

JEFFCO PUBLIC SCHOOLS DISTRICT ACCOUNTABILITY COMMITTEE  
 APRIL 16, 2019 MEETING MINUTES

Present: Jeff Baucum, Susan Chapla, Tom Dougherty, Jim Earley, Carsten Engebretsen, Jill Fellman, Caitlin Fitzpatrick, Deb Guiducci, Nancy Hardesty, Evie Hudak, Dave Johnson, Susan Lopez, Margaret Lessenger, Jill Mark, Melissa Martini, Tim Mills, Geneva Moore, Wendy McCord, Helen Neal, Mercedes Ramos, Ruben Rodriguez, Maggie Ruddy, Stephanie Schooley, Jackie Seibel, Mark Stutz, Sally Kate Tinch, Katie Van Guilder, Dave Wells

Absent: Lorri Avery, Joan Chavez-Lee, Alex Dorotik, Amanda Garner, Mary Jo Gentleman, Molly Given, Hi Howard, Jill Mark, Nancy McCanless, Karen Quanbeck, Ben Robertson, Kristopher Schuh, Lisa Vega-Fields

Guests: Tracie Apel, SAC chairs

Agenda:

- Welcome & Hot Topics
- Approval of Agenda & Minutes
- DAC Bylaws Reviews
- What is DAC & How Does It Relate to SACs?
- DAC Survey
- Soliciting New Members

Decisions (Current):

1. Minutes of the March 19, 2019 meeting were approved by unanimous consent.
2. Tonight's agenda was approved by unanimous consent with two changes, to: (1) include what DAC does & how it ties back to SACs and (2) remove the 5B Funds update to a later meeting.
3. After a motion and second, DAC adjourned by unanimous consent at 6:59 p.m.

Action Items (Future):

1. DAC bylaws will be approved in May.

Notes:

Info	Welcome, Hot Topics Discussion - SAC guests (SAC Chairs, Principals, etc.) meet and discuss hot topics with DAC members
Action	Approval of Agenda & Minutes
Info	DAC Bylaws Review: Earley led a review of proposed revisions to DAC bylaws.

# Jefferson County School District R-1 District Accountability Committee (DAC) Bylaws

## I. Name

The official name of the organization shall be the Jefferson County School District R-1 Accountability Committee (DAC).

## II. Definitions

- A. Articulation Area Representative means a Parent SAC Member appointed to represent one of the articulation areas.
- B. At-Large Member means a Member who is appointed by the Board of Education and is not assigned to represent an articulation area, charter schools or options schools.
- C. Executive Committee means the Chair, the Vice-Chair, immediate past Chair provided said person remains a DAC member, and the chairs of the standing subcommittees in section VI.B.
- D. Member means any person defined in section IV(A).
- E. Parent Member means any Member who is:
  - 1. a child's biological parent, adoptive parent, or legal guardian or another adult person recognized by the child's school as the child's primary caregiver of a student attending Jefferson County Public Schools at the time of appointment.
  - 2. not an employee of, or the spouse, son, daughter, sister, brother, mother or father of an employee of the District.
- F. School Accountability Liaisons comprise the 17 Articulation Area Representatives, 3 charter representatives, and the option school representative.
- G. Unexcused absence means an absence from a DAC meeting for which the absent Member has not notified the Chair.

## III. Purpose and Role

The purpose of the DAC is to serve in an *advisory role* to the Jefferson County Board of Education (BOE). The DAC advises the BOE on matters related to budget, improvement priorities, student achievement, and parent engagement. Specifically, the DAC shall fulfill the duties of a school district Accountability committee as defined in Colorado Revised Statutes, Section 22-11-301 et seq. Per statute, the DAC has the following powers and duties:

- A. Recommend to the BOE priorities for spending school district money;
- B. Make reasonable efforts to consult in a substantive manner with School Accountability Committees (SACs) in the district regarding spending priorities;
- C. Advise the BOE concerning preparation of the district's annually submitted performance, improvement, priority improvement or turnaround plan (whichever is applicable);
- D. Make reasonable efforts to consult in a substantive manner with School

