

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

**Meeting date:** August 8, 2017

**Meeting Time:** 6:30-8:30pm

- I. **Call to order:** Brandi Butticaaz, chair, called the meeting to order at 6:30pm
- II. **Roll call:** Brandi Butticaaz conducted a roll call and confirmed the establishment of a quorum. The following members were present: Melissa Bergfalk; Mario Harding, Brandi Butticaaz; Mark Harrell; Chris Pratt; Melody Fields; Marco Fields; Heather Graves
- III. **Approval of minutes:** Marco Fields motioned to accept, Melissa Bergfalk 2nd, passed for June. July was postponed for approval.
- IV. **Chair Report-** DAC membership inventory, 11 voting members (can't exceed 13). We are in need of 3 members coming up. Membership committee will need to be formed and new members presented to board this summer. Jean would like to head this and Brian and Matt both volunteer.  
Several tasks coming up: Fall Forum, DAC training, etc.
- V. **Reports:**
  - a. **Board of Education:** Wendy Vogel- DAC member appointments,, Milestone Academy Charter School was not approved and will come forward , employee guide are on the agenda for next meeting
  - b. **DAC Committee Procedures-** Melody Fields- we are trying to create templates and information for when anyone takes over a committee for DAC
  - c. **FOC-** will not meet in August and will provide an update after the next meeting
  - d. **CART-** Mr. McMillan will be at the next meeting to provide information about Charter school process
  - e. **UIP-**
  - f. **Joint Subcommittee-** meeting in a couple of weeks. Will save info for the budget process at a later date
  - g. **LRPC-** met on Wednesday and they reviewed the process and they spent 2 hours talking about Ascent Classical Academy and they would like to use land off Cresthill Dr. that the district owns. Several community members came out to oppose a k-12 school going on that site. LRPC will recommend that the BOE does not give them the land.
  - h. **DAC Bylaws-** no update
  - i. **DAC Code of Conduct-** has not met, yet. This committee may go dormant unless people feel that
  - j. **DAC Resolution Addressing District Code of Conduct-** BOE will not be able to hear this in August.
- VI. **Community Liaison Update-** Kathy Brown- working on SAC training information, has a parent guide to help members know about the BOE, crisis info, conflict at the school level, etc. She has created a partnership guideline to help schools work with community members. Parent University- September 13 at Skyridge on sleep hygiene
- VII. **Assessment Changes-** Matt Reynolds presenting
  - DAC Duties

- School Accountability- Education Accountability Act of 2009 (SB 09-163)
  - School Performance Frameworks- getting closer to being on schedule and having the original timeline so that we will be able to review. End of August- CDE will release preliminary school and district performance frameworks. October is deadline for reconsidering
  - Assessment RFP Update- CDE asked for all of the CMAS assessments and both Pearson and Questar, Pearson was selected, PARCC will be given this year!
  - 2018 Assessments- PSAT will be added for 9th grade
  - 2017 Assessments Data- data is under embargo, CDE will release 2017 CMAS, PSAT and SAT on August 17
  - Unified Improvement Plan Timeline- UIP Subcommittee meeting in November, DAC DFP Presentation in January, DAC UIP Subcommittee meeting also in January, DAC UIP Recommendation Presentation in March, DAC UIP BOE presentation in April.
  - Resources- Gary asked about the SAC info not being up to date on our website, since it is from 2013. Also, what dates need to be on the calendar for SACs to work with understanding when data is available. Matt says that the calendar will probably not be updated until next school year because the state hasn't been "on time."
- VIII. **CITE Evaluation- Erica Mason** rubric was approved for this school year; rubrics are being introduced to teachers at this point; Upcoming- forming a leadership cohort, CITE task force and LEAD task force will continue to meet, PLS meetings, Personalized learning groups, Feedback loop; InspirED is being prepared and has new rubrics already within the system; Strengths- Based Model- all elements build from 2-4; Fall Forum- evaluation overview, Jan. DAC Meeting- Evaluation Presentation, Spring Forum- Evaluation Overview, May DAC Meeting- rubric submission  
Technically, DAC doesn't have to oversee the CITE committee and we could possibly allow another committee to oversee this instead of DAC.
- IX. **Graduation Requirements- Erik Prouty**- State started to look at high school requirements in 2007 so we can prepare our students for the changing world; 2021 and Beyond requirements- Create an Academic Plan, Earn 24 credits, Perform Community Service, Demonstrate competence in English and Math (there are several assessments that the students can use to demonstrate competency).  
SPED students will have their graduation requirements in their IEP
- X. **Budget Priority Process**- want to provide more context when gathering feedback from SAC's, a 30 minute video was created and will be potentially available for SAC's, there will be a budget special session this year on September 27 and will be at Cimarron from 5-9:30pm.
- XI. **DAC New Membership Application**- sent out 14 invitations to interview new members, looking for SAC engagement, needed 1 charter parent and 1 neighborhood parent. Chris motioned to approve Chester Shaw and Irene Boriscov as new DAC members, Mario 2nded, approved. We need to think about adding new members to DAC and taking it to the board to get permission. Chester was present and introduced to the group.

XII. **Open Discussion-** Gary commented that many SAC members are frustrated with principals and transparency at the school level. He is asking that DAC create a calendar for the year and provide resources to the SAC's to create their calendars.

XIII. **Adjournment-** Marco Fields motioned to adj, Melissa Bergfalk seconded

- Brandi Buttica adjourned the meeting at 8:37