



**Mountain Song Community School
School Accountability Committee (SAC) Meeting
May 18, 2015; 1:00 pm – 2:30 pm
Location: Small conference room, MSCS**

Attendees

Mary Ann Corey (Parent), Sarah White, Mike Galvin, Shannon Lang (Teacher), Nate Siebert (Parent), Angelita Surage (Director), Debbie Bennet (Guardian/Community)

Materials provided

Agenda
MSCS SAC Checklist

Discussion:

SAC Summary to the MSCS Board:

Mary Ann briefly discussed the SAC summary of meetings to the MSCS Governing Board, which was shared with the group on Google Docs. The Board will meet this Thursday, May 21st and will review the SAC's recommendations for delegating and prioritizing tasks for the SAC.

Annual Climate Survey:

In order to be compliant with the CSI contract, the SAC must conduct an annual climate surveys to the community. Mike Galvin, Angelita Surage, and Nate Siebert are researching best-practice questions to include in the survey. The questions will most likely target communication, some demographic information, parents' satisfaction with classroom, instruction, and teacher performance, and perhaps some questions related to the parents' likelihood to continue their students' enrollment at MSCS.

The survey will be a SurveyMonkey format or Google survey sent before the end of the year and could be included in the Parent Newsletter and on the MSCS Parent Council portal on the website.

Michael will send a list of questions he's researched to the Nate and Angelita before he goes out of town.

Sarah discussed the need for having another enrollment survey to get a better sense of who will continue to enroll their children in the fall and/or reasons why families are staying or withdrawing from MSCS.

Reviewing Checklist:

The SAC reviewed the checklist put together by Mary Ann of the statutory tasks needing to be performed by the SAC. Based on the checklist and discussion, the SAC will need to address the following items:

- Recruiting new members, especially parent members and a member of a committee/entity recognized by the school (e.g., Parent Council or Environment Committee)
 - o SAC can publicize the opportunity to serve on Parent Council newsletter.
 - o Angelita will reach out to Environment Committee
- Meeting quarterly to discuss Turn Around status
 - o A curriculum map along with other items was submitted to CSI.
 - o Angelita will provide a copy of the list to the SAC.
- Assisting school personnel to increase families' engagement with teachers, including families' engagement in creating student's READ plans, ICAP and plan to address habitual truancy
 - o There will need to be a process for tracking each of these tasks (e.g., tracking families' engagement with READ plans, process for reporting to the Governing Board, and intervening with habitual truancy/absences).
 - o The SAC should use the summer for articulating each of these points and prioritizing the tasks.
- Publicizing and holding a SAC meeting to discuss strategies in UIP
 - o The public should be involved for transparency and buy-in, but the SAC and Board are ultimately responsible for the technical expertise in developing strategies for the UIP.

Other items:

It was brought forth that the SAC should discuss a recent matter involving families wanting to switch teachers. The precedent was set during previous administration, but without policies regarding when such request are granted. It was mentioned that such changes should be the result of "irreconcilable differences" between the student and teacher, but the burden of proof should be on the parents, not the school. The group agreed that this is a policy and decision best left for the future Director and not for the Board. Mike will send the group a draft policy about class changes.

Next Steps:

- Nate, Mike, and Angelita will send the list of climate survey questions to the group for feedback
- Mary Ann will revise list for group to elaborate on the tasks

Next Meeting: May 11 at 1:00 pm

- Governing Board meeting on Thursday, May 21 at 6:00 pm

Adjourn: 2:46 pm