

**District Accountability Committee
(Bylaws)**

ARTICLE I - Name

The name of this board advisory committee shall be the District Accountability Committee (“DAC”)

ARTICLE II - Purpose

Consistent with the requirements of Colorado law, the purpose of DAC shall be:

- A. To recommend to the District Board of Education priorities for spending District moneys;
- B. To advise the District Board of Education and submit feedback to the District regarding District’s performance improvement, priority improvement, or turnaround plan developed by the District (as applicable), and meet at least quarterly to discuss the implementation and progress of said plan;
- C. To review all charter school applications received by the District and submit recommendations to the Board of Education about each application;
- D. To provide advisory feedback to principals concerning assessment tools used to measure student growth, consistent with the requirements of Colorado law;
- E. To consider input from School Accountability Committees (“SACs”) to facilitate evaluation processes of building principals’ performances;
- F. To provide input to the District Board of Education on the District’s Student Conduct and Discipline, Rights and Responsibilities Code and Board Policy JICDA – Conduct and Discipline Code;
- G. To increase the level of parent engagement in the District and its schools, especially the engagement of historically underserved families and students, including promoting opportunities to serve on DAC and SACs, assisting the District in implementing the parent engagement policy, Board Policy – KB – Parent Involvement in Education, and assisting school personnel in increasing parent engagement;
- H. To provide input to the Board of Education on the District’s school safety plan; and to work cooperatively with the Board of Education to determine areas and issues (including budget issues) that DAC should study and provide recommendations about to the Board of Education.

ARTICLE III-Membership

Section 1 - Selection

Applications for membership to fill vacant positions on DAC for the upcoming school year shall be emailed to the DAC email address by no later than May 31st.

On or before September 30 of each school year, the DAC Chair shall prepare a list of proposed members of DAC for the upcoming year and shall forward the list to the Secretary of the Board of Education for approval by the Board of Education. Persons approved by the Board of Education shall comprise the membership of DAC.

A person may not serve in more than one (1) membership category of the required DAC membership roles identified hereinbelow. A parent shall not be eligible to serve on DAC if the parent is employed by or a relative of a person employed by the District, unless the District, after making a good faith effort, is unable to identify a sufficient number of qualifying parents willing to serve on DAC.

To the extent practicable, the Board of Education shall ensure that appointed parents reflect the student population of the District, including parents of students of color, students eligible for free or reduced lunches, students who are multilingual learners, students who are migrant children, students who are identified as children with disabilities, and students who are identified as gifted children.

Section 2 - Composition of DAC

- A. The list forwarded to the Board of Education by the DAC Chair shall include the following persons:
 - 1. Six (6) parent/guardian representatives of students presently attending District schools. Three (3) of the parent/guardian representatives shall have children attending District elementary schools and three (3) of the parent/guardian representatives shall have children attending District secondary schools.
 - 2. Two (2) teacher representatives from schools in the District. Said teachers shall be appointed by the Cherry Creek Education Association (CCEA).
 - 3. One (1) community member who resides within the boundaries of the District, who is involved in business, including for and non-profits businesses and/or social and services organizations in the District.
 - 4. One (1) school administrator employed by the District and appointed by the Superintendent of the District

5. DAC shall invite the Board of Education to appoint one (1) of its members as a liaison to DAC.
6. The District Director of Assessment and Performance Analytics (or the equivalent position) and any other District administrators needed to support DAC subcommittees, shall also serve on DAC in a non-voting capacity.
7. The District will provide a non-voting administrative assistant to assist DAC in posting meeting notices, recording minutes, preparing email correspondence, keeping records, maintaining the DAC website, and other assigned duties.

Section 3 - Duties of Members

- A. Members shall serve for two (2) year terms.
- B. Every DAC member is expected to serve as a liaison to the constituent membership category the DAC member represents.
- C. Each voting member of DAC shall serve on at least one (1) subcommittee unless specifically excused from this requirement by the DAC Chair.
- D. Regular attendance is expected. In the event a DAC member cannot attend a meeting, said member should endeavor to find a replacement for that meeting and to notify the DAC Chair about the substitution. If a DAC member fails to meet these attendance obligations, the DAC Chair, in the DAC Chair's discretion, may declare a vacancy in that position.

