

**Mammoth Heights Elementary
School Accountability Committee Minutes
2015-2016**

Date: October 7, 2015

Time: 6:30-8:00 p.m.

Location: MHE Professional Development Room

Agenda

1. Welcome & introductions – (*Rick Graves-Chairperson*) 6:30-6:40

- Review of SAC meeting format and scope

SAC is an off shoot of DAC. SAC works with admin to make sure all on same page and keep two way communication going. Focus is on school and driven by district.

2. Teacher report – (*Ed Goulart-teacher rep*) 6:40-6:45

This week is 1/4 mark of school year. Parent /teacher conferences this week. Completed Belize supply drive, supply packing, and MHE staff Christina Bergin, Jean Kirshner and Ed Goulart are heading to Belize over fall break. Helicopter landing today was a success. Teacher Goal setting and observations going on.

3. District Accountability Committee (DAC) report – (*Aaron McLean-DAC rep*) 6:45-6:50

Aaron asked for agenda prior to meeting. Shanna explained the agenda format will always be the same as we reviewed at first meeting. First DAC meeting was following first SAC meeting. Fall forum 10/27. No meeting notes posted on district site currently. Nothing to report. Shanna reported out the agenda for September DAC meeting based on DCSD website. Upcoming Fall forum: take feedback from SAC's and go over requirements and purposes of SAC; good to connect with other people; split into groups to discuss concerns.

4. PTO Organization (PTO) report – (*Kate Kraz-PTO rep*) 6:50-6:55

Fall in full swing, good turn out for Fun Run. Fall event coming up and will be free as possible. StuCo in full swing: Upcoming Spirit Days are Ancient civilization day and pop, pillow and pj day. Staff appreciation days: new snack cart was a hit. Dad's with Donuts coming in November (6th?) Restaurant week: \$417 from Lil ricci, next is Chick Fil-A , then Texas Roadhouse. Book Fair is a little below projections, Box tops closed out this week. Yearbook coming this year.

5. Key agenda item #1 – (*Shanna Martin/Kiersten Hall*) 6:55-7:20

- Decision making and communication procedures

Involve parent feedback, listening to advice. Goal is group effort: support what is best for students and families; cultivate participation and involvement in decisions, optimize communication and articulation, increase trust in our people, processes and culture, develop

ownership of decisions, promote better and lasting decisions. Responsibility is of all members, but there are instances where confidentiality is necessary.

Collaborative decision making: showed professional development and committee schedule of 2015-2016. Teachers encouraged to participate. Core Leadership, Building Leadership team (school goals professional development), Connectivity team meetings (small team groups), professional development days, staff meetings (policy, procedures), Weekly team meetings, Optional teams: technology teams, staff council (logistical policy & procedures, give feedback from community to improve), Multi Tiered Systems of Support (interventions for students), Student Council, PTO, SAC, Social Committee, Video Announcement club.

Recent Decision making:

last spring feedback developed connectivity teams; budget requests; professional development; and hiring teams.

*Communication:

To staff: Sunday email, timely emails, morning announcements, via teams/committees, face to face, staff meetings, professional development, goal setting, professional coaching sessions, newsletters.

No questions from all in attendance.

- MHE homework guidelines and practices

Guidelines from handbook handed out. Expectation of homework for MHE: what is best for students and is purposeful. Children not penalized for not completing homework. Teacher's have autonomy to make decisions regarding homework. Discussed difference between Everyday Math and Math in focus. Goal is for grade level team consistency. Still reviewing data and input from teachers on what their practice is this year.; teachers talking to families during conferences and gathering needs and requests. Guideline is school wide, minimal changes have been made. Parents are encouraged to talk to teachers.

- Balanced Assessment Practices and Calendar

Kiersten is the MHE assessment coordinator. She reviewed state mandated vs school wide assessments. She clarified that classroom assessments still occurring. Questions regarding state wide assessments directed to Kiersten; questions regarding classroom assessments directed to classroom teacher.

6. Key agenda item #2 – (*Jean Kirshner/Kelly Broecker*) 7:20-7:40

- Teacher professional development and support at MHE

Kelly is PLS and coaches new teachers. Purpose of the coaching is to align new teachers with MHE practices and guidelines. She conducts weekly meeting with new teachers, with the meetings being differentiated based on individual teacher needs. She observes teachers in the classroom in a coaching manner. Question from DAC (Aaron) on what will teacher's PD in November focus on. Shanna answered that there is a survey out to teachers asking what they needed for the PD day. Questions from community regarding: will PD days focus on GVC, 4C's, WCO or will focus be on Colorado Academic Standards and best practices. Question from community regarding changes to EPR's. Shanna answered that content still reported out on along with WCO, 4C's, GVC's.

Kirshner went over teacher goal setting/observation/post process. Process is a coaching experience and very reflective of the teacher.

7. Key agenda item #3 – (*Shanna Martin*) 7:40-7:45

- Current Enrollment

713 on Oct 1st

today is 716

8. Open forum for guests – (*Rick Graves*) 7:45-8:00

- Safety concerns
- Community concerns/input

Question regarding stability of 5th grade classroom that lost teacher? Shanna answered that goal is to hire new teacher as quickly as possible with a gradual release into classroom. Kelly will gradually back out of classroom. Kelly will be co-teaching with new teacher. Finding a new teacher is a high priority, with admin looking for best fit for kids.

Question: Who is supporting new teachers while Kelly is in classroom? Bekah has stepped into that role.

Question regarding “new way of teaching math”? Shanna explained that the goal is to give the students multiple strategies to solve problems; to promote deeper thinking and strategies.

Question regarding staffing turnover. DAC (Aaron) proposed surveys (twice monthly) with monitored data points for staff satisfaction.

DAC (Aaron) also proposed that there should be a process for how new initiatives come into school with the SAC being able to review all new procedures.

Meeting adjourned at 8:10pm.

Next meeting:

-Wednesday, November 4, 2015 @ 6:30

Possible agenda topics

- Update on school goals and planning
- Elementary progress report

Attendance:

Missy Mathews

Nicki Turner

Aaron McLean

Jeff Kirk

Denise O’leary

Blair Browning

Triana Burdick

Kate Kratz

Cameron Brown

Jenny Dickman

Kelly Mullens

Meghan Martin
Carrie Stephenson
Nathan Bloom
Alex Whittingham
Sarah
Brooke Neff
Beth Huffman
Heidi Hooper
Paul Dobb
John Sieg
Alicia LaPiano
Darene Fisher
Adrienne Prince
Jeanne Carberry
Kevin Carberry
Jane Gagliardi
Kiersten Hall
Shanna Martin
Carissa Mazzeo
Jean Kirshner
Ed Goulart
Kelly Broecker
Bekah Crispin