



District Accountability Committee Meeting Minutes

Date: February 26, 2023 **Time:** 5:15 p.m. **Location:** District School Board Meeting Room, 100 N. 6th St. Dolores/Google Hangouts

Attendance: Staci Cost Co-Chair, Cara Gildar Co-Chair, Shirley Tourjee, Mary Weiss, Molly Cooper, Luke Werner, Deanna Truelson, Katherine Freeman, Ginny Johnson, Anna Vaughn.

- I. DAC Monthly Meeting Process - Meeting called to order at 5:17 PM.
timekeeper- Cara Gildar, notetaker - Cara Gildar, facilitator- Staci Cost
- II. Review of previous meeting - Staci reviewed prior meeting minutes.
- III. SCAP:
 - A. Voted in by the School Board
 - B. Takes place of UIP and the surveys we have been doing
 - C. Still waiting on some answers about surveys
 - D. Our board charge to find a student survey has been fulfilled
 - E. Meeting with SCAP representative over the summer with Reece and Alesa
 - F. Staci and Cara meeting with Maegan, the school board president, to get clarification on the Board Directive
 - G. Takes the load off of those working on UIP
 - H. Focused not just test scores, good for rural school districts
 1. Rubric Scale
 - a) Evidence of Awareness 0-1
 - b) Evidence of Commitment 2-3
 - c) Evidence of Practice 4-5
 - d) Evidence of Impact 6-7
- I. 4 Pillars:

1. Curriculum and Instruction
2. Leadership and Vision
3. Learning Climate
4. Professional Learning

J. Katherine asked how the SCAP information and change from UIP will be communicated to the staff?

IV. Parent Survey Update:

A. Just finalized all the changes that Katherine and Staci discussed

B. Survey going out to all parents and guardians this week

C. Idea for parent survey information for teachers

1. Document explaining the survey and process
2. Includes the link to the survey
3. Includes start and end date for survey
4. Helps teachers understand the survey and be able to share survey directly with parents

D. Mary-how can parents access the survey at PTC nights?

- a) Shirley asked about creating a QR code
- b) Staci will ask Mark Baxter how parents can get into the computers during the PTC night

V. Parent Engagement Communication Roadmap

A. New Admin Assistant Calyn Allen updating District facebook (FB)

B. Susan Burger updating FB for HS

C. Mary Weiss and Katherine Freeman updating FB for MS

D. Matt Walker updating FB for Elem

E. Alesa will talk with Mark B about updating the app

1. May need to remove and reload app to get updates
2. Does website have links to the FB page?
 - a) Staci will ask Mark
3. Lots of good information is getting posted on webpage
4. Katherine feels the pictures on website could be updated with current students

- a) Staci-could we update every year with the yearbook teacher's pictures
 - b) Make sure that students in pictures have release form signed
5. School newsletters are getting out to parents and guardians
6. How are middle school and high school teachers communicating with students and parents?
- a) Middle school is sending grade level newsletters monthly
 - b) Students send out grades email to parents weekly
 - c) No recent HS newsletters-Mary will check on it
7. Student and celebration spotlights could be more extensive-work in progress
8. Website, FB and App were the big products that got improved this year
9. Shirley-Did elem parents get any communication about Susan Miller leaving?
- a) Mary-Administrators didn't know that was happening
 - b) Molly-didn't see anything as an elem parent, but did write something to student council parents
- 10.Katherine-it would be good to have a standard protocol in place for communication when a staff member leaves mid-year
- 11.Parent volunteer process needs to be put in place
- a) Inform teachers of which parents are available to volunteer and have passed the background check
 - b) Communication to parents when they have passed the background check
 - c) Communicate who is available
- 12.We will have more information about parent engagement after the parent survey

13.DAC and MTSS working on family, community engagement.

VI. Exit Survey Update

- A. Taken over by administrative team-discussed with Reece and Alesa
- B. Staci will discuss and review the exit survey with Reece and Alesa
 - 1. Mary has not heard about it from the Admin team yet
 - 2. Staci will review with Leslie and make sure the survey is being sent to the administrative team as well as the DAC.
- C. DAC will still have access and will review 2x/year

VII. TLCC Survey Update

- A. Codes distributed to teachers
- B. Administrative team is actively engaging the teaching staff to get the survey completed
 - 1. Teachers had to take survey before leaving in-service day at middle school
 - 2. Can track participation on CDE website
 - 3. Some people did not have the forms needed
 - 4. Luke-Some elementary teachers got the wrong documents in their mailbox
 - a) Include Jen Johnston in email to elem to make sure teachers have a chance to fill out the survey
 - b) Are there additional codes that are generated, would affect our percentages?
 - 5. Survey window extended to 3/8.
 - 6. Shirley and Lucas will facilitate with Matt to get more elementary participation in the TLCC
- C. Staff survey will need to be completed by the DAC this year
 - 1. This survey is to include all non-teaching staff
 - 2. Need to get more involvement
 - 3. Discussion of having laptops available for non teaching staff to fill out the survey

4. Find out the next directors meeting and discuss the importance of the survey.
5. What barriers are there to getting the survey completed?
6. Staci will work on having this completed and distributed by April

VIII. Budget Review:

- A. Final budget review
- B. Majority of budget is salary, insurance
 1. 80% of the budget is salary and benefits
 2. 20% is the budget that is flexible
- C. Will send the budget out for the DAC to examine more closely
- D. SCAP already accounted for expenditures through the Board approval
- E. After we see survey results, we may have suggestions of other things to add to budget
- F. Shirley-where are we at with the BEST grant?
 1. If no grant, playground will be on hold
 2. Reece makes BEST presentation in next couple of weeks-2 minute presentation
 3. We should have a decision by May
- G. Molly-are we out of the COVID grant (ESSR III)
 1. Last year for Esser III funding
 - a) How to pay for program that have been started
 - b) Friday fun day, summer school programs, chrome books, etc.
 - c) Need to figure out to fund it or cut back for next fiscal year.
 2. Includes Friday school money
 3. NEED - Friday School tutoring - was covered by ESSER funds prior. Funding is not the issue as much as it is finding someone to run the program.
- H. Katherine-lots of money in reserves, what are those for?
 1. Staci will ask Monica for clarification

2. Anna-required by law to have a certain percentage in reserves at all times

IX. Future Business – Review of previous meeting questions, Parent Survey Review, TLCC update.

Regular Meeting adjourned at 6:12 P.M. DAC's next regular meeting is planned for Monday, March 25, 2023 at 5:15 P.M. and will be held at the district office and on Google Meet.

Submitted by,
Staci Cost, DAC Co-Chair