



SAC Meeting Minutes

Date: February 28, 2018	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
Karyn Weiffenbach	STEM SAC Co-Chair	Y	Deborah Marshall	STEM Elem Faculty Rep	Y
Renee Borchert	STEM SAC Co-Chair	Y	Meredith Jimenez	STEM Faculty Rep	Y
Jeanie Kerr	STEM SAC Vice-Chair	Y	Tom Wendling	STEM BOD - Parent Member	Y
Lori Kingman	Recorder/Elem Rep	Y	Roy Martinez	STEM BOD - Parent Member	Y
Ed Spencer	STEM SAC Parent Member	Y	Liz Dougan	STEM HS Faculty Rep	Y

Lauren Pickett	STEM SAC Parent Member	Y	Denise Gliwa	STEM Communications Mgr	Y
Becky McCreary	STEM SAC Member	N	Susan May	Community Rep	Y
Maura Ridder	STEM MS Faculty Rep	Y	Lily Slack, Nicki Baird	STEM Parents	Y
Erin Gomez	STEM PTO Rep	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

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	Resolved
1	Welcome / Introductions / Celebrations	Renee Borchert, STEM SAC Co-Chair	Introductions were made around the table.		
2	January meeting minutes approved by the SAC	Lori Kingman, STEM SAC Recorder	Lori confirmed the January meeting minutes were approved.		
3	STEM Restructuring discussion	Roundtable / open forum	<ul style="list-style-type: none"> - Copies of parent feedback on restructuring that were emailed to SAC were distributed to the attendees in the SAC meeting for review and feedback. - Denise G: feedback on how executive communication should be handled needs to be provided. Denise got info at the same time as everyone else. Can we try to do a bi-annual communication (at the beginning of the year – what are we working on – and in the middle of the year) - Announcement on the restructuring has been in the works in 2014 – STEM strategic plan was needed to help with securing confidence from external partners 	Denise to capture parent and SAC feedback on how STEM Administration can improve communications going forward	

		<p>Roundtable discussion comments:</p> <p>Email blasts (not weekly) are good, newsletter has too much information so info is buried – can it be color coded. Can the newsletter be parsable or opt-in to the sections / info they would like? Technology exists to allow people to opt-in for certain info. Denise will start a trial of an opt-in.</p> <p>Karyn expressed concern that we won't be able to make everyone happy.</p> <p>Ms. Slack – nothing in communication with “how will this work?” when announcement on Mr. Blackburn. No reply to her emails to Dr. Eucker and Ms. Weyman.</p> <p>Denise – if you email communications@stemk12.org , Denise and Kaitlyn will ensure everyone's get a response. Mr. Blackburn's leaving was an HR matter – his choice was to send the letter rather than give a speech to the kids.</p> <p>Pattern of behavior of not thinking about how the community will react – let those people in leadership roles be given a heads up about big</p>		
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		<p>organizational changes so you get buy-in from the community. Communication / changes need to address uncertainty and unknowns. Ex: how will the relationship be sustained / replaced in the absence of that leader?</p> <p>Mr. Blackburn leaving is separate from communication on strategic plan</p> <p>STEM Staff were shocked by news of Mr. Blackburn. How are STEM Staff holding up? – It’s been hard</p> <p>Maura Ridder – each decision / announcement needs to have community involvement and parent input.</p> <p>Ed Spencer – communication didn’t seem prepared</p> <p>Tom Wendling – restructuring was prepared in advance, but shouldn’t have been published so close to Mr. Blackburn leaving</p> <p>Need to have school state the problem they are addressing in advance – “State of STEM” speech on here is what we are going to tackle</p>		
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			<p>Parent feels like that school prioritizes the global vision over what a student's education really means day-to-day STEM is in a unique environment where not everyone in the community is a fan of the school.</p> <p>Roy Martinez - maybe the takeaway is that the effort to protect the image of the school from external negative image perceptions needs to be tempered when we are keeping our own supportive parent community in the loop.</p> <p>Tom Wendling - listened to DCSD Board Meeting and the tone was favorable – Kristina Shore spoke that STEM is partnering with DC Oaks (school for homeless kids). Can we do outreach to the DCSD Board to cultivate relationship?</p>		
4	MS Staff Updates	Maura Ridder, STEM Middle School LA Dept Chair	<ul style="list-style-type: none"> - TSA: STEM is sending 180 MS and HS to the state competition. We are #1 in the state. Very active in fundraising for charity – collected 50K lbs of pop tops for Ronald McDonald House. - MS Student Government – teaming up with HS Honor Society for Sprit Week. - Gaga Ball Tourney – March 2. All proceeds go to Make-A-Wish 		

