

Stevens Elementary PIE Meeting Notes

Partners In Education (aka School Accountability Committee [SAC])

Thursday, September 14, 2017



Attendees

- TJ McManus (Principal); Andrea Martin (Committee Chair, parent)
- Parents: Aleaha Travis; Angelle Greer; Ayrolyn Keady (JACC Ambassador); Dave Willis; Janenne Allen; Jenn Jones; Jessica Hanner; Jessica H.; Kym Ganeles
- Teachers/Staff: Alex Merkins (family liaison); Felicia Median (substitute teacher, parent); Jessi Oberbeck (teacher); Kamrin Goode (teacher); Lori Larson (teacher)

Introduction (Andrea)

For the first time, Stevens Elementary will hold the school's PIE and PTA meetings on the same evening, in an effort to increase participation and maximize the ability of both groups to gather parent, teacher, and community input. These combined meetings will be held on the 2nd Thursday of each month (except December) from 5:30-7:00PM (dinner will arrive around 5:00 or so, and childcare will be provided). The two committees are individual in purpose, however, so there will be a clear distinction between the two sections of the evening.

Purpose of the PIE Committee (Andrea)

The Stevens Elementary Partners in Education (PIE) Committee is another name for our school's School Accountability Committee (SAC). There is also a Jefferson County Schools district-level committee, the District Accountability Committee (DAC). According to the SAC section of the 2016 Colorado Department of Education District Accountability Handbook:

- The members of SAC (PIE at Stevens) should represent the major populations of the school, and include:
 - The school principal (or, principal's designee)
 - At least one teacher
 - At least three parents of school students
 - There should be more parents than any other group
 - Either the Chair or Co-Chair should be a parent
 - At least one member of "an organization of parents, teachers, and students recognized by the school" (e.g., PTA, JAGC)
 - At least one person from the community
- Responsibilities of the committee include:
 - Making recommendations to the principal on priorities for spending money.
 - Making recommendations to the principal and superintendent for preparation of school Performance or Improvement plan.
 - Meeting at least quarterly to discuss:
 - Whether school leadership, personnel, and infrastructure are advancing or impeding implementation of the school's Performance, Improvement, Priority Improvement, or Turnaround Plan.
 - Other progress impacting the school's accreditation contract.

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- Providing input and recommendations to the District Accountability Committee (DAC) and district administration about principal development plans and evaluations.
- Publicizing opportunities to serve and solicit parents to serve on the SAC.
- Assisting the district with implementing the family engagement policy at the school level.
- Helping school personnel increase family engagement with teachers.
- The committee has additional responsibilities if the school has a Priority Improvement or Turnaround plan.
- The Stevens PIE Committee also often addresses:
 - Changes in school administration/staffing.
 - Changes in school programs/policies/procedures.
 - Student counts and the impact on the school budget.
 - District plans impacting the school.
 - Other items of interest or concern.

Related Resources

CO Dept. of Education District Accountability Handbook:

https://www.cde.state.co.us/accountability/district_accountability_handbook2016

Jefferson County Schools District Accountability Committee Webpage:

<https://jeffco.ss12.sharpschool.com/cms/one.aspx?portalId=627965&pageId=1148122>

Stevens Elementary School Accountability Committee Webpage (under development):

http://stevens.jeffcopublicschools.org/for_families/school_accountability_committee

Stevens Updates (TJ)

