

Memo

To: BVSD Board of Education
From: District Accountability Committee (DAC) Policy Subcommittee
Date: April 7, 2020
Re: Recommendations on Revisions to Policies AE and AE-R

To fulfill the DAC responsibility: C.R.S. 22-11-302(2) - *The local school board and the school district accountability committee shall, at least annually, cooperatively determine the areas and issues, in addition to budget issues, that the school district accountability committee shall study and concerning which the committee may make recommendations to the local school board.*

Process

The policy subcommittee of the BVSD DAC reviewed the following documents: BVSD policies AE and AE-R, Colorado State Statutes, Colorado Association of School Board (CASB) example policy AE and AE-R, DAC Bylaws, and policies AE/AE-R from other Colorado school districts. The subcommittee also drew on comments from the DAC/SAC training, results from a previous SAC Effectiveness Survey and from the experiences of DAC members. Gaps were identified between policy and practice with regard to membership; the need to clarify the role and purpose of the DAC and SACs was evident. The subcommittee developed proposed modifications to the current policy and presented them at a public meeting of the DAC which the Superintendent attended. Constructive comments we incorporated into the recommendations and the DAC voted to approve the revised recommendations.

Recommendations

- Assert more robustly the mission and purpose of the DAC and SACs. With clear powers and duties conferred by the district, the DAC and SACs will be better able to engage with parents, administration, and the community. Suitably empowered accountability committees are valuable in ensuring transparency, timely evaluation of school/district performance, and the free flow of information across school, district, and community levels.
- Define channels of communication and contact between stakeholders. Accountability committees must be an independent connection between student needs, school leadership teams, the school district, and the school board to execute on their mission of accountability.
- Amend existing language in BVSD policy for clarity and consistency. Policy should reflect the evolving makeup and values of the district community.
- Additional details and specific recommendations are located in the appendices.

BVSD DAC Policy Subcommittee Members

DAC Member	School	DAC Member	School
John Clasby	Coal Creek Elementary School	Kevin Reardon	Centaurus High School
Christopher Haynes	Creekside Elementary School	Jennifer Rising	Aspen Creek K-8, Birch Elementary
Amy Lynn	Angevine Middle School & Ryan Elementary	Amy Slaymaker	Eisenhower Elementary School
Nicole Rajpal	Foothill Elementary School		

Special thanks to Kathleen Sullivan, BVSD Legal Counsel, our liaison to the district during this process.

Appendices

- A. DAC comments and recommendations on policies AE & AE-R
 - a. This document compares the existing BVSD policy with Colorado State Statutes and includes DAC comments and rationale for suggested policy revisions.
- B. BVSD Policy AE, redlined with DACs proposed changes
 - a. This document clearly shows suggested changes.
- C. BVSD Policy AE-R, redlined with DACs proposed changes
 - a. This document shows suggested changes. The bulk of the redlined items in this document relate to:
 - i. addition of purpose statements for both the DAC and the SACs;
 - ii. removal of membership details that are better served in bylaws; and
 - iii. addition of duties of SAC/DAC members as outlined in state statute.
- D. BVSD Policy AE-R, DAC recommended language
 - a. This document shows suggested policy language, with all of the recommended redline changes accepted, for easier reading.

Appendix A: DAC comments and recommendations on policy AE-R
Policy AE-R Comments and Recommendations Related to DACs

Item	State Statute	BVSD Policy AE-R	Comments	Recommendation
Composition of Committees (Membership)	<p>Each local school board shall appoint or create a process for the election of a school district accountability committee that shall consist of:</p> <ul style="list-style-type: none"> • At least three parents of students enrolled in the district public schools; • At least one teacher who is employed by the school district; • At least one school administrator who is employed by the school district; and • At least one person who is involved in business or industry in the community within the school district boundaries 	<p>The district accountability committee (DAC) shall consist of at least:</p> <ul style="list-style-type: none"> • three parents of students enrolled in district schools • one teacher employed by the district • one school administrator employed by the district • one person who is involved in business in the community within the district's boundaries 	<ul style="list-style-type: none"> • Limiting to include only community members involved in business or industry. • Consider how Theme 3 of the Strategic Plan may impact how we consider community and who we want to engage. Use this to more clearly define community. • Board of Education Liaison is not included within this list, but is included within the DAC Bylaws. • Consider including high school student(s) in the membership. 	<p>Define community member involved in "business or industry" more expansively i.e. "one person involved in the community (for-profit, non-profit, or social organization) within the district boundaries."</p> <p>Suggestion: school representatives recruit secondary student volunteers to attend DAC meetings when possible.</p>
	<p>22-11-301(2) (a) A person may not be appointed or elected to fill more than one of the member positions required in subsection (1) of this section in a single term.</p>	<p>A person may not serve in more than one of the required positions in a single term.</p>	<ul style="list-style-type: none"> • Fine as is 	
	<p>(b) If a local school board chooses to increase the number of persons on the school district accountability committee, it shall ensure that the number of parents appointed or elected to the committee pursuant to paragraph (a) of subsection (1) of this section exceeds the number of representatives from the group with the next highest representation.</p>	<p>If the Board chooses to increase the number of persons on the DAC, it shall ensure that the number of parents appointed exceeds the number of representatives from the group with the next highest representation.</p>	<ul style="list-style-type: none"> • With the additional requirement of having each school represented it is hard to imagine how the board might increase membership further. 	<p>Combine these ideas and state: "Parent representatives on the DAC must exceed the number of representatives from the group with the next highest representation."</p>

