



SAC Meeting Minutes

Date: August 23, 2017	Meeting Chair: R.Borchert/K.Weiffenbach	Location: STEM School Elem Cafeteria
	Recorder: L. Kingman	Time: 6-8:00p

Attendees

Committee members	Role	Present		Role	Present
Renee Borchert	Co-chair	Y	Thomas Wendling	STEM BOD Member	Y
Karyn Weiffenbach	Co-chair*	Y	Ed Spencer	STEM SAC Member	Y
Jeannie Kerr	Vice-chair	Y	Lauren Pickett	STEM SAC Member	Y
Dr. Karen Johnson	STEM Elem Principal	Y	Becky McCreary	STEM SAC Member	Y
Susan Montgomery	PTS Rep (STEP)	Y	Maura Ridder	STEM Faculty Rep	Y
Lori Kingman	Recorder/Elem Rep	Y	Amy Howard	STEM Parent	Y
Jean Medberry	DAC Rep	Y	Meredith Jimenez	STEM Staff Rep	Y
TBD	Community Rep	N	Susannah Osborne	STEM Parent	Y

Acronyms

DCSD BOE = Douglas County School District Board of Education

BOD: STEM Board of Directors

DAC: District Accountability Committee: <https://www.dcsdk12.org/district-accountability-committee>

CDE: Colorado Dept of Education

ES: Elementary School



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MS: Middle School
 HS: High School
 PBL: Problem Based Learning

Agenda, Action Items, and Meeting Notes

	Agenda Item	Topic Member	Minutes: Topic Summary	Questions & Action Items	Action Item Origination Date	Date Due	Moved to Closed or Backlog doc
1	Welcome / Introductions / Celebrations	Renee Borchert, STEM SAC Co-Chair	Introductions were made around the table. Meeting was attended by SAC,				
2	May meeting minutes approved by SAC	Lori Kingman, STEM SAC Recorder	Lori confirmed the May meeting minutes were approved.				
3	STEM SAC Overview & Purpose	Karyn Weffebach, STEM SAC Co-Chair	<p>Who is SAC and what is our purpose?</p> <ul style="list-style-type: none"> - SAC provides insight to BOD and opportunity for community to come to the school. Try to bridge communication between school and community. Try to address issues that come up via brainstorming. State mandated committee. - SAC Bylaws – we did added that we will maintain having a representative from SAC attending each BOD meeting 				
4	STEM Principal's Report	Dr. Karen Johnson, STEM Elementary Principal	<p><u>Elem School</u> Continuing with PBL method. Staff training days are more than other schools. Gives teachers more time to prepare for start of school. STEM Launch was held to ensure new kids feel comfortable (some current students attended as well). Successful Meet & Greet event</p>				

		<p>Back to School Night was successful to provide parents a good overview of expectations, curriculum Added 6 new classes. 3 rounds of Kinder and 2nd grade, 4 rounds of 1st and other levels, currently at 550 total for Elem. Added full time teachers for Music, Chinese, Art and PE (last year they were half-time). Kinder & First have week long rotations. Second – 5th have 2 week rotations. Before school BASE program has started.</p> <p><u>Middle School</u> Block schedule allows for more intensive professional development (2:55 – 3:45 teachers are in professional development opportunities) also allows for more office hours for students to get help. Teachers are allowed 2 days a week to run an Enrichment activity. One day of week is dedicated for staff meetings. Teachers also are doing their own PBL learning. Summer events: Pirates Cove, Community Event, Buddy Event Pods by grades are aligning on approaches to how homework is assigned, due date expectations – tweaking Canvas due dates to Blue & Gold days. Classwork is due by 4 pm that day. Homework due dates are being worked on. STAR testing has replaced MAP testing (faster – only 20 min – and they get clearer data). Used to identify gaps and to accelerate. For K-12. Spartan Success program takes place in Study Hall. We have an EA that works with students during that time on Formula for Character. Will have prizes & gift cards. Sea Camp – Mrs. Dwyer organizing. Trip 1 is October.</p> <p><u>High School</u> Cody would like to remind folks they can subscribe/follow his website page. Sophomores & Juniors PARCC, CMAS, SAT data has been received. We outperformed Douglas County and Colorado. Outperformed SAT over the county, state and national. HS students participated in Career Mentor program – spanning multiple industries: Aerospace, Law, etc. Blast off Lots of summer internships: CAD design, etc.</p> <p><u>Staff Updates</u> Elem – See above update on elem from Dr. Johnson MS – Challenging to grow such high %tile kids (99%). Hoping that STAR data will help with this. MS aligning so that the departments are all testing consistently. STAR is more effective with progress monitoring because it takes</p>			
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			<p>just 20 minutes (could be administered every other month) and kids do not remember the question. Offers insights into where teachers can focus to help a student.</p> <p>HS – Liz Dougan (not present / Karen served as proxy). Feels block schedule is going well and is useful time for staff to work on instruction.</p>				
5	STEP Update	<p>Susan Montgomery, STEP /PTO Co-Vice President</p>	<p>Last chance to give campaign - \$7K.</p> <p>Stem Blast off – estimated 500 in attendance. Successful first kick-off event for the year.</p> <p>Fulfilling their roster for the year and implementing their 2017 goals. Over 200 volunteers. All key roster positions have been filled.</p> <p>Executive Board meeting tomorrow – bylaws, budget, etc.</p> <p>Fundraising goal for next year will be \$100K.</p>				
3	BOD Report	<p>Renee Borchert, STEM SAC Co-chair</p>	<p>No BOD report – BOD meetings will begin first Tuesday of each month</p>				
7	Project updates	<p>Jeannie Kerr, STEM SAC Vice Chair</p> <p>Dr. Karen Johnson, Elementary School Principal</p>	<p><u>Buddy Program (Jeannie Kerr):</u> Going well. Good response. Need to develop communication email templates. Had initial gathering on 7/29 – successful turnout. Good results so far – feedback has been that new families are having a positive experience. Will have separate email account for Buddy Program. Can be used for logging volunteer hours. 60 families signed up so far.</p> <p><u>Project Updates (Dr. Johnson):</u> Lockdown and safety procedures: All staff go through training, lockdown, lockout, shelter in place, evacuation. Make sure that maps are in every area. Start school year practicing with students. State requires fire drills once a month. Shelter in place & lockdown/ lockout must take place once a semester. Staff cannot answer phones during a lockdown / lockout. Staff cannot let in parents (even if they know who they are) during a lockdown/ lockout. Some high school classrooms did not receive the announcement re: lockdown due to phone system being new. Issue has been resolved. If students are outside, and we are in lockdown / lockout, they are not allowed back in and to go to safe place: Target, Starbucks, etc.</p> <p>Field: They are going to clear a walkway up to the MS driveline to develop first the field (this Fall) and then a larger playground (2018 – 2019 due to funding). Classrooms: Added 3 Elem classrooms in Elem Library. Added 2 classrooms in MS.</p>	<p>Parent Survey: Analysis of results not yet started. Will be ready for discussion in next SAC meeting.</p>	8/23/17		



