

AAA Meeting Minutes
January 11, 2005

Attendees: Guy Stringfellow, Becky Weingart, Libby Zimmerman, Haviland Stagers, Susan Bird, Cyndi Baird, Tony Fontana

Discussion of survey status –

Time table for distribution/return date to parents (elementary/secondary). All analysis should be completed by February 11th and will be reported to the Board of Directors at their February 24th meeting.

Student survey process went well and feedback was positive. Ms Wagner has begun analysis of student data

Discussion of Proposal for future surveys-

Review Survey Proposal (attached):

Summary: Students in K-2 will not be surveyed.

Students 3 – 12 will complete both climate and teacher evaluation surveys

Parents of K – 5 will be surveyed on teachers

All parents will be asked to complete mission/climate surveys

Discussion on how students evaluate counselors. Survey question is based on which counselor student had contact with, not necessarily the assigned counselor.

Parents of Secondary students will not evaluate each teacher on the survey. It is felt that the parent responses are based on feedback parents had from their student(s) which does not provide any additional information.

Discussion on what process Secondary parents will use to provide feedback on teacher performance. Ideally, parents would follow the conflict resolution process and initially address any concerns/comments directly with the teacher involved. However, some parents are not comfortable with contacting the teacher directly. A discussion ensued about the possibility of developing two forms (Concerns, Kudos) as a method for parents to communicate with teachers. A process would need to be developed: Would the forms be available on-line, would the department chair/administration receive a copy in addition to the teacher.

Discussion of future surveys and information AAA needs vs. information H/OD needs and which group should administer the survey process. A sub-committee may need to be formed to address this issue. **Action Item:** Cyndi Baird will discuss surveys with the H/OD and report back at the next meeting.

Suggestion Box Activity-

Review of the Suggestions/Responses for November/December 2004. Copy attached.

NCA Spring Visit-

NCA will return in the Spring to conduct an in-depth review (approx two days). Need help with the notebooks necessary for site visit. **Action Item:** Cyndi Baird to discuss possible dates with school administration and NCA. Bring back to next meeting.