

Jeffco Schools District Accountability Committee
March 15, 2016 Minutes

Present:

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

Absent:

Rhondine Choco, Suzanne Covington, Carol Meitzer, Wendi Strom

Rob Anna (resigned), Vinny Badolato (withdrawn), Paul Church (resigned), Bill Easter (withdrawn), Dan Green (resigned), Sean Kaiser (resigned), Jessica Quintana (resigned), JoAnn Rasmussen (resigned)

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

Board of Education: Amanda Stevens and Brad Rupert

Agenda:

- Welcome and Evening's Goals/Desired Outcomes – Julie Oxenford O'Brian
- Approval of Agenda, February Minutes – Julie Oxenford O'Brian
- District Unified Improvement Plan (UIP): Root Causes and Major Improvement Strategies – Julie Oxenford O'Brian, UIP Subcommittee, Syna Morgan, Carol Eaton
- Overview of Jeffco Schools Communications on State Assessments – Terry Elliott, Julie Oxenford O'Brian, Carol Eaton
- District 2016/2017 Budget Priorities – Katie Winner, Budget Subcommittee
- Vice Chair Election
- Reminder for April 19 DAC/SAC Meeting at Alameda International Jr./Sr. High School – Julie Oxenford O'Brian
- Closure – Julie Oxenford O'Brian

Decisions:

1. Minutes of February 16, 2016 were approved.
2. The meeting agenda was approved as presented.
3. As a recommendation to the Board of Education, DUIP Root Causes were approved with revisions as discussed on a 27-1 vote.
4. As a recommendation to the Board of Education, DUIP Major Improvement Strategies were unanimously approved with revisions as discussed.
5. DAC members agreed to schedule a special DAC budget meeting March 29, 5:30-7:30 pm in the Board Room to finish the work needed to provide a DAC budget recommendation to the Board of Education on April 7. Conference calling will be available for those unable to join the meeting in person.
6. Deb Guiducci was elected to DAC Vice Chair on a unanimous vote.
7. April's DAC/School Accountability Committee annual training meeting will be held at Alameda International Jr./Sr. High School, 1255 S. Wadsworth Blvd., Lakewood. It will cover an update on the work of the DAC, resources for SACs, and the ever-popular articulation area representative huddle.

Action Items:

- The DAC recommendation to the Board of Education on the District UIP will be provided to the Board of Education on March 17 by Julie Oxenford O'Brian.
- DAC members will receive additional budget information for offline review prior to the March 29 DAC Budget meeting.
- DAC members will have homework to complete before determining recommendations on the 2016/2017 budget at the March 29 meeting.

Notes:

- Info **Welcome and Evening's Goals-** Julie Oxenford O'Brian outlined the timeline for upcoming DAC work related to the agenda.
- Action **Approval of Agenda, Minutes-** Agenda was approved by unanimous consent. Minutes were approved by unanimous consent.
- Action **District Unified Improvement Plan: Root Cause and Major Improvement Strategies-** Julie Oxenford O'Brian reviewed the UIP process, root causes and major improvement strategies in preparation for the evening's work

(presentation here). As the DAC agreed with the three Priority Performance Challenges for the district's UIP in January, reviewed the Root Cause Analysis (adult action) in February and again tonight, this evening's work will ensure the root causes reflect DAC and UIP subcommittee input and gain a DAC recommendation on the Major Improvement Strategies (research based approaches to eliminate the root causes of performance challenges). The three proposed root causes were discussed. Proposed revisions were identified and approved including the following: 1) add the word 'current' to the first system-level root cause for priority performance challenge #1 in this phrase, "Evidence indicates that current professional development...;" 2) add a definition of rigorous; and, 3) add 'among students and staff' to "In many schools, there is a lack of understanding among students and staff..." in the second school-level root cause for priority performance challenge #3.

The three Major Improvement Strategies (MIS) were discussed, revised and voted to recommend to the Board of Education on March 17. Revisions included the following: adding that Major Improvement Strategy #1 also addresses priority performance challenge #1, adding 'effective professional development' as a sub-bullet to MIS #1 and 2; adding 'continuously' to "... beginning at the end of 6th grade continuously through senior year..." to MIS #2, bullet 2; adding "...and track consistency and use of these systems and practices across the district" to the end of MIS #2.

Other recommendations to be brought forward to the Board will offer strong support for measurements and thanks to the UIP subcommittee for groundwork.

- Action **Overview of Jeffco Schools Communications on State Assessments-** Carol Eaton provided a brief overview of the communications available and distributed ([link here](#)) by the district regarding the upcoming CMAS, PSAT and SAT student assessments.
- Action **District 2016/2017 Budget Priorities-** Budget subcommittee chair Katie Winner provided a comprehensive overview ([link here](#)) of the budget work in a very condensed timeframe on next steps needed to produce DAC budget recommendations for the Board of Education. As no time was left in the evening's meeting to accomplish this work, a special DAC Budget meeting was agreed to for March 29, 5:30-7:30 pm in the Board room. Homework review will be sent to DAC members to accomplish *before* the March 29 meeting. Phone conferencing will be available for those members unable to attend in person. Budget recommendations from the DAC are presented to the Board of Education on April 7.
- Action **Vice Chair Election-**As the sole applicant for the position of DAC vice chair, Deb Guiducci was welcomed and voted unanimously as DAC vice chair for the next two months.
- Info **Reminder for April 19 DAC/SAC Meeting at Alameda Int'l Jr./Sr. High School-** The DAC was reminded of the training meeting in April with school accountability committee leaders.
- Action **Closure-**Board members present, Amanda Stevens and Brad Rupert, were given the opportunity to address the DAC.