



Monument Academy

School Accountability Advisory Committee (SAAC)

Minutes November 18, 2019
Administration Conference Room 1:30 pm

Charlie Richardson	Elementary School Dean
Julie Seymour	Middle School Dean
Janyse Skalla	SAAC Chair
Corrie Dunkerton	SAAC Vice Chair
Chris Dole	MA School Board Liaison
Laura Barrette	Elementary School Teacher Representative
Michael Herbert	Middle School Teacher Representative
Brad Cheatwood	Parent; MA PTO President
Melissa Billiard	Public Member
Cheryl Darnell	Parent; SAAC Secretary

- I. Introductions and Attendance
 - a. Janyse called meeting to order at 1:31 pm
 - b. Attendance: Charlie Richardson, Julie Seymour, Janyse Skalla, Corrie Dunkerton, Chris Dole, Laura Barrette, Michael Herbert, Brad Cheatwood, Melissa Billiard, Cheryl Darnell
- II. Review and Approve Meeting Minutes from 10/14/19
 - a. Chris motioned to approve minutes from last meeting- Brad seconded
- III. Review and Approve Agenda
 - a. Brad moved to approve agenda; Corrie seconded
- IV. Business
 - a. DAAC Report- Janyse and Laura- attended Nov 12 mtg
 - i. Discussed election results of 4A, finance info, Comprehensive Strategic Plan, voting in new board member Schwartz
 - ii. Special Ed-- 693 students enrolled in district- 52 at MA; showing growth; every year survey parents; nominate someone who makes a difference in a SPED kid's life
 - iii. Family-School Partnerships- (see "National Standards, Goals, and Indicators for Family-School Partnerships" handout)- standards with goals, identifiers to meet goal (Janyse will email prior to next meeting, and SAAC will discuss later to advise Board on what doing well, what needs work; might plug in a Focus Group)
 - iv. Next DAAC mtg Jan 14 at Bear Creek Elementary
 - b. School Board Report—Chris
 - i. Board received update from Marc Brocklehurst, Sr. Acct. and from Julie re:elem and middle

- ii. Christianna thanked Board for hiring process and welcoming; gave great update and is “turning the wheels”- focus on high school
 - iii. Marketing campaign launch Dec. 5
 - iv. Board meet Mon Dec 9
 - v. Snow update report- 4 snow days used
 - vi. Melanie Strop and Mike Molson—on budget and on schedule with high school; add’tl crews brought in to get construction back on schedule due to lost time per weather
 - vii. Chris gave SAAC update to Board- proposed that SAAC dive into data re:4th grade showing least progression in testing & have Marty explain to Board how NWEA is mapped to CMAS
- c. Survey Questions- Michael and Laura
- i. Handed out newly proposed survey questions- replacing old questions which didn’t achieve measurable goals or lend to focus group questions
 - ii. Goal of survey questions- “Create and capture a snapshot of the overall MA community”
 - iii. Questions cover academics, leadership, community
 - iv. Want to honor voice of parents who have concerns without inviting a lot of negativity- surveys identify issues, then focus groups can dig deeper
 - v. Regarding question #3- break down to Math, Science, English, Social Studies
 - vi. Regarding question #4- list all means of communication and ask parents if they are using them; instead of “enough,” use “effective” or “adequate”
 - vii. Regarding question #5- “Does the school” (cross out “leadership”)
 - viii. Suggested 2 surveys – 1 for elementary parents; 1 for middle parents
 - ix. Brad suggested adding, “What is your most pressing concern of these: (SAAC brainstormed): communication, security, health/nutrition, academics, specials, clubs/extracurricular, Student Support Services (SPED, mental health, etc.)
 - x. Suggestions for adding question asking if child feels sense of belonging/acceptance/connectedness at MA- “Does your child feel connected to the MA community (student to peer or student to staff)- has your child developed personal relationships within the MA community?”
 - xi. Discussed using a scale for responses (different questions will require different types)
 - xii. Janyse confirmed to roll this survey out to families, elem and middle, and use to create focus groups- Cheryl motioned to move forward; Chris seconded
- d. Survey & Focus Groups Timeline
- i. Open survey after Thanksgiving, close before Christmas
 - ii. Discuss in January to set up Focus Groups
 - iii. Discussed using incentives to increase participation- consensus was to not use incentives
 - iv. Invite parents to participate through all avenues of communication- set up laptop in office
 - v. Charlie- Trisha can create surveys in Google Docs
- e. Communication Flow Chart- Julie
- i. Handed out Communication packet
 - ii. Looked at several other schools similar to MA- all differ in their communication info
 - iii. Brad clarified that PTO is not currently tracking volunteer hours; Chris will share with Mark McWilliams and Board
 - iv. Communication info will reside in Parent Handbook, also on Communications tab on website
- f. Budget, Financial- Marc Brocklehurst, Senior Accountant
- i. Discussed budgeting process and financial status

- ii. Budget is created mid-April for upcoming school year
 - iii. Discussion for fiscal needs occur
 - 1. Academics, building, technology, staffing, etc.
 - 2. Grants awarded
 - iv. Budget then presented to MA Board for approval
 - 1. Posted on website under “Financial Transparency” icon
 - v. Budget reviewed & revised in October due to official student count completed
 - 1. PPR (Per Pupil Revenue) increase
 - vi. Budget presented to MA Board, voted on in November
 - vii. Annual audit completed at end of school year
- V. Next Meeting Proposed 12/9/19 at 1:00 in Administrative Conference Room
- a. Topics to be discussed – Uniform Improvement Plan (UIP), National Standards, Goals, & Indicators for Family-School Partnerships
- VI. Meeting adjourned 2:58 pm