



STEM School SAC Meeting Minutes and Action Items



Date: January 18, 2017	Meeting Chair: R.Borchert/K.Weiffenbach	Location: STEM School Elem Library
	Recorder: L.Kingman	Time: 6-8:00p

Attendees

Committee members	Role	Present	Committee members	Role	Present
Renee Borchert	Co-chair*	Y	Dr. Penny Eucker	Executive Director, STEM	Y
Karyn Weiffenbach	Co-chair*	Y	Mark Alpert	Chair, STEM BOD	Y
Jeannie Kerr	Vice-chair*	Y	Tracy Scroggins	STEM BOD	Y
Dr. Karen Johnson	STEM Elem Principal*	Y	Roy Martinez	STEM BOD	Y
Lynne Paris	PTS Rep (STEP)*	Y	Hannah Reese	STEM Assistant Principal / Academic Dean	Y
Cindy Fiechtner	DAC Liaison	Y	Owen Cegielski	STEM Social Studies Faculty	Y
Lori Kingman	Recorder/Elem Rep	Y	Julie Sanchez, Laura Reagan, Inge Brazelton, Leigh and Andras Csapo, Ed Spencer	STEM Parents	Y
TBD	Community Rep	N			

*Voting member

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

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, Penny Eucker, Karen Johnson, Hannah Reese, Mark Alpert, Tracy Scroggins, Roy Martinez, Owen Cegielski and several parents in attendance.				
2	November meeting minutes approved by SAC	Lori Kingman, STEM SAC Recorder	Lori confirmed November meeting minutes were approved.				
3	Guest Speakers: STEM Board of Directors Class A voting member position offerings	Mark Alpert, Chair - STEM BOD Tracy Scroggins - STEM BOD	<p>2 parent positions</p> <p>Want to look for talent to add to board - reviewed selection process and hard copy handouts of responsibilities of school board.</p> <p>Looking for someone who can put their focus on the school and board. Not focused on personal issues/ priorities.</p> <p>Willingness to work well with Board and make tough decisions.</p> <p>Fundraising will be important. Need to make an annual financial contribution that is personally meaningful.</p> <p>Question: Is there an expectation in terms of level of education for the Class A board member? Answer: no education requirements. Preferred skills were listed. Don't want to discourage people who can become great contributors.</p> <p>Must be a parent of a student.</p>				

			<p>Feb. 12 is the deadline for submitting application to Class A Board.</p> <p>Link to application is in the 1/6 STEM newsletter. Don't hesitate to reach out to board member or come to the next board meeting.</p> <p>Jeff Burg (STEM BOD member and ACC instructor) is working on STEM curriculum.</p>				
	<p>Guest Speaker - PARCC and State Mandated Testing</p>	<p>Hannah Reese, STEM Assistant Principal and Academic Dean</p>	<p>As Assistant Principal and Academic Dean for STEM, Hannah Reese oversees testing for K-12, G/T K-5, distance learning, concurrent enrollment.</p> <p>Reviewed PPT on State Mandated Testing. Link to PPT can be found here: https://docs.google.com/presentation/d/1Ct13AZfpabCn2ExM0QSB6qwDo3cChzr5OqVrww6abNA/edit?usp=sharing</p> <p>PARCC is meant to test the student at that point in time Helps to gauge our instruction, effectiveness of teachers (compare one to another), identify gaps in a school's performance</p> <p>PSAT/NMSQT - National Merit (given Fall of Junior year)</p> <p>PARCC bid is up - so we may be giving 9th graders the PSAT/NMSQT in lieu of PARCC if PARCC bid is not accepted by Colorado.</p> <p>PARCC - grades 7 and up will find mathematics content up to Algebra II</p> <p>PARCC starts in 3rd grade</p> <p>STEM doesn't emphasis test prep programs. They do teach students how to navigate the system and provide general test-taking strategies.</p> <p>STEM does help with accommodations for special needs kids when they take the tests - just email Hannah and she will help with setting up accommodations: Hannah.Reese@stemhigh.org</p> <p>STEM is not legally allowed to encourage parents to opt-in or opt-out of testing. Along those lines, SAC shouldn't be encouraging/discouraging.</p>				

