

**DAC Meeting Minutes- October 27, 2015  
BOE Room - Wilcox Building 6:30-8:30**

**CALL TO ORDER/ ROLL CALL**

Barb Cousins (VP and Acting Chair)  
Sandra Brownrigg (Recorder & Voting Parent)  
Jean Medberry (Voting Parent)  
Brian Wetterling (Voting Parent)  
Amy Pfister (Voting Parent)  
Mark Harrell (Principal Representative & Voting Member)  
Megan Silverthorn (BOE representative)  
Judi Reynolds (BOE representative)  
Steve Cook (Assistant Superintendent of Secondary Education)  
Ted Knight (Assistant Superintendent of Elementary Education)  
Kathy Brown (DCSD Parent liaison)

Absent: Kim Kibort (Voting Parent)

Acronyms used in this meeting

DAC = District Accountability Committee	SAC = School Accountability Committee
FOC = Fiscal Oversight Committee	EPR = Elementary Progress Report
CART = Charter Application Review Team	LRPC = Long Range Planning Committee
LEAD = Leadership Effectiveness thru Analysis & Data	CITE = Continuous Improvement of Teacher Effectiveness
UIP = Unified Improvement Plan	PU = Parent University
BOE = Board of Education Committee	CAC = Community Accountability

Meeting began at 6:36 p.m.

**Introductions/Old Business**

Sandra Brownrigg - Michael Holmes has resigned (effective immediately). Brandi Buttica has accepted the DAC voting parent position, but was unable to attend tonight's meeting (pending BOE approval).

Meeting minutes - September 2015 - ADOPTED.

DAC member name tags - If you need a new name tag or you are a new DAC member please let Dorinda Hedin know ASAP - [dshedin@dcsdk12.org](mailto:dshedin@dcsdk12.org).

Barb Cousins - Welcome! Thank you to all for being flexible with the change of not having a Fall Forum this evening. Winter forum to take place in February 2016.

Slight changes to the agenda format going forward. DAC will now list "housekeeping items" on the monthly agenda. Please note to the left of the agenda the changes DCSD Strategic Plan, DAC duties, Wifi password. Going forward, outstanding items (things not finalized or resolved) will also be listed on the agenda. Additionally Kathy Brown and Parent University (PU) will be listed on the agenda monthly as there is crossover between DAC and PU. Our goal is to provide a consistent feedback loop and to ensure that every DAC meeting is worthwhile for the individuals who take the time to attend. Sandra - "This is a work in progress."

Committees - Want monthly reports from our DAC members that maintain roles with other DCSD committees (FOC, LRPC, CART, and UIP) as well as a BOE monthly report. We are also looking for new DAC members to have roles with these committees. We have brought back the Communications role (had previously been a part of DAC) to further strengthen the communication between DAC the DCSD parent community. Additionally, we want to put links to LRPC, CHART, and FOC on the DAC webpage in the future. - **CARRY FORWARD - Sandra/Kim to do.**

Since the resignation of Chris Cingrani (September 2015) there have been several meetings between Barb Cousins, Sandra Brownrigg, Steve Cook, and Dorinda Hedin to map out what the DAC will look like going forward. A special thanks to Dorinda for her hard work in assisting with the interview process as well as Barb for all of her hard work in stepping into the DAC Chair role after Chris' resignation.

### **DAC Elections**

DAC Chairperson/President - Jean Medberry nominated Sandra Brownrigg for DAC Chair, Brian Wetterling seconded. All in favor, no opposed - Sandra Brownrigg is the new DAC Chair

DAC Vice Chairperson/VP- Jean Medberry nominated Brian Wetterling for DAC Vice Chairperson, Mark Harrell seconded - All in favor, no opposed - Brian Wetterling is the new DAC Vice Chairperson

Recorder - Sandra Brownrigg nominated Amy Pfister for Recorder, Brian Wetterling seconded - All in favor, no opposed - Amy Pfister is the new DAC Recorder

Communications - Kim Kibort (in absentia) nominated by Amy Pfister, seconded Sandra Brownrigg - All in favor, no opposed - Kim Kibort is the new DAC Communications Chair

Sandra - The Goal of DAC is to strengthen our focus on the items that we are statutorily required to address. We want to ensure that we are discussing topics (at DAC) that are relevant to what DAC is required to discuss by mandate. These are:

- 1) Recommending budget priorities to BOE
- 2) UIP assessments, CITE, LEAD and additional measurements as determined by BOE

- 3) Increasing parental involvement/engagement
- 4) Safety

We want to have a "point person" for each category and have that person report back at the end of the year with comprehensive overview of what committee addressed action items, and goals going forward.

