

Bromwell Elementary - CSC Meeting Notes

Collaborative School Committee Meeting Notes – April 8, 2015

<u>Participants</u>	In attendance?		In attendance?		In attendance?		In attendance?	
Parents:	Jeff Andrews	N	Becky O'Connor	Y	Pam Lawrence	Y	Matthew Perry	Y
Teachers:	Sarah Damhof	Y	Andrea Lewis	Y	John Hovan	Y		
Principal:	Jody Cohn	Y						

A. Call to Order, Welcome and Introductions

B. Review of Prior Meeting Minutes from March 4, 2015

C. Meeting Items:

- * ECE classroom teacher was selected for the 2015-2016 school year. Her name is Sarah Trantina, and she is coming to us from Samuels Elementary.
- * DPS is putting in a new playground for ECE (20 students have been registered, and 40 students are on the waitlist).
- * Kate Hutson to take the .5 English as a Second Language (ESL) position
- * Sarah Duran shifting from 5th grade to the 4th Grade teaching position
- * Joel Stewart – Administrative Assistant (AA) position: already has relationship with staff and will be a resource to teachers, and will participate/support instructional leadership and administrative responsibilities.

- * Sarah Damhof explained how Student Learning Objectives (SLO's) have affected teachers' professional work this year. Each teacher must establish two learning objectives that are aligned to the Colorado State Standards. Throughout the year, the teachers then examine formative assessments in their weekly data team meetings to progress monitor students' growth towards those objectives.
- * Currently we have two fifth grade positions posted, and during the month of April the Personnel Sub Committee will be interviewing qualified candidates.
- * Physical Education teacher was hired. His name is Kevin Edwards, and he is coming to us from Schmitt Elementary.
- * Budget fall adjustment : After our Fall Adjustment, which occurs in early September 2015, and if we meet projected student enrollment, we will then be able to determine if we can fund paraprofessional to their desired funding status.
- * Our new Library/Commons Space: 4700 books in our collection, working with library services to ensure shelving for all is provided in our new space. Some will be mobile carts as well as built in periphery shelving.
- * New stage curtains and backdrop as part of bond budget

CSC Purpose & Scope (in brief) per CDE rules & regulations:

- to enhance student achievement and school climate by building relationships, increasing involvement and providing a forum for input to engage the community in collaborative efforts supporting school and District goals.
- to provide input and strategic direction to the school's SIP and mission/vision, which with the school's program design, serves as the strategic plan for the school.
- to provide guidance, use measures/methods of evaluation in order to approve the SIP and the annual budget as well as aid in alignment of staffing/resources.

The CSC is not involved in the daily operations of the school, issues relating to individuals (staff, students, or parents); or HR/personnel issues.

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- * Many of our newly created spaces at Bromwell will receive new furniture (such as the breakout rooms, reception area in the front lobby and our commons area-LMC) and other various items to update classrooms.

- * The move back to Bromwell will officially begin taking place during the second week of June. The Transitional Advisory Group (TAG) will meet in early May to organize how parents can support teachers in the packing of their classrooms.
 - o School Tours of the new Bromwell will begin in early August, which will be announced when Jody, Cindy and Elizabeth return from Summer Break.

- * Parent Surveys are going out to parents this month. Return rate and overall parental satisfaction impacts our overall school rating.

- * District developed Interim benchmarks are used to rate school performance, as this was a baseline year for PARCC and CMAS. In order for the district to determine growth, a school must have two consistent years using the same assessment.

- * According to teachers, for the most part, students seemed comfortable with all of the assessments. Comments from students were that they liked typing as opposed to a pencil/paper format, they felt grown up taking a test on the computer, and that the assessments weren't as difficult as once thought. Kudos and thank you to Sarah Damhof, who organized efforts to help support our third through fifth graders during the testing window. Our K-2 students hosted a pep rally, for our third through fifth grades, which was not just to get testing off on the right foot, but to celebrate school spirit, which was awesome. Kids felt like rock stars and went into testing with confidence. A huge shout out goes out to Melissa Zink, Alison Kapsalis, and Jen Miller who served as our Site Assessment Leaders and assisted teachers with test implementation and technical support.

D. Next Meeting Date: May 6, 2015 @ 3:30pm

E. Adjournment

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E-mail listing for CSC members:

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Ongoing Acronym/Definition List:

Note: This is a living document and should be appended (in alpha-order) with each meeting's minutes.

Classified: Paraprofessional/"Para"

CDE: Colorado Department of Education

TCAP: Transitional Colorado Assessment Program (formerly referred to as CSAP or Colorado Student Assessment Program)

CSC: Collaborative School Committee

HIIM: High Impact Instructional Moves

LEAP: Leading Effective Academic Practice

Para: Paraprofessional

PBIS: Positive Behavior Intervention Systems

PEBC: Public Education & Business Coalition

RWM: Reading, Writing & Math

SET: School-wide Evaluation Tool

SOAR: Safety, Ownership, Achieve, Respect. SOAR is Bromwell's methodology for implementing PBIS.

SPF: School Performance Framework

UIP: Unified Improvement Plan (formerly referred to as SIP or School Improvement Plan)

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