



## STEM School SAC Meeting Minutes and Action Items



<b>Date:</b> March 15, 2017	<b>Meeting Chair:</b> R.Borchert/K.Weiffenbach	<b>Location:</b> STEM School Elem Library
	<b>Recorder:</b> L.Kingman	<b>Time:</b> 6-8:00p

### Attendees

Committee members	Role	Present		Role	Present
Renee Borchert	Co-chair*	Y	Owen Cegielski	STEM Faculty	Y
Karyn Weiffenbach	Co-chair*	N	Ingle Brazleton, Lauren Pickett	STEM Parents	Y
Jeannie Kerr	Vice-chair*	Y			
Dr. Karen Johnson	STEM Elem Principal*	Y			
Lynne Paris	PTS Rep (STEP)*	Y			
Lori Kingman	Recorder/Elem Rep	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, Karen Johnson, Owen Cegielski and parents in attendance.				
2	February meeting minutes approved by SAC	Lori Kingman, STEM SAC Recorder	Lori confirmed February meeting minutes were approved.				
3	Principal's Report	Dr. Karen Johnson, STEM Elementary Principal	<ul style="list-style-type: none"> <li>a. Enrollment goal is 1,850. Currently at 1,600.</li> <li>b. Looking at adding 3 kinders. 4 rounds at 3<sup>rd</sup>, 4<sup>th</sup> and 5<sup>th</sup>. K-2 – will have 3 rounds. Thinking of adding a 4<sup>th</sup> round. Will have 560 elementary students next year.</li> <li>c. Playground is open! Intended to be K-2 and is licensed to be K-5. Holds 50 students at a time. Modifying lunches and taking turns on the playground. Most of the grades have a second recess.</li> <li>d. Parent volunteer (Kelly Paulson) reached out for family nights, field day, curriculum night, father &amp; daughter dance, for 5<sup>th</sup> graders – meet the MS teachers night. Volunteer will promote. Karen will oversee.</li> <li>e. MS Principal's Report (provided by Leann to Karen Johnson) – STEM Talent Show went well.</li> <li>f. HS Principal's Report (provided by Cody to Karen Johnson) – Schooldigger ratings of STEM shows upward movement for HS (now ranked 9<sup>th</sup> in Colorado) as well as MS and Elem (all 3 schools are in the top 10% in Colorado)</li> </ul>				
4	Staff Report	Owen Cegielski, STEM HS Social Studies Faculty	Focusing on addressing racial slurs in HS, teachers in PARC & CMASS training, training / workshops to ensure teachers understand PBL learning (not just giving projects all the time) – can be a 15 minute learning exercise. Training to support converting curriculum to 90 minute block schedule. Up to the teacher's discretion to teach collaboration. Faculty is aligning their curriculum from K through 12.				
5	STEP Update	Lynn Paris, STEP	<ul style="list-style-type: none"> <li>a. Lynne will be next president.</li> <li>b. Vote is next month for the board.</li> </ul>				

		Representative	<ul style="list-style-type: none"> <li>c. Plan for growth is to get more volunteers and structure in place to be more effective.</li> <li>d. Checkwriting campaign – will be electronic</li> <li>e. STEM Blast Off – August 20<sup>th</sup> at Redstone Elem and will have 5K Fun Run</li> <li>f. Treasury – most funds reserved for billboard once branding/logo is ready</li> <li>g. SAC Survey – some questions are not objective, too leading. Need more room for open responses.</li> <li>h. Staff Report – Received John Irwin Award (given to top 10 % of schools)</li> <li>i. Doing a lot with career mentorship and apprenticeship (IT, Finance, Project Management)</li> <li>j. TSA STEM – received most awards but also commended for behavior and sportsmanship</li> <li>k. Restaurant Nights – Brickyard BBQ (\$200), ModMarket (April 26), Coldstone (May 3)</li> <li>l. Roy Martinez and Board – trying to raise \$18M for STEM. STEM Computes (donors can choose what part of the school their donation will support).</li> <li>m. Working with Kelly Paulson to get parent volunteer groups set up</li> <li>n. Member-at-Large position will be one for each school</li> </ul> <p>STEM Fest – run by 2 parent volunteers. Will have food trucks, club representation. Fundraiser for clubs.</p>				
6	DAC Forum	Renee Borchert, STEM SAC Co-chair & Lori Kingman, STEM SAC Recorder	Renee and Lori from STEM SAC both attended the DAC forum and provided updates on sessions attended: Bylaws, UIP, Budget, Parent Community Engagement.				
7	BOD Report	Renee Borchert, STEM SAC Co-chair	<ul style="list-style-type: none"> <li>a. STEM is starting the application process to become a Blue Ribbon School</li> <li>b. We are the highest ranked HS in Douglas County</li> <li>c. Will not rotate Chinese teachers anymore (keep same teachers)</li> <li>d. Next year's morning schedule – MS, HS students arriving with an Elem Sibling can hang out in their respective unch room 7:30 – 7:45.</li> <li>e. One class B vacancy (Pandya resigned - his son graduated this past year)</li> </ul>				