- Accountability Committees (SACs) in the district regarding school performance, improvement, priority improvement and turnaround plans;
- E. Discuss at least quarterly whether district leadership, personnel, and infrastructure are advancing or impeding implementation of the district's performance, improvement, priority improvement, or turnaround plan (whichever is applicable);
  - F. Review any charter school application(s) received by the BOE and submit recommendations to the BOE on said applications(s);
  - G. Provide input to the BOE concerning the creation and enforcement of its school conduct and discipline code;
  - H. Consider input and recommendations from the district's SACs to facilitate the evaluation of the performance of district principals;
  - I. Provide input and recommendations to principals, on an advisory basis, concerning the development and use of assessment tools to measure and evaluate student academic growth as it relates to teacher evaluations;
  - J. Assist district staff or school personnel to increase parent engagement, including but not limited to:
    - 1. Implementing the district's parent engagement policy;
    - 2. Increasing parents' engagement with educators, including parents' engagement in creating students' READ plans, Individual Career and Academic Plans (ICAP) and plans to address habitual truancy; and,
    - 3. Helping increase community awareness of the district strategic plan and the school/district improvement processes;
  - K. Determine at least annually and cooperatively with the BOE, additional areas and issues of study and recommendation to the Board that the DAC shall focus on for the year.
  - L. Report to the BOE, at least two times per year, or more frequently as may be requested by the BOE on the work of the DAC.
  - M. Each year, deliver to the BOE a report on the following:
    - 1. The percentage of students who are college and career-ready
    - 2. How Jefferson County compares to other districts in the area
    - 3. Critical obstacles hindering more rapid improvement of student achievement results, and
    - 4. Recommendations for what should be done to overcome those obstacles

#### **IV. Membership**

- A. The DAC comprises the following Members approved by the Board of Education:
  - 1. The School Accountability Liaisons nominated by the superintendent:
    - a) Thirty-four (34) Articulation Area Representatives, two from and representing each of the district's seventeen (17) articulation areas, who shall be parent SAC members in their articulation area;
    - b) three (3) charter school parents who shall be parent SAC members;
    - c) two (2) option school parent SAC members;
  - 2. At least one (1) and up to three (3) teachers with effort made to represent each grade band: K-5, 6-8, 9-12. Both members and non-members of

- Jefferson County Education Association (JCEA) are eligible. JCEA may recommend individuals;
3. At least one (1) and up to three (3) building-level administrators employed by Jeffco Schools;
  4. Up to ten At-Large representatives, with effort made to represent diversity of stakeholders;
  5. At least one Business community representative;
  6. One Jeffco PTA member. The Jeffco PTA may recommend individuals.
  7. One classified staff member employed by Jeffco Schools. Both members and non-members of Jeffco Education Support Professionals Association (JESPA) are eligible. JESPA may recommend individuals.
  8. The Superintendent or the Superintendent's designee (non-voting).
- B. By statute, Members approved by the BOE shall, to the extent practicable, reflect the student populations that are significantly represented within the district. This may include:
1. students who are non-Caucasian;
  2. students eligible for free and/or reduced-cost lunch;
  3. students who are English language learners;
  4. students who are migrant children;
  5. students identified as students with disabilities; and
  6. students who are identified as gifted children.
- C. Only one Member of the DAC may be a concurrent member of the Jefferson County School District's Strategic Planning Advisory Council (SPAC).
- D. **Duties of Members**
1. Attendance at all scheduled DAC meetings and all assigned subcommittee meetings. In the event a Member cannot attend a meeting, he/she should communicate such absence in advance to either the Chair or to the subcommittee chair.
  2. Participation on at least one subcommittee and/or service as an elected DAC officer or as DAC liaison to another organization.
  3. Service as a liaison to the stakeholder group that Members were appointed to represent.
  4. Compliance with these bylaws.
  5. Compliance with the Code of Conduct.
- E. **Terms of Members**
1. The term of a Member appointment shall be two years. Members' terms shall begin at the close of the final meeting of the committee-of-the-whole of the academic year in they are appointed, unless the BOE directs otherwise.
  2. Members shall not be precluded from being reappointed and serving consecutive terms as long as they continue to meet the requirements of membership as defined above.
- F. **Resignation** If a Member is unable to fulfill the duties of membership, he/she should provide a letter of resignation to the Chair and Vice-Chair, who shall

notify the BOE.

- G. **Removal** The Executive Committee may recommend to the BOE that members with more than three unexcused absences from DAC meetings be removed. The committee-as-a-whole may also recommend to the BOE, with a two-thirds majority achieved by blind ballot, removal of Members, deemed after two warnings from the committee-as-a-whole, not to be in compliance with the Code of Conduct.
- H. **Replacement** If a Member resigns or is removed, the Executive Committee shall advise the BOE and a replacement shall be nominated and appointed through the process specified in the membership section (IV). The replacement shall serve a two year term as per IV.E.1.

