

PSD District Advisory Board

September 11, 2023
7:00pm-9:00pm
Boardroom

MEETING MINUTES

- I. Scott Schoenbauer (Past Chair, DAC); Ashley Barrett (Bauder); Mike Thomas (Bennett); Brett Hanson (Bethke); Carrie DeJulio (CLP E); Chelsea Wisdom (CLP E); Lindsay Steele-Idem (Dunn); John Henderson (Harris/Lesher); Jenny Miller (Irish/Lincoln); Karrie Grama-Hatfield (Kruse); Marybeth Rigali-Oiler (Kruse); Jami Montoya (Laurel); Kristen Bene (Lincoln); Stephanie Matthews (Linton); Ethnie Treik (McGraw); Taylor Ritchie (Olander, Chair Elect); Gaylene Moldt (Rice); Richard Teck (Rocky Mountain HS); Erika Michalski (Shepardson); Amanda Koncewicz (Tavelli); Andrea Booth (Traut); Sara Merrill (Traut/Kinard, DAB Membership); Faith Fritsch (Blevins); Jennifer Klapperich (Preston); Demetreece Langston (Poudre Community Academy); Stacy Armstrong (PSD Global); David Garner (Polaris Expeditionary); Michelle Duncan (DAB Secretary, Liberty Common); Kathy Ross (Liberty Common); Queen (Chair); Jim Brokish (Board of Education); Lauren Hooten (Presenter PSD); David Autenrieth (Presenter PSD); Heidi Graeber (Presenter PSD); Dwayne Schmitz (Presenter PSD); Martine Carcasson (Moderator); Dr. Traci Gile (Asst. Superintendent of Elementary Schools);
- II. **Welcome**
 - a. DAB Chair, Queen, called the meeting to order and welcomed everyone in attendance. DAB members and facilitators introduced themselves to the group.
 - b. There was a motion to approve the minutes from the May meeting and the minutes were approved.
- III. **Committee Update**
 - a. **Membership Chair:** S. Merrill reported. She went over sign-in protocol for meetings. No additional updates.
 - b. **Legislative Committee:** No news to report
 - c. **District Accountability Committee:** M. Werner was absent. Dwayne Schmitz presented report later in the meeting.
 - d. **Academic Chair:** No news to report.
- IV. **Board of Education Update - BOE, DAB Liaison - Jim Brokish**
 - a. J. Brokish discussed concerns regarding heat in schools and lack of AC. He stated that PSD contracted with McKinstry to assess solar and AC options. They are awaiting cost estimates. He mentioned that 17 PSD schools have some sort of AC in their buildings, 20 PSD schools have tempered cooling, and 13 PSD schools do not have AC in the majority of their buildings.

- b. Jim reviewed the Strategic Plan that was presented at the May meeting.
 - 1. Literacy:
 - a. PSD adopted new literacy program.
 - 2. Mental Health & Belonging:
 - a. PSD applied for and received \$10M grant to bring counseling services into our schools.
 - 3. Graduating w/ Options:
 - a. PSD is focused on providing different pathways for students. New proposal will be brought to the BOE in December 2023.

- V. **Executive Team Open Position: Secretary**
 - a. Jami Montoya was nominated for secretary.
 - b. Special election will be held at the next DAB meeting in October.

- VI. **DAB Slide Deck – Taylor Ritchie (Chair Elect)**
 - a. DAB Chair Elect, T. Ritchie, presented and explained the role of the DAB.
 - i. The DAB is a board made up of volunteer parents, it advises the district, and it acts as a link between the community and the district.
 - ii. Each school may have one primary representative and each primary representative receives one vote.

- VII. **DEI Committee Interest – Queen (DAB Chair)**
 - a. Queen gauged community interest in Diversity, Equity, and Inclusion (DEI) committee and asked those who are interested to reach out to her.

- VIII. **Calendar Committee – Lauren Hooten**
 - a. L. Hooten stated the calendar committee puts out a survey each year. The survey should be coming out around October 2nd and will be available for two weeks.
 - i. The calendar committee develops the school calendar each year. There are specific state requirements for hours and days. PSD accounts for 3 snow days each year. Question was raised regarding PSD accounting for heat days as well.
 - ii. Calendar Committee is gathering feedback on professional development time. There are three proposed options:
 - 1. Late start option for elementary and middle school.
 - 2. Weekly early release option.
 - 3. Taking three student days and making them staff Professional Development days for elementary and middle school.

- IX. **Special Education Advisory Committee (SEAC) – Heidi Graber**
 - a. H. Graber stated the purpose of the SEAC and its role within PSD.

- b. The SEAC is no longer required but is recommended. It is comprised of parents and district staff and its goal is to facilitate partnerships and build trust within the community.
 - i. Parent education: The SEAC conducts 4-12 parent workshops per year.
 - ii. Membership: Application opens beginning of August and is closed Sept. 1st.
 - 1. This year they had 45 applicants. Would like to see more early childhood and middle school representation.

X. DAC - Dwayne Schmitz

- a. D. Schmitz discussed the requirements and role of the DAC.
 - i. The DAC is required by the state. It is responsible for reviewing data and providing data-informed leadership. The DAC is also known as “1338 Committee”. Its purpose is to advise the district on all things involving growth and student outcomes. The DAC also plays a role in charter school applications and renewals.
 - ii. Consists of 5 district employees and 11 community members.
 - iii. Primary focus:
 - 1. Unified Improvement Planning.
 - 2. Student Outcome Data. Giving feedback to individual schools.
 - 3. Senate Bill191. Meet within the budget design team and inform BOE of spending priorities.

XI. Equity Diversity Advisory Committee (EDAC) – David Autenrieth and Delhia Mahaney

- a. D. Mahaney discussed the purpose of the EDAC – to provide representation for under-represented groups.
- b. Create inclusive calendar (located on district website).
- c. Current policies being reviewed: Bullying policy and student-facing policies such as dress code and placement.
- d. Committee advises on policy but does not create policy.

VII. Closing

- 1. **Adjournment:** Queen reiterated if anyone had any additional questions, they can leave them on the tables and the executive committee would work on answering them. Queen thanked everyone coming and concluded the meeting at 9:00 pm.

--Kathy Ross, Stand-In DAB Secretary