

Meeting location: School District Administration Building, 620 Wilcox St., Castle Rock, CO; Board room (third floor)

Meeting date: 11/16/17

Meeting Time: 6:30-8:30pm

- I. **Call to order:** Brandi Buttica, chair, called the meeting to order at 6:36pm
- II. **Roll call:** Brandi Buttica conducted a roll call and confirmed the establishment of a quorum. The following members were present: Melissa Bergfalk; Mario Harding, Brandi Buttica; Mark Harrell; Melody Fields; Marco Fields; Matt Rogers; Chester Shaw, Irene Borisov; Heather Graves; Jean Medberry
- III. **Approval of minutes:** Didn't approve minutes because they are not available for the last meeting.
- IV. **Chair Report-** Dac had approved that all, SAC compliance- conversation at the Board Meeting on Oct. 3 about the DAC serving as compliance police for SAC's. DAC will not be overseeing compliance for SAC's, but can serve to help train SAC's.

- V. **Reports:**
 - a. **BOE Joint Subcommittee-** Last night was a meeting. Over the last month, they have been speaking with other school districts about what has worked in passing a bond. Most districts push off until the last day to say that they want to actually go for a bond! This allows them to talk about the need for the bond for as long as possible. We really need to educate our community in order to pass a bond.
 - b. **LRPC update-** They look at the needs of the schools and the maintenance needed for our building, growth of the district. Next year, many schools will be 15 years old, so needs/ costs will be rising.
 - c. **FOC update-** Responsible in reviewing the financial health of the district. Looking at alternatives for bond/ mill override or both. What will be the plan for raising funds? Meet on the 2nd Thursday of every month.
 - d. **Event Subcommittee update-**
- VI. **SAC Support and Outreach Subcommittee-** We got through the Fall Forum which included amazing presentations about mental health. Feb.13 is the Winter Forum at Mesa MS.
- VII. **DAC Priorities from BOE-** Brandi Buttica- **#1** priority is recommendations in the District's prep for the district UIP. **#2** recommendations concerning budget priorities. **#3** review of charter applications. **#4** Input in the development and use of assessment tools used to measure and evaluate student growth as it is related to teacher evaluations. **#5** Gather info for the SAC's to advise the BOE on principal development and evaluation plans. **#6** assist the district in implementing its parent engagement policy.
- VIII. **DAC Membership Update-** we have 2 parent opening on DAC (1 charter and 1 neighborhood parent). Do we want to open this process back up to start an entirely process? Guideline is that if we are must start a new process of applicants after 90 days. How about adding alternates so that we can have additional people to fill the positions if people step down? We actually did have alternates during the last set of applicants and ended up seating the alternates. Another consideration is whether we are representing the different feeders. Matt recommends that we begin the process in January and roll it through several months to have new members by June. We will revisit this in December.
- IX. **SAC Support and Outreach Subcommittee-** will focus on creating defining and supporting highly functioning SAC's that meet all minimum guidelines outlined in the DCSD SAC Bylaws and per Colorado State Statute in DCSD Neighborhood and Charter Schools. Want consistent outreach events.
- X. **UIP Process and Data Release-**
 1. Review DAC Duties
 2. Accountability in 2017- 2018- planning and improvement is tied to state testing, if accredited or accredited with distinction you can do a 2 year plan instead of yearly. ESEA, READ Act, Gifted are required for annual submission. Plan submission date is April 16. Currently we have to use a state- wide system for submission.
 3. Accountability Timeline- August- preliminary frameworks, August through Math- Data collection, November- District framework finalized, December- School framework finalized, January 16- Priority Improvement and Turnaround Plans due, November- March- Review Data

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4. Overview of Performance Frameworks- provides info about how districts and schools performed on the same set of indicators and measures.
5. Changes for 2017-2018 Frameworks- PSAT and SAT are included
6. Impact of Participation- 2 different sets of number- raw participation (federal gov't looks at this), State has a second set (Accountability Participation Rate).
7. Assessments- for the last 4 years, there is a change in what assessments are offered. PARCC is no longer in high school and PSAT and SAT are now offered.
8. UIP General Steps- Analyze Performance framework data; Evaluate previous UIP, Write, revise or update UIP; Complete UIP template; Review and submit plan online

XI. **CITE Update-** Erica Mason

1. Council Membership- 1 teacher, 1 administrator, 1 principal, 1 resident of a parent with a child attending, 1 resident without a student attending the district.
2. Duties- advisory personnel performance evaluation council
3. CITE Focus Group- invested; informed knowledgeable; feedback from multiple layers; purposeful in monitoring fairness, credibility, effectiveness and professional quality; monitoring continuous improvement
4. We are missing a community member without a student in the district. Can the community member be from the DAC? The member doesn't have to be a DAC member. We are not asking to break away from CITE focus group, but no matter how we are attached (liaison or not), we will have to have . Brandi would like Mark to take the info to the bi-laws committee to find a process for evaluations.

XII. **SAC Budget Priority Survey Presentation-** 75% response rate, Staff and Teacher compensation is the #1 priority, Site-Based budget is #2, Mental Health Needs is #3, Capital and Infrastructure Repairs are #4, Safety/ Security is #5, Technology is #6, and Transportation is #7. 90% of Sac's watched the video before completing the survey.

XIII. **Public Comment-** Survey info will go out to SAC's and principal hopefully tomorrow.

Adjournment- Marco Fields motioned to adj, Melody Fields seconded

- Brandi Buttica adjourned the meeting at 8:50