## V. **Committee Officers**

### A. **Officer Positions**

1. The DAC has two officers: The Chair and the Vice Chair. The officers shall be elected by the membership of DAC annually, in the final meeting of the academic year. The officers shall be selected from the Parent Members of the DAC.
2. **Term** The officers shall each serve a one-year term in their respective roles. No one shall be prohibited from running for consecutive terms.
3. **Duties of the Chair** The DAC Chair
  - a) Ensures committee efforts and membership meet statutory requirements;
  - b) Plans annual meeting calendars and monthly meetings;
  - c) Receives and relays requested agenda items from Members and subcommittees;
  - d) Ensures calls are issued for meetings of the DAC;
  - e) Develops and communicates norms for use in DAC meetings;
  - f) Presides over DAC meetings;
  - g) Ensures that minutes of all DAC meetings are recorded, including attendance and records of votes, and made available to Members;
  - h) Ensures membership list, including statutory roles of individual Members, and contact information is kept and made publicly-available; and ensures processes exist for other committee correspondence, as necessary;
  - i) Ensures that subcommittees are representative of the committee-as-a-whole and ensures that subcommittees have sufficient Members to conduct their work;
  - j) Ensures that SAC Chair training sessions are conducted;
  - k) Coordinates committee and subcommittee reports to the BOE;
  - l) Coordinates the DAC's activities with administrative support from the Jefferson County School District;
  - m) Annually reviews bylaws and presents same to membership; and,
  - n) Ensures the public DAC web page is maintained.

- o) Appoints a Member to determine eligible votes and distribute ballots for an officer election for which the Vice-Chair is unable to do so.

4. **Duties of the Vice Chair**

- a) Shall be responsible for the duties of the Chair in his/her absence;
- b) In the event the Chair resigns; shall assume the duties of Chair;
- c) Ensures quorum is present at meetings and for votes;
- d) Ensures, where necessary, that records of subcommittee meetings are kept and made available to Members;
- e) Ensures public comment is received, recorded, and made available to DAC Members;
- f) Ensures bylaws are maintained, ensures Members' suggestions for bylaws changes are recorded for later discussion, and leads discussion of bylaws annually;
- g) Ensures electronic files and records of DAC, are maintained in an accessible archive;
- h) Determines eligible votes and distributes ballots for officer elections, unless the Vice-Chair is running for the office for which the election is being held.

B. **Election** During the final DAC meeting of each school year, a new Chair and Vice Chair shall be elected by a vote of the DAC Members. Nomination forms for each position shall be accepted following the April DAC meeting. Forms shall be made available on the DAC web page.

- 1. Current DAC Parent Members may submit applications for each position.
- 2. The Chair shall be elected by a vote of the Members, as credentialed by the Vice-Chair. Proxy and absentee ballots are not permitted.
- 3. Members appointed by the Chair shall count the ballots. Whomever is determining the number of eligible ballots shall not count them. No one running for election shall count ballots.
- 4. The Member receiving a majority of the ballots cast shall be elected.
- 5. If no candidate receives a majority of the ballots cast, the candidate receiving the smallest number of votes shall be eliminated, and another ballot shall be held between the remaining candidates. If two or more candidates are tied for the smallest number of votes, a rebalot of the committee-as-a-whole shall decide which single candidate shall advance to the next ballot. If two or more candidates are tied after all other candidates are eliminated, the committee shall hold a final ballot. If the candidates are still tied after the final ballot, a rebalot of the committee-as-a-whole shall determine the winner.

VI. **Standing Sub-Committees:** Standing sub-committees of DAC shall be the Executive Committee, Budget Subcommittee, District Unified Improvement Plan Subcommittee,

Family/School Partnership Subcommittee, and Charter School Application Review Subcommittee. Additional sub-committees may be formed from the membership as the committee-as-a-whole deems necessary. Subcommittees shall take up new business matters committed by the committee-as-a-whole, and must report matters back to the committee-as-a-whole.

- A. **Executive Committee** The Executive Committee shall coordinate with the Superintendent or Superintendent-designee and any other District staff necessary to determine the annual calendar and to assemble and propose meeting agendas. The Executive Committee shall conduct any necessary DAC business arising between meetings of the DAC.
- B. **Other Subcommittees** Each subcommittee noted below shall report to the full DAC at least annually and prior to any communication with the BOE regarding recommendations or advice on behalf of the DAC. Subcommittee meetings shall be posted on the DAC web page. Each subcommittee's reports to the full DAC shall be posted on the Jeffco Public Schools DAC web page. Each subcommittee shall identify a chairperson to be the key individual accountable for managing and reporting on the subcommittee's work and for maintaining communication with the DAC Chair.
  1. **Budget/Finance.** This subcommittee shall work to comply with the DAC requirement of recommending to the BOE priorities for spending school district money.
  2. **Unified Improvement Planning (UIP).** This subcommittee shall support the DAC's responsibility to comply with submitting recommendations to the BOE concerning preparation and implementation of the district's performance, improvement, priority improvement or turnaround plan (whichever is applicable). The subcommittee shall provide regular updates to the full DAC per the DAC work calendar and lead full committee reviews of the district's UIP.
  3. **Family/School Partnership.** This subcommittee shall work to increase parent engagement in the district by providing input and recommendations to district staff or school personnel regarding
    - (1) The district's parent engagement policy;
    - (2) Efforts to increase parents' engagement with educators, including parents' engagement in creating students' READ plans, Individual Career and Academic Plans (ICAP) and plans to address habitual truancy;
    - (3) Increasing community awareness of the district strategic plan and the school/district improvement processes;
  4. **Charter School Application Review.** This subcommittee shall have responsibility for reviewing charter school applications as needed and reporting findings to the full DAC. Per statute, the full DAC shall determine recommendations to the BOE on charter applications. At least one subcommittee Member shall serve on the District Charter Review Committee.