Section 4 - New Members

- A. After October 1 of each year, if any committee member is unable to serve, the DAC Chair shall seek a replacement qualified to serve on DAC from the vacated membership category from submitted applications. The deadline to submit applications for vacancies shall be six (6) weeks after the vacancy occurs unless circumstances necessitate an extension of said deadline.

ARTICLE IV - Officers

Section 1 - Officers and Terms of Office

- A. The elected officers of DAC shall be the Chair and the Chair Elect.

- B. The Chair Elect shall be elected from among the parent members of DAC no later than the May meeting of each year for a term of one (1) year. After the initial year of service, the Chair Elect shall become Chair. The Chair serves a term of one (1) year unless circumstances require a longer term.
- C. Any officer vacancy shall be filled by an election to be held no later than the second meeting following occurrence of the vacancy. Nominations for persons to fill the vacancy shall be made from the parent members of DAC no later than the first meeting following the occurrence of the vacancy. The newly elected officer shall complete the balance of the term for the position vacated and is eligible to seek election for an additional term.

Section 2 - Duties of the Officers

- A. The DAC Chair shall preside over meetings of DAC and shall report to the Board of Education at least once a year on the status of the work of DAC's subcommittees in the District. The DAC Chair shall appoint chairs of all subcommittees and perform all other duties and exercise such other powers as are delegated to the Chair in these Bylaws.
- B. The Chair Elect shall perform the duties of Chair, as needed, and shall assist the Chair as requested.

ARTICLE V - Meetings of the Membership

- A. All meetings of DAC and its subcommittees shall be open to the public and held at a location within the District.
- B. For each school year, a minimum of four (4) DAC regular meetings shall be held from September through May. Notice of the time, place and agenda for each meeting, shall be emailed to each DAC member no less than seven (7) days prior to such meeting and shall be published on the DAC page of the District website.
- C. DAC regular meetings may be followed by a community forum where DAC's activities, projects, recommendations, and District updates are shared with the larger community.
- D. No business of DAC shall be conducted unless the DAC Chair or Chair Elect is present and at least 50% plus one of DAC's membership is present.

ARTICLE VI- Subcommittees

- A. The Standing Subcommittees of DAC shall be the the Budget and Finance Subcommittee, the Unified Improvement Plan Subcommittee, the Family and Community Engagement Subcommittee, and the Charter School Application Review Subcommittee (as needed).

- B. On an annual basis, DAC shall assess the need for continuing current subcommittees and establish other subcommittees as deemed necessary for its operation.
- C. Each subcommittee shall report to DAC quarterly.
- D. Subcommittee chairs shall preside over their respective subcommittee meetings.

ARTICLE VII - Voting

- A. Each DAC member in good standing shall have one (1) vote on all matters brought before DAC.
- B. A vote of a simple majority of DAC Members present and voting shall be required for adoption of a motion.

ARTICLE VII -Amendment of Bylaws

DAC may make recommendations to the Board of Education regarding proposed amendments to this Board regulation by a majority vote of members present, provided notice of the proposed amendment has been given in advance of the meeting at which the vote will be taken. Final approval of any amendments will be made by the Board of Education via resolution.

Originally Approved by Superintendent Robert D. Tschirki, May 13, 1996
Current Revision: April 8, 2024

LEGAL REF.: C.R.S. § 22-2-117(2) (district shall consult with district accountability committee concerning proposed waivers of state statutes or regulations)
C.R.S. § 22-11-101 et seq. (Education Accountability Act of 2009)
C.R.S. § 22-11-301 et seq.(district accountability committee)
C.R.S. § 22-11-401 (school accountability committees)
C.R.S. § 22-32-109.1(2) (Board to consult with district accountability committee regarding implementation of a safe school plan)
C.R.S. § 24-6-402 (Colorado Open Meetings Law)
C.R.S. § 24-6-402(1)(a)(I) (definition of local public body includes advisory committee to local public body)

CROSS REF.: AE - Accountability/Commitment to Accomplishment
AE-R - Accountability/Commitment to Accomplishment (Accountability Committees)
KB – Parent Involvement in Education