:
*Elected or appointed position
*Parent rep, PTO, or community member
*Attends all scheduled DAC forums, reports back to SAC, and provides communication link between SAC and DAC.
*Is a member of SAC
*Works in collaboration with principal and SAC chair to create and monitor UIP

 Consensus is to remove the word "forum" from the verbiage in duties.   Going forward there is an intention to provide easier access to DAC meetings via live streaming, newsletters, and social media.   Chris will reach out to Rob Ross to see how we can change the wording for the DAC liaison role.   September 2015 is when we can look at updating the DAC liaison role and changes to how it's worded in our by-laws.

**SAC budget priorities -** all SAC's were to submit their school budget priorities for the 2015/16.   Chris took this information and broke it down by sub category (charter school, elementary, etc.).   Priorities (in order) are listed below.

Elementary - 1 - class sizes, 2-staffing, 3-technology, capital needs, specials
Middle School - 1-staffing, 2-class sizes, 3-financial
High School - 1-Staffing, 2-Safety

*Question -* How does the BOE receive and utilize this information?   The BOE invites all committees to their retreat (retreat did not happen this year).   To have this information presented in a form would be helpful, but there **is** a need to have this information before the BOE gets a budget.   The hope for the BOE is to get this information (budget priorities) at the earliest venture whether polished or not, so that the information is useful and timely.

The purpose of submitting budget priorities to the BOE is to give them an overall picture as to what the SAC's are mostly concerned and focused on.    Dr. Megan Silverthorn gave some insight as to how the BOE receives this information, absorbs it, and disseminates funding and allocations on a general level, not necessarily at a school level.

There needs to be parameters surrounding some of the budget priority discussions. For example the term "class sizes" is very subjective.

**DAC planning schedule for 2015/16-**   There are required responsibilities that DAC has to incorporate into monthly DAC meetings.   Additionally we want to incorporate follow up/feedback items, monthly committee updates, etc…   That said we as DAC want to incorporate new topic items and gather information that is timely with the time frame of the BoE and district.

*One topic that a member suggested is to have a discussion regarding the substitute pool within the district.   How are our subs evaluated?   How do we compare with other districts?   Chris will look to discuss if this is a conversation for DAC or SAC's.    Mark Harrell suggested this topic should be discussed first at a SAC and school level.

* Gifted/Talented is a suggested topic for a future DAC meeting

*SAC 101 workshop — when is the right time to offer this and what is the best venue? It's important to set up our SAC's to succeed and know what their responsibilities are, who to communicate to, etc…

**<u>Ideas for SAC 101 workshop</u>**
*What is a SAC? — define
*Acronym's — our verbiage is overwhelming - Need to be able to communicate the complex in simple terms to "reach people".
*Quick reference guide would be helpful
* Be more welcoming in inviting members in to SAC meetings
*Wording is key
* Invest within your community and share amongst your SAC's (feeder)
*Utilize class teachers to communicate information regarding SAC's to get more participation from parents (teacher emails)
*Success stories from other SAC's that "make a difference" — digital safety 101 (example from Chris)

*Guest speakers

Could we do this as a breakout session at a forum?


Why aren't SAC's getting more involved?    Email Chris suggestions over the summer as to what might be some good ideas for a SAC 101 (dac@dcsdk12.org) Parent University topics — email Kathy Brown (kathy.brown@dcsdk12.org).

Meeting adjourned at 8:45

minutes taken by Amy Pfister