5. School Accountability Liaisons. They shall meet as necessary to conduct business as specified in the in the School Accountability Liaison Guidelines.
6. Additional Subcommittees. Additional subcommittees shall be identified to fulfill the responsibilities of the DAC, as needed, by the Executive Committee.

## VII. Meetings

### A. Meetings of the Committee-as-a-whole

1. A minimum of six (6) meetings of the committee-as-a-whole shall be held monthly from September through May except during the month of December at the Jefferson County School District office unless otherwise specified. The Chair, the Executive Committee, or a majority of the Members may call additional meetings.
2. Dates of meetings shall be provided in public announcements and made available to the public. All meetings shall be open to the public.
3. The Chair may use unanimous consent to guide decisions during meetings. Voting may be used when an issue has received a motion and a second. Absentee ballots and proxies are not permitted. Only DAC Members may vote.
4. The April meeting shall be a meeting for all school accountability committee Chairs in order to provide updates and training for SACs. Other SAC members are also welcome.

B. **Training Meeting** The DAC shall sponsor a meeting every year with all SAC Chairs in the fall. This meeting shall focus on providing training, expectations, and opportunities to participate in DAC including meeting dates, and supports for SACs.

C. **Subcommittee Meetings** The subcommittee chairperson shall call subcommittee meetings.

D. **Notice of Meetings** The schedule for regular meetings of the Committee-as-a-whole shall be established at the beginning of the school year. A notice of each DAC meeting shall be provided to each Member of DAC not less than four days prior to the meeting, and simultaneously shall be posted on the DAC web page. The Vice-Chair shall ensure the meeting agendas for meetings of the DAC, including previous notice of motions to adopt committee reports to the BOE, are posted on the DAC website, and shall ensure the meeting agenda is sent via email notification to all DAC Members, all BOE members and appropriate administration officials four days prior to the meeting. The subcommittee chair shall provide notice for subcommittee meetings in accordance with the rules of the individual subcommittees.

E. **Quorum** Proper notice having been given, the Members present shall constitute a quorum in order for information to be shared and for discussions to take place during a DAC meeting. A quorum of at least half of the current membership and at least one DAC officer must be present in order to conduct DAC business that



requires a vote.

**F. Minutes**

Meetings shall be recorded and meeting minutes shall be posted to the DAC web page.

**G. Representation of DAC Advice**

1. As an advisory committee to the BOE, the DAC shall follow [district policy BDF, “Advisory Committees to the Board”](#), and [Board Policy GP-12, “Board Committee Principles”](#).
2. The DAC is committed to fully representing the perspectives of the DAC Members. On matters for which a committee report is generated by the DAC for the BOE, it shall be reviewed and approved by vote at a DAC meeting before it is provided to the BOE. DAC Members shall not represent their own opinions as those of the committee-as-a-whole.
3. Any two or more DAC Members may together author and submit a Dissenting Opinion, provided that they voice that Dissenting Opinion at the DAC meeting either verbally or in writing, if they cannot be present at the meeting, so that the entire DAC Membership has an opportunity to consider the Dissenting Opinions at the time the DAC is discussing the issue at hand and prior to voting. Dissenting opinions may pertain to the entire Committee Report/Motion and/or only portions of the Committee Report/Motion. Any Dissenting Opinion shall set forth the rationale for the Dissenting Opinion, and shall be submitted via email to the DAC committee-as-a-whole and the DAC Chair for inclusion in the DAC Report to the BOE within one week of the adoption of the Committee Report/Motion by the DAC; however, if the BOE meeting in which the Committee Report/Motion is being presented by DAC occurs within one week of the DAC adoption of the Committee Report/Motion, then the deadline for submitting the Dissenting Opinion shall be shortened to no later than 24 hours after the conclusion of the DAC meeting where the DAC membership voted to approve the Committee Report/Motion.
4. Subcommittee reports shall be reviewed and discussed at a DAC meeting before they are provided to the BOE. Subcommittee Members may not present findings directly to the BoE without approval by the committee-as-a-whole.
5. Only the Chair or the Chair’s designee shall present reports and/or recommendations to the BOE on behalf of the DAC. The Chair shall submit any majority and minority reports, together and without modification, to the BOE at the same time. Time at the end of DAC meeting shall be provided for BOE member comments.