			<p>They do prefer opt-outs to occur as early as possible so that the test schedule isn't interrupted and to help reduce number of testing sessions.</p> <p>STEM is approved for virtual days where students who opt-out from testing would have virtual days at home.</p> <p>Elementary will complete the tests in 3 1/2 days.</p> <p>Question: How does opt-outs affect STEM's scores? They have a 95% participation requirement. On our UIP, if we don't meet 95% participation we will be marked as not meeting.</p> <p>College Board has redesigned SAT to align with PARCC. So taking the PARCC does help with preparing for SAT (eventually). Similar question types.</p> <p>PARCC provides more detailed insight into the individual child than TCAP.</p> <p>Teachers like it since it is more skill-based rather than recollection/memorization.</p>				
4	Principal's Report	Dr. Karen Johnson, STEM Elem Principal	<p>Elementary Report - MAP testing completed in December. Currently looking at Fall scores. Can really see where the improvements have been. They are starting ALPs for Kindies - going to 1st grade level. Have elementary kids accelerated all the way to MS.</p> <p>K-1 Playground update - February completion date. Holding construction company to that deadline.</p> <p>Moving to block schedule in Fall 2017 - Elem implication is change in start (7:40 am) & end time (K-1 dismissed at 2:20; 2nd - 5th grade dismissed at 2:30). Have been working with a time management expert. STEM has a legally required # of minutes for each subject area. STEM is ensuring they are meeting that requirement as well allowing enough time for specials.</p> <p>Middle School Report - Regarding the new block schedule starting in Fall 2017, we will have A&B days for MS. Most common start time will be 8:00 am. Will have 4 classes (90 minutes each) a day</p>				

		<p>A&B days will flip every X number of weeks. So a student will not always have the same class every Monday.</p> <p>Block schedule allows office hours from 2:55 - 3:45.</p> <p>Also allows classes in that last period like TSA (can get school credit for it. Actual class).</p> <p>PBL can be facilitated by a longer class period. Allows more time for challenging assignments.</p> <p>7:45 am is the earliest that MS students can enter school. OK to keep dropping off at usual MS drop off time.</p> <p>Question: Will there be brain breaks, kinesthetic breaks <-- will the staff have training? Yes, staff is being trained on providing more brain breaks and kinesthetic learning.</p> <p>High School Report: CareerWise. Several tiers in the program. 1st tier - Develops partnerships with outside agencies to help students obtain paid apprenticeships. There is a STEM Career Discovery program. Student leadership club that allow students to participate in the internships or be mentors. 2nd tier - Allow students to go out and mentor. 3rd tier - paid internship opportunities (starts in 10th grade). Competitive program. Uses LinkedIn. CareerWise Marketplace opens Feb 1st for job applications to be submitted. Requires 2 teacher recommendations, personal letter of reference, transcript, essay. Some teachers are setting up office hours to help with resume building. Looking for veterinary mentor and female STEM mentor. There is a student doing a documentary (film/literature). STEM Mentor program is broader range of professional areas.</p> <p>Additional update from Hannah Reese: STEM is expanding AP offerings for on campus options. Will not have classes that are both AP and CE. Expanding CE offerings. Expanding engineering and business courses. Currently 40 students taking off campus classes - 20 are full time. Expecting 70 - 100 full time off campus.</p>				
5	Staff Report	Owen Cegielski,	Professional Development - Faculty has been working in vertical teams. Specific skills: critical thinking, communication,			

			<p>Sophomores are youngest at CU-Denver. The remainder are at ACC.</p> <p>Upper tier colleges look at CE from CU-Denver (ACC is for middle tier colleges).</p> <p>Question: How do we tie in those studnets who are totally in CE and are off campus to the STEM culture? Answer: We require they participate in on campus activiites. 4 meetings a year with these students to keep them tied in.</p> <p>Revamped Course Catalog (Academic Planning Guide) will be on the website in the next 2 days.</p> <p>Class Registration paperwork is due 1/27</p>			
		STEM Social Studies Faculty	<p>collaboraion, self-direction, global and local connections, use of tech as a tool. Looked at student assessment data to inform instructuional approach. Continuing regular monthly staff development. Other areas of focus: Teacher as facilitator, mixed ability classroom, classroom management.</p> <p>Kudo's from staff on student activities and achievements:</p> <ul style="list-style-type: none"> - Inventors Club (K-5) - STEM CyberPatriot competition - Kindies are coding. <p>These accomplishments will be in the Highlands Ranch Herald and possibly Denver Post.</p> <p>Other highlights: Verizon Apps design competition. Students preparing for TSA and NHD.</p> <p>Innovation and technology in the classroom: Owen mentioned 3D modeling, coding artificial intelligence in his classroom. Currently reprogramming Google Home into historical figures (Ex: Kaiser Wilhelm).</p>			
6	STEP Report	Lynne Paris, STEM SAC - PTS Rep	<p>STEP Meeting Minutes highlights:</p> <p>No online auction this year.</p>	Follow up: Lynne will confirm why they are dependant on branding if billboards are electronic.		

