

Animas High School SEC Meeting Minutes May 23, 2016

5:00pm-6:30pm

Present: Gordon Henriksen, Kyle Edmunson, Sean Woytek, Ted Compton, Jesse Hutt, Mary Polino (recording minutes)

Focus of meeting is to review the SEC's role in the AHS charter.

Mary: Question:

Who checks and balances the HOS? Is it the SEC or Board job to oversee?

Sean: The Board president is notified of staff changes so it's a Board thing.

There is a grievance process and an evaluation process for staff in place headed by the HOS.

The role of the SEC:

Sean reports that AHS has to have a SAC (School Advisory Committee), per CSI charter rules. AHS has a PAC (Parent Advisory Committee) and an SEC (School Excellence Committee). The purpose of the SAC is to have the parents have a voice. Between PAC and SEC we are covered. Gordon has researched this too, and the PAC and SEC fills the requirement for a SAC.

Jesse reads that the UIP (Unified Improvement Plan), states this differently. Will send me (Mary) notes. The UIP states areas of improvement needed and lists actions that should be fulfilled by the HOS and staff with the HOS at the lead.

Ted states: SEC did more of the UIP job this year. The meetings discussed testing, post secondary education, etc. and gave guidance to the HOS as reported to the Board.

Mary asks about; History: why SEC instead of SAC? Difference btw founders and leaders of the school HOS in philosophy. In the beginning, the committees were different eventually because they needed a SAC as defined by the UIP. SEC was originally founders that wanted to follow the charter, so it was different than the SAC.

Sean: PAC: grievances like drug use are parent-led. The intention for PAC is to be parent-led or parent-driven, come at any time.

Ted: the SEC serves at the behest of the Board and school. The board hasn't given to the SEC direction in a long time.

Kyle: most of the issues we looked at this year came from Holly Shure. Is that our role?

Does the SEC need to exist? Does it make sense to morph it into an SAC? Is the SEC intent not longer needed?

Jesse: I see this committee in a couple of ways. The SEC should know how we are doing with test scores, parent surveys, and major changes to the school. Maybe not meet every month, but good to use a check and balance system when a major change is happening at the school.

We can also ask HOS questions about the running of the school. So that is a SAC role. Do we change to a SAC?

Kyle: SEC focus maybe is too broad. Maybe the committee needs to have a narrower focus.

Jesse: Speaking of surveys she thinks we need to do a better job of analyzing them and pay attention to them. This committee is a conduit for the parents' expectations of the school. The SEC should help measure the surveys.

Gordon, to Jesse's point: Recalling the HOS search done last school year: on one hand this (feedback) is what we need from students and faculty. Parents had a totally different need for the HOS. Gordon doesn't want to overweight the parent survey at the expense of the staff and student survey.

Sean: The AHS Board is at the 30,000-foot level so it is the job of the SEC to look at the surveys and develop action items if needed.

How do we get more of a sample size from the surveys? There will be some years that we don't need a lot of change to be made for the next year.

Exit interviews: who could be Switzerland? Doesn't the admin know who, and what, and why people leave? Are exit interviews necessary to do by a third party (Board or some other committee member), or do Sean and Libby already know the info.?

Mary: They could document the information so we can look for trends and use it to improve.

Jesse: SEC needs a meeting each for: surveys. Test scores, exit interviews, hearing major changes in programs. Do we need a meeting to analyze the survey questions and establish how we can get more of a response from parents. SEC needs to do this in a specific meeting.

UIP meeting: set for January's SEC meeting.

In closing: We want to maintain the job of the SEC to be survey analysis, exit information, curriculum/(program changes) and test score analysis. These are the pillars of the SEC. This can form a mission statement. A mission statement can come from this.

Ted: Is another pillar or function of the SEC to report on what we do? Does News from the Nest cover this? This is a question for Libby to answer: Communications to the community regarding what the SEC is actually doing.

Gordon: at next meeting let's look at parent survey in detail. Should we look at comments and analysis?

Sean: Next meeting add questions on survey about the schedule change. Add this topic: "questions about schedule change" to our SEC meeting schedule when we set the schedule next meeting.

Ted: let's keep the by-laws close to us for review on a continual basis.

During the next SEC meeting the committee will schedule the subjects of the next year's meetings.

Mary: Google doc of four pillars and then Gordon reports to Board

Next meeting June 6th.