

CSC Meeting Minutes

August 29, 2013

Welcome and introductions

Members Present: Jennifer Harris (Principal), Ksenia Popke (Co-Chair), Michelle Bills (Co-Chair), Jay Willoughby (Parent Representative), Susan Levy (Parent Representative), David Fowler (Community Representative), Betsy Sedig (Para Representative), Linda Durgin (Teacher-Primary Representative)

Specials Teacher representation - there was a discussion about whether or not a specials teacher representative is needed. The conclusion was to talk with specialists outside of meetings in order to communicate their needs. An invitation to Chris Pagliaro will be extended.

Committee updates

- Jennifer explained what each committee was and who they reported to.
- CSC parent representatives to attend monthly DPS Parent Forums and update CSC as necessary. PTA meeting rotation to happen between Susan, Jay, Ksenia and Michelle with an update to CSC.
- The Personnel committee will come to CSC to discuss hiring when a need arrives.
- The Safety committee reports to CSC but has not met yet since the school started. The biggest item on their agenda was to update the arrival procedure. Parent volunteer time and organization for each class will be discussed during back to school night.
- The CSC discussed the need to educate the parents of the different committees including who is on the committees and what their role is.
- ELA PAC (English Language Acquisition) - each school with certain representation of ELA students is required to have one. Cory Para, Allison O'connel is heading it up ours.
- SLT (School Leadership Team) – currently no updates for discussion
- PTA President Stephanie Cooper filled in on the need for two chairs for the Cory auction.
- School Culture Committee - reports to the CSC. The student council is run/overseen by the School Culture Committee.

DPS Values

Jennifer Harris shared the values provided by the district and explained/discussed how they will be implemented. As a CSC we will reflect on decisions and make sure they align with the Values provided by the district.

Principal update

Jennifer Harris explained the budget and enrollment guidelines. The budget is based on \$4000/student/year which is used for staffing and materials. We also receive \$6/student/year for para professionals. The amount of State funding we receive is based on our October count. As of right now, our current school year budget is based on student projection of 395. Right now we are at 390 and may not make budget. We have a 1st grade wait list of 27 children that we are reaching out to in hopes of making our count and, in turn, our budget. No other grade levels have waiting lists to be tapped into.

Next we discussed the need to look at the form “Intention to return” that goes out to families in the spring and more clearly explain what it does to help the school and budget projections.

UIP (Unified Improvement Plan)

We went over the UIP timeline and what we will need to do to meet that deadline. More discussions regarding the detail of UIP and our alignment with the School Performance Framework (SPF) are to follow at the next meetings. SPF will be released to public on Monday, September 16th. SPF rates all Denver Public Schools based on status and growth as well as other indicators.

DPS Discipline policies

Jennifer Harris shared with us the school-wide discipline system. We looked at the discipline ladder and matrix. We also discussed how it will be shared with parents at back to school night. It will be emphasized that this discipline plan comes from the district. It will also be clearly explained what a re-focus sheet is, what a parent does with the re-focus sheet and what are the steps leading up to a child receiving a re-focus sheet.

The school will also be focusing on positive recognition of students. In grades 1st through 3rd, two students a month will be recognized and receive a focus paw that will be entered into a drawing. In 4th and 5th grades students will recognize and nominate each other for being good and the recognitions will be displayed publicly. Three times a year there will be a mystery assembly for recognizing children for multiple achievements such as no tardiness, homework, etc.

Spring Forum Results

Ksenia lead us through the key themes and we talked about narrowing them down to 2-3 topics to focus on to bridge parents and teachers. We will focus on the Fall Forum planning at our next meeting.

Key topics were highlighted for the next meeting’s agenda to include SPF training, the Fall Forum and the Leadership Summit.

Dates change

We had a vote signing off on the parent-teacher conference dates, which will be on the evenings of October 17th and 22nd. These dates will allow teachers to have preliminary assessments completed and more data on their students to discuss with parents. The dates also follow the school days off calendar and should allow for better attendance.

Community Update

Wendy Ladner – PTA Co-chair asked to clarify the 6^t-day double-specials calendar. Jennifer gave an update of the DPS policy regarding teacher interaction time that is required during school hours. Jennifer will discuss further at Back to School Night and provide clarification for parents.

Adjourn Meeting - 6:05 pm