



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

**Minutes March 1, 2017; 1pm –Regularly Scheduled Meeting  
Monument Academy, Office of Lis Richard, Principal**

Name	Position	Children connection
Lis Richard	Principal	Principal
Tanja Curtis	SAAC Chair; Parent	2 <sup>nd</sup> , 4 <sup>th</sup> , PTO Room Parent Coordinator
Al Brown	SAAC Vice Chair; Public Member	Community, faculty parent
Nanette Walker Smith	SAAC Secretary; DAAC Rep; Parent	8 <sup>th</sup>
Scott Saunders	MA School Board Liaison; Parent	6 <sup>th</sup>
Sarah Hall	Preschool Rep	Preschool Director
Rachel Strahl	Elementary School Rep	Preschool
TBD	Elementary School Rep	TBD
Richard Hart	Middle School Rep	Middle School Art Teacher
Mimi Brown	Public Member	Community, faculty parent
Dana Gregory	Parent	6 <sup>th</sup>
Heather Kohlhasse	Parent; DAAC Rep	5 <sup>th</sup> , 2 <sup>nd</sup> , previous K12 teacher
Bob Linza	Parent; Committee Member	8 <sup>th</sup>
Rick Dahlman	Middle School; DAAC Rep; Parent	Preschool, K

1. **Welcome and Roll** Meeting called to order @ 1:01pm
  - A. Al Brown chaired today's meeting due to Tanja Curtis's unexpected work related absence.
  - B. Attendance: Al Brown, Nanette Walker Smith, Rachel Strahl, Mimi Brown, Heather Kohlhasse
  - C. Guest: Steve Kindermann
  
2. **Housekeeping:**
  - A. 1 Feb 17 Minutes reviewed; motion to approve by Mimi Brown, seconded by Heather Kohlhasse; unanimously accepted.
  
3. **Old Business and Updates:**
  - A. **Principal Richard:** no report
  - B. **District Accountability Advisory Committee (DAAC)** – Nanette Walker Smith; Heather Kohlhasse; Rick Dahlman
    - 1) DAAC Website: <http://www.lewispalmer.org/Page/614>
    - 2) February 7 Meeting:
      - DAAC Bylaws revisions delayed until April meeting. Our group's comments did not get to the subcommittee in time for review and they wanted to include those in consideration.
      - Legislative Update – Rep John Magerko
        - Reminder for the CDE input on the CO Academic Standards are due by Feb 17 (SAAC will have Dr. Griffin send out via special email.)
        - CO Association of School Boards (CASB) will meet for their Legislative Conference in February. Legislative, school boards, and committees meet regarding CO state constitution and educational issues and how to effect positive change.
        - Superintendent Review of Karen Brofft – second full year is in progress. This is routine for the D38 School Board and will be a public report.
      - Report from the Communications Team-Julie Stephen: Review of the year since the overhaul of the LPSD 38 website and revision of newsletters, communication, etc.



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- GELT (Gifted Education Leadership Team) – overview of how gifted/talented (GT) is reviewed at all grade levels.
  - LPSD exceeds the state budget for gifted and talented (what they budget for) by 6 times the amount!
  - CogAT testing of grades 3 & 6 in the Fall in the District. (MA tests grades 3, 5, and 7)
  - ALP (Advanced Learning Plan) in place for each student in GT
- Curriculum Review – textbook (ebooks and hard copy) update – see the Admin building for copies for review.
  - Standard is review every 6 years.
  - License for ebooks is renewed every 6 years.
  - Generally purchase both ebooks and hard copy option and depending on texts update every 6-12 years on a set review schedule.
- Technology Update – Security
  - Two individual audits completed to ensure complete awareness of, and transparency regarding, LPSD’s current state of IT security
  - Incident Investigation: No breach - Recommended changing login config (Completed Summer 2017)
  - IT Security Audit: LPSD is positioned similarly to other like-organizations & Network and infrastructure security is strong
  - Requesting any interested parties with internet and computer backgrounds in security for a Parent Community Technology Advisory Committee (PCTAC) – contact Liz Walhof at [lwahof@lewispalmer.org](mailto:lwahof@lewispalmer.org)
  - Review and address all AT recommendations from the audit; complete by August 2017

3) Next Meeting: April 4 @ 6:30-8:30pm District Admin Building – Learning Center

**C. MA School Board Report** – Scott Saunders

- 1) Scott Saunders is detained out of town for the meeting March 1. He sent the following information for the agenda:
  - End of Year Survey scheduled summary presentation to the MA Board at the MA Board May meeting.
  - MA School Board has requested the SAAC send the Middle School End-of-Year iPad Survey out again this year to review trends and assess progress to the changes made due to last year’s results.
  - Dr. Griffin has adjusted the iPad Survey cover page to be prepared for the March 6 EOY survey email release of the EOY Middle School Survey.
    - No other changes are needed on that survey.

