



**Monument Academy  
School Accountability Advisory Committee  
(SAAC)**



**Minutes September 21, 2016; 1pm –Regularly Scheduled Meeting  
Monument Academy, Office of Lis Richard, Principal**

\*NOTE: The Committee Volunteers listed and positions are those effective at the END of the 9/21/2016 meeting

Name	Position
Lis Richard	Principal
Tanja Curtis	SAAC Chair
Al Brown	SAAC Vice Chair; Public Member
Nanette Walker Smith	SAAC Secretary
Scott Saunders	MA School Board Liaison
Sarah Hall	Preschool Rep
TBD	Elementary School Rep
Richard Hart	Middle School Rep
Mimi Brown	Public Member
Dana Gregory	Parent
Heather Kohlhase	Parent; DAAC Rep
Bob Linza	Parent, Committee Member

**1. Welcome and Roll**

- A. Lis Richard welcomed this year’s committee and brief introductions were given. There are still a few appointments in progress and new members are also welcome. Interested parties should contact an MA Board member immediately.
- B. Attendance: Lis Richard, Tanja Curtis, Nanette Walker Smith, Scott Saunders, Sarah Hall, Al Brown, Richard Hart, Heather, Kohlhase, and Dana Gregory
- C. Lis Richard chaired the day’s meeting at Scott Saunder’s request until a chairperson could be seated.

**2. Housekeeping:**

- A. 4 May 2016 Minutes: Were unanimously approved from those checking in via email for the 4 May 16 revised minutes sent out on May 16, 2016. Motioned by Rick Dahlman, seconded by Sarah Hall, unanimously passed by Rick Dahlman, Sarah Hall, Angela Leighty, Tanja Curtis, Al Brown, Kelly Collier, Amy Torrence, Mimi Brown, Rina Knowles, and Desiree Floyd (10 out of 14 reporting in).

**3. Old Business and Updates:**

- A. Website landing hits: no update
  - 1) Scott Saunders refreshed the interest to those present that the data hits are important to follow to help understand what parents and public are ‘hitting’ on the pages and how we can improve the information.
  - 2) Lis Richard will check with Dr. Griffin regarding updates since the website has had upgrades as well since the Committee initially requested this information early last spring
- B. District Accountability Advisory Committee (DAAC) – District 38 (D38) meetings TBD
  - 1) Scott Saunders and Nanette Walker Smith gave a brief overview for those present about what DAAC does and our benefit to being a part of our authorizing district both as a presence at the meetings, but to act as a liaison between MA and D38 and help keep important community and education communications flowing.
- C. **MA School Board Report** – Scott Saunders
  - 1) Our enrollment numbers are the strongest ever ~1020. Our count day will be in early October; Lis Richard said the date will be announced soon.



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- 2) The new website is up and running well.
- 3) Dr. Griffin reported meeting with the transportation department regarding our Hwy 105 and the school entrance traffic issues and study. The initial plan given was less favorable to the school. Dr. Griffin invited the team to come during school start/end hours and perform another evaluation which is now resulting in further planning for our needs.
- 4) The Annual Report will be presented to the District 38 School Board on October 20.
- 5) The MA School Board reviewed Policies and Educational requirements pursuant to their bylaws and determined no changes were needed (details are in the School Board Minutes).
- 6) The full audit report was successfully completed as required by the authorizing district (D38) and is on file with the school treasurer.

**D. End of Year Survey**

- 1) Al Brown gave the Final Presentation of results and recommendations to MA School Board on May 17. The full results have been released to the website. The survey was scored in two parts: numerical (scale of 1 to 10 type) and open form comments which were then redacted and organized by subject. In summary the top 3 items of concern to parents were:
  - Protection of the children
  - Bullying
  - Technology

**4. New Business:**

- A. Selection of 2016-2017 Committee members; see bylaws <http://www.monumentacademy.net/wp-content/uploads/2012/03/MA-SAC-Bylaws-2015.pdf>
  - 1) Nominations were taken for Chairperson, Vice Chairperson, and Secretary/Historian. Voting was not needed; only one nomination received per office, voting was closed motioned by Nanette Walker Smith, seconded by Scott Saunders, unanimously passed. Results were:
    - Chairperson: Tanja Curtis
    - Vice Chairperson: Al Brown
    - Secretary/Historian: Nanette Walker Smith
- B. Schedule goals for items for planning purposes
  - 1) Lis Richard requested that Scott Saunders ask the MA School Board to direct SAAC with a specific timeline for all of the surveys they would ask SAAC to attend to this school year as well as when they expect to have results in hand. In this manner, SAAC can plan the remainder of the schedule for the year including UIP, review and prep work for the surveys, odd year biannual SAAC bylaws review, etc. The committee agreed and requested this information be returned by our next meeting for planning purposes.
- C. Appoint DAAC attendees:
  - 1) Lis Richard asked if Nanette Walker Smith would be willing to attend as the committee officer representative. She agreed.
  - 2) Heather Kohlhase agreed to attend as the parent representative.
  - 3) The third person is yet to be determined.
  - 4) The DAAC meeting schedule is tentatively set for the school year. The remaining schedule will be discussed and confirmed at the first meeting in October.
- D. A sign in sheet was passed to include contact information that Nanette Walker Smith will put into a spreadsheet for the committee's use only.
- E. Next Meeting Date:
  - 1) Lis Richard asked if first Wednesdays at 1pm in her office would be sufficient as a preparatory plan until we have further information from the Board. The committee agreed.
  - 2) **The next meeting will be Wednesday, October 5 @ 1pm in Mrs. Richard's office.**

**5. Next Meeting:**

- A. 2016-2017 Meeting Schedule – we will review the tentative first Wednesday dates with the charges from the MA School Board and finalize our years' meeting dates.



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**B.** Tentative dates are: November 2 and December 7

**6. Future Items**

**A.** Revisions to survey wording needed:

1) “Core Virtues” change to Character First on both surveys

**B.** Biannual review of SAAC Bylaws

1) ERROR: Article IV Section D references Article V, Section E (which does not exist) – need to go back to original draft and see why that got cut out. May be a formatting problem.

2) Substitutes – are they employees? (Do they count toward the employee/child percentage)