

**Colorado Preparatory Academy – School Accountability Committee
October 18, 2018 Meeting Minutes**

In attendance:

<u>Name</u>	<u>Position</u>	<u>Name</u>	<u>Position</u>
Emerald Zeitz	SAC Chair Parent	Sarah Schuchard	ES Principal
Nicole Tiley	Head of School	Sheila Stevens	HS Principal
Kim Ashby	CPA HS Teacher	Renae Roth	MS Principal
Amber Hutchinson	CPA HS Teacher	Charlee Cubillos	Parent Member
Brianna Robinson	Parent Member	Heather Prewitt	Parent Member
Kathryn Piotrowski	CPA FEC	Heidi Nufer	Parent Member
Sterling LaLoge	Parent Member	Kathy Holden	Parent Member
Stacy Armatas	CPA ES Teacher	Kelly Graham	Parent Member

Meeting started at 11:00 a.m.

Nicole Tiley requested any comments/edits to the agenda, no revisions were requested

Good Things were shared

Introductions of CPA staff and existing SAC officers

Review CPA Mission Statement: Nicole Tiley led review

It is the mission of the Colorado Preparatory Academy (CPA), a high-quality, full time online public school, to be accountable to developing each student's full potential to see significant academic growth by utilizing research-based curriculum and technology applications, building meaningful teacher/student/parent relationships to maximize school engagement and individualizing learning plans for all students.

Review CPA Vision: Nicole Tiley led review

CPA will be a leading 21st century public school in Colorado and will improve student learning outcomes, as evidenced by student academic proficiency, student academic growth, post-secondary readiness and the demonstration of 21st century skill such as critical thinking, problem solving, and self-direction. Through partnerships with students and parents, CPA will know our students academically and personally based on frequent, effective communication and individual instruction of each student throughout the year. CPA will empower students to acquire the academic and life skills needed to succeed and be ready for post-secondary education and career opportunities.

Review Robert's Rule of Order: Emerald Zeitz presented a framework of Robert's Rules of Order noting that meetings will be recorded.

CPA SAC currently does not have bylaws, members were referred to the Colorado Department of Education website.

Officer Nomination and Election:

Chair – Heidi Nufer nominated Emerald Zeitz for chair of SAC, motion was seconded by Kim Ashby. Emerald Zeitz accepted nomination.

Vice Chair – Emerald Zeitz nominated Lisa Thompson for vice-chair. Lisa Thompson was not present but had previously volunteered for the position. Heather Prewitt seconded the motion.

Secretary – Kathy Holden, previous secretary is stepping down. Heather Prewitt nominated herself for the position. Emerald Zeitz seconded the motion for secretary.

District Accountability Committee (DAC) Liaisons –

HS parent – Heidi Nufer nominated herself, Emerald Zeitz seconded the nomination

MS Parent – Emerald Zeitz nominated herself, Kathy Holden seconded the nomination

ES Parent – Heather Prewitt nominated Brianna Robinson for ES DAC parent, Kim Ashby seconded the nomination

SAC Meeting Dates:

Emerald Zeitz reviewed upcoming meeting dates for SAC meetings. December 6, 2018 @ 11 am, February 21, 2019 @ 11 am, and April 18, 2019 @ 11 am. DAC meetings are generally held one week before or after SAC meetings.

SAC Members: The following individuals agree to serve on the SAC – Stacy Armatas, Kelly Graham, Renae Roth, Kathryn Piotrowski, Kim Ashby, Sheila Stevens, Brianna Robinson, Heidi Nufer, Heather Prewitt, Charlee Cubillos, Sarah Schuchard, Kathy Holden, Sterling LaLoge. Emerald Zeitz noted that Sara Nelson had previously agreed to be a member but was unable to attend the October 18th meeting.

Enrollment Update: Nicole Tiley updated the committee on the current year enrollment.