	<p>(c) (I) Except as otherwise provided in subparagraph (II) of this paragraph (c), a parent shall not be eligible to serve on a school district accountability committee if he or she is employed by, or is a relative of a person who is employed by, the school district, including being employed at a public school of the school district.</p> <p>(II) If a school district makes a good faith effort but is unable to identify a sufficient number of parents who are willing to serve on a school district accountability committee and who are not excluded from serving as provided in subparagraph (I) of this paragraph (c), one or more parents who are employed by, or are related to a person who is employed by, the school district, including being employed at a public school of the school district, may serve on the school district accountability committee.</p> <p>(III) As used in this paragraph (c), unless the context otherwise requires, "related" or "relative" means a person's spouse, son, daughter, sister, brother, mother, or father.</p>	<p>A person who is employed by the district or related to a district employee shall not be eligible to serve as a parent on the DAC. "Related" means the person's spouse, son, daughter, sister, brother, mother or father. If, however, the district makes a good faith effort and is unable to identify a sufficient number of parents that meet these criteria, a person may serve as a parent on the DAC and also be employed by the district or related to a district employee.</p>	<ul style="list-style-type: none"> • A district of our size and population is unlikely to not find 3 parents to serve on the DAC that are not BVSD employees. Likewise, this language feels unnecessarily long. 	<p>Consider limiting language on eligible persons. i.e. "Membership of the DAC shall follow the requirements laid out in section 22-11-301(c) of the Colorado Education Accountability Act of 2009."</p> <p>Include a second "Note" at the bottom of the policy to capture the "relatedness" piece.</p>
<p>22-11-301(3) If a local school board appoints the members of the school district accountability committee, the local school board, to the extent practicable, shall ensure that the parents who are appointed reflect the student populations that are significantly represented within the school district.</p>	<p>The Board shall appoint persons to the DAC. In making these appointments, it shall ensure, to the extent practicable, that:</p> <ul style="list-style-type: none"> • the parents appointed reflect the student populations significantly represented within the district (see Note below); 	<ul style="list-style-type: none"> • This is not how DAC members are identified in practice. • Because we have district charter schools, that are also required to have a SAC, the second bullet in this section of the policy is redundant. • If the board adopts a process for election, rather than appointment, this section may not be necessary. 	<p>"Each BVSD School Accountability Committee (SAC) is responsible for nominating a member of the DAC. The Board shall approve a list of members annually in September. In making these approvals, the board shall ensure, to the extent practicable, that: ..."</p> <p>Combine bullets 2 & 4 from policy to address 22-11-301(4)(a): "Each</p>	

	<p>22-11-301(4) If a local school board appoints the members of the school district accountability committee, the local school board, to the extent practicable, shall ensure that:</p> <p>(a) At least one of the parents appointed to the committee is the parent of a student enrolled in a charter school authorized by the local school board, if the local school board has authorized any charter schools; and</p> <p>(b) At least one of the persons appointed to the committee has a demonstrated knowledge of charter schools.</p>	<ul style="list-style-type: none"> at least one of the parents is a parent of a student enrolled in a district charter school authorized by the Board, if one exists; at least one of the persons appointed has a demonstrated knowledge of charter schools, and; Each district school is represented on the DAC. 	<ul style="list-style-type: none"> Relying solely on schools to delegate DAC members might result in decreased diversity of the committee overall. 	<p>district public school and charter school are eligible to nominate a representative to the DAC.”</p> <p>By requiring each school to nominate a member, including all charter schools within the district, we believe this covers requirements 22-11-301 4(a) <i>[parent of a student enrolled in a charter school]</i> and 4(b) <i>[person with demonstrated knowledge of charter schools]</i>.</p>
	<p>22-11-401(5) The members of each school district accountability committee shall select from among the parent representatives serving on the committee a member to serve as chair or co-chair of the committee. The local school board shall establish the length of term for which the committee chair or co-chair shall serve.</p>	<p>Members of the DAC will serve terms of two years, but no member shall serve more than three successive terms. The DAC shall select a parent representative to serve as chair or co-chair, who shall serve a term of one year. The DAC shall also establish a schedule of meetings, select additional officers as necessary, and adopt general rules for its operation. The Superintendent or designee shall serve as an administrative liaison to the DAC.</p>	<ul style="list-style-type: none"> Terms and limits for general membership are discussed in policy but not in statute. Term limits for the general membership are not enforced at present. Does the Board want to oversee this or should this be included in bylaws rather than policy? Term limits without exceptions may present a challenge for some schools within the district where parent volunteers are harder to find. 	<ul style="list-style-type: none"> Include terms in policy Leave term limits to DAC bylaws, where nuances can be better addressed.
	<p>**Process for removals or vacancies are not addressed in state statute or CASB example policy AER**</p>	<p>A DAC member shall be removed by the Board if that member does not attend three consecutive meetings unless the DAC by resolution approves any additional absences or unless such absences are due to temporary</p>	<ul style="list-style-type: none"> DAC bylaws state: The “DAC executive committee may revoke membership status if a member is no longer found to be in good standing or is found in violation of the bylaws.” 	<ul style="list-style-type: none"> Omit removal process from the policy and place it in the DAC bylaws where it can more easily be amended based on DAC needs.

		<p>disability or illness. In addition, the DAC by majority vote, may request the removal of any member. Such removal shall require subsequent Board approval.</p> <p>If a vacancy arises on the DAC because of a member's resignation or disqualification or for any other reason, the remaining members of the DAC shall fill the vacancy by majority action.</p>	<ul style="list-style-type: none"> If DAC members are pulled from each of the BVSD SACs, the DAC itself cannot fill the vacancy by majority action. Rather the DAC would need to reach out to the school to fill the vacancy. 	<ul style="list-style-type: none"> Have vacancies filled by each SAC to ensure representation and more closely follow previously outlined membership requirements.
Misc. Items	**Not included in statute or CASB policy AER**	<p>At the beginning of each school year, DAC members shall be provided with a copy of the state laws and rules setting forth the powers and duties of the DAC.</p>	<ul style="list-style-type: none"> A paper copy of statutes is not useful. Information on the DAC website is more useful. Consider replacing "copy of" with "information on" 	<p>"DAC will make every effort to sustain and transfer institutional knowledge with the addition of new members. At the beginning of each school year, DAC members shall be provided information on the state laws and rules setting forth the powers and duties of the DAC."</p>
Powers & Duties		<p>Powers & Duties are not discussed at all in BVSD Policy</p>	<p>Add powers and duties to the policy to allow for better understanding of the roles of the DAC.</p> <p>Reference statute and BVSD policy in each power to provide clarity and quick(er) access to source/related documents.</p>	<p>"The DAC has the authority to submit written and verbal recommendations to the Board of Education on:</p>
Budget	<p>22-11-302(1)(a) To recommend to its local school board priorities for spending school district moneys. Whenever the school district accountability committee recommends spending priorities, it shall make reasonable efforts to consult in a substantive manner with the school accountability committees</p>			<ul style="list-style-type: none"> District budget and spending priorities (§ 22-11-302(1)(a))

	of the school district. The local school board shall consider the school district accountability committee's recommendations in adopting the school district budget for each fiscal year pursuant to article 44 of this title.			
Unified Improvement Plan (UIP)	22-11-302(1)(b) To advise its local school board concerning preparation of, and annually submit to the local school board recommendations regarding the contents of, a district performance, improvement, priority improvement, or turnaround plan, whichever is required based on the school district's accreditation category. In advising and preparing the recommendations, the school district accountability committee shall make reasonable efforts to consult in a substantive manner with the school accountability committees of the school district and shall compile and submit to the local school board the school performance, improvement, priority improvement, and turnaround plans submitted by the school accountability committees pursuant to sections 22-11-403 to 22-11-406.			<ul style="list-style-type: none"> District Unified Improvement Plan (UIP) and other improvement planning processes annually. (§ 22-11-302(1)(b))
	(h) To meet at least quarterly to discuss whether school district leadership, personnel, and infrastructure are advancing or impeding implementation of the school district's performance, improvement, priority improvement, or turnaround plan, whichever is applicable, or other progress pertinent to the school district's accreditation contract.			

