

DAC Meeting Minutes

PSD Boardroom

Wednesday, November 20, 2024

6:30 – 8:30 p.m.

Present

Meghan Archuleta	Clare Barquero	Ashley Barrett	Stephanie Cotton-Maceta
Adam Cronk	Erica Daniell	Jess Ellis Hagman	Tena Green
Jodi Quass	Marybeth Rigali-Oiler	Alicia Romero	Ian Rutherford
Susan Sasson	Scott Schoenbauer	Michael Werner	Joe Zappa

Welcome and Introductions

Dwayne welcomed the committee members.

Approval of Minutes

The committee approved and seconded the October 16, 2024, minutes as amended.

Preview Meeting Design and Announce BOE Approval – Ashley Barrett

Comprehensive Planning Committee Charter – Lauren Hooten

Lauren informed the DAC about a new PSD Comprehensive Planning Committee Charter and seeks their feedback.

This committee has been established to support the district’s long-range facilities planning efforts. It is a standing committee that will continually monitor and evaluate facility utilization, boundaries, and the possible need for new school facilities or large-scale renovations in the future.

Committee discussion/feedback:

- Charter schools will not be represented on this committee.
- Consider having Early Childhood represented.
- Community members will not be selected based on their expertise. Instead, subject matter experts will be brought in as needed to provide specialized knowledge.
- The committee can question the data.
- Membership will span two years. For transitions, such as students moving from elementary to middle school, no two members will be at the same level. Lauren will provide further clarification later.
- Seven members from each feeder will be represented. However, the focus is shifting away from feeder-specific representation, ensuring no duplication of schools. Lauren will revisit this and discuss it further.
- Families with disabilities will be represented by one appointed IS member from the district.
- What safeguards ensure that special populations are heard?
 - Feedback: Disabilities often represent the largest minority group frequently overlooked. While having a district representative is valuable, a parent representative would be even better, as they experience these challenges

firsthand. Similarly, a Spanish-speaking representative would be ideal for representing multilingual learners.

- The committee aims to maintain a balance with four parents and three community members, consistent with the historical inclusion of 2-3 community members.
- What if all teachers apply for this committee? Consider creating language that ensures balanced distribution.
- Is a committee member missing more than two meetings evaluated per term or year?
- Consider the geographic distribution of members, as it aligns with the information from previous work.
- Involve experts in the field, such as SAC or PTO members and parents from specific school programs.
- Provide a translator for non-English speaking individuals.
- One idea is to allow representatives from professional groups to engage in conversations within their own workplaces to gather feedback. All work will be carried out within the committee.

Review CDE/DOE Accountability Frameworks/Processes Part 2 (school UIP) – Joe Zappa

Joe reviewed the steps a school takes in developing its UIP, with the School Performance Frameworks as the foundation for creating a School Unified Improvement Plan.

Blevins Middle School's improvement plan focused on key performance areas such as literacy skills, achievement gaps, and school connections. Blevins' UIP was built off their School Performance Framework (SPF), reviewed every two years, with more frequent reviews for schools in the red, yellow, or orange categories. Initial achievement and growth data is available during the summer, and the full SPF is received by the end of August, which helps inform the school year's planning.

The improvement strategy is structured around three main areas: performance challenges, literacy across content areas, and student connections (attendance, surveys, and discipline rates). The goal is to assess the effectiveness of academic interventions and ensure they benefit students.

School improvement is a continuous process, with strategies established annually in October, focusing on one- to two-year goals. Data, observations, and feedback drive these goals to foster collective efficacy among staff, with professional learning opportunities as an added benefit. Monthly reviews of restorative practices ensure steady progress.

Committee discussion:

- Consider developing a system in schools to evaluate teachers. Have you considered a method that involves students from all areas to assess how teachers can improve? One approach is through project-based learning, where students evaluate PBL classes by asking if the class meets their interests. This focuses on the class itself rather than the teacher personally.

- Collaboration – If principals are working independently, do they collaborate? Yes, there is sharing of work. Principals trust teacher leaders and connect with principals at the same level to discuss what works and effective strategies.
 - The Assistant Superintendents initiated collaboration networks, creating joint meeting times to discuss data protocols and identify core improvement opportunities at each school. Groups will work together, learning from one another. At the end of the school year, presentations will be made to share what was learned and strategies have been tried.
- Once the plan is submitted, Susan Thomas provides feedback to the schools on areas to focus on. Schools should review the criteria and consider ESSA federal expectations.

SAC Budget Priorities – Part 2 – Dwayne Schmitz

The DAC worked together to refine the wording of their budget recommendation. They are responsible for advising the local school board on priorities for allocating the school district's funds. Dwayne will revise the document and email it to the DAC for final approval.

The recommendation is requested to be completed by the first week of December for presentation at the December 6th Budget Advisory Committee meeting.

Family Engagement Topics – Clare Barquero

This topic will be discussed at the January or February DAC meeting.

Closing

The next DAC meeting will be January 15, 2025, JSSC Boardroom, 6:30-8:30 p.m.

Adjourned

Parking Lot Items: