

**District Advisory Council for Compensatory Education (DAC)
General Meeting Minutes
September 22, 2004**

Attendance of School Representative:

Executive Board Members: Chair: Page; Executive Members: Balangon, Green, Llorens, and O'Connell;

Elementary Compensatory Schools: Adams/Yuwiler, Boone/Gonia, Clay/Bellaart, Cubberley/Page, Franklin/Engle, Fulton/Kennedy, Hawthorne/Page, Jones/O'Connell, Juarez/Gates-Miliner, Lafayette/Jubala, Logan/Nunez-Llorens, McKinley/Rose-Weber, Perry/Rosevear, Valencia Park/Temple, Vista Grande/Vander Schuit, Webster/Harris, Wegeforth/Drury, Whitman/Van Pelt;

Middle Level Compensatory Schools: Clark/Santana, Roosevelt/Mitchell, Wangenheim/O'Connell;

Senior High Compensatory Schools: Morse/Green;

Atypical Compensatory Schools: Gompers/Balangon;

Non-Title I Schools: Muirlands/Bell;

District Staff: Andrea, Bachofer, Brewer, Diaz, Dusharme, Falk, Hightower, Moore, Navalles, Palkowitz, Quezada, Vela;

Members of the Public: Cowen, de Meules, Garibay, Gomez, Hesche, Keith, King, Meredith, Pierson, and Sachs.

David Page (Page), DAC Chairperson, called meeting to order at 6:43 p.m.

Chairperson's Report

- Approval of the Minutes: Minutes for the June 9, 2004, meeting were reviewed. Moved to approve the minutes as written (Webster). Motion passed none opposed.
- District Policy Concerning Beverages: The exception submitted to the district's Executive Leadership Team requesting approval to purchase beverages for the DAC meetings was denied. Mr. Page requested a copy of the document. Linda Dusharme, Program Manager, Planning and Accountability responded that the document was not available. She confirmed that the exception was denied and explained that the denial was based on the Administrative Directive that prohibits central offices from purchasing food. Mr. Page stated that Title I law allows the purchase of light refreshments. The Executive Board discussed the issue and recommended that beverages be purchased outside of District Food Services, by DAC Executive Board members, and be made available to members for the purchase price. A collection box could be placed in the back of the room and payment would be on the "honor system". Moved to temporarily use the "honor box" until the district approves the expenditure of the DAC funds and request that the district provide a copy of the exception with the denial (Clark). Seconded (Morse). Motion passed with none opposed. Mr. Page will continue to follow up on this issue with the district.
- California Association for Compensatory Education (CACE) Conference Report: The CACE Conference is scheduled for November 5-7, 2004, in Sacramento. The conference is an opportunity to network with other districts. The cost is estimated at \$1,000 per person. A

copy of the conference information and registration was provided to members. Page requested a motion allowing the expenditure. Moved to send Mr. Page and Frank Engle, Executive Board Member/Representative from Franklin, to the CACE Conference (Clark). Seconded (Alcott). Motion passed with none opposed.

- State Board of Education Meeting: Mr. Page attended the SBE meeting in July 2004. Topics of discussion included persistently dangerous schools and data collection through the Consolidated Application, Part I.

Executive Board Report

- Agenda Change: Mr. Engle was on the agenda under the Executive Board Report to provide information on the purchase of a new recording system. He notified Mr. Page that he would be late to the meeting. Maria Moore-Flagg, Supervising Administrative Assistant, needed to leave the meeting early and requested to be moved up on the agenda. Mr. Page requested a motion to change the agenda. Moved to have the presentation on recording equipment to follow the item titled *Understanding Accountability Progress Report* (Vista Grande). Seconded (Lafayette). Motion passed. Moved to have the item titled *Ballard Parent Center Update* moved to follow the Executive Board Report (Wangenheim). Seconded (Morse). Motion passed with none opposed.
- Ballard Parent Center Update: Maria Moore-Flagg, Supervising Administrative Assistant, Student Support Services, welcomed everyone to the Ballard Parent Center. She noted that at the June 2004 Board of Education meeting, there was a discussion regarding the possible move of the center. The Board tabled the discussion; the center was not moved for the 2004-05 school year. Ms. Moore-Flagg gave an overview of the activities being offered at the Ballard Parent Center. She provided a folder that contained class schedules and registration information.
- Bylaw Update: Marla O'Connell, Bylaw Committee Chair, stated that a copy of the Bylaws, approved in June 2004, was provided. She reminded members to put the Bylaws in their DAC notebook.

District Report/Training/Collaboration

- Consolidated Application, Part I: Art Palkowitz, Manager, Resource Development, provided an overview of the Consolidated Application, Part I (Con App) The Con App was completed in June 2004 and submitted to the State by the appropriate deadline. Through the Con App the district receives \$45-50 million. Prior to the meeting, Mr. Page requested that site specific pages be provided to members; the pages were in members' packets. There was an error found in the section that detailed the number of teachers per site that were "NCLB compliant." Those pages were not distributed to members. Ms. Dusharme outlined the programs funded by the Con App. She provided a hand out of the information. The district was requesting that the DAC chairperson sign the Con App. Discussion points included questions on the missing page, the issue of NCLB compliant teachers and what the district's actions were on the issue, and STAR test letters not having been received in the appropriate timeline. Karen Bachofer, Executive Director, Standards, Assessment, and Accountability, addressed the body to clarify statements made regarding the student STAR test letters and

NCLB compliant teachers. Dr. Bachofer stated that student STAR test letters are supposed to be mailed within 20 days of being received. The company who printed the letters had the wrong zip codes, requiring that the letters be redone. Once the revised letters are received, they will be mailed. The letters are being sent later than normal. On the issue of NCLB compliant teachers she clarified that no teachers had been released by the district as a result on not being NCLB compliant. She further stated that the district just recently received the guidelines from the State on what is considered NCLB compliant. Dr. Bachofer summarized that 50% of district teachers were considered NCLB complaint and that after the entire review process was complete the district expected that about 10% of teachers would not be NCLB compliant.

- Understanding Accountability Progress Report (APR) and NCLB Manager Position: Ms. Dusharme planned a presentation on *Understanding Accountability Progress Report (APR)* however there was not enough time left to cover all the material she prepared. She reviewed Adequate Yearly Progress criteria, APR School Level Results, and the 2004 Program Improvement Timeline. Ms. Dusharme gave an update on the status of the NCLB Program Manager position. She said that the new manager would coordinate all components of the NCLB requirements including supplemental services and busing, as well as the Coordinated Compliance Review (CCR).
- Action to Change the Agenda: Moved to extend the meeting 15 minutes to complete the agenda (Roosevelt). Seconded (Clark). Motion passed.
- Recording Equipment: Mr. Engle researched different types of recording systems. He found a PA system that could be connected to a recording system. The system he recommended would cost approximately \$300-\$400. Discussion points included wireless vs. tabletop microphones, cost, sound quality, and recording time. Moved to let the Planning and Accountability Department choose an appropriate system that does not exceed \$1,000 (Alcott). Seconded (Gompers). Motion passed with none opposed.

Public Comment

- None

Meeting adjourned at 8:50 p.m.

Minutes recorded by Margie Vela.