

**Challenge to Excellence Charter School
School Accountability Committee
2016 – 2017**

Date: March 15, 2017

Time: 8:00 a.m.

Location: Challenge to Excellence Conference Room

SAC Members: Meghan Hemann (Chair), Kelly Rayburn (Vice-Chair), Tina Crump (Secretary), Rae Whatley (Principal Designee), Annette Kullmer (PVA Rep.), Brooke Fergon (Teacher Rep.), Vacant (Community Rep.)

Guest(s): Lisa Marshall, 6th Grade Science Teacher

Meeting Minutes

1. Welcome & Introductions & Review of Open Meeting Format – (Meghan Hemann)--Meeting called to order at 8:03 am
2. Review March Agenda & Approve – (Meghan Hemann) approved prior to meeting
3. Review & Approve February Minutes (if not done before meeting) – (Meghan Hemann).
Approved
4. Open forum for guests – (Meghan Hemann)
 - a. Safety Concerns--have another Safety Week after Spring Break--March 27-April 1--ask Leadership Team to help out
 - b. Community concerns/input- no new issues
5. February Meeting Follow-up (Meghan Hemann)
6. Discuss terms of committee member positions- (Meghan Hemann)
7. Staff Report – (Brooke Fergon)
 - a. Safety--SAC often initiates a "Safety Week" after breaks. With the weather is getting warmer, more parents and students will be walking in the mornings and afternoons, etc. Mrs. Clarke has offered to add safety messages/reminders that we've used in previous years on the electronic sign out front.
 - b. UIP Goals-In the last PD session, the staff and administration discussed school-wide growth in ELA. Teachers broke into grade level teams to conduct the *beginning stages* of a Root Cause Analysis with the aim of identifying and addressing factors that may impact student growth.
 - c. After an *initial* review of the data, staff identified the following areas for more investigation:

- i. Upper grades find a small weakness in content reading (non-fiction)
 - ii. Mid grades find a need for better alignment (communication) regarding curriculum and skills progressions - where do we start and stop per grade level
 - iii. Mid grades want to continue a dialogue about assessing our current reading program, to better determine how well it is aligned to state standards.
 - iv. One team proposed that further challenging our general population should push more of our population into an exceeds category.
 - v. Overall staff agree that a more documented Scope and Sequence curriculum map may help tweak the end results to encourage growth
- These areas will continue to be evaluated in order to determine next steps.

- d. State Assessments- Teachers in grades 3-8 are preparing students for state assessments that will begin in April.
8. Parent Volunteer Association (PVA) Organization Report – (Annette Kullmer)
- a. Discussed Casino Night Fundraiser and online bidding is for anyone. Encourage family members to bid online, which starts March 20th
 - b. Teacher’s luncheon coming up
 - c. Muffins for Mom in May
 - d. Need a Chair for Teacher Appreciation Week
9. Discuss Survey Results from March Survey Questions- (Meghan Hemann)
- a. Received 41 responses to the survey
 - b. Logging hours--Maybe create a video or instruction given at Back to School night
10. Formulate April (and maybe May) Survey Questions--discussed what type of questions
- a. Academic questions--rate the areas of STEAM
11. Principal’s Report – (Rae Whatley, Principal Representative)
- a. UIP Draft--SAC members reviewed the draft UIP; Meghan Hemann made a Motion to approve the draft; Brooke Fergon seconded; all approved
 - b. PARCC Update--getting ready after Spring Break
12. District Accountability Committee (DAC) Report – (Rae Whatley)
Next meeting April 11, 2017 at 6:30
13. Community Report – (VACANT) no updates

Meeting adjourned at 9:41 am

Next meeting: May 10th, 2017