

Jeffco Schools District Accountability Committee September 15, 2015 News Brief

Present:

Bill Bottoms, Linda Choun, Brian Conroy, Suzanne Covington, Terry Elliott, David Epp, Sharleen Farmer, John Foster, Shawna Fritzler, Angela Geier, Corinne Gray, Dan Green, Deb Guiducci, Evie Hudak, Jonna Levine, Orin Levy, Nancy McCanless, Annette McMahon, Denise Mund, Helen Neal, Joel Newton, Steve Otto, Julie Oxenford-O'Brian, Amanda Stevens, Tammy Story, Mark Stutz, Rachel Swalley, Scott Tarbox, Sally Kate Tinch.

Presenting Guests: Tim Matlick, Dan McMinimee, Syna Morgan

Agenda:

- Welcome to DAC – Dan McMinimee
- Introductions and Norms – Julie Oxenford-O'Brian
- DAC and SPAC – Terry Elliott, Julie Oxenford-O'Brian
- Work Calendar and Sign Up for Subcommittees – Julie Oxenford-O'Brian
- Charter Schools Application Window – Terry Elliott, Tim Matlick
- UIP During the Transition – Julie Oxenford-O'Brian, Syna Morgan
- Review of DAC Bylaws – Julie Oxenford-O'Brian, Terry Elliott
- Board Comments, Closure and Articulation Area Communications – Julie Oxenford-O'Brian

Decisions:

1. DAC membership is pending Board of Education (BOE) action at the September 24, 2015 meeting.
2. Those present signed up for work on DAC subcommittees of Budget/Finance, Charter School Application Review, Parent Engagement, and/or Unified Improvement Planning. The DAC Chair will be in touch with subcommittee members on next steps following the BOE meeting. ([completed sign-up sheets](#))
3. The DAC work calendar will be revised to provide more clarity on subcommittee work and deadlines (for work to be shared with full DAC).
4. The DAC endorsed the recommendation to proceed with the 18 month charter school application waiver.
5. DAC members will review the Doral Academy of Colorado charter application prior to the October 20 DAC meeting ([links available on the DAC webpage](#), and main website under Business Partners, upper right of page, click on Charter Schools). Bill Bottoms and Steve Otto represented the DAC on the Charter Application Review Committee and will report out to the DAC on October 20.
6. DAC bylaws will be revised related to concerns expressed on definitions (of consensus, voting/providing recommendations to Board of Education, majority/minority reports, due process on removal, and quorum) presented in the draft bylaws. The DAC will have an opportunity to review the draft bylaws on October 20 and will have 30 days of study on a final draft before a vote of DAC members.

Notes:

- Info **Welcome-** Superintendent Dan McMinimee welcomed the members and guests of DAC to the new school year.
- Info **Introductions and Change to DAC-** DAC Chair Julie Oxenford-O'Brian began introductions of all present before DAC Liaison Terry Elliott and Oxenford-O'Brian shared information ([presentation here, pg 2](#)) on the change from the SPAC to the DAC. Over the summer, a subcommittee of SPAC members met to draft bylaws and developed a recommendation to the Board of Education to split the responsibilities of the SPAC into two groups - the DAC and the SPAC. The Board of Education considered this recommendation and reviewed the draft bylaws on August 27 and will again on September 24, 2015.
- Action **Work Calendar/Subcommittees-** To ensure all the statutory responsibilities of the DAC are met a work calendar was drafted and distributed for comment. Feedback was received on how to improve the document for clarity. Among the suggestions: clearly indicate subcommittee work and deadlines (when that work is required in order to be shared with the full DAC so that full discussion and formulation of any recommendations is available).
- Subcommittee sign-up sheets were distributed so members could join a work group for richer, more in-depth conversations on the work of the DAC (budget/finance, charter schools application review, unified improvement planning, and parent engagement). Additional subcommittees will be formed as needed. No recommendations from subcommittee work will move forward before thorough discussion by the full DAC.
- Action **Charter Application and Waiver-** Tim Matlick, achievement director for charter schools; Bill Bottoms, former citizen chair, and Steve Otto, articulation representative, both DAC representatives to the Charter School Application Review Committee, reported that only one charter school application was received Fall 2015: Doral Academy of Colorado. The DAC will review the application and the Charter School Application Review Committee report before the October 20 DAC meeting prior to making a recommendation to the Board of

Education.

The district would like to move to an 18 month charter school application process in Spring 2016 (running a two part process in the 2015/2016 school year). The change would allow newly approved charter schools five months of additional preparation time before opening the school. The additional time allows for better hiring and school location processes. Before Board of Education action on the waiver request a DAC recommendation is necessary. After questions and discussion, the DAC agreed with the recommendation for an 18 month charter school application process.

- Info **UIP During Transition-** to set a baseline of information for coming DAC work, Oxenford-O'Brian shared information on the transition in state assessments and its impact on district accountability work through the Unified Improvement Process (UIP) ([presentation here, pg 6](#)). No deadlines have changed and basic performance indicators are remaining constant, however, gaps in the availability of state assessment results require adjustment. Opportunities for deepening work during the transition may include greater focus on root cause analysis, review of implementation efforts, greater use of local assessment results, and increased attention to secondary workforce readiness, K3 literacy, and ELL language development.
- Action **DAC Bylaws-** Since discussion of the work calendar earlier in the evening and after an overview by Oxenford-O'Brian of the summer work in drafting the DAC bylaws, members huddled over the draft bylaws to ensure the best document moving forward. Members who assisted in the preparation of the draft bylaws sat with each table group for discussion. The bylaws were discussed by the Board of Education on [August 27](#). The recommendation to split SPAC responsibilities into two groups - SPAC and DAC - and the membership of DAC will be discussed again on [September 24](#). DAC action involved sharing information and gathering input; a vote on the bylaws will occur at least 30 days after another review of the bylaws on October 20. Issues addressed included: parent members must outnumber any other group's participants, parents of students of significant populations in the district will be sought as DAC members, districts Jeffco's size have arranged their DACs in a similar manner, and subcommittees will not be doing the work of the full DAC. Revisions to be provided for discussion on October 20: clarity on definitions related to voting, quorum, consensus, recommendations made to the Board of Education, majority/minority reports, and due process on removal of members. Members present will be providing some additional wording on these areas to be shared with the DAC for full review.
- Info **Closure-** No Board of Education members were present. As the bylaws discussion went over time and DAC membership is still in flux, there was no articulation area representative communications. School-level accountability committee chair contact information will be shared with DAC articulation area representatives in the near future.