



DAC Meeting Minutes

May 9, 2024
6:30 pm-8:30 pm

Meeting Logistics:

Jessica Bassan - **Present**
Irene Borisov - **Present**
Jenny Brown - **Present**
Anne Chacon - **Excused**
Brian Domokos - **Present**
Allison Fox - **Absent**
Julie Gooden - **Present**
Becky Krug - **Present**
Lisa Loomer - **Present**
Katie Lynch - **Present**
Ashley Opfer - **Present**
Kelly Pointer - **Present**
Chester Shaw - **Present**
Jeanette Simenson-Gurolnick - **Excused**
Jen Spykerman - **Excused**
Kate Welsh - **Present**
Sammye Wheeler-Clouse - **Present**

Quorum: Quorum is met (need a majority)

Matt Reynolds, Learning Services Officer - Present

Susan Meek, Board of Education Director - Present

Christy Williams, Board of Education Director - Present

Alison Rausch - Director, Parent, Community and Civic Engagement

Colleen Doan - Director of Budget

Dr. Deanne Kirby, Director of Educator Effectiveness - Present

Guest in attendance: 7 (this does not include DAC and DCSD staff and board members)

Came to Order at 6:35

Total Attendance: 26

1. Meeting Logistics (Chester Shaw)
 - a. Roll Call/Confirm Quorum
 - b. A motion to approve 4/18/24 meeting minutes was made by Irene and seconded by Julie. Passed unanimously.

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2. Chair Report (Chester Shaw)

a. Welcome

- i. Chester welcomed new DAC members that were in the audience, who start their term next year.

b. Subcommittee Updates

- i. Membership: Lisa reported that the 3 members were approved to start next fall at the last Board meeting. There is still one parent opening and they've had some applications. There will be an elementary representative opening but no applicants yet. There was a question about the process and members of the membership committee. Dir. Meek mentioned that there may be an adjustment in the future to add the Board liaison in interviews.
 - ii. Communication: Kelly reported that there are two projects on a "hold": the survey to the SAGs that will come out in the fall and the tracking of email that just received feedback from district IT. There will be a meeting, potentially next fall, to discuss the feedback that was recently received.
 - iii. MBOC: Irene reported that on June 18th, there will be an annual report to the Board from this committee.
- c. Chester thanked all subcommittee members. Matt told DAC members that there were a number of topics today and that the UIP part would be moved to June and that the topics mentioned in the next update will be discussed again at the next meeting. He spoke of the parking lot for questions and requested that the topic be written on it as well. Julie clarified when new DAC committee assignments will occur, which will be next fall.

3. Board of Education Liaison Update (Dir. Meek and Dir. Williams)

- a. Dir. Williams mentioned the draft of the [DAC bylaws](#) would have an introductory question part here and could be discussed more in the future. Dir. Meek said that the June Board retreat would give the liaisons time to give feedback to the whole board.
- b. Dir. Williams explained that the simplified Board End Statements are intended to make it easier for the Superintendent to track the achievement of them as they are intended to be measurable. Dir. Meek clarified what the purpose of the End Statements is.
- c. Dir. Williams also mentioned the polling results email sent to DAC members recently and the plan for going through the slide deck but this was delayed until the next meeting.
- d. She also mentioned the policy changes that were required by new state and federal guidelines. ([AC](#), [GBAA](#), [JBA](#), [JBC](#)). Dir. Meek explained that state laws require these changes by July 1st (by the state) and August 1st (by the federal government.)
- e. Matt showed where on the website [policy reviews are](#).
- f. During the review of [AC](#), a member asked about the Board member's response to the question if the policy applies to victims and perpetrators for volunteers and if this was required for everyone on school property (stadiums or the Wilcox

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building, for example) or just in the school buildings. Dir. Meek stated that the first question has gone to legal and took notes on the second one. Another member asked if this covered online harassment or social media.

- g. During discussion of policy [GBAA](#), another member asked about where and how to find the complaint form mentioned in the policy. Dir. Meek mentioned there are three different forms that, due to the law, are required, though it can be complex. A different member asked if this changes the previous policies we've discussed, including the bullying policy. A different member stated that these are very complex and if she had an issue, she wouldn't know where to start. Another member asked for potentially creating a flowchart for easier information. Dir. Meek added the need for adding links, perhaps, for the forms. Many times questions were answered as the directors reported they were gathering feedback more than addressing ideas.
 - h. During discussion of [JBA](#) a member asked (though it may go to the R part, which is how the policy [J] is applied) if there was a feedback loop or some means of tracking if the policy is being followed. Dir. Meek mentioned that for Policy AC there is an incident reporting requirements section. Dir. Meek mentioned the lettering system (i.e., A is foundational policies, J is student-directed policies), so that is why parts seem repeated.
 - i. During discussion of [JBC](#) a member asked about graphic pictures being shared and where it would fall in this policy. A member added that it also happens in elementary schools. A member asked about, in addition to flowcharts, the need for examples for students. A member asked if this was being communicated proactively or reactively.
 - j. For the End Statements feedback, Dir. Meek asked each DAC member to give feedback in a circle. A few mentioned the "at a cost" part. Another said that these statements would be difficult for staff to report on this in terms of data since it's all so individualized. For example, measuring "contributing member of society". There was a request to broaden some terms. There were some questions about how it would happen. Is the goal for the student to achieve the goal or give the opportunity for students to reach the outcome?
 - k. Dir. Williams said she would send the [slidedeck for the polling numbers](#) and the bylaws will be covered at the next meeting. Chester mentioned that DAC members can email directors with questions. A member asked for the timeline again and Dir. Williams and Meek said there's no urgency but the board will meet to talk about this at a June 18th retreat, which is after the June 13 DAC meeting. Dir. Williams supposed it would be an August vote.
- 4. Staff Update (Matthew Reynolds)
 - a. Matt mentioned that, per the budgeting recommendations about staff retention, there will be the staff retention bonus in September that mirrors what was done during the 2023-2024 school year.
 - 5. Educator Effectiveness Update (Dr. Deanne Kirby)
 - a. She went through [her slide deck](#) and explained the process for evaluating the teacher librarian, the school nurse, and the special education teacher.