Charter Applications	c) If the local school board receives a charter school application, to review the charter application prior to consideration by the local school board as provided in section 22-30.5-107 (1);			<ul style="list-style-type: none"> Charter school application as outlined in statute (§ 22-11-302(1)(c)) and BVSD policy LBD and LBD-R.
Principal & Teacher Development Plans	<p>(d) To provide input and recommendations on an advisory basis to principals concerning the development and use of assessment tools used for the purpose of measuring and evaluating student academic growth as it relates to teacher evaluations;</p> <p>(e) To consider input and recommendations from the school accountability committee of each school of the school district to facilitate the evaluation of the performance of the school's principal for the purposes of article 9 of this title;</p>		<ul style="list-style-type: none"> Not all schools have a DAC representative. Not all schools have a SAC. Including a metric on having a SAC or a DAC representative within the principal development plan/evaluation may improve adherence to the requirement. Including a requirement for teacher participation may help with teacher attendance. 	<ul style="list-style-type: none"> Development and use of assessment tools used for the purpose of teacher evaluations. (§ 22-11-302(1)(d))
Discipline	22-11-301(1)(f) To provide input to the local school board concerning the creation and enforcement of its school conduct and discipline code;			<ul style="list-style-type: none"> Provide input on the creation and equitable enforcement of the school conduct and discipline codes. (§ 22-11-302(1)(f))
Engagement	22-11-301(1)(g) To increase the level of parent engagement in the school district and in the public schools of the school district, especially the engagement of parents of students in the populations described in section 22-11-301 (3). The committee's activities to increase parent engagement must include, but need not be limited to:			<ul style="list-style-type: none"> District parent and family engagement as outlined in statute (§ 22-11-302(1)(g)) and policies KB and KBA.

	<p>(I) Publicizing opportunities to serve and soliciting parents to serve on the school district accountability committee and school accountability committees. In soliciting parents to serve on the school district and school accountability committees, the school district accountability committee shall direct the outreach efforts to help ensure that the parents who serve on the district and school accountability committees reflect the student populations that are significantly represented within the school district and the school, as provided in section 22-11-301 (3).</p> <p>(II) Assisting the school district in implementing the parent engagement policy adopted by the local school board pursuant to section 22-32-142; and</p> <p>(III) Assisting school personnel to increase parents' engagement with educators, including but not limited to parents' engagement in creating students' READ plans pursuant to part 12 of article 7 of this title, in creating individual career and academic plans pursuant to section 22-32-109 (1)(oo), and in creating plans to address habitual truancy pursuant to section 22-33-107 (3).</p>			
<p>Study Items</p>	<p>(2) The local school board and the school district accountability committee shall, at least annually, cooperatively determine the areas and issues, in addition to budget issues, that the school district accountability committee shall study and concerning which the committee</p>			<ul style="list-style-type: none"> • Study items jointly identified with the Board of Education and/or superintendent. (§ 22-11-302(2))”

	may make recommendations to the local school board.			
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Policy AE-R Comments and Recommendations Related to SACs

Item	State Statute	BVSD Policy AE-R	Comments	Recommendation
Composition of Committees (Membership)	<p>Each school is responsible for establishing a SAC, to include at least seven (7) members, including:</p> <ul style="list-style-type: none"> Principal, or designee At least one teacher who provides instruction in the school At least three parents or legal guardians of students enrolled in the school At least one adult member of an organization of parents, teachers, and students recognized by the school At least one person involved in business or industry in the community 	<p>Each school accountability committee (SAC) shall consist of at least:</p> <ul style="list-style-type: none"> three parents of students enrolled in the school one teacher who provides instruction at the school the principal or the principal's designee one person from the community one adult member of an organization of parents, teachers and students recognized by the school 	<ul style="list-style-type: none"> "From the community" is not the same as involved in business or industry The language in the DAC section states "one person who is involved in business in the community within the district's boundaries," which is more restrictive. Be clear and consistent (in DAC & SAC sections) about targeted community member representative. Include student(s) from the school, at least at the secondary level "Within district boundaries" for the community member might be restrictive and not effective/helpful for schools on the edges of the district. It might be more helpful to require or recommend that the community member live in the same town as the school. 	<p>Define community member involved in "business or industry" more expansively i.e. "one person who is involved in for profit, non-profit or social organization within the district boundaries."</p>
	<p>22-11-401(1))(b) The local school board will determine the actual number of persons on the SAC and the method for selecting members.</p> <p>22-11-401(1)(d)If the local school board or the institute determines that</p>	<p>Members of the SAC shall be appointed by the principal of each school. The principal shall ensure, to the extent practicable, that the persons appointed reflect the student</p>	<ul style="list-style-type: none"> Election of SAC members will provide an opportunity for greater parent involvement and accountability. Details of SAC elections shall be outlined in SAC bylaws. Appointment of members by a principal may detract from the 	<p>"Members of the SAC shall be elected to serve terms of two years. The principal shall encourage persons who reflect the student populations significantly represented within the school to see election to the committee."</p>

	<p>the members of a school accountability committee should be appointed, the appointing authority shall, to the extent practicable, appoint persons to serve on the school accountability committee who reflect the student populations that are significantly represented within the school.</p> <p>If the local school board or the institute determines that persons shall be elected to serve on the school accountability committee, the school principal shall encourage persons who reflect the student populations that are significantly represented within the school to seek election to the committee.</p>	<p>populations significantly represented within the school.</p>	<p>groups ability to carry out their charge as defined by statute.</p> <ul style="list-style-type: none"> • Include term limits within the SAC bylaws; consider aligning with limits established for the DAC. • Voting/Election procedures need to be well developed. • Consider potential issues around election security. • CDE was contacted for information on how other school districts handle SAC/DAC related elections. 	<p>Include term limits in bylaws.</p>
	<p>22-11-401(1)(c) A person may not serve in more than one of the required positions in a single term.</p> <p>22-11-401(4) Notwithstanding any provision of this section to the contrary:</p> <p>(a) If, after making good-faith efforts, a principal or an organization of parents, teachers, and students is unable to find a sufficient number of persons who are willing to serve on the school accountability committee, the principal, with advice from the organization of parents, teachers, and students, may establish an alternate membership plan for the school accountability committee, which plan shall reflect the membership specified in paragraph (a) of subsection (1) of this section as much as practicable;</p>	<p>A person may not serve more than one of the required membership roles on the SAC. If, after making good-faith efforts, a principal or an organization of parents, teachers and students, is unable to find a sufficient number of persons who are willing to serve on the SAC, the principal, with advice from the organization of parents, teachers and students, may establish an alternate membership plan for the SAC. Such alternate plan shall reflect the required representation stated above as much as practicable.</p>	<ul style="list-style-type: none"> • Potential exists for this loophole (alternate membership plan) to be exploited. • Most schools are large enough in size, and have relatively engaged parent populations, so actually needing an alternative membership plan seems unlikely. 	<ul style="list-style-type: none"> • Consider limiting language on eligible persons. i.e. "Membership of the SAC shall follow the requirements laid out in section 22-11-401(c) of the Colorado Education Accountability Act of 2009. • Include a second "Note" at the bottom of the policy to capture the "relatedness" piece. • Limit language for alternative membership plan. • Require schools to notify the Board, or the DAC, if they are filing an alternative membership plan. • If needed, the statute can be referenced.

