

Bromwell Elementary - CSC Meeting Notes

Collaborative School Committee Meeting Notes – 10/5/2011

Participants	In attendance?	Y/ N	In attendance?	Y/ N	In attendance?	Y/ N	In attendance?	Y/ N
Parents:	Bernard Candelaria	N	Priscilla Wolfe	Y	Jeff Sippel	Y	Jeff Andrews	Y
Teachers:	Amy Ford	Y	Katie Dunn	Y	Lauren Nonino	Y	Melissa Zink	N
Classified:	Sabine Laging	Y						
Community:	TBD							
Principal:	Jody Cohn	Y						
Others:	NA							
<i>The CSC includes representation from parents, community, faculty, administrators and classified/paraprofessional staff; meetings are open to the public and posted the school calendars.</i>								

- A. Call to Order, Welcome and Introductions:** no new attendees or visitors.
- B. Review of Prior Meeting Minutes & Assign Meeting Minute-taker for Present Meeting:**
Minutes approved. Jeff Sippel minute-taker.
- C. Review Agenda:**
 1. **CSC Purpose, Scope & Policy:** (Collaborative School Committee) Document provided; excerpts from handbook reviewed. References:
 - a. <http://www.dpsk12.org/policies/Policy.aspx?-db=policy.fp3&-format=detail.html&-lay=policyview&-sortfield=File&-op=cn&Title=collaborative&-recid=33036&-find=>
 - b. [http://bromwell.dpsk12.org/stories/storyReader\\$1146](http://bromwell.dpsk12.org/stories/storyReader$1146)
 - c. www.dpsk12.org/manila/programs/.../FactsAboutCSC.doc
 2. **CSC Discussion:** specific highlights reviewed:
 - a. Enhance learning climate
 - b. Provide direction towards mission
 - c. Ensure compliance with regulations and requirements
 - d. 13 specific obligations reviewed
 - e. 3 specific exceptions reviewed
 3. **SPF:** (School Performance Framework)
 - a. 1 of 12 distinguished schools (#11); overall rating 80%
 - b. "School Math": growth percentile "not met" expectations
 - c. "Gaps Math": approaching expectations
 - d. Student engagement and inclusion: 4/6, identified as "area for improvement" by committee
 - e. #4 elementary school in reading in district
 4. **PDP** (Professional Development Plan), related to the school's UIP (Unified Improvement Plan; formally referred to as SIP) reviewed
 - a. "Close the gender gap with writing": in Y2 of 2 year plan
 - b. Build on the success of Y1, and also incorporate future area of growth (science) and use inquiry-based learning via student workshops
 - c. Upcoming workshop for all teachers: will be at Bromwell, in a Bromwell classroom, real-time with Instructor Jody Lawrence

Gifted and Talented "Building Plans:"

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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- a. Math compacting: teach the students what they don't know, not merely the grade-specific curricula
- b. Other techniques reviewed included: Investigation/ In-Depth Study, Push-In, Pull-Out, and Enrichment
- c. Over 50% of Bromwell students receiving some GT services

D. Other Items Discussed: None.

E. Action Items: Ongoing and New

- *Jody* – to continue follow-up on CSAP and PBIS to dos/suggestions from September meeting.
- *Priscilla* – attend next PTA meeting on behalf of CSC; follow up on mail sent to CCN for inclusion in newsletter to find new CSC community rep.
- *Jeff A.* – provide an update on DPS CSC training attendance; obtain update on ETC for school website, discuss inclusion of school calendar as well as CSC materials including: purpose/policies docs (links above), minutes, acronym list, members contact list, CSC question box.

F. Audience Comments: none

G. Suggested Agenda Items for Next CSC Meeting: Ongoing review of UIP.

H. Next Meeting Date: November 2, 2011 at 3:30 PM

I. Adjournment

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

CSAP: see TCAP

TCAP: Transitional Colorado Assessment Program. Starting in the spring of 2012, students in the state of Colorado will take the TCAP Colorado Student 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

PDP: Professional Development Plan

PEBC: Public Education & Business Coalition

RWM: Reading, Writing & Math

SET: School-wide Evaluation Tool

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SIP: see UIP

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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