**H. Meeting Agenda**

1. The agenda generally shall be as follows:
  - a) Call meeting to order
  - b) Approval of agenda
  - c) Approval of minutes

- d) Unfinished and new business
- e) BOE Comment
- f) Adjournment

Except where these bylaws conflict, the meetings of the DAC shall be conducted in alignment with Robert's Rules of Order Newly Revised, 11th Edition. Members may, by a two-thirds vote of those present, move to adopt different meeting rules for specific meetings.

### **Amendment of Bylaws**

Bylaws shall be reviewed by the committee-as-a-whole at least annually, at which time Members may make motions to revise the bylaws. Bylaws revisions must be approved by a two-thirds majority of the Members present at the meeting.

All changes or amendments to these bylaws approved by DAC Members, before they can take effect, must be presented to the BOE for its approval.

Date Adopted: September 20, 2016

Date Revised: November 15, 2016

Date Revised: May 7, 2019



## SAC/DAC Spring Event



### Event Outcome

Create closer cohesion between Jeffco SAC's and the DAC and provide a better understanding of how the SAC /DAC relationship can empower and initiate 'hot topic' themes within the overall master plan.

### Topic Categories

- Social, Emotional, Mental Health
- Family & Community Engagement / Partnerships
- Safety
- Facilities
- Staffing
- Academics/Curriculum
- Testing/Assessment
- Special Populations
- Discipline
- Other

### Articulation Area Table Talk Questions

- What are the hot topics at your school?
- What does this look like currently in your school?
- What is already happening to improve student experiences aligned with this topic?
- What is the desired state?
- What shared commitments, resources, structures, etc. are needed to get there?
- Determine at your table which topic is highest priority.

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### Common Themes, Outcomes, and Takeaways (Top 3) - Poster Gallery Walk and Discussion

- **Family School Community Partnership** – A need to expand and become a District priority by providing support towards strategic implantation, resources, and staffing in order to effectively accomplish District and school FSCP goals and tasks.
  - District engagement with neighborhood schools
  - Increase partnerships with the community / Family Community Engagement
  - Funding and District support for family school community partnerships and engagement
- **Social, Emotional, Mental Health** - Increase in SEMH concerns. A need to expand and continue to be a District priority in providing effective support, resources, funding, and staffing for SEMH implementation.
  - Resources & Staffing to work directly with SEMH /School Climate & Culture / School Spirit / etc.
  - Allocation of staffing & resources to meet all needs
  - Perception -vs- Reality / Seeing increase in depression, suicidal tendencies, cutting, social pressure
- **Academics/Curriculum** – A need for adequate and equitable SBB dollars and resources in order to address and effectively implement the strategic plan with the needed supports for effective academic achievement including professional leaning/ training & development, family support at home for student achievement, competition and equity gaps within articulation areas, grading systems, Spanish classes, and purposeful connection to curriculum.
  - All Schools should be supported with adequate resources / not be pitted against one another
  - Competition between schools in South Jeffco - result of SBB dollars
  - Strategic Plan Implementation / Support/Resourced in how to help families support student academic growth at home

## Results by Topic / Category

### Family & Community Engagement / Partnerships (14 Hot Topic Areas)

#1  
Priority

- Parent participation/engagement is a struggle (*Dakota Ridge Artic. Area*)
- Concerns are not resolved (*Dakota Ridge Artic Area*)
- Increase partnerships with the community (*Dakota Ridge Artic Area*)
- Funding and District support for family school community partnerships and engagement (*Dakota Ridge Artic Area*)
- Lack of “diverse” parent participation (*Chatfield Artic. Area*)
- SAC Membership / Involvement / Engagement (*Green Mountain Artic Area*)
- Watch Dog Dads - getting volunteers and resources (*Green Mountain Artic Area*)
- Changes at School level feels like a done deal – not like a partnership with School/District (*Alameda Artic. Area*)
- Challenges of Integration between native Spanish & native English speakers (*Arvada Artic. Area*)
- Family Community Engagement (*Bear Creek Artic. Area*)
- Family Community Engagement (*No Artic. Area Written*)
- Need for creative formats for meetings / school events (*No Artic. Area Written*)
- Improving/Increasing student growth (*No Artic. Area Written*)
- District engagement with neighborhood schools (*No Artic. Area Written*)

