

# **Triple A Committee Accountability, Accreditation, Assessment**

## **Minutes of October 11 and 12, 2004**

**These minutes will be presented as the results of the both meetings jointly. Unfortunately, the chairperson, again, took notes on the meeting – will need to ask for a secretary at all future meetings.**

**Attendees: Monday, 3:45 pm: Cyndi Baird, Chris George, Leslie Hughes-Lind, Donna Long and Dan Hoeger.**

**Tuesday, 8:00 am: Cyndi Baird, Tim Carrig, Guy Stringfellow, Becky Weingart, Libby Zimmerman and Susan Bird.**

**Attendees introduced themselves.**

**Cyndi Baird presented the current School Improvement Plan (SIP) for 2004-2005 which will be included in the End of Year (EOY) report due to the district on October 15. Discussions included additional means of improving CSAP scores for the students of Peak to Peak. Mr. George shared his varied experiences at his previous high school and the successes they experienced. Ideas included contract with students to do the best they can do on the test, include the CSAP scores on grade cards, inform students and parents of the importance of the CSAP tests, perhaps through a PEAK Forum prior to the spring tests. We did discuss how we are moving towards the faculty being fully involved in the school improvement plan process and how to increase the participation in the coming years. We also included some slight changes in the wording of the AP and ACT goal statements to make them more measurable in the SIP. The SIP was approved as amended and will be presented to the Board of Directors on 10/14/04 then submitted to BVSD on 10/15/04 along with the EOY report.**

**Dan Hoeger presented a preliminary proposal for PEAK Forum policies for future PEAK Forums. After some general discussion that PEAK Forums need to be something beyond a presentation, he will bring a formal proposal to the next AAA meeting in November.**

**Libby Zimmerman presented a draft form of a new teacher / course evaluation survey that is anticipated to be used at the end of each semester, instead of the long middle/high school student survey in the winter. Discussion included ideas for the use of ‘focus groups’ to evaluate surveys, separating middle school and high school surveys, and using some incentive for participation in survey (free time to play outside). Included the need to involve the counseling department to coordinate all the surveys that are presented to the students each year. Libby will continue to work on the surveys and bring a status report to the November meeting.**

**Susan Bird presented a proposed suggestion box policy on how comments, questions and suggestions would be handled. This was agreed upon and will be included on the web-page and by each of the suggestion boxes around the school.**

**Action Item: Dan Hoeger will bring a policy statement for PEAK Forums to discuss at the November AAA Committee meeting.**

**Next Meeting: November 9<sup>th</sup> at 8:00 – 9:30 Room S225**