

Meeting location: School District Administration Building, 620 Wilcox St., Castle Rock, Co;
Board room (third floor)

Meeting date: April 11, 2017

Meeting Time: 6:30-8:30pm

- I. **Call to order:** Melissa Bergfalk, recorder, called the meeting to order at 6:32
- II. **Roll call:** Sandra Brownrigg conducted a roll call and confirmed the establishment of a quorum. The following members were present: Melissa Bergfalk; Heather Graves, Mario Harding, Brandi Buttica; Heather Graves; Mark Harrell; Chris Pratt; Melody Fields; Marco Fields; Kathy Brown; Jean Medberry; Sandra Brownrigg; Matt Rogers
- III. **Approval of minutes:** Chris Pratt motioned, Marco Fields 2nd, passed
- IV. **Chair Report-** Sandra spoke about a few suggestions she has to narrow our focus because she believes
- V. **Reports:**
 - a. **Board of Education:** Wendy Vogel- PARCC/ CMAS, Balanced assessment; approved the contract for a new charter to open in 2018; presentation of UIP, which was approved
 - b. **LRPC-** Chris Pratt- knee deep in master capital plan which will address capacity issues; due to capacity issue, they are laying the groundwork for new boundaries, timeline is next October
 - c. **FOC-** Mario Harding- Brian did an overview of what DAC's role is; FOC is reviewing their code of ethics; Bonnie Betz presented information about how charter schools are funded.
 - d. **CART-** Brandi- 3 charters are currently being reviewed for approval, which would take place in June
 - e. **UIP-** presented at the BOE; next steps are to align UIPs for SACs in the future.
 - f. **Joint Subcommittee-** Sandra- resolution from the Board to begin working on funding; should expect to be offered training
- VI. **Community Liaison Update-** Kathy Brown- providing an updated handbook for SAC training; overseeing all of the community outreach and volunteers; looking at having a business directory that supports our school district, looking at videos for SAC training; Kathy wants everyone to look at their sphere of influence and how we can work together to support staff and students and not label each other based on politics
- VII. **CITE/ LEAD Update-** Erica Mason- CITE Focus Group- 26 different rubrics, scope of group includes perspectives, priorities, products; this year was a focus on the generalist rubric; Structural Changes- move standards 4 & 5 to 1 & 2, ratings be labeled 1-4 instead of ineffective- innovative, flip "horizontally" so ratings are not read vertically (symbolic change); this is a continuous improvement model; CITE 6 is not tied to pay currently; more training opportunities with summer training and a bootcamp
- VIII. **Budget Priorities Recommendations-** Melissa Bergfalk
[Budget Priorities Presentation](#)

Motion to take budget priorities to the BOE- Jean Medberry motioned, Mario Harding, 2nd, passed

- IX. **Code of Conduct Subcommittee Work in Process Discussion-** Chris Pratt and Mark Harrell- the group has been working on issues with our code of conduct, which brought 6 areas- the material is pretty scattered when it comes to code of conduct; anti-bullying policies do not include all people involved (parents, students, teachers, staff, and volunteers); wording for bullying is lacking compared to the state definition; no clear behavioral expectation of all participants; clearly connect a Unified Code of Conduct with the overall mission, vision and value statements of the district
There was a great deal of discussion that this might not be an appropriate process, as it could be a major legal issue or HR issue within the district. Motion to that the subcommittee continue meeting. Sandra 2nd, Approved.
- X. **Election of Officers-** Slate- Brandi Butticaaz for Chair, Chris Pratt and Melody Fields serve as co- vice chairs, Melissa Bergfalk for recorder, Marco Fields for communications officer. All have multiple nominations and run un-opposed. Jean motions, Heather Graves 2nd, approved the slate.
- XI. **Public Comment-** Request to have several microphones stationed throughout the room. Request to re-evaluate the process to get SAC feedback on the budgets. Request that the code of conduct subcommittee continue their work.
- XII. **Adjournment**
- Brandi Butticaaz adjourned the meeting at 8:34