	<p>22-11-401(2)The members of each school accountability committee shall annually select from among the parent representatives elected to the committee a member to serve as chair or co-chair of the committee.</p> <p>*Vacancies are not addressed in statute, CASB example states: "Vacancies shall be filled by majority action of the remaining members of the SAC."</p>	<p>Members of the SAC shall serve terms of one year.</p> <p>Vacancies shall be filled by majority action of the remaining members of the SAC; however, a vacancy exists only if fewer than the minimum number of members specified above remains on the SAC.</p> <p>The SAC shall select a parent representative to serve as chair or co-chair, who shall serve a term of one year.</p>	<ul style="list-style-type: none"> • Term limits are not outlined, which is problematic. • A 1-year term limit is too short to be effective given the steep learning curve. • Longer terms and a set term limit can help transfer institutional knowledge. • Caveat about vacancies only existing when fewer than 7 members are present is redundant. 	<ul style="list-style-type: none"> • See recommendation above: "Members of the SAC shall be elected to serve terms of two years. The principal shall encourage persons who reflect the student populations significantly represented within the school to see election to the committee." • "Vacancies shall be filled by majority action of the remaining members of the SAC."
	<p>*Removal is not addressed in state statute or CASB example policy*</p>	<p>A SAC member shall be removed by the principal if that member does not attend three consecutive meetings unless the SAC by resolution approves any additional absences or unless such absences are due to temporary disability or illness. In addition, the SAC by majority vote may request the removal of any member. Such removal shall require subsequent Principal approval.</p>	<ul style="list-style-type: none"> • Removal at the sole discretion of the principal runs counter to SACs role in accountability. • SACs meet at different intervals (4-8 times per year), missing 3/8 meetings is less problematic than missing 3/4 meetings. Thus schools should decide terms of attendance in bylaws. 	<ul style="list-style-type: none"> • Remove the entire section of member removal from the policy and include in the bylaws.
<p>Misc. Items</p>	<p>*Not included in CASB example policy</p>	<p>At the beginning of each school year, SAC members shall be provided with a copy of the state laws and rules setting forth the powers and duties of the SAC.</p>	<ul style="list-style-type: none"> • A paper copy of statutes is not useful. • Information on the DAC website and within the SAC Manual is more useful. • Current practice is to provide a copy of SAC Manual published by the DAC. 	<p>"At the beginning of each school year, SAC members shall be provided information on the state laws and rules setting forth the powers and duties of the SAC. This information includes, but need not be limited to the BVSD SAC Manual, BVSD DAC website and the CDE website on DAC/DAC Responsibilities and Resources."</p>

	*Not included in CASB example policy		<ul style="list-style-type: none"> • Parents often ask who they should contact if problems cannot be handled within the school. • BVSD policies can be difficult to find if you don't know the key phrases/words or policy number. 	"If institutional barriers prevent a SAC from carrying out its duties, the SAC, or any of its members, may file a complaint in accordance with BVSD policy KE-R."
Powers & Duties		Powers & Duties are not discussed at all in BVSD Policy	<p>Add powers and duties to the policy to allow for better understanding of the roles of the SAC.</p> <p>Reference statute and BVSD policy in each power to provide clarity and quick(er) access to source/related documents.</p>	"The SAC has the authority to submit written and verbal recommendations to the school principal, and the DAC, on:
Budget	To recommend to the principal of its school priorities for spending school moneys. The principal shall consider the school accountability committee's recommendations regarding spending state, federal, local, or private grants and any other discretionary moneys and take them into account in formulating budget requests for presentation to the local school board, if the school is a district public school, other than a charter school, or in creating the school budget if the school is a district or institute charter school. The school accountability committee for a district public school shall send a copy of its recommended spending priorities to the school district accountability committee and to the local school board.			<ul style="list-style-type: none"> • School budget and spending priorities. (§ 22-11-402(1)(a))
Unified Improvement Plan (UIP)	22-11-402(1)(b) To advise the principal of the public school and, in the case of a district public school, the superintendent of the school district concerning the preparation of			<ul style="list-style-type: none"> • School Unified Improvement Plan (UIP), its implementation, and other improvement

	<p>a school performance or improvement plan, if either is required pursuant to section 22-11-210, and to submit recommendations to the principal, and superintendent if applicable, concerning the contents of the performance or improvement plan;</p>			<p>planning processes. (§ 22-11-402(1)(b-d, f))</p>
	<p>22-11-402(1)(c) To advise the local school board or the institute concerning the preparation of a school priority improvement or turnaround plan, if either is required pursuant to section 22-11-210, and to submit recommendations to the local school board or the institute concerning the contents of the priority improvement or turnaround plan;</p>			
	<p>22-11-40(1)(d) To meet at least quarterly to discuss whether school leadership, personnel, and infrastructure are advancing or impeding implementation of the public school's performance, improvement, priority improvement, or turnaround plan, whichever is applicable, or other progress pertinent to the public school's accreditation contract with the local school board or the institute;</p>			
	<p>22-11-402(1)(f) To publicize and hold a public school accountability committee meeting pursuant to section 22-32-142 (2) or 22-30.5-520 (2) to discuss strategies to include in a public school priority improvement or turnaround plan;</p> <p>(g) To publicize a public hearing held pursuant to section 22-32-142 (2), or,</p>			

