

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

**Meeting date:** September 13, 2016

**Meeting Time:** 6:30 p.m.

- I. **Call to order:** Sandra Brownrigg, DAC Chair called the meeting to order at 6:33pm.
- II. **Roll call:** Sandra Brownrigg conducted a roll call and confirmed the establishment of a quorum. The following members were present: Brian Wetterling; Melissa Bergfalk; Brandi Buttica; Heather Graves; Mark Harrell, Chris Pratt; Jean Medberry.
- III. **Approval of minutes:**
- IV. **Committee logistics:** Sandra updated us on what things we may see at the Forums
  - February Forum is scheduled on February 28- will work to facilitate info to help allow access to SAC chairs using the UIP state system, principal roundtable planned, many of the subcommittees will be there to help support
- V. **Board and Committee Reports:**
  - a. Board of Education: Meghann Silverthorn announced that Wendy Vogel is now a DAC BoE Liaison, Open Board Seat Applicants- Must live in district E, registered voter for 12 months prior, cannot be convicted of a crime against a child.
  - b. DAC Officers Elections- Nominations- Chair: Sandra Brownrigg, Vice Chair- Brian Wetterling, Recorder- Melissa Bergfalk  
Jean called for 2nd for all nominees and Chris Pratt seconded, unanimous agreement for all three positions
  - c. **FOC-** will have a
  - d. **Long Range Planning Committee-** met Wednesday last week for housekeeping issues, would like to present at the forum to get the master plan info out earlier, would like a list for SAC's
  - e. **Cart Committee Update-** 2 schools with over 200 pages each to begin reviewing, they are looking to open in Fall of 2018, process will take place quickly and recommended
  - f. **DAC Membership-** deadline for applications was 9/9/16 and we are reviewing the applicants to begin interviews for next week.
- VI. **Interim Superintendent-** Erin Kane introduced and answered questions
  - Culture is the priority, spending the next 5 weeks visiting the schools
  - Erin was very excited to see Eagle Academy and was impressed with the passion she is seeing with kids and teachers in the buildings
  - Safety- dispatch will send out all communication to parents when there is an issue, dispatch will make the call on lockouts, etc.
  - Culture is the priority for the interim, September 20 board meeting will include more specific information on what she will be doing throughout her time as superintendent.
- VII. **District Improvement Plan-** Matt Reynolds
  - 2016 Accountability/ System Changes- no school or district plans last year, each district that is accredited or accredited with distinction can submit biennial plans, each school on a performance plan can submit biennial plans, annual submission for certain

programs (ESEA, READ act, Gifted), Timeline will continue as it has previously been, New Performance Frameworks (targets, growth data, performance areas, disaggregated achievement), New UIP template, UIP online system required

- Timeline with DAC 2016-2017
  - September- October DAC Plan Review
  - October- March: DAC Data Review
  - November- March: DAC Recommendations
  - April 17- Public Posting of submitted plan
  - June- priority improvement and turnaround plans due
- Questions- Parental excuses are legally allowed and it won't negatively impact the rating for the schools

VIII. **Elementary Progress Report Task Force-** Dr. Carrie Stephenson

- Spring Survey had 620 parents respond (approximately 2%), Strengths- personalized comments, grade level expectations, highlights page was beneficial, content/ standards included; Weaknesses- comments for teachers, didn't receive adequate feedback on work habits/ behavior
- This data tells us that this needs to be a school decision on what data is included in the EPR
- The tool is complete and allows for schools to personalize for their community. Recommends that SAC members help to revise to content/ format of EPR.

IX. **Community Liaison Update-** DAC forum- Sid Rundle is leading principals to talk about parent involvement, still working on sister schools idea, Youth Congress on Sept that will allow 7 service hours, sleep hygiene at SkyRidge on Thursday, 9/15/16

X. **Public Comment-** The last final minutes were reserved for public comment.

XI. **Adjournment**

- Sandra Brownrigg adjourned the meeting at p.m.