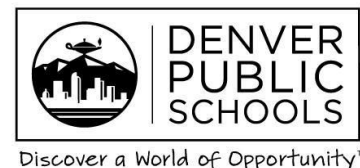


CSC Meeting Minutes

Denver Center for International Studies
DCIS
574 West 6th Avenue
Denver, CO 80204



Committee Members: (Please see the CSC meeting sign-in sheet for the attendee list)

2015-16

Date: 19 April 2016 Time: 4:30pm – 6:30pm

Meeting Location: Melanie Grant Travel Center, Room #104

CSC Members:

Parents:

- Jason Sand (Chair) – jasonpsand@gmail.com - Present
- Karen Herbert – herbks@gmail.com
- Vivian Masket – vivian_masket@dpsk12.org - Present
- Tanya Tribelhorn – tribelhorns@comcast.net
- Melanie Grant - mgrant7216@aol.com - Present

Staff Members:

- Theresa McCorquodale (Principal) – theresa_mccorquodale@dpsk12.org - Present
- Sonia Burns – sonia_burns@dpsk12.org
- Caroline Kerswill – caroline_kerswill@dpsk12.org
- Jane Lineman – jane_lineman@dpsk12.org - Present
- Adam Reiter – adam_reiter@dpsk12.org - Present
- Miguel Urdiales – miguel_urdiales@dpsk12.org

Students:

- Omar Flores – omarfrak@gmail.com
- Camilla Green – campidgeon@me.com
- Gisselle Ortiz - futuredoctor17@gmail.com
- Eli Masket – emasket@comcast.net - Present

DCIS Mission Statement

Denver Center for International Studies prepares students for college by developing multilingual, interculturally competent citizens who are actively involved in our rapidly changing world.

Committee Members: (Please see the CSC meeting sign-in sheet for the attendee list)

Minutes

4:30 pm Call to order, welcome

4:35-4:50 pm Public Input

- Representative from PTSA attended. Positive feedback for the work and transparency of the CSC.
- Fundraising - The PTSA does not have a current committee up and running, but they are working toward revisiting fundraising efforts - this year, there will not be a large fundraising event. The PTSA is looking to do an event early in the Fall of 2016. It may be beneficial for us to attend to the political options available to seek other funding. This may be a way to get our students involved.
- It was reported that a few of the teachers shared with students that there would not be any student assistant periods next year. It was concerning to some students as they are looking forward to next year. There is an impression that students are going to be pushed into an elective course. Information about a PowerPoint shared with staff and parents was reviewed indicating that Juniors and Seniors on track for graduation would have the option to take a student assistant period - but, it is on a case by case basis. An example of a student who was on track for graduation, but meeting the minimal options was shared. Feedback indicated that decisions would be made on a case by case basis and the goal is to make them more preferable for colleges.

4:50-6:15 pm

Action Items (previous meeting) review

Action Items:

- Innovation School Status - What are the benefits? What is the process? (Theresa)
 - Co-Leader from PTSA inquired about CSC member's knowledge and shared the following information
 - It was shared that the staff did some research a few years ago, and that there are some documents that could give info on their progress available - contact = Jen Boyle
 - If a school opts into paying the "actual" pay rate, most schools in DPS are able to recoup funds to put back into school budgets, there are flexibilities with curriculum, annual contracts, access to other funding streams, etc. The budget flexibilities associated with Innovation Status may best apply to the business of the CSC.
 - District Liaison = Joe Admunsen (Portfolio Management Team)
 - If future discussion is sought, topics may include: What are the waivers? How does this impact a school? What is the maintenance of this status?
- Updates from counselors re: college acceptance of waivers to upper level languages, math and english (Theresa)
 - It was shared that counselors indicated that there are no penalties for students who have few years of world language but are in the higher level languages (e.g., Level 4 and 5)
 - The same feedback was shared for the other core classes - colleges are able to review the full body of evidence prior to making decisions
 - How are we working to ensure this information is consistent and transparent for all of our students to avoid missed opportunities - the counselors do degree checks with students one-on-one, there is regular credit monitoring, parent nights, IC updates, etc. Overall, the waivers are rare, but there are supports in place to help ensure students do not miss out on opportunities.
- Reach out to IS re: the "qualification status" of our school for future years (students/Student Council)
 - Table until next meeting (students not in attendance)

- School Board Letter re: School of Choice request - perhaps changing the request, or changing the cut off date (Karen and Vivian)
 - Table until discussion on “qualification status” takes place as there was discussion on whether this is included/not included in letter and reference to specific intended audience
 - It was shared that this is important to act on now since the choice process is already in progress - the focus may need to be on the specific choice options
 - Theresa shared that she has already gained verbal approval of Shawn and Scott (Instructional Superintendents)
 - Questions on the intended audience - Vivian agreed to find out who could be the best audience, shorten letter to a page, and follow through - letter will focus on the choice option for 8th grade
- Add structure to the discussion around budget priorities at DCIS so that the CSC can make a strong recommendation for this before the end of the school year (Karen) Give us a deadline (Theresa)
 - Theresa shared a protocol provided by Karen to guide future planning decisions - the goal is to have a recommendation from this body before we leave
 - It was suggested that a template of a protocol is provided to our community to see the decision making process so that our community can better understand how decisions are made
 - The protocol was supported by CSC
- Finding parents/staff/students for the next year for the CSC
 - In the past, there has been a fall elected process at a PTSA meeting; other schools have done Spring elections; pros/cons for both
 - Theresa to confirm with Melanie that the current CSC Handbook is on our website
 - Reviewed CSC Handbook - there is flexibility with elections occurring in May or August - looking forward, there will be a majority of new members incoming next year
 - Elections will occur in the Fall, but the current CSC will have at least one meeting in the Fall to provide continuity
 - Adam will make the announcement to staff in the Fall
 - Tanya to correspond with parents (e.g., PTSA, registration info, DCIS app) - Vivian to confirm with Tanya
 - Theresa to correspond with student council (middle/high school groups) to nominate/vote members for CSC
 - Elections likely to occur around 3rd week of September
- Present at staff meeting the recommendations made by CSC/take other ideas from the staff (Present to Staff Meeting in April- Adam, Caroline)
 - This is scheduled to occur on May 4th at faculty meeting - feedback to be shared at CSC meeting later that same day
- Attendance Data (Theresa)
 - Data was shared by grade. District goal is 92%. Seniors are a little below goal. High school shows some dip below goal in the Spring.
 - General trend is that our attendance has improved. We are on the path for our district goal.

6:15-6:15 pm

Continue Future Vision Planning

- Meeting time was spent to review actions items and set future agenda

6:15-6:30 pm

Agenda Setting & Action Item Review

Action Items

- Reach out to IS re: the “qualification status” of our school for future years (students/Student Council) [tabled from 4/19/16]
- School Board Letter re: School of Choice request - perhaps changing the request, or changing the cut off date (Karen and Vivian)
- School Board Letter re: School of Choice request - updates (Vivian)

Upcoming Meetings

- May 4th (work meeting only)
 - 4:30-5:45 pm
 - Part 1 of the Protocol
 - No action items
 - No public input
- May 17th
 - 4:30-7:30 pm (extended meeting tentatively planned)
 - Part 2 of the Protocol re: 2016-17 Priorities
 - End of the Year Evaluation for Principal by CSC
 - Share data for college enrollment (Theresa)
- June - No CSC Meeting

6:30 pm

Conclusion and Depart

NOTE: All agendas are posted publically in a timely fashion on school’s website and/or in a highly visible area in the building.