			<p>Almost every position on STEP will be open to be filled. Will be in next STEP newsletter.</p> <p>Question: How will they allocate the funds? Will certain %tage go to playground?</p> <p>Budget is \$61K. Billboards will eat up a big portion of current money in account.</p> <p>Fundraisers: Panera did not do well only raising \$21 (possibly due to Lone Tree location). Freddy's numbers not yet in, Brickyard BBQ will be on 1/17, upcoming fundraisers will be at Kneaders, possibly Pei Wei, Wahoo's Fish Tacos, Mod Market, Noodles & Company, Five Guys and Coldstone. Coldstone has been one of the best fundraisers with \$353 and \$469 in the past.</p>				
7	DAC Report	Cindy Fiechtner, STEM DAC Liaison	<p>Main topics at DAC included:</p> <p>UIP was the main topic.</p> <p>More references to School Performance Framework as it will be new and revised.</p> <p>CITE (Continuous Improvement of Teacher Effectiveness)</p> <p>Elementary Progress Reports</p> <p>Focus on budget priority recommendations. Are there recommendations from the parent community on budget priorities that can be brought to school administration?</p> <p>DAC approved updates from Kathy Brown that she shared with us in Dec working session - approved SAC ByLaws template.k</p> <p>Next DAC forum is 2/28 at Rocky Heights MS - 6 - 8 pm.</p>				
	BOD Report	Karyn Weiffenbach, Renee Borchert, STEM SAC Co-Chairs	<p>No BOD report this time: Renee & Karyn weren't able to attend last meeting.</p> <p>Question for Roy Martinez: Can we get an update on the D1 partnership (now known as "The institute")? Per Roy, we now have access to the D1 facility. Fleshing out details of use. MS and HS studnets are already using for PE.</p> <p>D1 has provided STEM families with a discounted \$50 monthly membership rate and discounted rate for teachers. Will help us meet more athletic requirements (Ex: basketball courts).</p>				

			Can use for hosting STEM events such as First Lego League competition.			
Review of SAC documents	Dr. Karen Johnson, STEM Elem Principal		Dr. Johnson recommends we look at the documents from Cindy and decide if we should move forward and get Board approval. Need to schedule a working session. Need to honor the prior work that was done and document in our bylaws. SAC agreed to move forward with Dr Johnson's recommendation.	Renee to schedule a working session so that we can look at documents and move forward to obtain Board approval if appropriate.		
Project Updates	Dr. Karen Johnson, STEM Elem Principal		<p>UIP - having an administrative meeting with all district administrators to discuss UIP. STEM will be creating that new updated UIP. Most will just transfer over from prior UIP. Our UIP is due 3/17. SAC will be able to look at our STEM UIP in the next SAC February meeting and can provide feedback.</p> <p>Ongoing search for STEM SAC Community Rep - not having much luck. Using last spring's parent position description and will post it on website and on district level websites as well as will email to SAC members. It is a voting position. Needs to be a rep that is not affiliated with the school (can't have students at STEM).</p> <p>Parent Survey Subcommittee - no updates. Need to start the committee. Cindy did a lot of work with developing questions for the survey. Invited parents to join and help make the questions meaningful for STEM. Would like survey to go out in April. Lots of info on the survey on SAC Google Drive.</p> <p>Other subcommittees? Communications?</p> <p>Suggestion from parent: Would be great to have a contact for new parents - helpful handbook, tips for the driveline</p> <p>We will be reviving the coffee with principal sessions (once a month).</p>	<p>Follow up: Alicia requested Karen J if we can get an emailed copy. Karen J will ask Dr. Eucker if that can be sent.</p> <p>Follow up: Advanced Ed Question from Alicia – when are we up for accreditation review? Karen J will ask Dr. Eucker.</p>		
STEM SAC Committee Goals	Lori Kingman, STEM SAC Recorder		Meeting went over time so this will be covered in February SAC meeting			
Around the table			Meeting went over time so did not cover			
8	Close		Next STEM SAC meeting: February 15th, 6 - 8 pm, STEM Elem Library			