### Social, Emotional, Mental Health (12 Hot Topic Areas)

#2  
Priority

- Resources & Staffing to work directly with SEMH /School Climate & Culture / School Spirit / etc. (*Dakota Ridge Artic Area*)
- Every elementary should have a full-time Psychologist (*Dakota Ridge Artic. Area*)
- Seeing an increase in depression, suicidal tendencies, cutting, social pressure (*Dakota Ridge Artic. Area*)
- Perception -vs- Reality of: “Oh, you must have no problems because you’re...” (*Columbine Artic. Area*)
- Perception -vs- Reality of: “Oh, you must have no problems because you’re...” (*Ralston Valley Artic. Area*)
- Perception -vs- Reality of: “Oh, you must have no problems because you’re...” (*Golden Artic. Area - Manning School*)
- Allocation of staffing & resources to meet all needs (*Ralston Valley Artic. Areas*)
- Bullying (*Green Mountain Artic Area*)
- School Start times need to be evaluated /changed to help meet needs of SEMH (*Green Mountain Artic. Area – Dunstan MS*)
- Vaping /substance abuse - need resources, earlier education & presentations (*Green Mountain Artic. Area*)
- Too little support for SEMH – not well utilized (*Alameda Artic. Area*)
- 1 SEL is not enough (*Dakota Ridge Artic. Area*)
- Increase in Bullying - social media / technology / software / school learning platform (*No Artic. Area Written*)

#3  
Priority

### **Academics/Curriculum (10 Hot Topic Areas)**

- Competition between schools in South Jeffco - result of SBB dollars (*Dakota Ridge Artic Area*)
- All Schools should be supported with adequate resources to provide an excellent education for their students and not be pitted against one another (*Dakota Ridge Artic Area*)
- Grading - Letter System (*Green Mountain Artic Area – Dunstan MS*)
- Include Spanish classes for English only classrooms (*Alameda Artic. Area*)
- Support/Resourced in how to help families support student academic growth at home (*Alameda Artic. Area*)
- Professional Learning / Changing the Task (*No Artic. Area Written*)
- Strategic Plan Implementation (*No Artic. Area Written*)
- Training & Development (*No Artic. Area Written*)
- Educational equity gaps within articulation areas (*No Artic. Area Written*)
- 1:1 implantation - Instruction should be a purposeful connection to curriculum / taking them home (*No Artic. Area Written*)

### **Facilities (6 Hot Topic Areas)**

- Approved school projects not completed on time - year later (*Evergreen Artic. Area*)
- Old & outdated Facilities (*Arvada Artic. Area*)
- How to spend bond money (*No Artic. Area Written*)
- School start times (*No Artic. Area Written*)
- Facility conditions concerns - warm, safe, dry (*No Artic. Area Written*)
- Space concerns - insufficient for all classes (*No Artic. Area Written*)

### **Staffing (4 / 6 Hot Topic Areas)**

- Staff /Administrator to support Family School “Community” Partnership efforts district wide (*Dakota Ridge Artic. Area*)
- Counselors need to do “counseling,” not do all scheduling - need schedulers (*Columbine Artic Area*)
- Counselors need to do “counseling,” not do all scheduling - need schedulers (*Ralston valley Artic. Area*)
- Counselors need to do “counseling,” not do all scheduling - need schedulers (*Golden Artic. Area - Manning School*)
- Teacher Training & Development (*No Artic. Area Written*)
- Full time DTCS needed to support schools with 1:1 - coming district wide (*No Artic. Area Written*)

### **Safety (5 Hot Topic Areas)**

- School Safety (*Chatfield Artic. Area*)
- Alameda Jr./Sr. – do we want to send our kids there...? (*Alameda Artic. Area*)
- Fights and assaults at school (*Alameda Artic. Area*)
- SRO protected in Jeffco - Sheriff budget (*No Artic. Area Written*)

### Special Populations (3 / 7 Hot Topic Areas)

- We under identify (ID) kids who are brilliant (2E) but have special needs (*Columbine Artic. Area*)
- More Gifted and Talented (GT) than Special Education (SpEd) (*Columbine Artic. Area*)
- We under identify (ID) kids who are brilliant (2E) but have special needs (*Ralston valley Artic. Area*)
- More Gifted and Talented (GT) than Special Education (SpEd) (*Ralston Valley Artic. Area*)
- We under identify (ID) kids who are brilliant (2E) but have special needs (*Golden Artic. Area Written – Manning School*)
- More Gifted and Talented (GT) than Special Education (SpEd) (*Golden Artic. Area Written – Manning School*)
- Free & Reduced Lunch population (*No Artic. Area Written*)

### Testing/Assessment (2 / 7 Hot Topic Areas)

- Tie student success to all measures within Jeffco Generations – not solely testing
- We are over-testing - too many mandatory tests - what can we focus... ) (*Columbine Artic. Area*)
- Testing inconsistency (*Columbine Artic. Area*)
- We are over-testing - too many mandatory tests - what can we focus... (*Ralston Valley Artic. Area*)
- Testing inconsistency (*Ralston Valley Artic. Area*)
- We are over-testing - too many mandatory tests - what can we focus... (*Golden Artic. Area Written – Manning School*)
- Testing inconsistency (*Golden Artic. Area Written – Manning School*)






### Discipline (0 Hot Topic Areas)





- No Topic Areas on Discipline...