**D. Committee Selection**

- 1) The Committee discussed the need to continue to promote at the class newsletter level for new committee members now in preparation for next year. The chair of the Committee should revise the ‘ad’ to encourage participation for this and next year. Principal Richard will encourage this to go out to Elementary newsletters and Sarah Hall will put it in Preschool newsletters.
  - Rachel Strahl will send to her Preschool classroom in addition to assisting Sarah Hall with any distribution needs for Preschool

**E. SAAC Bylaws Review**

- 1) Continue table until DAAC Bylaws are completed
- 2) ERROR to correct: 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. Will be fixed when the committee addresses the bylaws.

**4. New Business:** SAAC reviewed and revised minor items on the EOY Surveys (Pre School, Elementary, and Middle School) in preparation for the March release. All corrections were submitted to Dr. Griffin for update to Survey Monkey. Corrections made to the EOY Surveys for 2017 release were (revisions are in red):

- A. Cover page 1 on ALL Surveys revised to: Based on results and comments from previous End-of-Year Surveys, has implemented improvements including:
  - \*Increased building security - cameras, fencing, sidewalks



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- \*Increased school counselor presence in all grades including age appropriate curriculum focused on topic concerns such as bullying, self-esteem, social behavior, etc., and biweekly articles in the MA Lynx; parent and community presentations on family health
- \*MA School Board information and report links posted in MA Lynx
- \*Full-time Pre School Director
- \*Revised foreign language program at elementary level; expanded foreign language at middle school level
- \*Increased Canvas training for parents and students

**B.** Cover page 1 and throughout Surveys PreK changed to Preschool

**C.** Preschool Survey changes:

- 1) #5: Math concepts are presented to my child in an engaging manner.
- 2) #6: Pre-reading and writing concepts are presented to my child in an engaging manner.
- 3) #7: Classic stories and literature concepts are presented to my child in an engaging manner.

**D.** Middle School #25: Additional comments or opportunities for improvement at Monument Academy with regard to Teachers or specific classes:

**E.** Replacement question for Middle School #20 (replace entire question/answer selections):

Do you feel our safety program is adequate at Monument Academy with regard to physical security, bullying, the Internet, etc.?

- 1) Very adequate
- 2) Adequate
- 3) Not adequate
- 4) Please provide any comments, solutions, suggestions in the text box below:

**F. Open date:** Monday, March 6, 2017

**G. Due date:** Monday, March 20, 2017

**H. FOLLOW UP ACTION:**

- 1) Dr. Griffin to pull results on Tuesday, March 21, 2017 and send to Al & Mimi Brown for compilation and redaction.
- 2) Al Brown will compile comment input by grade groups and send to subcommittees for each for review, trending tracking, and redaction to be completed by each committee individually prior to April 5 SAAC meeting
- 3) At April 5 SAAC Meeting: Subcommittees will set up review meetings with the Browns to corroborate results (by April 19)
- 4) SAAC will continue to review and discuss results, assist the Browns with further work, for final documentation and presentation to MA School Board May 18.

**I.** Unified Improvement Plan (UIP) Subcommittee

- 1) Tanja Curtis, Al Brown, and Nanette Walker Smith are working with the Principal to formulate the UIP.
  - Tabulations to graphs are in progress to incorporate both 2015-2016 and 2016-2017 results to track student testing trending from grade to grade. This will help address the UIP goals from previous years and evaluate continued progress.
  - The subcommittee is also considering reviewing the option of the point(s) for improvement to consider more than just a grade and subject (reading, language, or math) to potentially to a range of grades based on the results.
  - UIPs due early April, testing is generally the end of April (NWEA and PARCC)

**5. Next Meeting Date and Topics:**

A. Wednesday, April 5, 2016; 1pm in Lis Richards' office

- 1) DAAC Bylaws results
- 5) EOY Survey review & discussion; subcommittees will set up review meetings with the Browns to corroborate results (by April 19)
- 2) UIP Subcommittee update – UIP due to D38 first week of April

**7. SAAC Meeting Schedule for 2016-2017; 1pm Lis Richard's office**

May 3

Meeting adjourned: @ 1:52pm (motioned by Mimi Brown, seconded by Nanette Walker Smith, unanimously passed).