

STEERING COMMITTEE MINUTES: TRAINING
June 9th, 2014

In Attendance: Tony Edwards, Pierre Habel, Keith Beams, Linda Choun, Priscilla Flanders, Mark Flora (via phone), and Leonard Dinegar.

Absent: Lisa Papke.

Order: The training was called to order at 5:02 p.m.

Linda stated that this is the first of two training sessions, the other to be held in August. She emphasized that the primary purpose of the training was to train/equip current Steering members. Other community members had been invited to learn more about D'Evelyn's philosophy and Steering responsibilities. Anyone interested in serving on S/C should contact Tony or Linda for further training opportunities.

Introductions of people in attendance: Jerry McWhorter, Josh Griffin, Beverly Haynie, David Sodia, Bob Chapin, Lisa Cushnie, Gina Coco, Ghislain Sabre, Janet Pike, Todd Chapman, Eric Oppelt, Trisha Clifton, and Donna Schreenu

Review of Documents: Founding Document, Bylaws, Policy Structure:
Linda led the discussion which included:

- A brief history of the founding of D'Evelyn. Around 1993, Dennison parents were looking for a similar rigorous education option at the high school level. Colorado charter school legislation passed, and the District approved D'Evelyn as an option school. Having a governing board (Steering Committee), D'Evelyn was the first school of its kind.
- Review of basic ideas of the Founding Document and Philosophy Statement revolving around liberal arts, whole group instruction, and rigorous sequential learning.
- Review of the Program Narratives laid out by the Founders, outlining the basics of the school curricula.
- Review of Program Outcomes (required by the District), Governance, and the Operating Philosophy which focuses on participatory management style. Linda also explained the Program Evaluation, which includes oversight by the Accountability Committee.
- Review of the Program Facility and small school vision. Capacity was originally 900 students, but due to attrition and staffing considerations the current goal is 1,000 students. The District's lottery system must be followed for student admission.
- Review of the Memorandums of Understanding agreed upon by the District, which names S/C as the school's governing body.
- Review of the Bylaws which outline how S/C operates and includes guidelines on membership, elections, etc.
- How to find the school policies online via computer/projector.
- Review of the Carver governance model and a brief description of Governance Policies (how S/C operates), Linkage Policies (how S/C delegates responsibilities), Executive Limitations (defines limitations placed on the principal), Curricular Directives, Staffing Directives, and Ends Policies (school outcomes).

- Explanation of Administrative Regulations which outline day-to-day operations of the school and are the responsibility of the principal.
- The group reviewed a flow chart which depicted the responsibilities and relationships of various D'Evelyn committees/positions. Attachment 1

Overview of S/C responsibilities: Linda referred meeting attendees to a written list of S/C responsibilities, stressing that in addition to bimonthly meetings, there are numerous other responsibilities mandated by the document/bylaws/policies which S/C members are required to fulfill. See Attachment 2

Development of Steering Goals for the coming year:

- Keith and Priscilla led a Power Point presentation, stressing that Steering is a volunteer board, so realistic assessment of manpower resources should be considered when developing achievable goals. It was also stated that goals that were up for consideration would not be finalized/prioritized until August, when the full S/C can discuss.
- **Goals should:**
 - align with responsibilities of S/C as outline in the Document.
 - be clear and easy to understand.
 - be measurable.
 - have a defined timeframe for completion.
- **Considerations:**
 - Resources required
 - Ongoing responsibilities of S/C required by policies and bylaws
 - Importance and benefit to school community
 - Urgency
 - Timeframe for completion
 - Involvement of other stakeholder groups (A/C, staff, etc.)

Curricular Goals:

- A list of 13 potential goals which had been identified (and tracked on the continuity log) throughout the year were reviewed. Steering discussed as many as time allowed, in light of alignment and considerations listed above.
- Additional goals were added for consideration.
See Attachment 3.

Next Steps: Summer policy work will continue. Goals will be reviewed/selected and prioritized August 11th when all S/C members are in attendance.

Meeting adjourned at 8:30 p.m.

Next Meeting: August 11th at 4:30 p.m. in the Main Office Conference Room.

Respectfully submitted: Aimee Pless, Note Taker and Priscilla Flanders, Secretary