			<ul style="list-style-type: none"> <li>f. Interviewing 3 class A candidates</li> <li>g. Fee-based consequences for bad behavior (Ex: revoking a student's parking pass)</li> <li>h. 5 classrooms being reconfigured for extra space (including Elem Library will be repurposed to give space to MS and HS)</li> <li>i. Hoping for 3% raises for teachers. Will match 1.5% for DCSD.</li> </ul>				
8	Parent Survey & Community Member Update	Dr. Karen Johnson, STEM SAC Elem Principal	<ul style="list-style-type: none"> <li>a. Operations Survey (BOD and Facilities focused)</li> <li>b. Administration Survey</li> <li>c. Can tailor survey to parents of Elem, MS and HS. Questions will adjust to what school parents have kids in.</li> <li>d. When should parent survey go out?: April? Will take the time to promote to parents as to value of the survey.</li> <li>e. Will bring the survey to the next BOD meeting for their approval. We will then figure out how to distribute / communicate survey after that.</li> </ul> <p>Community Member – no luck yet filing this position</p>				
9	UIP Update	Dr. Karen Johnson, STEM SAC Elem Principal	<ul style="list-style-type: none"> <li>a. CDE tells us where our goals should lie</li> <li>b. Performance Plan: Low Participation – 86.3/100</li> <li>c. Academic Achievement: Exceeds</li> <li>d. Academic Growth: Meet</li> <li>e. Postsecondary &amp; Workforce Readiness: Meet</li> <li>f. Need to have a goal for ELA &amp; Math for MS for Students with Disabilities</li> <li>g. Academic Growth is “Approaching” for Math for Minority Students because MS taking advanced math are counted in HS stats.</li> <li>h. UIP only scores a student group unless they have at least 20 students from that group taking that test (Ex: Students with Disabilities (students with IEPs), Minority Students, Students on Reduced Lunch)</li> <li>i. Disaggregated Growth Goal: Ex: Prior Year Target – students with disabilities will increase the median academic growth from x% to x% tile</li> </ul> <p>STEM is trying to use very data-based approach. Identified that one of our prior downfalls is not using data.</p>				

			<p>j. Question: Do 504 students skew the UIP data? No, they should be receiving accommodations. Those accommodations are documented.</p> <p>k. STEM's Big Improvement strategy: Drive data-based instruction in the classroom. Also have benchmarks</p> <ul style="list-style-type: none"> <li>i. Redesigned Special Ed at STEM last summer</li> <li>ii. Learning Support at each school level</li> <li>iii. Hired 2 more counselors (State recommends 1 counselor for 600 students) – their top priority will be IEP students</li> </ul>				
10	STEM Budget Update	Dr. Karen Johnson, STEM SAC Elem Principal	Waiting to get budgetary amount per student from the State. Leann met to District Budget meeting today. Will increase student fees. Will have a Drama department budget. Special Needs Services – biggest expense that STEM has to pay back. Mild and Moderate students (need to pay back special needs services to Douglas in order to accept them at STEM). STEM is required to pay \$150 per special needs student and still pays for our own special needs staff.				
11	STEM SAC Subcommittee: Buddy Program Update	Jeannie Kerr, STEM SAC Vice-Chair	<p>New Buddy Parent Program –</p> <ul style="list-style-type: none"> <li>- Will be matching parents with new families</li> <li>- Will have a meet &amp; greet</li> </ul>				
12	STEM SAC Operational Updates & Discussion	SAC Officers	<p>By laws for Charter School – Need BOD approval for our by laws (will be on May SAC Agenda). April SAC will be on getting BOD approval for Parent Survey.</p> <p>Election for new SAC members – need DAC representative by May. Need to do a write-up about the position and get it into the April newsletter. So that person can come to the May SAC meeting.</p> <p>Question from Parent: Why aren't more parents aware of what SAC is?</p> <p>Suggestion for SAC meetings: Record calls? Have conference call? Can we have voting member be able to attend virtually?</p> <p>Suggestion from Lynne: Can we have a high level initial lead-in and then breakout to smaller meetings. Can we stagger the SAC meeting times?</p>				



# STEM School SAC Meeting Minutes and Action Items



13	Around the table (if time permits)						
14	Close		<b>Next SAC meeting:</b> April 19, 2017				