

**CPA SAC (School Accountability Committee) Meeting Notes
September 29, 2017**

In attendance: Kathleen Kearney (MS Principal), Sheila Stevens (HS Principal), Nicole Tiley (Head of School), Sarah Schuchard (ES Principal), Christi Shelhamer, Emerald Zeitz, Peggy Berning, Kathy Holden, Daniel Berning, Jason Berning, Kathryn Piotrowski, Kimberly Winder, Catrina Lynn, Stacy Armatas, Korbach, Kristin Icenogle, Celia Moelder

Kathleen Kearney opened the meeting at 1:00 p.m. Good things were shared and participants introduced themselves.

Recorded Link

<https://sas.illuminate.com/p.jnlp?psid=2017-09-29.1236.M.84150F9B4889E89285109DF1BBB425.vcr&sid=559>

Review CPA Mission and Vision

Kathleen Kearney shared the CPA Mission statement which was reviewed by all. The mission and vision are central to everything we do at CPA.

Action Plan for 2017-2018

This Action Plan was put together in cooperation with our authorizer, CD BOCES (Colorado Digital Board of Cooperative Education Service). Nicole Tiley shared the plan which uses the state performance framework. The state has ranked our elementary school as a school of turn around. Middle school is in priority improvement, and high school is in improvement.

The Action Plan includes goals articulated in the following subject areas:

- Data Driven Instruction – Both Elementary School and Middle School are working to increase academic achievement and median growth as measured by PARCC and internal assessments in ELA and Math to the 50th percentile. Staff and teachers will be meeting to set short term goals based on data after BOY and MOY testing.
- Effective Differentiated Instruction – This year CPA is requiring sessions for students who are in the below basic group based on BOY data.
- School and Community Culture – Orientation sessions were offered for all families. We are hoping to increase participation in parent surveys. We are offering opportunities for students to meet with students at blended sites. Some students are being specifically invited based on BOY data. Also, homeroom support has been increased in elementary school;
- Student and Learning Coach Engagement – Organized call plan to begin where each family is contacted by a staff member every other week;

- Leadership – CPA is making sure that there are mentor teachers for new teachers. Also, we have lead teachers in each school to bridge the gap between teachers and leadership.

Questions & Discussion of Action Plan

- Emerald Zeitz asked about how fast our school must show these improvements to CD BOCES. In other words, “How worried should we be?” Nicole Tiley responded that CPA is making gains and progress, and that CD BOCES does see that. One very positive note is that attendance in orientations increased from 58 percent to over 90 percent. The good news is that we are already seeing gains in our data. Although we can’t predict what a school board will do, there are many good things happening at CPA!
- Kathleen Kearney is optimistic.
- State tests are just one piece of the puzzle. There are also internal testing and other data.

Roberts Rules of Order

Kathleen Kearney shared Roberts Rules of Order and asked for attendees to review the rules. Although Roberts Rules are very formal, they are helpful and we will use them for electing our SAC officers.

SAC Officer Elections: (1:27 pm.)

- Chair – Emerald Zeitz
(Motion was made by Peg Berning, several members seconded and Emerald Zeitz accepted)
- Vice-Chair – Peggy Berning
(Motion was made by Emerald Zeitz & Jason Berning, Kathy Holden seconded and Peg Berning accepted)
- Secretary – Kathy Holden
(Motion was made by Emerald Zeitz and Peggy Berning, Jason Berning seconded and Kathy Holden accepted)
- DAC Liaison – Emerald Zeitz nominated Heidi Nufer and Peggy Berning, several members seconded. Peggy Berning accepted and indicated that Heidi Nufer (not in attendance) said that she would serve as DAC liaison again. All members are welcome at DAC meetings.
- Members – Kathleen Kearney asked all other attendees if they will accept being listed as a SAC member. Stacy Armatas, Jason Berning, Kathryn Piotrowski, Daniel Berning, Celia Moelder, Kristen Icenogle, and Catrina Lynn accepted.

Kathleen Kearney acknowledged and thanked all members and officers for their involvement.

SAC Meeting dates/times

- Friday, November 17th – 1:00-2:00 PM
- Friday, February 23rd – 1:00-2:00 PM
- Friday, April 27th – 1:00 -2:00 PM

Public Comment/SAC Questions

Questions previously submitted by Peg Berning and Emerald Zeitz were addressed by Nicole Tiley, Head of School:

- Current enrollment: 1,686 total students at CPA; 621 are in grades K-5; 599 are in grades 6-8; 466 are in HS.
- Did we receive a lot of new students from Rocky Mtn Digital Academy? At the time RMDA decided to close, they had a little more than 50 active students. We think we may have gotten 20 or more students from that school, but there is no way to have an exact number.
- Regarding Spanish and World Languages, there were some integration issues with the Middlebury program. It should be fixed by now. Emerald Zeitz commented that parents need to be **told by CPA that ES & MS does not have a teacher for World Languages before deciding this elective for their student(s). If there are tech issues like the ones experienced during onboarding this year, CPA admin staff should communicate more often with families affected, even if no progress has been made. CPA sending parents to call Middlebury directly does not help as Middlebury sends families to k12 support line and k12 support line sends families back to CPA admin.** Nicole Tiley will add this topic as an action item to be looked at by staff and teachers as they review onboarding issues.
- Are Learning Coach University Links gone for good or just being updated? LCU is something that K12 provided. Kathryn **Piotrowski**, who is our new family engagement coordinator, will be sending a survey to ask parents about what kind of LCU sessions they want. CPA will then be offering their own Learning Coach University sessions.
- What is the best way to get the fastest response from CPA Administration? CPA requires a 24 hour response time for administration on business days.
- The November SAC meeting can be split into two meetings, one for K-8 and one for HS.
- ES to MS transition – families entering MS need to understand the transition to a pacing system which is less “at their own pace” than elementary. Kathryn **Piotrowski** will help with transition week, and we can make sure that families with students in 6th grade are given appropriate information about the change in pace.
- Shipment of materials – this is totally handled by K12. CPA can send be a support and will look to see if there is anything more the school can do.

Other questions/concerns

- Emerald Zeitz commented that sometimes there is a long delay getting a response from administration. **Nicole said if family has not heard back within 24 hours to go to the source again and try contacting again.**
- Jason Berning wanted to know why Geography does not have a text book. Nicole suggested that he contact his teacher with his question.
- Kathy Holden asked about cc class size. Nicole Tiley said that CPA is looking to hire a part time ELA and Math teacher, and that the school is aware of the need.

“Alone we can do so little; together we can do so much.” Helen Keller