

Jeffco Schools District Accountability Committee November 15, 2016 Minutes

Present:

John Byrne, Brian Conroy, Jim Earley, Terry Elliott, Dave Epp, Carsten Engebretsen, Nikki Fitterer, Deb Guiducci, Dave Johnson, Jennifer Kirskey, Bill Kottenstette, Margaret Lessenger, Melissa Martini, Nancy McCanless, Annette McMahon, Sara Miller, Julie Oxenford-O'Brian, Lisa Papke, Alonzo Rodriguez, Martissa Spencer, Rachel Swalley, Sally Kate Tinch, Cindy Walker, Lucas Ward, Dave Wells, Katie Winner

Absent:

Tanya Coulter, Suzanne Covington, Tom Coyne, Sed Keller, Beth Knudsen, Jill Mark, Greg Seupaul, Molly Snyder, Mark Stutz,

Guests: Tracy Apel, Carol Eaton, Matt Flores, Jef Fugita, Evie Hudak, Amanda Stevens

Agenda:

- Welcome, Introduction and Business Review – Deb Guiducci
- District Update Post Election – Terry Elliott
- Graduation Guidelines/Pathways – Matt Flores, Jef Fugita
- UIP Subcommittee: Data Narrative – Julie Oxenford O'Brian, Matt Flores
- Budget Subcommittee Update – Katie Winner
- Family/School Partnership Subcommittee: Policy Review – Lisa Papke
- Bylaws Subcommittee: Bylaws Housekeeping and Code of Conduct – Melissa Martini
- Draft Agenda for January/Board Comments – Deb Guiducci
- Closure – Deb Guiducci

Decisions (current):

1. Minutes of October 18, 2016 were approved.
2. The meeting agenda was approved as presented.
3. DAC members unanimously approved housekeeping and code of conduct revisions to the DAC Bylaws as presented: II.C., 'immediate past Chair provided said person remains a DAC member;' IV.A.7., 'Jeffco Education Support Professionals Association (JESPA) are eligible. JESPA...;' IV.D.5., 'Compliance with the Code of Conduct;' IV.G., 'The committee-as-a-whole may also recommend to the BOE, with a two-thirds majority achieved by blind ballot, removal of Members, deemed after two warnings from the committee-as-a-whole, not to be in compliance with the Code of Conduct;' IV., 'Family/School Partnership;' IV.B.3., 'Family/School Partnership;' and, entire Code of Conduct.
4. DAC adjourned at 7:06 pm

Action Items (future):

- DAC members provided feedback on any revisions suggested for the Unified Improvement Plan's data narrative.
- Carol Eaton will share a link re: following DAC discussion of PIC#2 (attachment A)
- Following review, members unanimously approved code of conduct and revisions of bylaws to be taken to the Board of Education for final approval.
- Members will email to [Helen Neal](#) or [Deb Guiducci](#) any items for the January 17 DAC meeting agenda by December 6 prior to the executive committee meeting on December 7

Notes:

- Info/ Action **Welcome, Introductions and Business Review- Deb Guiducci** welcomed a quorum of the DAC and led the group in introductions by sharing what would members do in their free time. DAC members approved the meeting agenda by unanimous consent. September minutes were approved by unanimous consent.
- Info **District Update Post Election-Terry Elliott** outlined for the group that the district would continue to provide an excellent education with limited resources, given the failure of 3A/3B. He noted the Board of Education will discuss next steps at the November 17 meeting.
- Info **Graduation Guidelines/Pathways- Matt Flores and Jef Fugita** provided an overview of Jeffco's new graduation policy which includes the 'menu of options' required per state requirements to be ready for college and/or career for the Class of 2021 (this year's 8th graders). The collaboratively developed standards-based performance measures process is underway at the state level. Jeffco capstone projects workgroup is developing requirements/guidelines and industry certificates will be investigated in the same way. Career-ready is defined as ready to get a job with your English and math skills as a graduate from high school. Tracking student information for this new effort is being developed (beyond ICAP, transcripts, etc) for students not going into college/armed service. Jeffco accepted the minimum scores required by CDE and will investigate if that is the level acceptable for Jeffco

students. Science and social studies may be added options once systems are in place with the state required minimums districtwide. Students with special needs will use their IEP/ALP as a readiness indicator. Graduates in 2021 will meet requirements and readiness measures.

- Action **UIP Subcommittee: Data Narrative- Julie Oxenford O'Brian and Matt Flores** reviewed how the Unified Improvement Process (UIP) works, and where Jeffco is for feedback on the update to Jeffco's data narrative based on performance data from last year. Ongoing progress monitoring of the UIP is being done by the UIP subcommittee. With the Priority Performance Challenges, the Rationale is updated with new student performance data; the Targets and Results show how the district performed; and, the Root Cause Analysis is the same as last year but the Action Plan may change for the next DAC update. Suggestions for PIC#1: (future target) call out targets to better understand gaps in achievement, artic area breakout (school level expectation), context of state v. district performance; for PIC#2: fewer comparison points with state than needed; for PIC#3: state data is lagging and available in January. Targets for next year were also collected. Motion to approve will be at next meeting.
- Info **Budget Subcommittee Update-Katie Winner** reviewed the work of this subcommittee which covered the development of the budget tool on budgetary priorities for the very large and diverse Jeffco community and the SAC survey.
- Action **Family/School Partnership Subcommittee: Policy Review-Lisa Papke** provided an update of the subcommittee's work involving district policy, school culture, communication and meaningful partnerships. A manual is being updated. The message to Board of Education members would be that family/school partnerships are an important component to successful schools and student achievement. Six standards will be reviewed with the full DAC to learn how to positively impact the culture and climate of schools.
- Action **Bylaws Subcommittee: Bylaws Housekeeping and Code of Conduct-Melissa Martini** reminded DAC members of work reviewed last month and introduced members involved in the work. Two motions were taken with unanimous approval of proposed revisions to the DAC Bylaws.
- Info **Draft Agenda for January/Board Comments- Deb Guiducci** offered Board member Amanda Stevens the opportunity to address the DAC. She thanked members for their work for future DAC recommendations to the Board of Education, the thinking on learning and achievement of Jeffco students; and, reflections on Board Ends policies and the six standards of engagement. Deb reviewed the items on the January 17 agenda and reminded members about joining a subcommittee.
- Action **Closure-** adjourned at 7:06 p.m.