

## Jeffco Schools District Accountability Committee January 26, 2016 Minutes

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### Present:

Don Cameron, Rhondine Choco, Alisa Cole, Brian Conroy, Tanya Coulter, Suzanne Covington, Tom Coyne, Terry Elliott, David Epp, Deb Guiducci, Jennifer Kirskey, Beth Knudsen, Melissa Martini, Annette McMahon, Carol Meitzer, Joel Newton, Sara Miller, Julie Oxenford-O'Brian, Lisa Papke, Robin Prehn, JoAnn Rasmussen, Molly Snyder, Martissa Spencer, Lisa Stavig, Wendi Strom, Mark Stutz, Rachel Swalley, Mary Tribby, Cindy Walker, Jeff Wilhite, Katie Winner

### Absent:

Rob Anna (resigned), Vinny Badolato, Paul Church (resigned), Bill Easter (withdrawn), Sue Irvin, Sean Kaiser, Jessica Quintana

Presenting Guests: Dr. Carol Eaton, Dr. Syna Morgan

### Agenda:

- Welcome and Introductions – Julie Oxenford O'Brian, Committee Members
- DUIP Priority Performance Challenges – Julie Oxenford O'Brian, Dr. Syna Morgan, Dr. Carol Eaton
- DAC Draft Bylaws Review – Julie Oxenford O'Brian
- Subcommittee Reports – Subcommittee Chairs
- Review of Items for Board Update – Julie Oxenford O'Brian and Terry Elliott
- February 2016 Agenda Planning
- Board of Education Comments
- Close Recap – Julie Oxenford O'Brian
- Articulation Area Representative Conversations

### Decisions:

1. Membership voted to support the district's three identified priority performance challenges with the caveat to that district staff will work with the DAC UIP subcommittee to work on clarifying language in priority improvement #3.
2. February's agenda will include: DUIP Root Cause Analysis, Bylaws, Subcommittee Reports (Finance).

### Action Items:

- DAC members will have the opportunity to provide amendments to the draft bylaws following the Board of Education reaction on January 28, 2016.
- Julie and Terry will remind the Board of Education of the availability of DAC to 'provide advice on any identified issue' as the school year is swiftly coming to a close.

### Notes:

- Info     **Welcome and Introductions-** Members introduced themselves and their school/community affiliation.
- Action   **DUIP Priority Performance Challenges-** Following an overview of the Unified Improvement Planning Process outlining the DAC's upcoming work on identifying priority performance challenges, root cause analysis and improvement strategies, Dr. Morgan provided the rationale for the district's choice of the following three priority performance challenges: 1) 3<sup>rd</sup> grade reading, 2) 8<sup>th</sup> grade math, 3) successful education pathways identified for most impacted students to demonstrate college, career and/or life goal readiness. DAC members worked in table groups to review each Priority Performance Challenge (PPC) and identify any suggested revisions. DAC members voted to approve all three PPC with a recommendation that staff and the DAC UIP Subcommittee revise the language of the third PPC.
- Action   **DAC Draft Bylaws Review-** Each table group identified a recorder and provided reaction to the draft bylaws. Recommendations were collected by Bylaws Subcommittee members for further refinement. The Board of Education will be asked for comments/input on the draft bylaws on January 28th. DAC members will have the opportunity to provide additional feedback prior to a final vote on the bylaws at the February DAC meeting.
- Info     **Subcommittee Reports-**There was no report from the Charter Subcommittee. **Lisa Stavig reported** for the Parent Engagement Subcommittee: the first meeting, subcommittee members heard from district staff regarding family engagement in district schools, particularly schools receiving Title I funding. The subcommittee will use the six PTA standards as a framework to widen family involvement in our schools. **Katie Winner reported** for the Finance Subcommittee: at their first meeting, members heard from Kathleen Askelson, chief financial officer, on the status of the district budget. Members will work on soliciting input from DAC regarding the depth and breadth of its work delving into 'advising the Board on the district budget.' The district will be administering a survey to SAC chairs and principals on behalf of DAC regarding budget priorities. This will occur during the month of

February. . District offices are piloting 'Budgeting for Outcomes'. Community input being collected about district budget priorities will be the focus of subcommittee efforts as this data is available. DAC will consider input for the BoE on budget priorities at the March meeting.

- Action **Review of Items for Board Update-DAC** work to be shared with the BoE will include the following: how the DAC is proceeding as a group, questions on draft bylaws related to Board policy, and any additional advice requested from the DAC by the Board of Education. There will be no recommendations or report on statutory requirements.
- Action **February 2016 Agenda Planning-** The DAC determined the February agenda will include action on the draft bylaws including final comments and a vote to approve, UIP root cause analysis using effective facilitation strategies to take advantage of the size of the DAC, and a possible report by the Finance subcommittee.
- Info **Board of Education Comments**-there were no board members present.
- Info **Close Recap**-more time was given to discussion of the draft bylaws; a reminder of the DAC Vice Chair election in February if bylaws are approved at the February meeting with the Chair election in May.
- Info **Artic Representative Conversations**-covered communication to SACs of the interactive budget tool opening in February.