	<p>if the school is an institute charter school, to publicize and hold a public hearing pursuant to section 22-30.5-520 (2), to review a written public school priority improvement or turnaround plan. A member of the school accountability committee is encouraged to attend the public hearing.</p>			
<p>Principal Evaluations & Development Plans</p>	<p>(e) To provide input and recommendations on an advisory basis to district accountability committees and district administration concerning:</p> <p>(I) Principal development plans for their principal pursuant to section 22-9-106; and</p> <p>(II) Principal evaluations conducted pursuant to section 22-9-106.</p>		<ul style="list-style-type: none"> • Not all schools have a DAC representative. • Not all schools have a SAC. • Including a metric on having a SAC or a DAC representative within the principal development plan/evaluation may improve adherence to the requirement. • Including a requirement for teacher participation may help with teacher attendance. 	<ul style="list-style-type: none"> • Development and use of assessment tools used for the purpose of principal evaluations. (§: 22-11-402(1)(e)) • Include SAC and DAC specific metric within principal evaluations.
<p>Engagement</p>	<p>22-11-402(1)(h) To increase the level of parent engagement in the school, especially the engagement of parents of students in the populations described in section 22-11-401 (1)(d). The committee's activities to increase parent engagement must include, but need not be limited to:</p> <p>(I) Publicizing opportunities to serve and soliciting parents to serve on the school accountability committee. In soliciting parents to serve on the school accountability committee, the school accountability committee shall direct the outreach efforts to help ensure that the parents who serve on the school accountability committee reflect the student populations that are</p>			<ul style="list-style-type: none"> • School parent and family engagement as outlined in statute and policies KB and KBA. (§ 22-11-402(1)(h)) • Study items relevant to the work of SAC and needs of the school."

	<p>significantly represented within the school, as provided in section 22-11-401 (1)(d).</p> <p>(II) Assisting the school district in implementing at the school the parent engagement policy adopted by the local school board pursuant to section 22-32-142; and</p> <p>(III) Assisting school personnel to increase parents' engagement with teachers, including but not limited to parents' engagement in creating students' READ plans pursuant to part 12 of article 7 of this title, in creating individual career and academic plans pursuant to section 22-32-109 (1)(oo) or 22-30.5-525, and in creating plans to address habitual truancy pursuant to section 22-33-107 (3).</p>			
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ACCOUNTABILITY/COMMITMENT TO ACCOMPLISHMENT

(Including District Accountability Committee and School Accountability Committees)

The Board accepts its ultimate responsibility for the academic accomplishments of district students. Consistent with this responsibility and as required by law, the Board shall adopt and maintain an accountability program to measure the adequacy and efficiency of the educational program.

In accordance with state law, the Board shall appoint or create a process for the election of a district accountability committee and shall determine if members shall be appointed or elected to school accountability committees. The district accountability committee and school accountability committees shall have those powers and duties prescribed by state law, and shall be organized as set forth in the regulation accompanying this policy (see AE-R). The Board and the district accountability committee shall, at least annually, cooperatively determine the areas and issues, in addition to budget issues, that the district accountability committee shall study and the issues on which it may make recommendations to the Board.

Commented [1]: agree with changes

Deleted: Each principal within the school district shall appoint a school accountability committee.

All district accountability committee meetings and school accountability committee meetings shall be open to the public. Meeting notices for district accountability committee meetings shall be posted in the same place and manner as notices of Board meetings. Notices for school accountability committee meetings shall be posted by the school at least one week prior to any meeting.

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LEGAL REFS.:

C.R.S. **22-2-117** (waivers from State Board of Education)
C.R.S. **22-11-101** et seq. (Education Accountability Act of 2009)
C.R.S. **22-11-301** and **302** (district accountability committee)
C.R.S. **22-11-401** and **402** (school accountability committees)
1 CCR **301-1**, Rules 2202-R-1.00 et seq. (accreditation rules)
End of File: AE

Appendix C: BVSD Policy AE-R, redlined with DACs proposed changes

ACCOUNTABILITY/COMMITMENT TO ACCOMPLISHMENT

(Including District Accountability Committee and School Accountability Committees)

District Accountability Committee

PURPOSE

The District Accountability Committee (DAC) is a state-mandated committee in which the district community engages in meaningful consultation in performance and improvement planning. The DAC advises the Board of Education on budgetary priorities, unified improvement plans, student growth and achievement, charter school applications, district policies, family engagement, board policies relevant to the work of the DAC, and jointly determined topics of study.

The DAC promotes effective accountability by gathering and disseminating information and perspectives from various constituencies, ensuring transparency, the timely evaluation of district performance, and the free flow of information across school, district, and community levels. The DAC maintains autonomy to independently engage parents, school leadership and staff, district leadership and staff, and the Board of Education to make recommendations on district priorities within its scope as defined in this policy.

Specifically, the DAC shall fulfill the roles and duties outlined in this policy and in Colorado Revised Statutes 22-11-301 and 22-11-302.

MEMBERSHIP

Membership of the DAC shall follow the requirements laid out in section 22-11-301(c) of the Colorado Education Accountability Act of 2009.

Specifically, the district accountability committee (DAC) shall consist of at least:

- three parents of students enrolled in district schools
- one teacher employed by the district
- one school administrator employed by the district
- one person who is involved in business (for-profit, non-profit, social, or service organization) in the community within the district's boundaries

A person may not serve in more than one of the required membership roles on the DAC (see Note 1 below). The Board shall ensure that the number of parents appointed exceeds the number of representatives from the group with the next highest representation.

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Commented [3]: Purpose statement added to provide clarity

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Deleted: A person who is employed by the district or related to a district employee shall not be eligible to serve as a parent on the DAC. "Related" means the person's spouse, son, daughter, sister, brother, mother or father. If, however, the district makes a good faith effort and is unable to identify a sufficient number of parents that meet these criteria, a person may serve as a parent on the DAC and also be employed by the district or related to a district employee. →

BVSD's intention is to have a large, representative, and diverse district accountability committee. To achieve this, the School Accountability Committees (SAC) from each district school, including public and charter schools, is responsible for nominating a member to serve on the DAC. Additionally, the DAC may nominate at-large members as needed. Nominations shall be made by May 31st of each year, and the board shall approve the membership slate annually in September. In approving DAC membership, the board shall ensure that the members nominated and appointed reflect the student populations significantly represented within the district as set forth by state statute CRS 22-11-301(3) (see Note 2 below).

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Members of the DAC will serve terms of two years. If a vacancy arises on the DAC because of a SAC-nominated member's resignation or removal, the SAC on which they served shall fill the vacancy via nomination.

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The Superintendent or designee shall serve as an administrative liaison to the DAC.