- 6th Grade Transition: the district has decided to move forward with the plan to move all 6th grades to middle-school settings for the 2018-2019 school year, meaning that the 6th grade classroom currently at Stevens Elementary will be moved to Everitt Middle School (with a few exceptions; [view this Jeffco Schools webpage for more details](#)). Stevens, and the entire Wheat Ridge articulation area, will have many decisions to make when planning for this move.
 - The district as a whole is still considering how to address impacts on student counts and resulting impacts on the student-based-budgeting.
 - Stevens will likely lose four classroom teachers (the three 6th grade teachers plus one GT center classroom teacher at 5th grade). There may be additional impact on other Stevens staff.
 - A 6th Grade Transition Committee is being formed to work out the vision for the move, and ensure student needs are being met. The Everitt Middle School principal will attend a future PTA meeting for additional discussion (likely in October or November).
- GT Parent Night: scheduled for next Wednesday evening (September 19th); the Everitt Middle School Principal will be in attendance to talk about the GT program at Everitt.
- New Social/Emotional Learning Efforts: Stevens has implemented a variety of activities to help students improve in non-academic character traits vital for long-term academic and non-academic success, including:
 - Curriculum - 2nd Step (K-6th) and Brain Wise (K-3rd).
 - Community Meetings each Monday morning (student centered and student driven).

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- A new sensory room, across from the nurses office, acting as a space to allow kids to calm down, center, and successfully return to the learning environment; donations of materials for the room are welcome (e.g., washable stuffed animals, calm down bottles, etc.).
- An upcoming universal screener, where all students will be assessed; the results will allow the students to be grouped appropriately for targeted skill development.

RISE Meetings (formerly Advanced Parent Teacher Teams/APTT) (Alex and TJ)

- Alex Merkins is the new Stevens Family Liaison; she will work to develop partnerships between parents, families, students, and the school. She works in the HUB one day per week, and also coordinates with the district-level Family Liaison. Alex’s big project is RISE, which takes the place of last year’s Advanced Parent Teacher Teams (APTT).
 - The RISE meetings will involve three family meetings throughout the year and one parent/teacher conference in the fall (parents have the option to request a spring parent/teacher conference as well).
 - The first family meetings will be September 26th (for K-3rd) and September 27th (for 4th-6th).
 - The school administration and staff came together to select an instructional priority area for RISE this year, and the focus will be on improving the ability of students to explain their thinking through oral and written responses (oral focus for K-4th, oral and written for 5th-6th) – this learning will tie through all discipline areas, including not only writing but also reading, math, and other areas.
 - The RISE meetings will still include a look at related baseline and progress data for the oral and written responses, as well as actionable suggestions for parent involvement at home.
 - Other data (e.g., math performance) will be included in the individual parent/teacher conferences.

Unified Improvement Plan (UIP) (TJ)

- Each Jefferson County School will submit an Improvement Plan to focus on two school-wide academic goals for the year, as well as one family engagement goal.
- For the first time this year, the plan will be submitted online (due October 2nd) and will be modified and tracked throughout the year.
- Future PIE meetings will go into more detail about the Stevens plan for this year.

School Communications (TJ)

- All of the school websites in Jefferson County were transferred to a new platform in August, so the site is being updated as quickly as possible.
- The school is hoping to move toward mostly electronic/online communications, to significantly cut down on the use of paper.
- The committee encouraged the school to focus on consistency in the communication channels used – we have to train our parents and families where to look for information, and make sure that information is correct.
- A committee member requested information about how the school is outreaching to potential GT families; a new GT Parent Advisory Committee is being formed this year, and issues related to

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outreach as well as the Stevens GT center culture will be discussed with that group (as well as during GT parent meetings).

- The committee discussed communications to parents/families about the PIE and PTA meetings:
 - Requests for automated phone messages (one day to one week before a meeting) and sticky-labels for students (the day of the meeting) should be directed to Cheyenne in the office.
 - The committee discussed holding some sort of recruitment/advertising during the RISE meetings, and any other meetings for parents/families.
 - There may also be options for give-aways (especially during the PTA meetings); e.g., select one attendee to win a gift card, ask community organizations for donations, etc.

Other

- Email Andrea (andragwynmartin@yahoo.com) with any agenda items you want to add to the PIE agenda for future meetings.
- The PIE portion of the meeting concluded at approximately 6:30.

Future 2017-2018 Stevens PIE/PTA Meetings (Thursdays, 5:30-7:00)

- October 12, 2017
- November 9, 2017
- January 11, 2018
- February 8, 2018
- March 8, 2018
- April 12, 2018
- May 10, 2018