



School Accountability Committee

Meeting Notes

November 3, 2009

Committee Members Present: Carey McCreary, Chair, Sharon Harshberger, Co-Chair, David Pump, Secretary, Michelle Butler, Kari Learned, Steffany O'Brien, Glenn Englund, and Mary Perez

Committee Members Absent: Dane Egli

The Meeting was called to order at 6:34pm by Ms. Carey McCreary

- i. Approval of Minutes: Mr. Englund motioned for the minutes from October 6, 2009 to be approved, Ms. O'Brien seconded the motion. The minutes were approved unanimously.
- ii. Bylaw Discussion and Approval
 1. Ms. Harshberger lead a discussion regarding recommended changes to the bylaws to include attendance for SAC members, the removal process, Ad Hoc committees, and change in principle terminology. Refer to the changed document attached.
 2. Mr. Pump motioned for approval, Ms. Harshberger seconded
 3. SAC Secretary to send a reminder to SAC members one week prior to SAC meetings.
 4. Reminder that TCA Board meetings are open to the public; Mr. Peter Hiltz represents CP at these meetings.
- iii. Review of Current Overall Goals
 1. School Improvement Plan (SIP) is based on academic performance
 - i. This year will be used to create a baseline
 - ii. December 1st, the SAC team will have a general School Improvement Plan available for review
 - iii. Possible Measurements of Achievement are yet to be determined
 2. Prioritization of School Monies will be discussed at a later date
 3. School Safety
 - i. The purpose is to provide the Director with recommendations for security / safety and be able to respond to safety concerns to ensure that the CP is safe and an excellent environment for learning.
 - ii. Recommendations are to be strategic in nature
 - iii. Recommendations may include Physical Plant Safety
- iv. Additional Overall Goals were identified
 1. Communication

- i. Establish clear communication all members in the community – consistent messaging
 - ii. Member of the community include:
 - 1. Parent
 - 2. Students
 - 3. Admin/Staff
 - 4. Perspective Students
 - 5. Community Members
 - iii. Creation of a Parent Survey:
 - 1. Align categories with focus points
 - 2. Possible GAP analysis for action of key issues – parent expectations
 - 3. Parent teacher communication
 - 4. Email topics for survey by: Monday, 11/09 to Carey McCreary
- 2. Community and Culture
 - i. Student Recognition
 - ii. Communication (unified messaging) within the community – Elevator Speech
 - iii. Parents are a rich resource in the community and will be discussed next meeting
- v. Next Meeting: December 1st, 2009 at 6:30pm
- vi. Adjournment was called at 8:17pm by Ms. Carey McCreary