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- b. DAC members give feedback--others in her department will be wordsmiths.
 - c. DAC members will have time to discuss the rubrics with their shoulder partners and then evaluate the rubrics on the posters around the room along with, if applicable, any questions on sticky notes.
 - d. Dr. Kirby volunteered to answer questions. A member asked about the phrase "specially designed instruction" for the School Nurse rubric.
 - e. She then directed DAC members to put their stickers on the appropriate spot and add any relevant questions to the posters. She also invited any feedback on the process for future rubric evaluations.
 - f. TLCC survey results are out and the feedback that the TLCC survey mentioned indicated an increase in agreement with how the evaluation system is done and how it reflects what they do.
6. Budget Update (Colleen Doan)
- a. She went through the slidedeck called the [2024-2025 Preliminary Proposed Budget](#)
 - b. She mentioned this is a preliminary budget and it will be finalized as more information comes out.
 - c. Specific information included how the number of students enrolled isn't exactly the same as funded pupils as well as the fact that the funded pupil count (which is based on a 5 year average) is still a little higher than the number of enrolled students.
 - d. Since the state is projected to increase the per pupil revenue, despite the lower enrollment, the district will have a little more money this next budget year.
 - e. 71% of the proposed budget will be budgeted within schools and only 5% will be in central administration.
 - f. Licensed staff and classified staff will, on average, receive a 3.5% increase, and administrators will receive an increase of 3%.
 - g. In summary, over 34 million dollars (a 4% increase) will be broken down into \$22M for compensation and benefits to staff, \$4M to site-based budget, and \$12M to investing in support systems
 - h. The biggest unknowns are around enrollment and the budgeted positions being filled or not filled, which causes for the district to use contracted services at a greater cost.
 - i. On May 28th, she will present to the Board and have a multi-year forecast. The board will vote at the June 18th meeting as the legal deadline is June 30th. There are going to be some changes to school finance in upcoming years.
 - j. A member asked about all bus routes being covered. Colleen stated that, if they could fill every driver vacancy, they could afford to do this by changing the budget with the outsourced drivers.
 - k. A member asked about the Balance Stabilization factor (how the state changes the per pupil funding based on the overall budget) that isn't included in this budget.
 - l. A member asked about busing for field trips, which Colleen deferred to the head of transportation.

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- m. A member asked if the district was “relying” on vacancies as the created the budget. Colleen stated that for transportation, this is true, but not for other areas. The fund balance has grown primarily from the federal COVID relief dollars as well as the state budget decreasing the Budget Stabilization factor. Also, this year the district received some extra funding from the state.
 - n. Another member asked about the rolling blackouts for various routes. Colleen again deferred to Rich Cosgrove.
 - o. A member asked about the percentage for the reserve fund as well as what happens for students who join in the middle of the year. The reserve fund is about 10% and any student who joins late isn’t funded by the state, provided they don’t join by October 6. The state funding for late coming students in February was unique.
 - p. Matt mentioned that some routes are being reinstated slowly as more drivers become available. Routes are reinstated by need and impact.
7. Public Comment (Chester Shaw)
- a. Tom, a member of the audience, read his comment about the use of the per pupil funding, claiming that 3/4s of the money goes to non-teachers and he wants to understand why that’s happening. He cited a study from a Hillsdale College Professor that stated that the most creative time was in the 1800’s when there were single room schools. He also suggested that DCSD avoid the state funding and use only the Mills to fund the school district. He believed other districts would join DCSD in doing this.
8. Open Discussion (Chester Shaw)
- a. Chester asked for any member comments.
 - b. He thanked DAC members for their service and time. DAC members thanked him in response. Irene, another 6-year member, thanked the DAC and said they were the best DAC she’d been involved in.
9. Celebrate Outgoing Members
- a. Dir. Williams mentioned that the board wanted to thank DAC members with a plaque and she and Dir. Meek went around and thanked various members individually.
 - b. Some outgoing members spoke of their experience and time on the DAC and encouraged the DAC to keep working hard and for the Board to make sure they listen to the DAC.
10. Motion to adjourn by Becky and seconded by Irene passed unanimously at 8:55 pm.