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			Driveline: Parent committee working with Robert Hofstra and includes a Traffic Management person as well. MS driveline separated entirely from ES driveline.				
3	DAC Updates		<p>DAC Meeting Info – Upcoming Meetings for interested parties</p> <p>The following are the DAC meeting dates for this calendar year. The meetings are held at 6:30pm, the address is 620 Wilcox St, Castle Rock, CO 80104.</p> <p>9/12, 10/10, 11/14, 12/12, 1/9, 2/13, 3/13, 4/10, 5/8, 6/12, No July Meeting.</p> <p>Per Kathy Brown, DCSD Community Liaison, there is no posted date for the Fall forum but will be at the end of October most likely.</p>				
3	Open Forum (Questions / Comments)	Parents in attendance	<ul style="list-style-type: none"> • DAC meeting – Becky will attend the next one. • BASE question – what is the structure? Or are there any activities that are planned? They can use the playground and gym. Morgan Wheeler is the BASE director. • Is there a way to correlate the STAR data and Map data? Yes, staff will be working to do this. STAR is computer based – what about “good guesses”? Does it really test comprehension? Most of Douglas County is moving towards STAR this year. • Question: How do special needs kids cope with the classwork being due by 4 pm if they don’t have study hall? • Question: How much training do teachers receive for Gifted & Talented? 22% of our students are identified as GT. Teachers work with the students to write an ALP. Cassie Burkhart is the GT for Elem. Hannah Reese is 6-12. Deb Marshall will be doing some parent nights for GT. Some MS teachers signed up to do ALPs. • Safety: last year, the children were outside during a hailstorm. Some kids had a perception that they were locked outside. • Drug awareness: Does STEM do a drug awareness program? DARE no longer exists, but Y.E.S.S (Youth Education and Safety in Schools) is very similar. SRO will be looking into implementing Elem program. • Are we teaching kids life skills? Ex: when to call 911, how to balance a checkbook. Students are being taught successful academic skills, but are they being taught life skills? Karen will take that back. • Celebrate the new STEM branding! Recognize Denise Gliwa, Mike Pritchard. • Are there stats for how many parents are opening report cards at the end of the year? DAC / county level sees a lot of parents not viewing report cards. 		Follow up needed on questions from 8/23 Open Forum		

			<ul style="list-style-type: none"> • Naviance – a lot of links are broken or not working. Per Karen, links are maintained by County. • Could we have done more to wrap around the eclipse event especially because of our STEM focus? School had to balance liability, safety and flexibility for those that did want to view. All students were given the option to view the eclipse with permission slips. • Are we allowed to legally park anywhere after the driveline is coned off? 				
10			Next SAC meeting: September 20, 2017 6-8pm Location: Elem Cafeteria				