If we set up committees for these, we do not have to "vote" on who wants to sign up for what. Point persons are as follows:

Jean Medberry- Parental Involvement  
Brian Wetterling - UIP, CITE, and LEAD (assessments)  
Sandra Brownrigg - Budget

\*all contact information for DAC members is located on the DAC webpage or you can email the general DAC email at [dcsddac@gmail.com](mailto:dcsddac@gmail.com).

### **DAC Committee Business**

FOC update — no update

LRPC - no update

UIP and assessment update - Brian-evaluating assessments within DCSD are being looked at thoroughly. Committee is working to take some formal recommendations to DCSD leadership and the BOE. Look for these recommendations in the next month or so.

CART - no update

BOE update (Megan Silverthorn) - BOE meeting 10/20 - main action item at BOE meeting was open enrollment policy. "What can be made simpler for parents?"

Changes are available to look at via DCSD website under "Open Enrollment" page.

Highlights are:

- 1) Administrative transfers are now permanent at school you are at (don't need to be renewed each year).
- 2) Second round of Open Enrollment dates has changed to 2/15 to 6/15.
- 3) Students can return to their neighborhood school provided they give "Notice of Intent" to enroll in neighborhood school.

DAC interview committee updates (Jean Medberry) - Thank You to everyone who helped on the interview committee as well as everyone who interviewed. We had a very rich candidate pool and were excited to see such involvement from the DCSD community. The new DAC appointees are:

Brandi Buttica - Voting Parent

Chris Pratt - Voting Parent

Shannon Rasmussen - Voting Parent

Matt Rodgers - Voting Elementary Representative - 6th grade elementary teacher in

DCSD

Melissa Bergfalk -Voting Secondary Representative- 8th grade math teacher in DCSD

Heather Graves - Voting Community Member

John Paull - Voting Community Member

11/17 is the next BOE meeting and at that meeting BOE will approve candidates. Several of these positions are new positions, and several are to fill a term based on a past resignation. New DAC bylaws dictate that terms runs from June 30 - June 30. This term change will be reflected on our November agenda. Candidates will be official for the December 2015 DAC meeting pending BOE approval.

Community Liaison Update (Kathy Brown) - Please communicate out additional PU calendar for the rest of the year to your school communities! DCSD Choice Fair will be — 11/12/2015 — 6:00-8:00 at DCSD fairgrounds. This is a great opportunity for the DC community to make connections with different schools. There will also be a SPED table, DAC table, etc... looking to have more parent engagement and involvement. Please get your email to Kathy if you would like additional information on how to get more involved with your school and/or community — *skbrown@dcsdk12.org*.

Kathy to the group - December networking/community meeting? — If you are interested in something like this please email Kathy your thoughts *skbrown@dcsdk12.org*.

Sandra to group - DAC is continuing to gather information from SAC's (Chair, liaison, Principal, website) to "clean up" our contact information. Please email Sandra at *sandrabrownriggdac@gmail.com*

In opening questions up to the community, please state your name, school, and then ask your question, so that we know who is asking what questions.

### **DAC Planning for Upcoming Meetings**

\* Barb suggestion to add DCSEAC as a topic for the 2015/16 calendar (how it works, why it works, etc...).

\* Brian - Do we have enough time to pull together a robust discussion for the 11/10 meeting regarding CITE/LEAD? We want to get feedback from teachers/administrators who are utilizing the tools so that they can provide insight regarding the tools.

\* Steve - There has been a lot of work done on the EPR report.

UIP discussion will be "complex" as this is a frozen year for schools - CDE is wanting feedback regarding whether it's worthwhile to wait and demonstrate growth over a years' time. Thought is "yes". Take away for UIP is that we were one of the top districts, and goals that were set were either reached or exceeded. Should we break UIP into 2 sessions? Define UIP (first session), discuss where we are now as a district (second session). DAC is mandated to discuss UIP by state law.

Safety - We would like to add bus safety/transportation to the mandated safety agenda (tentatively April).

Winter Forum - Topics - 1) Parental Involvement 2) Budget presentation 3) Assessments

June meeting would be a SAC New Member Orientation

Comments/questions from community members:

*\* I would like to have a discussion regarding EPR's as elementary school report cards are going out soon. Additionally SAC's would like some guidance regarding how to approach the UIP at a school level for their SAC.*

*\* What are all of these acronyms? Can we provide information regarding what all of them stand for?*

*\* Should SAC training be part of PU? Summer orientation will only work if SAC's align their election times to May, so developing materials, especially online materials, SACs can use at any time is essential.*

*\*Should bus safety discussion be pushed to 2016/17 fall topic as bus routes change over the summer and there is some community pushback regarding this.*

*\*Could we do a break out feeder time at the Winter Forum? Would love to network with other SAC's within the feeder!*

*\*A comment was made about why the Community Accountability Committee (CAC) was created and that it would be possible to work with Parent University.*

**Presentation on Proposed Calendar Changes** Cindy Kapeller (Director of Elementary Education) - Most schools are on conventional calendar, some are split modified, and some are modified.