### Other Categories (9 Categorical Areas)





- **Communication** – Poor communication among schools/SACs in the artic areas (*Arvada Artic. Area*)
- **Communication** – PTA / SAC / Teacher (*Jefferson Artic. Area*)
- **School Budgets** – Handling of school budgets with shrinking student population - many choice out of artic area (*Arvada Artic. Area*)
- **Funding** – Charter school funding (*No Artic. Area Written*)
- **SBB Trade-offs** – Mental health -vs- DTTS(?) & interventions (*No Artic. Area Written*)
- **Competition Between Schools** – Challenges of competition between elementary schools – Centers –vs- other programs (*No Artic. Area Written*)
- **Community Generational Changes** – Challenges with turnover of families from aging-out and new ones moving-in with young kids (*Arvada Artic. Area*)
- **Declining Enrollment** – Declining enrollment in schools (*Jefferson Artic. Area*)
- **Enrollment Rules** – Enrollment rule changes – option schools (*No Artic. Area Written*)



Goal	Status	Accomplishments	Remaining Tasks
<p><b>Charter Subcommittee</b>  <i>Develop rubrics for new charter applications and charter renewals for consistency and fairness in the process.</i></p>		<ul style="list-style-type: none"> <li>• Worked with Charter Achievement Director to review district existing rubric</li> <li>• Decision made to refine DAC's rubric to align with community goals and needs</li> </ul>	<ul style="list-style-type: none"> <li>• Final approval of addendum to be part of final DUIP vote (Feb)</li> <li>• Presentation of Addendum recommendations along with DUIP (Mar)</li> </ul>
<p><b>DUIP Subcommittee</b>  <i>Include additional analysis and recommendations in the final District Unified Improvement Plan document for Social, Emotional, and Behavioral Health benchmarks</i></p>		<ul style="list-style-type: none"> <li>• DUIP Subcommittee is working with several district teams to develop an SEL/BH addendum that will be included with the DUIP</li> </ul>	<ul style="list-style-type: none"> <li>• Final approval of addendum to be part of final DUIP vote (Feb)</li> <li>• Presentation of Addendum recommendations along with DUIP (Mar)</li> </ul>
<p><b>DUIP Subcommittee</b>  <i>Partner with GT/SEL Resources for input throughout the DUIP process</i></p> <p><b>Note:</b> Per CDE requirements, GT reporting has been integrated into the DUIP rather than included as an addendum in previous years.</p>		<ul style="list-style-type: none"> <li>• The District GT team have played an instrumental role in providing key inputs into the DUIP</li> <li>• GT achievement and growth data have been included into the DUIP and reviewed by DAC</li> <li>• Root cause analysis has been incorporated into the DUIP and reviewed by DAC</li> </ul>	<ul style="list-style-type: none"> <li>• Final approval by DAC along with entire DUIP (Feb)</li> <li>• Presentation of GT recommendations along with DUIP recommendations (Mar)</li> </ul>
<p><b>Budget Subcommittee</b>  <i>Refine SAC Survey for improved input by School Accountability Committees into District Budget Process</i></p>		<ul style="list-style-type: none"> <li>• Survey refined, reviewed and approved by DAC - October 2018</li> <li>• Survey sent to SACs - November 2019</li> </ul>	
<p><b>Budget Subcommittee</b>  <i>Tighter alignment of budget priorities from SACs, Cabinet, DUIP and FSCP</i></p>		<ul style="list-style-type: none"> <li>• SAC, Cabinet, DUIP, and FSCP budget priorities to be sent to Budget subcommittee in December.</li> </ul>	<ul style="list-style-type: none"> <li>• Budget Recommendations to be approved by DAC in February</li> <li>• Budget recommendations presented to Board in Mar.</li> </ul>

<p><b>FSCP Subcommittee</b>  <i>Review/Revise Family Engagement Board Policy</i></p>		<ul style="list-style-type: none"> <li>• First review by DAC completed in November</li> <li>• Inputs from DAC applied and sent to District Cabinet for review on 12/5/2018</li> <li>• Final vote by DAC on 1/15/2019</li> </ul>	
<p><b>FSCP Subcommittee</b>  <i>Analyze and provide actionable recommendations to the Board based on the "Make Your Voice Heard," FSP, and TLCC survey data to improve family and community engagement in the district</i></p>		<ul style="list-style-type: none"> <li>• Subcommittee convenes to begin analyzing data on 12/4/2018</li> <li>• Additional meetings are planned.</li> <li>• Unanimous approval of FSCP recommendations by DAC on 02/19/2019</li> </ul>	<ul style="list-style-type: none"> <li>• Recommendations presented to board at March board meeting</li> </ul>
<p><b>DAC/SAC Cohesion</b>  <i>Provide Articulation Area Representatives supports and resources needed for effective representation of their local SACs</i></p>		<ul style="list-style-type: none"> <li>• Great support from District Staff, specifically Dr. Tom McDermott to assist in providing workshops to articulation areas for alignment with Strategic Plan</li> <li>• First workshop held in Ralston Valley in November with Deb Guiducci and Dr. McDermott</li> </ul>	<ul style="list-style-type: none"> <li>• Additional training needed for Artic Area Reps. (AARs)</li> <li>• Clearer roles and responsibilities need to be defined for AARs</li> <li>• Executive committee considering additional recommendations to the board to consider additions to DAC by Artic area to create more manageable workload for AARs</li> </ul>
<p><b>DAC/SAC Cohesion</b>  <i>Develop coordinated DAC/SAC schedule to align inputs</i></p>		<ul style="list-style-type: none"> <li>• Schedules created by DAC Executive committee and shared with SACs at</li> </ul>	



