

CSC Minutes – 9/2/14

Attendees:

CSC Members: Nathan Karet, Paul Vincent, , Ana Petersen, Linda Engelhart, Lisa McGrath, Kelsey Larson, Jolien Haro, Christy Berger, Elisa Bowers, Katy Mattis

Guests: James Looney, James Lobato, Celestina Lobato, Lynn Roberts

- Approval of minutes for 8/5/14
 - Add attendees
 - Jolien will make corrections for 8/5/14 CSC minutes
- Working Agreement
 - No judgments, blame or shame
 - No side conversations
 - Transparency for all communication
 - Wise use of electronics
 - Presume positive intent
 - Be respectful
 - Respect time
- Norms around communication
 - Open to everyone
 - Communication is subject to any CORRA
 - Media can access everything
 - Email between two members should be public and sent to all CSC members
 - Present yourself as if the media was here at all times
- New business
 - Katy will not answer anonymous questions due to working agreement
 - CSC Minutes from April 2014 address the questions around Extended Learning Time (ELT) questions presented by Nathan Karet – refer to Denison website for ELT
 - At this point ELT will be discussed at SLT not CSC
 - Refer to SLT vs. CSC document found on the Denison Website
 - ELT questions are brought to the CSC and then redistributed accordingly
 - SLT will handle questions concerning the implementation
 - CSC will handle questions concerning the calendar and schedule
 - Feedback from CSC with parents – examples: what to bring in, follow up – how to communicate with parents?
 - Point to consider
 - A lot of new parents that do not know what is going on regarding ELT, need awareness
 - How do we get out information before the first round of School of Choice?
 - Via paper and web
 - All information regarding ELT is on the Denison website

- The archived CSC Minutes letter was sent home April 25, 2014
- Katy will send out another ELT letter, will send with the Title I letter
- Website
 - James Looney – guest – will take on the Denison website
 - The website will be similar to what he does for a living, software
 - James became interested in the website from ELT last year
 - Will fill in blanks for families
 - Katy can maintain website surrounding the Sunday ROBO Call and ELT information
 - The website needs love – word press, new events, parent perspective, Acronyms and abbreviations, DEAL list
 - What is the process to be followed regarding the website? What should and should not be touched? Should ideas be approved by the CSC first? Should James bring an unpublished website changes for approval? Procedure?
 - The About section can be updated as well as Cool Stuff We're Doing
 - Alice Cothran has a list of students with release forms to allow their pictures to be on the Denison website
 - Calendar should start from scratch through a Google account
 - Nathan Karet will create a new calendar and then coordinate with James Looney and Katy Mattis to get it posted on the Denison website
 - Advertising components
 - Contact teachers at Denison and see what they are doing in their classrooms
 - Comment and concern box was suggested
 - Monitoring?
 - Contact page instead?
 - Include some sort of link to staff email addresses
 - Do we create a CSC blog for correspondence including an email?
 - Katy will look into this
 - Parents who are CSC members should create a separate email account for CSC communication to avoid public access to personal information
 - Link on Denison Facebook page to Denison website
 - All information on Denison website is also communicated on the Denison Facebook page
 - Going to change the word documents on the Denison website to pdf's for easier access
 - Suggested that teachers address the Denison website at conferences with the parents and provide the url for the website
 - Typed minutes (1 week) and CSC corrections and approval (1 week) will follow the bylaws
 - Then put on the Denison website for parent, community and staff viewing
 - Hard copy of the CSC minutes will be posted on the Parent Board in the office

- Agenda will also be posted two weeks before next CSC meeting for viewing but will be subject to change
 - Idea brought up of a weather proof bulletin board for outside the South entrance
 - Nathan Karet and James Looney will work together to get things front and center for the Denison community
 - Ongoing business
 - Discipline
 - Paul posted safety procedures in every classroom
 - Power went out due to a storm after safety procedures were posted
 - There was a lockdown before school started due to a warrant
 - Enrique has installed hooks to hang signs informing people trying to enter the building of the lockdown
 - Teachers are asking for an overview of procedures for early morning lockdowns
 - Parents wanted to know how/if/when they are notified about lockdowns
 - This is done by Robo call
 - Behavior
 - Denison is one of few schools in DPS that has less than 0-3% of repeated suspensions
 - Congratulatory on Friday 9/5/14
 - Monthly/Family Events/Activities/Calendar
 - Primary Night is next Tuesday, 9/9/14 at 5:30pm-7pm
 - Communicated through Robo call, Robo call email, Facebook, Denison website
 - FDM meeting on 9/11/14 at 5:30pm
 - Fall conferences
 - Should be listed on the CSC calendar that went out
 - Nathan Karet will add these events to the new calendar being created
 - Principal Updates
 - All Montessori teachers and principals from the district gathered the Tuesday before school started in their new district grouping
 - Ongoing Montessori assessment progress still stands as the same from the last CSC meeting
 - Attendance at Denison is problematic already
 - Current attendance is 96.3%
 - Vacations, early outs and sicknesses contribute to this
 - 8am-12pm counts as a half day of attendance
 - 12pm-4pm counts as a half day of attendance
 - Need a way to focus on chronically absent students
 - Paul Vincent dedicates 1 hour per day, totaling 5 hours per week to attendance

- A student who misses 3 days a month will miss 2 years over the course of schooling
 - Paul makes phone calls home to parents everyday regarding absences
 - Then letters are sent home
 - Then attendance plans are created
 - Positive reinforcement? Incentives?
 - Paul Vincent will be working with the school Psychologist, Andrew Alberti about ideas and pieces to keep attendance high
 - Paul Vincent's focus is unexcused absences and excused absences totaling 3 days per month
 - Early outs count as absences
 - impactful
 - Tardies do not count as absences
 - impactful
 - Early releases are excused for sports with a note from the sport center
 - Does not trigger truancy
 - Excused absences include doctor appointments, dental appointments, sicknesses
 - Needs a letter or note
 - Communication with parents about when to send sick students to school
 - District rules apply to Denison
 - Confidentiality does not allow notes of sicknesses to go out to classrooms
 - Nurse sends home letters pertaining to sicknesses in Friday Folders
 - Update on PARCC
 - Ordered material to help with PARCC preparation
 - Teachers have taken a practice PARCC test to help prepare students
 - We know the testing window but specific testing dates are still TBD
 - Ongoing conversations amongst teachers are occurring about PARCC
 - Uninterrupted morning blocks
 - Teachers are saying the blocks are great, students are more engaged, new students are acclimating better, etc.
 - Katy Mattis will get quotes from teachers at Denison regarding the uninterrupted morning blocks and send out an update to the Denison parents and community
- FDM update
 - Fall Festival will be October 25th from 11am-2pm
 - Food vendors?
 - Suggestions and ideas for Fall Festival are welcome
 - Anybody can come

- Costumes welcome as long as they are following the expectations of last year's Fall Festival
 - 6th graders can log community service hours and earn fundraising money for their 6th grade trip by working the booths
 - Need to start communicating to parents now about the Fall Festival
 - Possible cultural event in February 2015
 - Possible event called Denison Around the World
 - This would be where every classroom takes a country
 - Possible UN Day
- SLT update: n/a
- PAC update
 - There will be 4 principal meetings a year and they are scheduled already
 - Can be found on the CSC calendar
- Upcoming October CSC agenda
 - Principal updates
 - School performance framework
 - TCAP scores
 - UIP
 - Title I
 - Impact budget next year
 - Free and reduced lunch applications
 - Solar panels
 - Greening of the community committee
 - Students and staff
 - Green Up Our School