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DAC POWERS AND DUTIES

Colorado state statute grants the DAC certain powers and duties to fulfill its purpose of accountability between the community, school, district, and Board of Education. DAC is entitled to access information, request additional school and/or district information, and present to the Board of Education pursuant to these duties as needed. The district or Board of Education shall respond to all information requests within a reasonable timeframe.

The DAC has the authority to submit written and verbal recommendations to the Board of Education on:

- District budget and spending priorities (§ 22-11-302(1)(a))
- District Unified Improvement Plan (UIP) and other improvement planning processes annually. (§ 22-11-302(1)(b))
- District parent and family engagement as outlined in statute and policies KB and KBA. (§ 22-11-302(1)(g))
- Charter school application as outlined in statute and BVSD policy LBD and LBD-R. (§ 22-11-302(1)(c))
- Study items jointly identified with the Board of Education and/or superintendent. (§ 22-11-302(2))
- Provide input on the creation and equitable enforcement of the school conduct and discipline codes. (§ 22-11-302(1)(f))
- Development and use of assessment tools used for the purpose of teacher evaluations. (§ 22-11-302(1)(d))

Commented [6]: Combined these bullets in ideas above

Deleted: The Board shall appoint persons to the DAC. In making these appointments, it shall ensure, to the extent practicable, that: →¶ ... [1]

Deleted: If the Board chooses to increase the number of persons on the DAC, it shall ensure that the number of parents appointed exceeds the number of representatives from the group with the next highest representation.

Deleted: , but no member shall serve more than three successive terms

Commented [9]: Moved to Powers and Duties

Deleted: The DAC shall select a parent representative to serve as chair or co-chair, who shall serve a term of one year. The DAC shall also establish a schedule of meetings, select additional officers as necessary, and adopt general rules for its operation.

Commented [11]: SACs nominate members to the DAC, so they should be responsible for filling vacancies

Deleted: A DAC member shall be removed by the Board if that member does not attend three consecutive meetings unless the DAC by resolution approves any additional absences or unless such absences are due to temporary disability or illness. In addition, the DAC by majority vote may request the removal of any member. Such removal shall require subsequent Board approval.¶ ... [2]

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Deleted: At the beginning of each school year, DAC members shall be provided with a copy of the state laws and rules setting forth the powers and duties of the DAC.

When DAC submits recommendations in any of the above areas, the district and/or Board of Education shall provide, within a reasonable timeframe, written feedback and justification for decisions and actions pursuant to the DAC's recommendations.

The DAC shall establish a schedule of meetings, publicizing the time and location at the district office and on the district website. Meetings will occur monthly between September and May.

The DAC shall adopt bylaws for its operation consistent with district policy and state statute.

The DAC shall elect a parent representative to serve as chair or co-chair, with a term of two years. Additional officers may be elected as necessary in accordance with DAC bylaws.

The DAC will make every effort to sustain and transfer institutional knowledge with the addition of new members. At the beginning of each school year, DAC members shall be provided information on the state laws and rules setting forth the powers and duties of the DAC.

Commented [13]: Section added for clarity and ease

School Accountability Committees

PURPOSE

The School Accountability Committee (SAC) is a state mandated committee in which the school community engages in meaningful consultation in performance and improvement planning at the school level. The SAC advises the school principal and school community on budgetary priorities, student growth and achievement, unified improvement plans, family engagement and topics of study relevant to the work of the SAC.

SAC promotes effective accountability by gathering and disseminating information and perspectives from various constituencies, ensuring transparency, clear communication, and the free flow of information across school, district, and community levels. SAC maintains autonomy to independently engage parents, school leadership and staff, district leadership and staff, the DAC, and the Board of Education to make recommendations on school priorities within its scope as defined in this policy and state statute.

Specifically, the SAC shall fulfill the roles and duties outlined in Colorado Revised Statutes 22-11-401 and 22-11-402.

MEMBERSHIP

Each district school, including charter schools, is responsible for establishing a school accountability committee (SAC) to include at least seven (7) members as follows:

- the principal or the principal's designee
- three parents of students enrolled in the school
- one teacher who provides instruction at the school

Commented [14]: Section added for clarity

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Deleted: shall consist of at least:

- one person involved in the business community (for-profit, non-profit, social, or service organization) within the school boundaries,
- one adult member of an organization of parents, teachers and students recognized by the school

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A person may not serve more than one of the required membership roles on the SAC (see Note 1 below). The number of parents must exceed the number of representatives from the group with the next highest representation.

Commented [15]: reorganized

Members of the SAC shall be elected to serve terms of two years. Vacancies shall be filled by majority action of the remaining members of the SAC. Should the school fail to find a sufficient number of persons to fill the above roles, after a good faith effort, the school shall publish its method for establishing SAC membership and notify the school community and the DAC.

Deleted: serve terms of one year

Deleted: ; however, a vacancy exists only if fewer than the minimum number of members specified above remains on the SAC. The SAC shall select a parent representative to serve as chair or co-chair, who shall serve a term of one year.

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SAC POWERS AND DUTIES

Deleted: If, after making good-faith efforts, a principal or an organization of parents, teachers and students is unable to find a sufficient number of persons who are willing to serve on the SAC, the principal, with advice from the organization of parents, teachers and students, may establish an alternate membership plan for the SAC. Such alternate plan shall reflect the required representation stated above as much as practicable. ... [3]

Colorado state statute grants each SAC certain powers and duties to fulfill its purpose of accountability between the community, school staff, and school leadership. The SAC is entitled to access information pursuant to these duties and can request additional school and/or district data as needed. The principal shall respond to all information requests within a reasonable timeframe.

Commented [17]: Removal should be in SAC bylaws

The SAC has the authority to submit written and verbal recommendations to the school principal, and the DAC, on:

Deleted: A SAC member shall be removed by the principal if that member does not attend three consecutive meetings unless the SAC by resolution approves any additional absences or unless such absences are due to temporary disability or illness. In addition, the SAC by majority vote may request the removal of any member. Such removal shall require subsequent Principal approval. →

- School budget and spending priorities. (§ 22-11-402(1)(a))
- School Unified Improvement Plan (UIP), its implementation, and other improvement planning processes. (§ 22-11-402(1)(b-d, f))
- School parent and family engagement as outlined in statute and policies KB and KBA. (§ 22-11-402(1)(h))
- Development and use of assessment tools used for the purpose of principal evaluations. (§: 22-11-402(1)(e))
- Study items relevant to the work of SAC and needs of the school.

When SAC submits written recommendations in any of the above areas to the principal, the school principal shall provide, within a reasonable timeframe, written feedback and justification for decisions and actions pursuant to the SAC's recommendations.

If institutional barriers prevent a SAC from carrying out its duties, the SAC, or any of its members, may file a complaint in accordance with BVSD policy KE-R.