<i>and improve communication</i>		DAC/SAC Meeting in September	
<b>Bylaws Subcommittee</b> <i>Review/Revise DAC bylaws on a bi-annual basis</i>			<ul style="list-style-type: none"> <li>• DUIP, Budget, and FSCP, and Articulation Area commitments have consumed a great deal of time from DAC members</li> <li>• Slated for discussion in March, first draft in April, and final vote in May</li> </ul>
<b>DAC Executive Committee</b> <i>Engage district staff on SEL, Safety, Culture initiatives aligned to DAC mission</i>			
<b>DAC Executive Committee</b> <i>Provide a liaison from DAC to work with Kevin Carroll on any SEL initiatives</i>		<ul style="list-style-type: none"> <li>• Several members of executive committee have engaged various district staff on improving inputs into DAC processes for Social, Emotional, and Behavioral health topics.</li> <li>• Mountain Area articulation areas (Evergreen and Conifer) held meeting (December) on related topics and issues</li> </ul>	<ul style="list-style-type: none"> <li>• Continue to collaborate with district on SEL-related initiatives</li> <li>• Schedule to discuss SEL initiatives with DAC</li> </ul>
<b>DAC Executive Committee</b> <i>Host inaugural DAC Leadership Forum for District Accountability Committees across the Front Range</i>		<ul style="list-style-type: none"> <li>• First Draft of Agenda and Purpose of Forum created</li> <li>• DAC Executive Committee review and approval on 12/5/2018</li> </ul>	<ul style="list-style-type: none"> <li>• Promote event</li> <li>• Slated for mid- to late-April</li> </ul>

## 2019/20 DAC Chair/Vice Chair Application

A Jeffco DAC Chair/Vice Chair must be able to fulfill the following responsibilities for the 2019/20 school year:

- \* be a parent/guardian of a student currently enrolled in or attending a Jeffco school
- \* be willing to serve at least one year as DAC Chair or Vice-Chair
- \* assume a leadership role as specified in the DAC Bylaws. Note: there are nine DAC meetings per school year calendar (two with school accountability committee members)
- \* monitor and ensure that the DAC fulfills the requirements set forth in Colorado Revised Statute, Jeffco Board of Education policies and DAC Bylaws.

### Contact Information \* \*

Please provide your first and last name

Sally Kate Tinch

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### Contact Information \* \*

Please provide your email address

sallykatetinch@gmail.com

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### Contact Information \* \*

Please provide your daytime phone number

214-826-9972

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## Contact Information \* \*

Please provide biographical information including a brief description of past or present leadership experience; a statement of why you are interested in a leadership position on DAC; and, a notation signaling your availability to fulfill the Chair or Vice Chair role and responsibilities.

My background in public education advocacy includes serving as the previous DAC vice chair and SAC chair for WJMS and CHS, Charter Review Chair and former PTA officer. I also served on the district's health and strategic planning committees. In 2018, I chaired the successful Jeffco Mill/Bond Initiative. I'm a founding member of the Jeffco educational non-profit, The Jeffco Pen. I love Jeffco Public Schools and would be honored to serve another year as the DAC vice-chair.

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- \* monitor and ensure that the DAC fulfills the requirements set forth in Colorado Revised Statute, Jeffco Board of Education policies and DAC Bylaws.

### Contact Information \* \*

Please provide your first and last name

Jim Earley

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### Contact Information \* \*

Please provide your email address

5490 W 115th Loop

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### Contact Information \* \*

Please provide your daytime phone number

303-898-7193

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## Contact Information \* \*

Please provide biographical information including a brief description of past or present leadership experience; a statement of why you are interested in a leadership position on DAC; and, a notation signaling your availability to fulfill the Chair or Vice Chair role and responsibilities.

2 years as DAC chair. 1 year as vice-chair of the UIP Subcommittee. Years total on DAC. I wish to continue the work of making DAC the voice of our schools and as a trusted advisory committee to the Board of Education. Over the past two years, I believe that we have worked hard to provide a full 360-degree view of our district through the lens of accountability and have done a great deal of work to ensure that our schools have a voice. We have more work to do, and I would be humbled and honored to serve again.

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