

**Banning Lewis Academy**  
**School Accountability Advisory Committee (SAC) Meeting Minutes**  
Monday August 7th, 2023 at 6:00PM  
Location: BLRA Library

**Call Meeting to Order at 6:02pm**

**1. Roll Call/Intros (3 mins) Mr. Blum, Mr. Dahlman, Mrs. Engebrecht, Mrs. Euler, Mr. Harding, Mr. Knighten, Mrs. Voltz, Mrs. Witzak**

**2. Review of Agenda (3 mins)**

**3. Review of Previous Meeting's Minutes (4 mins)**

**4. Special Guests: NONE:**

**5. Discussion Items: (45 mins)**

5.1. Overview of SAC and DAAC meeting dates: **(5 Minutes): DAAC Meeting Dates: 29 Aug 2; 26 Sept 23; 24 Oct 23; 12 Dec 23; 23 Jan 24; 20 Feb 24; 12 Mar 24; 23 Apr 24; 14 May 24. Attendance of the DAAC will be split between Mr. Blum, Mrs. Euler and Mr. Harding.**

5.2. Nominate new chair/officers: **(10 Minutes): The state requires that the SAC chair has to be a parent. The state requirements for Co-Chair and Secretary can be parent or staff member.**

**Nominated and accepted for SAC chair, Mr. Matt Harding. Nominated and accepted for SAC co-chair, Mr. Todd Blum with Mr. Rick Dahlman to add support as needed. Nominated and accepted for SAC secretary, Mrs. Katie Euler.**

5.3. Recruit: networking etc. **(5 Minutes) The SAC's priority is to set up a family engagement plan with school specific district resources, identifying PR and marketing POC for BLA. Mr. Dahlman is our POC for parent engagement and is creating parent engagement nights starting this month.**

**The SAC's priority and focus is also on filling the composition required by the state by recruiting parents and community members to join the SAC and attend the meetings. We need 2 more teachers and 1 community member.**

**The BLA Admin team will have a communication meeting this week and will discuss how to best send out SAC information to our community.**

**There was a discussion around the ability to combine other BLA parent organization meetings with the SAC meetings to help limit scheduling conflicts and to aid in community and parent engagement? We will continue this discussion.**

5.4. Bylaws review/operating procedures: determine adjustments that are needed. **(15 minutes) 2019 was the last time our our SAC bylaws were edited and they are in need of**

2023-2024 BLA SAC Meetings: August 7th 2023, October 16th 2023, December 11th 2023,  
February 12th 2024, April 8th 2024

updates. Our focus for updates of our bylaws will be to align with what the state of Colorado requires and recommends, 7 positions; 1 principal or designee, 1 teacher, 3 parents of students, 1 adult member of a parent organization, and 1 community member. Our SAC population should also represent and reflect the student population.

We scheduled a working session to draft the edits for our BLA SAC bylaws on August 15, 2023 at 2pm in BLPA Executive Conference Room.

5.5. Safety and Security Discussion: (10 Minutes) We currently have two fulltime armed 3<sup>rd</sup> party security guards at both campuses. The SAC's top priority has been and still is to get a SRO or trained D49 SO.

BLA SAC is the first step for all school grievances from our community with recommendations to the BOD if and when necessary.

**Recent grievance:** Parent and child/children were almost hit by car while in a crosswalk at 3:07pm. The parent's concern was, failure to obey traffic laws, excesses speed and illegal parking. The parent requested a BLA policy for erratic driving and breaking the rules and also suggested having a SO or staff member at Cottonwood Tree Lane and VDP.

**SAC discussion:**

- Educating parents, family and community members on the resources they can use when witnessing traffic violations.
- To encourage both community members and school staff to get the license plate number, make, and model of the car to report the traffic violations to CSPD.
- If BLA leadership/admin team witnesses an incident they can intervene and/or follow up with the individual if the identity is known.
- Creation of a policy from the BOD regarding driving behavior of parents and family that is aligned with the student handbook BLPA.
- Request the City of COS create infrastructure to aid in the safety of our streets around the school
- Operationally invest in creative ways to hold drivers accountable like go-pro etc...
- Update cameras at the schools for better parking lot resolution

5.6. MLO Request: (3 Minutes) The current year budget is \$400,000-\$500,000.

**Safety and security request:** The intercom system in several classrooms at BLPA is not functioning properly and those classrooms are unable to reach the front desk from the

**classrooms. Requesting up to \$11,000 for new wiring and additions to the intercom system. SAC approved this request to go forward to the DAC.**

**5.7. Updates to the BOD: (10 Minutes): Agenda, meeting dates, new chairs, focus on state membership requirements, updating BLA SAC bylaws, safety and security grievance process, and approved up to \$11,000 MLO request for correcting intercom issues at BLPA.**

5.8. Open Forum, Questions, General Comments

## **6. Future Business: October 16<sup>th</sup>: (5 mins)**

6.1 End of Year Data and Beginning of Year Data

6.2. Safety and Security Discussion:

6.3. New membership onboarding

~~6.4. Election of new Chair, co-chair, secretary,~~

6.5. Recruitment revisited

6.6. School Performance Framework – Special guest 6.6-6.8

6.7 Unified Improvement Plan Presentation and Discussion.

6.8 Review UIP Implementation

6.9 MLO

## **7. Adjournment at 7:21pm**