The SAC shall establish a schedule of meetings, publicizing the time and location through available channels of school-community communication, both physical and/or digital. Meetings will occur between September and May.

The SAC shall operate following the bylaws provided by the DAC, but may augment, modify, or otherwise replace these bylaws with its own bylaws by majority vote. All SAC bylaws must be consistent with district policy and state statute.

The SAC shall elect a parent representative to serve as chair or co-chair with a term of two years. Additional officers may be elected as necessary in accordance with SAC bylaws. The SAC shall nominate a representative to serve on the District Accountability Committee (DAC).

The SAC will make every effort to sustain and transfer institutional knowledge. SAC members shall be provided information on the state laws and rules setting forth the powers and duties of the SAC. This information includes, but need not be limited to the BVSD SAC Manual, BVSD DAC website and the CDE website on DAC/SAC Responsibilities and Resources.

Commented [18]: added for clarity so schools don't have to dig through multiple documents

Deleted: At the beginning of each school year,

Deleted: with a copy of the state laws and rules setting forth the powers and duties of the SAC

....

Note 1: A person who is employed by the district or related to a district employee shall not be eligible to serve as a parent on the DAC. "Related" means the person's spouse, son, daughter, sister, brother, mother or father. If, however, the district makes a good faith effort and is unable to identify a sufficient number of parents that meet these criteria, a person may serve as a parent on the DAC and also be employed by the district or related to a district employee.

Note 2: State law and State Board rules delineate specific categories of students to consider when selecting persons for accountability committees who reflect the "student populations significantly represented" in the school or district. These student populations may include, but not be limited to, students who are members of non-Caucasian races, those who are eligible for free or reduced-cost lunch, those who are Emerging Bilingual students, migrant children, students identified as having a disability and gifted children.

End of File: AE-R

Appendix D: BVSD Policy AE-R, DAC recommended language

ACCOUNTABILITY/COMMITMENT TO ACCOMPLISHMENT

(Including District Accountability Committee and School Accountability Committees)

District Accountability Committee (DAC)

PURPOSE

The District Accountability Committee (DAC) is a state-mandated committee in which the district community engages in meaningful consultation in performance and improvement planning. The DAC advises the Board of Education on budgetary priorities, unified improvement plans, student growth and achievement, charter school applications, district policies, family engagement, board policies relevant to the work of the DAC, and jointly determined topics of study.

The DAC promotes effective accountability by gathering and disseminating information and perspectives from various constituencies, ensuring transparency, the timely evaluation of district performance, and the free flow of information across school, district, and community levels. The DAC maintains autonomy to independently engage parents, school leadership and staff, district leadership and staff, and the Board of Education to make recommendations on district priorities within its scope as defined in this policy.

Specifically, the DAC shall fulfill the roles and duties outlined in this policy and in Colorado Revised Statutes 22-11-301 and 22-11-302.

MEMBERSHIP

Membership of the DAC shall follow the requirements laid out in section 22-11-301(c) of the Colorado Education Accountability Act of 2009.

Specifically, the district accountability committee (DAC) shall consist of at least:

- three parents of students enrolled in district schools
- one teacher employed by the district
- one school administrator employed by the district
- one person involved in the community (for-profit, non-profit, social, or service organization) within the district boundaries

A person may not serve in more than one of the required membership roles on the DAC (see Note 1 below). The Board shall ensure that the number of parents appointed exceeds the number of representatives from the group with the next highest representation.

BVSD's intention is to have a large, representative, and diverse district accountability committee. To achieve this, the School Accountability Committees (SAC) from each district school, including public and charter schools, is responsible for nominating a member to serve on the DAC. Additionally, the DAC may nominate at-large members as needed. Nominations shall be made by May 31st of each year, and the board shall approve the membership slate annually in September. In approving DAC membership, the board shall ensure that the

members nominated and appointed reflect the student populations significantly represented within the district as set forth by state statute CRS 22-11-301(3) (see Note 2 below).

Members of the DAC shall serve terms of two years. If a vacancy arises on the DAC because of a SAC-nominated member's resignation or removal, the SAC on which they served shall fill the vacancy via nomination.

The Superintendent, or their designee, shall serve as an administrative liaison to the DAC.

DAC POWERS AND DUTIES

Colorado state statute grants the DAC certain powers and duties to fulfill its purpose of accountability between the community, school, district, and Board of Education. DAC is entitled to access information, request additional school and/or district information, and present to the Board of Education pursuant to these duties as needed. The district or Board of Education shall respond to all information requests within a reasonable timeframe.

The DAC has the authority to submit written and verbal recommendations to the Board of Education on:

- District budget and spending priorities (§ 22-11-302(1)(a))
- District Unified Improvement Plan (UIP) and other improvement planning processes annually. (§ 22-11-302(1)(b))
- District parent and family engagement as outlined in statute (§ 22-11-302(1)(g)) and policies KB and KBA.
- Charter school application as outlined in statute (§ 22-11-302(1)(c)) and BVSD policy LBD and LBD-R.
- Study items jointly identified with the Board of Education and/or superintendent. (§ 22-11-302(2))
- Provide input on the creation and equitable enforcement of the school conduct and discipline codes. (§ 22-11-302(1)(f))
- Development and use of assessment tools used for the purpose of teacher evaluations. (§ 22-11-302(1)(d))

When DAC submits recommendations in any of the above areas, the district and/or Board of Education shall provide, within a reasonable timeframe, written feedback and justification for decisions and actions pursuant to the DAC's recommendations.

The DAC shall establish a schedule of meetings, publicizing the time and location at the district office and on the district website. Meetings will occur monthly between September and May.

The DAC shall adopt bylaws for its operation consistent with district policy and state statute.

The DAC shall elect a parent representative to serve as chair or co-chair, with a term of two years. Additional officers may be elected as necessary in accordance with DAC bylaws.

The DAC will make every effort to sustain and transfer institutional knowledge with the addition of new members. At the beginning of each school year, DAC members shall be provided information on the state laws and rules setting forth the powers and duties of the DAC.

School Accountability Committee (SAC)

PURPOSE

The School Accountability Committee (SAC) is a state mandated committee in which the school community engages in meaningful consultation in performance and improvement planning at the school level. The SAC advises the school principal and school community on budgetary priorities, student growth and achievement, unified improvement plans, family engagement and topics of study relevant to the work of the SAC.

SAC promotes effective accountability by gathering and disseminating information and perspectives from various constituencies, ensuring transparency, clear communication, and the free flow of information across school, district, and community levels. SAC maintains autonomy to independently engage parents, school leadership and staff, district leadership and staff, the DAC, and the Board of Education to make recommendations on school priorities within its scope as defined in this policy and state statute.