Elementary School	599
Middle School	689
High School	514
Total	1,802

School, as a whole, experienced 10% growth over prior year. Largest growth occurred in the middle school. Additional teaching staff was required at middle school as a result of the growth.

On October 1st, student count was 1,855. On that day 1,755 students logged in. 100 students did not log in on count day. Final count for enrollment will be between 1,745 and 1,755. New students will be starting on November 5th but are not included in final enrollment numbers. Enrollment was closed in September and then re-opened for November 5th start date based on capacity estimates. Students starting on November 5th will be K-8 with the majority of students starting in elementary school.

Applications are currently being accepted but students will not begin until 2nd semester. After second semester commences (January 7th), enrollment will be closed for the year.

Included in district is partner school Pikes Peak Online School which currently has enrollment of approximately 680.

Elementary Platform Updates: Sarah Schuchard updated SAC on changes at the elementary school. Introduction of teacher managed schedule for this year; a high level K12 change. Schedule will now load in a calendar model similar to middle and high schools. Music course is run through third party vendor. There were a few integration issues for student access to courses but these have been resolved. At elementary school level students have elective opportunities in either art or music.

School Accreditation Status: Nicole Tiley reviewed the current status of the school accreditation. These are not currently official because the school has requested reconsideration of the data. The state has indicated that they will not look at the low participation data. Based on this, it is anticipated that the status will remain unchanged and become official in November.

Elementary School	Turnaround
Middle School	Priority Improvement (Improvement rating but dropped to Priority as a result of participation)
High School	Improvement (Performance rating but dropped to Improvement as a result of participation)

Elementary school is currently in year three of turn around accreditation. In year 4, the state can bring in consultants and support to improve the accreditation. After year 5, if no change occurs in accreditation, the state can close the elementary school. Changes are being made at the elementary school to provide additional support to students. CMAS is the state tool to determine accreditation.

Middle school was at 91% participation, the state requires 95%. This resulted in the drop to Priority Improvement.

High school received the highest rating of Performance but the rating was dropped to Improvement because the participation was 90%.

State is currently reviewing the standardized testing criteria and measurements.

In prior years, CPA had only one school code with the state. This year, CPA requested that the schools be separated for accreditation in order to receive appropriate support from the state. Nicole will provide an update in December SAC meeting if state has approved the changes in school codes. If state does not separate the schools, CPA currently has a rating of Priority Improvement.

Ideas for Engaging Families:

For accreditation CMAS is used for K-8, beginning in 9th grade PSAT results are used and SAT results are used for 11th and 12th grades.

Star 360 and I-ready results can be used in the request for reconsideration submitted to the state. These are also used to identify students who need additional support.

SAC members shared ideas for engaging families, specifically to improve participation in standardized testing.

SAC Ideas shared –

- word of mouth,
- emphasize importance in newsletters,
- start efforts to inform families now and email families to educate them,
- heartfelt letter from the principals with frank information,
- inform families of repercussions,
- share the success of online schooling,
- email with an explanation of funding and state support information and how individuals can influence their circles,
- connect data to individual outcomes,
- communicate honestly and share urgency and that a team effort is required,
- students/families should set goals and review where they were and improvements during student data meetings,
- stress importance of trying their best to students,
- focus on educating kids and testing will follow,
- ensure parents know that tests are not used to label students,
- goal is to ensure that students are mastering the standards for long term growth and education,
- let families know at events and blended learning classes what the state results are showing vs the reality of the education,
- celebrate successes with students,
- make the testing fun for the students,
- reward students for participation and performance,
- blended testing classes in advance of testing beginning in January,
- parent information meetings prior to testing,
- add positive review to online platforms, and
- students can make videos at blended sites

Additional ideas should be sent to Emerald Zeitz.

Adjournment/Launch:

Nicole Tiley provided link to launch at 11:56. The wisdom of geese, “When there is courage and encouragement, the progress is greater. A timely word of encouragement always motivates, helps and strengthens. It produces the best of benefits.”