

Accountability Committee Meeting Minutes  
January 14, 2003 7:30 p.m.

Present: Cyndi Baird, Jim Greule, Ken Johnston, Brian Lewis, Angie Lull, and Christie Whitehead. Cyndi Baird chaired meeting in Allen Hankla's absence.

Previous Minutes: Need to be filed with the school somewhere. Recommend the same place as the Board of Director's meeting minutes. (Library?)

Suggestion Box: Request for report at next meeting or forward report to chairman if unable to attend. Have not heard status in some time. Also noted that a report in Speak to Peak would give community sense that suggestions are read and acted upon.

PEAK Forums: Cyndi Baird presented status of secondary PEAK forums. Last meeting in December was to be a follow up on the health curriculum meeting of December 16<sup>th</sup>. All the presenters were there at PEAK forum but no one else attended. Some confusion about time of the meeting may have contributed to the no attendance. Will make announcement in Speak to Peak very clear next time. Next meeting is January 23<sup>rd</sup> and is to be a presentation by Mr. Fontana on the proposed block scheduling for secondary students.

Surveys: Christie Whitehead presented status of surveys. Schedule for surveys was shorted considerably when it was learned on January 6<sup>th</sup> that George at BVSD would be retiring as of January 31<sup>st</sup>. He is the one who will analyze our survey results using the computer compatible bubble sheets. Therefore, surveys must go out to parents by January 17<sup>th</sup> and returned no later than January 24, 2003 in order for George to have time to do his work. Volunteers are needed to organize surveys and get them into envelopes to be ready to distribute. Last year P2P received surveys from 23% of the parents; therefore a contest is being proposed to encourage people to return their surveys. Students will complete them in class or advisory periods. Brian Lewis volunteered to help with the analysis and summarization of survey data when received from the district.

Exit Interviews: Angie Lull presented status of exit interviews. Nineteen students left Peak to Peak last year. The parents of 13 of those students were contacted. Three questions were asked in a very open-ended fashion as to not lead the respondents. Angie will create a formal report of the results and give it to the Accountability Committee. This is a new process (exit interviews) and the formal means of closing the loop of information is not determined. Some coordination between the AC exit interviews and those done by the principals whenever a student leaves the school needs to be developed. Currently the results are individual comments and are filed by student name separate from their permanent record. Angie shared a sample of the reasons students have left P2P: student's learning style is not compatible with P2P, transportation was too difficult for the family's situation, student 'didn't want to come back', a perceived elitist attitude (from a student who had enrolled but never actually attended) – “ ‘They’ say that my daughter wouldn't fit it”. Don't know who 'they' are – need to ask for clarification when a comment like that is made so that AC can respond to it.

DAC: Angie presented minutes from the last DAC meeting, held January 7, 2003. Of particular interest is the SIPR (School Improvement Process and Reporting) subcommittee, which is new this year. This directly affects P2P and how it presents in annual report. Angie is on the rubric sub-sub committee. This group will review the current rubric used to rate schools and better align it with the reporting requirements. Cyndi Baird, the head of the annual report for P2P, will attend any training sessions provided by the district that will help in writing the report. Angie will advise when this is available.

Student Assessments: Jim Greule presented a letter stating his recommendation for the annual student assessment program. This letter was given to the Board. After reading the letter, the attendees agreed that his letter correctly reflects the sentiments of the Accountability Committee as discussed at the meeting of November 19<sup>th</sup>. Further, we recommend not using the Terra Nova any more than necessary and using the last week of school to generate internal assessment of that year's work, particularly the STAR program.

Jim also shared a preliminary document that could be used to assess a student's true level of learning. This was for the area of science in grades K – 8. Committee felt this was a positive approach to assessments and realized that it can be a long-term goal for Peak to Peak.

Attachments: (Hard copies will be filed with minutes)

- Peak to Peak Charter School Accountability Survey: Teacher
- Peak to Peak Charter School Accountability Survey: K – 2<sup>nd</sup> grade
- Peak to Peak Charter School Accountability Survey: 3<sup>rd</sup> – 5<sup>th</sup> grade
- Peak to Peak Charter School Accountability Survey: Middle School Student
- Peak to Peak Charter School Accountability Survey: High School Student
- Peak to Peak Charter School Accountability Survey: MS or HS Parent
- Peak to Peak Charter School Accountability Survey: Elementary Parent
- Memorandum: Meeting Notes from 1/07/03 BVSD DAC Meeting
- DAC Minutes December 3, 2002 Meeting
- Peak to Peak Memorandum: Recommendation for Annual Student Assessment Program
- Preliminary copy of Essential Learnings document, 1/10/03, Science K – 8

**Action Items:** Allen: talk with Mr. McClure about suggestion box program  
Allen: determine the proper place for minutes to be filed. Announce to community at large (through next AC meeting announcement ?)  
Christie: distribute surveys out by end of week and meet 1/24/03 deadline  
Cyndi: clarify future PEAK forum announcements to increase attendance  
Angie: provide written report to AC on results of exit interviews  
keep AC posted on SIPR activities and training opportunities  
In general: Determine proper use of exit interview information for the Betterment of P2P.