

## **Peak to Peak Accountability Committee**

Minutes to January 16, 2007 Meeting

Attendees: Cyndi Baird, Susan Bird, Tim Carrig, Caroline Clark, Lisa Gaskins, Aaron Harber, Allison O'Dowd, Renata Nadolski

Began at 8:15

Lisa Gaskins called the meeting to order as the assistant chair.

### Parent Survey:

All members reviewed the survey draft as completed by Aaron Harber. The wording of each statement and all formatting was discussed and revised as needed. Some changes were made based on the specific KPI to which the statement was directed and the exact data that was decided to be helpful for the Strategic Plan.

A final draft was agreed to by all members and given back to Aaron for final changes.

### Student Survey:

Lisa learned that school specific statements can be added to the student climate survey that is administered by the Boulder Valley School District each spring and that February is early enough to submit our statements. She handed out some sample statements for the members to review before the next meeting. Discussion on the statements to include in P2P Climate survey was tabled until the February meeting.

### Action Items:

1. Lisa to send parent survey changes to Aaron on Tuesday (1/16/07) to update the final draft.
2. Aaron to make all pertinent changes and email final draft to members. (1/16/07). Also, Aaron will determine the process for and timing of survey data analysis.
3. All AC members review final draft and send comments to Aaron by Wednesday. (1/17/07)
4. Allison will make the appropriate number of copies and divide into secondary and elementary packages.
5. Caroline will confirm the process for including these surveys with student grade cards and determine where and when the AC members can volunteer to help.
6. Allison will manage the Friday Folder process for all elementary students/teachers.
7. All AC members need to be available over the next week to help in getting the surveys mailed to P2P families and after 2/9/07 to help code survey results into useable format for analysis (Aaron to train). Be prepared to discuss and decide on the statements to be included in the student survey (by grade level) at the February 20, 2007 meeting.