

MSCS School Accountability Committee Meeting Minutes 2/10/25

1) Welcome and Connect -

- Members present - Jenna, Jennifer, Alisa, Troy, MacKenzie, Hillary
- Assign a notetaker for meeting - MacKenzie

2) School Community Survey 2025

- Timeline - ~~Jan. & Feb. revise~~ → Feb.10th Community Update plug → survey launch March 3-28? (Last year was March 7-22) *Plug at family conferences → Review results March SAC mtg. → Results Report to school community mid April?
 - i. Keep the timeline start March 3 - last day of spring break (open to possible additional week after spring break)
- 22-23 Community Survey Progress Report Review doc - [link](#)

Discussion: Need more time to consider previous year data now that we have some more longitudinal data. The report needs some additional reflection from others such as admin., possibly faculty circle and teacher collaboration teams, community circle lead. Should be ready for our next meeting in draft format and deliverable to the community in SAC email at the end of February. Inclusion in the BEAT.

- 23-24 Survey Results - [Link](#)
- Survey revision - see link from Hillary and Liv's email
 - i. Additional considerations for inclusion of the survey this year?
 - ii. Format of questions for improved reporting?
- Family conference communication to parents March 4-6th- reminder shared by teachers? Table with a few devices to complete the survey? Scannable QR code posted?
 - i. AI - QR code for table and individual teacher communication prompt about the survey - Hillary
- Post to the BEAT about survey
- Separate SAC email of Community Survey Progress '23-'24' week of February 24th?

Discussion:

- What are we doing now to support and maintain the safety of our students and staff with the ever changing landscape? Not for the survey, but something for SAC and Admin.
- How to communicate well and remain protected - broad communication
- Families need a general message reconnecting the process for bringing concerns to the school in confidence. - in the BEAT - AI: Hillary
- Get the ball rolling for evening family education subgroup from Community Circle - Jackie Theil & Hillary Mizia

- 3) **Community Survey Progress '23-'24'** - See above notes and discussion, see email for link
- 4) **Staff Survey work** - provide a platform for staff to share experiences, perspectives, and identify needs to inform strategic decisions of the SAC, operational team and the Board of Directors and support the mission and vision of MSCS.
- Sample questions document link - see email
- AI: Share a brief about this work with staff at faculty mtg. In February - MacKenzie
- 5) **District Advisory Board** - [info link](#)
- Once a month 7-9pm - remaining meetings. March 3rd, April 7th, May 5th, 2025
 - DAB rep responsibilities - [link](#)

No time for this. MacKenzie will address this with the committee via email.

- 6) **Next meetings**
- Feb 24th, March 10th Staff Survey building
 - Day of the week preference? Mondays?
 - Frequency - twice in April once for UIP update/support and Survey review, May tentative final meeting.

Reference links:

Orienting documents for new members & answer any questions related to documents

[MSCS School Accountability Committee Reference Guide](#)

[CDE guidance doc](#)