Input received was to make a slight adjustment to the current conventional calendar. Currently on conventional calendar students attend school Mon, Tues. of Thanksgiving week. SAC's provided input saying they would appreciate having the week of Thanksgiving off. Twenty-four of the forty-eight principals so far have said that they will take this proposed calendar to their community (waiting to hear back from the others). If those 2 days were taken off days that kids would be in school would be 10/6 and 3/16 for 2017-18 school year. These were previously teacher work days. Those work days will move to the start of the school year.

Jean - Is there any movement to have the feeders align their calendar? Cindy - usually feeder principals do discuss these things, but this isn't required, only encouraged.  
Brian - I really like the breaks that our children are getting throughout the school year. One thing that keeps coming up, Why don't we start later in August? Has there been any discussion about considering something like that? Cindy - we do have 2 calendars that have a later start within the district. This has not been as well received mostly because of the going into June element with school. This can be challenging at the HS level with regard to the semester endings and quarter endings (fall break and winter break). To change a calendar at a school, principals have to send a survey out to the school community and gather staff feedback.

There are currently 6 board approved calendars for the district to work from.

Community questions regarding calendar presentation:

*\* Is there a consideration for not taking the whole week of October off if we are going to take the week of Thanksgiving off? - Cindy - most administrators/teachers like to have the week of fall break off.*

*\*Do 2 feeder areas within the same town (Parker for example) have the ability to discuss the calendars and aligning specifically for families that are enrolled in two different feeder areas? Tricky for families to manage different calendars within a household. Cindy - I can put that out there to principals.*

*\* Has there been any discussion for having 1/2 day staff instructional? Cindy - This has been tried before, but staff feedback is that it's challenging for parents and childcare.*

*\* How consistent are the calendars? 80/20? - Cindy - Most schools are using the conventional calendar. There are 70 plus neighborhood schools in addition to charter schools.*

*\*There is a lot of great information and studies that have been done regarding flipping the elementary start time with the secondary start time. Has the district ever looked at this? Has there been any research as to how districts that have implemented this are doing with it? Steve Cook-Valid question. Some things that we have to think about in this model....Are we comfortable with having young children at the bus stop at 5:10 in the morning (earliest bus start time)? Can secondary students start practice times (after school) that late in the day? There are more variables that come with this question. There is some level of this choice at the high school with student's ability to have a later start schedule wise. Research is mixed. There is validity to some of the research that shows this is successful. Ted Knight - Additionally there is parent concern in having an elementary age student home before their middle/high school sibling who may babysit. This can be a challenge for working families.*

*\* Why do we need one more calendar option? Can't we just add the Thanksgiving week off to the conventional calendar?*

*\*Next time the calendar committee meets; can we include a DAC member and parents from the community? Cindy - Yes.*

### **Open Discussion with SAC's**

Sandra Brownrigg - To appointed DAC candidates, Please help us as a DAC by writing down questions that you may have that we can answer going forward to help bring you to speed. It can be overwhelming.

*\* Has there been any movement regarding the bylaw verbiage changes about the DAC liaison role? **CARRY FORWARD (Barb, Steve, Sandra to look into)***

*\* Can we discuss implementing changes (to DCSD instructor and administrator evaluations - i.e., CITE and LEAD) so that they are not mid-year changes?*

*PUBLIC COMMENT - Community Accountability Committee - Gary Colley made a comment about why the CAC was created and what its goals are. Gary expressed some concern about how the DAC operated in the past, despite his great respect for Chris Cingrani, DAC Chair 2014-2015. He then stated tentative optimism about the last few meetings. Colley said he thought the committee was moving in a positive direction, although the progress, in his opinion, was too recent to be sure it would continue.*

Sandra- "Everybody who is in this room cares about kids and education. While we are in this room, we are on the same team. How we solve the problems identified may look messy, but we are working on it."

Meeting adjourned - 8:36 p.m.

Link to meeting agenda:

<https://www.dcsdk12.org/sites/default/files/boardofeducation/districtaccountabilitycommittee/2015-2016AgendaMeetingMinutes/DAC%2010.27.2015%20FINAL.pdf>

Link to presentation:

<https://www.dcsdk12.org/sites/default/files/boardofeducation/districtaccountabilitycommittee/Presentations/Reviewing%20of%20Goals%20DAC%20logistics.pdf>