Specifically, the SAC shall fulfill the roles and duties outlined in Colorado Revised Statutes 22-11-401 and 22-11-402.

MEMBERSHIP

Each district school, including charter schools, is responsible for establishing a school accountability committee (SAC) to include at least seven (7) members as follows:

- the principal or the principal's designee
- three parents of students enrolled in the school
- one teacher who provides instruction at the school
- one person involved in the business community (for-profit, non-profit, social, or service organization) within the school boundaries.
- one adult member of an organization of parents, teachers and students recognized by the school

A person may not serve in more than one of the required membership roles on the SAC (see Note 1 below). The number of parents must exceed the number of representatives from the group with the next highest representation.

Members of the SAC shall be elected to serve terms of two years. Vacancies shall be filled by majority action of the remaining members of the SAC. Should the school fail to find a sufficient number of persons to fill the above roles, after a good faith effort, the school shall publish its method for establishing SAC membership and notify the school community and the DAC.

As set forth by state statute CRS 22-11-401(1)(d), the principal shall encourage participation in the SAC activities by persons who reflect populations significantly represented within the school (see Note 2 below).

SAC POWERS AND DUTIES

Colorado state statute grants each SAC certain powers and duties to fulfill its purpose of accountability between the community, school staff, and school leadership. The SAC is entitled to access information pursuant to these duties and can request additional school and/or district

data as needed. The principal shall respond to all information requests within a reasonable timeframe.

The SAC has the authority to submit written and verbal recommendations to the school principal, and the DAC, on:

- School budget and spending priorities. (§ 22-11-402(1)(a))
- School Unified Improvement Plan (UIP), its implementation, and other improvement planning processes. (§ 22-11-402(1)(b-d, f))
- School parent and family engagement as outlined in statute (§ 22-11-402(1)(h)) and policies KB and KBA.
- Development and use of assessment tools used for the purpose of principal evaluations. (§ 22-11-402(1)(e))
- Study items relevant to the work of SAC and needs of the school.

When SAC submits written recommendations in any of the above areas to the principal, the school principal shall provide, within a reasonable timeframe, written feedback and justification for decisions and actions pursuant to the SAC's recommendations.

If institutional barriers prevent a SAC from carrying out its duties, the SAC, or any of its members, may file a complaint in accordance with BVSD policy KE-R.

The SAC shall establish a schedule of meetings, publicizing the time and location through available channels of school-community communication, both physical and/or digital. Meetings will occur between September and May.

The SAC shall operate following the bylaws provided by the DAC, but may augment, modify, or otherwise replace these bylaws with its own bylaws by majority vote. All SAC bylaws must be consistent with district policy and state statute.

The SAC shall elect a parent representative to serve as chair or co-chair with a term of two years. Additional officers may be elected as necessary in accordance with SAC bylaws. The SAC shall nominate a representative to serve on the District Accountability Committee (DAC).

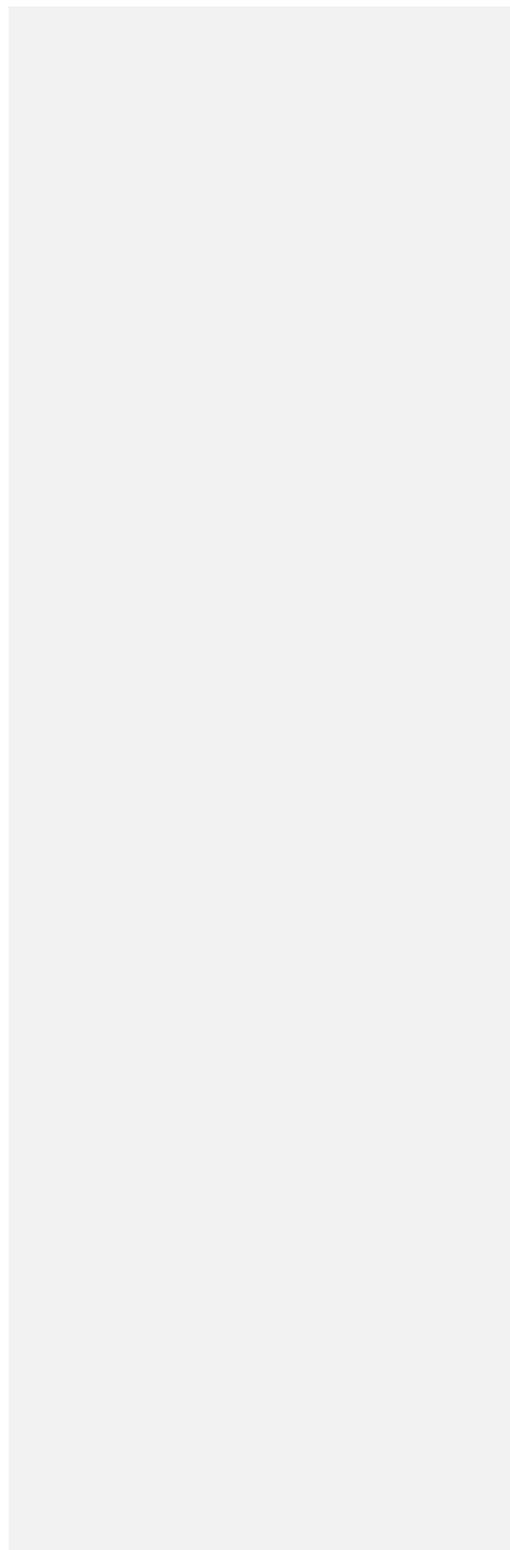
The SAC will make every effort to sustain and transfer institutional knowledge. SAC members shall be provided information on the state laws and rules setting forth the powers and duties of the SAC. This information includes, but need not be limited to the BVSD SAC Manual, BVSD DAC website and the CDE website on DAC/SAC Responsibilities and Resources.

...

Note 1: A person who is employed by the district or related to a district employee shall not be eligible to serve as a parent on the DAC or SAC. "Related" means the person's spouse, son, daughter, sister, brother, mother or father. If, however, the district makes a good faith effort and is unable to identify a sufficient number of parents that meet these criteria, a person may serve as a parent on the DAC and also be employed by the district or related to a district employee.

Note 2: State law and State Board rules delineate specific categories of students to consider when selecting persons for accountability committees who reflect the "student populations significantly represented" in the school or district. These student populations may include, but not be limited to, students who are members of non-Caucasian races, those who are eligible for free or reduced-cost lunch, those who are Emerging Bilingual students, migrant children, students identified as having a disability and gifted children.

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