

Jeffco Schools District Accountability Committee October 17, 2017 Minutes

Present:

Lorri Avery, Victoria Boyd, Tom Dougherty, Jim Earley, Carsten Engebretsen, Jill Fellman, Molly Given, Deb Guiducci, Robert Ham, Nancy Hardesty, Hi Howard, Evie Hudak, Dave Johnson, Jessica Keene, Margaret Lessenger, Susan Lopez, Jill Mark, Nancy McCanless, Matt McKeown, Tim Mills, Valerie Pollitt, Karen Quanbeck, Margaret Ruddy, Greg Seupaul, Eric Schmitz, Martissa Spencer, Mark Stutz, Sally Kate Tinch, Lisa Vega-Fields, Kristina Vigil, Theresa Walderman, Lucas Ward, Dave Wells

Absent:

Barbara Brooks, John Byrne, Suzanne Covington, Nikki Fitterer, Jennifer Kirksey, Bill Kottenstette, Melissa Martini, Precila Pacheco, Kristopher Schuh, Katie Van Guilder

Guests: Tracy Apel, Carol Eaton, Matt Flores, Jef Fugita, Cecily Klein, Jennifer Steele

Agenda:

- Welcome, Approval of Agenda and Minutes – Jim Earley, Mark Stutz
- DAC Housekeeping Topics – Jim Earley
- Subcommittee Reports/Breakouts – Mark Stutz, Deb Guiducci, Dave Johnson, Carsten Engebretsen, Sally Kate Tinch, Melissa Martini
- UIP Subcommittee: Draft Priority Performance Challenges and Root Cause Analysis – Deb Guiducci, Matt Flores, Dr. Carol Eaton, Jef Fugita, Jennifer Steele, Cecily Klein
- Subcommittee Breakouts – DAC members
- Adjournment – Jim Earley
- Articulation Representative Roles/Responsibilities – Jim Earley, Mark Stutz

Decisions (current):

1. Minutes of September 19, 2017 were approved.
2. The meeting agenda was approved as presented.
3. Members signed up for subcommittee participation as suited their interests for deeper investigations into the topics.
4. DAC adjourned at 7:15 pm with articulation area representatives staying until 7:30 p.m.

Action Items (future):

- Any member interested in the secretary position for DAC will contact Jim Earley.
- Members will email to [Jim Earley](#) any items for the November 14 DAC meeting agenda by October 30 prior to the executive committee meeting on October 31.

Notes:

- Info/ Action **Welcome, Approval of Agenda and Minutes – Jim Earley** welcomed a quorum of the DAC and led the group in introductions. DAC members approved the meeting agenda by unanimous consent. September minutes were approved by unanimous consent.
- Info **DAC Housekeeping Topics – Jim Earley** led the group in review of the statutory and bylaw responsibilities of DAC membership, including participation in at least one DAC subcommittee. A request for a committee secretary was made.
- Info **Subcommittee Reports – Mark Stutz** provided a brief overview of the DAC subcommittee structure so that each of the five subcommittee chairs could outline upcoming work and key dates prior to DAC members determining their participation in a subcommittee discussion later in the meeting. **Tracie Apel** shared a Colorado Department of Education (CDE) publication, *Promising Practices*, listing the DAC April 2017 Jeffersonian event. **Deb Guiducci** covered the Unified Improvement Process (UIP) subcommittee work including the priority performance challenges and root cause analyses. **Dave Johnson** noted the Budget subcommittee work begins mid-year and through the spring with a recommendation brought to the Board. **Carsten Engebretsen** reviewed the work of Family/School Community Partnership including September's DAC/SAC fall training, Jeffco Generations alignment with FSCP, Title I work and connections with businesses. **Sally Kate Tinch** chairing Charter Review is working to create a process recommendation on charter applications for the spring cycle, including templates, financial training, meeting applicants.
- Info **UIP Subcommittee Report: Draft Priority Performance Challenges and Root Cause Analysis – Deb Guiducci** reviewed the development of the draft UIP priority performance challenges with **Matt Flores**. **Jen Steele** provided an overview of early literacy data, interventions and core summaries. **Cecily Klein** covered math data and core instruction. **Jef Fugita** reviewed SAT data, graduation requirements and career/technical education

topics. Following table discussions, feedback on all three priority performance challenges and root causes was collected for further subcommittee work with district staff.

- Action **Subcommittee Breakouts** – DAC members signed up and met in subcommittee groupings to establish meeting schedules for future work.
- Action **Adjournment** – adjourned at 7:15 p.m. The articulation area representatives gathered with Jim Earley and Mark Stutz to discuss potential strategies for articulation area representatives to contact and communicate with the SAC chairs, principals and achievement directors in their areas.