

Welcome & Good Things

Debrief Training Wed. 9/24

Create CSC Meeting Norms

Powers & Duties

Colorado State Statute 22-11-402

- Provide input and feedback on school budget and spending priorities
- Convene at **least quarterly** and ensure meeting dates, agendas and notes are available and **open to the public**.
- To increase the level of parent engagement in the school as it relates to academic partnership
- Provide input and recommendation to the District Accountability Committee (DAC)



Quarterly Meetings
Public & Accessible

Meetings

- Meetings are **open to public**
 - Agendas **posted** ahead of time and minutes **posted** afterwards
 - DPS Legal Guidance - meeting records retained for 5 years
 - Meet at least **quarterly**
 - **Visible and accessible** - school website and/or parent communications
 - DPS App
 - DAC shared some [examples](#) and guidance from observations
 - Templates in Handbook

What is within CSC Scope of Work?



- Review and input on performance plan (UIP)
- Recommendations on budget priorities
- Discussion on class sizes
- Input on program design changes
- School/Community engagement *as it relates to CSC work*
- Principal feedback survey *as it relates to CSC work*

What is not within CSC Scope of Work?



- Day to day operations of the school
- Individual student issues
- Personnel issues
- Advocating for personal interests instead of the entire school/all students

Checklist for Fall Quarter (Aug - Nov)

- ☐ Information to parent community/recruitment
- ☐ Election of officers: parent should be chair/co-chair
- ☐ Orientation & training: handbook, review & update bylaws
- ☐ Set meeting agreements (norms)
- ☐ Initial review of school data
- ☐ Provide feedback to school leader on UIP
- ☐ Process for posting meeting dates, agendas, minutes, and other information (i.e. class sizes)

Nov/Dec: Begin discussion and provide input on budget as related to school priorities and UIP

Making Recommendations

Recommendations should be made by consensus.

A consensus recommendation is either unanimous or a majority recommendation that the entire committee (including dissenters) will implement and support.



Building Consensus

All members have a thorough understanding of relevant information.	There is participation by all group members with efforts to accommodate different needs
An understanding of different perspectives , concerns & needs - you have listened to others and they have listened to you	A willingness to work through disagreements and address the underlying needs

Refer to your meeting norms!

Guiding Questions for Making Recommendations

Setting the stage for collaborative discussions and making recommendations:

- What are the priorities?
- Are there multiple options to address the priorities?
- How do we maximize resources to have the greatest impact?

When a recommendation is discussed:

- Does this recommendation align priorities and strategic goals in the UIP?
- Does this recommendation have a positive impact across the school?
- Does this recommendation ensure a safe school environment?

Key Takeaways: Making Recommendations

- **Advisory committee: recommendations vs final decisions**
- Acknowledge difficult decisions
- Generate multiple options/scenarios
- Start the process early
- Take a break if needed and utilize support (impasses)

Key Takeaways: Consensus Building

- Consensus vs voting
- Thorough understanding of information & time for questions
- **Invite multiple perspectives**
- Participation by all
- Refer to meeting agreements (norms)
- Focus on **collective group needs vs personal positions**

Title I

Does your student attend a Title I School? If so, YOU have **"the Right to Know"**.

- Parents should attend an annual Title I Parent Meeting to receive information:
 - Right to Know: Qualifications of your child's teachers
 - Right to Know: If your student has been identified as an English learner and what MLE programs are available to support them.
 - Parents should receive a copy of the School Parent Compact.
 - Right to Know: Assessment Information (opting out and receiving scores)
 - Right to have input in schools Unified Improvement Plan (UIP).
 - Right to have input about how 1% of Title I funds set aside for Parent Engagement are being used.

Resources

- School Governance Email: schoolgovernance@dpsk12.net
- [The Commons](#) (DPS staff)
- [CSC Webpage](#) (community)
- [Colorado Department of Education](#)
- FACE Department
 - Fall & Winter Trainings
 - Individual school-based trainings available if needed
 - Asynchronous/online in [Learning Space](#) and on DPS webpage
 - Quarterly Communications and DPS Weeklies
 - [FACE University Parent Advocacy Program](#)
- [Advisory Committees and Community Voice](#): additional opportunities to get involved!