



Special Working Board Meeting Minutes: Revision of Parent Council

July 18, 2022 at Mountain Song Community School

Agenda

https://us02web.zoom.us/j/81769707247?pwd=4tGPvaMZC52vdFleWtXqqaG6_enc8f.1

No Votes Taken at Work Sessions.

Attendees: Brooke S., Jennifer B., Sarah K., Amalie F., Denise M., Gina N., Ashley P.

Continuing Business

- a. Review the School Accountability Committee (SAC) Description/Statutory Requirements and discuss How SAC and PC Differ in Their Intent and Duties

12:00 Sarah—*What SAC is not: not a venue for fundraising, festivals, teacher supports, or recommendations for teachers. SAC deals with UIP and parent engagement survey. There are misunderstandings about how quickly the SAC can act; sometimes changes can take 1-2 years to implement. SAC can but does not currently make recommendations about the budget because board has a finance committee. If school is in turnaround status, SAC would step in.*

12:18 review of CDE checklist for SAC

<https://www.cde.state.co.us/uiip/sac-responsibilities-inventory-sep2020>

Directions: Go through the list of SAC responsibilities. Are they being accomplished in the school? If so, does the SAC take the lead or is another group working on them? How can the SAC partner with other stakeholder groups?

- Making recommendations to the principal on the school priorities for spending school moneys, including federal funds, where applicable **no**
- Making recommendations to the principal of the school and the superintendent concerning preparation of a school Performance or Improvement plan, if either type of plan is required **yes, if applicable**
- Publicizing and holding a SAC meeting to discuss strategies to include in a school Priority Improvement or Turnaround plan, if either type of plan is required, and using this input to make recommendations to the local school board concerning preparation of the school Priority Improvement or Turnaround plan prior to the plan being written **yes, if applicable**
- Publicizing the district's public hearing to review a written school Priority Improvement or Turnaround plan **yes, if applicable**
- Meeting at least quarterly to discuss whether school leadership, personnel, and infrastructure are advancing or impeding implementation of the school's Performance, Improvement, Priority Improvement, or Turnaround plan, whichever is applicable, and other progress pertinent to the school's accreditation contract **yes**
- Providing input and recommendations to the DAC and district administration, on an advisory basis, concerning principal development plans and principal evaluations. (Note that this should not in any way interfere with a district's compliance with the statutory requirements of the Teacher Employment, Compensation and Dismissal Act.) **we don't have a DAC**
- Publicizing opportunities to serve and soliciting parents to serve on the SAC **yes**

- Assisting the district in implementing at the school level the district's parent engagement policy **yes**
- Assisting school personnel to increase parents' engagement with teachers, including parents' engagement in creating students' READ plans, Individual Career and Academic Plans, and plans to address habitual truancy **this information goes into the UIP; MSCS needs to improve engaging families in READ plans and attendance**

12:20 Sarah—recent issues with SAC. Inconsistency with reps and meetings; this makes it difficult to make meaningful change. MSCS did not produce a UIP for 21-22 SY; schools not in turnaround can elect to skip a year and because we thought the school would be moving and disrupting a normal school year it would be the best course of action. We should consider establishing terms for SAC; might make it easier to convey to potential members that a commitment was expected

12:24 Jennifer—tried to send parents with concerns to SAC, but ended up being a place to dump grievances.

12:26 Sarah—SAC is not a town hall; DAC decisions must be data-driven; many people are not aware of the amount of work happening on the back end. SAC makes recommendations, PC implements.

12:30 Brooke—Is there communication between SAC and PC?

Sarah—meeting minutes from SAC meetings were not being shared; there needs to be a liaison for the board serving on SAC and a liaison from PC

12:32 Amalie—there has been no good way for people to proceed with concerns that they bring to SAC or PC; we need to be able to set expectations/timelines with parents that we can point them in the direction they need to go if we can't answer their questions. We need processes for people to follow to get answers (can we have FAQs on each committee's page to direct people how to proceed with certain concerns/questions/etc)

Ashley—we need to make it clear to people what concerns go where and what will be done

12:38 Sara—we need clear lines of communication; let's formalize these policies and put them in the action plan

12:40 Amalie—reiterates that finances need to change for PC; Jennifer—even if PC becomes a 501c3, it will still have to submit requests to the board

12:41 Sarah—maybe the process for buying anything goes through admin first before PC?

12:42 Jennifer—education component to SAC meetings?

12:43 Denise—website mountainsongschool.org/board directs to an old page

12:45 Jennifer—PC needs to formally appoint a member to SAC; Amalie—SAC needs to do the same (ie it shouldn't be the same person in charge of communications back and forth)

12:48 Sarah—we need a SAC and PC reporting template

12:49 Jennifer—All committees should have a written report to the board by the 2nd meeting of each month. All need a binder at the front office where hard copies of agendas and meeting minutes can be found for equity in accessibility. Sarah will put this in the plan of action (this procedure fell off during COVID)

12:52 Ashley—template for minutes/reports might make parents more comfortable with volunteering for secretary positions

12:53 (looking at mountainsong SAC committee description) Sarah—we need to define academic excellence under responsibilities; we need monthly meetings because quarterly meetings interfere with consistency

12:55 Amalie PC needs to be able to take the stance and voice of the parents

12:57 Next meeting (7/21): Finish with reviewing the responsibilities of SAC. Define what PC will not be doing.

- b. Discuss Next Meeting's Topics: *Finish with reviewing the responsibilities of SAC. Define what PC will not be doing.*

Public Comment - The Public Comment period is an opportunity for the public to provide comments, opinions, or observations directly to Board members. It is not intended as a forum for debate or discussion and each speaker is limited to 2 minutes. Protocol prevents board members from addressing speakers or their comments during the public comment section of the meeting. The Board will hear comments and may direct action or follow up immediately or in a separate session as appropriate. Please refrain from personal attacks or the naming of any individuals. Please refrain from airing grievances as grievances require a separate protocol.

Possible upcoming topics include:

1. Discuss Communication Protocols
2. Discuss Revision of Parent Council's Draft Mission Statement Based on the Information and Conclusions from Recent Findings. Any Eventual Resulting Mission Statement Crafted by a Future Team Representing PC, Administration and Board will be Submitted to the Board for a Vote to Approve or to Recommend Further Revision