			<ul style="list-style-type: none"> - Spring Dance is 5/18 (same day as graduation). - STEMs Got Talent – 24 acts casted (includes 21 teachers). Opening number from Hamilton. - 1920s party, Poetry Slam, Field Trip to Google, Engineering TSA, Personal Pathways, Ms. Ridder needs parent volunteers for a Focus Group (Ex: Tech Free Tuesdays) – Ms. Ridder will follow up and make sure communication was sent on this as none of those in attendance with MS kids had recieved it. 		
5	HS Staff Updates	Liz Dougan, STEM HS Spanish Teacher	<p>Lots of activities to help Jordan through Make a Wish (MS / HS). Monday – PJ day. Will be selling Krispy Kreme donuts. Each night will be a restaurant night. Will have color wars. Twin Day. Friday is Make-A-Wish Day. Having a couple of Pep Rallies. March 3 – Winter Formal for Highschool. Prom – 4/13. Math Honor Society and Math Club participated in math competition (Dr. Huntington sponsor).</p>		
6	ES Staff Updates	Deborah Marshall, STEM Elem Language Arts Teacher	<p>A couple of studnets will be going to the state spelling bee.</p> <p>Revolutionary War reenactment for 5th grade next week at Bear State Park – local news cameras will be there.</p> <p>Art teacher doing a joint project with digital photography</p>		

			<p>3rd grade doing lessons on giant Colorado map – kids can walk on the rivers on the map Hammond Candy Factory Field Trip Father & Daughter Dance National TSA conferences Looking at Teacher Evaluation Process Elem teachers had a Professional Development Day on teaching literacy using engineering at Denver Museum of Nature & Science</p>		
7	Principal's Update	Dr. Karen Johnson, STEM ES Principal	<p>4th graders have been practicing dance and language for Chinese New Year performance Celebrated the 100th day of school Dr. Seuss's birthday on Friday Evaluating number of sections / classes for next year's schedule based on enrollment – need to look at if enough students enroll in a class to justify the faculty teaching the class Question from parent: Is there a way to know what classes will be offered next year? Or a way to know what the enrollment is like so we know which classes have low enrollment and will likely be cancelled. Can there be more transparency so that parents can help shape the demand? Can the interest be published in advance? Dr. Johnson will try to follow up on communicating availability of classes for the next semester in advance.</p>	<p>Dr. Johnson will try to follow up on communicating availability of classes for the next semester in advance.</p>	

		<p>Suggestion from parent: Can Life Skills class be a graduation requirement? HS Math Teacher that was dismissed: School is looking for long-term substitute in partnership with Dr. Huntington Concern from parent: Substitute was asking students do they have anything they need to do. Did not use a lesson plan or come prepared with a lesson plan. STEM Staff was not aware until after the fact. The problem existed for 2 weeks. Why wasn't the principal aware sooner? Question from parent: HS Math Teacher that was dismissed – why was the teacher only dismissed now and not in June? Is this group going to hold the administration to that? Per Roy, this has been taken very seriously. Several people have been working on this on how we can do things differently. Have consulted with attorneys. Parent: Will no one be held accountable for not being terminated until now? Wants to know that the administration has our children's interests at heart and not be reactionary to an angry vocal parent and potentially dismissed a staff member because of a potential risk. It looks to parents that because a "fuss" was made now that a teacher who was cleared of wrong doing was now let go.</p>		
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			<p>Per Dr. Johnson, administration team did take this very seriously. Admin team is reassigning Mr. Blackburn's responsibilities - unfortunately, they are not aware of all the issues that are occurring. Admin is working as a team. Deciding what needs to be accomplished and what we will be taking on.</p>		
8	PTO Updates		<p>\$30K away from our \$100K goal. Fund a Need – Students can put together a wish list (Ex: project needs, team needs) and also what teachers needing funding for. Rolling out a form around conference time and at STEM Fest – 4/28. Won't include Enrichment Programs since they are a separate 501(3)c and not part of PTO charter.</p>		
9	Project Updates	Dr. Karen Johnson, STEM ES Principal	<ul style="list-style-type: none"> - Parent Survey will be drafted for review at next SAC meeting so that it can be sent out in March - No further UIP updates. STEM's performance is considered a high performing school so we don't need to update our UIP plan this year. - PARCC testing schedule being finalized (will be called CMASS going forward) 	Karen Johnson to draft Parent Survey for March SAC meeting	



SAC Meeting Minutes

10	Next SAC Meeting		3/28/18 (confirmed offline), Elem Cafeteria		
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