

# Bromwell Elementary - CSC Meeting Notes

## Collaborative School Committee Meeting Notes – January 11th, 2012

<b>Participants</b>	In attendance?	Y/ N	In attendance?	Y/ N	In attendance?	Y/ N	In attendance?	Y/ N
<b>Parents:</b>	Bernard Candelaria	Y	Priscilla Wolfe	Y	Jeff Sippel	N	Jeff Andrews	Y
<b>Teachers:</b>	Amy Ford	N	Katie Dunn	N	Lauren Nonino	Y	Melissa Zink	N
<b>Classified:</b>	Sabine Laging	Y						
<b>Community:</b>	Cathy Roper	N						
<b>Principal:</b>	Jody Cohn	Y						
<b>Others:</b>	Greg Rippey (PTA)	Y						
<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**

**B. Review of Prior Meeting Minutes:** approved.

**C. Review Agenda:**

1. **2012 - 2013 Budget Forecast:** provided by Katie Parsons a DPS Budget Analyst and district finance partner for 19 schools in the area. Jody meets with Katie once/month to discuss updates from DPS and possible impacts to Bromwell and Katie help is build the budget. Relayed that the “State of the State” was just released. Two websites summarized it at different ends of the spectrum; one indicating the state is bankrupt and the other saying the state is doing great. DPS is reviewing the summaries to come to their own conclusion on how this will affect the school system; it could mean some budget cuts but too soon to tell. DPS should be able to relay updates to us in February. When this happens, Katie plans to help us consider budget implications with key focus on Bromwell’s Unified Improvement Plan (UIP).
2. **2011 - 2012 Budget Review:** Jody walked attendees through a bottom up review of last year’s budget. We begin with the state-mandated funds (nurse, special ed, G&T, etc.); and this is built upon to with basic school expenses (classroom teachers, principal, office staff, admin. Expenses) and the matching of mill levy funds for “specials” finally leaving us with limited discretionary funds for other specials and paraprofessional funding. Attendees agreed it is too early to begin discussing this year’s budget implications given we really have no details from DPS yet and are awaiting the February 9<sup>th</sup> the PTA will vote on the \$165K probable grant; we need the actuals before proceeding.

**D. Other Items Discussed:**

1. **Early Release:** update from last agenda/meeting – We will know more in the April timeframe; must gain additional information on the transportation schedule for buses, also need to consider all the meetings that occur regularly during school days for teacher attendance; any early release schedule changes would ultimately require 90% approval by all parents to make the change.
2. **Headcount:** The headcount is based on trends of births, choice history, building size, etc. we presently have 316 projected for the next year. Plan to limit choice students going forward.
3. **New Bromwell Website:** launching soon! Reviewed and agreed upon description of CSC for posting on the website.

**E. Action Items: Ongoing and New:** none specifically discussed/reviewed.

**F. Audience Comments:** one parent visitor in attendance to learn more about CSC.

**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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- G. Suggested Agenda Items for Next CSC Meeting:** Jody plans to discuss Steck's philosophy on platooning at future meeting.
- H. Next Meeting Date:** scheduled for Wednesday, February 15<sup>th</sup> @ 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

**PEBC:** Public Education & Business Coalition

**RWM:** Reading, Writing & Math

**SET:** School-wide Evaluation Tool

**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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